

# CITY OF SAFETY HARBOR FLORIDA



ANNUAL BUDGET FY 2013-2014

**CITY OF SAFETY HARBOR, FLORIDA  
ADOPTED BUDGET  
FISCAL YEAR 2013/14**



**CITY COMMISSION**

Joseph Ayoub, Mayor  
Nina Bandoni, Vice-Mayor  
Cliff Merz, Commissioner  
Nancy Besore, Commissioner  
Richard Blake, Commissioner

**City Manager**  
Matthew L. Spoor

**PREPARED BY  
FINANCE DEPARTMENT**

# ELECTED CITY OFFICIALS



**JOSEPH AYOUB, MAYOR (CENTER)**  
**NINA BANDONI, VICE-MAYOR (SEATED RIGHT)**  
**CLIFF MERZ, COMMISSIONER (STANDING RIGHT)**  
**NANCY BESORE, COMMISSIONER (STANDING LEFT)**  
**RICHARD BLAKE, COMMISSIONER (SEATED LEFT)**



**COMMISSIONER  
CLIFF MERZ**



**COMMISSIONER  
NANCY BESORE**



**MAYOR  
JOSEPH AYOUB**



**VICE-MAYOR  
NINA BANDONI**



**COMMISSIONER  
RICHARD BLAKE**



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

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

JOHN POWELL

ALAN ZIMMET

KAREN SAMMONS

MATTHEW MCLACHLAN

JUNE SOLANES

JOE ACCETTA

ANDREA NORWOOD

LISA KOTHE

BILL CROUSEY

RAY BOLER



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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 2013/2014

**September 16, 2013**

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 Adopted Fiscal Year (FY) 2013/2014 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

*"Safety Harbor strives to be a vibrant destination City with a unique quality of life - a City that is successful in balancing responsible, innovative growth with careful preservation of its small town atmosphere, its quaint character, and its valued treasures."*

#### Why choose Safety Harbor

- ✓ Accessible government that is responsive to citizen needs and concerns
- ✓ Pro-business with an active Chamber of Commerce
- ✓ Quaint downtown that hosts a multitude of special events every month
- ✓ Excellent schools and parks with tons of programs and activities
- ✓ Outstanding full-service public library
- ✓ Safe, friendly neighborhoods that are ideal for raising children & retirement
- ✓ High rate of homeownership with stable property values
- ✓ Low millage rate
- ✓ A scenic harbor with over 3.5 miles of unobstructed views of the bay
- ✓ Strong protections for preserving grand trees and other natural resources
- ✓ High rate of volunteerism and civic pride
- ✓ Close proximity to two international airports
- ✓ Award winning hospital and two Fire Stations serving 17,000 residents

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.

## **2014 VISION**

During the 2007 Visioning Session, the participants identified strategic actions in four main categories. These strategic actions help guide city-wide 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 2007 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 and 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. A goal-setting workshop was held in April 2012, the goal of which was to review the status of prior year goals and establish goals for 2012 and beyond. Listed below are the goals and priorities established in 2012, 2010 and 2008. The 2010 and 2008 updates are as of April 2012.

### **Commission Goals and Priorities for 2013 and 2014**

The focus of management continues to be on the budget, program and service sustainability, and the local, state and national economic conditions. The list below includes those items the City Commission set as goals or priority areas for 2012 and beyond as well as goals identified during an April 2013 strategic planning session.

#### ***Economic Development***

- Support the Chamber's efforts to establish an Industrial Park Association that includes a liaison from the City.
- Continue to promote the competitive advantages of living, working, and doing business in Safety Harbor and provide proactive assistance in facilitating business development decisions.
- Conduct local market research in determining any gaps in products/services being offered and types of businesses that are desired.

- Provide/increase incentives through the Downtown Partnership Program to attract targeted businesses.
- Foster collaboration and connections between schools and local businesses and matching students with apprenticeship opportunities.
- Reevaluate the cost structure and necessity of imposing impact fees and local business tax receipts.

#### ***Community Development***

- Explore allowing the use of golf carts on local streets.
- Examine inventory of City-owned property to determine if any surplus property exists that could be sold for private use. Evaluate use potential and need for City-owned tract east of Harborside Christian Church and lots on Elm Street.
- Encourage the redevelopment of the Sunny Height Mobile Home Park (located north of Main Street between 12th Ave. N. and 13th Ave. N.) without displacing current residents.
- Increase Public Art Initiatives.
- Replace trees that are removed on City property and continue to promote the free street tree program.
- Enhance existing pedestrian crosswalks using the latest safety features in conjunction with the South Bayshore drainage project at Main Street, Veteran's Memorial, and Iron Age Street. Add new pedestrian crosswalks on Philippe Parkway north of Mullet Creek Bridge.
- Promote the availability of Neighborhood Grants to HOA's for beautification and entryway projects.
- Extend Bayshore Linear Trail across the Bay to Oldsmar.

#### ***Service Development***

- Online Registration for Recreation Programs - WebTrac.
- Recycling - Enhance and encourage a healthier program and participation; look for alternatives to our current service delivery model (glass).
- Evaluate ways to increase Marina utilization through the Waterfront Park Master Plan process.

#### ***Budget Development***

- Look for opportunities to apply *reduce-reuse-serve* concepts and utilize *renewable-alternate energy-fuel* sources in City purchases and projects.
- Review stormwater, street light, and recycling funds and identify ways to increase their long-term sustainability.

#### **Goal Status Update 2010**

1. Land Acquisition for green space, parking or redevelopment
  - a. The City purchased two lots on Main Street and McMullen Booth Road in 2010.
  - b. Rather than purchase vacant, private land for parking the City utilized rights-of-way on 2<sup>nd</sup> Street South for a linear parking improvement project.
  - c. The City has continued discussions with the Pinellas County School Board (PCSB) regarding the Secondary School Site. Based on 2012 discussions and other PCSB action, it is believed that the PCSB would entertain a long term (50 year) lease in exchange for a favorable and reasonable annual lease payment.
  - d. In late 2011 the City began talks with Harborside Christian Church regarding a possible agreement for access and shared parking for the City-owned 10 acre property, known as the Messenger Property. No funding is currently in the five year CIP for such project.
  - e. The City and private property owner entered into an easement agreement on the north side of Mullet Creek just west of Philippe Parkway. The City has since cleaned all exotic vegetation from the creek shoulders and has replanted Florida native plants which will thrive on the creek shoulders and upland.
  - f. In 2011, the City began negotiations with the Safety Harbor Resort & Spa and in February 2012, the City closed on property to be used mainly for parkland.

2. Continue engaging in partnerships which strengthen economic development
  - a. In April 2010, the EDC (Economic Development Committee) sponsored an online survey and hosted an Economic Development Forum at City Hall. Based on feedback gathered the City Commission expanded the CRA (Community Redevelopment Agency) grant opportunities and created the Downtown Partnership Program. The program allocates up to \$150,000 per year in grant money for residential and commercial properties in the CRA. Since the Downtown Partnership Program inception in fiscal year 2009/2010, the City has awarded 46 grants totaling \$200,093. The private dollars invested in the downtown area as a result of these grants was \$1,743,716.
3. Federal funding opportunities to assist in affordable housing projects
  - a. The City staff relies on the County to assist us with any affordable housing projects in our City limits.
4. Beautification and entryway plan for recently acquired land at SE corner of Main Street and McMullen-Booth Road
  - a. The City purchased two lots at the southeast corner of Main Street and McMullen Booth Road in March 2010. In January 2012, the entryway project was completed. Staff has plans to irrigate and landscape the area by June 2012.
5. Optimization of current resources and advance planning on budget review
  - a. In 2010, the City Commission re-established the duties of the Budget Advisory Committee, properly changing the name to the Finance Advisory Committee. The Commission also created the Audit Committee to review financial reports and figures prior to the final Comprehensive Annual Financial Report (CAFR) being presented to the City Commission.
  - b. In fiscal years 2009/2010, 2010/2011, and 2011/2012, the City Commission approved a voluntary separation program (different each fiscal year) which assisted the City in maintaining and decreasing personnel expenditures and total full-time (FT) employee head count. The number of full-time employees in the General Fund has decreased from a 2007 high of 112.25 to a 2012 low of 95.25, a reduction of 17 full-time General Fund employees or 15% of the General Fund workforce during the five year span. Note that during the same span, part-time (PT) counts increased from 14.20 to 22.30.
  - c. In 2011, the City scheduled two budget workshops prior to the July workshops to discuss “big picture” macro budget figures, items and concerns. In 2012, the Commission had two budget workshops scheduled in May and June to address macro budget issues.
6. Green living and landscaping education for residents
  - a. Through partnerships with the Garden Club, the Free Tree Program, Bloomin Garden Special Event and our website, the City has made green landscaping education and information available to our residents.
  - b. Two hundred seventy-nine (279) residents participated in the free tree program. Each resident has met with and discussed green landscaping with one of our City Arborists prior to selection and placement of the tree.
7. Provide City services within County enclaves
  - a. There have been discussions at the county-wide level involving Sanitation and Recycling. The County has since tabled the idea of county-wide recycling and has continued to allow private sanitation contractors to service county enclaves within the City.
8. Expand our volunteer program to include parks and County partnerships
  - a. City Park Pals volunteer program allows for residents to assist with parks maintenance, recreation activities, sports leagues and the Trash Walker program. The County has a similar volunteer program to assist with maintenance at Philippe Park. In the last year the City has seen 98 people volunteer their time and talents. Most of the help is of seasonal nature assisting with summer camps and athletic leagues. On a weekly basis, 18 of the 98 are volunteering in Park Pals, tutoring, the Rigsby office, SHARP, and/or Daisy Douglas Park.

9. Continue city-wide beautification and maintenance efforts
  - a. The City has added rights-of-way beautification projects along 9<sup>th</sup> Avenue North, 2<sup>nd</sup> Street South, Philippe Parkway, and South Bayshore. In 2010, the City canceled our Main Street maintenance contract and now maintains the landscaping on Main Street with City staff. With the exception of two part-time employees being added, from the savings in cancelation of the Main Street contract, no additional Parks Maintenance staff has been added. With the addition of Mullet Creek Park and the future waterfront parkland it will be necessary to (1) add staff to handle or (2) contract out any future maintenance responsibilities.
10. Increase marina utilization through expanded concession sales.
  - a. Since winter 2011, the Parks and Recreation Advisory Board (PRAB) has been discussing the marina vendor contract, current and future vendor guidelines and avenues to attract a variety of new vendors. In March 2012 PRAB made a recommendation to staff which should encourage more recreational type vendors at the Marina and other facilities. This item is scheduled for City Commission consideration at the April 16, 2012 regular meeting.
  - b. Through the purchase of the waterfront parkland property the City retains future development rights on one acre just north of Veterans Boulevard. The location is adjacent to the current restroom facility. Future development could include increasing the public restrooms and add room for a food and/or bait concessionaire.
11. Revisit, "tweak" City Codes regarding property maintenance
  - a. In February 2011, the City Commission approved Ordinance No. 2011-18 updating the Building and Property Maintenance Regulations to be modeled after the most recent International Model Property Maintenance Code developed by the International Code Council.

#### **Goal Status Update 2008**

1. Complete Community Redevelopment Agency Master Plan
  - a. On January 20, 2009, the City Commission approved the update to the Community Redevelopment Agency Master Plan prepared by Staff. The Master Plan is an outgrowth of several meetings and workshops conducted as part of the Community Visioning process in 2007. The Plan was fine-tuned by the Planning and Zoning Board and City Commission. Several of the projects and initiatives called for in the Master Plan have been implemented. The Downtown Master Plan is currently undergoing a series of amendments to update the tax increment finance revenue projections and future funding allocations, revise the Master Development Plan to account for the City's acquisition of property adjoining the Safety Harbor Resort and Spa and establish a more vision-based plan framework.
2. Review Sanitation level of service city-wide
  - a. In May 2008, the City Commission initiated changes to the Sanitation level of service which reduced the bulk pick up days from two days a week to one. Sanitation staff implemented the changes June 1, 2008.
  - b. The changes resulted in savings of operating and personnel costs and long term capital improvement costs. The action resulted in a sustainable and healthy sanitation fund. Prior to these changes the fund was running a negative fund balance annually.
3. Update Inventory of all City properties
  - a. The City Real Estate Property Inventory was completed in March 2009, the first major update since October 1999. The Inventory is now kept current by the Community Development Department.
4. Improve relationship with the Chamber, Hospital and Businesses
  - a. The Downtown Marketing Advisory Committee (DMAC) was formed in April 2008 with members from the chamber, City and downtown merchants. In 2009, the committee grew into what is now the Economic Development Committee (EDC).

CITY OF SAFETY HARBOR  
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- b. The City Manager and Morton Plant Mease Countryside Director meet on a regular basis to discuss any issues or concerns.
  - c. The EDC, Downtown Business Council, 3<sup>rd</sup> Friday Committee and Farmers Market Committee all meet on a monthly or quarterly basis.
5. Philippe Parkway Median Beautification Project
  - a. This capital improvement project was completed in Fall 2009.
6. Budget - continuing to monitor and report revenues and expenditures
  - a. See 2010 Goal #5 for a complete five year analysis.
7. 9<sup>th</sup> Avenue Beautification and Entryways
  - a. In 2008, the City began working with the Safety Harbor Garden Club to beautify the existing entryways. In fiscal year 2007/2008, the City initiated a multi-year project (FY 07/08, FY 08/09, and FY 09/10) to beautify the 9<sup>th</sup> Avenue Corridor. With the final phase of the 9<sup>th</sup> Avenue Corridor completed in 2010, the City added 2,300 feet of decorative vinyl fence and 1,387 plants and shrubs.
  - b. See 2010 Goal #4 for more information.
8. Downtown Parking
  - a. Since 2008, the City has added or enhanced brick parking spaces on 2<sup>nd</sup> Street North (Rigsby Center), 9<sup>th</sup> Lane North, 2<sup>nd</sup> Street South (800 block), City Hall Public Parking Lot (behind FS 52) and reconfigured 45 degree parking to 90 degree parking on North Bayshore which increased public parking spaces in front of the Safety Harbor Resort and Spa.
  - b. See 2008 Goal #11 for more information on the 2<sup>nd</sup> Street South Linear Parking Improvements.
9. Additional uses of the Marina
  - a. National Marina Day was held in August 2008 and the City began its current Kayak and Canoe vending contract in October 2008.
  - b. See 2010 Goal #10 for more information
10. Address Goals from the Visioning Process
  - a. The goals established as a result of the visioning process have been, and will continue to be, incorporated into the downtown master plan, the land development code and the capital improvement program budget.
11. Parking on 2nd Street South
  - a. The 2<sup>nd</sup> Street South Parking Improvement project began in May 2009. The first phase was completed in early 2010 and the second phase will be finished within the month. The entire two-phased project provides 111 public parking spaces within one city block of Main Street. No private property acquisition was needed to build these parking spaces. (see 2010 Goal #1)
12. Trail Master Plan
  - a. The concept in 2008 was to connect Oldsmar and Safety Harbor by a pedestrian bridge. Expanding the width of the 590 bridge and building our pedestrian bridge have been discussed between staff and elected officials from both cities. The current state of City budgets prohibits any action at this time. If the City Commission would like staff to revive this discussion we can and will do so.
13. Improve Bayshore Linear Parkway and Trail
  - a. The current South Bayshore project calls for a trail widening from 4 feet to 10 feet on South Bayshore. The goal is to connect the two linear trails with Veterans Park, Marina Park and the recently purchased waterfront park property.
14. Church Street Property - Mullet Creek Nature Park
  - a. The initial planning meeting was held in August 2008. Staff applied for a grant in fiscal year 2009/2010 and received \$150,000 in Community Development Block Grant funding in fiscal year

2010/2011. The project has been approved by the City Commission with construction to start and finish this summer.

15. City-Wide Green Designation

- a. A team was developed to research the Green City designation in January 2009. After review the team made a presentation to the City Commission and it was decided that the cost and time to apply for the certification outweighed the certification advantages. The City Commission and staff made a commitment to initiate green practices in the community.
- b. Applied for, received and completed a city-wide tree inventory of every tree on public property, including parks, public buildings and rights-of-ways. The inventory identifies all trees, the species, size of the trunk and canopy, GPS location and general health based on a rating system.
- c. In 2007 the City Commission approved the Grand Tree Protection Ordinance.
- d. In 2009 the City Commission approved the Community Garden Ordinance.

16. Work Force Housing project on Elm and Cedar

- a. Staff met with the School Board in April 2008. Since this time the Secondary School has been demolished and three vacant lots on Elm Street have reverted back to City ownership per the original deeds. The majority of the vacant area is still owned by the School Board. In March 2010 the School Board received an appraised value of \$855,000. The School Board is not interested in selling the property to a private individual for residential development.
- b. See 2010 Goal #1 for more information

17. Hire Economic Development Person/Business Liaison

- a. With annual revenue decreases since fiscal year 2008/2009, a new position has not been added to the budget. The Chamber attempted to re-initiate the BAPS (Business Assistance Program Specialists) program and the City approved funding for the program. The County has been unable to allocate the proper funding. Staff continues to work with the Chamber, Downtown Business Council (EDC), Economic Development Committee, Third Friday Committee and Farmer's Market Committee on several different initiatives, communications and opportunities. Since 2008 the City has partnered with the DBC on marketing campaigns, added a "Business Community" portion to the City's website, planned and partnered on several annual special events, supported the "Florida Backyard Card Program" in partnership with the Chamber, DMAC and State and has supported multiple co-op advertising initiatives brought forward from the DBC, DMAC, EDC, etc.

18. Acquire Property from Clearwater/Pinellas County School Board - Bus Depot

- a. In 2008, the Pinellas County School Board informed the City and residents that it was not moving forward with the planned bus depot. Staff contacted the City of Clearwater and requested that we be considered and/or consulted as a partner on any future parkland improvements on this site. To date, no action has been taken by the City of Clearwater.

19. Tree Replacement Program

- a. The "free tree" program began in April 2009. The program allows residents to request and obtain a free tree which is planted and paid for by the City. The resident commits to watering and maintaining the tree after the initial planting. The program uses City arborists to educate residents on "Florida Friendly" tree species and the practice of "right tree in the right place." During the past three years the City has planted 279 trees at a cost of \$30,690.

# Executive Summary

## Citywide

The FY 2014 budget workshops beginning in May 2013, preceded by a strategic planning session in April 2013, have included lengthy discussions regarding fund reserve, the millage rate, funding of improvements at the Waterfront Park, and reductions in general fund appropriations. At the City's final budget workshop on July 29<sup>th</sup>, the City Commission approved an additional \$374,220 in proposed cuts citywide. The adopted budget reflects citywide revenues and expenditures, including transfers and fund balance, of \$54,488,970, which is 4.7 percent lower than the estimated year-end budget for fiscal year ending 2013.

### REVENUES

The summaries of revenues by category are as follows:

	Estimated FY 2013	Adopted FY 2014	\$ Change Over (Under)	% Change Over (Under)
Ad Valorem Taxes	\$ 3,320,550	\$ 3,705,910	\$ 385,360	11.61%
Other Taxes	4,044,120	4,082,320	38,200	0.94%
Franchise Fees	1,443,000	1,456,450	13,450	0.93%
Permits, Fees, Special Assessments	1,644,910	1,527,970	(116,940)	-7.11%
Intergovernmental Revenue	3,448,510	3,496,940	48,430	1.40%
Charges for Services	11,947,190	12,135,170	187,980	1.57%
Fines & Forfeitures	99,600	49,190	(50,410)	-50.61%
Miscellaneous Revenue	768,130	848,660	80,530	10.48%
Indirect Allocations	1,439,810	1,439,810	-	0.00%
Interfund Transfers	2,360,340	2,529,930	169,590	7.18%
Fund Balance Carryforward	26,669,320	23,216,620	(3,452,700)	-12.95%
<b>Total</b>	<b>\$ 57,185,480</b>	<b>\$ 54,488,970</b>	<b>\$ (2,696,510)</b>	<b>-4.72%</b>

**Taxes** – Taxes are increased by 5.8 percent with a total budget of \$7,788,320. This includes an increase in the millage rate to a majority vote maximum millage rate of 3.7343, a 10.46 percent increase over the current year millage rate of 3.3808, resulting in a total increase of ad valorem revenue of \$385,360 over FY 2013, cumulatively for the General Fund and Community Redevelopment Agency Fund. The 3.7343 millage rate is the first increase in millage since fiscal year 2010. Utility taxes, occupational licenses, and the “Penny” from Pinellas 1 percent sales taxes are increased nominally by \$38,200 or less than 1 percent.

**Franchise Fees** – With a budget of \$1,456,450, these fees are projected to increase by less than 1 percent over FY 2013. The projection is based on historical and current year trends.

**Permits, Fees & Special Assessments** – The budget of \$1,527,970 is \$116,940 under FY 2013 year-end estimates due primarily to permit revenue in FY 2013 higher than average resulting from permits pulled for Mease Countryside Hospital.

**Intergovernmental Revenue** – The increase in revenue from \$3.448 million to \$3.497 million is primarily a result of increases in county funding for Fire and EMS and Library PPLC.

**Charges for Services** – Charges for services provided to the citizens are estimated to increase by \$187,980 to just over \$12.1 million. The largest increases are in museum programs (\$23,900), downtown events (\$20,510), and water

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and wastewater revenue (\$138,310). Projections for the sale of water and wastewater to residents are reevaluated annually based on current year and historical consumption.

**Miscellaneous Revenue** – Miscellaneous revenue with a budget of \$848,660 is \$80,530 higher than FY 2013 year-end estimates. Donations of \$220,000 are estimated for two projects in FY 2014 including the 9/11 Memorial and development of the Elm Street property into a City park. Investment earnings in the 2014 adopted budget are estimated to be approximately 16.3 percent under current year.

**EXPENDITURES**

The summaries of expenditures by object are as follows:

	Estimated FY 2013	Adopted FY 2014	\$ Change Over (Under)	% Change Over (Under)
Personnel Services	\$ 11,709,780	\$ 11,967,460	\$ 257,680	2.20%
Operating Expenses	11,218,130	11,336,370	118,240	1.05%
Capital Expenses	5,561,320	5,358,820	(202,500)	-3.64%
Non-Operating Expenses	5,479,630	5,687,560	207,930	3.79%
Fund Balance	23,216,620	20,138,760	(3,077,860)	-13.26%
<b>Total</b>	<b>\$ 57,185,480</b>	<b>\$ 54,488,970</b>	<b>\$ (2,696,510)</b>	<b>-4.72%</b>

**Personnel Services** – Personnel services with an adopted budget of \$11,967,460 is 34.8 percent of citywide budgeted expenditures, excluding fund reserve. Personnel services are 2.2 percent higher than fiscal year 2013 year end estimates.

**Staffing Levels** - The total net increase in staffing over the fiscal year 2013 adopted budget is 1.01, which reflects as full-time equivalents an increase of 2 full-time positions in the Parks Department and net decreases of .99 in part-time positions.

The City has reduced full-time staff positions by 5 percent since 2010. A comprehensive schedule by department within the operating funds reflects adopted full and part-time positions from FY 2010 through FY 2014 Adopted. The City has deleted 17 full time positions since 2008 in an effort to control personnel expenses. The schedule is on page 291 in this report.

**Salaries and Fringes** – The final citywide budget reflects a net increase in salaries and fringes of \$257,680 compared to estimates for the 2013 fiscal year. Of the total increase, \$141,410 is due to Florida Retirement System increase in employer contribution rates as approved by the Governor in May 2013, \$121,530 as a result of fiscal year 2013 health insurance expenditures expected to be under budget as the increase in premiums budgeted did not occur when the City changed contracts from United Health Care to Aetna, \$20,000 due to a projected 10 percent increase in workers’ compensation insurance premiums, and a decrease of \$25,260 in citywide adjustments to employee FTE’s, wages and benefits.

**Operating Expenses** – Operating expenses with an adopted budget of \$11,336,370 is 33.0 percent of the citywide budget, excluding fund reserve. Operating expenses are 2.2 percent and \$118,240 higher than fiscal year 2013 year end estimates.

Some of the larger expenditures driving the increase include the following: \$20,000 for unknown damages to City assets; \$64,000 for Fire bunker gear; \$89,970 and \$113,010 for depreciation expense in Stormwater and Water and Wastewater, respectively; \$38,860 for software maintenance agreements; and \$28,300 for information technology hardware.

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**Capital Expenses** – Capital expenses with an adopted budget of \$5,358,820 is 15.6 percent of the citywide budget, excluding fund reserve.

The City has proactively scaled back capital improvement projects in the adopted budget due to shrinking revenue streams and conservative estimates of projects that have historically reflected funding from long term debt. Of note in the adopted budget are infrastructure improvements of \$700,000 at the NE Wastewater Treatment plant; \$250,000 for development of the Waterfront Park; \$400,000 for the development of the Elm Street Property; \$420,000 for the replacement of water lines in the South Green Springs area and \$340,000 for the replacement of sewer lines at Joyce and Irwin Street; vehicle/equipment purchases of \$500,000 for the replacement of pumper 877 at Fire 53, \$330,000 for the replacement of a rear loader and side loader in Sanitation and replacement of a 1992 sewer combination cleaner in sewer for \$340,000. 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 67-69. The Capital Improvement Program is higher than Capital Expenses due to account classification, i.e. Stormwater and Street Improvement fund planned CIP programs for drainage, pond maintenance, pipe relining and street resurfacing are not included in the Capital Expense roll-up. Library books and audio visual supplies are included in Capital Expense roll-up but are excluded from the CIP reporting.

**Non-Operating Expenses** – Non-operating expenses with an adopted budget of \$5,687,560 is 16.6 percent of the citywide budget, excluding fund reserves.

This category includes transfers for debt service principal and interest and amortized costs and fees of \$1,639,820, which takes into consideration debt service requirements that one-twelfth of the prior year’s principal and interest payments be maintained in fund reserve. Contribution to non-profits from City Commission total \$78,000. Indirect cost allocations (shared services) between funds are \$1,439,810. Interfund transfers are \$2,529,930.

The following table reflects staff’s estimate of beginning fund balance as of October 1, 2013 and ending fund balance as of September 30, 2014. Appropriated fund balance is \$3,077,860 for all funds citywide.

Fund No.	Fund Description	Estimated Fund Balance (10/01/2013)	Adopted Revenues FY 2014	Adopted Expenditures FY 2014	Estimated Fund Balance (9/30/2014)	Appropriated Fund Balance FY 2014
<b>GOVERNMENTAL FUNDS</b>						
001	General Fund	\$ 8,184,430	\$ 12,761,150	\$ (12,829,420)	\$ 8,116,160	\$ (68,270)
012	Public Safety	13,800	17,650	(10,800)	20,650	6,850
014	Street Improvement	358,030	235,190	(346,200)	247,020	(111,010)
015	Marina	269,380	55,550	(191,840)	133,090	(136,290)
021	Debt Service - 2012 Public Improvement Bond	70,070	317,220	(317,220)	70,070	-
023	Debt Service - 2006 Revenue Note	26,750	25,020	(25,030)	26,740	(10)
024	Debt Service - 2008 Revenue Note	44,720	548,080	(548,080)	44,720	-
032	Capital Projects	1,063,380	1,422,170	(2,333,440)	152,110	(911,270)
062	Street Lighting	20,580	324,190	(272,760)	72,010	51,430
063	Parkland	669,250	417,830	(471,000)	616,080	(53,170)
064	Transportation Impact Fee	196,290	146,610	-	342,900	146,610
065	Library Impact Fee Trust Fund	13,340	8,600	-	21,940	8,600
067	Community Redevelopment Agency (CRA)	56,780	294,540	(236,080)	115,240	58,460
074	Street Assessment	30,960	100	-	31,060	100
<b>Subtotal Governmental Funds</b>		<b>11,017,760</b>	<b>16,573,900</b>	<b>(17,581,870)</b>	<b>10,009,790</b>	<b>(1,007,970)</b>
<b>ENTERPRISE FUNDS</b>						
011	Stormwater	666,100	994,600	(1,235,580)	425,120	(240,980)
020	Debt Service - 2001/2012 Revenue Bond	220,030	33,410	(170,070)	83,370	(136,660)
022	Debt Service - 2006 Revenue Note	745,450	188,430	(571,730)	362,150	(383,300)
041	Water & Wastewater	7,270,420	9,198,180	(9,957,240)	6,511,360	(759,060)
043	Reclaimed Water	667,700	11,150	-	678,850	11,150
044	Sanitation	816,000	2,931,200	(3,034,820)	712,380	(103,620)
047	Wastewater Development	828,670	18,900	(10,000)	837,570	8,900
048	Water & Wastewater Renewal & Replacement	966,320	1,322,580	(1,788,900)	500,000	(466,320)
077	Wastewater Construction Assessment	18,170	-	-	18,170	-
<b>Subtotal Enterprise Funds</b>		<b>12,198,860</b>	<b>14,698,450</b>	<b>(16,768,340)</b>	<b>10,128,970</b>	<b>(2,069,890)</b>
<b>Total All Funds</b>		<b>\$ 23,216,620</b>	<b>\$ 31,272,350</b>	<b>\$ (34,350,210)</b>	<b>\$ 20,138,760</b>	<b>\$ (3,077,860)</b>

**General Fund**

The City Commission adopted a general fund reserve policy in 2011 requiring a twenty percent fund reserve committed for the specific purpose of emergency stabilization as well as a sustainable targeted minimum fund reserve of two months (seventeen percent) of operating expenses. For FY 2014 Adopted, the fund reserve requirement for emergency stabilization is \$2.6 million and the targeted minimum fund reserve is estimated at \$2.2 million. Total budgeted fund reserve in FY 2014 is \$8,116,160.

General Fund revenues and expenditures are \$20,945,580, including transfers and fund balance. The adopted appropriated use of General Fund reserves is \$68,270.

**REVENUES** – Adopted General Fund revenues of \$12,829,420 are \$378,290 or 3.0 percent above 2013 estimated year end.

**Ad Valorem Tax** – The City’s gross taxable value increased by \$16,826,101 or 1.78 percent over the prior year’s final gross taxable value. The adopted millage of 3.7343 per \$1,000 of assessed property value will generate \$3,420,452 in ad valorem revenue. This is an increase of \$364,180 or 11.9 percent over budgeted ad valorem for FY 2013. The 3.7343 millage rate reflects an increase from the FY 2013 adopted millage rate of 10.46 percent and is 11.62 percent higher than the rolled-back rate of 3.3457 mills. Since fiscal year 2010, the millage rate has been held at 3.3808.

	FY 2012	FY 2013	FY 2014
	Final	Final	Adopted
Millage Rate (mills per \$1,000)	3.3808	3.3808	3.7343
Gross Taxable Value	\$ 958,447,198	\$ 947,337,696	\$ 964,163,797
Total Taxes Levied	\$ 3,240,318	\$ 3,202,759	\$ 3,600,477
Amount Collected	\$ 3,078,301	\$ 3,042,620	\$ 3,420,452
Percentage Collected	95.00%	95.00%	95.00%

Ad valorem revenue is assumed to be 95 percent of taxes levied.

Although general fund revenues are \$310,020 over fiscal year-end 2013 estimates, ad valorem revenue increased \$364,180 with other net decreases totaling \$54,160.

**EXPENDITURES** – Adopted General Fund expenditures of \$12,829,420 are \$126,250 or 1.0 percent higher than 2013 estimated year end.

**Personnel services** total \$8,473,100 and are \$113,780 or 1.36 percent above estimated year end. Personnel services are 66.04 percent of total general fund appropriations. Of the total increase, \$106,580 is due to Florida Retirement System increases in employer contribution rates as approved by the Governor in May 2013, \$12,030 due to a projected 10 percent increase in workers’ compensation insurance premiums, and a \$4,830 decrease in citywide adjustments to employee FTE’s, wages and benefits.

**Operating expenses** total \$3,606,370 and are \$45,380 or 1.27 percent over estimated year end. Operating expenses are 28.1 percent of total general fund appropriations. Of the total increase, \$64,000 is programmed in the Fire Department special clothing and uniforms line for the purchase of bunker gear to comply with infection control and other safety regulations. A grant has been applied for that will fund 90 percent of this purchase. If the grant is not awarded, the gear will not all be purchased in fiscal year 2014. Utilities are increased by \$26,210, which includes a 4 percent rate increase in electric utility and additional usage due to the opening of Mullet Creek Park and the Museum: and, a projected increase of \$24,725. Historically, damages to City assets that are eligible for claims reimbursement have not been budgeted and can result in over budget conditions at the departmental levels as they are unknowns. Staff has programmed \$20,000 in general government for any such occurrences. This line will be offset by a corresponding increase in revenue from claims recovery activity.

**Capital expenses** total \$86,200 and are \$27,480 or 24.2 percent under estimated year-end as a result of purchases made for WebTrac during fiscal year 2013. Capital expenses are less than 1.0 percent of total general fund appropriations. The adopted budget reflects outlay for Library books and audiovisual materials.

**Non-operating expenses** total \$663,750. City Commission grants programmed in the current year-end of \$5,430 are not programmed in the adopted budget. They include Museum funding (\$2,930), which the City has taken over and for which expenditures flow through the Recreation Department, and Safe Harbor (\$2,500).

#### **General Fund - Other Information**

The FY 2013/14 adopted budget retains a contingency for unanticipated expenditures to address emergencies, unanticipated expenditures and/or opportunities that were unforeseen at the time of budget preparation. The amount allocated to this account is \$300,000, which represents approximately 2.3 percent of adopted budget appropriations. Per City Code, the City Commission approves all appropriation transfers from this account.

The City is fortunate to continue to receive a bequest from the Chrissie Schull Elmore Library Trust. The trust has agreed to fund \$20,000 in the adopted budget. These funds will be used for collection enhancement, humanities programs (POSH), three (3) iPads for outreach, art panels for the rotunda, furniture and seating remodeling in the reference area and darkening shades for the meeting room.

The Adopted Budget includes funding requests from three non-city agencies. Total requests submitted to the City Commission for consideration are \$75,000. The adopted budget is as follows: Neighborly Care Network Inc. for \$15,000, amount requested is \$15,000; Safety Harbor Neighborhood Family Center for \$45,000, amount requested is \$45,000; the Safety Harbor Chamber of Commerce for \$15,000, amount requested is \$15,000.

#### **Capital Projects Fund**

**CAPITAL PROJECTS** revenues and expenditures, including transfers and fund balance, are \$2,485,550. A detailed listing of capital projects is located in the Capital Improvement Program on pages 293-363 within this document.

Revenues generated from “Penny” or local government infrastructure tax is estimated at \$1,375,000 and is \$15,000 or 1 percent above year end estimate. Funds distributed from the “Penny” tax have steadily declined over the last several years dropping by 16 percent from FY 2007 to FY 2012. Donations of \$20,000 are programmed as revenue to fund the 9/11 Memorial.

The adopted capital projects by type are as follows: General Government improvements of \$104,260; Public Safety improvements of \$604,000; Transportation improvements of \$268,260; and, Culture and Recreation improvements of \$466,600. Transfers scheduled to service debt total \$890,320.

Moving forward in the five-year Capital Improvement Program beginning fiscal year 2014/15, Capital Projects will fund Waterfront Park up to \$0.5 million for improvements.

#### **Special Revenue Funds**

**CRA (COMMUNITY REDEVELOPMENT AGENCY) FUND** revenues and expenditures total \$351,320.

Ad valorem revenues total \$285,450 at the adopted millage rate of 3.7343. Taxable values in the tax increment area increased from \$64,737,606 (final) in FY 2013 to \$65,922,878 in FY 2014 (preliminary certification). This is an increase of 1.8 percent.

Operating expenses including personnel services are \$86,450. This is \$182,400 lower than the 2013 year end estimate. The remaining balance of \$150,000 in capital expenses is programmed for Waterfront Park development.

Moving forward in the five-year Capital Improvement Program beginning fiscal year 2014/15, the CRA will fund Waterfront Park up to \$1.1 million for improvements.

**PARKLAND FUND** revenues and expenditures total \$1,087,080

Grants and private donations \$400,000 are anticipated to fund development of the Elm Street Property.

Moving forward in the five-year Capital Improvement Program beginning fiscal year 2014/15, Parkland will fund Waterfront Park up to \$400,000 for improvements.

**STREET LIGHT FUND** revenues and expenditures total \$344,770.

The City Commission implemented a street light assessment in fiscal year 2013. The Street Lighting Services and Facilities charges are allocated among benefitted tax parcels using a methodology based upon “Equivalent Residential Units” or “ERUs” with one (1) ERU equal to 2,629 square feet, which is the size of the average single family residential building in the City. The methodology requires annual validation of all properties assessed the fee.

In fiscal year 2013, benefitted properties were billed \$5.66/monthly or \$50.97/annually. Effective October 1, 2013, the monthly assessment will be \$4.25. Revenue from the assessment is estimated at \$313,020 annually in the adopted budget. Estimated utility services are \$272,760.

### Enterprise Funds

#### **Stormwater**

The adopted stormwater budget is \$1,660,700.

In fiscal year 2013, the City Commission approved a rate of \$7.25 per ERU in an effort to have the fund sustain the operations, maintenance, non-operating and debt service of the fund but also to build a fund reserve to meet ongoing capital costs.

With the ERU generating revenue of \$971,500 annually, the prioritization of capital projects remains critical as larger projects such as North Bayshore and Upper Mullet Creek are pushed out in the five year CIP or remain in the unfunded category until such time the City either builds a reserve or issues debt for the projects.

#### **Water and Wastewater**

The adopted budget for water and wastewater is \$16,468,600 inclusive of fund reserves.

Charges for water and wastewater of \$8,050,000 are estimated to increase over 2013 estimated year end by \$140,310. This nominal estimate is an increase of 1.8 percent and 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 adopted budget includes a 4.5 percent increase for the purchase of water from Pinellas County as well as an increase of 1.4 percent for wastewater treatment purchased from the City of Clearwater. These increases are for both variances in consumption as well as any increases in rates.

#### **Sanitation**

Sanitation charges for services of \$2,805,300 are estimated to remain flat in the adopted budget. To save money in future years, provide better services to residents and protect the environment for future generations, the City began moving to single stream recycling in FY 2013 with full implementation scheduled for early in FY 2014. Landfill fees reflect a minor decrease of 4 percent until additional historical information is obtained that will serve as a better guide on the savings associated with single stream recycling.

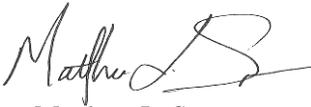
**Capital Improvement Plan**

The Capital Improvement Plan (CIP) for FY 2013/14 – FY 2017/18, beginning on page 293, includes projects totaling \$28,586,120, of which \$5,612,620 is planned for expenditure during the FY 2013/14 budget year. Expenditures in the five year plan by type are as follows: General Government - \$1,629,260; Public Safety - \$814,000; Physical Environment - \$21,480,000; Transportation - \$2,277,760; and Culture and Recreation - \$2,385,100.

**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 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>
2013/14	\$ 12,829,420	\$8,116,160	63.26%
2012/13	\$ 12,703,170	\$8,184,430	64.43%
2011/12	\$ 12,613,264	\$8,436,467	66.89%
2010/11	\$ 12,796,551	\$8,967,390	70.08%
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%





# 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 17,496 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, the 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 24 cities in Pinellas County. The County has a population of over nine hundred thousand 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

- Incorporated: June 11, 1917
- Form of Government: Commissioner-Manager
- Elected Officials: Mayor and four at-large Commissioners
- Administration: City Manager appointed by City Commission

### Population Characteristics:

Population: 17,496

Median Age: 48.0

Age Distribution:	<u>Number</u>	<u>Percent</u>
Under 5	757	4.3%
5-14	1,857	10.6%
15-24	1,713	9.8%
25-44	3,472	19.8%
45-64	6,258	35.8%
65-84	2,977	17.0%
85 and Older	462	2.6%

Household Profile:	<u>Number</u>	<u>Percent</u>
Households with families	4,898	64.2%
Households with one or more people 65 years and over	2,442	32.0%
Average household size	2.27	
Average family size	2.81	
Householder living alone	2,237	

Gender Distribution:	<u>Number</u>	<u>Percent</u>
Male	8,330	47.6%
Female	9,166	52.4%

Other Characteristics:	<u>Number</u>	<u>Percent</u>
Veteran Status	2,097	14.6%

**Education:**

Educational Attainment: *(For those 25 years or older)*

	<u>Number</u>	<u>Percent</u>
Less than 9th grade	409	3.1%
Some high school, no diploma	809	6.1%
High school graduate or GED	3,613	27.0%
Some college, no degree	2,759	20.7%
Associate's degree	1,283	9.6%
Bachelor's degree	2,971	22.2%
Graduate or professional degree	1,514	11.3%

**Employment:**

Labor Force: *(For those 16 years or older)*

	<u>Number</u>	<u>Percent</u>
In labor force	8,993	60.5%
Civilian labor force	8,964	60.3%
Employed	8,534	57.4%
Unemployed	430	2.9%
Armed forces	29	20.0%
Not in labor force	5,873	39.5%

Employed Work Classifications:

	<u>Number</u>	<u>Percent</u>
Private employment	7,158	83.9%
Government employment	701	8.2%
Self-employment	675	7.9%

Household Income:

Median household income	\$ 59,335
Median family income	\$ 75,748

Public Assistance and Poverty Rates:

	<u>Percent</u>
Families with income below poverty level	5.1%
Households receiving Social Security	35.5%
Households receiving Supplemental Security Income	1.4%
Households receiving cash public assistance income	1.9%
Households receiving Food Stamp/SNAP benefits	4.2%

**Housing:**

Number of Housing Units:	<u>Number</u>	<u>Percent</u>
Single Family	6,171	73.1%
Duplex	39	0.5%
Multi-Family	939	11.1%
Mobile Homes	<u>1,294</u>	15.3%
Total	8,443	100.0%

Tenure Characteristics:	<u>Number</u>	<u>Percent</u>
Owner Occupied	6,143	82.2%
Renter Occupied	1,331	17.8%

**Economy:**

Type of Business:	<u>Number of Establishments</u>
Retail Trade	64
Food and Beverage Stores (8)	
Motor Vehicle and Parts Dealers (10)	
Miscellaneous Retail Stores (46)	
Finance, Insurance and Real Estate	92
Real Estate and Rental and Leasing (46)	
Finance Related Services (34)	
Insurance Carriers (12)	
Accommodation and Food Services	45
Accommodation (4)	
Food Services and Drinking Places (41)	
Agriculture, Forestry, Fishing and Hunting	1
Utilities	1
Construction	48
Manufacturing	33
Wholesale Trade	28
Transportation and Warehousing	5
Information	11
Professional, Scientific and Technical Services	126
Administrative and Support and Waste Management and Remediation Services	58
Educational Services	13
Healthcare and Social Assistance	102
Arts, Entertainment and Recreation	13
Other Services (except Public Administration)	99
Automotive Repair & Maintenance	16
Public Administration	14
Unclassified Establishments	<u>16</u>
Total	785



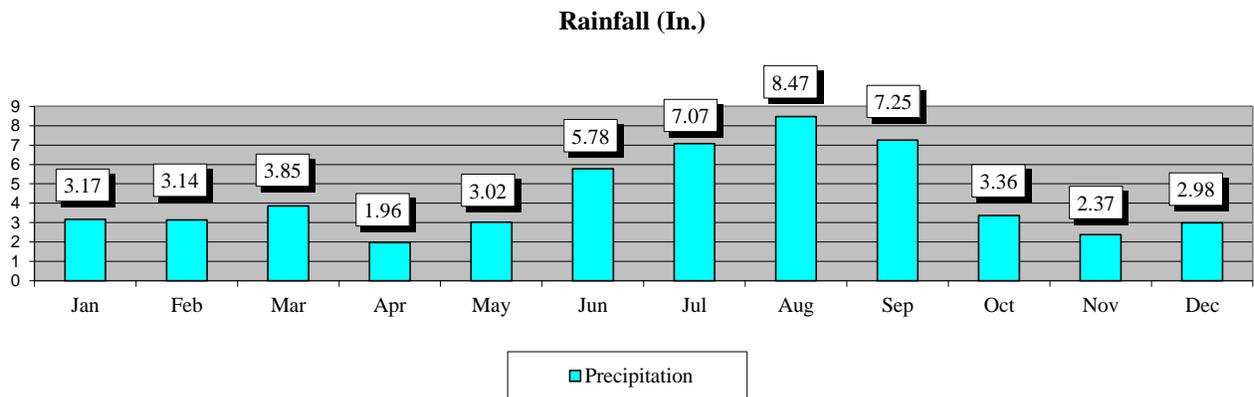
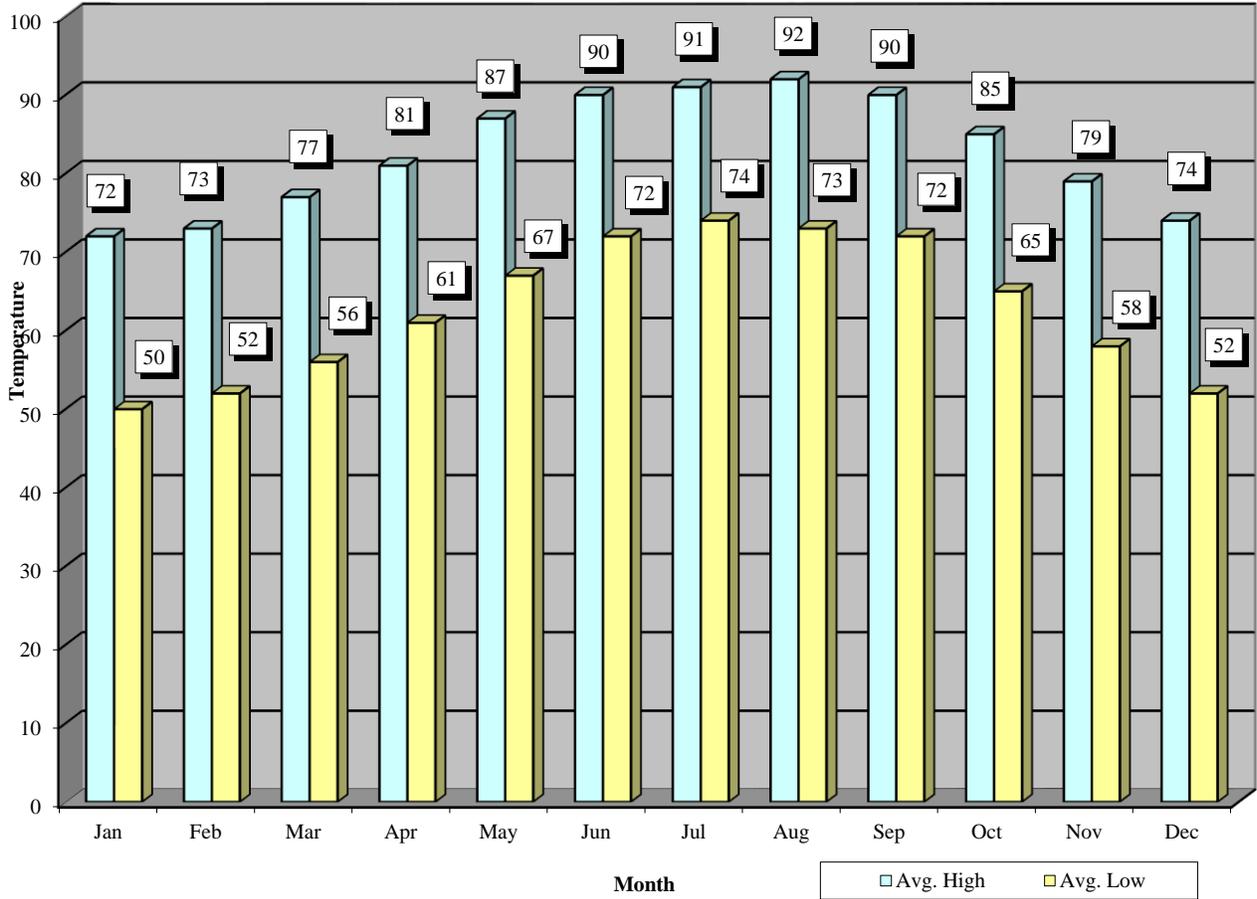
# CITY OF SAFETY HARBOR Geography



# CITY OF SAFETY HARBOR

## Climate

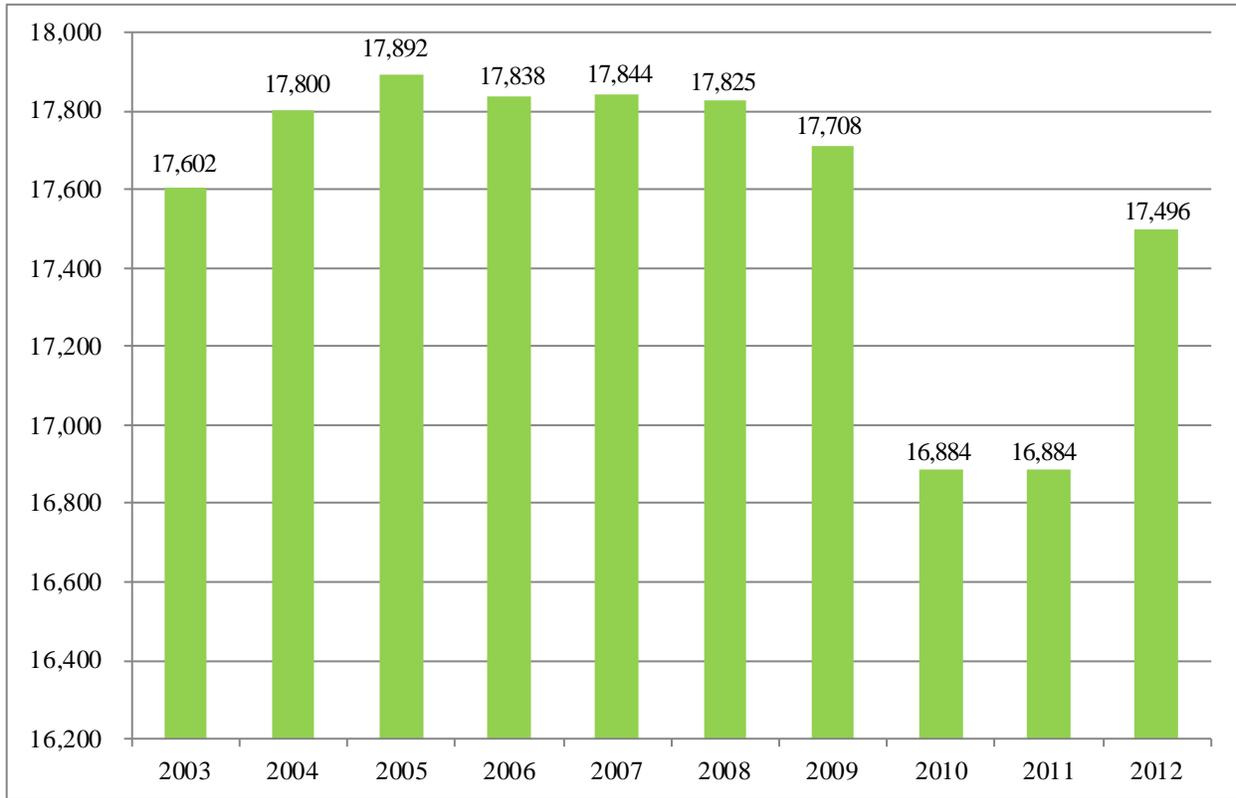
Safety Harbor enjoys a year round tropical climate . . . . .



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

# CITY OF SAFETY HARBOR

## Population



	YEAR	POPULATION	CHANGE	POPULATION % CHANGE
(1)	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%
(2)	2011	16,884	-	0.00%
(2)	2012	17,496	612	3.62%

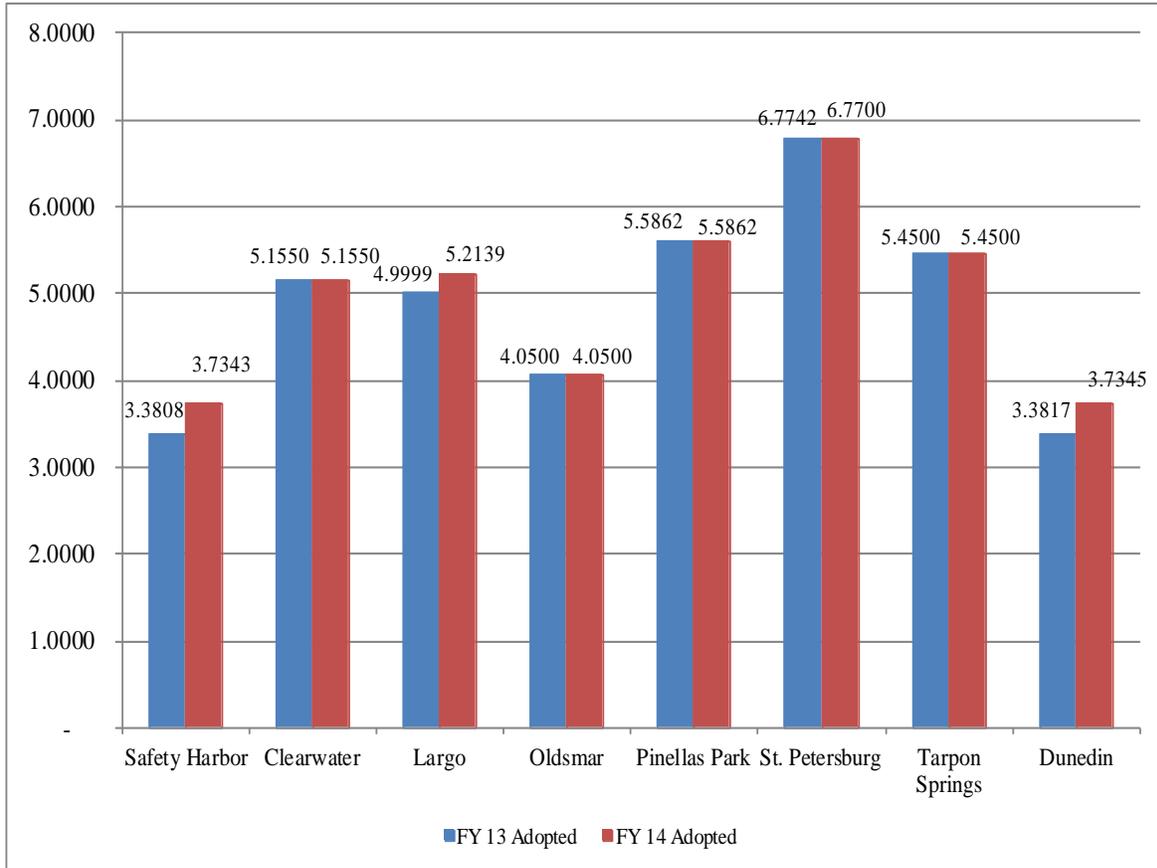
**SOURCE:**

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

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

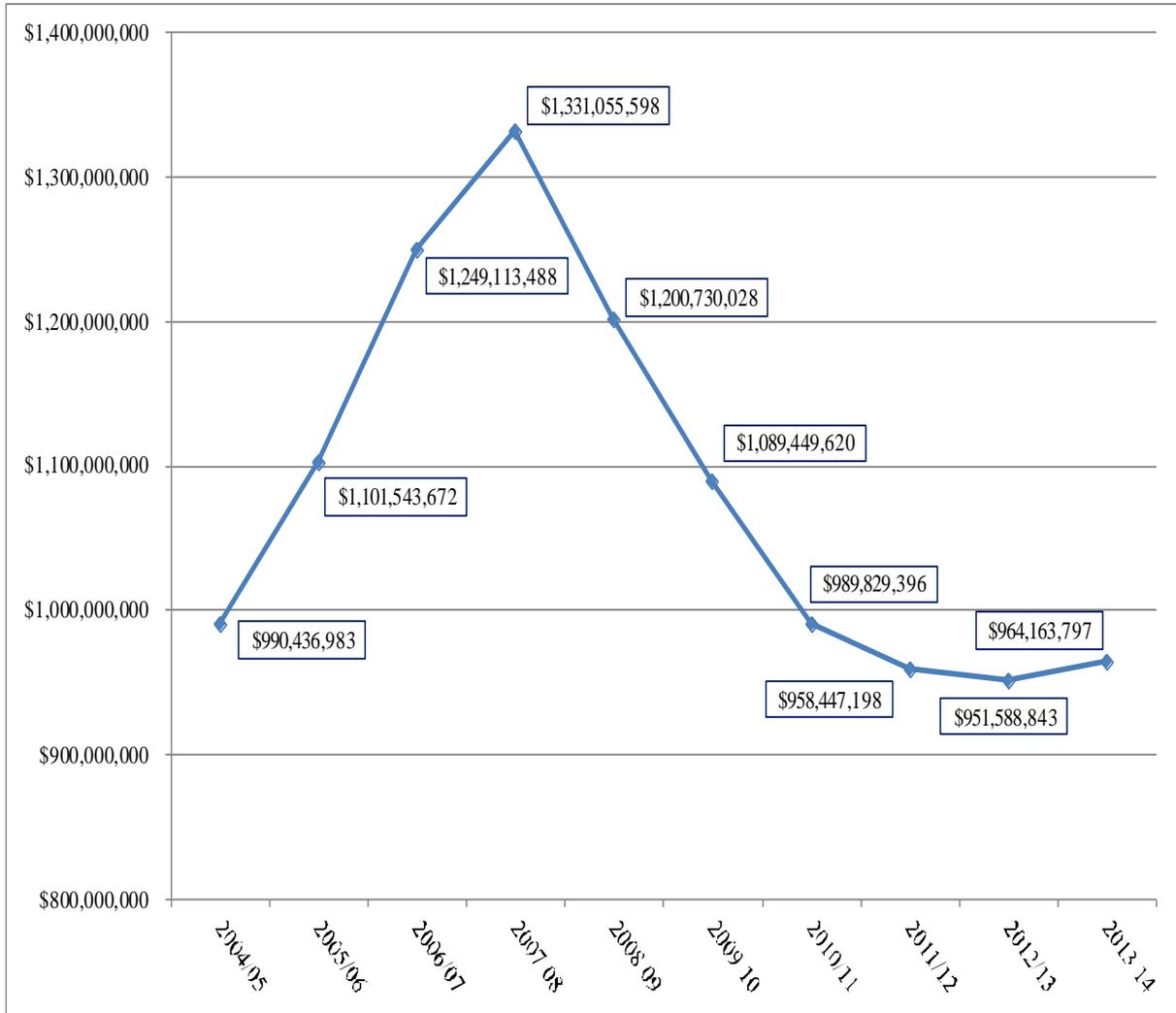
<b>FISCAL YEAR</b>	<b>ACTUAL</b>	<b>ROLLBACK</b>
2005	2.7391	2.7391
2006	2.7391	2.4963
2007	2.7391	2.4257
2008	2.5140	2.6134
2009	2.7830	2.8137
2010	3.0674	3.0835
2011	3.3808	3.3394
2012	3.3808	3.4853
2013	3.3808	3.4123
2014	3.7343	3.3457

# COMPARATIVE MILLAGE RATES FISCAL YEAR 2013/2014



	<u>FY 2013</u> <u>Adopted</u>	<u>FY 2014</u> <u>Adopted</u>
Safety Harbor	3.3808	3.7343
Clearwater	5.1550	5.1550
Largo	4.9999	5.2139
Oldsmar	4.0500	4.0500
Pinellas Park	5.5862	5.5862
St. Petersburg	6.7742	6.7700
Tarpon Springs	5.4500	5.4500
Dunedin	3.3817	3.7345

## CITY OF SAFETY HARBOR ASSESSED VALUATION Past Ten Years



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	\$ 958,447,198
2012/13	\$ 951,588,843
2013/14	\$ 964,163,797



## **INTRODUCTION**

The FY 2013/2014 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, 2013. 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 2013/2014.

### **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, 2013 and a comparison of financial activity for fiscal years ended September 30, 2011 and September 30, 2012 for each department within each fund. The estimates for fiscal year ending September 30, 2013 were conservatively derived in April 2013. 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.

## FY2013/2014 Budget Calendar

DATE	FUNCTION	PARTIES
February 12 <sup>th</sup>	Distribute budget schedule & provide guidance for preparation of Department Budgets. Budget Manual will be distributed electronically to all involved with the budget process.	Department Heads
March 1 <sup>st</sup>	Submit Facility Maintenance, Information Systems, Fleet & Capital Projects to respective Departments through email.	Department Heads
March 15 <sup>th</sup>	Submit corrected Salary Sheets & Organizational Charts to Finance. Review with Personnel Director prior to submission to Finance.	Department Heads
March 15 <sup>th</sup>	Fleet, IS & Building Maintenance submit recommendations to Finance and requesting department through email.	Fleet Mnt. Supervisor, Network Administrator & Building Mnt. Supervisor
March 29 <sup>th</sup>	Submit request for Capital Outlay to Finance.	Department Heads
March 29 <sup>th</sup>	Submit travel and training worksheets to Finance.	Department Heads
March 29 <sup>th</sup>	Enter and submit all operating/departmental budgets for FY13 estimate and FY14 requests into Naviline. <b><i>IMPORTANT: THE TOTAL AMOUNTS FOR BOTH FY13 AND FY14 MUST BE FULLY DETAILED IN THE MISCELLANEOUS INFORMATION.</i></b>	Department Heads
March 29 <sup>th</sup>	Engineering submits 5-year Capital Improvements Program (CIP) worksheets to Finance through email.	Engineering Department
March 29 <sup>th</sup>	Submit revenue estimates to Finance for the FY13 and FY14 projections for Occupational Licenses, Building Permits, Library, and Recreation accounts, including a brief explanation for the basis of the projections.	Respective Department Heads

## FY2013/2014 Budget Calendar (continued)

DATE	FUNCTION	PARTIES
May 6 <sup>th</sup>	City Manager preliminary summary review with City Commissioners. Budget Work Session @ 6:00 PM.	City Manager
May 13 <sup>th</sup> - May 17 <sup>th</sup>	Finance reviews budget submissions with City Manager and Department Heads. Make necessary changes and develop City Manager's recommendation.	City Manager & Finance Department
May 17 <sup>th</sup>	Submit Department Goals and Prior Year Accomplishments through email.	Department Heads
May 17 <sup>th</sup>	Submit Performance Measurements to Finance.	Department Heads
May 20 <sup>th</sup> - July 5 <sup>th</sup>	Finalize FY14 Proposed Budget Document for Printing.	Finance Department
June 3 <sup>rd</sup>	Update City Commission on budget progress. Budget Work Session prior to Commission meeting (6:00 PM).	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 15 <sup>th</sup> – July 19 <sup>th</sup>	Print Proposed Operating Budget document. Distribute to City Commissioners and Department Heads.	Finance Department
July 15 <sup>th</sup>	Agency Request Presentations to City Commission @ 6:30 PM.	Outside Agencies & City Commission
July 29 <sup>th</sup>	Budget Workshop @ 5:30 PM	City Commission

## FY2013/2014 Budget Calendar (continued)

DATE	FUNCTION	PARTIES
August 2 <sup>nd</sup> (August 4 <sup>th</sup> Weekend)	<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
August 19 <sup>th</sup>	Property Appraiser mails TRIM Notice.	Property Appraiser
September 3 <sup>rd</sup>	Hold first public hearing and adopt tentative millage and operating budget resolutions (Section 200.065(2)(c), Fla. Stat.).	City Commission
September 12 <sup>th</sup> / 13 <sup>th</sup>	<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 16 <sup>th</sup>	Hold second public hearing and adopt final budget and final millage rate (Section 200.065(2)(d), Fla. Stat.). Date of hearing to be 2-5 days after ad is published.	City Commission
September 19 <sup>th</sup>	Resolution to establish final millage rate due to Property Appraiser and Tax Collector within 3 days of adoption of final millage rate (Section 200.065(4), Fla. Stat.).	City Commission
October 1 <sup>st</sup>	New budget goes into effect.	All

## FY2013/2014 Budget Calendar (continued)

DATE	FUNCTION	PARTIES
TBD	Make final adjustments as approved by the City Commission to the Budget and make available Final Budget as required.	Finance Department
October 9 <sup>th</sup>	Property Appraiser delivers DR-422 to taxing authority (Section 200.065(6), Fla. Stat).	Property Appraiser
October 11 <sup>th</sup>	Certification of Final Taxable Value to Property Appraiser (Form DR-422).	Finance Department
October 16 <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 resolutions establishing final budgeted millage rate.	Finance Department
October 15 <sup>th</sup>	Post final budget on City's 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 (GAAP). 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.

Governmental funds are budgeted using the modified accrual basis of accounting, whereby expenditures are recognized in the accounting period when the liability is incurred, if measurable, and revenues and other resources are recognized in the accounting period when they become available and measurable. Revenues are considered to meet the availability test if they are collectible within the current period or soon thereafter for use in payment of liabilities of the current 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 the 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 budgeted using the accrual basis of accounting. Revenue is recognized in the period when earned and expenses are recognized when they are incurred. Unbilled utility service receivables are estimated and recorded quarterly and 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 Proposed 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.

The budget and property tax rate adoption process is governed by the State Statute known as TRIM (Truth in Millage). In Florida, properties are assessed by the county Property Appraiser and property taxes are collected by the county Tax Collector. Property owners are eligible to receive a homestead exemption between \$25,000 and \$50,000 on their principal place of residence. All property is assessed at 100% of real value, which is approximately 85% of market value.

The City is required to hold two public hearings for adoption of a property tax rate and budget. The first public hearing is advertised by the Property Appraiser mailing to each property owner through the TRIM notice. The second public hearing is advertised in the newspaper. Accompanying this advertisement is a summary of revenues and expenditures contained within the budget tentatively approved at the first public hearing.

During the budget review and adoption phase the public is invited and encouraged to attend and participate in the budget process. Prior to adoption, City Commission holds several budget workshops reviewing major issues, programs and capital projects included in the proposed budget.

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, Street Lighting, Parkland, Transportation, Library, and Street Assessment; and the City's Community Redevelopment Agency (Tax Increment Financing District).

#### **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; the Capital Improvement Revenue Note, Series 2008, which funded the Library Expansion/Renovation project; and the Public Improvement Bond, Series 2012, which funded the purchase of land for the Safety Harbor Waterfront Park.

## **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 \$1.375 million dollars in 2013/14. 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 2012 Revenue Refunding Bond and Series 2006 Capital Improvement Revenue Note 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 old sewer assessments from City residents that are not yet satisfied. 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 pick-ups 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**

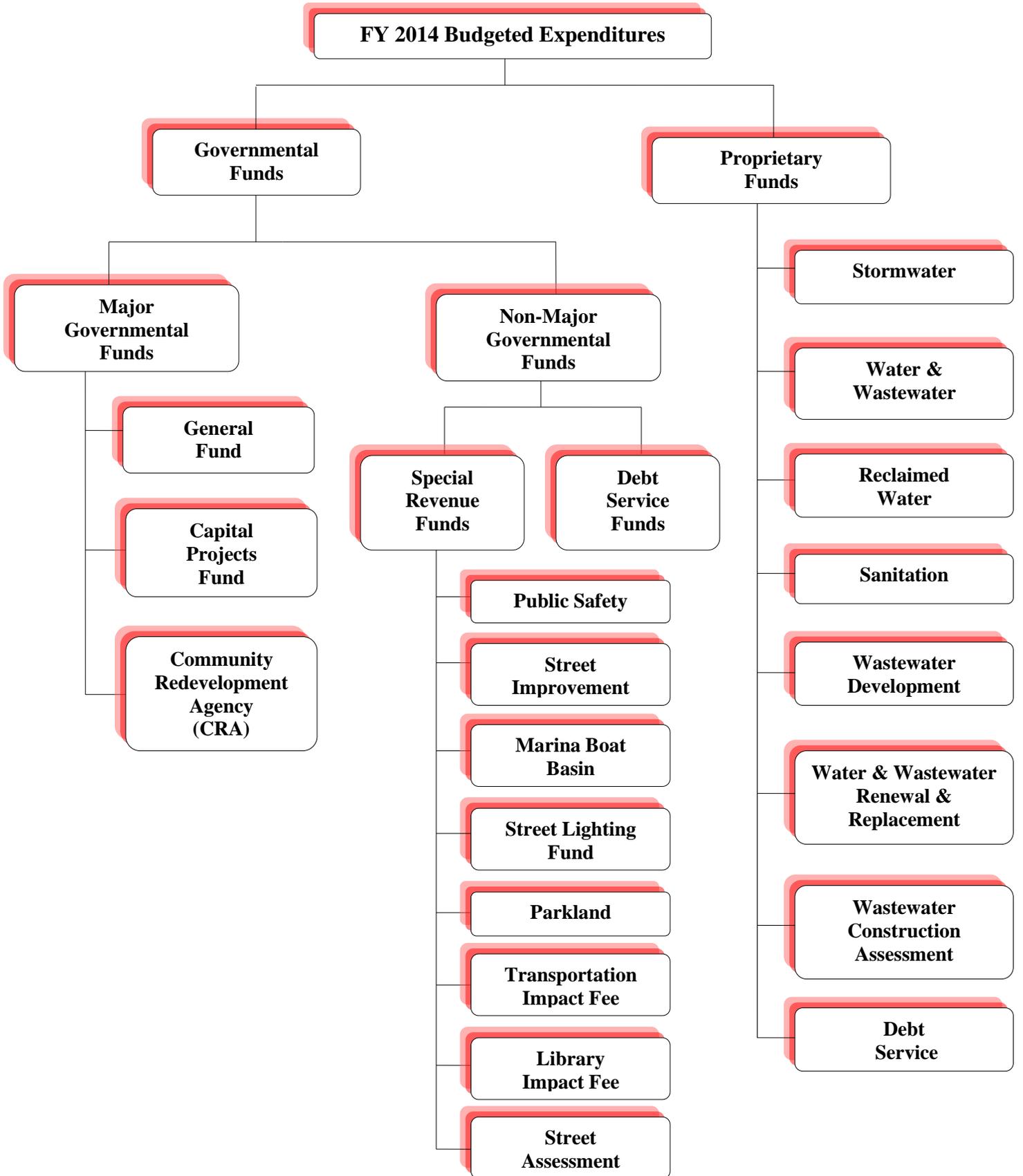
### **General Fixed Assets**

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, which includes 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.

**CITY OF SAFETY HARBOR  
FUND STRUCTURE**



## FINANCIAL MANAGEMENT POLICIES

### **Budget Preparation:**

Adoption of an annual budget establishes a short-term fiscal plan; however, short-term decisions can have long-term implications. For example, acquisition of land for additional parks and construction of capital facilities often creates new recurring expenditures such as personnel, repairs and utilities. Evaluating long-term fiscal trends is important in order to make sound short-term spending or service level decisions.

The Government Finance Officers Association (GFOA) recommends that governments forecast major revenues and expenditures for a three to five year period beyond the current budget in order to assess the long-term financial implications of current or proposed policies, programs, and assumptions. The GFOA also recommends that the forecast should be monitored, periodically updated and made available to all participants in the budget process. Financial forecasting is intended to accomplish the following goals:

- Provide an understanding of available funding
- Evaluate financial risk
- Assess the likelihood that services can be continued beyond the current year
- Assess the level at which capital investments can be made based on available resources
- Identify future commitments and resource demands
- Identify key variables that can affect future revenues or expenditures

The first step in the City's annual financial forecasting process is development of the multi-year financial plan, which projects fund balances, revenues, and expenditures for a five year period for all funds with programmed capital improvements, along with the development and adoption of a five year Capital Improvements Program (CIP). The purpose of the CIP process is to evaluate the capital needs of the City compared to anticipated resources. When sufficient resources are not available, project plans must be reduced or new resources must be identified. The CIP includes all capital expenditures such as buildings, equipment, and major maintenance projects costing in excess of \$25,000. The CIP also includes a projection of major revenues, fund balances, and operating costs for the same five year period. Currently, the multi-year financial does not include operating funds of the City.

The review and adoption of the Annual Operating and Capital Budget represents one of the important policy-making responsibilities of the City Commission. The budget is more than just the legal document that appropriates revenue; it establishes priorities among competing governmental services. After establishing priorities, the City Commission must establish service levels which are within the fiscal capacity of the City. While the budget adoption process is the primary opportunity for the City Commission and Management to focus on the operations and services of the City, it is only one part of the overall policy-making process in which the City Commission engages throughout the year. As the needs and requirements of the community change, so too must the operations of the City.

When preparing the budget for FY 2014, City Management was guided by the following:

- Maintain the overall quality of life for residents with given economic limitations.
- Make sound financial reductions in specific services to meet the budget challenges presented by the economy and property tax reform.
- Review and adjust user charges based on related service costs and long-term sustainability of the services.
- Review financial forecasts for funds that include capital improvements for the next five years to determine appropriate service levels.
- Maintain the quality and variety of City services provided.
- Meet current facilities and infrastructure maintenance needs before acquiring or building additional facilities or infrastructure.
- Review functions, activities, departmental personnel levels, and determine whether cost savings or service level improvements can be achieved.
- Ensure all enterprise funds are self-supporting through user charges.
- Replace equipment and vehicles in the most cost effective manner with consideration given to identifying opportunities for use of renewal and alternative sources of fuel.
- Make all budgetary decisions in the context of the City's 2007 Visioning plan and subsequent goal setting sessions.

**Operating Budget Policies:**

The City will operate with a balanced budget on the basis of actual revenues and obligations within the current budget year. The City will avoid budgetary procedures that balance current expenditures at the expense of future years, such as postponing expenditures, underestimating expenditures, overestimating revenues, or utilizing short-term borrowing to balance the budget.

The budget will present expenditures classified by personnel services, contractual services, materials and supplies, capital outlay, and debt service.

The budget will provide for adequate maintenance and repair of capital assets and for their orderly replacement.

The City will maintain a budgetary control system to ensure compliance with the adopted budget.

The City will update expenditure projections for each fiscal year.

The budget document will be prepared in a format that clearly and accurately conveys financial, programmatic, and policy data and issues to the lay reader.

**Capital Improvement Program (CIP) Policies:**

The City will develop a five year Capital Improvements Program (CIP) and update it annually.

The CIP will include all capital and maintenance projects costing \$25,000 or more.

The City will identify Capital Improvements Program projects that are unfunded in the five year CIP.

The City will make all major capital improvements in accordance with the adopted Capital Improvement Program.

The City will identify the estimated acquisition and potential funding sources; including estimated revenues, bond issuances, federal and/or state grants and loans or other sources, for each capital improvement project proposal before submittal to the City Commission for approval.

All projects must demonstrate a specific need and will be included in the CIP with appropriate supporting documentation as to the necessity for each.

Fund projections used in the annual CIP process shall become the Long Range Financial Plan for that fiscal year.

**Debt Policies:**

The City's authorization to borrow is governed by City Charter, Sec. 7.31. - Borrowing in anticipation of taxes, which states: *"The City Commission may by resolution, borrow money and issue negotiable notes of the City in anticipation of the collection of revenues for the budget year, but not in excess of seventy-five (75) percent of such revenue then uncollected"*; and, F.S. Ch. 166, Part II: Municipal Borrowing.

The City defines debt as any form of deferred payment that does not require the use of current, available financial resources to purchase goods or services. Debt includes obligations made by or with promissory notes, commercial loans, loan pools, bonds, bond anticipation notes, inter-fund loans, capital leases and other financing arrangements. The City's practice has been to issue debt under the following conditions:

- The City's debt issuance is conducted with a clear understanding of the goals, objectives, and total costs of borrowing.
- The City's practice has been to utilize long-term borrowing for capital improvement projects that are relatively large and non-routine in nature.
- The City recognizes that debt issuance results in certain benefits, obligations, and responsibilities to both current and future City stakeholders.
- The City prefers using fixed interest rates and avoids using variable interest rates.
- The City will fully disclose all debt attributes in financial reports.
- The City will repay debt within a period not to exceed the expected useful life of related projects.
- The City will amortize debt with relatively level total payments, including principal and interest, so as not to inordinately defer principal repayments to future years.

**Revenue Policies:**

The City will maintain, as permitted by state law, a varied revenue base to mitigate the effects of short-term fluctuations in any one revenue source.

The City will estimate its annual revenues by a conservative and analytical process.

The City will project, and update annually, revenues for the next five fiscal years, as part of the CIP preparation process, and include them in the five year CIP Plan.

Annually, the City will calculate the full direct costs of activities supported by user fees and consider such information when establishing user charges.

Non-recurring revenues will be used only to fund non-recurring expenditures.

**Reserve Policies:**

The fund reserve available for appropriation shall be limited to the amount by which liquid or current assets are estimated to exceed liabilities at the beginning of the fiscal year.

The City will maintain in each fund an adequate balance to accommodate unanticipated expenditures, expenditures of a non-recurring nature, unanticipated revenue declines, and cash flow needs.

The City will maintain an available balance within the General Fund equal to 17% of annual expenditures based on the prior year's audited financial statements.

The City will maintain a stabilization balance within the General Fund equal to 20% of the current year budget. This balance is for use only for the specific purpose for use in the event of a major storm or other unforeseen disaster of a nonrecurring character.

**Investment Policies:**

The policy of the City is to invest public funds in a manner that preserves principal over time while maintaining liquidity and generating income to meet the City's projected cash needs.

Quarterly and annual information reports will present cash position and investment performance.

**Accounting, Auditing and Financial Reporting Policies:**

Quarterly and annual financial reports will present a summary of financial activity by funds, departments and/or program.

The City's Comprehensive Annual Financial Report (CAFR) will present the City's financial position and results of operations on a basis consistent with Generally Accepted Accounting Principles (GAAP) applicable to local government.

In accordance with state law, an independent accounting firm will perform an annual audit of the financial statements of the City and will publicly issue an opinion thereon.

**Purchasing Policies:**

Purchases will be made in accordance with all federal, state, and municipal requirements. If there are no specific requirements, purchases will be made in the best interest of the City.

Purchases will be made in an impartial, economical, competitive, and efficient manner.

Qualitative factors such as vendor reputation, financial condition, quality of product, and timeliness of delivery will be considered as much as price when making purchasing decisions.

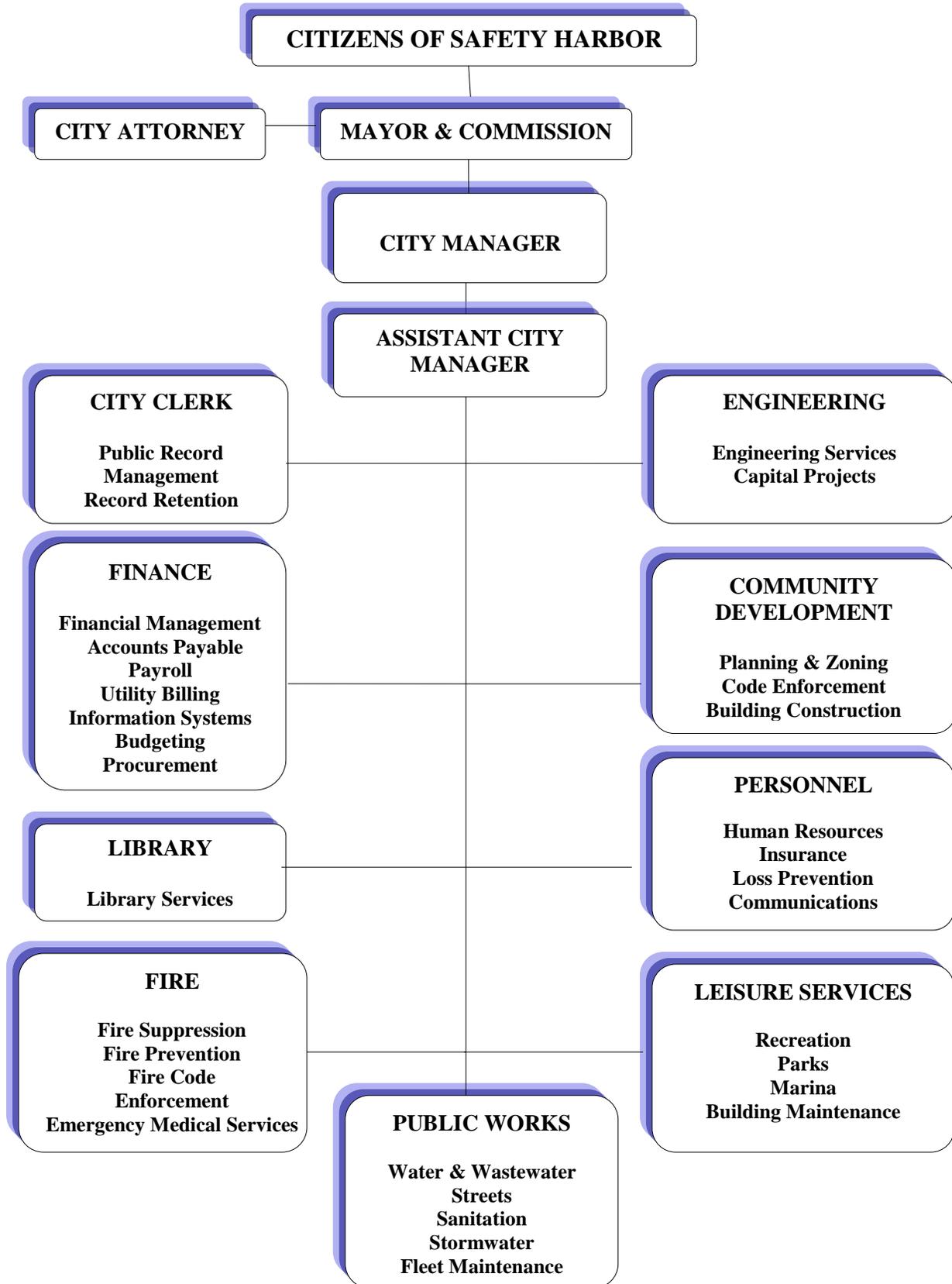
## BUDGETED PERSONNEL

DEPARTMENT	FY 09/10	FY 10/11	FY 11/12	FY 12/13	Adopted	Adopted	Department
					Changes	FY13/14	Staffing as a % of Total FTEs
City Manager's Office	1.95	1.95	1.95	3.18	(1.88)	1.30	0.74%
City Clerk's Office	2.00	2.00	1.30	1.38	(0.03)	1.35	0.77%
Personnel	3.50	3.50	3.50	2.00	(0.12)	1.88	1.07%
Finance	5.50	4.00	3.50	3.50	(0.50)	3.00	1.70%
Community Development	3.40	3.65	3.15	3.30	(0.05)	3.25	1.85%
Building	4.00	4.00	4.00	4.00	-	4.00	2.27%
Fire Control & EMS	32.00	31.20	29.50	32.00	-	32.00	18.17%
Engineering	6.55	5.80	4.30	4.30	0.20	4.50	2.56%
Streets	13.20	12.20	10.30	10.30	-	10.30	5.85%
Fleet Maintenance	4.05	4.05	3.15	3.15	-	3.15	1.79%
Building Maintenance	5.80	5.80	5.80	5.80	0.40	6.20	3.52%
Library	16.70	17.40	17.90	17.45	(0.01)	17.44	9.90%
Recreation	15.90	18.95	18.65	19.83	1.70	21.53	12.23%
Marina	0.10	0.10	0.10	0.10	-	0.10	0.06%
Parks	8.30	10.55	10.55	10.55	2.00	12.55	7.13%
Library Grants Fund	-	-	-	-	-	-	0.00%
Stormwater	5.20	5.20	5.20	5.20	-	5.20	2.95%
Water & Wastewater Finance	8.25	9.85	9.35	9.20	0.50	9.70	5.51%
Information Systems	3.50	3.50	4.00	4.00	-	4.00	2.27%
Water	8.20	8.20	8.60	7.60	-	7.60	4.32%
Wastewater	8.20	8.20	8.60	8.60	-	8.60	4.88%
Sanitation	19.15	19.15	19.35	19.35	(1.20)	18.15	10.31%
CRA	0.60	0.60	0.60	0.30	-	0.30	0.17%
<b>Total</b>	<b>176.05</b>	<b>179.85</b>	<b>173.35</b>	<b>175.09</b>	<b>1.01</b>	<b>176.10</b>	<b>100.00%</b>

**Explanation of changes in Budgeted Personnel:**

1. **City Manager's Office:** Reduction in Administrative Assistant part-time hours (.03 FTE) - Split 50% with City Clerk's Office; Reduction of Assistant Manager/City Engineer (.20 FTE); Addition of Assistant City Manager (.05 FTE); Reduction of Communications Manager position (1.0 FTE); Reduction of Video Production Specialist part-time position (.70 FTE). Communications Manager and Video Production Specialist positions have been transferred to the Recreation Department.
2. **City Clerk's Office:** Reduction in Administrative Assistant part-time hours (.03 FTE) - Split 50% with City Manager's Office.
3. **Personnel:** Reduction in Administrative Assistant part-time hours (.12 FTE).
4. **Finance:** Reduction of Accounting Clerk II position (.50 FTE).
5. **Community Development:** Reduction of Community Development Director's hours (.05 FTE). Community Development Director's hours were transferred to the City Manager's Office as Assistant City Manager.
6. **Engineering:** Reduction of City Engineer/Asst. City Manager position (.80 FTE); Addition of City Engineer position (1.0 FTE).
7. **Building Maintenance:** Reduction in Custodian part-time hours (.10 FTE); Addition of Building Maintenance Tech part-time position (.50 FTE).
8. **Library:** Reduction in part-time Library Assistant II hours (0.01 FTE).
9. **Recreation:** Addition of Communications Manager position (1.0 FTE); Reduction of Special Events Supervisor position (1.0 FTE); Addition of Video Production Specialist part-time position (.70 FTE); Addition of Recreation Leader I position (1.0 FTE).
10. **Parks:** Addition of 2 Parks Sanitation Worker positions (2.0 FTE).
11. **Water/Waste Water Finance:** Reduction of Accounting Clerk II position (.50 FTE); Addition of Contracts Specialist position (1.0 FTE).
12. **Sanitation:** Reduction of 2 Sanitation Driver/Collector positions (2.0 FTE); Addition of 2 Sanitation Truck Driver positions (2.0 FTE); Reduction of 2 part-time Sanitation Collector positions (1.2 FTE).

## CITY OF SAFETY HARBOR, FLORIDA ORGANIZATION CHART





**BUDGET**

**GOVERNMENTAL FUNDS**

	GENERAL	CAPITAL PROJECTS	SPECIAL REVENUE	DEBT SERVICE
<b>ESTIMATED REVENUES</b>				
Ad Valorem Taxes	\$ 3,420,460	\$ -	\$ 285,450	\$ -
Other Taxes	2,707,320	1,375,000	-	-
Franchise Fees	1,420,450	-	-	-
Permits, Fees & Special Assessments	185,240	-	371,230	-
Intergovernmental Revenue	2,909,470	-	424,000	-
Charges for Services	962,070	-	51,000	-
Fines & Forfeitures	49,190	-	-	-
Miscellaneous	221,890	47,170	240,130	-
Indirect Allocation	843,210	-	-	-
<b>TOTAL REVENUES</b>	<b>12,719,300</b>	<b>1,422,170</b>	<b>1,371,810</b>	<b>-</b>
Interfund Transfers In	41,850	-	128,450	890,320
Fund Balances/Reserves/Net Assets	8,184,430	1,063,380	1,628,410	141,540
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 20,945,580</b>	<b>\$ 2,485,550</b>	<b>\$ 3,128,670</b>	<b>\$ 1,031,860</b>
<b>APPROPRIATED EXPENDITURES</b>				
General Government	\$ 2,244,070	\$ 104,260	\$ 236,080	\$ -
Public Safety	5,276,480	604,000	10,800	-
Physical Environment	383,840	-	-	-
Transportation	755,650	268,260	618,960	-
Culture and Recreation	3,863,690	466,600	641,590	-
Debt Service	-	-	-	890,330
Non-Operating Expenditures	298,040	-	21,250	-
<b>TOTAL EXPENDITURES</b>	<b>12,821,770</b>	<b>1,443,120</b>	<b>1,528,680</b>	<b>890,330</b>
Interfund Transfers Out	7,650	890,320	-	-
Fund Balances/Reserves/Net Assets	8,116,160	152,110	1,599,990	141,530
<b>TOTAL APPROPRIATIONS, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 20,945,580</b>	<b>\$ 2,485,550</b>	<b>\$ 3,128,670</b>	<b>\$ 1,031,860</b>

## SUMMARY

### ENTERPRISE FUNDS

	STORMWATER	WATER & WASTEWATER	SANITATION	DEBT SERVICE	TOTAL ALL FUNDS
<b>ESTIMATED REVENUES</b>					
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -	\$ 3,705,910
Other Taxes	-	-	-	-	4,082,320
Franchise Fees	-	-	36,000	-	1,456,450
Permits, Fees & Special Assessments	971,500	-	-	-	1,527,970
Intergovernmental Revenue	-	150,000	13,470	-	3,496,940
Charges for Services	-	8,316,300	2,805,800	-	12,135,170
Fines & Forfeitures	-	-	-	-	49,190
Miscellaneous	23,100	240,440	75,930	-	848,660
Indirect Allocation	-	596,600	-	-	1,439,810
<b>TOTAL REVENUES</b>	<b>994,600</b>	<b>9,303,340</b>	<b>2,931,200</b>	<b>-</b>	<b>28,742,420</b>
Interfund Transfers In	-	1,247,470	-	221,840	2,529,930
Fund Balances/Reserves/Net Assets	666,100	9,751,280	816,000	965,480	23,216,620
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 1,660,700</b>	<b>\$ 20,302,090</b>	<b>\$ 3,747,200</b>	<b>\$ 1,187,320</b>	<b>\$ 54,488,970</b>
<b>APPROPRIATED EXPENDITURES</b>					
General Government	\$ -	\$ 1,702,800	\$ -	\$ -	\$ 4,287,210
Public Safety	-	-	-	-	5,891,280
Physical Environment	694,140	6,972,090	2,580,310	-	10,630,380
Transportation	-	-	-	-	1,642,870
Culture and Recreation	-	-	-	-	4,971,880
Debt Service	-	-	-	741,800	1,632,130
Non-Operating Expenditures	344,250	1,646,480	454,510	-	2,764,530
<b>TOTAL EXPENDITURES</b>	<b>1,038,390</b>	<b>10,321,370</b>	<b>3,034,820</b>	<b>741,800</b>	<b>31,820,280</b>
Interfund Transfers Out	197,190	1,434,770	-	-	2,529,930
Fund Balances/Reserves/Net Assets	425,120	8,545,950	712,380	445,520	20,138,760
<b>TOTAL APPROPRIATIONS, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 1,660,700</b>	<b>\$ 20,302,090</b>	<b>\$ 3,747,200</b>	<b>\$ 1,187,320</b>	<b>\$ 54,488,970</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 89</b>	Assessed Valuation multiplied by the proposed millage of 3.7343, less 5% for assumed non-collection and/or discounts taken for early payment.
	Franchise Fees  <b>Chart Reference Page 91</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 90</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)	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 92</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, gas tax, mobile home licenses and State Revenue Sharing.
	Fire District Taxes	Assumes approximately 5.64 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 94</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.

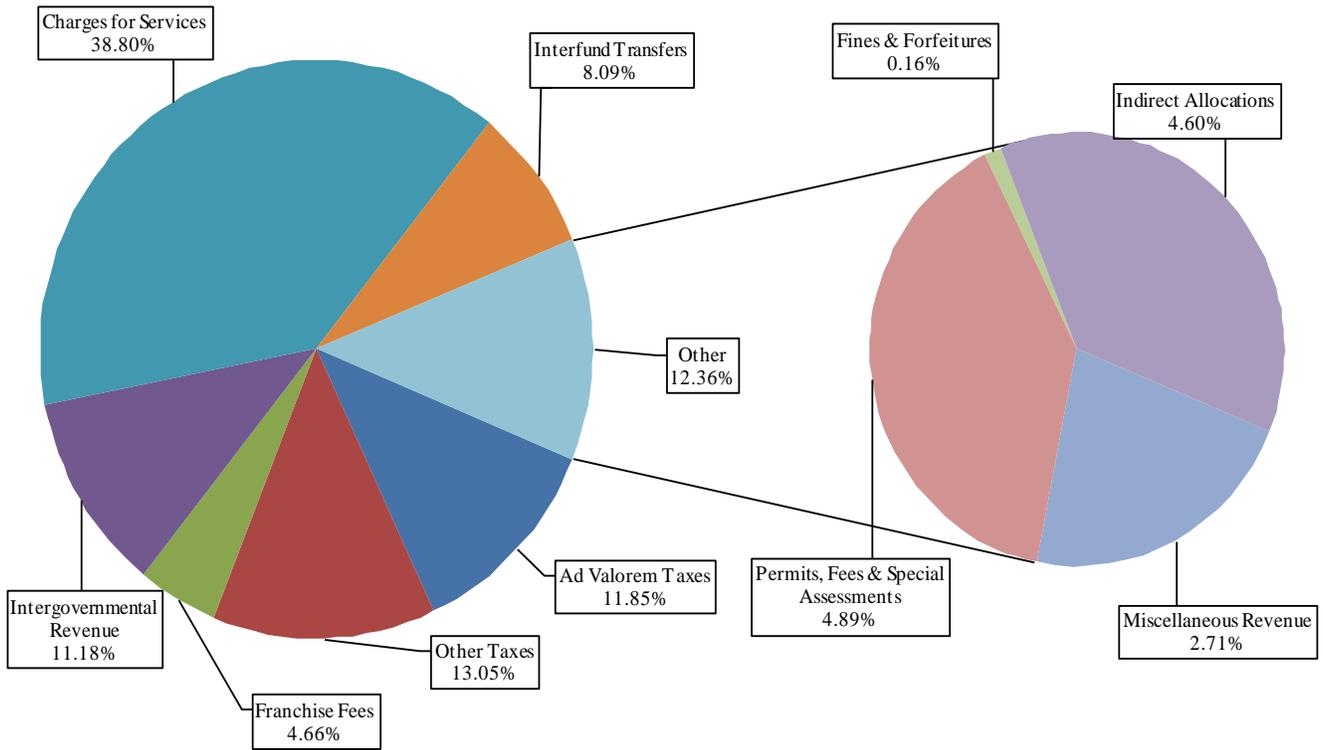
CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>METHOD OF FORECAST PROJECTION</b>
<b>Stormwater Fund (cont'd)</b>	Stormwater Utility Fees	Based on \$7.25 per Equivalent Residential Unit (ERU) effective 10/1/12
	<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 2013/2014 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 2013/2014 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 2013/2014 debt service payment. Capital improvements include streets.
<b>2008 Public Improvement Revenue Note</b>	<i>Interfund Transfers</i>	Balance required for FY 2013/2014 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 2013/2014 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>	Street Light Assessment	In FY 2013/2014, \$4.25 per improved parcel that lies within the City limits and adjoins a street with one or more street lights along its length.
<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.

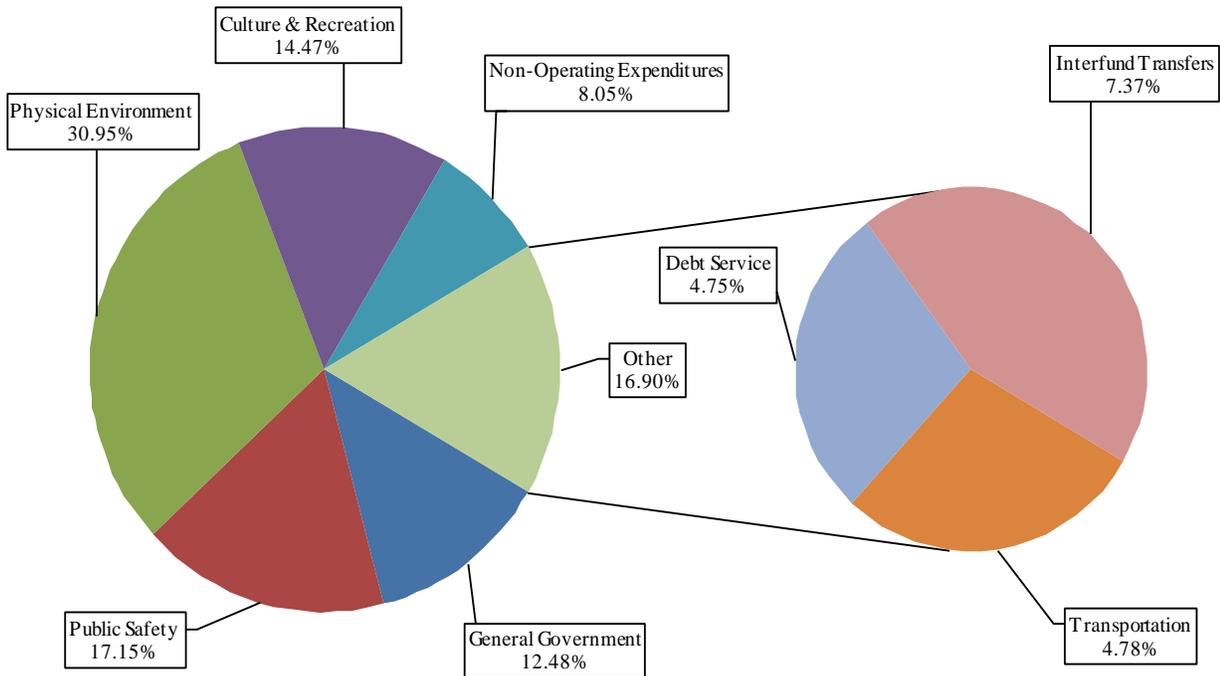
## CITYWIDE ESTIMATED REVENUES



Percentages are based on Total Revenue and Transfers excluding Reserves

REVENUE CATEGORY	Adopted Budget 2013-14
Ad Valorem Taxes	\$ 3,705,910
Other Taxes	4,082,320
Franchise Fees	1,456,450
Permits, Fees & Special Assessments	1,527,970
Intergovernmental Revenue	3,496,940
Charges for Services	12,135,170
Fines & Forfeitures	49,190
Miscellaneous Revenue	848,660
Indirect Allocations	1,439,810
<b>Subtotal Revenues</b>	<b>28,742,420</b>
Interfund Transfers	2,529,930
Total Revenues and Transfers	31,272,350
Fund Balance Carryforward	23,216,620
<b>Total Revenues, Transfers and Fund Balance Carryforward</b>	<b>\$ 54,488,970</b>

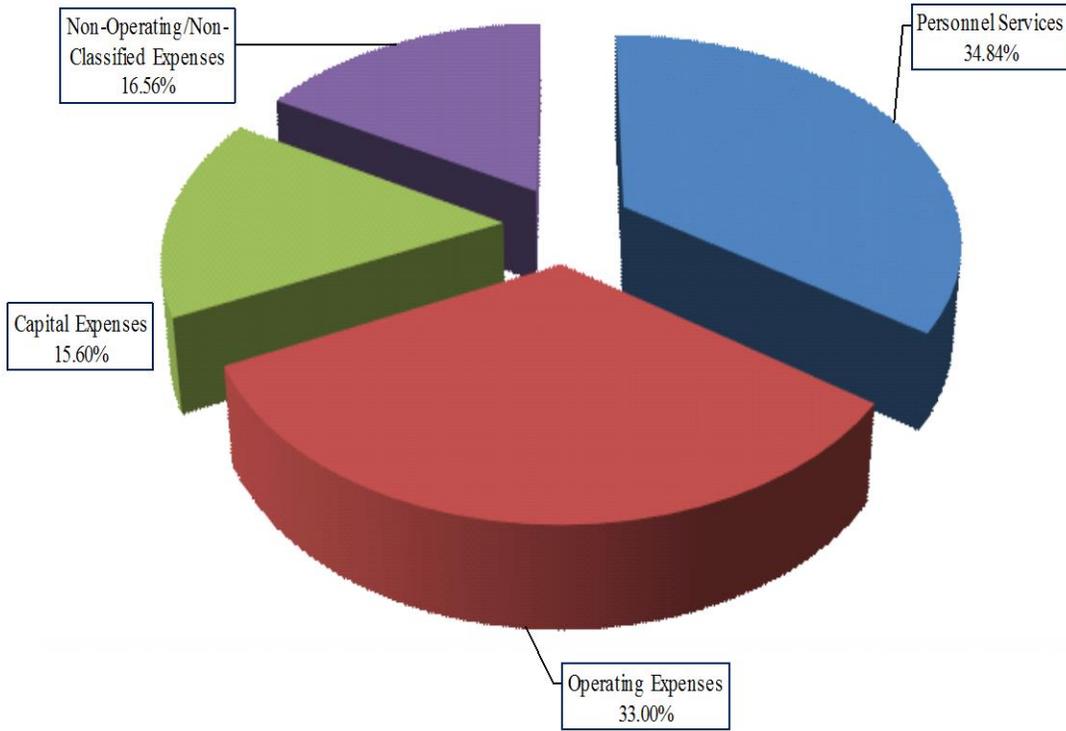
## CITYWIDE ESTIMATED EXPENDITURES



EXPENDITURE CATEGORY	Adopted Budget 2013-14
General Government	\$ 4,287,210
Public Safety	5,891,280
Physical Environment	10,630,380
Transportation	1,642,870
Culture & Recreation	4,971,880
Debt Service	1,632,130
Non-Operating Expenditures	2,764,530
<b>Subtotal Expenditures</b>	<b>31,820,280</b>
Interfund Transfers	2,529,930
<b>Total Expenditures &amp; Transfers</b>	<b>34,350,210</b>
Fund Balance	20,138,760
<b>Total Expenditures, Transfers, Fund Balance</b>	<b>\$ 54,488,970</b>

Percentages are based on Total Expenditures and Transfers excluding Reserves

### CITYWIDE ESTIMATED EXPENDITURES



	Estimate FY 2013	% of Total	Adopted FY 2014	% of Total
Personnel Services	\$ 11,709,780	34.47%	\$ 11,967,460	34.84%
Operating Expenses	11,218,130	33.02%	11,336,370	33.00%
Capital Expenses	5,561,320	16.37%	5,358,820	15.60%
Non-Operating/Non-Classified Expenses	5,479,630	16.13%	5,687,560	16.56%
<b>Total Expenditures</b>	<b>\$ 33,968,860</b>	<b>100%</b>	<b>\$ 34,350,210</b>	<b>100%</b>
Fund Balance	23,216,620		20,138,760	
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 57,185,480</b>		<b>\$ 54,488,970</b>	

**CITYWIDE EXPENDITURES BY FUND**

<b>Fund Description</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	\$ 8,473,100	\$ 3,606,370	\$ 86,200	\$ 663,750	\$ 8,116,160	\$ 20,945,580
12 - Public Safety	-	10,800	-	-	20,650	31,450
14 - Street Improvement	-	238,700	107,500	-	247,020	593,220
15 - Marina	11,910	8,680	150,000	21,250	133,090	324,930
21 - 2012 Public Improvement Bond	-	-	-	317,220	70,070	387,290
23 - 2006 Capital Improvement Revenue Note	-	-	-	25,030	26,740	51,770
24 - 2008 Capital Improvement Revenue Note	-	-	-	548,080	44,720	592,800
32 - Capital Projects	-	-	1,443,120	890,320	152,110	2,485,550
62 - Street Lighting	-	272,760	-	-	72,010	344,770
63 - Parkland Impact	-	26,000	445,000	-	616,080	1,087,080
64 - Transportation Impact	-	-	-	-	342,900	342,900
65 - Library Impact Fee Trust Fund	-	-	-	-	21,940	21,940
67 - Community Development Agency	42,170	43,910	150,000	-	115,240	351,320
74 - Street Assessment	-	-	-	-	31,060	31,060
<b>Total Governmental Funds</b>	<b>8,527,180</b>	<b>4,207,220</b>	<b>2,381,820</b>	<b>2,465,650</b>	<b>10,009,790</b>	<b>27,591,660</b>
11 - Stormwater	322,860	301,280	70,000	541,440	425,120	1,660,700
20 - 2001/2012 Public Improvement Bond	-	-	-	170,070	83,370	253,440
22 - 2006 Capital Improvement Revenue Note	-	-	-	571,730	362,150	933,880
41 - Water & Wastewater	1,948,250	4,111,540	810,000	3,087,450	6,511,360	16,468,600
43 - Reclaimed Water	-	-	-	-	678,850	678,850
44 - Sanitation	1,169,170	993,640	417,000	455,010	712,380	3,747,200
47 - Wastewater Development	-	10,000	-	-	837,570	847,570
48 - Water & Wastewater Renewal & Replacement	-	108,900	1,680,000	-	500,000	2,288,900
77 - Wastewater Assessment	-	-	-	-	18,170	18,170
<b>Total Enterprise Funds</b>	<b>3,440,280</b>	<b>5,525,360</b>	<b>2,977,000</b>	<b>4,825,700</b>	<b>10,128,970</b>	<b>26,897,310</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 11,967,460</b>	<b>\$ 9,732,580</b>	<b>\$ 5,358,820</b>	<b>\$ 7,291,350</b>	<b>\$ 20,138,760</b>	<b>\$ 54,488,970</b>

**CITYWIDE ESTIMATED REVENUES BY SOURCE**

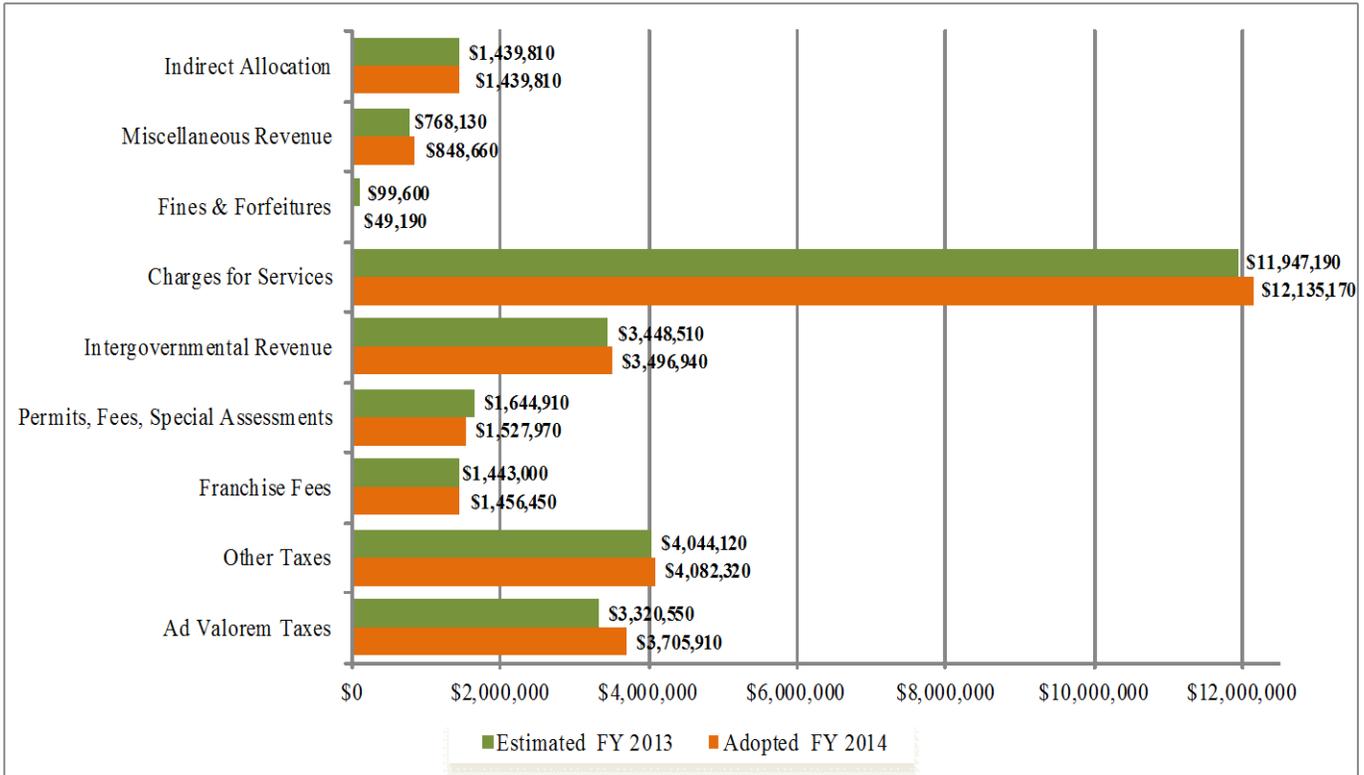
Revenue Category	Estimated Actual 2012-13	Adopted Budget 2013-14	FY 2014 Adopted Over (Under) FY 2013 Estimated	% Change FY 2014 Over (Under) FY13 Estimate
Ad Valorem Taxes	\$ 3,320,550	\$ 3,705,910	\$ 385,360	11.61%
Other Taxes	4,044,120	4,082,320	38,200	0.94%
Franchise Fees	1,443,000	1,456,450	13,450	0.93%
Permits, Fees, Special Assessments	1,644,910	1,527,970	(116,940)	-7.11%
Intergovernmental Revenue	3,448,510	3,496,940	48,430	1.40%
Charges for Services	11,947,190	12,135,170	187,980	1.57%
Fines & Forfeitures	99,600	49,190	(50,410)	-50.61%
Miscellaneous Revenue	768,130	848,660	80,530	10.48%
Indirect Allocation	1,439,810	1,439,810	-	0.00%
<b>Revenues Sub-Total</b>	<b>28,155,820</b>	<b>28,742,420</b>	<b>586,600</b>	<b>2.08%</b>
Interfund Transfers	2,360,340	2,529,930	169,590	7.18%
Debt Proceeds	-	-	-	0.00%
<b>Total Revenues &amp; Transfers</b>	<b>30,516,160</b>	<b>31,272,350</b>	<b>756,190</b>	<b>2.48%</b>
Fund Balance Carryforward	26,669,320	23,216,620	(3,452,700)	-12.95%
<b>Total Revenues, Transfers &amp; Fund Balance</b>	<b>\$ 57,185,480</b>	<b>\$ 54,488,970</b>	<b>\$ (2,696,510)</b>	<b>-4.72%</b>

**CITYWIDE ESTIMATED EXPENDITURES BY TYPE**

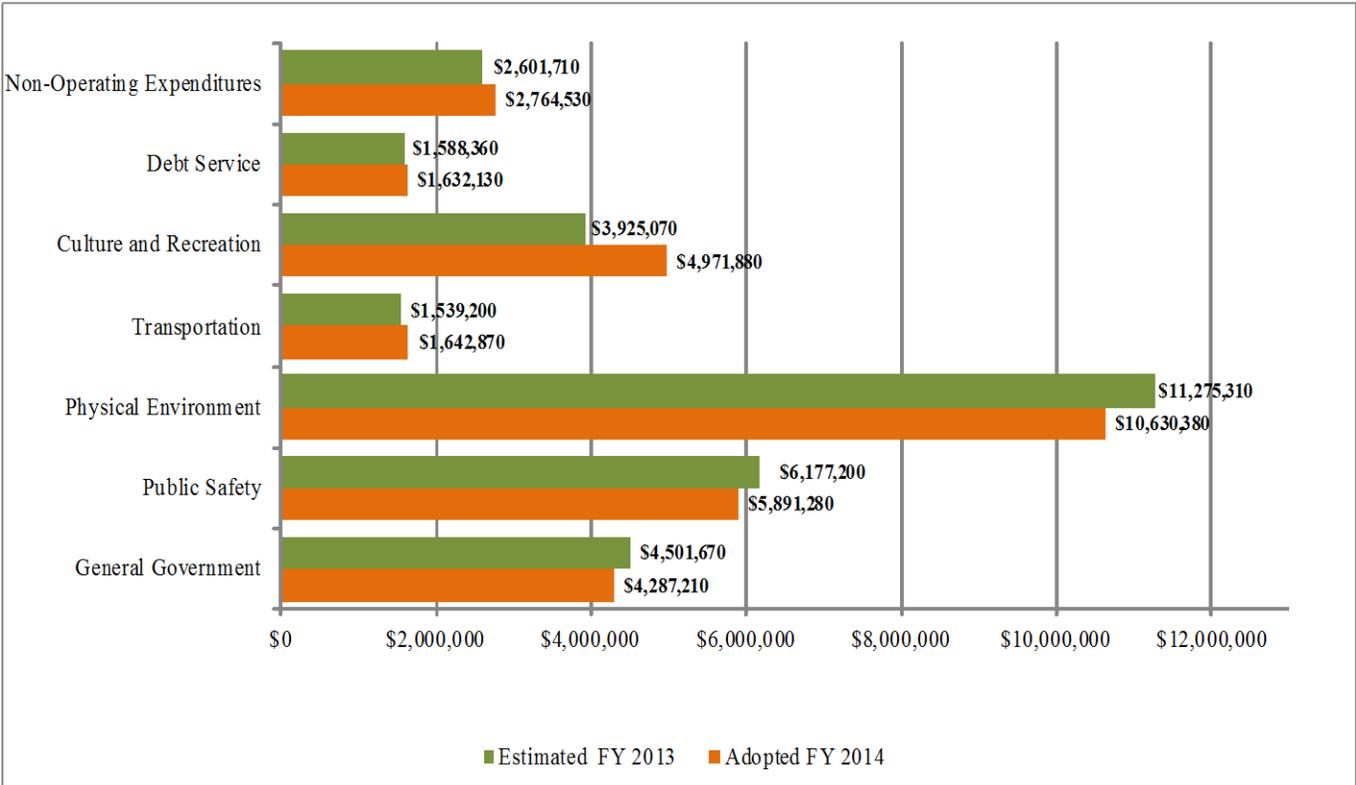
Expenditure Category	Estimated Actual 2012-13	Adopted Budget 2013-14	FY 2014 Adopted Over (Under) FY 2013 Estimated	% Change FY 2014 Over (Under) FY13 Estimate
General Government	\$ 4,501,670	\$ 4,287,210	\$ (214,460)	-4.76%
Public Safety	6,177,200	5,891,280	(285,920)	-4.63%
Physical Environment	11,275,310	10,630,380	(644,930)	-5.72%
Transportation	1,539,200	1,642,870	103,670	6.74%
Culture and Recreation	3,925,070	4,971,880	1,046,810	26.67%
Debt Service	1,588,360	1,632,130	43,770	2.76%
Non-Operating Expenditures	2,601,710	2,764,530	162,820	6.26%
<b>Expenditures Sub-Total</b>	<b>31,608,520</b>	<b>31,820,280</b>	<b>211,760</b>	<b>0.67%</b>
Interfund Transfers	2,360,340	2,529,930	169,590	7.18%
<b>Total Expenditures &amp; Transfers</b>	<b>33,968,860</b>	<b>34,350,210</b>	<b>381,350</b>	<b>1.12%</b>
Fund Balance	23,216,620	20,138,760	(3,077,860)	-13.26%
<b>Total Expenditures, Transfers &amp; Fund Balance</b>	<b>\$ 57,185,480</b>	<b>\$ 54,488,970</b>	<b>\$ (2,696,510)</b>	<b>-4.72%</b>

**CITYWIDE FISCAL YEAR COMPARISON**

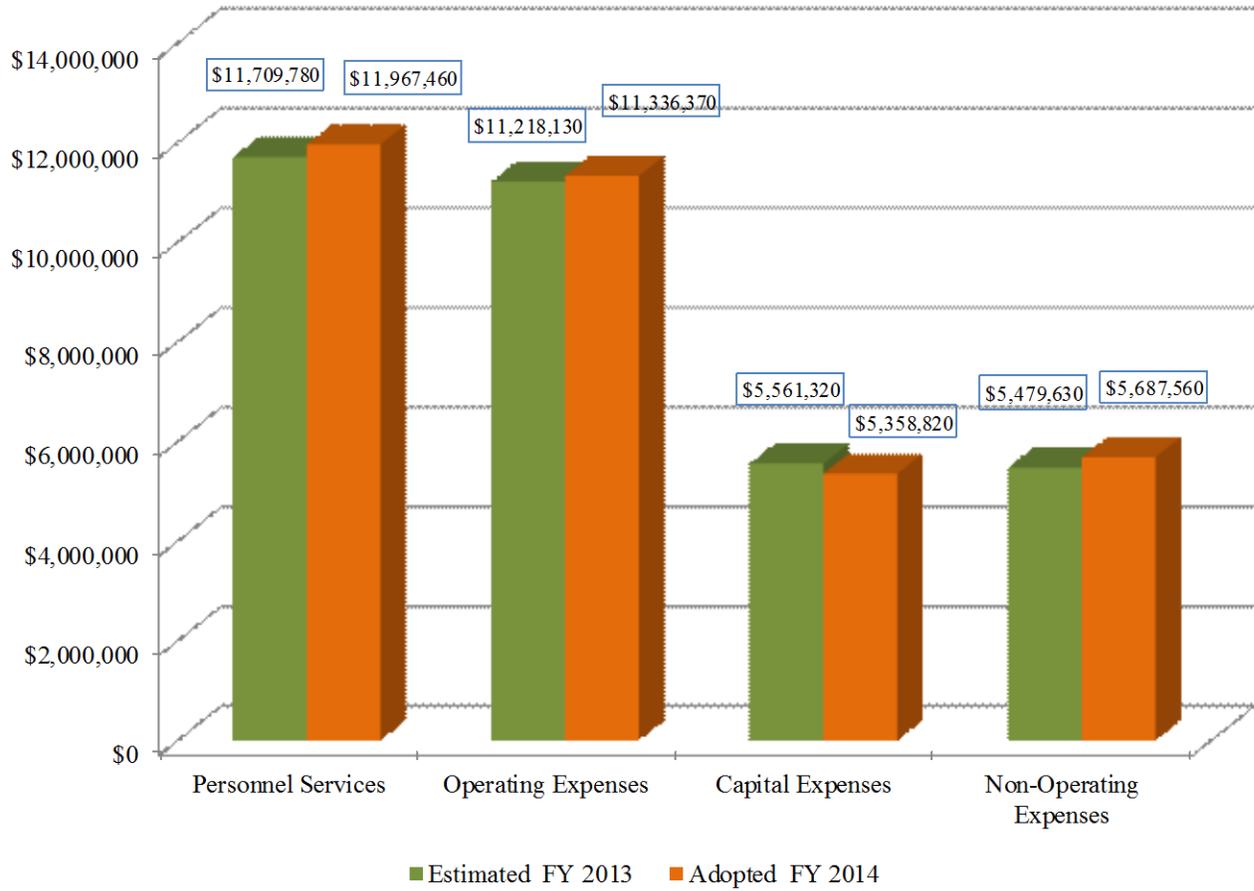
**REVENUES BY SOURCE**



**EXPENDITURES BY TYPE**



CITYWIDE EXPENDITURES BY OBJECT



	<b>Estimate FY2013</b>	<b>Adopted FY2014</b>	<b>FY 2014 Over (Under) FY 2013</b>	<b>% Change Over FY 2013</b>
Personnel Services	\$ 11,709,780	\$ 11,967,460	\$ 257,680	2.20%
Operating Expenses	11,218,130	11,336,370	118,240	1.05%
Capital Expenses	5,561,320	5,358,820	(202,500)	-3.64%
Non-Operating Expenses	5,479,630	5,687,560	207,930	3.79%
<b>Subtotal Expenditures</b>	<b>33,968,860</b>	<b>34,350,210</b>	<b>381,350</b>	<b>1.12%</b>
Fund Balance	23,216,620	20,138,760	(3,077,860)	-13.26%
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 57,185,480</b>	<b>\$ 54,488,970</b>	<b>\$ (2,696,510)</b>	<b>-4.72%</b>

**FY 2013-2014 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	\$ 50,000
DR0040	011-2037-538-5330	Pond Maintenance Program	25,000
DR0050	011-2037-538-5330	Pipe Relining	65,000
SMV002	011-2037-538-6401	New Auto Crane	70,000
<b>Stormwater Fund Total</b>			<u>\$ 210,000</u>
<b>Fund 14 - Street Improvement</b>			
ST0013	014-2031-541-3470	Street Resurfacing Program	200,000
ST0001	014-2031-541-6300	Sidewalk Repair & Replacement	40,000
ST0024	014-2031-541-6300	Traffic Analysis & Implementation	2,500
ST0031	014-2031-541-6300	Bridge Improvements	25,000
ST0032	014-2031-541-6300	New Sidewalk Construction	5,000
ST0038	014-2031-541-6300	Street Sign Improvement	15,000
ST0039	014-2031-541-6300	Miscellaneous Street Repair	20,000
<b>Street Improvement Fund Total</b>			<u>\$ 307,500</u>
<b>Fund 15 - Marina Boat Basin</b>			
MAR008	015-2057-575-6300	Boat Basin & Channel Dredging	150,000
<b>Marina Boat Basin Fund Total</b>			<u>\$ 150,000</u>
<b>Fund 32 - Capital Improvement</b>			
<b>General Government</b>			
GEN004	032-3020-519-6300	Security System Improvements	18,000
GEN005	032-3020-519-6300	Citywide Light Energy Enhancements	20,000
911ART	032-3020-519-6300	9/11 Memorial	20,000
<b>Capital Improvement - General Government Total</b>			<u>58,000</u>
<b>Fire Control &amp; EMS</b>			
PSI003	032-3022-522-6200	Upgrade Plymovent (Fire Station 53)	9,500
PSI003	032-3022-522-6200	Upgrade Garage Door Openers (Fire Station 53)	4,500
PSI003	032-3022-522-6200	Hardening of Fire Station 53	12,000
PSI003	032-3022-522-6200	Replacement of Air Conditioners (Fire Station 53)	13,000
PSI002	032-3022-522-6200	Upgrade Plymovent (Fire Station 52)	40,000
PSV003	032-3022-522-6401	Replacement of Pumper 53 (877)	500,000
PSEQ06	032-3022-522-6440	Replacement of Thermal Imaging Cameras	20,000
PES006	032-3022-522-6440	Emergency Generator Power Cord (Fire Station 53)	5,000
<b>Capital Improvement - Fire Control &amp; EMS Total</b>			<u>604,000</u>
<b>Streets</b>			
STI001	032-3031-541-6200	Equipment Storage Awning	165,000
PWB001	032-3031-541-6200	A/C & Building A Renovations	13,260
NP0001	032-3031-541-6300	Neighborhood Projects & Beautification Grants	15,000
ST0028	032-3031-541-6300	Citywide Brick Street Restoration	20,000
STE003	032-3031-541-6440	Replace Bobcat 910 with S300 Bobcat Skid-Steer Loader	55,000
<b>Capital Improvement - Streets Total</b>			<u>268,260</u>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**FY 2013-2014 CITYWIDE CAPITAL IMPROVEMENT SUMMARY**

Project #	Account #	Project	\$
<b>Fleet</b>			
PWB001	032-3033-519-6200	A/C & Building A Renovations	13,260
FLE004	032-3033-519-6440	Column Lifts	33,000
<b>Capital Improvement - Recreation Total</b>			46,260
<b>Recreation</b>			
CRMUIM	032-3056-572-6300	Museum Additional Parking	45,000
<b>Capital Improvement - Recreation Total</b>			45,000
<b>Parks</b>			
PKI003	032-3058-572-6300	Seawall Railing Improvements	60,000
PKI004	032-3058-572-6300	Iam Tilmann Skatepark Equipment Replacement	100,000
CRAWPD	032-3058-572-6300	Waterfront Park Design & Construction	100,000
PKI011	032-3058-572-6300	Parks Lightning Detection System	25,000
PKI010	032-3058-572-6300	SHCP Field Bleacher Replacements	32,000
PKV006	032-3058-572-6401	Replacement of Vehicle #349	35,000
PKV007	032-3058-572-6401	Replacement of Vehicle #402	30,000
PKE005	032-3058-572-6440	Parks Equipment Renewal & Replacement	39,600
<b>Capital Improvement - Parks Total</b>			421,600
<b>Capital Improvement Fund Total</b>			\$ 1,443,120
<b>Fund 41 - Water &amp; Wastewater</b>			
UT0065	041-4015-513-6440	Radio Frequency Meter/Water Readers	40,000
WTI001	041-4035-533-6200	Replace Roof on Bldg C	65,000
SWI001	041-4036-535-6200	Renovate Public Works Break Room	65,000
SWI002	041-4036-535-6300	DeSoto Estates Sanitary Sewer Collection System	300,000
SWE002	041-4036-535-6440	Replace Vac-Con Sewer Combination Cleaner	340,000
<b>Water &amp; Wastewater Fund Total</b>			\$ 810,000
<b>Fund 44 - Sanitation</b>			
SNV006	044-4532-534-6401	Rear Loader Truck	165,000
SNV010	044-4532-534-6401	Roll-Off Truck	165,000
EQSN06	044-4532-534-6440	Radio Frequency Identification Device	32,000
PWE004	044-4532-534-6440	90 Gallon Trash Containers	55,000
<b>Sanitation Fund Total</b>			\$ 417,000
<b>Fund 48 - Water &amp; Wastewater Renewal &amp; Replacement Fund</b>			
<b>Water</b>			
UT0066	048-4035-533-6300	Extend Water Line at McMullen Booth & SR 590	100,000
UT0068	048-4035-533-6300	Tangelo Groves Water Main Loop	25,000
UT0082	048-4035-533-6300	Replace Galvanized Water Line in the South Green Springs Area	420,000
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund - Water Total</b>			545,000
<b>Wastewater</b>			
UT0005	048-4036-535-6300	Northeast Regional Wastewater Treatment Plant Improvements	700,000
UT0074	048-4036-535-6300	Replace Sewer Line at Joyce and Irwin St	340,000
UT0073	048-4036-535-6300	Replace Pumps at Briar Creek Lift Station	95,000
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund - Wastewater Total</b>			1,135,000
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund Total</b>			\$ 1,680,000

**FY 2013-2014 CITYWIDE CAPITAL IMPROVEMENT SUMMARY**

<b>Project #</b>	<b>Account #</b>	<b>Project</b>	<b>\$</b>
<b>Fund 63 - Parkland Fund</b>			
PDI004	063-6058-572-6300	Marshall Street Park Boardwalk Improvements	45,000
PDI006	063-6058-572-6300	Elm Street Property Development	<u>400,000</u>
<b>Parkland Fund Total</b>			\$ 445,000
<b>Fund 67 - Community Redevelopment Fund</b>			
CRAWPD	067-6517-515-6300	Waterfront Park Design & Construction	<u>150,000</u>
<b>Community Redevelopment Fund Total</b>			\$ 150,000
<b>Total Capital Improvements</b>			<u><u>\$ 5,612,620</u></u>

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**SCHEDULE OF INTERFUND TRANSFERS**

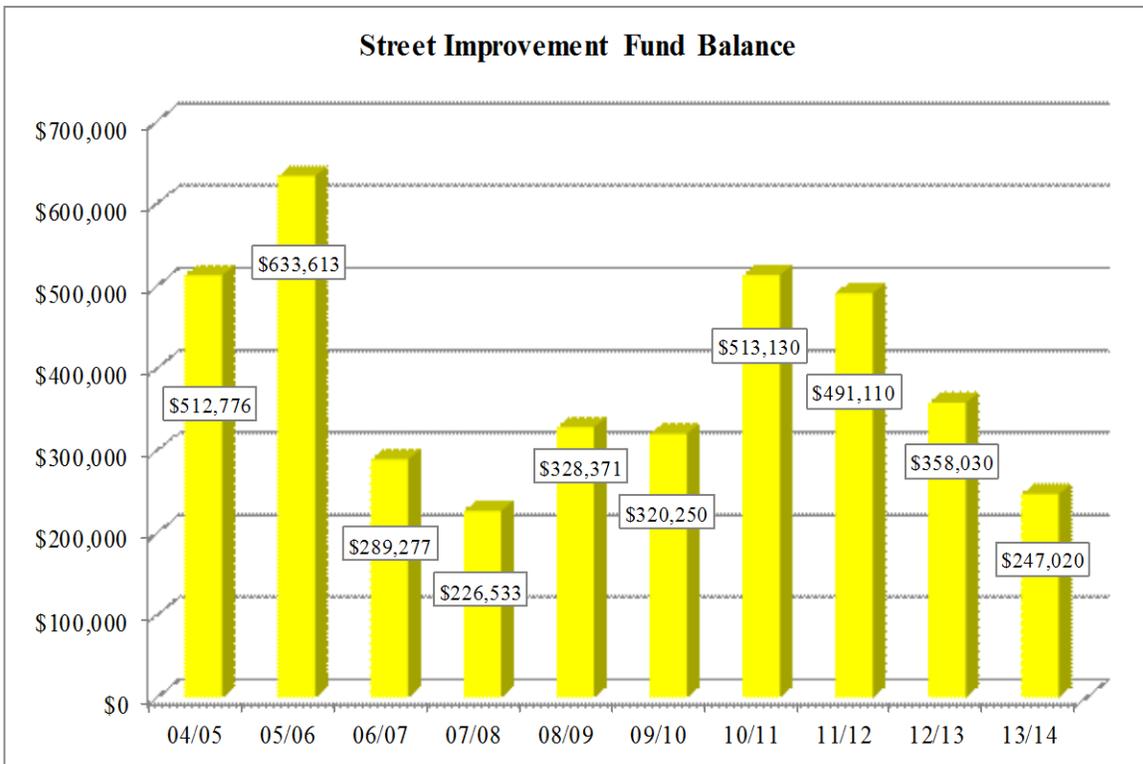
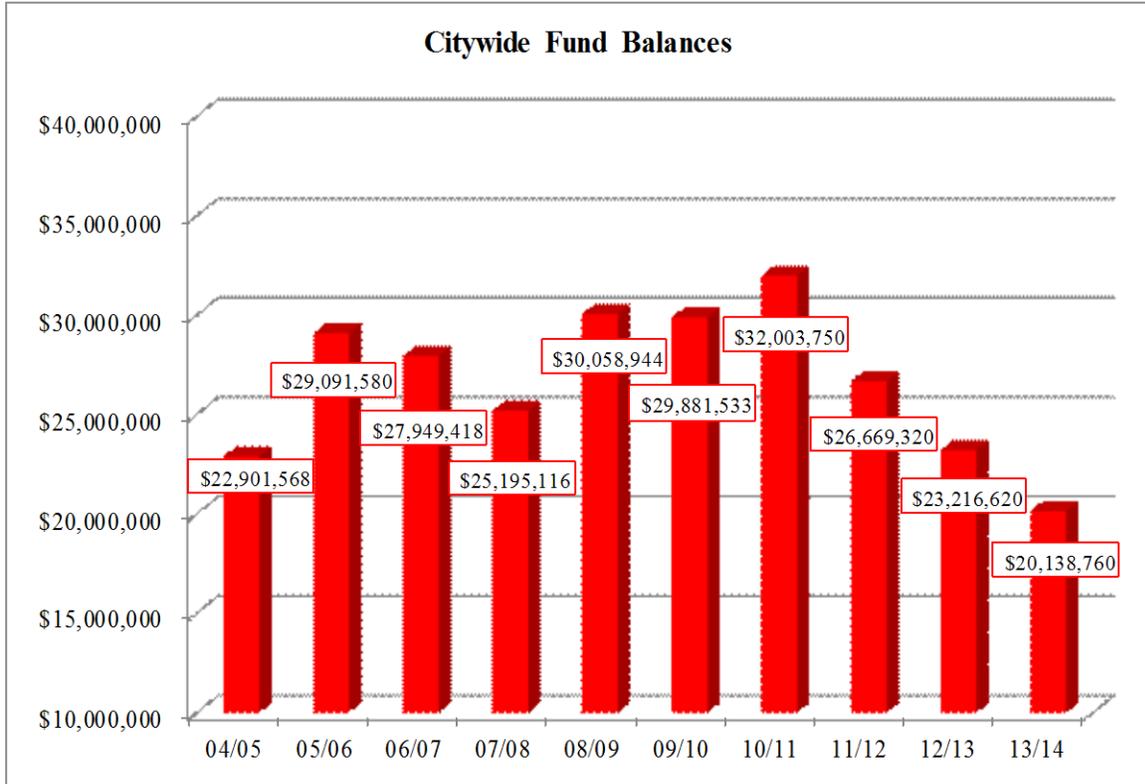
	Governmental Funds	Enterprise Funds	Total Interfund Transfers
<b><i>Governmental</i></b>			
Transfer from General Fund to:			
Street Light Fund	\$ 7,650	\$ -	\$ 7,650
Transfer from Capital Projects Fund to:			
Debt Service - 2006 Revenue Note	25,020	-	25,020
Debt Service - 2008 Revenue Note	548,080	-	548,080
Debt Service - 2012 Revenue Bond	317,220	-	317,220
Total Governmental Funds	<u>897,970</u>	<u>-</u>	<u>897,970</u>
<b><i>Enterprise</i></b>			
Transfer from Stormwater Fund to:			
General Fund	41,850	-	41,850
Transportation Impact Fee	120,800	-	120,800
Debt Service - 2006 Revenue Note	-	34,540	34,540
Transfer from Water and Wastewater Fund to:			
Debt Service - 2006 Revenue Note	-	153,890	153,890
Debt Service - 2012 Revenue Bond	-	33,410	33,410
Water & Wastewater Renewal & Replacement	-	1,247,470	1,247,470
Total Enterprise Funds	<u>162,650</u>	<u>1,469,310</u>	<u>1,631,960</u>
<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>\$ 1,060,620</u></b>	<b><u>\$ 1,469,310</u></b>	<b><u>\$ 2,529,930</u></b>

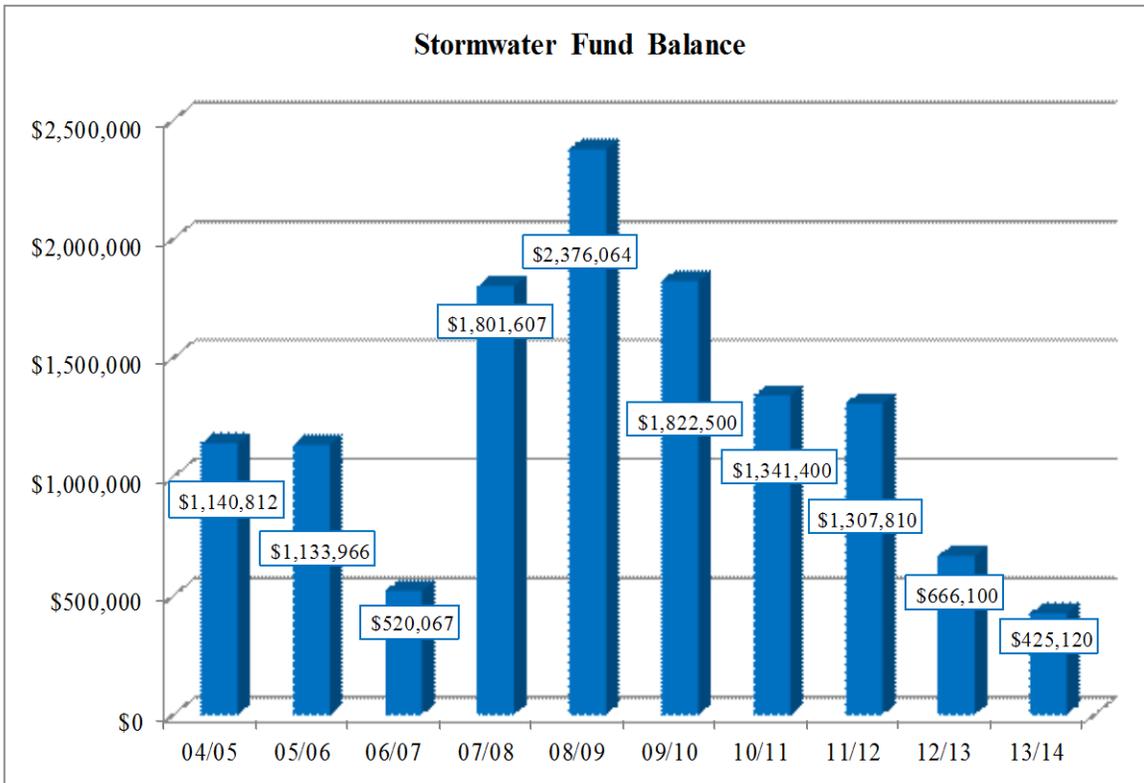
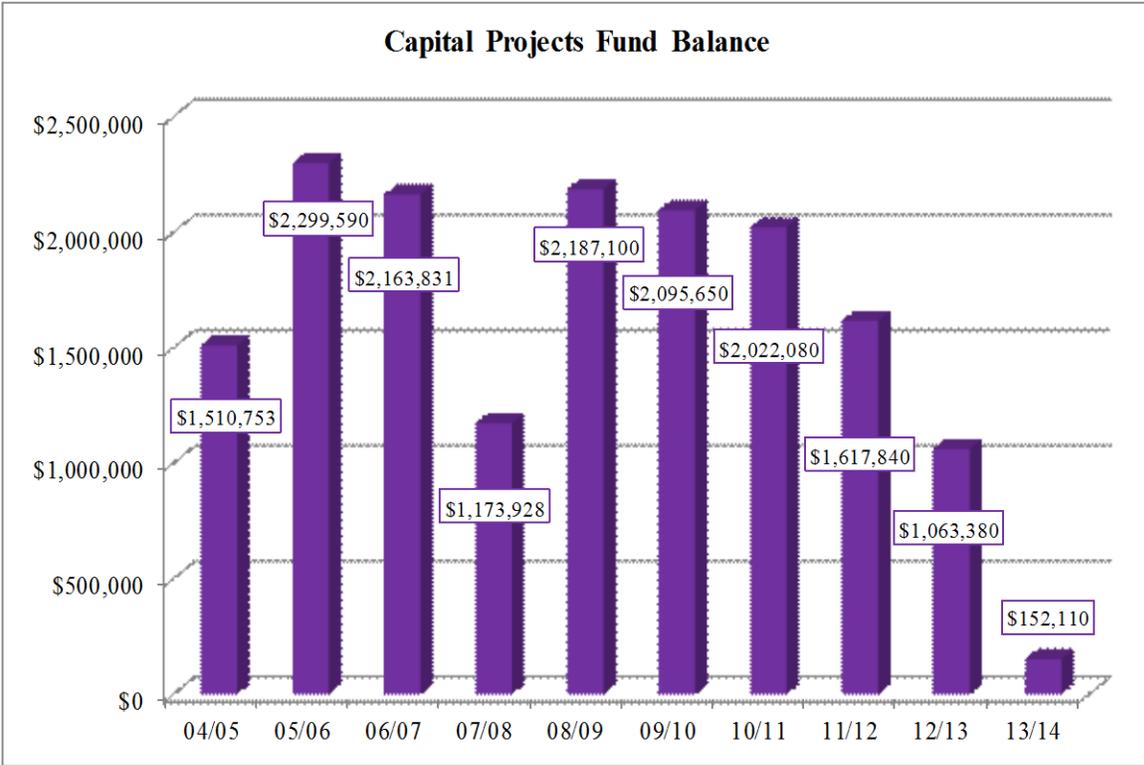
CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

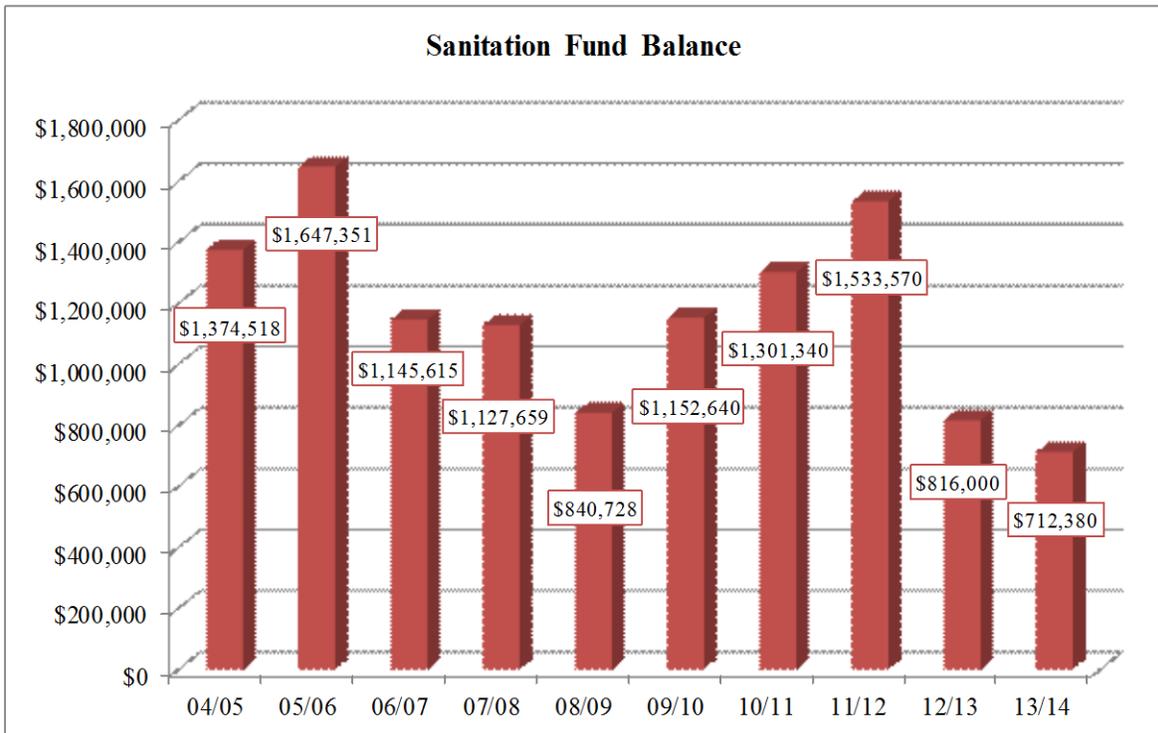
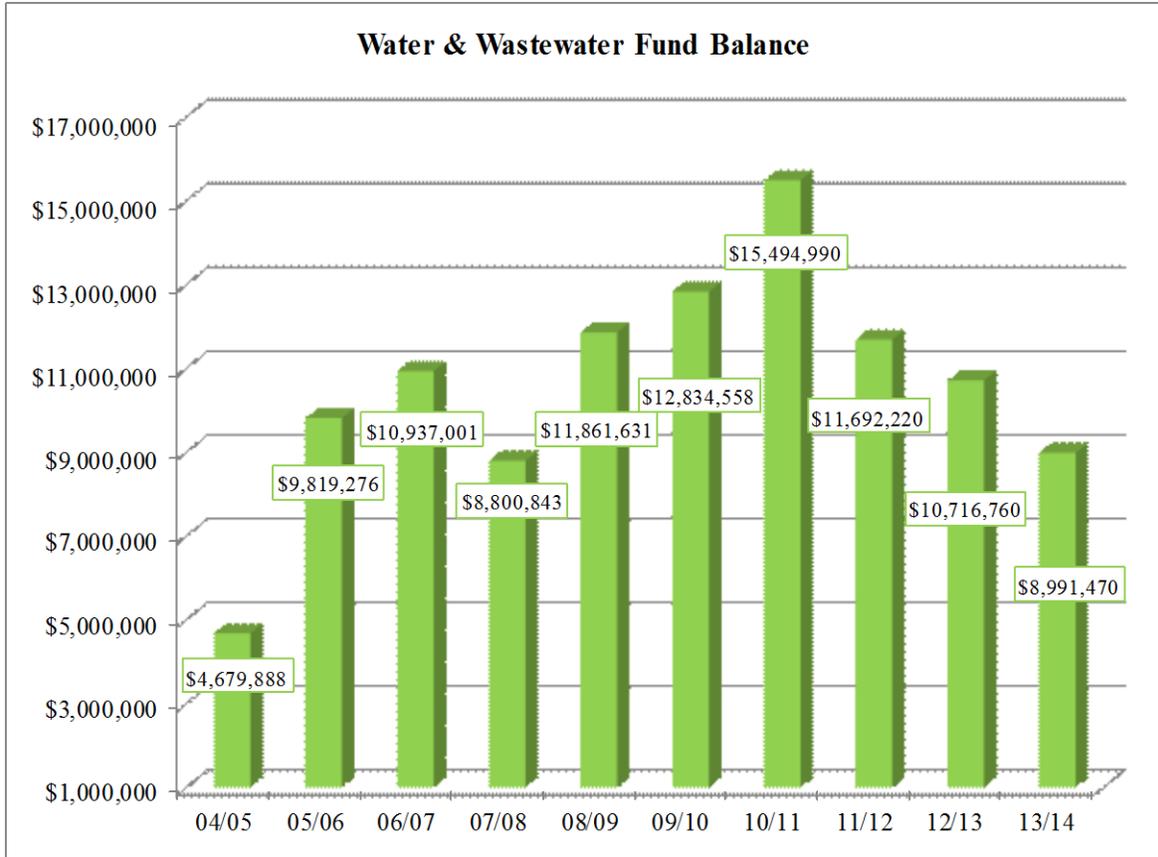
**CITYWIDE 10 YEAR FUND BALANCES**

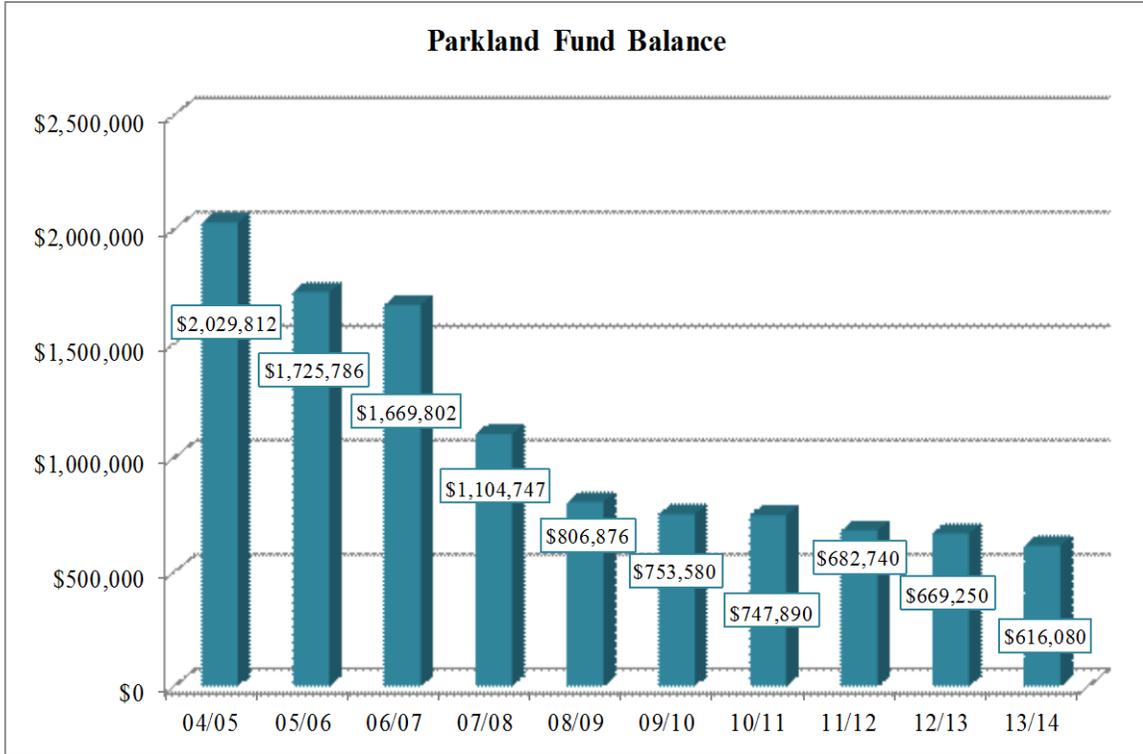
	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	Estimated 12/13	Adopted 13/14
<b>Governmental Funds</b>										
General Fund	\$ 9,140,669	\$ 9,449,107	\$ 8,993,821	\$ 8,913,817	\$ 9,172,015	\$ 8,515,870	\$ 8,967,390	\$ 8,436,470	\$ 8,184,430	\$ 8,116,160
Public Safety	116,954	86,591	78,816	68,227	64,082	69,820	73,360	79,320	13,800	20,650
Street Improvement	512,776	633,613	289,277	226,533	328,371	320,250	513,130	491,110	358,030	247,020
Marina Boat Basin	185,526	227,252	66,970	61,354	156,831	191,730	231,980	268,930	269,380	133,090
Debt Service	231,396	11,130	20,261	297,920	112,510	59,510	72,520	76,080	141,540	141,530
Capital Projects	1,510,753	2,299,590	2,163,831	1,173,928	2,187,100	2,095,650	2,022,080	1,617,840	1,063,380	152,110
Street Lighting	735,071	740,582	761,419	744,379	807,963	607,980	-	-	20,580	72,010
Parkland	2,029,812	1,725,786	1,669,802	1,104,747	806,876	753,580	747,890	682,740	669,250	616,080
Transportation Impact Fee	1,071,563	1,006,442	1,006,442	733,047	486,501	511,980	533,080	48,520	196,290	342,900
Library Impact Fee	55,522	51,476	51,477	4,177	21,937	23,515	-	4,980	13,340	21,940
Community Redevelopment Agency	59,574	105,066	97,421	-	709,809	898,330	684,430	398,870	56,780	115,240
Drainage Impact Fee	5,395	11,474	11,903	12,203	185	200	-	-	-	-
Parking Impact Fee	2,772	101,122	101,123	103,623	117,293	4,700	-	-	-	-
Street Assessment	48,567	41,756	34,172	21,052	9,048	18,720	20,160	30,860	30,960	31,060
<b>Total Governmental Funds</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>\$ 14,071,835</b>	<b>\$ 13,866,020</b>	<b>\$ 12,135,720</b>	<b>\$ 11,017,760</b>	<b>\$ 10,009,790</b>
<b>Enterprise Funds</b>										
Stormwater	\$ 1,140,812	\$ 1,133,966	\$ 520,067	\$ 1,801,607	\$ 2,376,064	\$ 1,822,500	\$ 1,341,400	\$ 1,307,810	\$ 666,100	\$ 425,120
Water and Wastewater	4,679,888	9,819,276	10,937,001	8,800,843	11,861,631	12,834,558	15,494,990	11,692,220	10,716,760	8,991,470
Sanitation	1,374,518	1,647,351	1,145,615	1,127,659	840,728	1,152,640	1,301,340	1,533,570	816,000	712,380
<b>Total Enterprise Funds</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>\$ 15,809,698</b>	<b>\$ 18,137,730</b>	<b>\$ 14,533,600</b>	<b>\$ 12,198,860</b>	<b>\$ 10,128,970</b>
<b>Total All Funds</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>\$ 29,881,533</b>	<b>\$ 32,003,750</b>	<b>\$ 26,669,320</b>	<b>\$ 23,216,620</b>	<b>\$ 20,138,760</b>

The City, for the most part, follows a pay-as-you-go philosophy towards funding capital projects. As the above table and the following graphs indicate, most of the fund balance, as well as the use of fund balance, occurs within the Enterprise and Special Revenue Funds (Street Improvement, Capital Projects) where the large majority of the City's capital projects are budgeted.









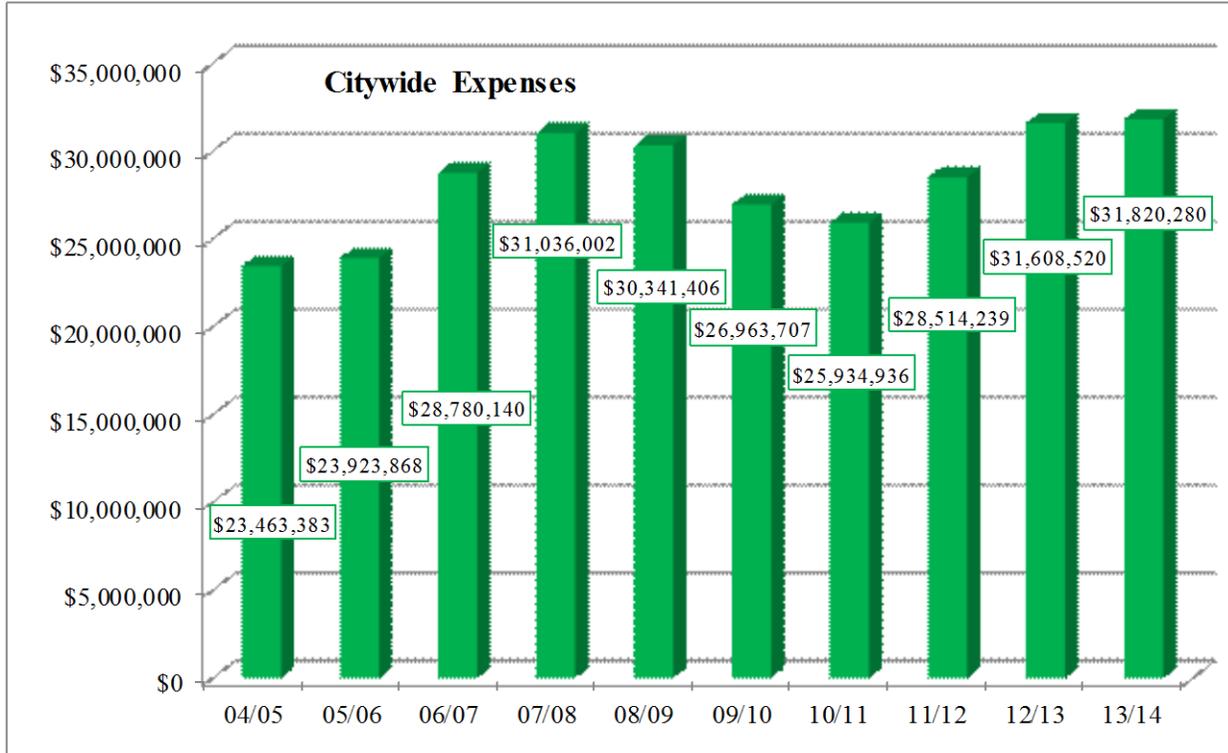
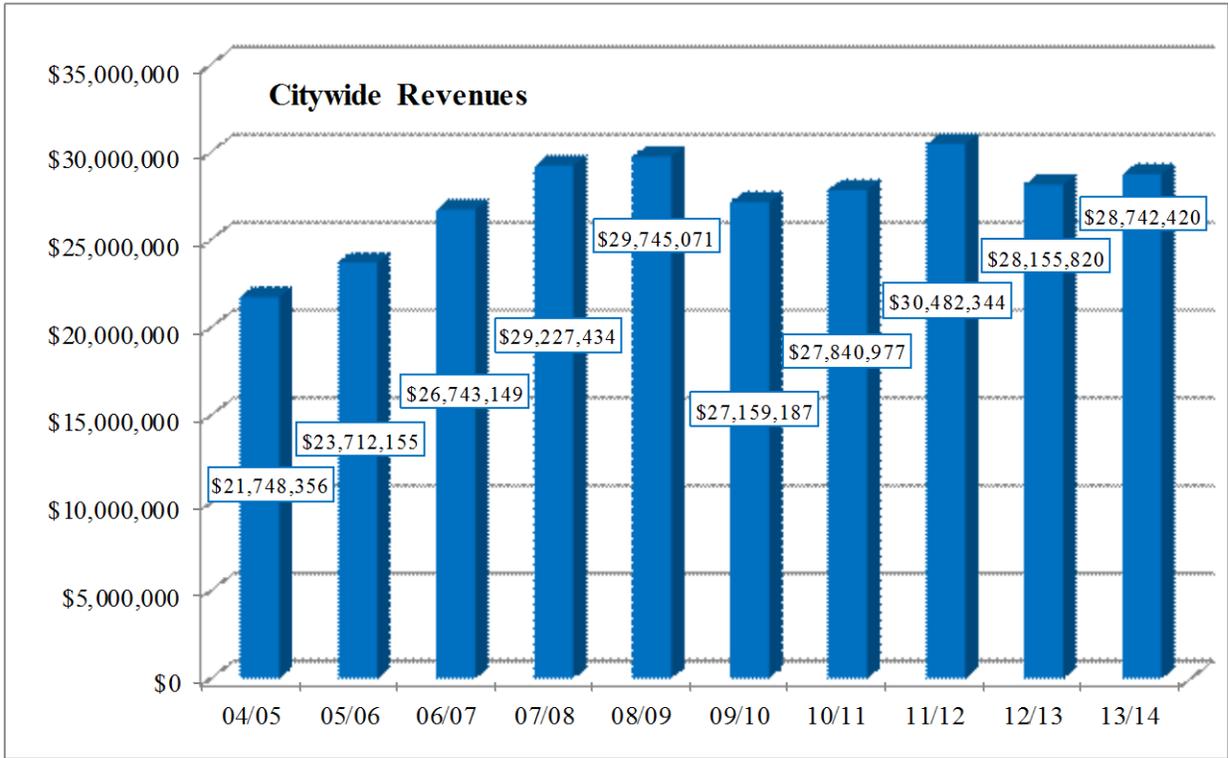
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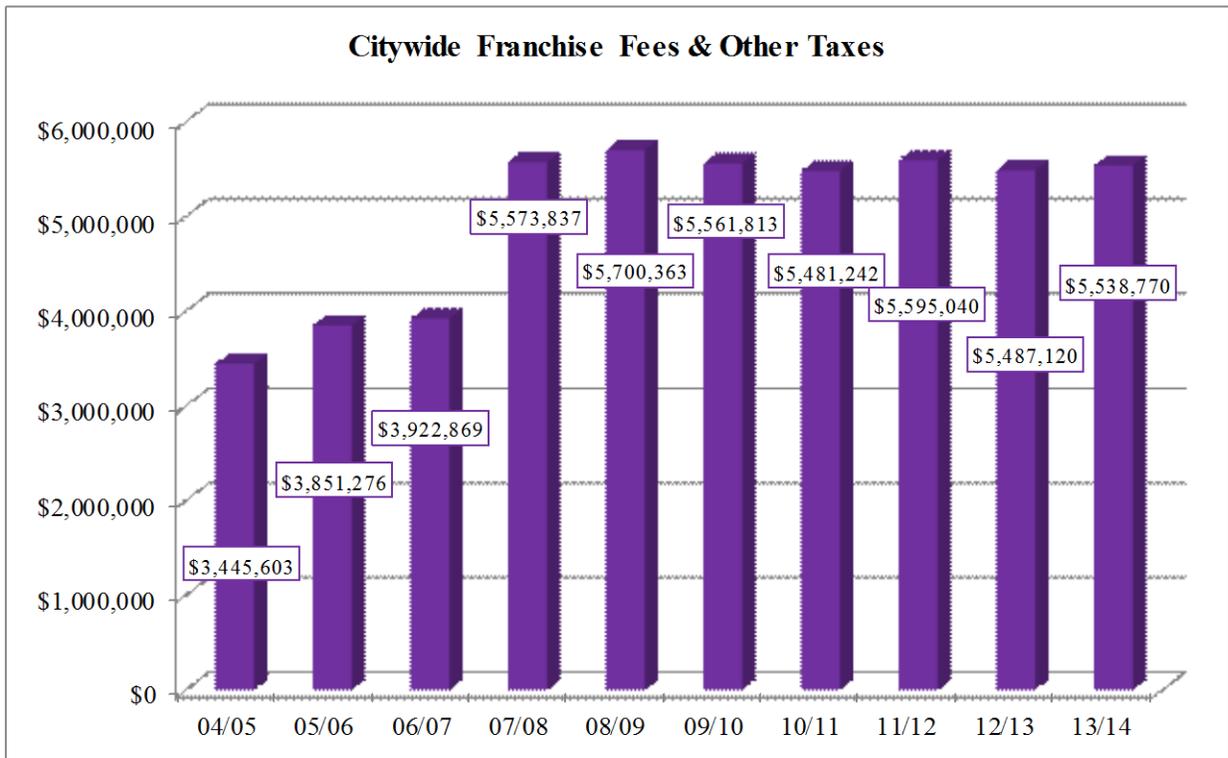
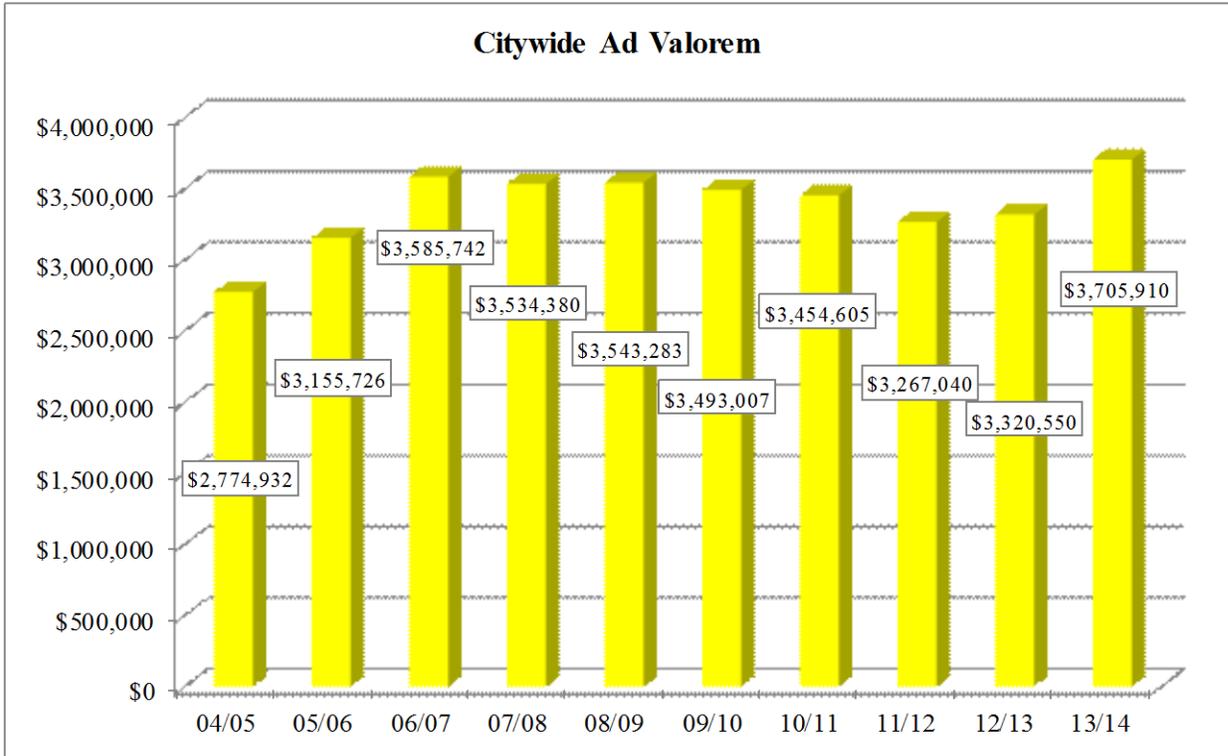
CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

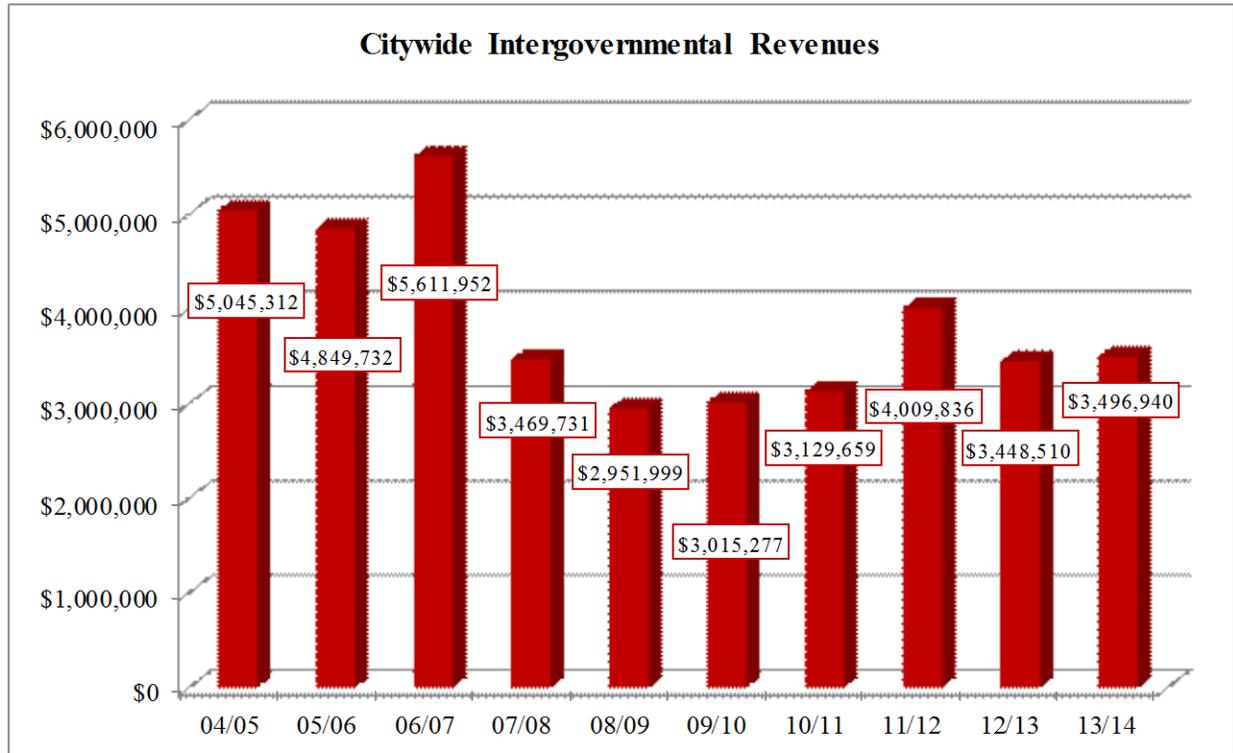
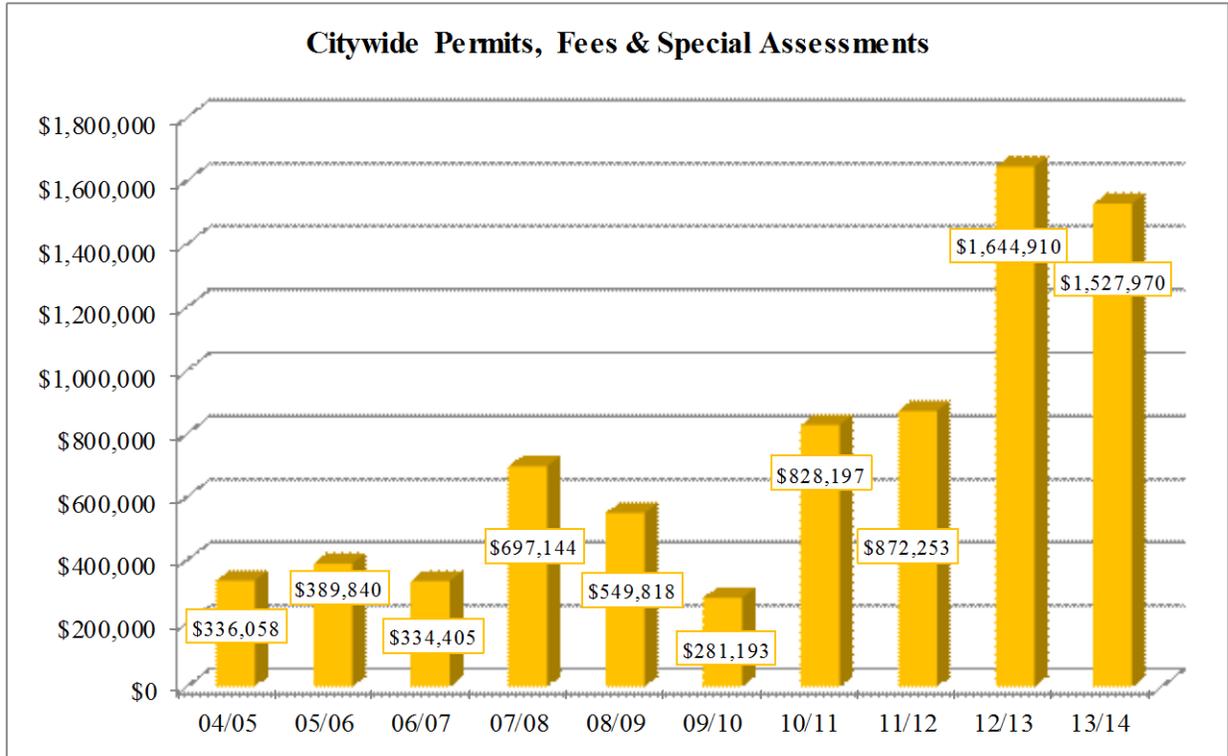
**CITYWIDE 10 YEAR REVENUE/EXPENSES**

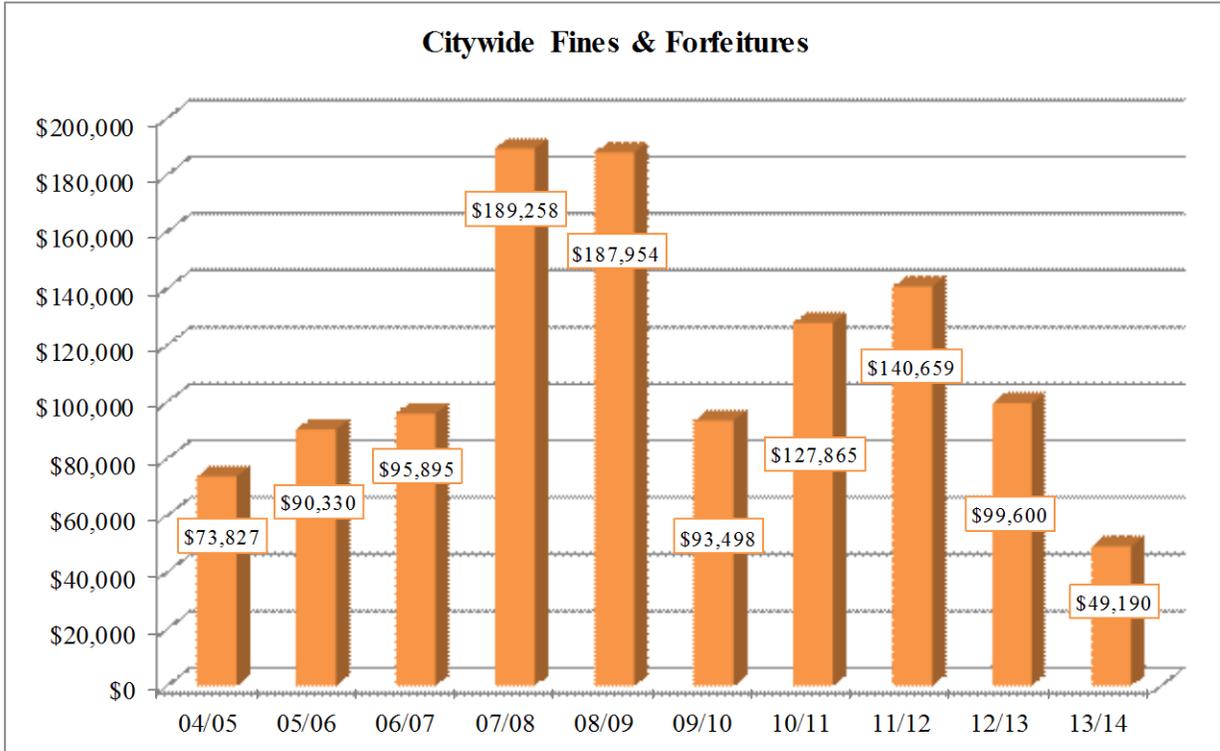
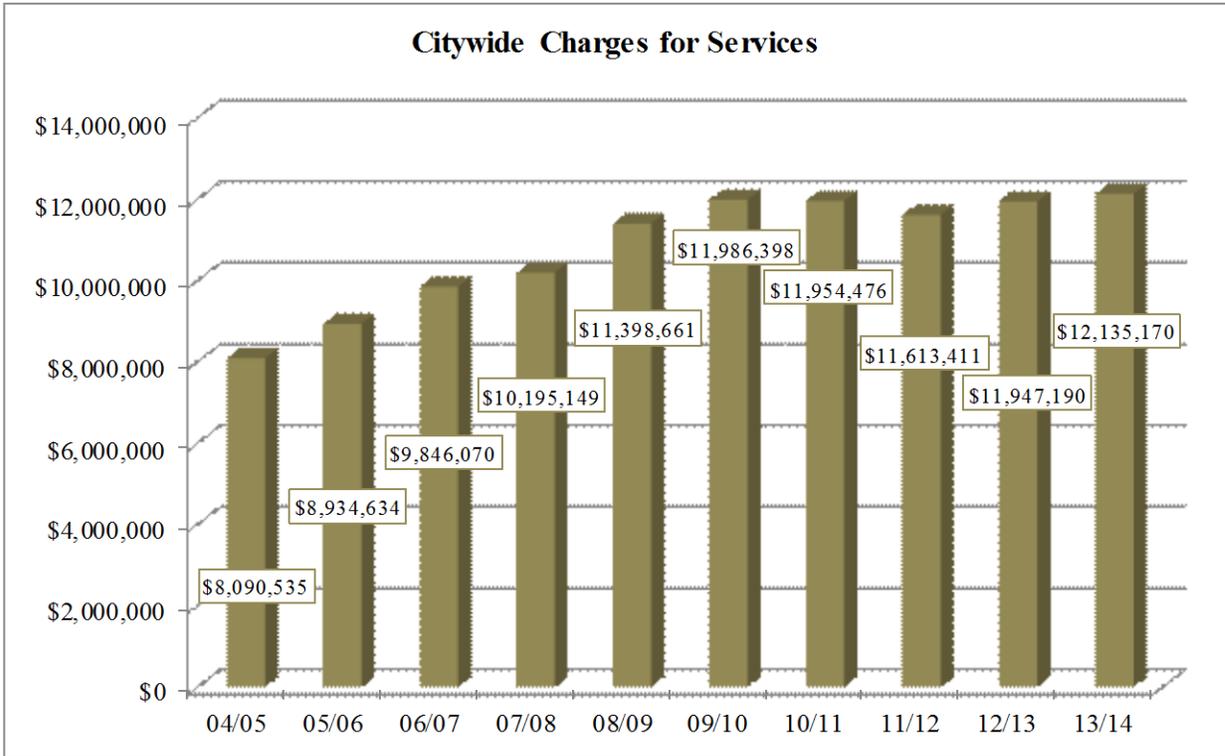
	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	Estimated 12/13	Adopted 13/14
<b>REVENUES</b>										
Ad Valorem*	\$ 2,774,932	\$ 3,155,726	\$ 3,585,742	\$ 3,534,380	\$ 3,543,283	\$ 3,493,007	\$ 3,454,605	\$ 3,267,040	\$ 3,320,550	\$ 3,705,910
Franchise Fees & Other Taxes	3,445,603	3,851,276	3,922,869	5,573,837	5,700,363	5,561,813	5,481,242	5,595,040	5,487,120	5,538,770
Permits, Fees, Special Assessments	336,058	389,840	334,405	697,144	549,818	281,193	828,197	872,253	1,644,910	1,527,970
Intergovernmental	5,045,312	4,849,732	5,611,952	3,469,731	2,951,999	3,015,277	3,129,659	4,009,836	3,448,510	3,496,940
Charges For Services	8,090,535	8,934,634	9,846,070	10,195,149	11,398,661	11,986,398	11,954,476	11,613,411	11,947,190	12,135,170
Fines & Forfeitures	73,827	90,330	95,895	189,258	187,954	93,498	127,865	140,659	99,600	49,190
Indirect Allocation	1,173,708	1,371,587	1,530,986	1,803,959	2,027,904	1,591,710	1,551,760	1,504,630	1,439,810	1,439,810
Miscellaneous	808,381	1,058,830	1,052,930	2,267,689	1,628,410	1,136,291	1,313,173	704,475	768,130	848,660
Debt Proceeds	-	10,200	762,300	1,496,287	1,756,679	-	-	2,775,000	-	-
<b>SUBTOTAL</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>27,840,977</b>	<b>30,482,344</b>	<b>28,155,820</b>	<b>28,742,420</b>
Interfund Transfers	1,862,197	1,197,490	1,319,220	3,020,454	3,131,262	2,329,933	1,482,711	2,791,025	2,360,340	2,529,930
<b>TOTAL REVENUES</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>\$ 29,323,688</b>	<b>\$ 33,273,369</b>	<b>\$ 30,516,160</b>	<b>\$ 31,272,350</b>
<b>EXPENDITURES</b>										
General Government	\$ 3,065,521	\$ 3,062,838	\$ 4,158,365	\$ 4,673,754	\$ 4,568,427	\$ 4,434,527	\$ 4,746,484	\$ 4,470,621	\$ 4,501,670	\$ 4,287,210
Public Safety	3,902,002	4,868,011	4,664,614	5,724,299	5,442,030	5,078,706	5,213,623	5,319,800	6,177,200	5,891,280
Physical Environment	8,484,430	8,139,723	11,463,166	9,424,481	8,841,927	9,275,941	8,577,955	7,085,829	11,275,310	10,630,380
Transportation	2,223,878	1,776,054	2,886,711	2,216,328	2,837,257	2,327,320	1,561,671	1,646,885	1,539,200	1,642,870
Culture/Recreation	3,085,090	3,182,104	4,099,674	6,432,556	5,940,314	3,420,695	3,618,104	6,540,873	3,925,070	4,971,880
Debt Service	632,352	626,349	393,579	496,388	657,688	920,501	934,932	915,066	1,588,360	1,632,130
Non-Operating	2,070,110	2,268,789	1,114,031	2,068,196	2,053,763	1,506,017	1,282,167	2,535,165	2,601,710	2,764,530
<b>SUBTOTAL</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>25,934,936</b>	<b>28,514,239</b>	<b>31,608,520</b>	<b>31,820,280</b>
Interfund Transfers	1,862,197	1,197,490	1,319,220	3,020,454	4,583,934	2,329,933	1,482,711	2,837,751	2,360,340	2,529,930
<b>TOTAL EXPENDITURES</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>\$ 27,417,647</b>	<b>\$ 31,351,990</b>	<b>\$ 33,968,860</b>	<b>\$ 34,350,210</b>

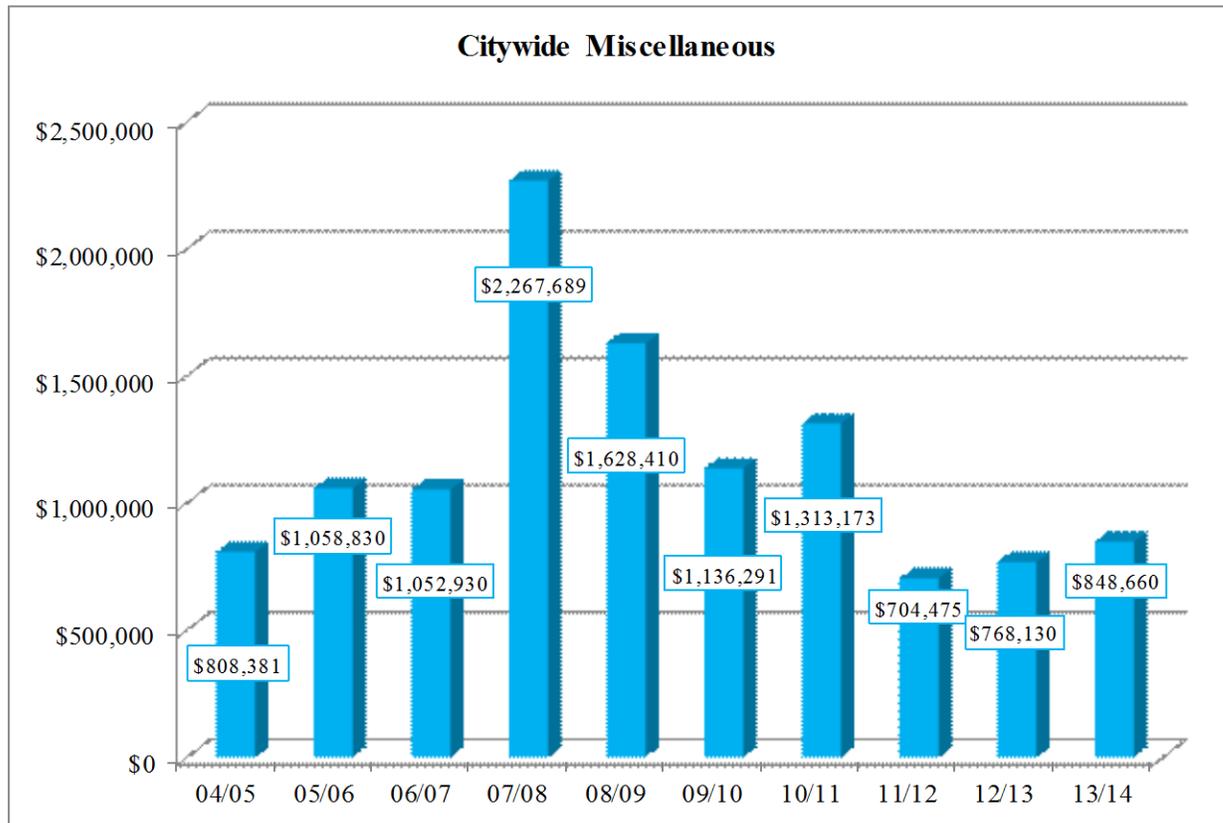
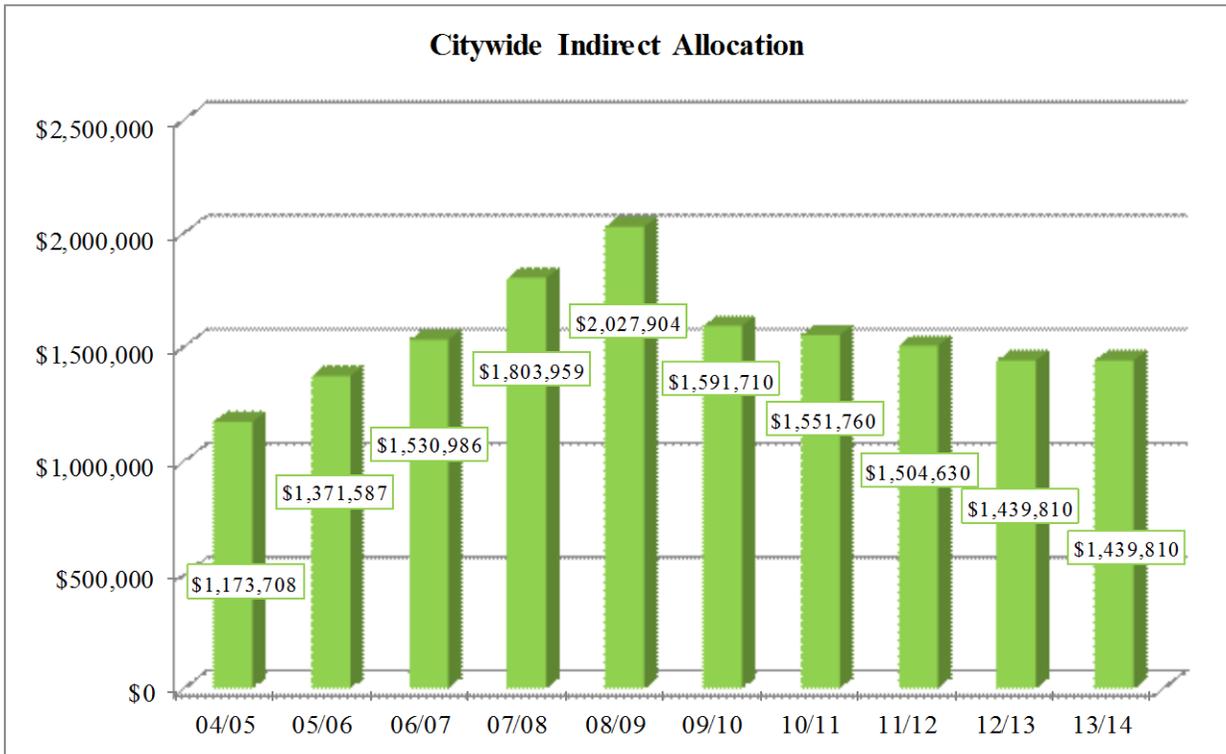
\*Includes Pinellas County Contribution



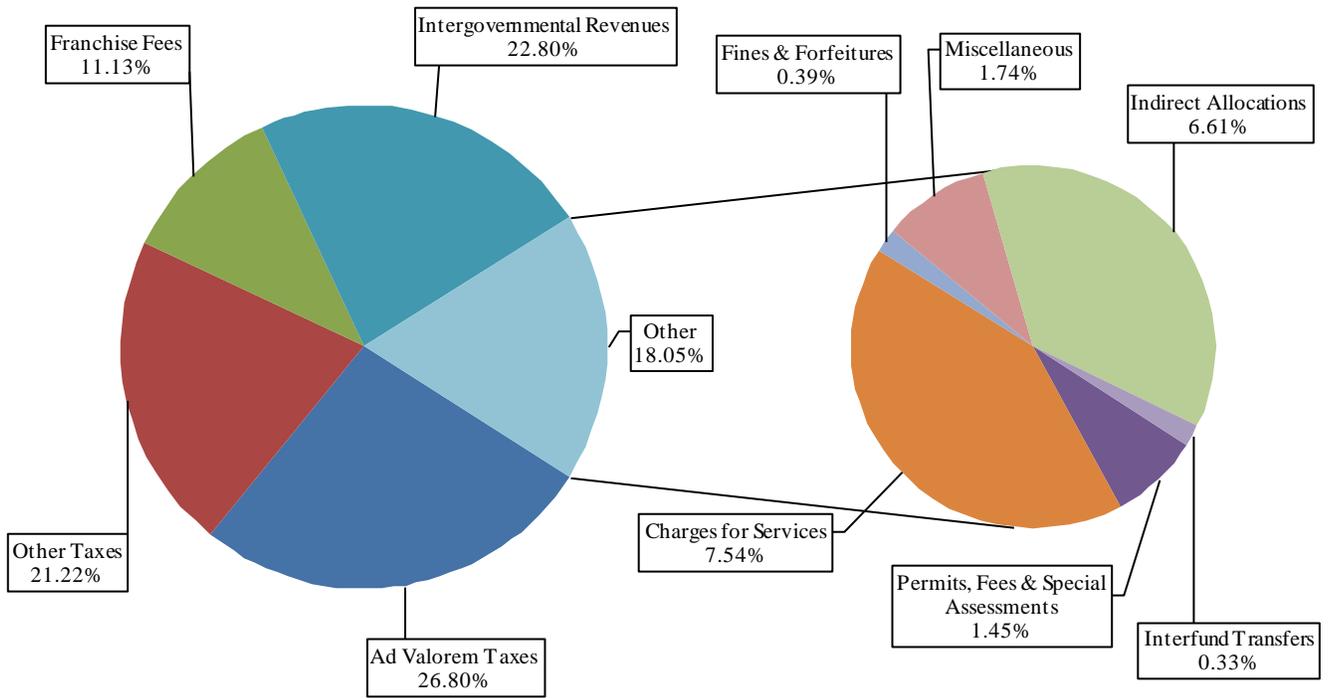








**GENERAL FUND REVENUES BY SOURCE**



	<b>Adopted Budget 2013-2014</b>	<b>%</b>
Ad Valorem Taxes	\$ 3,420,460	26.80%
Other Taxes	2,707,320	21.22%
Franchise Fees	1,420,450	11.13%
Permits, Fees & Special Assessments	185,240	1.45%
Intergovernmental Revenues	2,909,470	22.80%
Charges for Services	962,070	7.54%
Fines & Forfeitures	49,190	0.39%
Miscellaneous	221,890	1.74%
Indirect Allocations	843,210	6.61%
Interfund Transfers	41,850	0.33%
<b>GENERAL FUND REVENUES</b>	<b>\$ 12,761,150</b>	<b>100.00%</b>

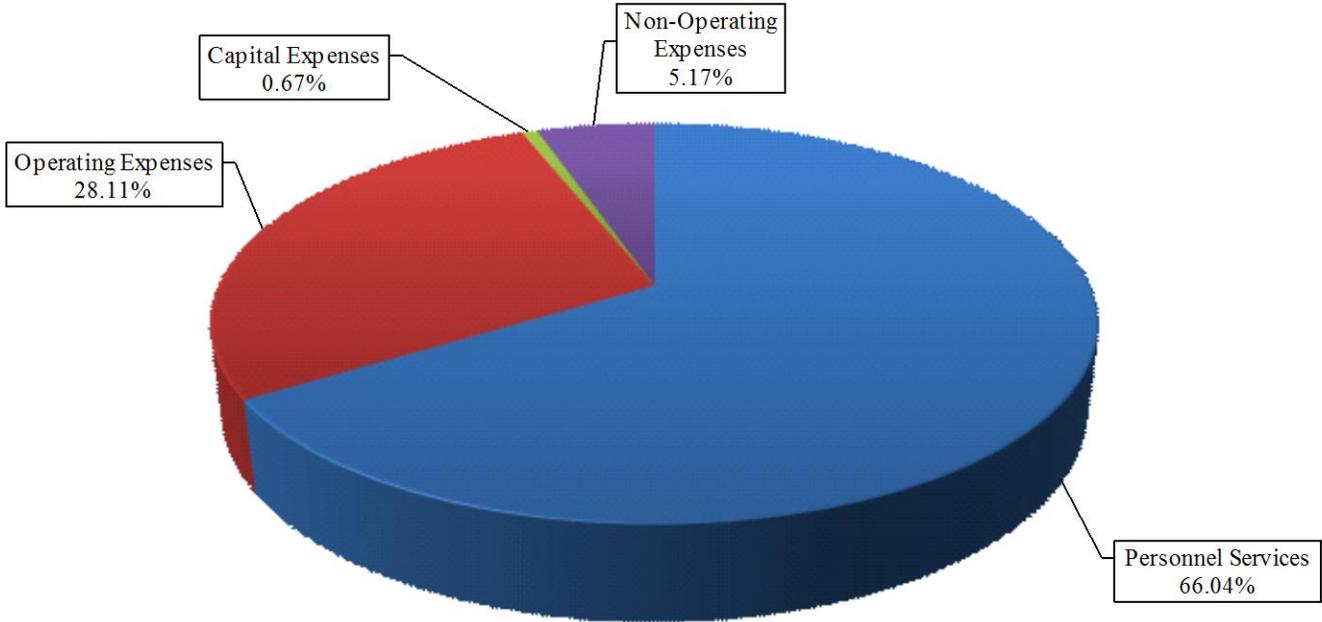
**GENERAL FUND REVENUES BY SOURCE  
FISCAL YEAR COMPARISON**

	<b>Estimate FY2013</b>	<b>Adopted FY2014</b>	<b>FY 2014 Over/(Under) FY 2013</b>	<b>% Change Over/(Under) FY 2013</b>
Ad Valorem Taxes	\$ 3,056,280	\$ 3,420,460	\$ 364,180	11.92%
Other Taxes	2,684,120	2,707,320	23,200	0.86%
Franchise Fees	1,407,000	1,420,450	13,450	0.96%
Permits, Fees & Special Assessments	295,550	185,240	(110,310)	-37.32%
Intergovernmental Revenues	2,810,810	2,909,470	98,660	3.51%
Charges for Services	912,420	962,070	49,650	5.44%
Fines & Forfeitures	99,600	49,190	(50,410)	-50.61%
Miscellaneous	275,840	221,890	(53,950)	-19.56%
Indirect Allocations	843,210	843,210	-	0.00%
<b>GENERAL FUND REVENUES</b>	12,384,830	12,719,300	334,470	2.70%
Interfund Transfers	66,300	41,850	(24,450)	-36.88%
<b>TOTAL REVENUES &amp; TRANSFERS</b>	12,451,130	12,761,150	310,020	2.49%
Fund Balance Carryforward	8,436,470	8,184,430	(252,040)	-2.99%
<b>TOTAL REVENUES/TRANSFERS/FUND BALANCE</b>	<b>\$ 20,887,600</b>	<b>\$ 20,945,580</b>	<b>\$ 57,980</b>	<b>0.28%</b>

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

	<b>Estimate FY2013</b>	<b>Adopted FY2014</b>	<b>FY 2014 Over/(Under) FY 2013</b>	<b>% Change Over/(Under) FY 2013</b>
General Government	\$ 2,282,330	\$ 2,244,070	\$ (38,260)	-1.68%
Public Safety	5,294,060	5,276,480	(17,580)	-0.33%
Physical Environment	379,360	383,840	4,480	1.18%
Transportation	736,050	755,650	19,600	2.66%
Culture and Recreation	3,705,680	3,863,690	158,010	4.26%
Non-Operating Expenses	298,040	298,040	-	0.00%
<b>GENERAL FUND EXPENDITURES</b>	12,695,520	12,821,770	126,250	0.99%
Interfund Transfers	7,650	7,650	-	-
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	12,703,170	12,829,420	126,250	0.99%
Fund Balance	8,184,430	8,116,160	(68,270)	-0.83%
<b>TOTAL EXPENDITURES/TRANSFERS/FUND BALANCE</b>	<b>\$ 20,887,600</b>	<b>\$ 20,945,580</b>	<b>\$ 57,980</b>	<b>0.28%</b>

**GENERAL FUND  
EXPENDITURES BY OBJECT**

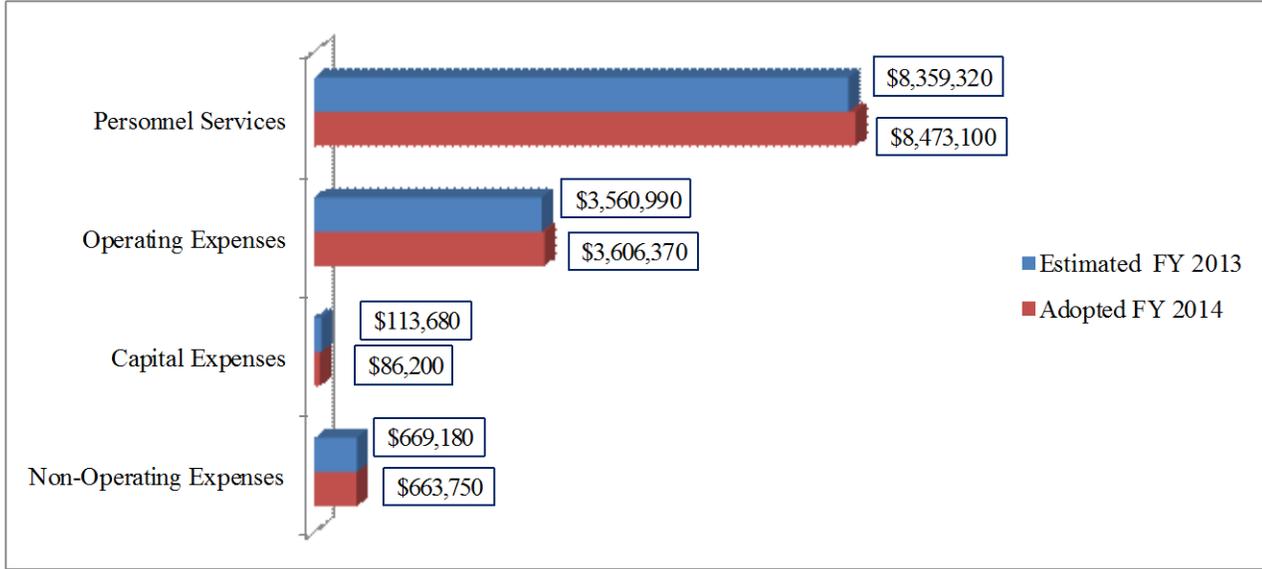


	<b>Adopted Budget 2013-14</b>	<b>%</b>
Personnel Services	\$ 8,473,100	66.04%
Operating Expenses	3,606,370	28.11%
Capital Expenses	86,200	0.67%
Non-Operating Expenses	663,750	5.17%
<b>Total Expenditures</b>	<b>12,829,420</b>	<b>100.00%</b>
Fund Balance	8,116,160	
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 20,945,580</b>	

**GENERAL FUND EXPENDITURES BY DEPT & OBJECT**

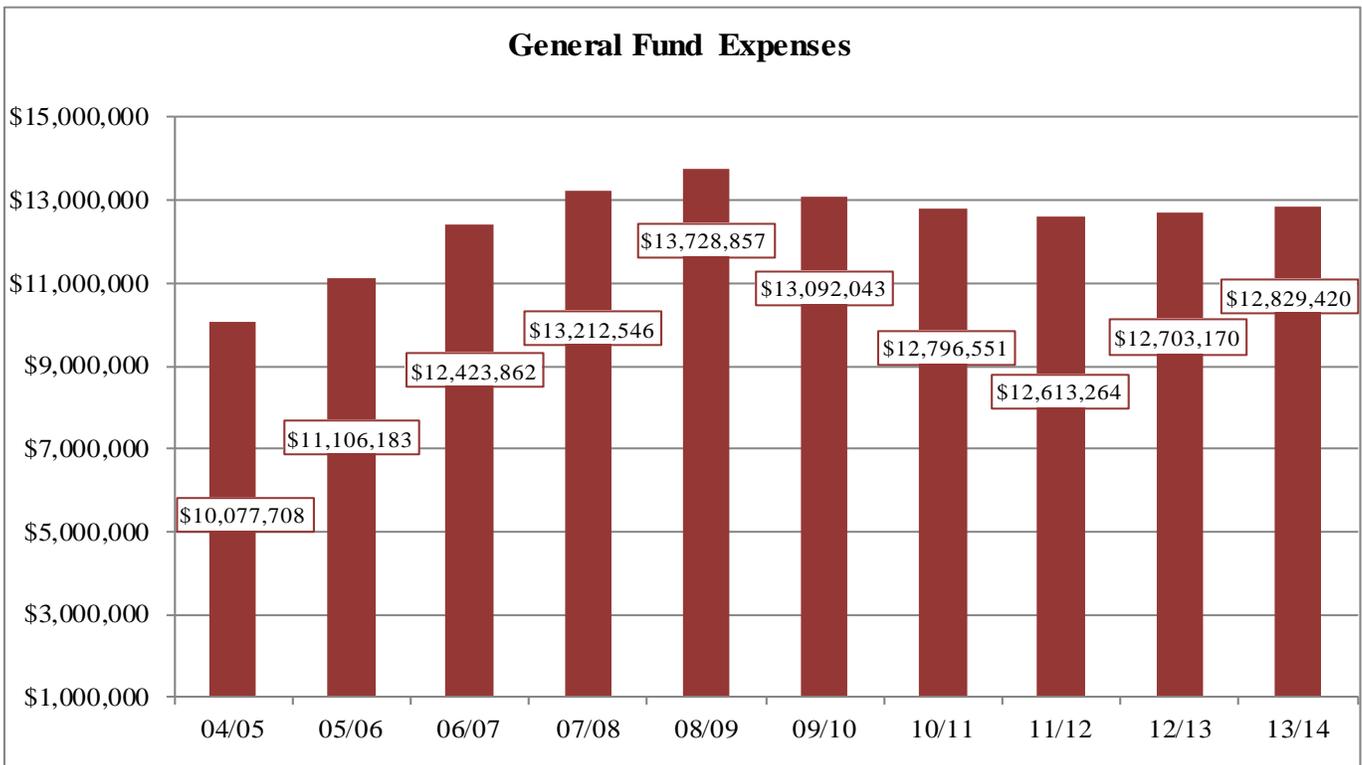
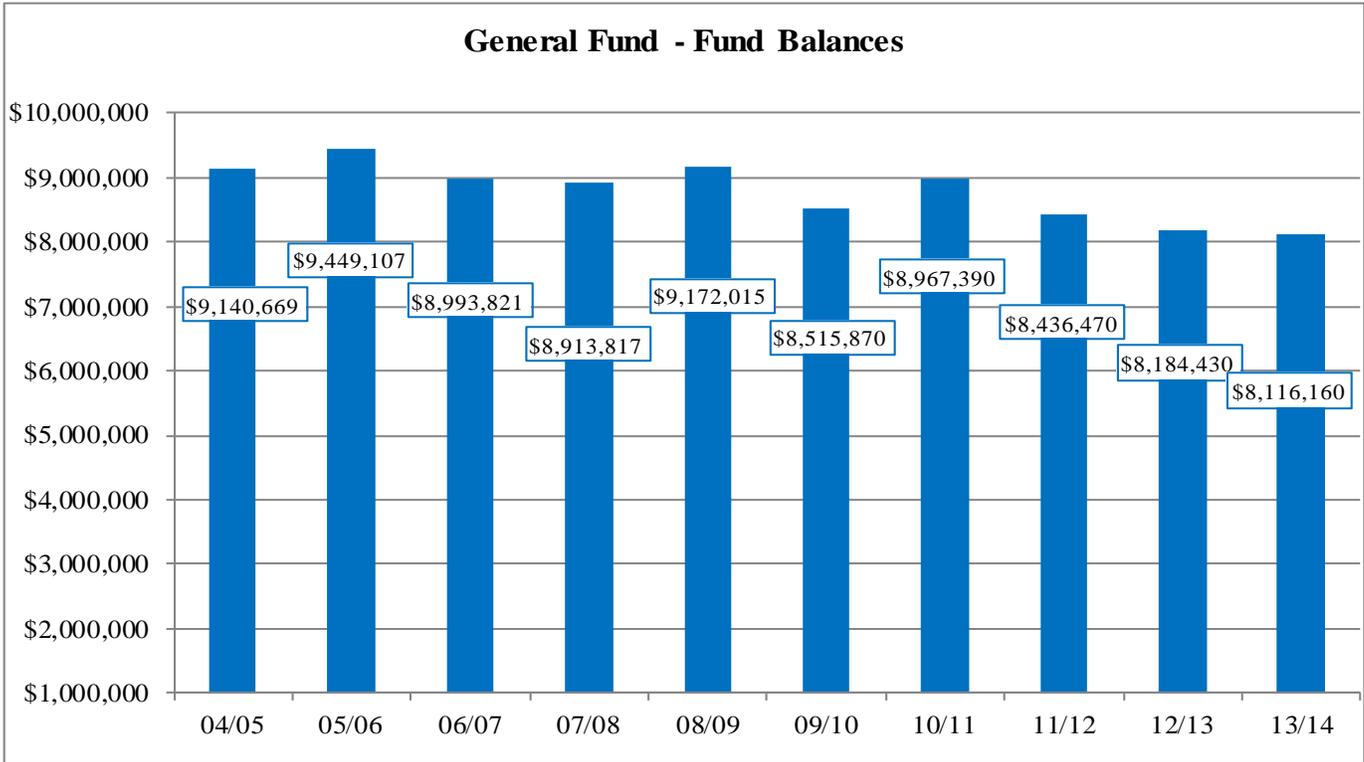
<b>Department</b>	<b>Personnel Services</b>	<b>Operating Expenses</b>	<b>Capital</b>	<b>Non-Operating</b>	<b>Total Expenses</b>	<b>As a % of Total GF Expenditures</b>
City Commission	\$ 28,410	\$ 34,140	\$ -	\$ 78,000	\$ 140,550	1.10%
City Manager	172,060	4,980	-	-	177,040	1.38%
City Clerk	93,020	51,690	-	-	144,710	1.13%
Personnel	166,190	13,640	-	-	179,830	1.40%
Finance	219,820	10,950	-	-	230,770	1.80%
Planning	263,980	18,800	-	-	282,780	2.20%
City Attorney	-	112,200	-	-	112,200	0.87%
Elections	-	1,000	-	-	1,000	0.01%
General Government	60,590	263,970	-	-	324,560	2.53%
Law Enforcement	-	1,177,580	-	-	1,177,580	9.18%
Fire	3,305,570	378,860	-	107,480	3,791,910	29.56%
Building	291,720	15,270	-	-	306,990	2.39%
Engineering	364,260	19,580	-	-	383,840	2.99%
Streets	592,050	163,600	-	-	755,650	5.89%
Fleet Maintenance	202,380	55,950	-	-	258,330	2.01%
Building Maintenance	353,040	39,260	-	-	392,300	3.06%
Main St.	-	197,270	-	-	197,270	1.54%
Library	769,250	228,690	86,200	172,580	1,256,720	9.80%
Recreation	1,035,900	496,390	-	-	1,532,290	11.94%
Parks	554,860	322,550	-	-	877,410	6.84%
Other	-	-	-	305,690	305,690	2.38%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,473,100</b>	<b>\$ 3,606,370</b>	<b>\$ 86,200</b>	<b>\$ 663,750</b>	<b>\$ 12,829,420</b>	<b>100.00%</b>

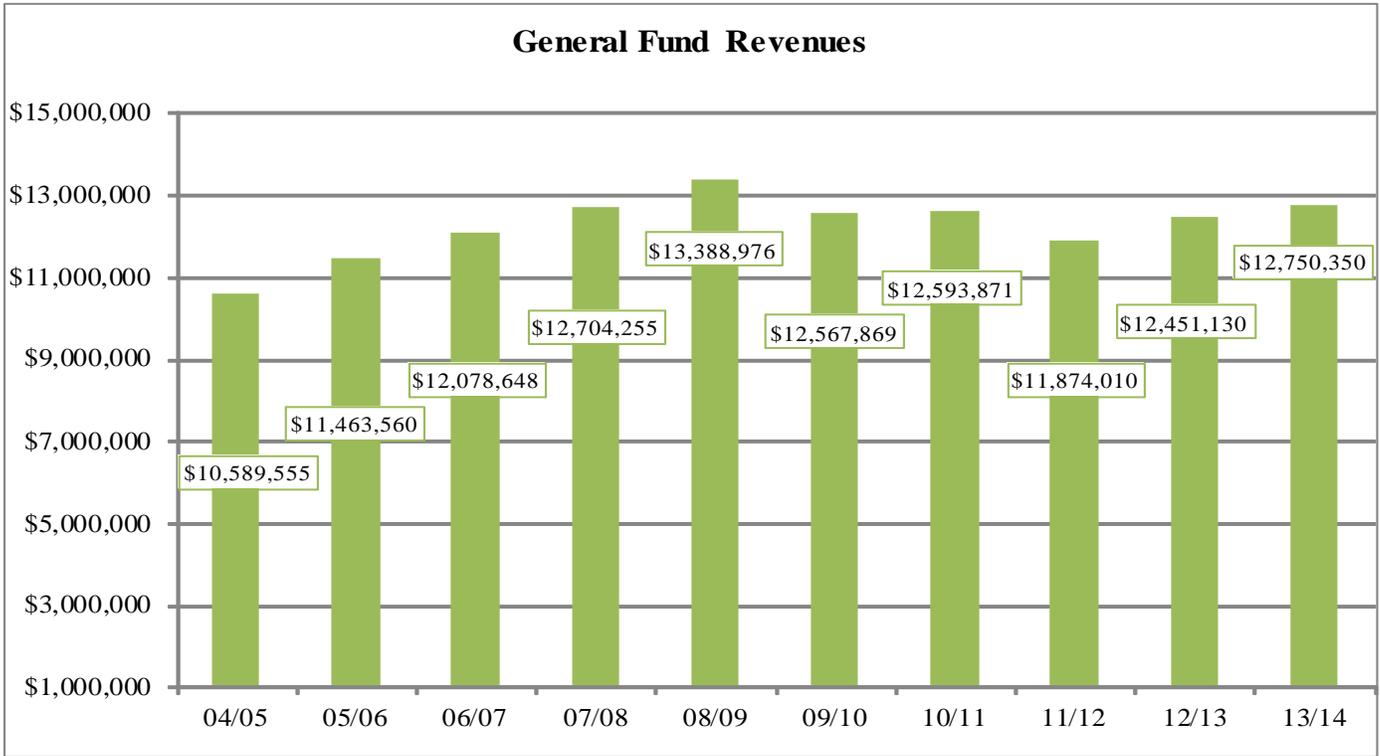
**GENERAL FUND EXPENDITURES BY OBJECT FISCAL YEAR COMPARISON**



	Estimated FY2013	Adopted FY2014	\$ Change FY2014 Over/(Under) FY2013	% Change FY2014 Over/(Under) FY2013
Personnel Services	\$ 8,359,320	\$ 8,473,100	\$ 113,780	1.36%
Operating Expenses	3,560,990	3,606,370	45,380	1.27%
Capital Expenses	113,680	86,200	(27,480)	-24.17%
Non-Operating Expenses	669,180	663,750	(5,430)	-0.81%
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,703,170</b>	<b>\$12,829,420</b>	<b>\$ 126,250</b>	<b>0.99%</b>

**GENERAL FUND 10 YEAR COMPARISONS**

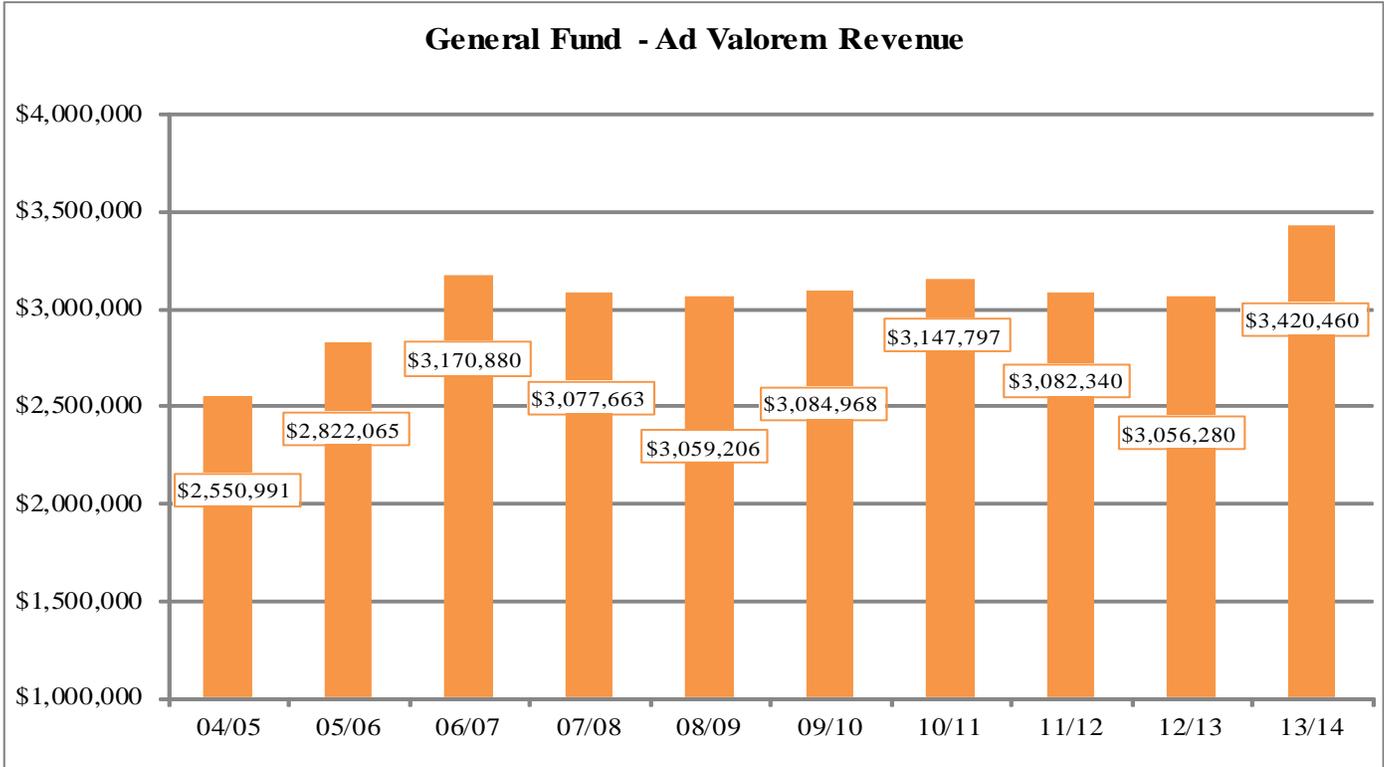




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## General Fund Major Revenue Sources

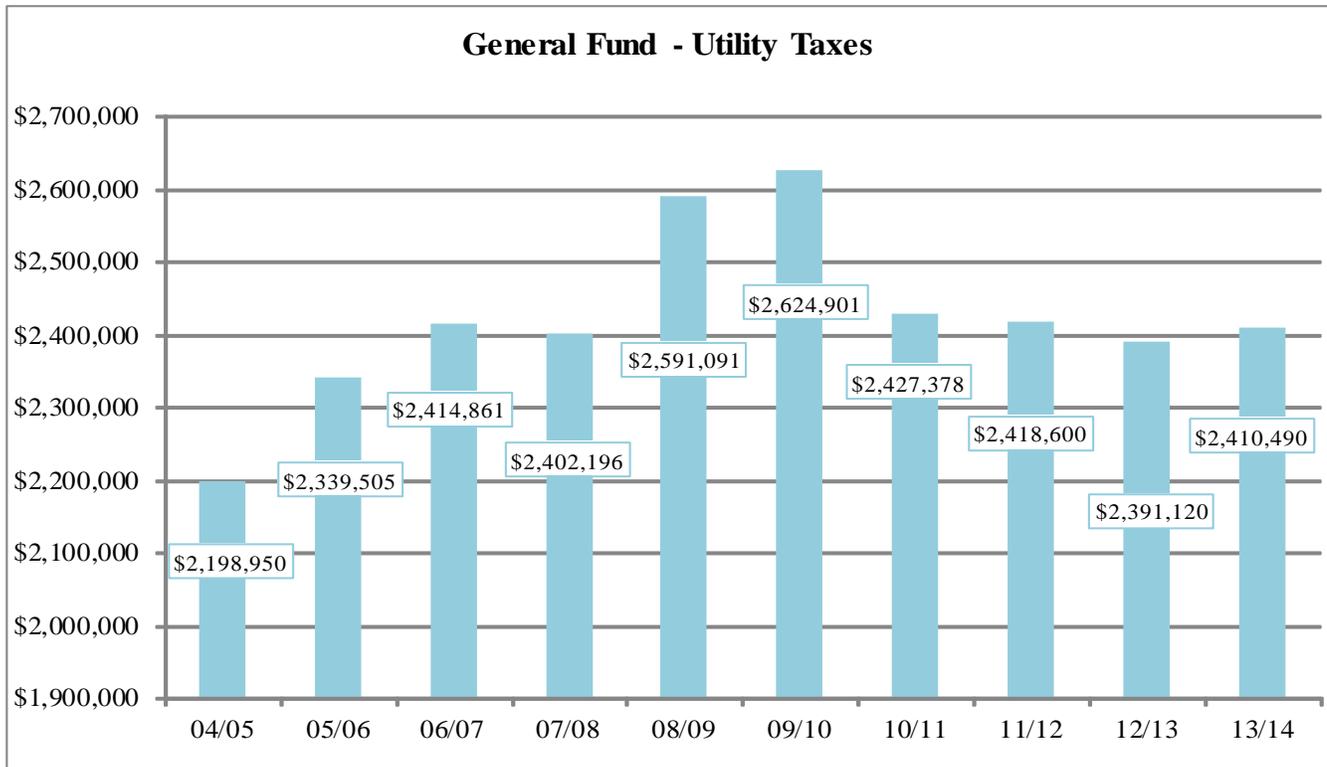
The General Fund is the chief operating fund of the City. Most General Fund revenues are derived from property taxes, utility taxes, franchise fees and State shared revenues. The following graphs represent the major revenue sources in the General Fund.



Under Florida Law, the assessment of all properties and the collection of all City property taxes are consolidated in the offices of the Pinellas County Property Appraiser and the Pinellas County Tax Collector. State laws regulating tax assessments are also designed to assure a consistent property valuation method statewide. Florida Statute, Section 200.081, limits ad valorem taxes against real properties and tangible personal property to 10 mills, except for voted levies. The tax levy of the City is established by the City Commission prior to October 1 of each year. The Pinellas County Property Appraiser incorporates the millage into the total tax levy, which includes the tax requirements of the municipalities, independent districts, and the Pinellas County School Board.

For fiscal year 2014, the City's gross taxable value of \$964,163,797 increased \$16,826,101, or 1.8% from the prior year's final gross taxable value. The adopted millage rate of 3.7343 mills per \$1,000 assessed property value will generate \$3,420,460 in ad valorem revenue. This is an increase of \$364,180 or 11.92% over fiscal year 2013. The adopted millage is the first increase in millage since FY2010. Ad valorem revenue is assumed to be 95 percent of taxes levied.

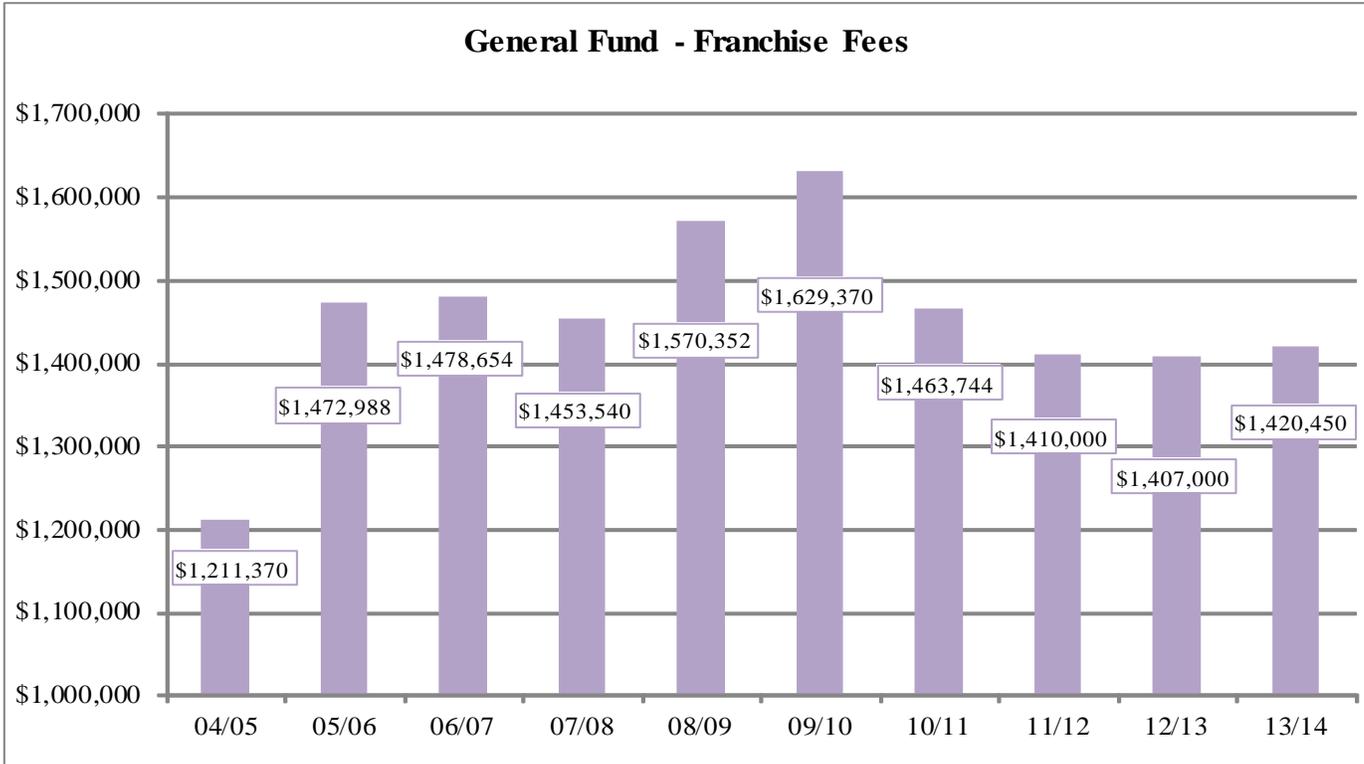
Ad valorem revenue represents approximately 26.7% of total General Fund revenues.



Utility tax revenues are derived from taxes levied on the purchase of electricity, fuel oil, natural gas and propane gas within City limits. Per Florida Statute, Section 166.231, the utility tax on electricity, natural gas and liquid propane is limited to 10% of gross receipts. Fuel oil purchases are taxed at 4 cents per gallon. Collections from utility taxes are estimated at \$1,430,490 for fiscal year 2014. These estimates are based on known or approved rate adjustments by the public utility companies. In addition, these revenues are estimated based on prior and current year revenues received by the City.

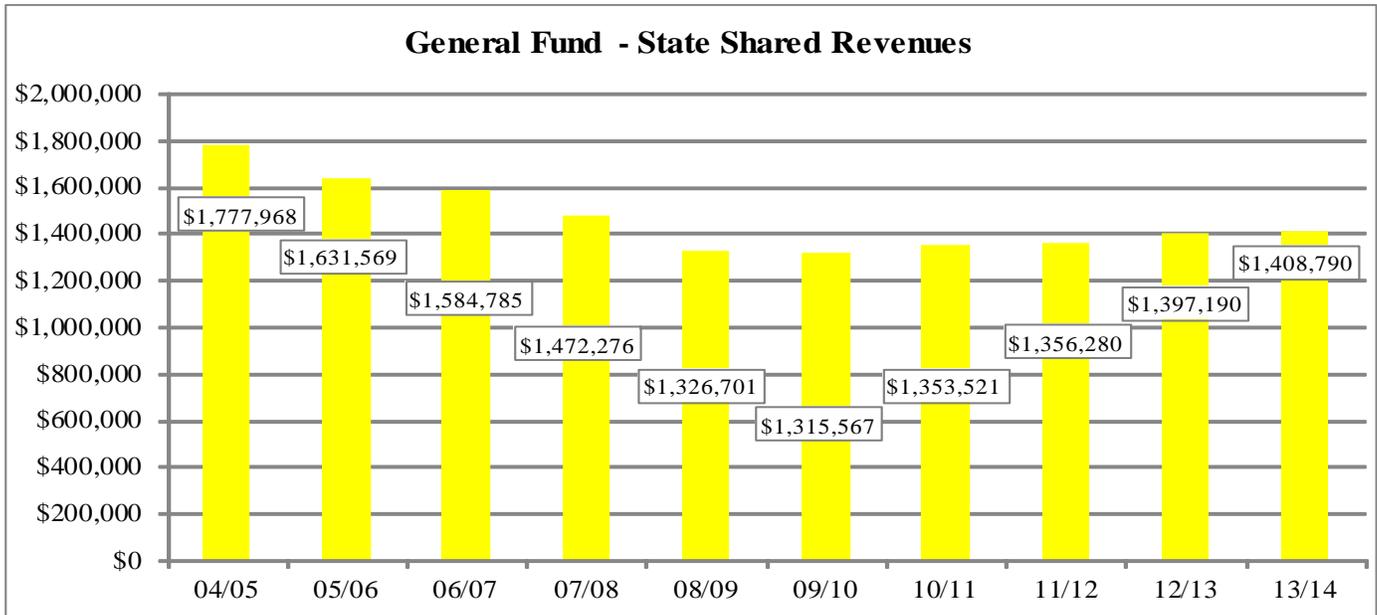
Utility taxes also include Telecommunications tax. The Communications Services Tax Simplification Law was enacted to restructure taxes on telecommunications, cable, direct-to-home satellite and related services that existed prior to October 1, 2001. The tax is imposed on retail sales of communication services at a rate of 6.52%. Revenue estimates are based on expected growth, historical trends and estimates provided by the Florida Department of Revenue. Collections from Communication Service Taxes are estimated at \$980,000 for fiscal year 2014.

Utility tax revenues represent approximately 18.8% of total General Fund revenues.



The City collects a franchise fee of 6% of gross receipts levied on a business in exchange for the purpose of operating a franchise for an electric power plant (Duke Energy) or a gas system (Clearwater Gas). Collections from electric franchise fees and gas franchise fees are estimated at \$1,358,450 and \$62,000, respectively, for fiscal year 2014. These estimates are based on known or approved rate adjustments by the public utility companies. In addition, these revenues are estimated based on prior and current year revenues received by the City.

Franchise fee revenues represent approximately 11.1% of total General Fund revenues.



The City receives revenues from the State of Florida from the following sources: Municipal Revenue Sharing; Mobile Home License Tax; Alcoholic Beverage License Tax; Half-Cent Sales Tax and Firefighters' Supplemental Compensation Insurance. The State determines the distribution to the local governments based upon tax collections, population and local ability to raise revenue.

**Municipal Revenue Sharing** - The Florida Revenue Sharing Act of 1972 was a major attempt by the Legislature to ensure a minimum level of revenue parity across units of local government. Provisions in the enacting legislation created the Revenue Sharing Trust Fund for Municipalities. The program is funded with revenues received from the sales and use tax collections, state alternative fuel user decal fee collections and net collections from the one-cent municipal fuel tax. Per Florida Statute, Section 218.245, an allocation formula serves as the basis for the distribution of these revenues to each municipality that meets strict eligibility requirements. Per Florida Statute, Section 206.605, municipalities are required to expend the portion of funds derived from the One-Cent Municipal Fuel Tax for transportation-related expenditures.

**Mobile Home License Tax** - The State levies a mobile home license tax ranging from \$20 to \$80 per single wide unit, based on the length of the mobile home, and is collected in lieu of ad valorem taxes. Per Florida Statute, Section 320.081, the first \$1.50 of each license is paid to the State General Fund, with the remainder divided equally between the County School Board and the City.

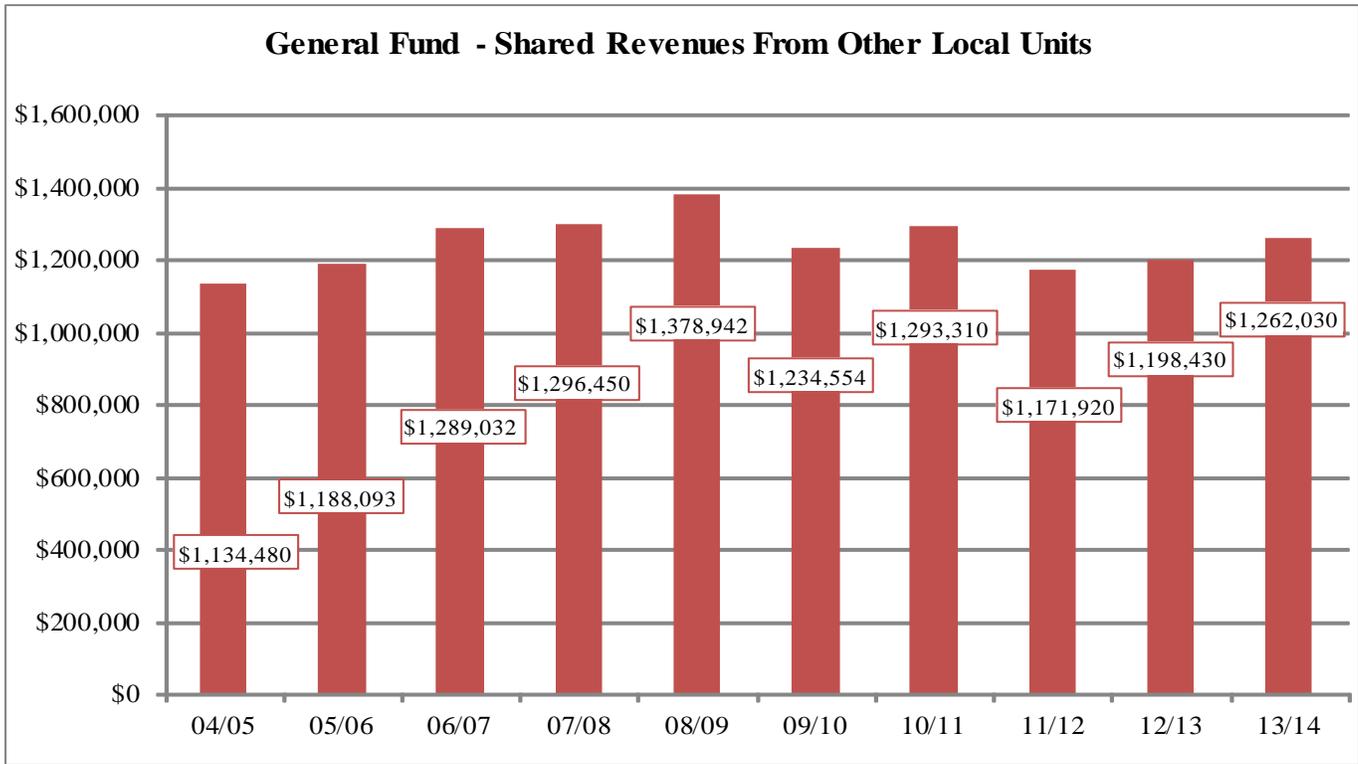
**Alcoholic Beverage License Tax** - A portion of the annual state license tax levied on manufacturers, distributors, vendors, brokers, sales agents and importers of alcoholic beverages and collected within a county or municipality is shared with those local governments. Per Florida Statute, Section 561.342, thirty-eight percent of the eligible taxes collected within an incorporated municipality shall be returned to the appropriate municipal officer.

**Local Government Half-Cent Sales Tax** - The Local Government Half-Cent Sales Tax Program returns to cities and counties 9.88% of sales tax proceeds remitted to the State of Florida from the Local Government Half-Cent Sales Tax Clearing Trust Fund. Per Florida Statute, Section 218.62, the proportion for each municipal government is computed by dividing the population of that municipality by the sum of the total county population plus two-thirds of the unincorporated area population.

**Firefighters' Supplemental Compensation Insurance** - The Firefighters' Supplemental Compensation Program was established for firefighters who complete certain fire-related educational programs. Per Florida Statute, Section 633.382, any municipality employing firefighters shall be paid supplemental compensation based on the following criteria: 1) \$50 shall be paid monthly to each firefighter who receives an associate degree from a college, which degree is applicable to fire department duties, and 2) \$100 shall be paid monthly to each firefighter who receives a bachelor's degree, applicable to fire department duties, from an accredited college or university.

Revenue estimates are based on historical trends and expected growth. Collections from State Shared Revenues for fiscal year 2014 are estimated at \$1,408,790. This amount represents \$462,130 for State Revenue Sharing; \$15,000 for Mobile Home Licenses Tax; \$7,000 for Alcoholic Beverage License Tax; \$917,700 for Half-Cent Sales Tax; and \$6,960 for Firefighters' Supplemental Compensation Insurance.

State shared revenues represent approximately 11.0% of total General Fund revenues.



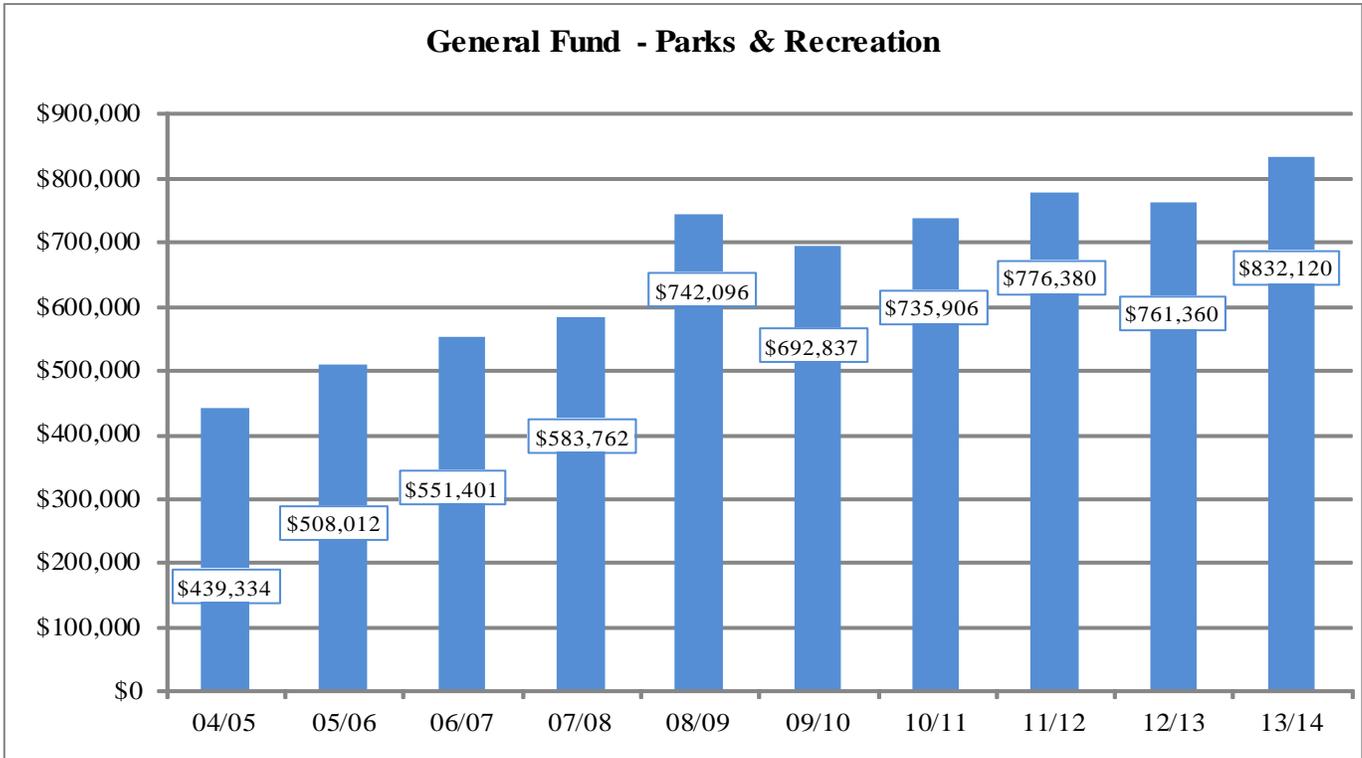
The City receives revenues from Pinellas County based on interlocal agreements and state law requirements for Emergency Medical Services, Fire Services and Library Services. Collections from the County for these services are estimated to be \$1,266,990 for fiscal year 2014.

**Emergency Medical Services (EMS) Tax** - The County levies a special County-wide EMS property tax. The City then provides Advanced Life Support (ALS) under contract with the Pinellas Emergency Medical Services Authority. For fiscal year 2014, the City expects to receive \$845,140 from Pinellas County for this service.

**Safety Harbor Fire District Tax** - The City provides fire protection services within a fire district established by Pinellas County. Within the unincorporated portion of the fire district, the County levies a fire district property tax, the proceeds from which are remitted to the City in return for the provision of fire services. Currently, the Fire District Tax provides approximately 5.64% of the portion of the Fire Department budget not supported by EMS funding. For fiscal year 2014, the City expects to receive \$200,000 from Pinellas County for this service.

**Library Cooperative Tax** - The City is a member of the Pinellas Public Library Cooperative (PPLC), which provides the City a portion of County ad valorem taxes. Municipal libraries provide services free of charge to residents of the unincorporated County and participating municipalities in return for this funding. The ability of the Cooperative to fund core services enhances the quality of library services County-wide and allows libraries to leverage their local dollars to their best possible use. For fiscal year 2014, the City expects to receive \$221,850 from the PPLC.

Shared revenues from other local units represent approximately 9.9% of total General Fund revenues.



The City Commission grants recreation fee authority to the Leisure Services Department to maintain and improve the quality of residents' amenities and services. The collection of recreation fees directly supports the General Fund. Fees for classes, programs and events vary due to specialized services offered; for example, gymnastics class, dance lessons, karate lessons, yoga lessons, etc. Instructional, educational and recreational activities are conducted throughout the year through various venues (recreation centers, parks, etc.). A large recreation revenue generator is the licensed after-school programs and full-day summer camps. The City Commission directs Leisure Services staff to conduct city-wide special events throughout the year and emphasizes the inclusion of Safety Harbor non-profit organizations, which benefit from the events.

Revenue estimates are based on historical trends and expected participation growth. For fiscal year 2014, Parks and Recreation revenues are estimated at \$832,120.

Parks and recreation revenues represent approximately 6.5% of total General Fund revenues.



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**GENERAL FUND REVENUE SUMMARY**

	Actual	Actual	Adopted	Adjusted	Est Actual	Adopted
	2010-11	2011-12	Budget	Budget	2012 -13	Budget
	2010-11	2011-12	2012-13	2012-13	2012 -13	2013-14
Ad Valorem Taxes	\$ 3,147,548	\$ 2,990,749	\$ 3,056,280	\$ 3,056,280	\$ 3,056,280	\$ 3,420,460
Other Taxes	128,937	142,828	140,000	140,000	140,000	140,000
Utility Taxes	2,427,378	2,473,714	2,451,000	2,451,000	2,391,120	2,410,490
Local Business Tax	146,230	154,396	150,000	150,000	153,000	156,830
Building Permits	147,422	166,827	163,140	163,140	292,930	182,240
Franchise Fees	1,463,744	1,435,731	1,462,000	1,462,000	1,407,000	1,420,450
Other Permits & Fees	3,063	2,580	2,900	2,900	2,620	3,000
Federal Grants	-	-	215,190	215,190	215,190	227,850
State Shared Revenues	1,353,521	1,364,825	1,367,140	1,367,140	1,397,190	1,419,590
Grants from Other Local Units	237,908	183,098	207,420	207,420	215,690	216,890
Shared Revenue from Other Local Units	1,055,402	1,006,372	960,810	960,810	982,740	1,045,140
General Government	16,088	13,232	12,050	17,290	18,550	18,550
Public Safety	49,126	43,872	55,480	55,480	120,480	100,700
Physical Environment	144	811	200	200	200	200
Culture & Recreation	758,496	759,282	882,140	882,140	773,190	842,620
Other Charges For Services	4,554	16,084	-	-	-	-
Judgements & Fines	90,658	77,056	75,000	75,000	72,000	21,600
Fines-Library	27,455	28,999	27,600	27,600	27,600	27,590
Fines-Local Ordinance Violation	9,752	34,604	-	-	-	-
Interest Earnings	323,698	153,284	233,840	233,840	233,840	195,690
Rents & Royalties	48,014	20,840	400	400	400	400
Disposition of Fixed Assets	-	18,523	-	-	2,000	1,500
Sales of Surplus Materials & Scrap	5,346	718	-	-	2,000	1,500
Contributions and Donations from Private Sources	29,175	14,322	21,600	21,600	21,000	21,600
Other Miscellaneous Revenue	105,557	48,744	13,000	13,000	16,600	1,200
Indirect Allocations	1,014,410	930,850	843,210	843,210	843,210	843,210
<b>TOTAL REVENUES</b>	<b>12,593,626</b>	<b>12,082,341</b>	<b>12,340,400</b>	<b>12,345,640</b>	<b>12,384,830</b>	<b>12,719,300</b>
Interfund Transfers	-	-	78,000	78,000	66,300	41,850
<b>TOTAL OTHER SOURCES REVENUE</b>	<b>-</b>	<b>-</b>	<b>78,000</b>	<b>78,000</b>	<b>66,300</b>	<b>41,850</b>
<b>TOTAL REVENUE AND OTHER SOURCES</b>	<b>12,593,626</b>	<b>12,082,341</b>	<b>12,418,400</b>	<b>12,423,640</b>	<b>12,451,130</b>	<b>12,761,150</b>
<b>FUND BALANCE CARRYFORWARD</b>	<b>-</b>	<b>-</b>	<b>8,211,560</b>	<b>8,257,445</b>	<b>8,436,470</b>	<b>8,184,430</b>
<b>TOTAL GENERAL FUND REVENUES, TRANSFERS, OTHER SOURCES AND FUND BALANCE CARRYFORWARD</b>	<b>\$ 12,593,626</b>	<b>\$ 12,082,341</b>	<b>\$ 20,629,960</b>	<b>\$ 20,681,085</b>	<b>\$ 20,887,600</b>	<b>\$ 20,945,580</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**GENERAL FUND EXPENDITURES**

Department	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Est Actual 2012-13	Adopted Budget 2013-14
City Commission	\$ 152,781	\$ 148,968	\$ 144,210	\$ 146,339	\$ 145,310	\$ 140,550
City Manager	240,257	186,332	283,440	283,440	269,210	177,040
City Clerk	204,414	135,029	145,090	145,090	139,350	144,710
Elections	316	10,338	11,100	11,100	3,010	1,000
Personnel	283,188	278,411	178,280	178,280	172,260	179,830
Finance	291,363	246,801	257,380	257,380	253,870	230,770
Planning	355,460	250,800	283,140	288,455	281,040	282,780
Building	295,895	293,273	302,770	302,965	292,810	306,990
City Attorney	130,284	152,479	117,500	117,500	111,200	112,200
General Government	254,412	276,547	286,120	302,085	283,610	324,560
Law Enforcement	1,258,543	1,264,935	1,278,610	1,278,610	1,278,610	1,177,580
Fire	3,673,446	3,566,685	3,608,040	3,611,733	3,722,640	3,791,910
Engineering	469,820	386,410	385,880	385,880	379,360	383,840
Streets	809,593	998,674	767,920	769,912	736,050	755,650
Fleet Maintenance	267,874	241,495	256,560	256,608	249,780	258,330
Building Maintenance	355,559	356,770	377,850	377,912	373,690	392,300
Main St.	182,446	199,441	203,370	203,370	193,610	197,270
Library	1,290,129	1,258,174	1,275,900	1,279,493	1,235,270	1,256,720
Recreation	1,301,365	1,347,636	1,483,390	1,490,659	1,452,370	1,532,290
Parks	710,156	726,556	802,490	813,354	824,430	877,410
Non-Operating	269,250	287,510	298,040	298,040	298,040	298,040
<b>TOTAL EXPENDITURES</b>	<b>12,796,551</b>	<b>12,613,264</b>	<b>12,747,080</b>	<b>12,798,205</b>	<b>12,695,520</b>	<b>12,821,770</b>
Interfund Transfers	-	-	69,000	-	7,650	7,650
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>12,796,551</b>	<b>12,613,264</b>	<b>12,816,080</b>	<b>12,798,205</b>	<b>12,703,170</b>	<b>12,829,420</b>
<b>FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>7,813,880</b>	<b>7,882,880</b>	<b>8,184,430</b>	<b>8,116,160</b>
<b>TOTAL GENERAL FUND EXPENDITURES, TRANSFERS AND FUND BALANCE</b>	<b>\$ 12,796,551</b>	<b>\$ 12,613,264</b>	<b>\$ 20,629,960</b>	<b>\$ 20,681,085</b>	<b>\$ 20,887,600</b>	<b>\$ 20,945,580</b>
<b>SUMMARY</b>						
Total Revenues	\$ 12,593,626	\$ 12,082,341	\$ 12,340,400	\$ 12,345,640	\$ 12,384,830	\$ 12,761,150
Total Expenditures	12,796,551	12,613,264	12,747,080	12,798,205	12,695,520	12,829,420
Total Difference	\$ (202,925)	\$ (530,923)	\$ (406,680)	\$ (452,565)	\$ (310,690)	\$ (68,270)

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code		Actual	Actual	Adopted	Adjusted	Est Actual	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	2012-13	Budget 2013-14
<b>TAXES</b>							
311.01-00	Ad Valorem	\$ 3,147,797	\$ 2,991,262	\$ 3,056,280	\$ 3,056,280	\$ 3,056,280	\$ 3,420,460
311.02-00	Prior Year	(249)	(513)	-	-	-	-
	<b>Ad Valorem Taxes</b>	<b>3,147,548</b>	<b>2,990,749</b>	<b>3,056,280</b>	<b>3,056,280</b>	<b>3,056,280</b>	<b>3,420,460</b>
312.01-00	Insur Prem Tax Firefighters Pension	128,937	142,828	140,000	140,000	140,000	140,000
	<b>Other Taxes</b>	<b>128,937</b>	<b>142,828</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>
314.01-00	Electric	1,377,150	1,304,600	1,400,000	1,400,000	1,336,000	1,340,000
314.04-00	Natural Gas	69,403	83,210	65,000	65,000	78,940	82,230
314.08-00	Propane Gas	5,655	8,102	6,000	6,000	8,180	8,260
314.09-00	Telecommunications Tax	975,170	1,077,802	980,000	980,000	968,000	980,000
	<b>Utility Taxes</b>	<b>2,427,378</b>	<b>2,473,714</b>	<b>2,451,000</b>	<b>2,451,000</b>	<b>2,391,120</b>	<b>2,410,490</b>
316.01-00	Occupational Licenses	146,230	154,396	150,000	150,000	153,000	156,830
	<b>Local Business Tax</b>	<b>146,230</b>	<b>154,396</b>	<b>150,000</b>	<b>150,000</b>	<b>153,000</b>	<b>156,830</b>
	<b>TOTAL TAXES</b>	<b>5,850,093</b>	<b>5,761,687</b>	<b>5,797,280</b>	<b>5,797,280</b>	<b>5,740,400</b>	<b>6,127,780</b>
<b>PERMITS, FEES, &amp; SPECIAL ASSESSMENTS</b>							
322.01-00	Building	74,016	82,037	86,380	86,380	217,840	113,500
322.02-00	Electrical	14,844	13,392	16,490	16,490	14,000	14,000
322.03-00	Plumbing	9,124	8,200	8,570	8,570	7,740	7,740
322.04-00	Mechanical	22,346	30,514	23,500	23,500	26,900	14,000
322.09-00	Other	27,092	32,684	28,200	28,200	26,450	33,000
	<b>Building Permits</b>	<b>147,422</b>	<b>166,827</b>	<b>163,140</b>	<b>163,140</b>	<b>292,930</b>	<b>182,240</b>
323.01-00	Electricity	1,397,936	1,366,752	1,400,000	1,400,000	1,345,000	1,358,450
323.04-00	Gas	65,808	68,979	62,000	62,000	62,000	62,000
323.05-00	Cable Television	-	-	-	-	-	-
	<b>Franchise Fees</b>	<b>1,463,744</b>	<b>1,435,731</b>	<b>1,462,000</b>	<b>1,462,000</b>	<b>1,407,000</b>	<b>1,420,450</b>
329.01-00	Signs	1,713	1,445	1,800	1,800	1,800	1,800
329.09-00	Misc Building Fees	1,350	1,135	1,100	1,100	820	1,200
	<b>Other Permits &amp; Fees</b>	<b>3,063</b>	<b>2,580</b>	<b>2,900</b>	<b>2,900</b>	<b>2,620</b>	<b>3,000</b>
	<b>TOTAL PERMITS, FEES &amp; SPECIAL ASSESSMENTS</b>	<b>1,614,229</b>	<b>1,605,138</b>	<b>1,628,040</b>	<b>1,628,040</b>	<b>1,702,550</b>	<b>1,605,690</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<b>GENERAL FUND REVENUE DETAIL</b>
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Revenue Code	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Est Actual 2012-13	Adopted Budget 2013-14
<b>INTERGOVERNMENTAL REVENUE</b>						
331.09-00 Federal	-	-	215,190	215,190	215,190	227,850
<b>Federal Grants</b>	<b>-</b>	<b>-</b>	<b>215,190</b>	<b>215,190</b>	<b>215,190</b>	<b>227,850</b>
335.01-20 State General Rev Sharing	444,409	449,468	442,000	442,000	454,850	462,130
335.01-40 Mobile Home Licenses	14,717	14,727	15,500	15,500	14,800	15,000
335.01-50 Alcoholic Bev Licenses	13,701	5,309	13,000	13,000	6,850	7,000
335.01-80 Local Govt 1/2 Sales Tx	874,854	889,029	890,000	890,000	903,250	917,700
335.02-30 Firefighters Suppl Comp	5,840	7,800	6,640	6,640	6,640	6,960
335.04-10 Motor Fuel Tax Rebate	-	(1,508)	-	-	10,800	10,800
335.09-00 Other Grants	-	-	-	-	-	-
<b>State Shared Revenues</b>	<b>1,353,521</b>	<b>1,364,825</b>	<b>1,367,140</b>	<b>1,367,140</b>	<b>1,397,190</b>	<b>1,419,590</b>
337.70-00 Library Grant	237,908	183,098	207,420	207,420	215,690	216,890
<b>Grants from Other Local Units</b>	<b>237,908</b>	<b>183,098</b>	<b>207,420</b>	<b>207,420</b>	<b>215,690</b>	<b>216,890</b>
338.09-01 Fire District Taxes	160,719	142,982	140,000	140,000	161,930	200,000
338.09-02 Ems District Taxes	894,683	845,918	820,810	820,810	820,810	845,140
338.09-55 Library	-	17,472	-	-	-	-
<b>Shared Revenue from Other Local Units</b>	<b>1,055,402</b>	<b>1,006,372</b>	<b>960,810</b>	<b>960,810</b>	<b>982,740</b>	<b>1,045,140</b>
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>2,646,831</b>	<b>2,554,295</b>	<b>2,750,560</b>	<b>2,750,560</b>	<b>2,810,810</b>	<b>2,909,470</b>
<b>CHARGES FOR SERVICES</b>						
341.02-00 Zoning Fees	9,085	10,255	5,000	10,240	11,500	11,500
341.04-00 Certif; Records Search	6,334	1,752	6,500	6,500	6,500	6,500
341.08-40 State Sales Tax	514	660	550	550	550	550
341.09-01 Election Qualifying Fees	155	565	-	-	-	-
<b>General Government</b>	<b>16,088</b>	<b>13,232</b>	<b>12,050</b>	<b>17,290</b>	<b>18,550</b>	<b>18,550</b>
342.05-10 Engineering	193	1,315	200	200	1,150	1,250
342.05-20 Bldg Plan Checks	35,348	39,068	42,180	42,180	108,920	88,900
342.05-30 Reinspections	1,150	1,445	1,100	1,100	1,050	1,050
342.05-40 Fire Inspection Fees	12,435	2,044	12,000	12,000	9,360	9,500
<b>Public Safety</b>	<b>49,126</b>	<b>43,872</b>	<b>55,480</b>	<b>55,480</b>	<b>120,480</b>	<b>100,700</b>
343.09-10 Lot Mowing/Cleaning Fees	144	811	200	200	200	200
<b>Physical Environment</b>	<b>144</b>	<b>811</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>
347.01-00 Library	4,515	2,481	2,200	2,200	2,200	700
347.01-10 Library Space Rental	11,161	5,381	3,800	3,800	4,800	3,800
347.01-15 Library Copier Revenues	5,384	4,160	3,730	3,730	3,730	4,900
347.01-16 Library Fax Revenue	1,527	1,223	1,100	1,100	1,100	1,100
<b>Library</b>	<b>22,587</b>	<b>13,245</b>	<b>10,830</b>	<b>10,830</b>	<b>11,830</b>	<b>10,500</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code		Actual	Actual	Adopted	Adjusted	Est Actual	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	2012-13	Budget 2013-14
347.02-10	Community Ctr Classes	126,745	124,113	136,070	136,070	132,090	132,000
347.02-11	Long/Skatepark	2,164	2,508	3,000	3,000	2,020	2,400
347.02-12	Rigsby Center Classes	83,490	86,121	111,150	111,150	86,290	93,190
347.02-13	Athletic Programs	56,052	60,216	66,760	66,760	61,430	73,710
347.02-14	Summer Daycamps	124,077	123,651	124,000	124,000	124,000	124,000
347.02-15	Misc Special Activities	6,999	7,861	7,230	7,230	6,700	6,360
347.02-16	Concession Sales	12	2	-	-	-	-
347.02-17	Museum Programs	-	2,100	50,000	50,000	6,100	30,000
347.02-39	Special Events	5,028	3,348	2,000	2,000	7,000	10,000
347.02-90	Other Parks & Rec Fees	19,957	20,828	21,460	21,460	22,530	22,530
347.03-00	Recreation Field Trips	3,237	96	-	-	-	-
347.05-90	Rent - Community Ctr	27,990	24,017	28,000	28,000	26,130	26,000
347.05-91	Rent - Rigsby Center	10,114	12,748	13,040	13,040	10,500	10,500
347.05-92	Rent - Marina Slips	501	302	-	-	-	-
347.05-93	Museum Rentals	-	-	3,000	3,000	500	1,000
347.05-94	Brochure Advertising	3,925	2,962	6,000	6,000	1,500	3,000
347.12-14	Recreation Daycamps	117,360	115,326	122,100	122,100	117,580	119,930
349.11-00	Utility Fixtures	-	6,436	-	-	-	-
369.01-00	DBC Events Revenue	148,258	153,402	177,500	177,500	156,990	177,500
	<b>Recreation</b>	<b>735,909</b>	<b>746,037</b>	<b>871,310</b>	<b>871,310</b>	<b>761,360</b>	<b>832,120</b>
	<b>Culture &amp; Recreation</b>	<b>758,496</b>	<b>759,282</b>	<b>882,140</b>	<b>882,140</b>	<b>773,190</b>	<b>842,620</b>
349.01-00	Erate Reimbursement	4,554	16,084	-	-	-	-
	<b>Other Charges For Services</b>	<b>4,554</b>	<b>16,084</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>828,408</b>	<b>833,281</b>	<b>949,870</b>	<b>955,110</b>	<b>912,420</b>	<b>962,070</b>
	<b>FINES &amp; FORFEITURES</b>						
351.01-00	Fines	90,658	77,056	75,000	75,000	72,000	21,600
	<b>Judgements &amp; Fines</b>	<b>90,658</b>	<b>77,056</b>	<b>75,000</b>	<b>75,000</b>	<b>72,000</b>	<b>21,600</b>
352.01-00	Fines	27,455	28,999	27,600	27,600	27,600	27,590
	<b>Fines-Library</b>	<b>27,455</b>	<b>28,999</b>	<b>27,600</b>	<b>27,600</b>	<b>27,600</b>	<b>27,590</b>
354.01-00	Code Enforcement	9,752	34,604	-	-	-	-
	<b>Fines-Local Ordinance Violation</b>	<b>9,752</b>	<b>34,604</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>127,865</b>	<b>140,659</b>	<b>102,600</b>	<b>102,600</b>	<b>99,600</b>	<b>49,190</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Est Actual 2012-13	Adopted Budget 2013-14
<b>MISCELLANEOUS REVENUE</b>						
361.01-00 Investments	247,096	77,342	233,840	233,840	233,840	195,690
361.50-00 Market Value Adj	76,602	75,942	-	-	-	-
<b>Interest Earnings</b>	<b>323,698</b>	<b>153,284</b>	<b>233,840</b>	<b>233,840</b>	<b>233,840</b>	<b>195,690</b>
362.01-00 Rent-Public Facilities	48,014	20,840	400	400	400	400
<b>Rents &amp; Royalties</b>	<b>48,014</b>	<b>20,840</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>400</b>
364.01-00 Sale/Disposal Of F.A.	-	18,523	-	-	2,000	1,500
<b>Disposition of Fixed Assets</b>	<b>-</b>	<b>18,523</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>1,500</b>
365.01-00 Scrap Sales	1,011	418	-	-	2,000	1,500
365.09-00 Other Scrap/Surplus Sales	4,335	300	-	-	-	-
<b>Sales of Surplus Materials &amp; Scrap</b>	<b>5,346</b>	<b>718</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>1,500</b>
366.05-55 Chrissie Elmore Trust	12,276	11,122	20,000	20,000	20,000	20,000
366.91-00 Library Donations	16,899	3,200	1,600	1,600	1,000	1,600
<b>Contributions and Donations from Private Source:</b>	<b>29,175</b>	<b>14,322</b>	<b>21,600</b>	<b>21,600</b>	<b>21,000</b>	<b>21,600</b>
369.02-00 Claims/Insur. Settlements	8,726	9,331	-	-	3,300	-
369.03-00 Refund of PY Expenses	(8,876)	-	-	-	-	-
369.09-00 Miscellaneous Revenue	105,707	39,413	13,000	13,000	13,300	1,200
<b>Other Miscellaneous Revenue</b>	<b>105,557</b>	<b>48,744</b>	<b>13,000</b>	<b>13,000</b>	<b>16,600</b>	<b>1,200</b>
369.04-01 Admin Reimb - W&S	235,780	232,900	212,120	212,120	212,120	212,120
369.04-02 Fleet/Bldg Reimb - W&S	135,570	123,360	117,330	117,330	117,330	117,330
369.04-03 Admin Reimb - Sanitation	168,770	166,710	113,520	113,520	113,520	113,520
369.04-04 Fleet/Bldg Reimb - Sanit	55,470	50,470	48,170	48,170	48,170	48,170
369.04-09 Fleet/Bldg Reimb-Stormwtr	44,890	40,850	21,460	21,460	21,460	21,460
369.04-11 Admin Reimb. Fr Stormwtr	19,380	19,140	44,000	44,000	44,000	44,000
369.04-13 Engineering Reimb - Storm	182,580	152,980	36,320	36,320	36,320	36,320
369.04-14 Engineering Reimb-W&S Fd	167,150	140,050	229,040	229,040	229,040	229,040
369.04-58 Bldg Maint - Marina Fund	4,820	4,390	21,250	21,250	21,250	21,250
<b>Indirect Allocations</b>	<b>1,014,410</b>	<b>930,850</b>	<b>843,210</b>	<b>843,210</b>	<b>843,210</b>	<b>843,210</b>
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,526,200</b>	<b>1,187,281</b>	<b>1,112,050</b>	<b>1,112,050</b>	<b>1,119,050</b>	<b>1,065,100</b>
<b>TOTAL SOURCES REVENUE</b>	<b>12,593,626</b>	<b>12,082,341</b>	<b>12,340,400</b>	<b>12,345,640</b>	<b>12,384,830</b>	<b>12,719,300</b>
<b>INTERFUND TRANSFERS</b>						
381.11-00 Tsfr From Stormwater	-	-	78,000	78,000	66,300	41,850
<b>Interfund Transfers</b>	<b>-</b>	<b>-</b>	<b>78,000</b>	<b>78,000</b>	<b>66,300</b>	<b>41,850</b>
<b>TOTAL TRANSFERS/OTHER SOURCES</b>	<b>-</b>	<b>-</b>	<b>78,000</b>	<b>78,000</b>	<b>66,300</b>	<b>41,850</b>
389.01-00 Fund Balance Carryforward	-	-	8,211,560	8,257,445	8,436,470	8,184,430
<b>TOTAL REVENUES, TRANSFERS, OTHER SOURCES AND FUND BALANCE</b>	<b>\$ 12,593,626</b>	<b>\$ 12,082,341</b>	<b>\$ 20,629,960</b>	<b>\$ 20,681,085</b>	<b>\$ 20,887,600</b>	<b>\$ 20,945,580</b>



**DEPARTMENT BUDGETS**



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1010-511.11-01	Salaries & Wages	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200
	Salaries & Wages Sub-Total	25,200	25,200	25,200	25,200	25,200	25,200
1010-511.21-00	Fica Taxes	2,482	2,519	2,520	2,520	3,040	3,210
	Benefits Sub-Total	2,482	2,519	2,520	2,520	3,040	3,210
	<b>Total Personnel Services</b>	<b>27,682</b>	<b>27,719</b>	<b>27,720</b>	<b>27,720</b>	<b>28,240</b>	<b>28,410</b>
<b>Operating Expenses</b>							
1010-511.34-90	Other Fees And Contracts	8,864	4,560	4,850	4,850	2,500	3,000
1010-511.40-02	Travel Merz	-	827	500	500	500	500
1010-511.40-03	Travel Ayoub	-	17	500	500	500	500
1010-511.40-04	Travel Blake	-	-	500	500	500	500
1010-511.40-05	Travel Besore	-	227	500	500	500	500
1010-511.40-06	Travel Bandoni	-	-	500	500	500	500
1010-511.40-20	Commissioner's Allowance	16,250	16,737	16,740	16,740	16,740	16,740
1010-511.41-00	Communication Services	93	100	100	100	100	100
1010-511.49-30	Other Current Charges	5,682	5,317	2,500	2,500	2,500	2,500
1010-511.51-10	Office Supplies-General	6	256	500	500	500	500
1010-511.54-20	Membership And Dues	6,204	6,801	6,800	6,800	6,800	6,800
1010-511.54-32	Education Merz	-	375	400	400	400	400
1010-511.54-33	Education Ayoub	-	-	400	400	400	400
1010-511.54-34	Education Blake	-	-	400	400	400	400
1010-511.54-35	Education Besore	-	245	400	400	400	400
1010-511.54-36	Education Bandoni	-	-	400	400	400	400
	<b>Total Operating Expenses</b>	<b>37,099</b>	<b>35,462</b>	<b>35,990</b>	<b>35,990</b>	<b>33,640</b>	<b>34,140</b>
<b>Non-Operating Expenses</b>							
1010-511.82-01	Neighborly Senior Service	10,000	15,000	15,000	15,000	15,000	15,000
1010-511.82-03	Museum	25,000	11,287	-	2,129	2,930	-
1010-511.82-04	Paint Your Heart Out	-	-	2,000	2,000	2,000	2,000
1010-511.82-05	Safe Harbor	-	2,500	2,500	2,500	2,500	-
1010-511.82-06	Neighborhood Family Center	40,000	45,000	45,000	45,000	45,000	45,000
1010-511.82-07	Chamber Of Commerce	13,000	12,000	15,000	15,000	15,000	15,000
1010-511.82-08	Black History Extravaganza	-	-	1,000	1,000	1,000	1,000
	<b>Total Non-Operating Expenses</b>	<b>88,000</b>	<b>85,787</b>	<b>80,500</b>	<b>82,629</b>	<b>83,430</b>	<b>78,000</b>
	<b>Total City Commission</b>	<b>\$ 152,781</b>	<b>\$ 148,968</b>	<b>\$ 144,210</b>	<b>\$ 146,339</b>	<b>\$ 145,310</b>	<b>\$ 140,550</b>



## 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 Quarterly 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. In April 2012, a goal-setting workshop was held to review the status of prior year goals and to establish goals for 2012 and beyond. The session provided action items in the four following categories:

1. Economic Development
2. Community Development
3. Service Development
4. Budget Development

### **Fiscal Year 2014 Goals**

In fiscal year 2014, the focus will continue to be on the budget, economic conditions and continued service sustainability. The City Manager's goal is to maintain the existing levels of service while simultaneously holding expenses to a reasonable and sustainable level for current and future years. 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, and/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's capital 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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 240,257	\$ 186,332	\$ 269,210	\$ 177,040
Total # of Full Time Equivalent Employees	1.95	1.95	3.18	1.30
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 14.23	\$ 11.02	\$ 15.77	\$ 10.12
O&M Cost per Full Time Equiv. Employee	\$ 123,209	\$ 95,555	\$ 84,657	\$ 136,185

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

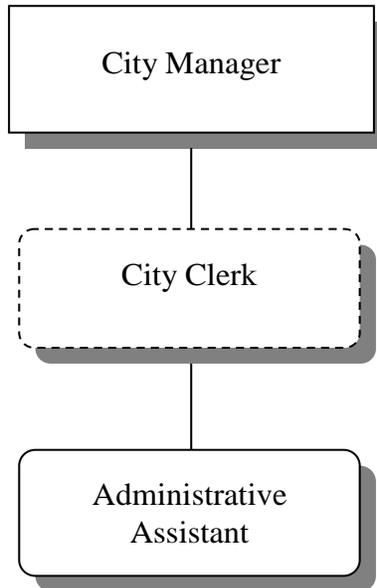
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>City Manager</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1012-512.12-00	Salaries & Wages	\$ 170,308	\$ 137,285	\$ 211,500	\$ 211,500	\$ 203,290	\$ 132,550
1012-512.14-00	Overtime-Time & One Half	-	-	-	-	-	-
	Salaries & Wages Sub-Total	170,308	137,285	211,500	211,500	203,290	132,550
1012-512.21-00	Fica Taxes	12,242	9,652	16,210	16,210	15,320	10,140
1012-512.22-00	Retirement	18,762	13,071	19,420	19,420	18,030	14,660
1012-512.23-00	Life & Health Insurance	30,716	21,164	26,040	26,040	22,580	14,710
	Benefits Sub-Total	61,720	43,887	61,670	61,670	55,930	39,510
	<b>Total Personnel Services</b>	<b>232,028</b>	<b>181,172</b>	<b>273,170</b>	<b>273,170</b>	<b>259,220</b>	<b>172,060</b>
<b>Operating Expenses</b>							
1012-512.34-90	Other Fees & Contracts	-	-	1,850	1,850	-	-
1012-512.40-01	Employee Travel	181	592	500	500	500	500
1012-512.40-30	Manager's Phone Allowance	3,615	1,650	300	300	1,200	1,200
1012-512.41-00	Communication Services	1,051	533	970	970	1,130	430
1012-512.46-20	Equipment Repairs	-	-	800	800	800	-
1012-512.49-30	Other Current Charges	259	466	500	500	500	500
1012-512.51-10	Office Supplies-General	995	358	3,950	3,950	3,950	750
1012-512.51-11	Non-Capital Office Equip	-	-	-	-	-	-
1012-512.54-10	Publications	-	15	-	-	-	-
1012-512.54-20	Memberships & Dues	1,838	1,182	1,040	1,040	1,080	600
1012-512.54-30	Educational Costs	290	364	360	360	830	1,000
	<b>Total Operating Expenses</b>	<b>8,229</b>	<b>5,160</b>	<b>10,270</b>	<b>10,270</b>	<b>9,990</b>	<b>4,980</b>
	<b>Total City Manager</b>	<b>\$ 240,257</b>	<b>\$ 186,332</b>	<b>\$ 283,440</b>	<b>\$ 283,440</b>	<b>\$ 269,210</b>	<b>\$ 177,040</b>

**Organizational Chart**

**CITY MANAGER'S OFFICE**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
City Manager*	CM	0.75	0.90	0.90
Assistant City Manager	135	0.20	0.20	0.05
Communications Manager	125	0.00	1.00	0.00
Executive Assistant to the City Manager	122	1.00	0.00	0.00
Video Production Specialist	115	0.00	0.70	0.00
Administrative Assistant	119	0.00	0.38	0.35
<b>Total Division</b>		<b>1.95</b>	<b>3.18</b>	<b>1.30</b>

\*City Manager 10% 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 duties are fixed by State and local law. The Clerk records, transcribes, and maintains minutes and prepares agendas for the City Commission as well as the Community Redevelopment Agency, Audit Committee, and other committees; maintains the City's Charter and Code of Ordinances; prepares supplements, and coordinates drafts of ordinances, and resolutions; files documents with the Clerk of the Circuit Court for recording; prepares proclamations and certificates awarded by the Mayor and Commission; is custodian of the City's corporate seal and all City records and documents, such as deeds and contracts; prepares legal advertising and required public notices and other information to the City website; and maintains all board and committee records, ensuring the appointees are notified when their terms are near expiration, and scheduling appointments before the City Commission. The Pinellas County Supervisor of Elections (SOE) holds municipal elections, and the Clerk coordinates local elections and referenda with the SOE, providing information to municipal candidates, qualifying the candidates for municipal office, maintaining candidate's financial reports, and preparing the installation ceremony and administering the oaths of office for incoming and returning Commissioners.

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

Transparency in Government continues to be accomplished through prompt posting of the City Commission meeting package to the website preceding each meeting. Video or audio recordings of the City Commission meetings are available on the website live or the following day. The website 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 the City website. 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 Records Center contents have been reviewed for identification of destruction dates. This office coordinated agendas, attended, and prepared minutes for approximately 25 City Commission and CRA meetings.

### **Fiscal Year 2014 Goals**

The Office of the City Clerk will support the Mayor, City Commission, and City Manager's legislative affairs and serve as a liaison with the citizens. Accurately recording, safeguarding, and retrieving City records remains a top priority by archiving documents electronically, in accordance with statutory requirements, along with building an electronic database of current information critical to operations. Staff will work to scan Ordinances, Resolutions, minutes, and agendas 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 will be requested sometime in the future 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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 204,414	\$ 135,029	\$ 139,350	\$ 144,710
Total # of Full Time Equivalent Employees	2.00	2.00	1.30	1.35
<b>Outputs</b>				
Prepared Agendas, Minutes & Attend Meetings Of:				
City Commission	37	23	30	30
Code Enforcement Board	10	1	-	-
Other Meetings	1	3	7	7
Code Enforcement Cases Processed	18	-	-	-
Ordinances Prepared	11	18	20	22
Resolutions Prepared	29	23	25	27
Legal Advertisements Prepared	38	39	40	45
Documents Recorded	500	719	750	775
Cubic Feet of Records Disposed Of	501	255	200	200
Cubic Feet of Records in Storage	700	750	750	750
Notices Mailed	1,984	1,488	1,500	1,550
Documents Imaged	7,000	9,000	9,500	9,500
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 12.11	\$ 7.99	\$ 8.16	\$ 8.27
O&M Cost per Full Time Equiv. Employee	\$ 102,207	\$ 67,515	\$ 107,192	\$ 107,193
Per Capita per Full Time Equiv. Employee	8,442	8,451	13,130	12,960
<b>Effectiveness</b>				
% of Storage Space Now Available	16%	7%	5%	3%

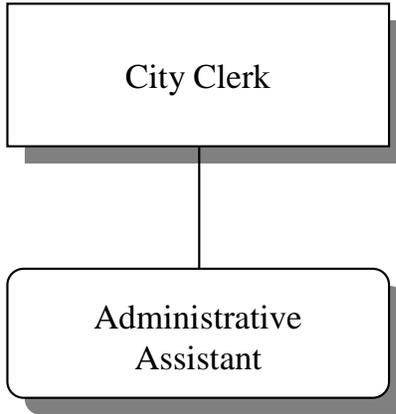
CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1013-512.12-00	Salaries & Wages	\$ 121,605	\$ 68,325	\$ 75,550	\$ 75,550	\$ 74,330	\$ 74,480
1013-512.14-00	Overtime-Time & One Half	483	-	-	-	-	-
	Salaries & Wages Sub-Total	122,088	68,325	75,550	75,550	74,330	74,480
1013-512.21-00	Fica Taxes	9,341	5,250	5,780	5,780	5,700	5,700
1013-512.22-00	Retirement	9,085	4,901	4,970	4,970	4,960	4,970
1013-512.23-00	Life & Health Insurance	17,283	7,977	7,880	7,880	7,570	7,870
	Benefits Sub-Total	35,709	18,128	18,630	18,630	18,230	18,540
	<b>Total Personnel Services</b>	<b>157,797</b>	<b>86,453</b>	<b>94,180</b>	<b>94,180</b>	<b>92,560</b>	<b>93,020</b>
<b>Operating Expenses</b>							
1013-512.34-90	Other Fees & Contracts	2,769	1,835	3,000	3,000	2,070	3,000
1013-512.40-01	Employee Travel	-	-	-	-	-	-
1013-512.41-00	Communication Services	392	425	430	430	430	430
1013-512.46-20	Equipment Repairs	-	-	200	200	200	200
1013-512.46-40	Maintenance Contracts	23,240	24,390	20,890	20,890	20,890	21,980
1013-512.49-10	Legal Advertising	7,556	12,013	16,000	16,000	13,790	16,000
1013-512.49-30	Other Current Charges	10,309	7,195	8,500	8,500	7,520	8,500
1013-512.51-10	Office Supplies-General	1,347	1,067	1,300	1,300	1,650	1,400
1013-512.51-11	Non-Capital Office Equip.	-	1,426	-	-	-	-
1013-512.54-10	Publications	664	-	350	350	-	-
1013-512.54-20	Memberships & Dues	340	225	240	240	240	180
1013-512.54-30	Educational Costs	-	-	-	-	-	-
	<b>Total Operating Expenses</b>	<b>46,617</b>	<b>48,576</b>	<b>50,910</b>	<b>50,910</b>	<b>46,790</b>	<b>51,690</b>
	<b>Total City Clerk</b>	<b>\$ 204,414</b>	<b>\$ 135,029</b>	<b>\$ 145,090</b>	<b>\$ 145,090</b>	<b>\$ 139,350</b>	<b>\$ 144,710</b>

**Organizational Chart**  
**CITY CLERK'S OFFICE**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
City Clerk	130	1.00	1.00	1.00
Administrative Assistant	119	0.30	0.38	0.38
<b>Total Division</b>		<b>1.30</b>	<b>1.38</b>	<b>1.38</b>

# Elections

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

### Current and Prior Year Accomplishments

An election for the purpose of electing a Mayor-Commissioner and Commissioner for Seat #1 for the remaining portion of their unexpired three-year terms was held on November 6, 2012. Mayor Joe Ayoub had no challengers, and was automatically elected. Commissioner Richard Blake was elected for Seat #1.

### Fiscal Year 2014 Goals

The terms of Mayor Joe Ayoub and Vice Mayor Nina Bandoni for Seat #4 will expire in March 2014. An election is scheduled for November 2014, which will extend their terms for a total of eight months. The date was changed to coincide with the countywide election, saving the City approximately \$23,000. Cost estimates provided by the Supervisor of Elections Office provided an estimate of about \$6,000 for the cost of the election if held in November 2014 (fiscal year 2015). Also, per the City Charter, it is again time to perform a Charter review. If there are revisions, then they would be placed on the next ballot (2015) for voter approval, which would increase the election cost.

### Long-Term Vision and Future Financial Impact

The Clerk's Office 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 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Operating Expenses</b>							
1019-519.49-10	Legal Advertising	\$ 268	\$ 1,224	\$ 1,100	\$ 1,100	\$ 730	\$ 1,000
1019-519.49-30	Other Current Charges	48	9,114	10,000	10,000	2,280	-
	Total Operating Expenses	316	10,338	11,100	11,100	3,010	1,000
	<b>Total Elections</b>	<b>\$ 316</b>	<b>\$ 10,338</b>	<b>\$ 11,100</b>	<b>\$ 11,100</b>	<b>\$ 3,010</b>	<b>\$ 1,000</b>



## 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, property and casualty insurance, safety, workers' compensation, employee benefits administration, employee recognition and retirement plans administration. The department monitors compliance with established City policies and compliance with state and federal employment laws. In addition, the Personnel Department hosts the annual 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 700 employment applications were processed for approximately 17 position recruitments, including summer seasonal positions. Successful collective bargaining with the Firefighters' union is expected and should result in ratification of a new three-year collective bargaining agreement.

A main focus of the department is employee benefits. Because of the contract dispute between Baycare and United Health Care in late 2012, the City was able to secure a last minute contract with Aetna for medical and dental benefits effective January 1, 2013. The agreement with Aetna resulted in a better benefit plan than proposed by United Health Care, at a better price for 2013. Many employees have indicated their approval and satisfaction with the transition back to Aetna Healthcare. Other employee benefit programs conducted this year were the Years of Service Pin Program, Employee Flu-Shot Program, Sick Leave Conversion Program, and the continuation of wellness lunch-and-learn seminars. The Personnel Department also kicked-off a new Walking Wellness Incentive Program.

The Personnel Department also accepted bids for the City's property and casualty insurance. The department evaluated the proposals and presented a recommendation to the City Commission for approval. The approved insurance proposal resulted in no increased cost, and maintained the same level of insurance coverage.

### **Fiscal Year 2014 Goals**

For fiscal year 2014, the Personnel Department will evaluate the employee benefit plans and explore strategies for reducing City costs. Also, the Personnel Department will continue to work with management and the Firefighters' union, promoting a spirit of cooperation and developing shared goals. The union and management will work together to develop mutually acceptable changes to the Firefighters' Pension Plan. The Personnel Department will continue to provide all programs and maintain all policies in the most cost efficient manner, and support management and employees in achieving the City's goals.

### **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, in the most cost efficient manner.

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

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 278,744	\$ 278,411	\$ 172,260	\$ 179,830
Total # of Full Time Equivalent Employees	3.50	3.50	2.00	1.88
<b>Outputs</b>				
# Applications Reviewed	493	745	552	510
# Grievances Handled	1	-	-	1
# New Hires - Regular Employees	24	21	32	24
# New Hires - Temp. Employees	20	21	21	21
# Salary Surveys Sent/Received	12	15	13	12
# Training Sessions Conducted	12	14	14	14
# Action Forms (PA's) Processed	65	235	65	65
Total Workers Comp. Claims Processed	9	6	8	9
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 16.51	\$ 16.47	\$ 10.09	\$ 10.28
O&M Cost per Full Time Equiv. Employee	\$ 79,641	\$ 79,546	\$ 86,130	\$ 95,654
Per Capita per Full Time Equiv. Employee	4,824	4,829	8,535	9,306
<b>Effectiveness</b>				
Avg. Time to Fill Vacancy Requests	3 Weeks	3 Weeks	3 Weeks	3 Weeks

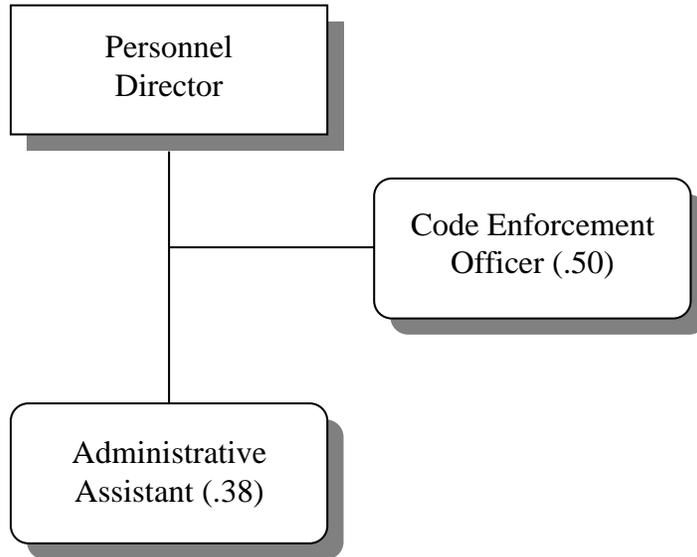
CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<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		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Personnel Services</b>							
1014-512.12-00	Salaries & Wages	\$ 208,714	\$ 215,639	\$ 135,670	\$ 135,670	\$ 132,990	\$ 130,990
	Salaries & Wages Sub-Total	208,714	215,639	135,670	135,670	132,990	130,990
1014-512.21-00	Fica Taxes	16,003	16,544	10,380	10,380	10,200	10,020
1014-512.22-00	Retirement	16,027	11,103	8,350	8,350	7,280	16,890
1014-512.23-00	Life & Health Insurance	17,415	16,202	8,270	8,270	8,200	8,290
	Benefits Sub-Total	49,445	43,849	27,000	27,000	25,680	35,200
	<b>Total Personnel Services</b>	<b>258,159</b>	<b>259,488</b>	<b>162,670</b>	<b>162,670</b>	<b>158,670</b>	<b>166,190</b>
<b>Operating Expenses</b>							
1014-512.31-30	Employee Physicals	1,820	875	1,500	1,500	1,000	1,000
1014-512.34-90	Other Fees & Contracts	2,555	3,614	500	500	500	500
1014-512.40-01	Employee Travel	-	-	-	-	-	-
1014-512.41-00	Communication Services	1,394	1,239	1,320	1,320	600	600
1014-512.46-20	Equipment Repairs	-	1,584	200	200	200	200
1014-512.46-30	Radio/Nextel Maint	140	-	-	-	-	-
1014-512.47-01	Printing & Binding	1,536	-	-	-	-	-
1014-512.49-20	Advertising - Other	404	485	700	700	700	700
1014-512.49-30	Other Current Charges	3,715	2,013	2,800	2,800	2,000	2,050
1014-512.49-36	Special Program Costs	6,823	6,585	6,920	6,920	6,920	6,920
1014-512.51-10	Office Supplies-General	1,328	1,658	800	800	800	800
1014-512.54-20	Memberships & Dues	870	870	870	870	870	870
1014-512.54-30	Educational Costs	-	-	-	-	-	-
	<b>Total Operating Expenses</b>	<b>20,585</b>	<b>18,923</b>	<b>15,610</b>	<b>15,610</b>	<b>13,590</b>	<b>13,640</b>
<b>Capital Expenses</b>							
1014-512.64-30	Office Furniture & Equip	4,444	-	-	-	-	-
	<b>Total Capital Expenses</b>	<b>4,444</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total Personnel</b>	<b>\$ 283,188</b>	<b>\$ 278,411</b>	<b>\$ 178,280</b>	<b>\$ 178,280</b>	<b>\$ 172,260</b>	<b>\$ 179,830</b>

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



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Personnel Director	132	1.00	1.00	1.00
Communications Manager	125	1.00	0.00	0.00
Code Enforcement Officer	120	0.50	0.50	0.50
Administrative Assistant	119	0.50	0.50	0.38
Video Production Specialist	115	0.50	0.00	0.00
<b>Total Division</b>		<b>3.50</b>	<b>2.00</b>	<b>1.88</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 in coordination with the Finance Advisory Committee made recommendations to City Commission regarding a formal minimum fund reserve and stabilization arrangement policy. The policy was implemented effective for fiscal year ending September 2011. City Commission adopted a policy of having a targeted minimum unassigned General fund balance of 17 percent of prior year's operating expenditures as well as a stabilization arrangement for natural disasters based on 20 percent of the General fund current year's adopted budget.

## **Fiscal Year 2014 Goals**

For fiscal year 2014, the Finance Department will continue to focus on cross-training in the Accounting Department to maximize timely closings and financial reporting to the City's Elected Officials and Management Staff for informed decision making.

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

The Finance Department will continue to work with other departments in evaluating and identifying the resources needed for the City to complete the capital infrastructure needs identified in the City's long-term Capital Improvements Program (CIP).

**FINANCE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1015**

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 291,363	\$ 246,801	\$ 253,870	\$ 230,770
Total # of Full Time Equivalent Employees	4.00	3.50	3.50	3.00
<b>Outputs</b>				
# Accounts Payable Checks	4,645	5,315	4,490	4,500
# P-Card Transactions	1,861	1,933	1,781	1,800
# GL Transactions	109,057	97,000	97,000	98,000
# of Purchase Orders	1,959	2,021	2,002	2,020
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 17.26	\$ 14.60	\$ 14.87	\$ 13.19
O&M Cost per Full Time Equiv. Employee	\$ 72,841	\$ 70,515	\$ 72,534	\$ 76,923
Per Capita per Full Time Equiv. Employee	4,221	4,829	4,877	5,832
<b>Effectiveness</b>				
Interest Rate on Bond Investments	3.60%	2.31%	2.40%	2.02%
% of Invoices Paid with Discounts	< 1.0%	< 1.0%	< 1.0%	< 1.0%

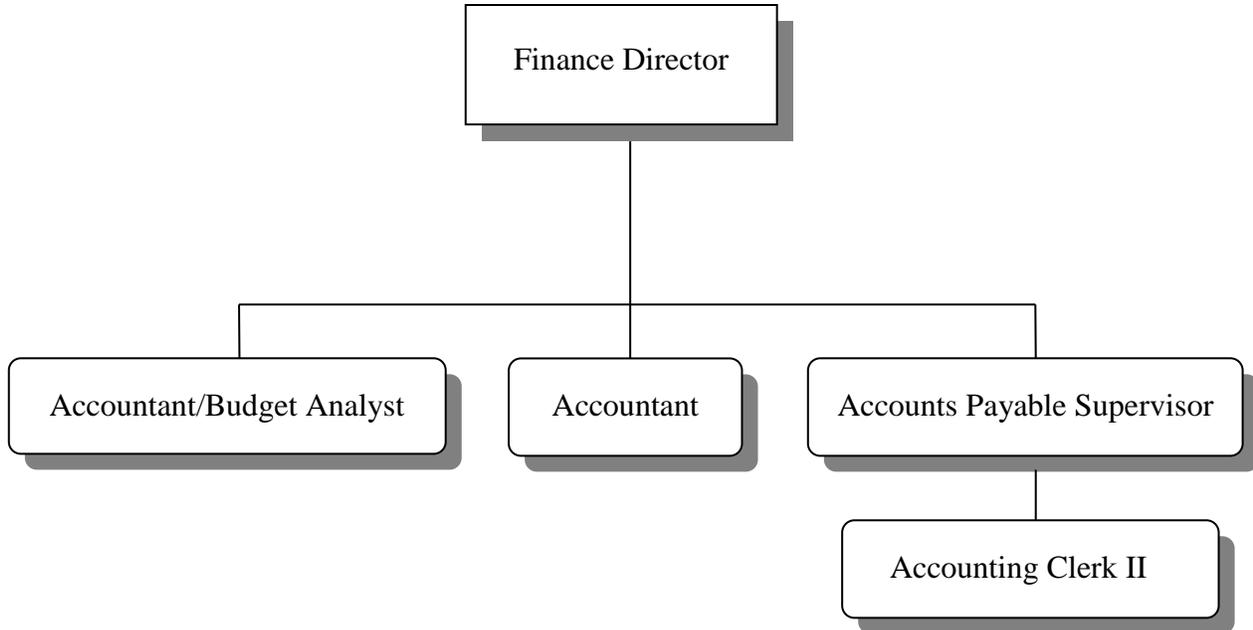
CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1015-513.12-00	Salaries & Wages	\$ 206,921	\$ 180,588	\$ 185,390	\$ 185,390	\$ 184,410	\$ 164,890
1015-513.12-10	Reg Wages-Temporary Empl	-	-	-	-	-	-
1015-513.14-00	Overtime-Time & One Half	213	64	500	500	-	-
	Salaries & Wages Sub-Total	207,134	180,652	185,890	185,890	184,410	164,890
1015-513.21-00	Fica Taxes	15,752	13,740	14,230	14,230	14,180	12,620
1015-513.22-00	Retirement	15,572	14,443	14,880	14,880	14,470	13,200
1015-513.23-00	Life & Health Insurance	41,071	29,894	31,320	31,320	29,860	29,110
1015-513.26-00	OPEB	-	-	-	-	-	-
	Benefits Sub-Total	72,395	58,077	60,430	60,430	58,510	54,930
	<b>Total Personnel Services</b>	<b>279,529</b>	<b>238,729</b>	<b>246,320</b>	<b>246,320</b>	<b>242,920</b>	<b>219,820</b>
<b>Operating Expenses</b>							
1015-513.34-90	Other Fees & Contracts	5,517	-	1,500	1,500	1,500	1,500
1015-513.40-01	Employee Travel	-	374	550	550	550	550
1015-513.41-00	Communication Services	1,206	1,399	1,190	1,190	930	930
1015-513.46-40	Maintenance Contracts	45	-	860	860	860	860
1015-513.47-01	Printing & Binding	229	1,065	1,000	1,000	1,000	1,000
1015-513.49-30	Other Current Charges	19	-	-	-	-	-
1015-513.51-10	Office Supplies-General	3,508	3,730	3,500	3,500	3,500	3,500
1015-513.51-11	Non-Capital Office Equip	333	497	980	980	980	980
1015-513.52-70	Special Clothing/Uniforms	-	-	180	180	180	180
1015-513.54-01	Subscriptions	105	-	110	110	110	110
1015-513.54-10	Publications	252	479	250	250	400	400
1015-513.54-20	Memberships & Dues	475	383	590	590	590	590
1015-513.54-30	Educational Costs	145	145	350	350	350	350
	<b>Total Operating Expenses</b>	<b>11,834</b>	<b>8,072</b>	<b>11,060</b>	<b>11,060</b>	<b>10,950</b>	<b>10,950</b>
	<b>Total Finance</b>	<b>\$ 291,363</b>	<b>\$ 246,801</b>	<b>\$ 257,380</b>	<b>\$ 257,380</b>	<b>\$ 253,870</b>	<b>\$ 230,770</b>

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



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Finance Director	133	0.50	0.50	0.50
Assistant Finance Director	128	0.00	0.50	0.00
Accountant/Budget Analyst	125	0.50	0.00	0.50
Accountant (2)	122	1.00	1.00	1.00
Accounts Payable Supervisor	122	0.50	0.50	0.50
Accounting Clerk II	116	1.00	1.00	0.50
<b>Total Division</b>		<b>3.50</b>	<b>3.50</b>	<b>3.00</b>

Finance Department 50% funded in Water & Wastewater Finance

## 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 four 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:

- *Increase public participation and awareness during the planning and development review process;*
- *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: completion of Mullet Creek Park; conceptual design plans and construction documents for Mullet Creek bridge improvements; adoption of Waterfront Park Master Plan and Implementation Strategy; coordination of Baranoff Oak tree preservation project; conceptual design of 9/11 Memorial; landscape design of S. Bayshore Blvd medians; as well as successful implementation of revamped Downtown Partnership Program for renovation projects in the Community Redevelopment District.

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 11/12, the Building Department issued 1,604 permits and conducted 3,618 inspections. The City's reliance on the County for outside assistance continues to decline as shown in the following table:

# OF INSPECTIONS	FY 06/07	FY 07/08	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13*
City Staff	3,506	2,695	2,704	2,717	3,054	3,587	2,859
County Staff	476	410	53	62	26	31	16
<b>TOTAL</b>	<b>3,982</b>	<b>3,105</b>	<b>2,757</b>	<b>2,779</b>	<b>3,080</b>	<b>3,618</b>	<b>2,875</b>
% COUNTY	12.0%	13.2%	1.9%	2.2%	0.8%	0.9%	0.6%

\*Thru June 2013

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 2013-14 Goals**

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

- Prepare design and construction documents for Phase 1, Waterfront Park improvements while aggressively pursuing available grant funding opportunities;
- Update technical support data and policy review of City's Comprehensive Plan Elements;
- Evaluate the logistics and financial feasibility of establishing and administering a local tree ordinance;
- Make the availability and use of the Citywide GIS more widespread.
- Expand the number of brochures and checklists to answer frequently asked questions.
- Eliminate open permits.
- Scan historical case files to reduce storage needs.

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

The long-term vision of the Department is to create a seamless operation in the planning, design, and implementation of public policy and capital improvement projects. Management's focus will continue to be on Staff training and development to reduce reliance on outside professional services. Management will continue to seek out efficiencies, process and customer service improvements.

**PLANNING & ZONING PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1017**

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 317,733	\$ 200,151	\$ 223,606	\$ 224,065
Total # of Full Time Equivalent Employees	2.65	2.15	2.30	2.30
<b>Outputs</b>				
# of Annexations	1	2	10	4
# of Site Plans	3	3	5	4
# of Comp Plan Amendments Completed	1	2	1	1
# of Land Development and City Code Amendments	7	4	3	5
# of Zoning Map Amendments	3	3	6	4
# of Conditional Use Reviews	3	2	4	3
# of Subdivisions	-	1	1	1
# of Variances	6	2	3	4
# of Grand Tree Permit Inspections	26	39	60	42
# of Zoning Permits	157	142	150	150
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 18.82	\$ 11.84	\$ 13.10	\$ 12.81
O&M Cost per Full Time Equiv. Employee	\$ 119,899	\$ 93,093	\$ 97,220	\$ 97,420
Per Capita per Full Time Equiv. Employee	6,371	7,861	7,421	7,607
<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>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 37,727	\$ 50,649	\$ 57,434	\$ 58,715
Total # of Full Time Equivalent Employees	1.00	1.00	1.00	1.00
<b>Outputs</b>				
Remove illegal signs	734	658	616	669
Lot mowing	9	-	2	4
Abandoned cars	43	38	20	34
Illegal dumping and trash accumulation	54	32	44	43
License and permit violations	38	48	41	42
Watering ban violations	3	2	4	3
Watering information (pool discharge)	10	6	4	7
Tree violations (illegal cutting)	7	7	1	5
Animal complaints	21	7	16	15
Visual obstruction	8	1	1	3
Illegal land clearing	4	-	-	1
Damaging city property	3	-	3	2
Zoning violations (grass)	97	76	58	77
Rights-of-way violations	27	24	41	31
Assist fire department	-	-	-	-
Miscellaneous code violations	125	152	143	140
Code Enforcement Board violations	45	50	38	44
Posting official notices	28	30	30	29
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 2.23	\$ 3.00	\$ 3.36	\$ 3.36
O&M Cost per Full Time Equiv. Employee	\$ 37,727	\$ 50,649	\$ 57,434	\$ 58,715
Per Capita per Full Time Equiv. Employee	16,884	16,901	17,069	17,496
<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 2013/2014 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	Actual		Adopted		Adjusted		Adopted	
		2010-11	2011-12	Budget	Budget	Budget	Budget	Estimated	Budget
								Year End	2013-14
<b>Personnel Services</b>									
1017-515.12-00	Salaries & Wages	\$ 251,059	\$ 172,577	\$ 190,690	\$ 190,690	\$ 189,670	\$ 189,670	\$ 189,670	\$ 189,480
	Salaries & Wages Sub-Total	251,059	172,577	190,690	190,690	189,670	189,670	189,670	189,480
1017-515.21-00	Fica Taxes	18,803	12,805	14,590	14,590	14,360	14,360	14,360	14,500
1017-515.22-00	Retirement	18,331	13,157	14,730	14,730	14,610	14,610	14,610	14,940
1017-515.23-00	Life & Health Insurance	52,005	38,617	43,420	43,420	40,450	40,450	40,450	45,060
	Benefits Sub-Total	89,139	64,579	72,740	72,740	69,420	69,420	69,420	74,500
	Total Personnel Services	340,198	237,156	263,430	263,430	259,090	259,090	259,090	263,980
<b>Operating Expenses</b>									
1017-515.34-20	Planning Services	3,000	600	2,500	7,740	6,000	6,000	6,000	2,500
1017-515.34-90	Other Fees And Contracts	409	155	1,500	1,500	1,270	1,270	1,270	1,500
1017-515.40-01	Employee Travel	230	433	730	730	730	730	730	730
1017-515.41-00	Communication Services	1,343	1,106	930	930	710	710	710	710
1017-515.46-10	Outside Vehicle Repair	-	-	-	-	-	-	-	-
1017-515.46-20	Equipment Repairs	295	-	200	200	180	180	180	200
1017-515.46-30	Nextel/Radio Maintenance	-	-	-	-	-	-	-	-
1017-515.46-40	Maintenance Contracts	1,594	2,260	6,160	6,160	6,400	6,400	6,400	6,410
1017-515.47-01	Printing & Binding	3,398	5,187	1,000	1,075	1,000	1,000	1,000	1,200
1017-515.49-30	Other Current Charges	100	-	-	-	-	-	-	-
1017-515.51-10	Office Supplies-General	498	361	500	500	500	500	500	500
1017-515.51-11	Non-Capital Office Equip.	151	786	250	250	250	250	250	250
1017-515.51-50	Reproduction Supplies	316	367	500	500	500	500	500	500
1017-515.52-01	Gas	1,001	1,222	2,000	2,000	1,200	1,200	1,200	1,250
1017-515.52-03	Oil & Other Lubricants	-	21	100	100	100	100	100	100
1017-515.52-10	Vehicle Parts	231	20	150	150	170	170	170	150
1017-515.52-70	Special Clothing /Uniform	161	84	150	150	150	150	150	150
1017-515.52-80	Tires And Tubes	-	-	-	-	-	-	-	450
1017-515.54-01	Subscriptions	525	-	-	-	-	-	-	-
1017-515.54-10	Publications	526	20	250	250	-	-	-	250
1017-515.54-20	Memberships & Dues	929	855	1,190	1,190	1,190	1,190	1,190	1,220
1017-515.54-30	Educational Costs	555	167	1,600	1,600	1,600	1,600	1,600	730
	Total Operating Expenses	15,262	13,644	19,710	25,025	21,950	21,950	21,950	18,800
	<b>Total Community Development</b>	<b>\$ 355,460</b>	<b>\$ 250,800</b>	<b>\$ 283,140</b>	<b>\$ 288,455</b>	<b>\$ 281,040</b>	<b>\$ 281,040</b>	<b>\$ 281,040</b>	<b>\$ 282,780</b>

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

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 295,895	\$ 293,273	\$ 292,810	\$ 306,990
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	400	334	427	450
# of Bldg. Permits Issued	1,577	1,606	1,700	1,750
# of Inspection Performed	3,080	3,628	4,200	4,250
<b>Outputs Occupational Licenses</b>				
# of Licenses Issued	865	1,163	1,267	1,300
# of Renewals	815	1,059	1,159	1,200
# of Inspections Performed (By Code Enforcement)	80	80	80	80
<b>Efficiency</b>				
Avg # of Insp. Per Full Time Equiv. Employee	3,080	3,628	4,200	4,250
Avg. # of Plans Reviewed per FTE	400	334	427	450
O&M Cost Per Capita	\$ 17.53	\$ 17.35	\$ 17.15	\$ 17.55
O&M Cost per Full Time Equiv. Employee	\$ 73,974	\$ 73,318	\$ 73,203	\$ 76,748
Per Capita per Full Time Equiv. Employee	4,221	4,225	4,267	4,374
<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 2013/2014 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		Adopted		Adjusted		Adopted	
		2010-11	2011-12	Budget	Budget	Budget	Budget	Estimated	Budget
						Year End			
<b>Personnel Services</b>									
1024-524.12-00	Salaries & Wages	\$ 201,680	\$ 203,653	\$ 206,050	\$ 206,050	\$ 205,710	\$ 206,050		
	Salaries & Wages Sub-Total	201,680	203,653	206,050	206,050	205,710	206,050		
1024-524.21-00	Fica Taxes	14,940	15,159	15,770	15,770	15,630	15,770		
1024-524.22-00	Retirement	19,415	13,744	16,190	16,190	15,260	23,480		
1024-524.23-00	Life & Health Insurance	50,619	49,056	48,900	48,900	44,050	46,420		
	Benefits Sub-Total	84,974	77,959	80,860	80,860	74,940	85,670		
	Total Personnel Services	286,654	281,612	286,910	286,910	280,650	291,720		
<b>Operating Expenses</b>									
1024-524.34-90	Other Fees & Contracts	1,242	2,136	3,500	3,500	2,000	3,500		
1024-524.40-01	Employee Travel	-	-	820	820	-	550		
1024-524.41-00	Communications Services	1,943	1,891	1,990	1,990	1,780	1,900		
1024-524.46-10	Outside Vehicle Repairs	70	-	-	-	140	750		
1024-524.46-20	Outside Equipment Repair	-	-	-	-	-	-		
1024-524.46-30	Radio Maintenance	-	-	-	-	-	-		
1024-524.46-40	Maintenance Contracts	294	318	300	300	300	300		
1024-524.47-01	Printing & Binding	1,183	1,147	1,300	1,495	1,200	1,200		
1024-524.49-30	Other Current Charges	-	72	450	450	410	450		
1024-524.51-10	Office Supplies-General	696	1,508	1,200	1,200	1,200	1,200		
1024-524.52-01	Gas	1,881	2,251	2,280	2,280	2,100	2,200		
1024-524.52-03	Oil & Lubricants	25	158	100	100	100	100		
1024-524.52-10	Vehicle Parts	224	358	600	600	600	600		
1024-524.52-30	Small Tools & Supplies	-	-	-	-	-	-		
1024-524.52-70	Special Clothing/Uniforms	402	268	500	500	500	500		
1024-524.52-80	Tires & Tubes	461	-	430	430	430	270		
1024-524.54-10	Publications	40	774	800	800	200	500		
1024-524.54-20	Memberships & Dues	250	250	490	490	450	450		
1024-524.54-30	Educational Costs	530	530	1,100	1,100	750	800		
	Total Operating Expenses	9,241	11,661	15,860	16,055	12,160	15,270		
	<b>Total Building</b>	<b>\$ 295,895</b>	<b>\$ 293,273</b>	<b>\$ 302,770</b>	<b>\$ 302,965</b>	<b>\$ 292,810</b>	<b>\$ 306,990</b>		

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

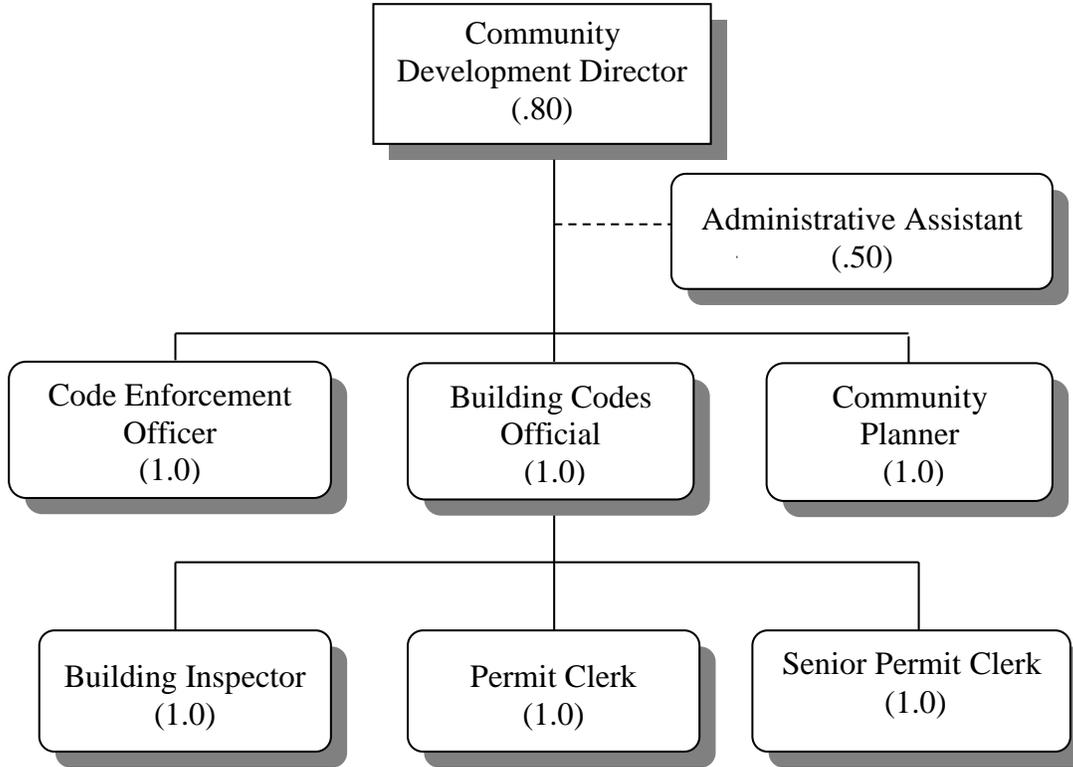
<b>Fund:</b> General	<b>Department:</b> Building	<b>Fund #:</b> 001
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<b>FUNDING SOURCE</b>
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Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
Program Expenditure Budget		\$ 295,895	\$ 293,273	\$ 302,770	\$ 302,965	\$ 292,810	\$ 306,990
Less Revenues Supporting Program:							
316 Local Business Tax		146,230	154,396	150,000	150,000	153,000	156,830
322 Permits, Fees & Special Assessments		147,422	166,827	163,140	163,140	292,930	182,240
329 Other Permits & Fees		3,063	2,580	2,900	2,900	2,620	3,000
342 Public Safety		48,933	42,557	55,280	55,280	119,330	99,450
Net Unsupported Budget		<b>\$ (49,753)</b>	<b>\$ (73,087)</b>	<b>\$ (68,550)</b>	<b>\$ (68,355)</b>	<b>\$ (275,070)</b>	<b>\$ (134,530)</b>
% Of Budget Supported		116.8%	124.9%	122.6%	122.6%	193.9%	143.8%

**Organizational Chart**

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



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Community Development Director*	133	0.65	0.80	0.75
Community Planner	125	1.00	1.00	1.00
Administrative Assistant	119	0.50	0.50	0.50
Code Enforcement Officer	120	1.00	1.00	1.00
<b>Total Planning &amp; Zoning</b>		<b>3.15</b>	<b>3.30</b>	<b>3.25</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>7.15</b>	<b>7.30</b>	<b>7.25</b>

\*Community Development Director is 20% funded in Fund 067 - CRA and 5% funded in Fund 001 - General Fund, Department 1012 (City Manager) as the Assistant City Manager.



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Operating Expenses</b>							
1018-514.31-10	Legal Services	\$ 120,635	\$ 146,754	\$ 104,600	\$ 104,600	\$ 104,600	\$ 104,600
1018-514.31-20	Other Legal	7,649	3,425	10,300	10,300	4,000	5,000
1018-514.40-01	Employee Travel	-	598	750	750	750	750
1018-514.54-10	Publications	1,750	1,427	1,500	1,500	1,500	1,500
1018-514.54-30	Educational Costs	250	275	350	350	350	350
	Total Operating Expenses	130,284	152,479	117,500	117,500	111,200	112,200
	<b>Total City Attorney</b>	<b>\$ 130,284</b>	<b>\$ 152,479</b>	<b>\$ 117,500</b>	<b>\$ 117,500</b>	<b>\$ 111,200</b>	<b>\$ 112,200</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1020-519.24-00	Workers Compensation Ins.	\$ 23,778	\$ 28,844	\$ 29,080	\$ 29,080	\$ 29,080	\$ 31,990
1020-519.25-00	Unemployment Contribution	30,812	31,096	28,600	28,600	28,600	28,600
	Benefits Sub-Total	54,590	59,940	57,680	57,680	57,680	60,590
	Total Personnel Services	54,590	59,940	57,680	57,680	57,680	60,590
<b>Operating Expenses</b>							
1020-519.32-10	Auditing And Accounting	14,461	25,221	17,480	17,480	17,480	17,480
1020-519.34-90	Other Fees & Contracts	4,402	9,565	5,000	16,650	9,600	12,400
1020-519.41-00	Communications Services	5,548	5,849	5,820	5,820	5,700	5,750
1020-519.42-10	Postage	20,846	20,581	26,030	26,995	26,030	30,530
1020-519.43-00	Utility Services	25,381	31,149	38,650	38,650	33,160	33,910
1020-519.45-00	General Liability Ins	60,012	59,109	59,110	59,110	59,110	65,020
1020-519.46-01	Building & Grounds Maint	12,265	10,833	13,030	16,380	13,030	13,030
1020-519.46-40	Maintenance Contracts	34,610	32,383	37,960	37,960	37,960	41,990
1020-519.47-01	Printing & Binding	8,789	9,355	9,100	9,100	9,100	9,100
1020-519.49-20	Advertising - Other	-	-	-	-	-	-
1020-519.49-30	Other Current Charges	5,865	5,886	6,310	6,310	3,010	23,010
1020-519.49-50	Bad Debt Expense	-	-	-	-	-	-
1020-519.51-10	Office Supplies-General	5,369	3,902	8,000	8,000	8,000	8,000
1020-519.51-11	Non-Capital Office Equip.	80	-	-	-	-	-
1020-519.52-40	Builders Supplies	-	-	-	-	-	-
1020-519.52-42	Supplies City Hall BR	-	-	-	-	1,800	1,800
1020-519.52-41	Housekeeping Supplies	1,750	2,606	1,750	1,750	1,750	1,750
1020-519.52-90	Special Supplies	74	-	-	-	-	-
1020-519.54-01	Subscriptions	226	168	200	200	200	200
1020-519.54-10	Publications	144	-	-	-	-	-
	Total Operating Expenses	199,822	216,607	228,440	244,405	225,930	263,970
	<b>Total General Government</b>	<b>\$ 254,412</b>	<b>\$ 276,547</b>	<b>\$ 286,120</b>	<b>\$ 302,085</b>	<b>\$ 283,610</b>	<b>\$ 324,560</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	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Operating Expenses</b>							
1021-521.34-30	Sheriff's Contract	\$ 1,258,543	\$ 1,264,935	\$ 1,278,610	\$ 1,278,610	\$ 1,278,610	\$ 1,177,580
1021-521.49-30	Other Current Charges	-	-	-	-	-	-
	<b>Total Operating Expenses</b>	<b>1,258,543</b>	<b>1,264,935</b>	<b>1,278,610</b>	<b>1,278,610</b>	<b>1,278,610</b>	<b>1,177,580</b>
	<b>Total Law Enforcement</b>	<b>\$ 1,258,543</b>	<b>\$ 1,264,935</b>	<b>\$ 1,278,610</b>	<b>\$ 1,278,610</b>	<b>\$ 1,278,610</b>	<b>\$ 1,177,580</b>





## 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, advanced 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. Pride and Ownership in everything we do is our creed.



### Current and Prior Year Accomplishments

The department continues to make significant progress with developing and enhancing services to the community. Utilizing the Insurance Service Office (ISO) standards as a foundation, we continue to strive to improve to ensure the community is protected. This comprehensive and thorough inspection rates the department on its ability to protect the community. The ISO is a leading source of information concerning fire risk and provides the fire department ratings based on their ability to deliver services. 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 most departments in Pinellas County. This rating brings the community to one of 122 out of the 765 communities in the State of Florida with a Class or better rating. The department has identified and begun implementing cost saving 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 2014 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. Staff will continue to work with county Fire/EMS for efficiencies while either maintaining or increasing the level of service.

### 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, 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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	38,638	38,638	38,638	39,250
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 3,600,016	\$ 3,488,275	\$ 3,615,160	\$ 3,684,430
Total # of Full Time Equivalent Employees	31.20	29.50	32.00	32.00
<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	900	900	900	900
# Fire Investigations	10	10	12	12
Update prefire plans annually	70	70	80	80
Inspect and test all hydrants within district	700	700	750	750
<b>Emergency Response</b>				
Prevent fire deaths on all fire incidents in district (%)	100	100	100	100
Confine 90% of bldg fires to area involved on arrival	100	100	100	100
Provide a minimum of ALS to all incidents within City	100	100	100	100
Respond to emergencies within 7 minutes or less	100	100	100	100
<b>Training</b>				
Avg Inservice Training Hours per Firefighter	200	200	240	240
Training hours for Live Fire Evolutions	150	150	150	150
ISO Training Hours Per FF	150	200	240	240
CPR Classes Conducted	12	12	12	12
# of NFPA 1410 drills conducted	36	36	36	36
<b>Total Emergency Readness Efficiency</b>				
	<b>812</b>	<b>862</b>	<b>942</b>	<b>942</b>
% of ISO Training requirements met	95	100	100	100
% of emergency response criteria met	100	100	100	100
% of company inspections conducted	100	100	100	100
O&M Cost Per Capita	\$ 93.17	\$ 90.28	\$ 93.56	\$ 93.87
O&M Cost per Full Time Equiv. Employee	\$ 115,385	\$ 118,247	\$ 112,974	\$ 115,138
Per Capita per Full Time Equiv. Employee	1,238	1,310	1,207	1,227

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1022-522.12-00	Salaries & Wages	\$ 1,935,258	\$ 1,859,945	\$ 1,922,080	\$ 1,922,080	\$ 2,000,820	\$ 1,940,220
1022-522.14-00	Overtime-Time & One Half	105,330	142,717	87,210	87,210	87,210	95,000
1022-522.15-10	Incentive Pay	30,774	29,745	32,640	32,640	29,340	34,260
1022-522.15-50	Longevity Pay	-	-	-	-	-	-
	Salaries & Wages Sub-Total	2,071,362	2,032,407	2,041,930	2,041,930	2,117,370	2,069,480
1022-522.21-00	Fica Taxes	153,171	150,519	156,210	156,210	158,750	158,320
1022-522.22-00	Retirement	473,754	406,026	403,530	403,530	446,070	438,920
1022-522.22-01	Passing Thru State	128,937	142,828	140,000	140,000	140,000	140,000
1022-522.23-00	Life & Health Insurance	391,933	363,533	369,190	369,190	368,960	399,850
1022-522.24-00	Workers Compensation Ins.	74,176	89,991	90,000	90,000	90,000	99,000
1022-522.26-00	OPEB	-	-	-	-	-	-
	Benefits Sub-Total	1,221,971	1,152,897	1,158,930	1,158,930	1,203,780	1,236,090
	Total Personnel Services	3,293,333	3,185,304	3,200,860	3,200,860	3,321,150	3,305,570
<b>Operating Expenses</b>							
1022-522.31-30	Employee Physicals	11,612	12,824	12,600	14,100	13,900	13,500
1022-522.32-10	Auditing & Accounting	1,176	1,459	6,310	6,310	6,310	6,310
1022-522.34-90	Other Fees & Contracts	7,500	1,232	-	-	260	-
1022-522.40-01	Employee Travel	139	267	220	220	300	300
1022-522.41-00	Communication Services	12,486	16,432	15,200	15,200	14,780	18,040
1022-522.42-10	Postage	120	17	70	70	70	70
1022-522.43-00	Utility Services	37,463	29,366	30,950	30,950	28,590	30,890
1022-522.44-00	Rental & Leases	-	-	-	-	-	-
1022-522.45-00	General Liability Ins.	62,197	61,065	61,070	61,070	61,070	67,170
1022-522.46-01	Building & Grounds Maint	9,258	19,246	9,260	9,260	9,260	9,260
1022-522.46-10	Outside Vehicle Repairs	56,831	46,206	35,000	37,193	35,000	35,000
1022-522.46-20	Equipment Repairs	5,100	6,050	5,000	5,000	6,000	6,000
1022-522.46-30	Nextel/Radio Maintenance	644	377	600	600	600	600
1022-522.46-40	Maintenance Contracts	5,617	10,434	10,290	10,290	10,290	10,790
1022-522.49-30	Other Current Charges	3,440	3,151	2,500	2,500	2,400	4,500
1022-522.51-10	Office Supplies-General	1,971	1,972	2,000	2,000	2,000	2,000
1022-522.51-11	Non-Capital Office Equip	965	3,737	1,000	1,000	500	1,000
1022-522.52-01	Gas	6,639	7,491	8,730	8,730	8,730	8,730

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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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			Adopted	Adjusted		Adopted	
Acct #	Account Description	Actual	Actual	Budget	Budget	Estimated	Budget
		2010-11	2011-12	2012-13	2012-13	Year End	2013-14

**EXPENDITURE DETAIL**

1022-522.52-02 Diesel	24,108	27,655	33,550	33,550	33,200	33,000
1022-522.52-03 Oil & Other Lubricants	665	907	1,000	1,000	1,000	1,000
1022-522.52-10 Vehicle Parts	2,507	2,447	2,500	2,500	6,000	6,000
1022-522.52-20 Equipment Parts	3,012	5,167	4,000	4,000	4,000	4,000
1022-522.52-30 Small Tools & Supplies	1,727	1,542	1,800	1,800	1,850	1,900
1022-522.52-40 Builders Supplies	124	114	200	200	200	200
1022-522.52-41 Housekeeping Supplies	4,032	4,176	4,200	4,200	5,000	5,500
1022-522.52-70 Special Clothing/Uniforms	19,211	13,740	21,000	21,000	15,000	79,000
1022-522.52-80 Tires And Tubes	3,997	5,394	5,000	4,000	3,000	3,000
1022-522.52-90 Special Supplies	6,130	1,749	2,000	1,100	1,100	3,500
1022-522.52-92 Fire Hose & Supplies	3,324	4,206	3,000	4,900	5,100	5,000
1022-522.54-10 Publications	598	412	600	600	600	1,000
1022-522.54-20 Memberships & Dues	2,637	584	2,900	2,900	2,900	1,600
1022-522.54-30 Educational Costs	11,453	13,552	17,150	17,150	15,000	20,000
Total Operating Expenses	306,683	302,971	299,700	303,393	294,010	378,860

**Internal Services**

1022-590.94-16 Data Processing Fee Reimb	73,430	78,410	107,480	107,480	107,480	107,480
Total Internal Services	73,430	78,410	107,480	107,480	107,480	107,480

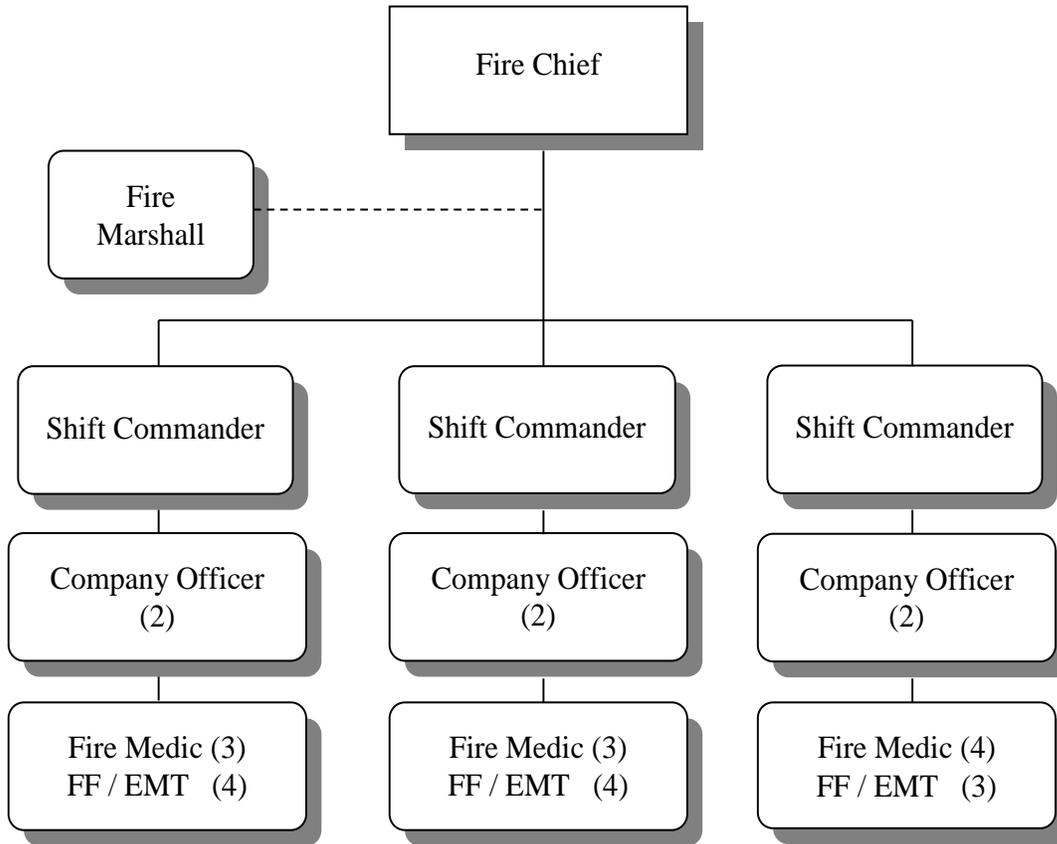
**Total Fire And EMS**

<b>\$ 3,673,446</b>	<b>\$ 3,566,685</b>	<b>\$ 3,608,040</b>	<b>\$ 3,611,733</b>	<b>\$ 3,722,640</b>	<b>\$ 3,791,910</b>
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**FUNDING SOURCE**

Program Expenditure Budget	\$ 3,600,016	\$ 3,488,275	\$ 3,500,560	\$ 3,504,253	\$ 3,615,160	\$ 3,684,430
Less Revenues Supporting Program:						
312 Other Taxes	128,937	142,828	140,000	140,000	140,000	140,000
331 Federal Grants	-	-	215,190	215,190	215,190	227,850
338 Shared Revenue From Other Local Units	1,055,402	1,006,372	960,810	960,810	982,740	1,045,140
Net Unsupported Budget	<b>\$ 2,415,677</b>	<b>\$ 2,339,075</b>	<b>\$ 2,184,560</b>	<b>\$ 2,188,253</b>	<b>\$ 2,277,230</b>	<b>\$ 2,271,440</b>
% Of Budget Supported	32.9%	32.9%	37.6%	37.6%	37.0%	38.4%

**Organizational Chart**  
**FIRE DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
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	10.00	10.00	13.00
Fire Fighter EMT	F2	8.00	11.00	8.00
Staff Assistant	116	0.50	0.00	0.00
<b>Total Division</b>		<b>29.50</b>	<b>32.00</b>	<b>32.00</b>



# ENGINEERING DEPARTMENT

The Engineering Department provides technical services for the City including: field surveys, studies and reports, drainage problem solutions, traffic engineering, environmental monitoring. 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 Fiscal Year 2012/2013 Accomplishments**

- South Bayshore Water Quality & Drainage Improvements Project - managed the construction which was completed in May 2013.
- Fire Station No. 52 - managed the design of building improvements.
- North Bay Hills Sanitary Force Main & Water Main Replacement - prepared construction plans utilizing in-house engineering staff.
- Mullet Creek Park – Managed the design and construction.
- Downtown No Parking Zones – Established No Parking zones for various downtown streets to allow for access of emergency vehicles.

## **Fiscal Year 2011/2012 Accomplishments**

- South Bayshore Water Quality & Drainage Improvements Project - managed the design and construction that began in September 2011.
- City-wide Water & Sewer Improvements Project – provided design and construction services for water lines on South Bayshore Boulevard (on Alligator Bridge), at Philippe Landing, on Philippe Parkway, and on Sandpiper Lane; sanitary sewer replacement on Mapleway Street.
- Street Resurfacing – managed construction for Cherokee Street, Withlococoochee Street, Okeecobee/3<sup>rd</sup> Street, Powhatan Street, Rajel Drive, Crestwood Drive, Park Street, the Weather Stone subdivision; 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup> Avenue North street resurfacing and Mallard Drive underdrain installation.

## **Fiscal Year 2013/2014 Goals**

- Safety Harbor Waterfront Park - design and permitting to be done by in-house engineering staff.
- North Bay Hills Sanitary Force Main & Water Main Replacement – manage construction.
- Fire Station No 52 Building Improvements – manage construction.
- Marina Dredging – manage construction.
- Street Resurfacing – manage construction.
- Fire Station No 52 Building Improvements – manage construction.
- De Soto Estates – design sanitary sewer improvements to replace septic tanks.
- Public Works Water and Sewer projects – Green Springs subdivision, Hillsborough Street, Joyce & Irwin Streets, McMullen Booth Road at SR 590.

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

It is the desire of the Engineering Department to better serve the engineering needs for all departments and to increase efficiency for production of in-house engineering projects.

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

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 466,839	\$ 386,410	\$ 379,360	\$ 383,840
Total # of Full Time Equivalent Employees	5.80	4.30	4.30	4.50
<b>Outputs</b>				
Capital Projects \$	\$6,665,300	\$6,305,760	\$2,734,600	\$1,443,120
Number of Capital Projects	39	47	29	37
Number of Right-Of-Way Permits Issued	84	60	41	62
Value of Grants Received	\$ 306,637	\$ 995,196	\$ 295,653	\$ 250,000
<b>Efficiency</b>				
Value of constructed improvements per capita	\$ 394.77	\$ 373.10	\$ 160.21	\$ 82.48
CIP dollars managed per employee	\$ 1,149,190	\$ 1,466,456	\$ 635,953	\$ 320,693
O&M Cost Per Capita	\$ 27.65	\$ 22.86	\$ 22.23	\$ 21.94
O&M Cost per Full Time Equiv. Employee	\$ 80,489	\$ 89,863	\$ 88,223	\$ 85,298
Per Capita per Full Time Equiv. Employee	2,911	3,930	3,970	3,888

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Personnel Services</b>							
1025-539.12-00	Salaries & Wages	\$ 326,054	\$ 276,761	\$ 277,400	\$ 277,400	\$ 278,610	\$ 271,860
	Salaries & Wages Sub-Total	326,054	276,761	277,400	277,400	278,610	271,860
1025-539.21-00	Fica Taxes	23,846	20,482	21,230	21,230	21,220	20,800
1025-539.22-00	Retirement	26,522	21,491	21,670	21,670	19,630	21,530
1025-539.23-00	Life & Health Insurance	69,449	54,472	46,360	46,360	44,240	50,070
	Benefits Sub-Total	119,817	96,445	89,260	89,260	85,090	92,400
	Total Personnel Services	445,871	373,206	366,660	366,660	363,700	364,260
<b>Operating Expenses</b>							
1025-539.31-20	Engineering Services	3,964	1,928	7,500	7,500	5,000	7,500
1025-539.34-90	Other Fees And Contracts	-	-	200	200	200	200
1025-539.40-01	Employee Travel	42	-	100	100	100	500
1025-539.41-00	Communication Services	2,532	2,302	2,390	2,390	1,200	1,200
1025-539.46-10	Outside Vehicle Repairs	12	-	-	-	-	300
1025-539.46-20	Equipment Repairs	332	-	300	300	300	500
1025-539.46-30	Radio Maintenance	-	-	-	-	-	-
1025-539.46-40	Maintenance Contracts	6,607	6,698	3,610	3,610	4,240	4,210
1025-539.47-01	Printing	2,868	-	500	500	500	900
1025-539.47-10	Blueprinting	7	-	400	400	-	-
1025-539.51-10	Office Supplies	208	259	500	500	500	500
1025-539.51-11	Non-Capital Office Equip	1,210	40	500	500	500	500
1025-539.51-40	Computer Paper & Supplies	483	392	600	600	600	600
1025-539.52-01	Gas	2,115	962	1,300	1,300	1,200	1,200
1025-539.52-03	Oil & Other Lubricants	11	45	50	50	50	50
1025-539.52-10	Vehicle Parts	202	(26)	250	250	250	300
1025-539.52-30	Small Tools & Supplies	-	590	70	70	70	70
1025-539.52-70	Special Clothing/Uniforms	-	-	50	70	70	70
1025-539.52-80	Tires And Tubes	-	-	300	300	300	150
1025-539.52-90	Special Supplies	-	14	50	30	30	100

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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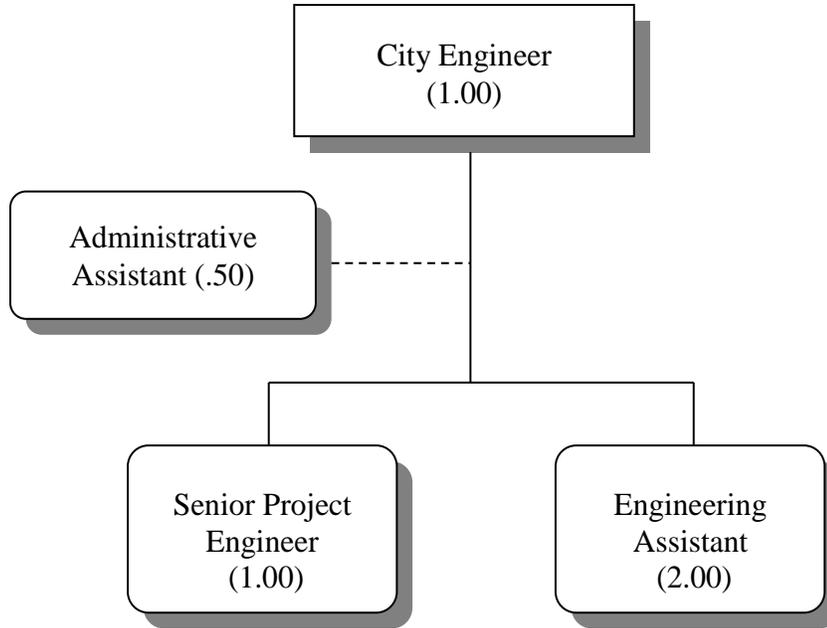
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
1025-539.54-10	Publications	-	-	-	-	-	-
1025-539.54-20	Memberships & Dues	180	-	150	150	150	230
1025-539.54-30	Educational Costs	195	-	400	400	400	500
	<b>Total Operating Expenses</b>	<b>20,968</b>	<b>13,204</b>	<b>19,220</b>	<b>19,220</b>	<b>15,660</b>	<b>19,580</b>
<b>Capital Expenses</b>							
1025-539.64.40	Special Equipment	2,981	-	-	-	-	-
	<b>Total Capital Expenses</b>	<b>2,981</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total Engineering</b>	<b>\$ 469,820</b>	<b>\$ 386,410</b>	<b>\$ 385,880</b>	<b>\$ 385,880</b>	<b>\$ 379,360</b>	<b>\$ 383,840</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 466,839	\$ 386,410	\$ 385,880	\$ 385,880	\$ 379,360	\$ 383,840
Less Revenues Generated:						
342 Public Safety Fees	193	1,315	200	200	1,150	1,250
Net Unsupported Budget	<b>\$ 466,646</b>	<b>\$ 385,095</b>	<b>\$ 385,680</b>	<b>\$ 385,680</b>	<b>\$ 378,210</b>	<b>\$ 382,590</b>
% Of Budget Supported By Program	0.0%	0.3%	0.1%	0.1%	0.3%	0.3%

**Organizational Chart**  
**ENGINEERING DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
City Engineer	134	0.80	0.80	1.00
Senior Project Engineer	128	0.00	0.00	1.00
Senior Staff Engineer	125	1.00	1.00	0.00
Engineering Assistant	122	0.00	0.00	2.00
Staff Engineer	122	2.00	2.00	0.00
Administrative Assistant	119	0.50	0.50	0.50
<b>Total Division</b>		<b>4.30</b>	<b>4.30</b>	<b>4.50</b>



## Public Works Department

### Street Division

The City of Safety Harbor's Street Division provides for the maintenance and repair of the City's streets, right-of-ways, sidewalks, ADA (American with Disabilities Act) ramps, underdrains and all traffic signage and pavement markings. Tree trimming and/or removal and work order requests generated by resident inquiries are scheduled and service is performed on a priority basis.

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

Approximately 160 work orders were completed. A large amount of sidewalk repair and replacement around the city was completed. Header curb and a brick parking area as well as a brick alley were constructed at the Museum.

Retro reflectivity signs were fabricated and installed on Main Street and throughout the city as we strive to meet the Federal requirements.

Removal and replacement of a large part of the Public Works Fleet Maintenance area was completed requiring 65 yards of concrete.



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 then hauled to a dump site and the remaining soil is stockpiled and reused on future projects.

#### **Fiscal Year 2014 Goals**

A goal for Fiscal Year 2014 is to install underdrain in troubled areas in the North Bay Hills subdivision such as Flamingo Place and 3023 to 3035 Egret Terrace. The maintenance of sidewalks, curbs and the trimming of trees will continue.

#### **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. The street sign replacement program mandated by Federal and State regulations is ahead of schedule and will be completed well in advance of the 2015 deadline.

**STREET PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1031**

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 809,593	\$ 998,674	\$ 736,050	\$ 755,650
Total # of Full Time Equivalent Employees	12.20	10.30	10.30	10.30
<b>Outputs</b>				
Curb Miles of Street Swept Per Year	918	918	918	918
Cubic Yds of Curb/Gutter/Sidewalks/Replaced	319	290	320	300
Tons of Asphalt Pot Hole Repairs	25	32	30	30
# of Service Requests	288	250	200	225
Curb Miles of Street	100	100	100	100
Yards of Debris Removed	424	304	500	450
<b>Efficiency</b>				
Cost Per Curb Mile Swept	\$ 881.91	\$ 1,087.88	\$ 801.80	\$ 823.15
# of Curb Miles of Street per FTE	75	89	89	89
O&M Cost Per Capita	\$ 47.95	\$ 59.09	\$ 43.12	\$ 43.19
O&M Cost Per Full Time Equiv. Employee	\$ 66,360	\$ 96,959	\$ 71,461	\$ 73,364
Per Capita per Full Time Equiv. Employee	1,384	1,641	1,657	1,699
<b>Effectiveness</b>				
# of Service Request Completed	252	255	100	225

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Personnel Services</b>							
1031-541.12-00	Salaries & Wages	\$ 480,550	\$ 409,324	\$ 416,160	\$ 416,160	\$ 401,220	\$ 403,750
1031-541.12-10	Reg Wages-Temporary Empl	-	-	-	-	-	-
1031-541.14-00	Overtime-Time & One Half	997	1,225	2,500	2,500	2,500	2,500
	Salaries & Wages Sub-Total	481,547	410,549	418,660	418,660	403,720	406,250
1031-541.21-00	Fica Taxes	35,224	30,015	32,150	32,150	30,310	31,150
1031-541.22-00	Retirement	39,991	26,900	29,570	29,570	27,710	33,270
1031-541.23-00	Life & Health Insurance	146,581	124,517	121,590	121,590	112,140	121,380
	Benefits Sub-Total	221,796	181,432	183,310	183,310	170,160	185,800
	Total Personnel Services	703,343	591,981	601,970	601,970	573,880	592,050
<b>Operating Expenses</b>							
1031-541.34-60	Uniform Rental & Laundry	2,849	2,775	2,480	2,480	2,480	2,060
1031-541.34-90	Other Fees & Contracts	2,249	30,977	39,750	39,750	39,750	39,750
1031-541.40-01	Employee Travel	-	66	200	200	150	330
1031-541.41-00	Communication Services	3,684	3,849	4,280	4,280	2,840	2,840
1031-541.43-00	Utility Services	10,082	9,788	10,140	10,140	9,540	10,080
1031-541.43-01	Utility Services/Street Lights	-	265,102	-	-	-	-
1031-541.44-00	Rental & Leases	5,200	5,200	5,200	5,200	5,200	5,200
1031-541.46-01	Building & Grounds Maint	1,945	637	2,340	2,340	2,340	2,160
1031-541.46-10	Outside Vehicle Repairs	-	2,435	2,800	2,800	2,800	2,800
1031-541.46-20	Equipment Repairs	995	2,000	2,000	2,000	2,000	2,000
1031-541.46-30	Nextel/Radio Maintenance	146	-	300	300	200	200
1031-541.46-40	Maintenance Contracts	13,047	11,904	13,840	13,840	13,840	14,620
1031-541.46-90	Special Services	3,732	3,975	4,000	5,825	5,830	6,000
1031-541.49-30	Other Current Charges	346	259	450	450	450	430
1031-541.51-10	Office Supplies-General	625	576	700	700	700	700
1031-541.51-11	Non-Capital Office Equip	200	125	200	200	200	200
1031-541.52-01	Gas	6,239	4,938	6,820	6,820	5,800	6,160
1031-541.52-02	Diesel	15,314	16,474	20,080	20,080	18,680	19,000
1031-541.52-03	Oil & Other Lubricants	355	935	1,000	1,000	1,000	1,000
1031-541.52-10	Vehicle Parts	3,124	8,011	8,000	8,000	8,000	8,000
1031-541.52-20	Equipment Parts	6,590	8,727	9,000	9,167	8,000	8,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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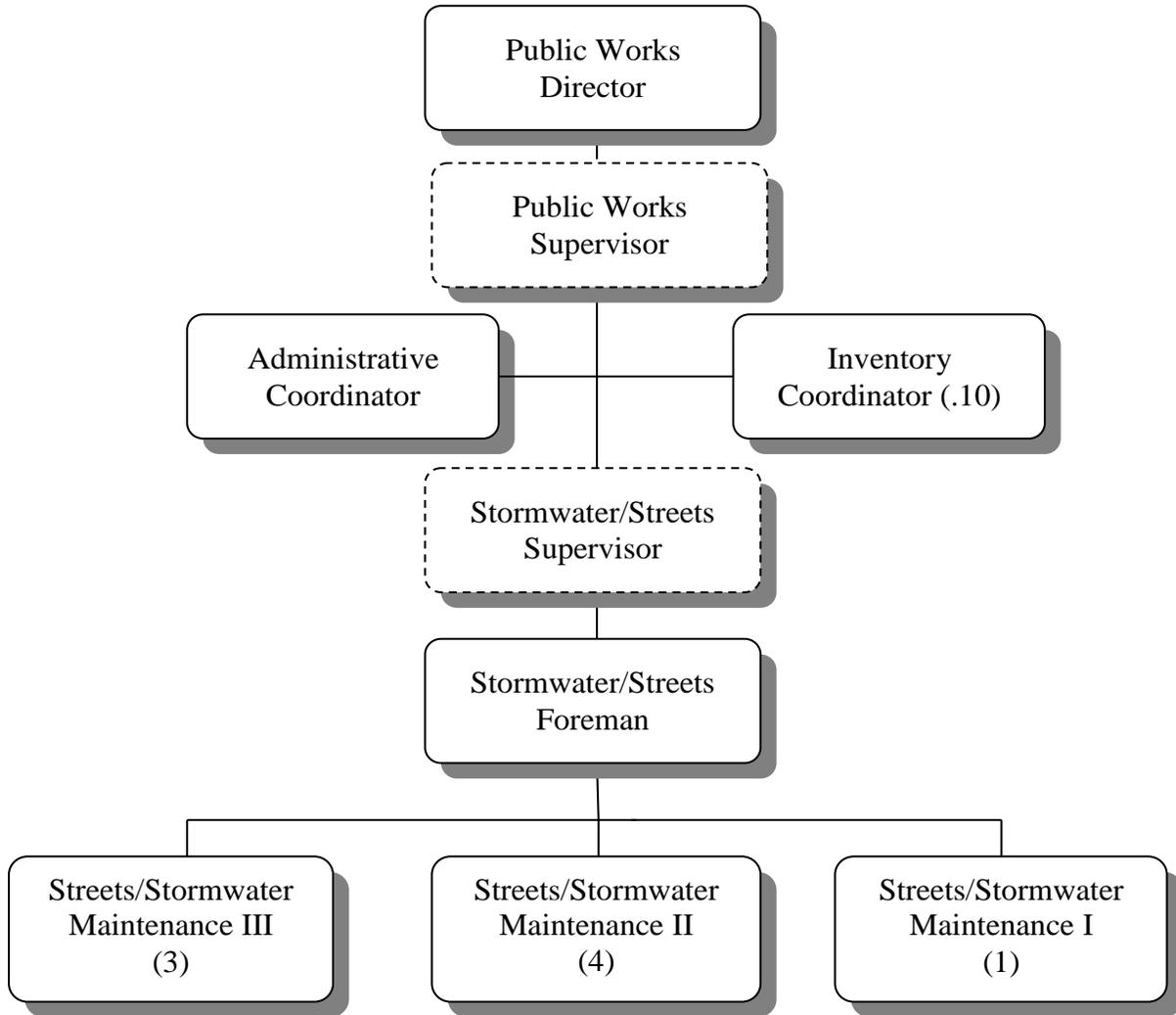
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
1031-541.52-30	Small Tools & Supplies	3,684	5,145	6,000	6,000	6,000	6,000
1031-541.52-41	Housekeeping Supplies	-	-	-	-	-	-
1031-541.52-50	Chemicals	1,117	1,243	1,300	1,300	1,300	1,300
1031-541.52-70	Special Clothing/Uniforms	3,371	2,842	3,660	3,660	3,660	3,660
1031-541.52-80	Tires And Tubes	4,379	6,011	4,500	4,500	4,500	8,500
1031-541.52-90	Special Supplies	2,187	1,443	2,000	2,000	2,000	2,000
1031-541.52-93	Safety Supplies	1,962	1,972	2,000	2,000	2,000	2,000
1031-541.53-10	Street Repair	4,911	2,010	5,000	5,000	5,000	5,000
1031-541.53-90	Street Signs	6,989	5,074	5,000	5,000	5,000	-
1031-541.54-20	Memberships	145	179	410	410	410	410
1031-541.54-30	Educational Costs	783	2,021	2,500	2,500	2,500	3,200
Total Operating Expenses		106,250	406,693	165,950	167,942	162,170	163,600
<b>Total Streets</b>		<b>\$ 809,593</b>	<b>\$ 998,674</b>	<b>\$ 767,920</b>	<b>\$ 769,912</b>	<b>\$ 736,050</b>	<b>\$ 755,650</b>

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT**

**STREET DIVISION**



JOB CLASS/TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Public Works Director	134	0.20	0.20	0.20
Administrative Coordinator	121	1.00	1.00	1.00
Streets/Stormwater Foreman	120	1.00	1.00	1.00
Inventory Coordinator	119	0.10	0.10	0.10
Streets/Stormwater Maintenance III	118	3.00	3.00	3.00
Streets/Stormwater Maintenance II	116	4.00	4.00	4.00
Streets/Stormwater Maintenance I	114	1.00	1.00	1.00
<b>Total Division</b>		<b>10.30</b>	<b>10.30</b>	<b>10.30</b>



# Public Works Department

## Fleet Division

The primary objective and responsibility 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

This past year the Fleet division has made improvements to the shop increasing the bays and effectively increasing Fleet productivity on vehicle maintenance. The 4 post drive-on lift was relocated with the help of other Public Works staff along with the Fleet staff. A new concrete floor was installed allowing more work space.

### Fiscal Year 2014 Goals

Fleet Maintenance will continue to make improvements to the shop area that will help with the efficiency of the division. Fleet will be working with our Safety Officer to update NPDES on chemicals utilized by the Fleet Division and make sure everything is up to date. Staff and our operation procedures will continue to stay in compliance with all local, state and federal regulations. Fleet Maintenance will also continue the evaluation effort for fuel and parts purchases.



### Long-Term Vision and Future Financial Impact

Fleet Maintenance Division's long term plan is to maintain the efficiency, productivity and safety of 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. Studies into alternate fuel will continue, however the cost/benefit is not advisable at present. Options to build a slow fill CNG station are being evaluated.

**FLEET MAINTENANCE PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1033**

<b>Jurisdiction Data</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 267,874	\$ 241,495	\$ 249,780	\$ 258,330
Total # of Full Time Equivalent Employees	4.05	3.15	5.80	3.15
Total Number of Vehicles/Equipment Maintained	290	306	322	329
<b>Vehicle and Equipment Service</b>				
Number of Preventative Maintenance	62	129	120	120
Number of Work Order Repairs	710	673	575	600
<b>Efficiency Heavy/Light Vehicles</b>				
Avg. Cost per Repair Including Preventative Maint	\$ 346.99	301.12	\$ 359.40	\$ 358.79
O&M Cost per Capita	\$ 15.87	\$ 14.29	\$ 14.63	\$ 14.77
O&M Cost per Full Time Equiv. Employee	\$ 66,142	\$ 76,665	\$ 43,066	\$ 82,010
Per Capita per Full Time Equiv. Employee	4,169	5,365	2,943	5,554
<b>Effectiveness</b>				
% of Mechanics Hours Billed to Repairs	90%	90%	90%	90%
% of Preventative Maint Completed on Schedule	85%	90%	92%	95%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1033-519.12-00	Salaries & Wages	\$ 134,668	\$ 137,335	\$ 140,010	\$ 140,010	\$ 139,770	\$ 140,210
1033-519.14-00	Overtime-Time & One Half	1,297	809	3,000	3,000	3,000	3,000
	Salaries & Wages Sub-Total	135,965	138,144	143,010	143,010	142,770	143,210
1033-519.21-00	Fica Taxes	10,031	10,277	11,170	11,170	10,800	11,190
1033-519.22-00	Retirement	11,825	9,266	10,350	10,350	9,980	11,150
1033-519.23-00	Life & Health Insurance	56,094	31,711	35,390	35,390	32,230	36,830
	Benefits Sub-Total	77,950	51,254	56,910	56,910	53,010	59,170
	<b>Total Personnel Services</b>	<b>213,915</b>	<b>189,398</b>	<b>199,920</b>	<b>199,920</b>	<b>195,780</b>	<b>202,380</b>

**Operating Expenses**

1033-519.34-60	Uniform Rental & Laundry	876	998	700	700	700	520
1033-519.34-90	Other Fees & Contracts	2,715	3,062	3,310	3,310	3,310	3,660
1033-519.40-01	Employee Travel	-	585	2,030	2,030	2,030	2,200
1033-519.41-00	Communications Services	2,619	3,178	3,330	3,330	2,680	2,680
1033-519.43-00	Utility Services	5,026	4,980	5,420	5,420	5,050	5,340
1033-519.44-00	Rental And Leases	120	150	150	150	150	230
1033-519.46-01	Building & Grounds Maint	1,237	530	1,370	1,370	1,370	1,510
1033-519.46-10	Outside Vehicle Repairs	-	-	200	200	100	200
1033-519.46-20	Equipment Repairs	1,000	1,016	2,800	2,800	1,670	1,900
1033-519.46-30	Nextel/Radio Maintenance	-	-	250	250	-	-
1033-519.46-40	Maintenance Contracts	313	181	690	690	690	700
1033-519.49-30	Other Current Charges	117	226	350	350	350	230
1033-519.51-10	Office Supplies-General	412	318	400	400	350	350
1033-519.51-11	Non-Capital Office Equip	-	224	300	300	200	300
1033-519.52-01	Gas	1,676	2,080	2,010	2,010	3,700	3,700
1033-519.52-02	Diesel	431	365	730	730	400	500
1033-519.52-03	Oil & Other Lubricants	2,246	2,532	200	200	200	200
1033-519.52-10	Vehicle Parts	1,555	3,370	1,500	1,500	1,500	1,500

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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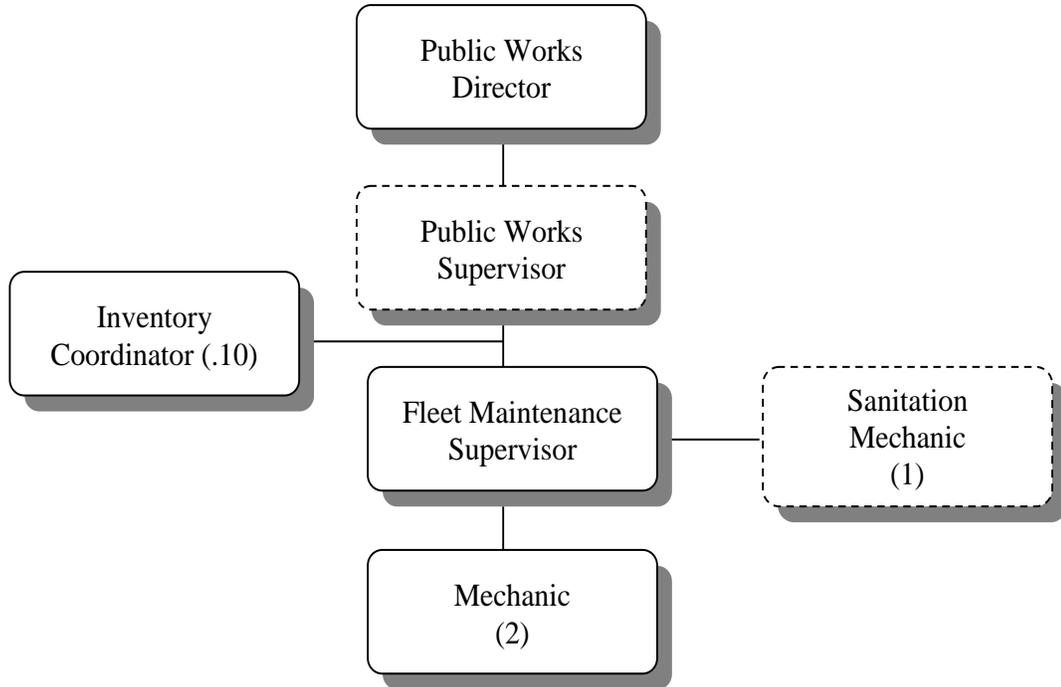
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
1033-519.52-20	Equipment Parts	1,381	1,011	1,000	1,000	1,000	1,000
1033-519.52-30	Small Tools & Supplies	6,967	6,913	8,000	8,000	7,000	7,000
1033-519.52-40	Builders Supplies	855	219	500	500	250	300
1033-519.52-70	Special Clothing/Uniforms	834	900	1,100	1,100	1,000	1,080
1033-519.52-90	Special Supplies	22,579	15,889	17,500	17,548	17,500	17,900
1033-519.52-93	Safety Supplies	500	240	250	250	250	250
1033-519.54-10	Publications	500	2,300	1,500	1,500	1,500	1,600
1033-519.54-20	Memberships & Dues	-	-	50	50	50	50
1033-519.54-30	Educational Costs	-	830	1,000	1,000	1,000	1,050
	Total Operating Expenses	53,959	52,097	56,640	56,688	54,000	55,950
	<b>Total Fleet Maintenance</b>	<b>\$ 267,874</b>	<b>\$ 241,495</b>	<b>\$ 256,560</b>	<b>\$ 256,608</b>	<b>\$ 249,780</b>	<b>\$ 258,330</b>

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT**

**FLEET MAINTENANCE DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Public Works Director	134	0.05	0.05	0.05
Fleet Maintenance Supervisor	125	1.00	1.00	1.00
Mechanic	119	2.00	2.00	2.00
Inventory Coordinator	119	0.10	0.10	0.10
<b>Total Division</b>		<b>3.15</b>	<b>3.15</b>	<b>3.15</b>



## Leisure Services Department Building Maintenance Division

The Building Maintenance Division is responsible for all interior & exterior maintenance of City building facilities along with Park facilities; which includes 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 for the 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. In addition to completing daily facility work order requests the following projects were completed in fiscal year 2012-2013: Museum renovations including exterior lighting for tress and statues, painted various shelters/buildings in Parks, installed electric for new Rigsby Center projector system, installed TV and projector screen at the Museum, refurbished Community Center, refurbished Chamber of Commerce.

Provided support staff for the following events: Chalk Art Festival, monthly 3<sup>rd</sup> Friday and Farmers Market events, San Gennaro Festival, Seafood Festival, 4th of July celebration, Harbor Sounds Music Festival, British Car Show, Winefest, Snowfest, Tree Lighting, Kiwanis Arts and Crafts, Holiday Parade, Senior Expo, Memorial Day Ceremony. This year event cross training with Public Works personnel was completed to provide broader department flexibility.

### **Fiscal Year 2014 Goals**

During the fiscal year 2013-2014, 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. This division will also work to develop new 13 acres Waterfront Park, master plan of the Elm Street property and other City wide projects.

### **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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 355,559	\$ 356,770	\$ 373,690	\$ 392,300
Total # of Full Time Equivalent Employees	5.80	5.80	5.80	6.20
<b>Outputs</b>				
Total Square Feet Maintained	215,962	220,175	319,772	319,772
# Maintenance/Repair Work Orders	500	590	515	570
# of Facility Preventative Maintenance Completed	275	500	450	500
# Special Projects/Events Completed	110	113	120	124
<b>Efficiency</b>				
O&M Cost per Square Ft. Maintained	\$ 1.65	\$ 1.62	\$ 1.17	\$ 1.23
Square Ft. Maintained per FTE	37,235	37,961	55,133	51,576
O&M Cost per Capita	\$ 21.06	\$ 21.11	\$ 21.89	\$ 22.42
O&M Cost per Full Time Equiv. Employee	\$ 61,303	\$ 61,512	\$ 64,429	\$ 63,274
Per Capita per Full Time Equiv. Employee	2,911	2,914	2,943	2,822
<b>Effectiveness</b>				
% Work Orders Completed Within 7 Work Days	96%	92%	90%	95%
% Preventative Maint. Completed on Schedule	92%	92%	90%	93%
% Quality Checks Meeting Standard	95%	95%	90%	95%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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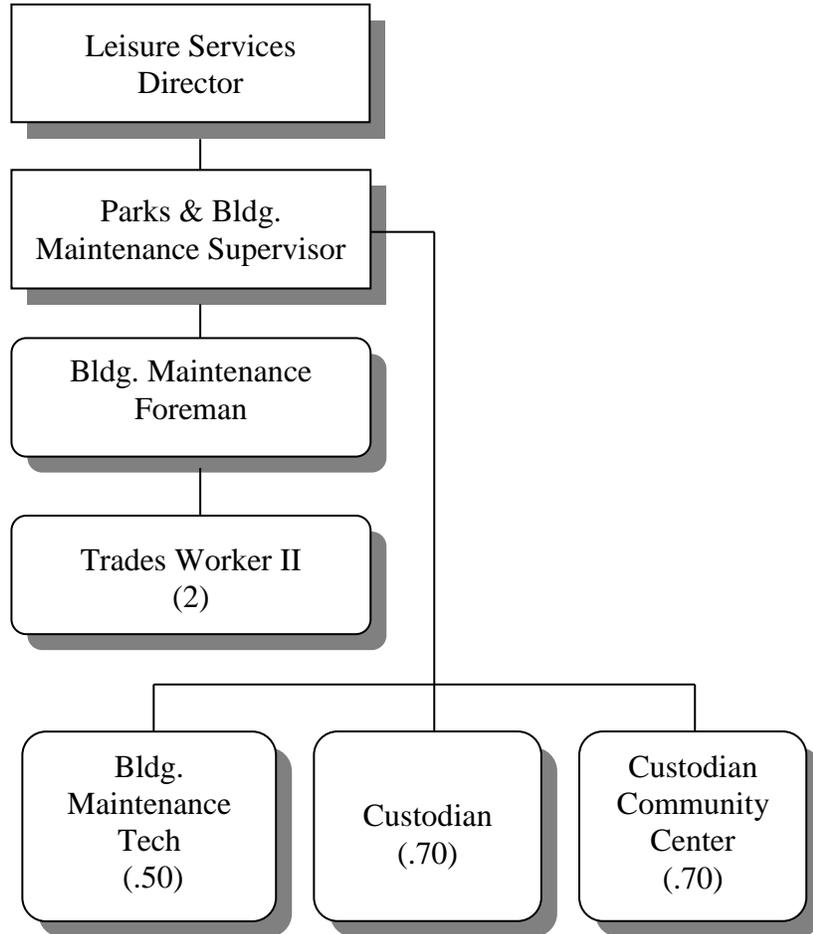
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1034-519.12-00	Salaries & Wages	\$ 242,097	\$ 246,606	\$ 257,900	\$ 257,900	\$ 252,880	\$ 262,460
1034-519.14-00	Overtime-Time & One Half	6,623	4,170	8,000	8,000	8,000	8,000
	Salaries & Wages Sub-Total	248,720	250,776	265,900	265,900	260,880	270,460
1034-519.21-00	Fica Taxes	18,692	18,823	20,350	20,350	19,880	20,690
1034-519.22-00	Retirement	20,864	16,398	18,320	18,320	17,750	21,350
1034-519.23-00	Life & Health Insurance	41,723	41,338	39,120	39,120	39,130	40,540
	Benefits Sub-Total	81,279	76,559	77,790	77,790	76,760	82,580
	<b>Total Personnel Services</b>	<b>329,999</b>	<b>327,335</b>	<b>343,690</b>	<b>343,690</b>	<b>337,640</b>	<b>353,040</b>
<b>Operating Expenses</b>							
1034-519.34-90	Other Fees & Contracts	923	970	1,000	1,000	1,000	1,000
1034-519.40-01	Employee Travel	-	-	-	-	40	-
1034-519.41-00	Communications Services	4,053	4,078	4,030	4,030	3,980	3,980
1034-519.43-00	Utility Services	1,758	1,669	1,730	1,730	1,720	1,730
1034-519.46-01	Building & Grounds Maint	1,315	1,301	1,500	1,500	1,500	5,000
1034-519.46-10	Outside Vehicle Repairs	-	138	400	400	400	400
1034-519.46-20	Equipment Repairs	351	-	-	-	-	-
1034-519.46-30	Nextel/Radio Maintenance	276	48	200	200	100	200
1034-519.49-30	Other Current Charges	645	781	800	800	800	880
1034-519.51-10	Office Supplies-General	276	387	400	400	400	400
1034-519.52-01	Gas	3,982	5,564	5,550	5,550	5,550	5,550
1034-519.52-02	Diesel	895	-	580	580	3,000	3,000
1034-519.52-03	Oil & Other Lubricants	36	51	100	100	100	100
1034-519.52-10	Vehicle Parts	708	1,082	750	812	750	750
1034-519.52-30	Small Tools & Supplies	2,769	2,812	7,700	7,700	7,300	7,300
1034-519.52-40	Builders Supplies	2,864	5,904	3,500	3,500	4,000	2,500
1034-519.52-41	Housekeeping Supplies	592	311	500	500	500	500
1034-519.52-70	Special Clothing/Uniforms	2,224	2,602	2,790	2,790	2,790	3,480
1034-519.52-80	Tires & Tubes	327	48	800	800	800	800
1034-519.52-90	Special Supplies	1,566	1,669	1,670	1,670	1,300	1,670
1034-519.54-30	Educational Costs	-	20	160	160	20	20
	<b>Total Operating Expenses</b>	<b>25,560</b>	<b>29,435</b>	<b>34,160</b>	<b>34,222</b>	<b>36,050</b>	<b>39,260</b>
	<b>Total Building Maintenance</b>	<b>\$ 355,559</b>	<b>\$ 356,770</b>	<b>\$ 377,850</b>	<b>\$ 377,912</b>	<b>\$ 373,690</b>	<b>\$ 392,300</b>

**Organizational Chart**

**BUILDING MAINTENANCE DIVISION**

**LEISURE SERVICES DEPARTMENT**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Leisure Services Director	133	0.30	0.30	0.30
Parks & 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
Building Maintenance Tech	112	0.00	0.00	0.50
Custodian	111	0.75	0.75	0.70
Custodian Community Center	111	0.75	0.75	0.70
<b>Total Division</b>		<b>5.80</b>	<b>5.80</b>	<b>6.20</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Operating Expenses</b>							
1054-572.34-90	Other Fees And Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1054-572.43-00	Utility Services	35,227	35,406	38,370	38,370	36,010	37,970
1054-572.46-01	Building & Grounds Maint	586	1,358	1,500	1,500	1,500	1,500
1054-572.49-30	Other Current Charges	146,633	162,677	163,500	163,500	156,100	157,800
	Total Operating Expenses	182,446	199,441	203,370	203,370	193,610	197,270
	<b>Total Main Street</b>	<b>\$ 182,446</b>	<b>\$ 199,441</b>	<b>\$ 203,370</b>	<b>\$ 203,370</b>	<b>\$ 193,610</b>	<b>\$ 197,270</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 182,446	\$ 199,441	\$ 203,370	\$ 203,370	\$ 193,610	\$ 197,270
Less Revenues Supporting Program:						
369 DBC Events Revenue	148,258	153,402	177,500	177,500	156,990	177,500
Net Unsupported Budget	<b>\$ 34,188</b>	<b>\$ 46,039</b>	<b>\$ 25,870</b>	<b>\$ 25,870</b>	<b>\$ 36,620</b>	<b>\$ 19,770</b>
% Of Budget Supported	81.3%	76.9%	87.3%	87.3%	81.1%	90.0%



# Library

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

With growing emphasis and use of e-books and other technologies, the Library, along with the Pinellas Public Library Cooperative, strives to provide and sustain services such as OverDrive (e-books), Mango Languages, Freegal downloadable music, Learning Express (test preparation and study e-books), ReferenceUSA and more. The Library is evaluating other electronic resources including e-magazines and streaming media to balance our physical collections in our ever evolving library world.

The Library is a vital part of our community, not only providing books, music, magazines, and DVDs, but as a meeting place for quiet study or group collaboration, as well as a safe place for youth after school. The Library will continue to reach out to the community to provide computer and ESOL classes as well as opportunities for early childhood literacy through story times and summer reading programs.

Offering a wide range of cultural and educational programs for all ages on various topics is also a priority. Our volunteer program continues to thrive, providing personal growth for all ages and an environment for high school students to fulfill service hours for scholarship opportunities.



## **Current and Prior Year Accomplishments**

For the third straight year, the Library saw significant growth in circulation, programs, and overall attendance. Circulation of all materials exceeded last year's mark, indicating the Library continues to purchase quality materials within our budget, that members want to read, listen to, and view. Last year, over 8,065 additional items were checked out over the previous year count. The Library continues to remain open seven days a week while other county libraries have been forced to trim hours due to budget cuts. Staff will continue to work with and support our non-profit support organizations, the Library Foundation and the Friends of the Library, which provide monetary support for programs and new technologies to keep our Library in the forefront.

The number of creative and varied adult and youth programs grew from last year's 450 programs to 516 this year, ranging from story times to musical performances, informational and recreational lectures, and more. The Library



Foundation sponsored an Arts and Culture Lecture Series bringing a variety of performers and subjects to our community and The Players of Safety Harbor adult theater troupe performed two plays. Art exhibits continue to rotate on a bi-monthly basis allowing local artists to showcase their work. Throughout the year, the library held several writing and poetry contests where the community could share their creative side.

**Statistics:** *October 1, 2011 through September 30, 2012*

- Library Visitors: 201,137 annual visitors (average 580 per day)
- Circulation: 296,348 (Exceeded 2011 record)
- Questions Answered: 28,584 (3,943 more members than previous year)
- Virtual Visits to Networked Resources: 103,412
- Public Computer Use Sessions: 48,410
- Program Attendance: 13,493 (Includes adult, children and teen events, over 4000 more than the previous fiscal year program attendance)
- Number of Total Programs: 516 (Includes adult, teen, and youth events)
- Volunteer Hours = 5,582
- Meeting Room Usage = 389 scheduled meetings (9,368 people used our meeting and study rooms)

**Fiscal Year 2014 Goals**

The Library will continue to follow our mission to be a center for cultural activity in the community and provide recreational and educational materials for all ages.

- ***Information Literacy:*** Continue to provide computer classes and technology training, public computer access, ESOL, summer reading programs and story times to promote literacy and technology access in our community.
- ***Collection:*** Strive to correlate material budget expenditures with circulation data. Expand our local history presence via digitization of local history items for universal access.
- ***Community/Outreach:*** Develop our internal and external partnerships enabling us to continue to provide quality programs and materials. Work to promote community literacy and creative writing through local outreach.

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

Our vision is to maintain the excellence of our library by maintaining a professional staff who manage programs and events, technology, our collection and daily circulation functions. The Library will continue to use dollars wisely and budget conservatively. Staff will promote Library services to the community and continue to work with the Foundation and Friends of the Library on fundraising efforts.



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

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,017,174	\$ 972,306	\$ 973,690	\$ 997,940
Total # of Full Time Equivalent Employees	17.40	17.90	17.45	17.44
Total Number of Holdings (All Formats)	103,757	111,165	110,000	110,000
<b>Outputs</b>				
# of Items per Capita	6.15	6.58	6.44	6.29
Circulation	288,285	296,348	297,500	297,500
Turnover (Circ/Item)	2.78	2.67	2.70	2.70
<b>Efficiency</b>				
O&M Cost per Capita	\$ 60.24	\$ 57.53	\$ 57.04	\$ 57.04
O&M Cost per Full Time Equiv. Employee	\$ 58,458	\$ 54,319	\$ 55,799	\$ 57,221
Per Capita per Full Time Equiv. Employee	970.34	944.19	978.17	1,003.21
<b>Effectiveness Measures</b>				
Reference Questions	24,621	29,578	30,000	30,000
# SH Registered Borrowers	10,148	10,056	10,150	10,150
# of New Library Cards Issued	1,516	1,420	1,475	1,475
Total Number of Visitors (Gate Count)	223,068	201,137	203,000	203,000
Total Program Attendance (Youth, Teen, Adult)	9,513	13,493	14,200	14,200
Total # of Programs (Youth, Teen, Adult)	450	504	500	500
Total Program Attendance Per Capita	0.56	0.80	0.83	0.81
System Item Loans (SH items loaned inside PPLC)	70,914	65,111	64,000	64,000
Total # Volunteer Hours	6,609	5,582	5,600	5,600
Volunteer Hours FTE Equivalent	3	3	3	3
Total # of Public Computer Use Logins	52,093	48,410	50,000	50,000
# of Technology Training Classes	52	50	50	50
Virtual Visits to Networked Resources	119,770	103,412	106,000	106,000
Meetings	447	389	400	400
Meeting Room Attendance	9,783	6,857	7,000	7,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1055-571.12-00	Salaries & Wages	\$ 617,631	\$ 599,258	\$ 621,040	\$ 621,040	\$ 600,690	\$ 601,430
1055-571.12-10	Reg Wages-Temporary Empl	8,162	3,092	6,600	6,600	6,600	6,600
1055-571.14-00	Overtime-Time & One Half	-	76	-	-	80	-
	Salaries & Wages Sub-Total	625,793	602,426	627,640	627,640	607,370	608,030
1055-571.21-00	Fica Taxes	47,262	45,795	48,020	48,020	46,230	46,520
1055-571.22-00	Retirement	38,121	30,757	32,350	32,350	31,000	33,460
1055-571.23-00	Life & Health Insurance	104,753	81,415	85,430	85,430	75,150	79,930
1055-571.24-00	Workers Comp. Insurance	977	1,187	1,190	1,190	1,190	1,310
	Benefits Sub-Total	191,113	159,154	166,990	166,990	153,570	161,220
	Total Personnel Services	816,906	761,580	794,630	794,630	760,940	769,250
<b>Operating Expenses</b>							
1055-571.32-10	Auditing & Accounting	2,816	3,492	2,270	2,270	2,270	2,270
1055-571.34-90	Other Fees And Contracts	1,389	1,105	8,600	8,600	8,600	19,670
1055-571.40-01	Employee Travel	23	451	1,090	1,090	1,220	1,990
1055-571.41-00	Communication Services	11,632	28,876	10,120	13,420	10,120	8,560
1055-571.42-10	Postage	1,664	1,650	1,800	1,979	1,600	1,600
1055-571.43-00	Utilities	87,389	83,412	87,470	87,470	86,270	88,310
1055-571.45-00	Liability Insurance	6,794	6,635	6,640	6,640	6,640	7,300
1055-571.46-01	Building & Grounds Maint	12,766	17,467	18,000	18,000	18,000	18,650
1055-571.46-20	Equipment Repairs	361	54	500	500	500	500
1055-571.46-40	Maintenance Contracts	12,305	12,329	15,680	15,680	12,480	16,180
1055-571.47-01	Printing & Binding	-	384	1,200	1,200	1,000	500
1055-571.49-30	Other Current Charges	400	128	500	500	-	-
1055-571.49-32	Diehl Trust	-	1,000	1,000	1,000	1,000	1,000
1055-571.49-33	Chrissie Elmore Trust	12,276	11,122	20,000	20,114	20,000	20,000
1055-571.49-36	Special Program Costs	8,023	7,261	9,300	9,300	9,300	7,900
1055-571.51-10	Office Supplies-General	11,669	11,316	9,500	9,500	9,300	8,500
1055-571.51-11	Non-Capital Office Equip	14,784	8,687	7,500	7,500	7,200	7,200
1055-571.51-40	Computer Supplies	2,370	2,379	2,500	2,500	2,300	2,300
1055-571.51-50	Reproduction Supplies	1,269	1,232	1,400	1,400	1,200	1,200
1055-571.51-55	Copier Expenses	2,509	2,897	3,080	3,080	3,080	3,080

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

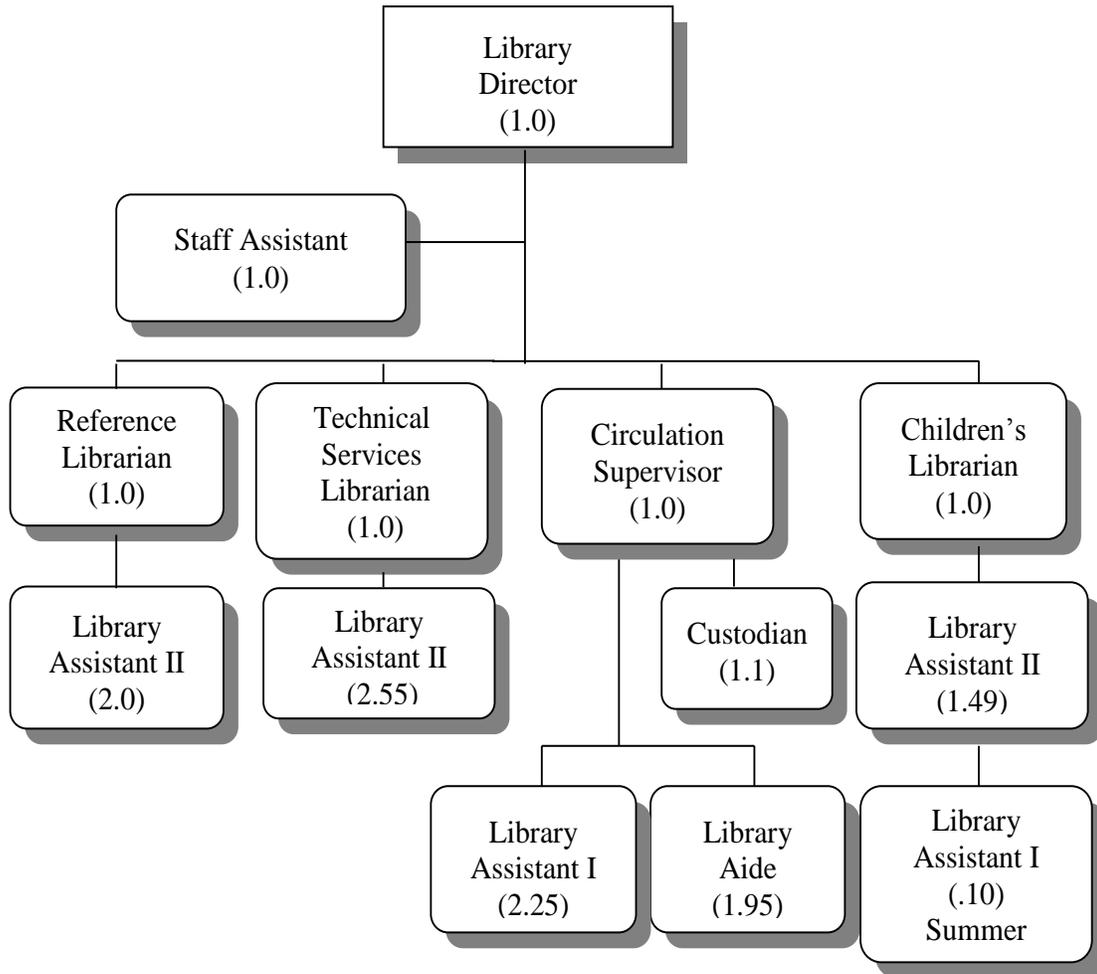
Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
1055-571.52-41	Housekeeping Supplies	5,998	5,039	6,500	6,500	5,700	5,500
1055-571.54-01	Subscriptions	3,576	3,585	4,400	4,400	4,400	5,800
1055-571.54-20	Memberships & Dues	255	225	300	300	230	230
1055-571.54-30	Educational Costs	-	-	340	340	340	450
Total Operating Expenses		<u>200,268</u>	<u>210,726</u>	<u>219,690</u>	<u>223,283</u>	<u>212,750</u>	<u>228,690</u>
<b>Capital Expenses</b>							
1055-571.64-40	Special Equipment	3,599	-	-	-	-	-
1055-571.66-01	Books & Publications	72,217	74,609	68,500	68,500	68,500	65,700
1055-571.66-05	Audio Visual Supplies	23,819	26,189	20,500	20,500	20,500	20,500
Total Capital Expenses		<u>99,635</u>	<u>100,798</u>	<u>89,000</u>	<u>89,000</u>	<u>89,000</u>	<u>86,200</u>
<b>Internal Services</b>							
1055-590.94-16	Data Processing Fee Reimb	173,320	185,070	172,580	172,580	172,580	172,580
Total Internal Services		<u>173,320</u>	<u>185,070</u>	<u>172,580</u>	<u>172,580</u>	<u>172,580</u>	<u>172,580</u>
<b>Total Library</b>		<u><b>\$ 1,290,129</b></u>	<u><b>\$ 1,258,174</b></u>	<u><b>\$ 1,275,900</b></u>	<u><b>\$ 1,279,493</b></u>	<u><b>\$ 1,235,270</b></u>	<u><b>\$ 1,256,720</b></u>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 1,017,174	\$ 972,306	\$ 1,014,320	\$ 1,017,913	\$ 973,690	\$ 997,940
Less Revenues Generated:						
337 Grants From Other Local Units	237,908	183,098	207,420	207,420	215,690	216,890
347 Culture & Recreation	22,587	13,245	10,830	10,830	11,830	10,500
349 Other Charges For Services	4,554	16,084	-	-	-	-
352 Library Fines	27,455	28,999	27,600	27,600	27,600	27,590
366 Contributions And Donations From Private Sources	29,175	14,322	21,600	21,600	21,000	21,600
Net Unsupported Budget	<u><b>\$ 695,495</b></u>	<u><b>\$ 716,558</b></u>	<u><b>\$ 746,870</b></u>	<u><b>\$ 750,463</b></u>	<u><b>\$ 697,570</b></u>	<u><b>\$ 721,360</b></u>
% Of Budget Supported By Program	31.6%	26.3%	26.4%	26.3%	28.4%	27.7%

**Organizational Chart**

**LIBRARY DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
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
Library Assistant II (full-time)	114	3.00	3.00	3.00
Library Assistant II (part-time)	114	1.55	3.05	3.04
Library Assistant I (part-time)	112	4.15	2.35	2.35
Library Aide (part-time)	108	2.00	1.95	1.95
Custodian (part-time)	111	1.20	1.10	1.10
<b>Total Division</b>		<b>17.90</b>	<b>17.45</b>	<b>17.44</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, 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

During the fiscal year of 2012 the Recreation and Special Events Divisions main focus was for programming the Museum and recent Waterfront Park properties. Marketing efforts focused on incorporating Arts, Culture and Heritage. The addition of Web Trac (online registration) in fiscal year 2013 increased service offerings while reducing staff time through registrations and payment collection.



We continue to grow and foster our partnerships. New partnerships included Museum of Regional History, VSA Arts, Clearwater High school internship program, and Let’s Move. Over the past year our strong partnerships with the Garden club and Public Art Committee have assisted with the ribbon cutting of Mullet Creek Park. The latest park added to our system that incorporates Public Art, beautiful landscape and Play!



The addition of our volunteer coordinator will strengthen our volunteer programs and revitalize our Teen Programming as we enter into our 6<sup>th</sup> year as a Playful City.

### Fiscal Year 2014 Goals

Over the next fiscal year the Recreation and Special Events Division plans to focus on the following areas of planning, partnerships and development.

**Planning:** Work to develop a Master Plan for the Elm Street Property. Plan will assist in bringing in more user groups and revenue to the division and city. **Partnerships:** Create a plan for a city wide health initiative in collaboration with the nationwide campaign “Let’s Move”. Strive to become a “Let’s Move City” by 2014. Strengthen our partnerships with Middle and High Schools to build our teen programs. **Development:** Continue on with the development and program planning of the Waterfront Park. Through our partnerships with the schools develop/revitalize our Teen Advisory Board and introduce a Skate Club to advise on successful programming. Continue to develop our Cultural and Arts programming through the Museum & Cultural Center.

### Long-Term Vision and Future Financial Impact

As the City continues to grow in positive service offerings for their residents and businesses in turn it makes it increasingly difficult to maintain the level of service and service offerings without the addition of personnel. The recreation division consistently looks at our processes and procedures to increase our efficiency. The division continuously surveys our participants, programs, revenue sources and expenses to maintain the highest level of service.

**RECREATION DIVISION PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1056**

<b>Jurisdiction Data</b>	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,301,365	\$ 1,347,636	\$ 1,427,690	\$ 1,532,290
Total # of Full Time Equivalent Employees	18.95	18.65	19.83	21.53
Total Recreation Revenues	\$ 587,651	\$ 592,635	\$ 604,370	\$ 654,620
<b>Outputs</b>				
<b>Trips Senior/Teen</b>				
# of Persons Listed in Programs	3,241	2,445	2,487	2,561
# of Programs Offered	189	112	112	115
# of User Hours	16,282	13,807	15,179	15,635
<b>Classes/Programs</b>				
# of Persons Listed in Programs	25,628	26,377	26,600	27,398
# of Programs Offered	827	725	790	815
# of User Hours	42,079	45,821	49,940	51,438
<b>Camps/After-school</b>				
# of Persons Listed in Programs	25,257	19,617	19,137	19,711
# of Programs Offered	119	144	144	150
# of User Hours	118,298	69,595	67,714	69,745
<b>Rentals (Facility &amp; Shelter)</b>				
# of Facility Rentals	331	305	300	309
# of Shelter Rentals	296	285	279	287
# of Field Rentals	608	636	628	646
# of Gazebo Rentals	10	15	37	37
# of Skatepark Rentals	1	2	4	4
<b>Recreation Passes</b>				
# of NR Individual	65	35	8	15
# of NR Family	39	27	25	25
# of Skate Passes	54	63	63	63
# of Inter-local Passes		46	30	40
# of Seasonal Passes		139	138	140
<b>Recreation Center Special Events</b>				
# of Persons Listed in Programs	737	843	980	1,009
# of Programs Offered	22	27	55	60
# of User Hours	1,848	2,427	2,078	2,140
<b>Citywide Special Events</b>				
# of Co-Sponsored Citywide Events	82	70	74	64
<b>Efficiency</b>				
Avg. Cost per Person Enrolled	\$ 23.72	\$ 27.35	\$ 29.02	\$ 30.24
Avg. Cost per Program Offered	\$ 874.57	\$ 1,026.38	\$ 1,019.05	\$ 1,057.48
Avg. Cost per User Hour	\$ 7.29	\$ 10.24	\$ 10.58	\$ 11.03
O&M Cost per Capita	\$ 77.08	\$ 79.74	\$ 83.64	\$ 87.58
O&M Cost per Full Time Equiv. Employee	\$ 68,674	\$ 72,259	\$ 71,996	\$ 71,170
Per Capita per Full Time Equiv. Employee	890.98	906.22	860.77	812.63
<b>Effectiveness</b>				
% Recreation Program Cost Recovery	45.2%	44.0%	42.3%	42.7%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1056-572.12-00	Salaries & Wages	\$ 625,444	\$ 646,250	\$ 661,940	\$ 661,940	\$ 643,210	\$ 714,200
1056-572.12-10	Reg Wages-Temporary Empl	48,713	53,213	60,000	60,000	60,000	63,680
1056-572.14-00	Overtime-Time & One Half	4,780	5,700	7,000	7,000	7,000	7,000
	Salaries & Wages Sub-Total	678,937	705,163	728,940	728,940	710,210	784,880
1056-572.21-00	Fica Taxes	50,594	52,526	56,370	56,370	52,360	60,390
1056-572.22-00	Retirement	43,022	39,389	39,180	39,180	38,690	45,810
1056-572.23-00	Life & Health Insurance	120,360	124,077	120,780	120,780	119,040	144,820
	Benefits Sub-Total	213,976	215,992	216,330	216,330	210,090	251,020
	<b>Total Personnel Services</b>	<b>892,913</b>	<b>921,155</b>	<b>945,270</b>	<b>945,270</b>	<b>920,300</b>	<b>1,035,900</b>

**Operating Expenses**

1056-572.34-90	Other Fees And Contracts	5,482	8,752	11,250	11,250	11,250	12,050
1056-572.34-93	Museum Instructors	-	2,398	21,000	21,000	19,500	20,100
1056-572.34-94	Concession Expense	-	20	-	-	-	200
1056-572.34-95	Misc Special Activities	13,530	15,304	16,800	16,400	16,400	17,950
1056-572.34-96	Rigsby Instructors	25,308	22,247	39,100	39,100	36,350	36,350
1056-572.34-97	Community Center Instructors	73,124	70,118	81,100	81,100	75,350	75,350
1056-572.34-98	Athletic Program Expenses	21,321	17,962	27,600	27,600	15,600	17,600
1056-572.34-99	Special Project Expenses	3,746	1,302	2,500	3,135	2,500	3,140
1056-572.40-01	Employee Travel	1,815	2,233	2,480	2,480	2,480	3,300
1056-572.41-00	Communication Services	8,266	8,000	7,180	7,180	11,200	13,210
1056-572.42-10	Postage	6,353	3,616	4,500	4,500	4,500	-
1056-572.43-00	Utility Services	58,522	63,833	58,710	58,710	61,670	64,370
1056-572.46-01	Building & Grounds Maint	18,896	23,737	30,900	30,900	31,700	30,100
1056-572.46-10	Outside Vehicle Repair	178	876	500	5,021	5,020	4,640
1056-572.46-30	Radio Maintenance	258	179	450	450	300	450
1056-572.46-40	Maintenance Contracts	7,911	3,333	9,000	9,000	8,000	10,920
1056-572.47-01	Printing & Binding	21,947	23,240	26,400	28,513	26,400	30,000
1056-572.49-30	Other Current Charges	505	473	600	600	600	600
1056-572.49-32	Daycamp Expenses	62,851	69,708	75,000	75,000	72,000	75,000
1056-572.49-33	4th Of July Celebration	25,167	25,756	21,000	21,000	21,000	6,000
1056-572.49-36	Special Program Costs	16,810	12,613	20,000	20,000	20,000	19,940
1056-572.49-38	Holiday Festivities	4,845	4,490	5,800	5,800	5,800	5,500

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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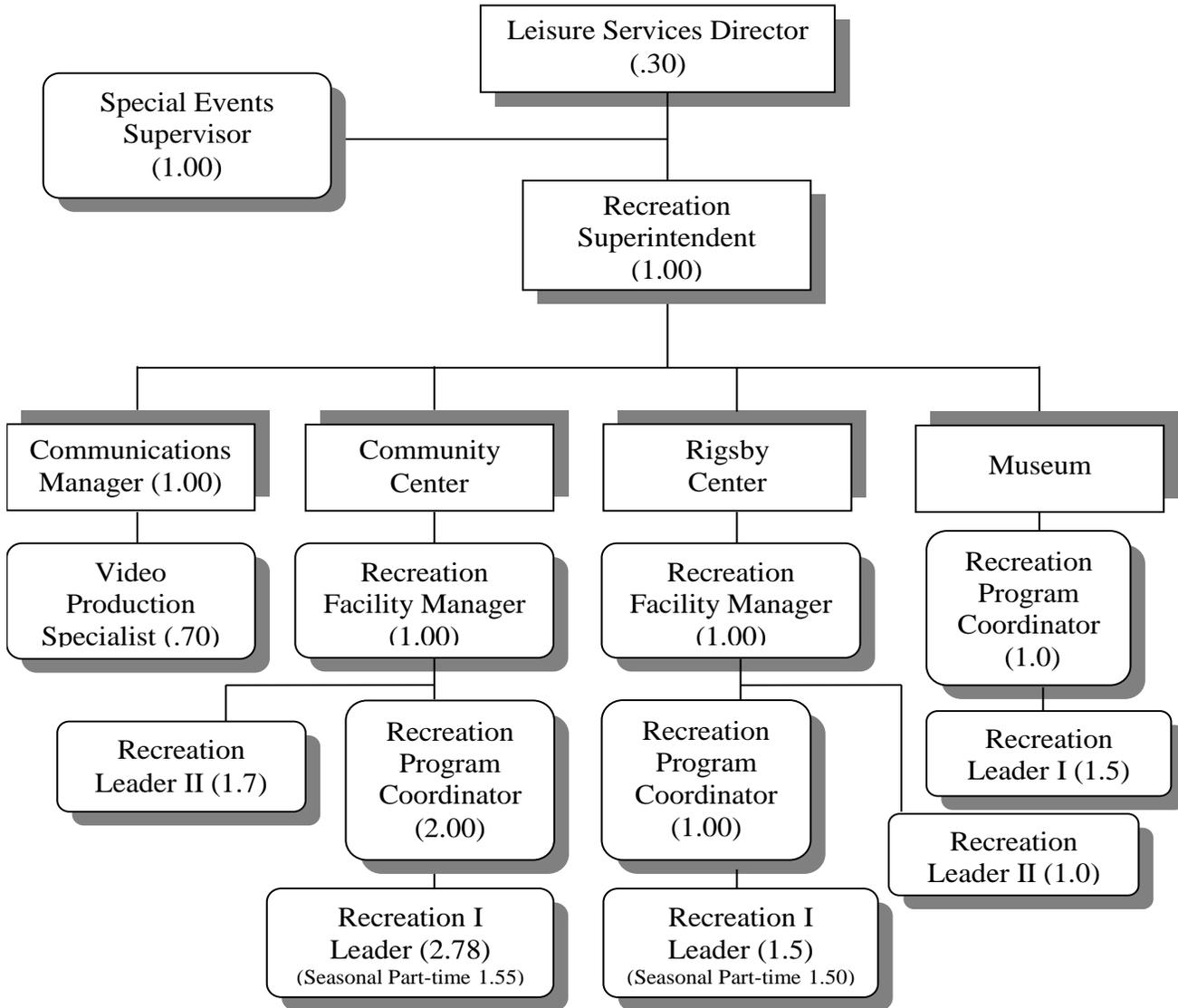
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
1056-572.51-10	Office Supplies-General	3,908	5,294	6,500	6,900	6,500	8,500
1056-572.51-11	Non-Capital Office Equip.	368	107	250	250	600	250
1056-572.52-01	Gas	2,354	2,102	2,470	2,470	2,470	2,470
1056-572.52-02	Diesel	2,913	3,828	4,270	4,270	4,270	4,270
1056-572.52-03	Oil & Other Lubricants	76	184	150	150	150	150
1056-572.52-10	Vehicle Parts	219	607	300	300	500	300
1056-572.52-30	Small Tools & Supplies	236	25	100	100	200	200
1056-572.52-40	Builders Supplies	691	428	700	700	700	700
1056-572.52-41	Housekeeping Supplies	4,203	3,420	3,900	3,900	3,900	3,900
1056-572.52-60	Playground & Athletic Supplies	3,628	4,694	6,000	6,000	6,000	4,900
1056-572.52-61	Games And Indoor Supplies	3,828	4,198	6,020	6,020	6,020	5,700
1056-572.52-70	Special Clothing/Uniforms	2,046	3,121	3,150	3,150	3,150	3,150
1056-572.52-80	Tires and Tubes	1,250	436	1,000	1,000	1,000	1,000
1056-572.52-90	Special Supplies	2,542	13,987	5,200	5,200	19,200	7,700
1056-572.52-91	Medical Supplies - EMS	-	41	200	200	200	400
1056-572.54-20	Memberships & Dues	2,122	1,555	2,980	2,980	2,530	2,630
1056-572.54-30	Educational Costs	1,233	2,264	2,380	2,380	2,380	3,400
Total Operating Expenses		408,452	426,481	507,440	514,709	507,390	496,390
<b>Capital Expenses</b>							
1056-572.64-40	Special Equipment	-	-	6,000	6,000	6,000	-
1056-572.68-00	Intangible Asset/Software	-	-	24,680	24,680	18,680	-
Total Capital Expenses		-	-	30,680	30,680	24,680	-
<b>Total Recreation</b>		<b>\$ 1,301,365</b>	<b>\$ 1,347,636</b>	<b>\$ 1,483,390</b>	<b>\$ 1,490,659</b>	<b>\$ 1,452,370</b>	<b>\$ 1,532,290</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 1,301,365	\$ 1,347,636	\$ 1,452,710	\$ 1,459,979	\$ 1,427,690	\$ 1,532,290
Less Revenues Generated:						
347 Culture & Recreation (Net of DBC Event Revenue)	587,651	592,635	693,810	693,810	604,370	654,620
Net Unsupported Budget	<b>\$ 713,714</b>	<b>\$ 755,001</b>	<b>\$ 758,900</b>	<b>\$ 766,169</b>	<b>\$ 823,320</b>	<b>\$ 877,670</b>
% Of Budget Supported By Program	45.2%	44.0%	47.8%	47.5%	42.3%	42.7%

**Organizational Chart  
RECREATION DEPARTMENT**



JOB CLASS/TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Leisure Services Director	133	0.40	0.30	0.30
Recreation Superintendent	128	0.90	1.00	1.00
Communications Manager	125	0.00	0.00	1.00
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	0.00	0.00
Recreation Leader II	116	1.00	1.70	2.70
Special Events Specialist	116	1.00	1.00	0.00
Video Production Specialist	115	0.00	0.00	0.70
Recreation Leader I (part-time)	112	4.30	5.78	5.78
Seasonal Part-time	105	3.05	3.05	3.05
<b>Total Division</b>		<b>18.65</b>	<b>19.83</b>	<b>21.53</b>



## Leisure Services Department Parks Division



The Parks Division is responsible for administrating, supervising, operating and maintaining the City's parklands and buildings one hundred (100+) acre system. In addition to the maintenance responsibilities, the Division oversees citywide aesthetic horticultural plantings, the 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 2012-2013, in addition to the daily maintenance of existing parklands & facility grounds, the following were incorporated into the maintenance schedule by the division: refurbishment/installment of the Museum with new irrigation & landscape material; as well as, trees trimmed and sod installed. Mullet Creek Nature Park was completed with irrigation, new plantings, lighting, park amenities, etc. South Bayshore was redesigned to include planter medians requiring watering & maintenance of the Parks Dept. Renovation on the SH Gazebo landscaping is scheduled to begin in June 2013, and will include re-vamping the current irrigation and using both existing plant material and purchasing new material to refresh the ambience of the property. The parks Division will be involved in the master planning of the Elm Street property acquired from the school board. Provided support staff for the following events: the Best Dam, St Patrick's Day, and Jingle Bell run / races that occurred thru-out the year, Junk-in the Trunk, Chalk Art Festival, Discover Florida, March for Babies, along with continued 3<sup>rd</sup> Friday and Farmers Market events, San Gennaro Festival, Seafood Festival, 4th of July celebration, Harbor Sounds Music Festival, British Car Show, Winefest, Snowfest, Tree Lighting, Kiwanis Arts and Crafts and Holiday Parade. The Division celebrated the 26th year as a Tree City USA, continued to cross train personnel for better department flexibility, updated the City's grand tree inventory, and incorporated Friendly Landscaping principles in planting areas.

### Fiscal Year 2014 Goals

During the fiscal year 2013-2014, 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. Work to develop the Waterfront Park purchased from the Safety Harbor Spa and new property at Elm Street that the City acquired from the School Board. Continue in-house training for added Horticultural staff in identifying hazardous trees for City properties and streamlining repetitive tasks. "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. Continue to transfer viable plant material removed from renovated properties to other locations where they will be appropriate and thrive.

### 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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.90
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 710,156	\$ 726,556	\$ 824,430	\$ 877,410
Total # of Full Time Equivalent Employees	10.55	10.55	10.55	12.55
<b>Outputs</b>				
# of Acres Maintained	72.47	88.99	93.99	109.49
# of Facilities Maintained	25	27	29	30
# of Parks Maintained	12	13	15	16
# of Playgrounds Maintained	7	7	7	8
<b>Efficiency</b>				
Cost per Acre Maintained	\$ 9,799	\$ 8,164	\$ 8,771	\$ 8,014
# of Acres Maintained per Full Time Equiv. Employee	6.87	8.44	8.91	8.72
O&M Cost per Capita	\$ 42.06	\$ 42.99	\$ 48.30	\$ 50.15
O&M Cost per Full Time Equiv. Employee	\$ 67,313	\$ 68,868	\$ 78,145	\$ 69,913
Per Capita per Full Time Equiv. Employee	1,600	1,602	1,618	1,394
<b>Effectiveness</b>				
% of Maintenance Completed on Schedule	97%	97%	97%	98%
% of Parks & Facilities in Good Condition	97%	97%	97%	97%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
1058-572.12-00	Salaries & Wages	\$ 330,096	\$ 329,998	\$ 341,510	\$ 341,510	\$ 336,520	\$ 378,590
1058-572.12-10	Reg Wages-Temporary Empl	10,641	10,458	15,660	15,660	25,660	3,630
1058-572.14-00	Overtime-Time & One Half	3,113	6,958	8,000	8,000	8,000	8,000
	Salaries & Wages Sub-Total	343,850	347,414	365,170	365,170	370,180	390,220
1058-572.21-00	Fica Taxes	25,591	25,694	27,940	27,940	26,890	30,780
1058-572.22-00	Retirement	24,778	21,422	24,840	24,840	24,140	32,520
1058-572.23-00	Life & Health Insurance	90,389	85,192	86,110	86,110	85,690	101,340
	Benefits Sub-Total	140,758	132,308	138,890	138,890	136,720	164,640
	Total Personnel Services	484,608	479,722	504,060	504,060	506,900	554,860
<b>Operating Expenses</b>							
1058-572.34-60	Uniform Rental & Laundry	-	-	-	-	-	-
1058-572.34-90	Other Fees And Contracts	29,694	29,299	47,320	56,756	47,320	56,760
1058-572.40-01	Employee Travel	-	37	-	-	-	-
1058-572.41-00	Communication Services	6,353	7,061	7,070	7,070	5,360	5,360
1058-572.43-00	Utility Services	96,077	103,954	96,640	96,640	118,450	121,690
1058-572.44-00	Rental & Leases	69	-	250	250	600	500
1058-572.46-01	Building & Grounds Maint	27,928	20,511	22,000	22,000	22,000	22,550
1058-572.46-10	Outside Vehicle Repair	368	203	400	400	400	400
1058-572.46-20	Equipment Repairs	460	49	1,000	1,000	1,000	1,000
1058-572.46-30	Radio Maintenance	39	110	400	400	100	200
1058-572.49-30	Other Current Charges	81	1,000	1,300	1,300	1,300	480
1058-572.51-10	Office Supplies-General	401	304	400	400	400	400
1058-572.52-01	Gas	12,041	15,555	16,520	16,520	16,520	16,520
1058-572.52-02	Diesel	307	1,270	400	400	400	400
1058-572.52-03	Oil & Other Lubricants	312	367	350	350	350	350
1058-572.52-10	Vehicle Parts	850	2,567	3,500	3,500	3,500	3,500
1058-572.52-20	Equipment Parts	4,387	6,231	7,000	7,000	7,000	7,000
1058-572.52-30	Small Tools & Supplies	3,284	4,214	14,650	14,650	14,650	6,300
1058-572.52-40	Builders Supplies	116	376	750	750	750	750
1058-572.52-41	Housekeeping Supplies	14,330	17,036	17,000	17,000	17,000	17,000
1058-572.52-50	Chemicals	1,149	2,751	5,000	5,000	3,000	4,000
1058-572.52-51	Horticultural Supplies	11,618	12,099	32,000	33,428	33,430	30,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

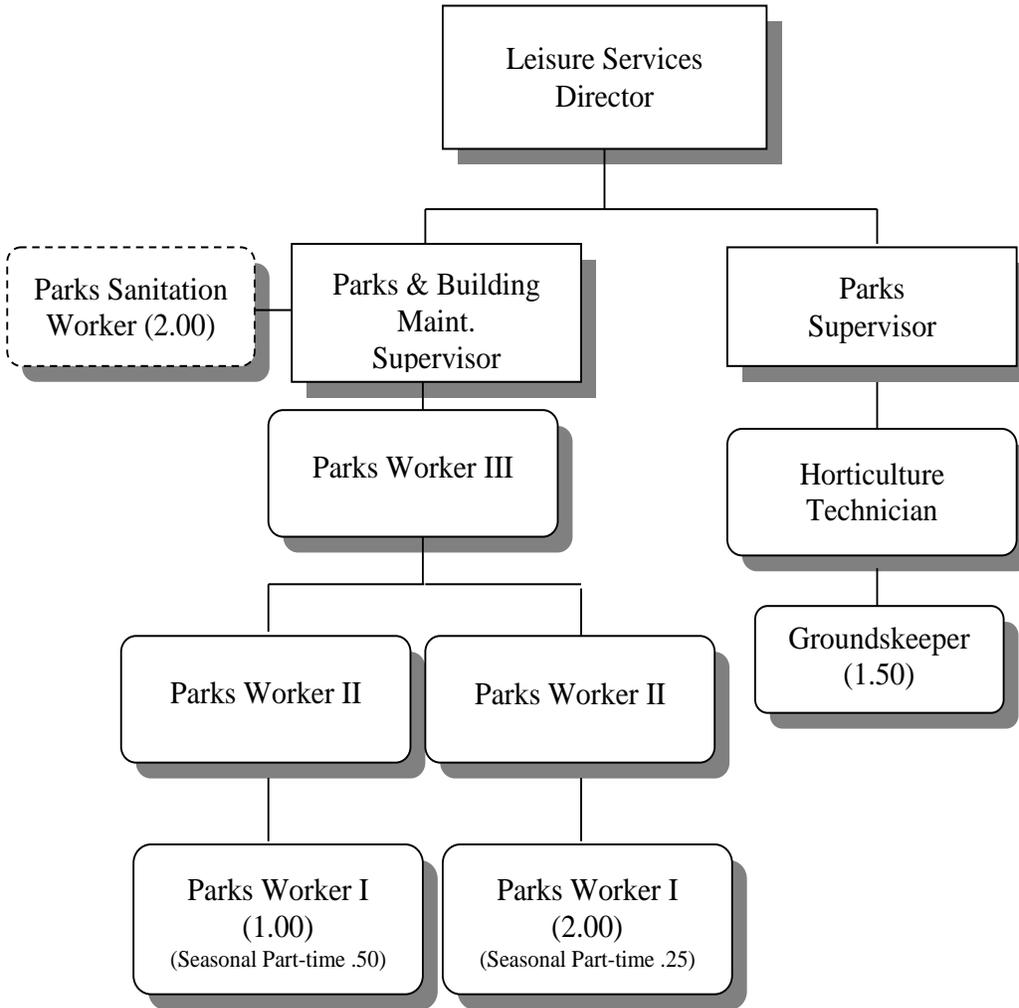
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Parks</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
1058-572.52-70	Special Clothing/Uniforms	3,372	4,845	7,000	7,000	7,000	7,000
1058-572.52-80	Tires And Tubes	1,447	1,094	1,200	1,200	1,200	2,000
1058-572.52-90	Special Supplies	10,208	15,398	14,350	14,350	14,350	17,300
1058-572.52-91	Medical Supplies - EMS	-	55	-	-	-	-
1058-572.54-20	Memberships & Dues	320	315	730	730	600	610
1058-572.54-30	Educational Costs	337	133	1,200	1,200	850	480
Total Operating Expenses		225,548	246,834	298,430	309,294	317,530	322,550
<b>Total Parks</b>		<b>\$ 710,156</b>	<b>\$ 726,556</b>	<b>\$ 802,490</b>	<b>\$ 813,354</b>	<b>\$ 824,430</b>	<b>\$ 877,410</b>

**Organizational Chart**

**PARKS DIVISION**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
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 Sanitation Worker	114	0.00	0.00	2.00
Parks Worker I	114	3.00	3.00	3.00
Groundskeeper	112	1.50	1.50	1.50
Seasonal Part-time	105	0.75	0.75	0.75
<b>Total Division</b>		<b>10.55</b>	<b>10.55</b>	<b>12.55</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Internal Services</b>							
1094-590.94-16	Data Processing Fee Reimb	\$ 269,250	\$ 287,510	\$ 298,040	\$ 298,040	\$ 298,040	\$ 298,040
	Total Internal Services	269,250	287,510	298,040	298,040	298,040	298,040
<b>Non-Operating Expenses</b>							
1095-581.91-11	To Stormwater Fund	-	-	-	-	-	-
1095-581.91-61	To Law Enforcement Trust	-	-	-	-	-	-
1095-581.91-62	To Street Light Fund	-	-	69,000	-	7,650	7,650
	Total Non-Operating Expenses	-	-	69,000	-	7,650	7,650
<b>Non-Classified</b>							
1099-588.99-01	Fund Reserve	-	-	7,513,880	7,582,880	5,324,790	5,250,270
1099-588.99-04	Cont./Unanticipated Exp.	-	-	300,000	300,000	300,000	300,000
1099-588.99-06	Stabilization Reserve	-	-	-	-	2,559,640	2,565,890
	Total Non-Classified	-	-	7,813,880	7,882,880	8,184,430	8,116,160
	Total Non-Operating & Non-Classified	269,250	287,510	8,180,920	8,180,920	8,490,120	8,421,850
	<b>Total General Fund</b>	<b>\$ 12,796,551</b>	<b>\$ 12,613,264</b>	<b>\$ 20,629,960</b>	<b>\$ 20,681,085</b>	<b>\$ 20,887,600</b>	<b>\$ 20,945,580</b>

**CAPITAL PROJECTS FUND**



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<b>FUND 032 - CAPITAL PROJECTS</b>
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Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
3000-312.06-00	Local Govt Infrastructure	\$ 1,279,356	\$ 1,354,218	\$ 1,250,000	\$ 1,250,000	\$ 1,360,000	\$ 1,375,000
3000-338.09-10	County	-	9,932	37,110	37,110	37,110	-
	Total Intergovernmental Revenue	<u>1,279,356</u>	<u>1,364,150</u>	<u>1,287,110</u>	<u>1,287,110</u>	<u>1,397,110</u>	<u>1,375,000</u>
<b>Miscellaneous Revenue</b>							
3000-361.01-00	Investments	51,083	4,546	32,470	32,470	32,470	27,170
3000-361.50-00	Market Value Adj	15,688	10,570	-	-	-	-
	Total Miscellaneous Revenue	<u>66,771</u>	<u>15,116</u>	<u>32,470</u>	<u>32,470</u>	<u>32,470</u>	<u>27,170</u>
<b>Miscellaneous Revenue</b>							
3000-366.21-00	Donation/Private	-	5,000	-	-	-	20,000
3000-369.09-00	Miscellaneous Revenue	(468)	-	-	-	-	-
3000-381.12-00	Tsfr From Public Safety	-	-	80,990	80,990	80,990	-
	Total Miscellaneous Revenue	<u>(468)</u>	<u>5,000</u>	<u>80,990</u>	<u>80,990</u>	<u>80,990</u>	<u>20,000</u>
3000-389.01-00	Balance Carryforward	-	-	1,334,030	1,387,087	1,617,840	1,063,380
	<b>Total Capital Projects Revenue</b>	<u><b>\$ 1,345,659</b></u>	<u><b>\$ 1,384,266</b></u>	<u><b>\$ 2,734,600</b></u>	<u><b>\$ 2,787,657</b></u>	<u><b>\$ 3,128,410</b></u>	<u><b>\$ 2,485,550</b></u>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<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	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>General Government</b>							
<b>Capital Expenses</b>							
3020-519.63-00	Imprv Other Than Building	\$ 78,629	\$ 10,460	\$ -	\$ -	\$ -	\$ 58,000
3020-519.64-40	Special Equipment	26,300	37,300	40,000	40,000	-	-
	Total Capital Expenses	104,929	47,760	40,000	40,000	-	58,000
	<b>Total General Government</b>	<b>104,929</b>	<b>47,760</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>58,000</b>
<b>Fire Control</b>							
<b>Capital Expenses</b>							
3022-522.62-00	Buildings	-	51,155	110,200	110,200	110,200	79,000
3022-522.64-01	Automotive Equipment	-	32,999	750,000	750,000	750,000	500,000
3022-522.64-30	Office Furniture & Equip	-	1,637	-	-	-	-
3022-522.64-40	Special Equipment	54,891	109,116	-	22,937	22,940	25,000
	Total Capital Expenses	54,891	194,907	860,200	883,137	883,140	604,000
	<b>Total Fire Control</b>	<b>54,891</b>	<b>194,907</b>	<b>860,200</b>	<b>883,137</b>	<b>883,140</b>	<b>604,000</b>
<b>Streets</b>							
<b>Capital Expenses</b>							
3031-541.62-00	Buildings	-	-	70,000	70,000	67,550	178,260
3031-541.63-00	Imprv Other Than Buildings	57,607	40,281	45,000	59,298	45,000	35,000
3031-541.64-01	Automotive Equip	-	44,157	20,000	20,000	20,000	-
3031-541.64-30	Office Furniture/Equip	4,267	-	-	-	-	-
3031-541.64-40	Special Equipment	80,887	7,668	-	711	720	55,000
	Total Capital Expenses	142,761	92,106	135,000	150,009	133,270	268,260
	<b>Total Streets</b>	<b>142,761</b>	<b>92,106</b>	<b>135,000</b>	<b>150,009</b>	<b>133,270</b>	<b>268,260</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	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Fleet Maintenance</b>							
<b>Capital Expenses</b>							
3033-519.62-00	Buildings	-	-	-	-	-	13,260
3033-519.64-30	Office Furniture/Equip	2,597	-	-	-	-	-
3033-519.64-40	Special Equipment	16,156	83,545	-	411	420	33,000
	Total Capital Expenses	18,753	83,545	-	411	420	46,260
	<b>Total Fleet Maintenance</b>	<b>18,753</b>	<b>83,545</b>	<b>-</b>	<b>411</b>	<b>420</b>	<b>46,260</b>
<b>Library</b>							
<b>Capital Expenses</b>							
3055-571.63-00	Imprv Other Than Building	7,692	-	-	-	-	-
3055-571.64-40	Special Equipment	-	-	-	-	-	-
3055-571.69-00	Start Up Costs Lib Expans	-	-	-	-	-	-
	Total Capital Expenses	7,692	-	-	-	-	-
	<b>Total Library</b>	<b>7,692</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Recreation</b>							
<b>Capital Expenses</b>							
3056-572.63-00	Imprv Other Than Building	-	-	-	-	-	45,000
3056-572.64-01	Automotive Equipment	83,021	-	45,000	45,000	45,000	-
3056-572.64-30	Office Furniture/Equip	-	1,680	-	9,229	9,230	-
3056-572.64-40	Special Equipment	-	34,537	-	-	-	-
	Total Capital Expenses	83,021	36,217	45,000	54,229	54,230	45,000
	<b>Total Recreation</b>	<b>83,021</b>	<b>36,217</b>	<b>45,000</b>	<b>54,229</b>	<b>54,230</b>	<b>45,000</b>
<b>Parks</b>							
<b>Capital Expenses</b>							
3058-572.63-00	Improv Other Than Bldgs	54,555	75,037	290,000	290,000	290,000	317,000
3058-572.64-01	Automotive Equipment	63,555	22,712	-	-	-	65,000
3058-572.64-30	Office Furniture/Equip	-	2,098	-	1,178	1,180	-
3058-572.64-40	Special Equipment	-	30,406	47,600	51,893	49,750	39,600
	Total Capital Expenses	118,110	130,253	337,600	343,071	340,930	421,600
	<b>Total Parks</b>	<b>118,110</b>	<b>130,253</b>	<b>337,600</b>	<b>343,071</b>	<b>340,930</b>	<b>421,600</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>Non-Operating Expenses</b>							
3095-581.91-11	Transfer To Stormwater	-	306,520	-	-	-	-
3095-581.91-14	Tsfr To Street Improvement	300,000	300,000	-	-	-	-
3095-581.91-21	To Series 2012 Public Imp	-	23,000	328,020	328,020	328,020	317,220
3095-581.91-23	To Loc Governmental	25,190	25,190	25,020	25,020	25,020	25,020
3095-581.91-24	To 08 Public Revenue Note	563,890	549,000	550,000	550,000	550,000	548,080
	Total Non-Operating Expenses	<b>889,080</b>	<b>1,203,710</b>	<b>903,040</b>	<b>903,040</b>	<b>903,040</b>	<b>890,320</b>
<b>Non-Classified</b>							
3099-588.99-02	Reserved For Future Exp	-	-	413,760	413,760	813,380	152,110
	Total Non-Classified	-	-	<b>413,760</b>	<b>413,760</b>	<b>813,380</b>	<b>152,110</b>
	<b>Total Capital Projects</b>	<b>\$ 1,419,237</b>	<b>\$ 1,788,498</b>	<b>\$ 2,734,600</b>	<b>\$ 2,787,657</b>	<b>\$ 3,128,410</b>	<b>\$ 2,485,550</b>



**DEBT SERVICE**



## 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.

The State of Florida has no statutory limit on debt obligations. Since the City rarely incurs debt, preferring to fund capital purchases utilizing current revenues or fund balance, the City has not developed its own debt limit policy.

#### General Government Funds

As of September 30, 2013, the General Governmental Funds have \$7,629,706 (principal and interest) 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, 2013, the Enterprise Funds have \$10,650,092 (principal and interest) in outstanding debt, which is secured solely by the revenues from the operations of the water, sewer and sanitation systems.

#### General Government and Enterprise Funds

- On 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.
- On January 19, 2012, the City issued a **\$4,275,000 Refunding Revenue Bond, Series 2012**, at an average coupon interest rate of 2.34%. Proceeds of the Series 2012 Bond were used to refund \$1,445,000 Florida Municipal Loan Council Revenue Bonds, Series 2001A. The refunding was undertaken to reduce total debt service payments by \$187,786 over the next 10 years. The remaining proceeds of \$2,775,000 of the refunding bond were used to purchase parkland on the waterfront adjacent to the Marina. Debt service payments are made semi-annually through November 1, 2021. Payment of the loan is from a covenant to budget and appropriate non-ad valorem revenues.

**FUND 020 - WATER & WASTEWATER FUND - 2012 PUBLIC IMPROVEMENT BOND\***

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-381.41-00	Tsfr From W&S Revenue Fund	\$ 188,750	\$ 28,195	\$ 33,410	\$ 33,410	\$ 33,410	\$ 33,410
4000-389.01-00	Balance Carryforward	-	-	219,470	219,470	365,030	220,030
	Total Miscellaneous Revenue	188,750	28,195	252,880	252,880	398,440	253,440
	<b>Total Series 2012 and 2001 Debt</b>	<b>\$ 188,750</b>	<b>\$ 28,195</b>	<b>\$ 252,880</b>	<b>\$ 252,880</b>	<b>\$ 398,440</b>	<b>\$ 253,440</b>
<b>EXPENDITURE DETAIL</b>							
<b>Debt Service</b>							
4070-582.71-01	Principal Payment	-	-	145,000	145,000	145,000	140,000
4070-582.72-01	Interest Payment	81,125	71,501	33,410	33,410	33,410	30,070
	Total Debt Service	81,125	71,501	178,410	178,410	178,410	170,070
<b>Non-Classified</b>							
4099-588.99-03	Fund Reserve Designated	-	-	74,470	74,470	220,030	83,370
	Total Non-Classified	-	-	74,470	74,470	220,030	83,370
	<b>Total Series 2012 and 2001 Debt</b>	<b>\$ 81,125</b>	<b>\$ 71,501</b>	<b>\$ 252,880</b>	<b>\$ 252,880</b>	<b>\$ 398,440</b>	<b>\$ 253,440</b>

\*Actual FY2011 - 2001 Florida Municipal Loan

**FUND 021 - 2012 PUBLIC IMPROVEMENT BOND**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.32-00	Tsfr From Capital Project	\$ -	\$ 23,000	\$ 328,020	\$ 328,020	\$ 328,020	\$ 317,220
2500-381.63-00	Tsfr From Parkland	-	24,530	-	-	-	-
2500-389.01-00	Balance Carryforward	-	-	4,600	4,600	4,610	70,070
	Total Miscellaneous Revenue	-	47,530	332,620	332,620	332,630	387,290
<b>Total 2012 Public Improvement Bond Revenue</b>		<b>\$ -</b>	<b>\$ 47,530</b>	<b>\$ 332,620</b>	<b>\$ 332,620</b>	<b>\$ 332,630</b>	<b>\$ 387,290</b>
<b>EXPENDITURE DETAIL</b>							
<b>Non-Expendable Disbursement</b>							
2570-582.49-30	Closing Costs	\$ -	\$ 24,521	\$ -	\$ -	\$ -	\$ -
	Total Non-Expendable Disbursement	-	24,521	-	-	-	-
<b>Debt Service</b>							
2570-582.71-01	Principal Payment	-	-	200,000	200,000	200,000	260,000
2570-582.72-01	Interest Payment	-	18,398	62,560	62,560	62,560	57,220
	Total Debt Service	-	18,398	262,560	262,560	262,560	317,220
<b>Non-Classified</b>							
2599-588.99-03	Fund Reserve Designated	-	-	70,060	70,060	70,070	70,070
	Total Non-Classified	-	-	70,060	70,060	70,070	70,070
<b>Total 2012 Public Improvement Bond</b>		<b>\$ -</b>	<b>\$ 42,919</b>	<b>\$ 332,620</b>	<b>\$ 332,620</b>	<b>\$ 332,630</b>	<b>\$ 387,290</b>

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

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.11-00	Tsfr From Stormwater Fund	\$ 95,750	\$ 95,750	\$ 95,750	\$ 95,750	\$ 95,750	\$ 34,540
2500-381.41-00	Tsfr From Water & Wastewater Fund	7,940	423,640	423,800	423,800	423,800	153,890
2500-381.44-00	Sanitation Fund	990	52,360	56,340	56,340	56,340	-
2500-389.01-00	Balance Carryforward	-	-	394,640	394,640	741,930	745,450
	Total Miscellaneous Revenue	104,680	571,750	970,530	970,530	1,317,820	933,880
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 104,680</b>	<b>\$ 571,750</b>	<b>\$ 970,530</b>	<b>\$ 970,530</b>	<b>\$ 1,317,820</b>	<b>\$ 933,880</b>

<b>EXPENDITURE DETAIL</b>							
<b>Debt Service</b>							
2570-517.71-11	Stormwater Principal	\$ -	\$ -	\$ 56,020	\$ 56,020	\$ 56,020	\$ 60,570
2570-517.71-41	Water & Wastewater Principal	-	-	255,110	255,110	255,110	269,910
2570-517.71-44	Sanitation Principal	-	-	31,800	31,800	31,800	33,640
2570-517.71-44	Stormwater Interest	48,911	37,445	39,730	39,730	39,730	34,540
2570-517.72-41	Water & Wastewater Interest	173,988	166,839	168,690	168,690	168,690	153,890
2570-517.72-44	Sanitation Interest	21,685	20,798	21,020	21,020	21,020	19,180
	Total Debt Service	244,584	225,082	572,370	572,370	572,370	571,730
<b>Non-Classified</b>							
4099-588.99-03	Fund Reserve Designated	-	-	398,160	398,160	745,450	362,150
	Total Non-Classified	-	-	398,160	398,160	745,450	362,150
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 244,584</b>	<b>\$ 225,082</b>	<b>\$ 970,530</b>	<b>\$ 970,530</b>	<b>\$ 1,317,820</b>	<b>\$ 933,880</b>

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

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.32-00	Tsfr From Capital Project	\$ 25,190	\$ 25,190	\$ 25,020	\$ 25,020	\$ 25,020	\$ 25,020
2500-389.01-00	Balance Carryforward	-	-	26,740	26,740	26,750	26,750
	Total Miscellaneous Revenue	25,190	25,190	51,760	51,760	51,770	51,770
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 25,190</b>	<b>\$ 25,190</b>	<b>\$ 51,760</b>	<b>\$ 51,760</b>	<b>\$ 51,770</b>	<b>\$ 51,770</b>

<b>EXPENDITURE DETAIL</b>							
<b>Debt Service</b>							
2570-517.71-01	Governmental	\$ 14,643	\$ 15,062	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,940
2570-517.72-01	Interest	10,379	9,960	9,520	9,520	9,520	9,090
	Total Debt Service	25,022	25,022	25,020	25,020	25,020	25,030
<b>Non-Classified</b>							
2599-588.99-03	Fund Reserve Designated	-	-	26,740	26,740	26,750	26,740
	Total Non-Classified	-	-	26,740	26,740	26,750	26,740
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 25,022</b>	<b>\$ 25,022</b>	<b>\$ 51,760</b>	<b>\$ 51,760</b>	<b>\$ 51,770</b>	<b>\$ 51,770</b>

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

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.32-00	Tsfr From Capital Project	\$ 563,890	\$ 549,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 548,080
2500-389.01-00	Balance Carryforward	-	-	44,720	44,720	44,720	44,720
	Total Miscellaneous Revenue	563,890	549,000	594,720	594,720	594,720	592,800
<b>Total 2008 Capital Improvement Revenue Note</b>		<b>\$ 563,890</b>	<b>\$ 549,000</b>	<b>\$ 594,720</b>	<b>\$ 594,720</b>	<b>\$ 594,720</b>	<b>\$ 592,800</b>
<b>EXPENDITURE DETAIL</b>							
<b>Debt Service</b>							
2570-582.71-01	Principal Payment	\$ 387,000	\$ 399,000	\$ 413,000	\$ 413,000	\$ 413,000	\$ 427,000
2570-582.72-01	Interest Payment	164,052	151,214	135,110	135,110	137,000	121,080
	Total Debt Service	551,052	550,214	548,110	548,110	550,000	548,080
<b>Non-Classified</b>							
2599-588.99-03	Fund Reserve Designated	-	-	46,610	46,610	44,720	44,720
	Total Non-Classified	-	-	46,610	46,610	44,720	44,720
<b>Total 2008 Capital Improvement Revenue Note</b>		<b>\$ 551,052</b>	<b>\$ 550,214</b>	<b>\$ 594,720</b>	<b>\$ 594,720</b>	<b>\$ 594,720</b>	<b>\$ 592,800</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**Summary of Bonds Outstanding**

	<u>Governmental Activities</u>				<u>Business - Type Activities</u>				
	<u>Library Expansion</u>	<u>Capital Improvements</u>	<u>Land Purchase</u>	<u>Total</u>	<u>Stormwater Capital Improvements</u>	<u>Water &amp; Sewer Capital Improvements</u>	<u>Solid Waste Capital Improvements</u>	<u>Refunding Water &amp; Sewer Capital Improvements</u>	<u>Total</u>
Issue Date	2008	2006	2012		2006	2006	2006	2012	
Retirement Date	2020	2029	2022		2029	2029	2029	2022	
Debt at Issuance	\$ 5,412,000	\$ 385,198	\$ 2,775,000	\$ 8,572,198	\$ 1,425,296	\$ 6,393,426	\$ 796,080	\$ 1,500,000	\$ 10,114,802
Outstanding Principal	\$ 3,839,000	\$ 317,200	\$ 2,575,000	\$ 6,731,200	\$ 1,208,600	\$ 5,380,115	\$ 670,536	\$ 1,355,000	\$ 8,614,251
Interest Rate	3.340%	2.860%	2.340%		2.860%	2.860%	2.860%	2.340%	
<u>Annual Debt Service</u>									
2014	\$ 548,078	\$ 25,022	\$ 317,213	\$ 890,313	\$ 95,101	\$ 423,798	\$ 52,819	\$ 170,069	\$ 741,787
2015	547,584	25,021	316,071	888,676	95,103	423,797	52,819	166,793	738,512
2016	546,622	25,021	319,752	891,395	95,103	423,797	52,819	163,517	735,236
2017	547,622	25,021	318,260	890,903	95,102	423,798	52,819	165,182	736,901
Thereafter	2,183,945	300,262	1,584,212	4,068,419	1,141,228	5,085,569	633,825	837,034	7,697,656
	<u>\$ 4,373,851</u>	<u>\$ 400,347</u>	<u>\$ 2,855,508</u>	<u>\$ 7,629,706</u>	<u>\$ 1,521,637</u>	<u>\$ 6,780,759</u>	<u>\$ 845,101</u>	<u>\$ 1,502,595</u>	<u>\$ 10,650,092</u>

A                      B                      C                                      B                      B                      B                      B

	PRINCIPAL	INTEREST	TOTAL
A = 2008 REVENUE NOTE	\$ 3,839,000	\$ 534,851	\$ 4,373,851
B = 2006 CAP IMPR REV NOTE	\$ 7,576,574	\$ 1,971,270	\$ 9,547,844
C = 2012 REFUNDING BOND	<u>\$ 3,930,000</u>	<u>\$ 428,103</u>	<u>\$ 4,358,103</u>
	\$ 15,345,574	\$ 2,934,224	\$ 18,279,798

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>
7/1/2014	\$ 7,576,451	\$ 380,049	\$ 216,691	\$ 596,740
7/1/2015	7,196,402	390,919	205,821	596,740
7/1/2016	6,805,483	402,100	194,640	596,740
7/1/2017	6,403,383	413,601	183,139	596,740
7/1/2018	5,989,782	425,429	171,311	596,740
7/1/2019	5,564,353	437,596	159,144	596,740
7/1/2020	5,126,757	450,112	146,628	596,740
7/1/2021	4,676,645	462,985	133,756	596,741
7/1/2022	4,213,660	476,226	120,514	596,740
7/1/2023	3,737,434	489,846	106,894	596,740
7/1/2024	3,247,588	503,856	92,884	596,740
7/1/2025	2,743,732	518,266	78,474	596,740
7/1/2026	2,225,466	533,089	63,652	596,741
7/1/2027	1,692,377	548,334	48,406	596,740
7/1/2028	1,144,043	564,017	32,723	596,740
7/1/2029	580,026	580,149	16,593	596,742
		<u>\$ 7,576,574</u>	<u>\$ 1,971,270</u>	<u>\$ 9,547,844</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>
10/1/2013	\$ 3,839,000	\$ 427,000	\$ 64,104	\$ 548,078
4/1/2014	-	-	56,974	
10/1/2014	3,412,000	441,000	56,974	547,584
04/01/15	-	-	49,610	
10/1/2015	2,971,000	455,000	49,610	546,622
4/1/2016	-	-	42,012	
10/1/2016	2,516,000	471,000	42,012	547,159
4/1/2017	-	-	34,147	
10/1/2017	2,045,000	486,000	34,147	546,179
4/1/2018	-	-	26,032	
10/1/2018	1,559,000	503,000	26,032	546,665
4/1/2019	-	-	17,633	
10/1/2019	1,056,000	519,000	17,633	545,600
4/1/2020	-	-	8,967	
10/1/2020	537,000	537,000	8,964	545,964
		<u>\$ 3,839,000</u>	<u>\$ 534,851</u>	<u>\$ 4,373,851</u>

City of Safety Harbor

\$4,275,000

**Revenue Refunding Bond, Series 2012**

Purpose: Refunding and Land Purchase

Fixed Interest Rate = 2.340%

<u>Date</u>	<u>Outstanding Principal</u>	<u>Principal Payment</u>	<u>Interest Payment</u>	<u>Total Payment</u>
11/1/2013	\$ 3,930,000	\$ 400,000	\$ 45,981	\$ 445,981
5/1/2014	-	-	41,301	41,301
11/1/2014	3,530,000	405,000	41,301	446,301
5/1/2015	-	-	36,563	36,563
11/1/2015	3,125,000	415,000	36,562	451,562
5/1/2016	-	-	31,707	31,707
11/1/2016	2,710,000	425,000	31,707	456,707
5/1/2017	-	-	26,735	26,735
11/1/2017	2,285,000	435,000	26,734	461,734
5/1/2018	-	-	21,645	21,645
11/1/2018	1,850,000	445,000	21,645	466,645
5/1/2019	-	-	16,439	16,439
11/1/2019	1,405,000	460,000	16,438	476,438
5/1/2020	-	-	11,057	11,057
11/1/2020	945,000	465,000	11,056	476,056
5/1/2021	-	-	5,616	5,616
11/1/2021	480,000	480,000	5,616	485,616
		<u>\$ 3,930,000</u>	<u>\$ 428,103</u>	<u>\$ 4,358,103</u>



**SPECIAL REVENUE FUNDS**



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**FUND 012 - PUBLIC SAFETY**

Acct #	Account Description	Actual		Adopted		Adjusted		Adopted	
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Estimated Year End	Budget 2013-14		
<b>REVENUE DETAIL</b>									
<b>Permits, Fees &amp; Special Assessments</b>									
2000-324.01-10	Residential	\$ 700	\$ 5,038	\$ 2,100	\$ 2,100	\$ 7,400	\$ 11,250		
2000-324.01-20	Commercial	\$ -	\$ 114	\$ -	\$ -	\$ 6,400	\$ 5,000		
	Total Permits, Fees & Special Assessments	700	5,152	2,100	2,100	13,800	16,250		
<b>Miscellaneous Revenue</b>									
2000-361.01-00	Investments	1,897	542	1,670	1,670	1,670	1,400		
2000-361.50-00	Market Value Adj	590	616	-	-	-	-		
	Total Miscellaneous Revenue	2,487	1,158	1,670	1,670	1,670	1,400		
<b>Miscellaneous Revenue</b>									
2000-363.22-00	Public Serv/Bldg Constr	350	(350)	-	-	-	-		
2000-389.01-00	Balance Carryforward	-	-	77,220	77,220	79,320	13,800		
	Total Miscellaneous Revenue	350	(350)	77,220	77,220	79,320	13,800		
	<b>Total Public Safety Revenue</b>	<b>\$ 3,537</b>	<b>\$ 5,960</b>	<b>\$ 80,990</b>	<b>\$ 80,990</b>	<b>\$ 94,790</b>	<b>\$ 31,450</b>		
<b>EXPENDITURE DETAIL</b>									
<b>Operating Expenses</b>									
2022-522.51-11	Non-Capital Office Equip	-	-	-	-	-	10,800		
	Total Operating Expenses	-	-	-	-	-	10,800		
<b>Non-Operating Expenses</b>									
2095-581.91-32	To Capital Project Fund	-	-	80,990	80,990	80,990	-		
	Total Non-Operating Expenses	-	-	80,990	80,990	80,990	-		
<b>Non-Expendable Disbursement</b>									
2099-588.99-01	Fund Reserves	-	-	-	-	13,800	20,650		
	Total Non-Expendable Disbursement	-	-	-	-	13,800	20,650		
	<b>Total Public Safety</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,990</b>	<b>\$ 80,990</b>	<b>\$ 94,790</b>	<b>\$ 31,450</b>		

**FUND 014 - STREET IMPROVEMENT**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
2000-338.01-00	Local Option Gas Tax	\$ 224,418	\$ 224,915	\$ 220,000	\$ 220,000	\$ 224,000	\$ 224,000
	Total Intergovernmental Revenue	224,418	224,915	220,000	220,000	224,000	224,000
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	9,985	4,541	13,380	13,380	13,380	11,190
2000-361.50-00	Market Value Adj	3,110	4,634	-	-	-	-
	Total Miscellaneous Revenue	13,095	9,175	13,380	13,380	13,380	11,190
<b>Miscellaneous Revenue</b>							
2000-381.32-00	Tsfr From Capital Projects	300,000	300,000	-	-	-	-
2000-389.01-00	Balance Carryforward	-	-	428,840	431,815	491,110	358,030
	Total Miscellaneous Revenue	300,000	300,000	428,840	431,815	491,110	358,030
	<b>Total Street Improvement Revenue</b>	<b>\$ 537,513</b>	<b>\$ 534,090</b>	<b>\$ 662,220</b>	<b>\$ 665,195</b>	<b>\$ 728,490</b>	<b>\$ 593,220</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
2031-541.34-70	Street Resurfacing	\$ 204,072	\$ 438,432	\$ 200,000	\$ 192,900	\$ 200,000	\$ 200,000
2031-541.49-30	Other Current Charges	20,666	20,240	20,460	20,460	20,460	26,200
2031-541.52-90	Special Supplies	33,404	8,873	12,500	15,475	12,500	12,500
	Total Operating Expenses	258,142	467,545	232,960	228,835	232,960	238,700
<b>Capital Expenses</b>							
2031-541.63-00	Impr Other Than Buildings	86,496	88,560	153,550	160,650	137,500	107,500
	Total Capital Expenses	86,496	88,560	153,550	160,650	137,500	107,500
<b>Non-Expendable Disbursement</b>							
2099-588.99-01	Fund Reserves	-	-	275,710	275,710	358,030	247,020
	Total Non-Expendable Disbursement	-	-	275,710	275,710	358,030	247,020
	<b>Total Street Improvement Fund</b>	<b>\$ 344,638</b>	<b>\$ 556,105</b>	<b>\$ 662,220</b>	<b>\$ 665,195</b>	<b>\$ 728,490</b>	<b>\$ 593,220</b>

## 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 Marina plays an integral part of the newly planned Waterfront Park.

### **Fiscal Year 2014 Goals**

The Division will continue to provide high quality events that attract residents & visitors to the waterfront and business in the downtown district. FY 2013/2014 planned capital projects include: dredging of the boat basin & channel and replacement of the seawall handrail.



### **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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 13,216	\$ 12,441	\$ 25,080	\$ 20,590
Total # of Full Time Equivalent Employees	0.10	0.10	0.10	0.10
Total Marina Slip Revenue	\$ 50,734	\$ 49,914	\$ 45,000	\$ 51,000
<b>Outputs</b>				
44 Slip Capacity	44	44	44	44
<b>Efficiency</b>				
Average Cost per Marina Slip Rental	\$ 300.36	\$ 282.75	\$ 570.00	\$ 467.95
O&M Cost per Capita	\$ 0.78	\$ 0.74	\$ 1.47	\$ 1.18
<b>Effectiveness</b>				
% of Marina Program Cost Recovery	383.88%	401.21%	179.43%	247.69%

**FUND 015 - MARINA BOAT BASIN**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
2000-347.05-92	Rent - Marina Slips	\$ 50,734	\$ 49,914	\$ 51,000	\$ 51,000	\$ 45,000	\$ 51,000
	Total Charges For Services	50,734	49,914	51,000	51,000	45,000	51,000
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	5,753	1,843	5,430	5,430	5,430	4,550
2000-361.50-00	Market Value Adj	1,799	2,020	-	-	-	-
	Total Miscellaneous Revenue	7,552	3,863	5,430	5,430	5,430	4,550
<b>Miscellaneous Revenue</b>							
2000-389.01-00	Balance Carryforward	-	-	265,960	265,960	268,930	269,380
	Total Miscellaneous Revenue	-	-	265,960	265,960	268,930	269,380
	<b>Total Marina Boat Basin Revenue</b>	<b>\$ 58,286</b>	<b>\$ 53,777</b>	<b>\$ 322,390</b>	<b>\$ 322,390</b>	<b>\$ 319,360</b>	<b>\$ 324,930</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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		Adopted		Adjusted		Adopted	
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Estimated Year End	Budget 2013-14		
<b>Personnel Services</b>									
2057-575.12-00	Salaries & Wages	\$ 5,872	\$ 6,027	\$ 8,310	\$ 8,310	\$ 7,280	\$ 8,310		
	Salaries & Wages Sub-Total	5,872	6,027	8,310	8,310	7,280	8,310		
2057-575.21-00	Fica Taxes	441	461	640	640	560	640		
2057-575.22-00	Retirement	470	482	760	760	650	1,530		
2057-575.23-00	Life & Health Insurance	785	779	1,150	1,150	1,050	1,430		
	Benefits Sub-Total	1,696	1,722	2,550	2,550	2,260	3,600		
	Total Personnel Services	7,568	7,749	10,860	10,860	9,540	11,910		
<b>Operating Expenses</b>									
2057-575.43-00	Utility Services	3,759	3,824	3,890	3,890	3,940	3,980		
2057-575.46-01	Building & Grounds Maint	1,592	868	7,200	7,200	7,600	3,700		
2057-575.49-30	Other Current Charges	-	-	3,000	3,000	3,000	-		
2057-575.52-40	Builders Supplies	297	-	1,000	1,000	1,000	1,000		
	Total Operating Expenses	5,648	4,692	15,090	15,090	15,540	8,680		
<b>Capital Expenses</b>									
2057-575.63-00	Imprv Other Than Bldgs	-	-	5,000	5,000	3,650	150,000		
	Total Capital Expenses	-	-	5,000	5,000	3,650	150,000		
<b>Indirect Allocations</b>									
2057-575.94-34	Bldg Maint Reimb	4,820	4,390	21,250	21,250	21,250	21,250		
	Total Indirect Allocations	4,820	4,390	21,250	21,250	21,250	21,250		
	<b>Total Marina Boat Basin</b>	<b>\$ 18,036</b>	<b>\$ 16,831</b>	<b>\$ 52,200</b>	<b>\$ 52,200</b>	<b>\$ 49,980</b>	<b>\$ 191,840</b>		

**FUNDING SOURCE**

Program Expenditure Budget	\$ 13,216	\$ 12,441	\$ 25,950	\$ 25,950	\$ 25,080	\$ 20,590
Less Revenues Generated:						
347 Culture & Recreation	50,734	49,914	51,000	51,000	45,000	51,000
Net Unsupported Budget	<b>\$ (37,518)</b>	<b>\$ (37,473)</b>	<b>\$ (25,050)</b>	<b>\$ (25,050)</b>	<b>\$ (19,920)</b>	<b>\$ (30,410)</b>
% Of Budget Supported By Program	383.9%	401.2%	196.5%	196.5%	179.4%	247.7%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>Non-Classified</b>							
2099-588.99-01	Fund Reserve	-	-	270,190	270,190	269,380	133,090
	Total Non-Classified	-	-	270,190	270,190	269,380	133,090
	<b>Total Marina Boat Basin</b>	<b>\$ 18,036</b>	<b>\$ 16,831</b>	<b>\$ 322,390</b>	<b>\$ 322,390</b>	<b>\$ 319,360</b>	<b>\$ 324,930</b>

**Organizational Chart**  
**MARINA BOAT BASIN**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Leisure Services Director	133	0.00	0.10	0.10
Recreation Superintendent	128	0.10	0.00	0.00
<b>Total Division</b>		<b>0.10</b>	<b>0.10</b>	<b>0.10</b>

## COMMUNITY REDEVELOPMENT AGENCY

The City of Safety Harbor established a Community Redevelopment Agency (CRA) in 1992 to address deteriorating conditions in the downtown area. Since its creation, the CRA has been successful in improving the physical and economic condition of the district through strategic investments in public facilities and infrastructure and by providing matching grants to encourage the redevelopment, rehabilitation, and reuse of underutilized buildings. The CRA has implemented a Tax Increment Finance (TIF) district to raise revenue to help fund redevelopment projects and initiatives. Under the TIF arrangement, the incremental increase in tax revenues generated by real property within the District above the base year (1992) initial assessed value is captured and reallocated into a redevelopment trust fund dedicated to implementing the City's Downtown Master Plan. The CRA is scheduled to sunset in 2022.

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

Implementation of the Downtown Master Plan is motivated by the desire by the City to achieve its vision of becoming a vibrant destination city with a unique quality of life – a City is successful in balancing responsible, innovative growth with careful preservation of its small town atmosphere, its quaint character, and its valued treasures. According to the Citizen Survey performed in tandem with the visioning process, the majority of residents feel that the City, in addition to ensuring public safety and protecting the environment, should concentrate its redevelopment efforts on: (1) addressing traffic safety and parking issues; (2) bringing in more dining and retail stores Downtown, (3) encouraging compatible economic development and diversification of the tax base; and (4) addressing the availability of affordable housing.

In fiscal year 2010-2011, reconfigured and improved on-street parking spaces along N. Bayshore Boulevard (in front of the Safety Harbor Resort and Spa) from a 45 degree angle to a 90 degree angle increasing the parking count by 14 parking spaces and added new sidewalks; installed a new playground at Rigsby Center; replaced main stringers on east side of boat docks and reinstalled top boards at Marina; purchased new banners for light poles; added six new bicycle racks; performed environmental restoration activities inside recently acquired greenway and trail easement along Mullet Creek. The CRA continued its success with the Downtown Partnership Program awarding 15 grants totaling \$96,754 to leverage \$1,218,850 in matching private investment (12:1 public to private ratio).

In fiscal year 2011-2012, the CRA made strategic investments in quality of life improvements tied to its placemaking strategy for enhancing the arts, cultural, and environmental aspects of the district. The City completed construction of Mullet Creek Park - a showcase for public art, native landscaping and gardens as well as active play. The park was planned and designed by City Staff with extensive community involvement. The project was identified in the Downtown Master Plan as a needed enhancement to the northern gateway to the downtown. The CRA also funded the transformation of the Safety Harbor Museum into a Museum and Cultural Center that offers a multitude of activities that celebrates the history of Safety Harbor while welcoming the growing arts community. The interior and exterior of the building was completely remodeled in keeping with the traditional character of the community. The CRA installed a platform for a rotating public art exhibit in front of City Hall. The first work of art “the Tree” was on display throughout the fiscal year. The CRA also installed new lighting in Marina Park to better highlight an existing sculpture.

The CRA also wrapped up the second phase of the 2<sup>nd</sup> Street South parking project which added 42 new parking spaces within the existing right-of-way. The project included new landscaping and sidewalks.

With respect to economic development initiatives, CRA continued its success with the Downtown Partnership Program awarding 18 grants totaling \$90,026 to leverage \$746,498 in matching private investment (1:8 public to private investment ratio) during the fiscal year.

### **Fiscal Year 2014 Goals**

The top goal for the fiscal year is to develop broad public support for the Waterfront Master Plan and to find funding partners to facilitate its implementation. In addition, the CRA will work to stimulate private sector interest in infill housing, rehabilitation, and redevelopment projects that are compatible with the Downtown Master Plan.

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

The long term vision for the CRA is to continue promoting and supporting community and economic development through the Downtown Partnership Program. The development of the waterfront park property into a successful community and regional destination attraction will be a major focus in the upcoming years.

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**FUND 067 - COMMUNITY REDEVELOPMENT AGENCY**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
		2012-13	2012-13				2013-14
<b>REVENUE DETAIL</b>							
<b>Ad Valorem Taxes</b>							
6500-311.01-00	Ad Valorem	\$ 307,057	\$ 276,291	\$ 285,620	\$ 285,620	\$ 264,270	\$ 285,450
	Total Ad Valorem Taxes	307,057	276,291	285,620	285,620	264,270	285,450
<b>Intergovernmental Revenue</b>							
6500-331.05-00	Federal Grants	-	150,000	-	-	-	-
	Total Intergovernmental Revenue	-	150,000	-	-	-	-
<b>Charges For Services</b>							
6500-344.01-00	Parking - In Lieu of Fee	-	14,480	-	-	5,180	-
	Total Charges For Services	-	14,480	-	-	5,180	-
<b>Miscellaneous Revenue</b>							
6500-361.01-00	Investments	22,902	2,113	10,870	10,870	10,870	9,090
6500-361.50-00	Market Value Adj	7,136	4,531	-	-	-	-
	Total Miscellaneous Revenue	30,038	6,644	10,870	10,870	10,870	9,090
<b>Miscellaneous Revenue</b>							
6500-369.09-00	Miscellaneous Revenue	-	-	-	-	-	-
6500-389.01-00	Balance Carryforward	-	-	115,680	397,480	398,870	56,780
	Total Miscellaneous Revenue	-	-	115,680	397,480	398,870	56,780
<b>Total Community Redevelopment Agency</b>		<b>\$ 337,095</b>	<b>\$ 447,415</b>	<b>\$ 412,170</b>	<b>\$ 693,970</b>	<b>\$ 679,190</b>	<b>\$ 351,320</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

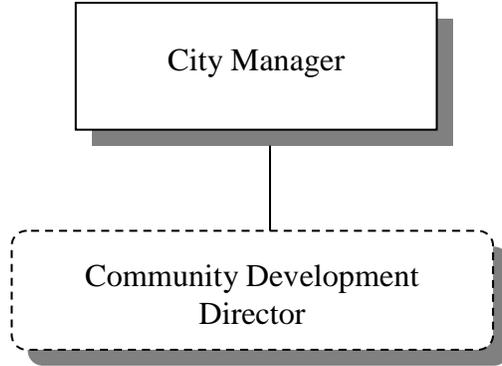
<b>Fund:</b> Community Redevelopment Agency	<b>Department:</b> Community Redevelopment Agency	<b>Fund #:</b> 067
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
6517-515.12-00	Salaries & Wages	\$ 62,685	\$ 60,708	\$ 31,990	\$ 31,990	\$ 31,960	\$ 31,990
	Salaries & Wages Sub-Total	62,685	60,708	31,990	31,990	31,960	31,990
6517-515.21-00	Fica Taxes	4,589	4,369	2,450	2,450	2,390	2,450
6517-515.22-00	Retirement	6,345	6,069	3,130	3,130	3,130	3,130
6517-515.23-00	Life & Health Insurance	9,755	9,075	4,820	4,820	4,560	4,600
	Benefits Sub-Total	20,689	19,513	10,400	10,400	10,080	10,180
	Total Personnel Services	83,374	80,221	42,390	42,390	42,040	42,170
<b>Operating Expenses</b>							
6517-515.49-30	Other Current Charges	85,634	146,861	143,840	196,760	140,360	43,910
	Total Operating Expenses	85,634	146,861	143,840	196,760	140,360	43,910
<b>Capital Expenses</b>							
6517-515.63-00	Improv Other Than Bldgs	381,991	505,898	225,940	454,820	440,010	150,000
	Total Capital Expenses	381,991	505,898	225,940	454,820	440,010	150,000
<b>Non-Expendable Disbursement</b>							
6599-588.99-02	Reserved For Future Exp	-	-	-	-	56,780	115,240
	Total Non-Expendable Disbursement	-	-	-	-	56,780	115,240
	<b>Total Community Redevelopment Agency</b>	<b>\$ 550,999</b>	<b>\$ 732,980</b>	<b>\$ 412,170</b>	<b>\$ 693,970</b>	<b>\$ 679,190</b>	<b>\$ 351,320</b>

**Organizational Chart**

**COMMUNITY REDEVELOPMENT AGENCY**



JOB CLASS / TITLE	SALARY RANGE	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
City Manager	CM	0.25	0.10	0.10
Community Development Director	133	0.35	0.20	0.20
<b>Total Division</b>		<b>.60</b>	<b>.30</b>	<b>.30</b>



**FUND 061 - LAW ENFORCEMENT TRUST FUND**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
6000-335.09-00	Other Grants	\$ 4,278	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Intergovernmental Revenue	4,278	-	-	-	-	-
	<b>Total Law Enforcement Trust Revenue</b>	<b>\$ 4,278</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
6021-521.52-90	Special Supplies	\$ 1,577	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Operating Expenses	1,577	-	-	-	-	-
<b>Capital Expenses</b>							
6021-521.64-40	Special Equipment	2,701	-	-	-	-	-
	Total Capital Expenses	2,701	-	-	-	-	-
	<b>Total Law Enforcement Trust Fund</b>	<b>\$ 4,278</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FUND 062 - STREET LIGHT FUND**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
6000-325.02-00	Street Light Assessment	-	-	-	343,057	308,830	313,020
6000-349.11-00	Street Light Fee	\$ 6,039	\$ -	\$ 219,250	\$ 3,519	\$ 3,520	\$ 3,520
	Total Charges For Services	6,039	-	219,250	346,576	312,350	316,540
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	13,579	-	-	-	-	-
6000-361.50-00	Market Value Adj	4,171	-	-	-	-	-
	Total Miscellaneous Revenue	17,750	-	-	-	-	-
<b>Miscellaneous Revenue</b>							
6000-381.01-00	Tsfr From General Fund	-	-	69,000	-	7,650	7,650
6000-389.01-00	Balance Carryforward	-	-	-	-	-	20,580
	Total Miscellaneous Revenue	-	-	69,000	-	7,650	28,230
	<b>Total Street Light Fund Revenue</b>	<b>\$ 23,789</b>	<b>\$ -</b>	<b>\$ 288,250</b>	<b>\$ 346,576</b>	<b>\$ 320,000</b>	<b>\$ 344,770</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
6031-541.31-00	Professional Services	-	-	-	28,300	30,700	-
6031-541.43-00	Utility Services	\$ 259,898	\$ -	\$ 275,140	\$ 286,784	\$ 268,720	\$ 272,760
	Total Operating Expenses	259,898	-	275,140	315,084	299,420	272,760
<b>Non-Classified</b>							
6099-588.99-03	Fund Reserve Designated	-	-	13,110	14,339	20,580	72,010
6099-588.99-04	Cont./Unanticipated Exp.	-	-	-	17,153	-	-
	Total Non-Classified	-	-	13,110	31,492	20,580	72,010
	<b>Total Street Light Fund</b>	<b>\$ 259,898</b>	<b>\$ -</b>	<b>\$ 288,250</b>	<b>\$ 346,576</b>	<b>\$ 320,000</b>	<b>\$ 344,770</b>

**FUND 063 - PARKLAND FUND**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.06-10	Residential Impact Fees	\$ 945	\$ 4,095	\$ 950	\$ 950	\$ 18,980	\$ 6,930
	Total Permits, Fees & Special Assessments	945	4,095	950	950	18,980	6,930
<b>Intergovernmental Revenue</b>							
6000-331.05-00	Other Grants	-	-	-	-	-	200,000
	Total Intergovernmental Revenue	-	-	-	-	-	200,000
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	20,178	3,893	13,030	13,030	13,030	10,900
6000-361.50-00	Market Value Adj	6,235	4,909	-	-	-	-
	Total Miscellaneous Revenue	26,413	8,802	13,030	13,030	13,030	10,900
<b>Miscellaneous Revenue</b>							
6000-366.20-00	Parkland	3,366	1,634	-	-	-	-
6000-366.21-00	Donation/Private	25,000	-	-	-	-	200,000
6000-384.21-00	Debt Proceeds/Series 2012	-	2,775,000	-	-	-	-
6000-389.01-00	Balance Carryforward	-	-	547,130	547,130	682,740	669,250
	Total Miscellaneous Revenue	28,366	2,776,634	547,130	547,130	682,740	869,250
<b>Total Parkland Fund Revenue</b>		<b>\$ 55,724</b>	<b>\$ 2,789,531</b>	<b>\$ 561,110</b>	<b>\$ 561,110</b>	<b>\$ 714,750</b>	<b>\$ 1,087,080</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
6058-572.49-30	Other Current Charges	\$ 16,321	\$ 13,468	\$ 25,500	\$ 25,500	\$ 25,500	\$ 26,000
	Total Operating Expenses	16,321	13,468	25,500	25,500	25,500	26,000
<b>Capital Expenses</b>							
6058-572.61-00	Land	6,000	2,765,388	-	-	-	-
6058-572.63-00	Improv Other Than Bldgs	39,096	51,299	20,000	20,000	20,000	445,000
	Total Capital Expenses	45,096	2,816,687	20,000	20,000	20,000	445,000
<b>Other Expenditures</b>							
6095-581.91-21	To Series 2012 Public Imp	-	24,530	-	-	-	-
	Total Other Expenditures	-	24,530	-	-	-	-
<b>Non-Classified</b>							
6099-588.99-03	Fund Reserve Designated	-	-	515,610	515,610	669,250	616,080
	Total Non-Classified	-	-	515,610	515,610	669,250	616,080
<b>Total Parkland Fund</b>		<b>\$ 61,417</b>	<b>\$ 2,854,685</b>	<b>\$ 561,110</b>	<b>\$ 561,110</b>	<b>\$ 714,750</b>	<b>\$ 1,087,080</b>

**FUND 064 - TRANSPORTATION IMPACT FEE TRUST FUND**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.03-10	Residential Impact Fees	\$ 5,661	\$ 13,687	\$ 12,400	\$ 12,400	\$ 17,700	\$ 21,630
6000-324.03-20	Commercial Impact Fees	(2,717)	1,687	-	-	7,770	1,680
Total Permits, Fees & Special Assessments		2,944	15,374	12,400	12,400	25,470	23,310
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	13,831	(1,627)	8,340	8,340	1,500	2,500
6000-361.50-00	Market Value Adj	4,323	1,700	-	-	-	-
Total Miscellaneous Revenue		18,154	73	8,340	8,340	1,500	2,500
<b>Miscellaneous Revenue</b>							
6000-381.11-00	Tsfr From Stormwater	-	-	-	120,800	120,800	120,800
6000-389.01-00	Balance Carryforward	-	-	53,300	53,300	48,520	196,290
Total Miscellaneous Revenue		-	-	53,300	174,100	169,320	317,090
<b>Total Transportation Impact Fee Revenue</b>		<b>\$ 21,098</b>	<b>\$ 15,447</b>	<b>\$ 74,040</b>	<b>\$ 194,840</b>	<b>\$ 196,290</b>	<b>\$ 342,900</b>

**EXPENDITURE DETAIL**

**Other Expenditures**

6095-581.91-11	Tsfr To Stormwater	-	500,000	-	-	-	-
Total Other Expenditures		-	500,000	-	-	-	-

**Non-Classified**

6099-588.99-01	Fund Reserve	-	-	74,040	194,840	196,290	342,900
Total Non-Classified		-	-	74,040	194,840	196,290	342,900

<b>Total Transportation Impact Fee Fund</b>		<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 74,040</b>	<b>\$ 194,840</b>	<b>\$ 196,290</b>	<b>\$ 342,900</b>
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**FUND 065 - LIBRARY IMPACT FEE TRUST FUND**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.06-10	Residential Impact Fees	\$ 766	\$ 4,979	\$ 2,300	\$ 2,300	\$ 7,660	\$ 8,100
	Total Permits, Fees & Special Assessments	766	4,979	2,300	2,300	7,660	8,100
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	388	-	-	-	700	500
6000-361.50-00	Market Value Adj	-	-	-	-	-	-
	Total Miscellaneous Revenue	388	-	-	-	700	500
<b>Miscellaneous Revenue</b>							
6000-366.40-00	Library Impact Fees	383	-	-	-	-	-
6000-389.01-00	Balance Carryforward	-	-	4,000	4,000	4,980	13,340
	Total Miscellaneous Revenue	383	-	4,000	4,000	4,980	13,340
	<b>Total Library Impact Fee Trust Revenue</b>	<b>\$ 1,537</b>	<b>\$ 4,979</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 13,340</b>	<b>\$ 21,940</b>

**EXPENDITURE DETAIL**

<b>Capital Expenses</b>							
6055-571.63-00	Imprv Other Than Bldgs	\$ 25,052	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Capital Expenses	25,052	-	-	-	-	-
<b>Non-Classified</b>							
6099-588.99-01	Fund Reserve	-	-	6,300	6,300	13,340	21,940
	Total Non-Classified	-	-	6,300	6,300	13,340	21,940
	<b>Total Library Impact Fee Trust Fund</b>	<b>\$ 25,052</b>	<b>\$ -</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 13,340</b>	<b>\$ 21,940</b>

**FUND 068 - DRAINAGE IMPACT FEE**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	\$ 3	\$ -	\$ -	\$ -	\$ -	\$ -
6000-361.50-00	Market Value Adj	-	-	-	-	-	-
	Total Miscellaneous Revenue	3	-	-	-	-	-
	<b>Total Drainage Impact Fee Revenue</b>	<b>\$ 3</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENDITURE DETAIL</b>							
<b>Non-Operating Expenses</b>							
6095-581-91-11	Transfer to Stormwater	201	-	-	-	-	-
	Total Non-Operating Expenses	201	-	-	-	-	-
	<b>Total Drainage Impact Fee</b>	<b>\$ 201</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FUND 069 - PARKING IMPACT FEE**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ -
6000-361.50-00	Market Value Adj	-	-	-	-	-	-
	Total Miscellaneous Revenue	77	-	-	-	-	-
<b>Miscellaneous Revenue</b>							
6000-389.01-00	Balance Carryforward	-	-	-	-	-	-
	Total Miscellaneous Revenue	-	-	-	-	-	-
	<b>Total Parking Impact Fee Revenue</b>	<b>\$ 77</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>EXPENDITURE DETAIL</b>							
<b>Capital Expenses</b>							
6031-541.63-00	Impr Other Than Buildings	\$ 4,781	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Capital Expenses	4,781	-	-	-	-	-
<b>Non-Expendable Disbursement</b>							
6599-588.99-02	Reserved For Future Exp	-	-	-	-	-	-
	Total Non-Expendable Disbursement	-	-	-	-	-	-
	<b>Total Parking Impact Fee</b>	<b>\$ 4,781</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**FUND 074 - STREET ASSESSMENT**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
2000-325.01-00	Street Assesments	\$ 392	\$ 5,128	\$ -	\$ -	\$ -	\$ -
2000-325.01-10	Interest/Street Assessments	249	5,568	250	250	100	100
Total Permits, Fees & Special Assessments		641	10,696	250	250	100	100
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	608	-	-	-	-	-
2000-361.50-00	Market Value Adj	189	-	-	-	-	-
Total Miscellaneous Revenue		797	-	-	-	-	-
<b>Miscellaneous Revenue</b>							
2000-363.34-00	Interest On Street Assess	-	-	-	-	-	-
2000-389.01-00	Balance Carryforward	-	-	20,460	20,460	30,860	30,960
Total Miscellaneous Revenue		-	-	20,460	20,460	30,860	30,960
<b>Total Street Assessment Revenue</b>		<b>\$ 1,438</b>	<b>\$ 10,696</b>	<b>\$ 20,710</b>	<b>\$ 20,710</b>	<b>\$ 30,960</b>	<b>\$ 31,060</b>

**EXPENDITURE DETAIL**

**Non-Classified**

2099-588.99-01	Fund Reserve	\$ -	\$ -	\$ 20,710	\$ 20,710	\$ 30,960	\$ 31,060
Total Non-Classified		-	-	20,710	20,710	30,960	31,060
<b>Total Street Assessment</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,710</b>	<b>\$ 20,710</b>	<b>\$ 30,960</b>	<b>\$ 31,060</b>



**ENTERPRISE FUNDS**



## Enterprise Funds Revenue Sources

The City maintains three Enterprise Funds and uses these funds to account for its Stormwater (drainage) operation, Water and Wastewater operations and Sanitation operation. The Enterprise operations are funded primarily from user fees and charges.

The Stormwater Utility rate for one equivalent residential unit (ERU) is currently \$7.25/month effective October 2012 and continuing on an annual basis through 2017.

In 2006, the City underwent a utility rate study, which encompassed Water, Wastewater and Sanitation rates. City Commission approved an 11.5% rate increase for both Water and Wastewater effective February 2006, with an additional 11.5% increase effective October 2006 and continued on an annual basis through 2009.

The Sanitation Fund was also evaluated during the rate study. City Commission approved a 9.5% rate increase effective February 2006, with an additional 9.5% increase effective October 2006 and continued on an annual basis through 2009.

No rate increases are scheduled in FY2013/2014

The FY 2014 Budget is based on the following rates:

Base charge for Water service, monthly	\$	13.53
Base charge for Sewer service, monthly	\$	12.33
Flat charge for Sanitation service, monthly	\$	22.32
Flat charge for Stormwater service (per residential unit)	\$	7.25
Flat charge for Recycling service, monthly	\$	2.77

Plus: Consumption rates for Water (based on thousand gallons):

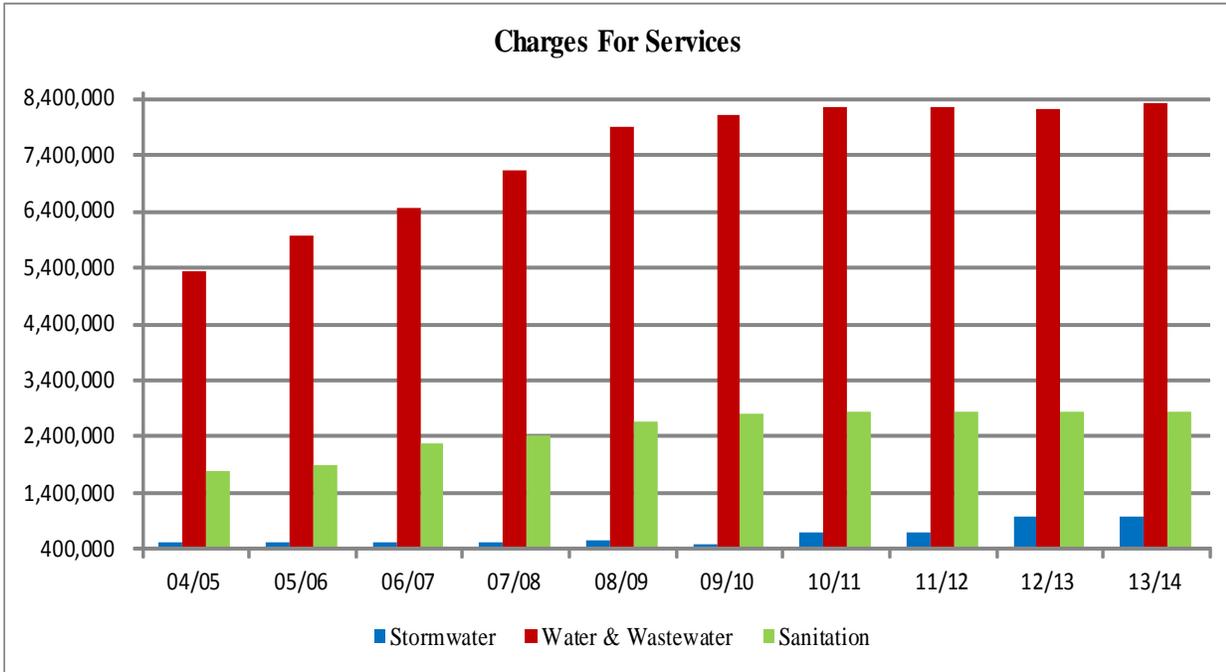
0.0 - 7.0 gallons	\$	2.03
7.0 - 10.0 gallons	\$	5.53
10.0 - 15.0 gallons	\$	8.31
15.0 - 20.0 gallons	\$	12.45
Over 20.0 gallons	\$	15.58

Plus: Consumption rates for Sewer (based on thousand gallons of water used):

0.0 - 15.0 gallons	\$	5.17
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Outside City Limits - Rates are 25% higher

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET



For FY 2014, Stormwater Utility Fee revenue is budgeted at \$971,500; Water and Wastewater revenues are budgeted at \$8,312,300; and Sanitation revenues are budgeted at \$2,805,800. These estimates are based on historical trend analyses of the currently adopted rate structure and consumption.

# Public Works Department

## Stormwater Division

The main function of the Stormwater Division is to protect both public and private property by maintaining the 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. The 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 and excavating sediment deposits from ditches and ponds caused by erosion. This division provides routine inspections and cleaning of over 1,075 catch basins. Seventeen 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 938 curb miles of streets, and the maintenance of 27 City-owned retention ponds.



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

Approximately 80 work order requests originating from resident inquiries were completed. Major projects included the dredging of Harbor Lake Drive Outfall and Swan Lake to improve water flow and attenuation. Invasive and nuisance plants were also removed. The construction of a gabion wall along Mullet Creek at the 6<sup>th</sup> Avenue pedestrian bridge is being installed to prevent severe erosion and soil migration.

In conjunction with the Engineering Department, compliance was maintained with SWFWMD (Southwest Florida Water Management District) on our permitted ponds for maintenance and operations.

A mitered end section pipe at Huntington Lakes had collapsed and was rebuilt.



### **Fiscal Year 2014 Goals**

Tangelo Grove pond banks will be rebuilt and secured. Once that is completed, the pond will be dredged, improving water quality. Invasive and nuisance plants will continue to be removed as part of the routine maintenance tasks for this division. 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 increase the monitoring as required in the new NPDES (National Pollutant Discharge Elimination System) permit by accelerating routine catch basin inspections, cleaning, and reporting.

**STORMWATER PERFORMANCE INDICATORS**

**FUND: 011 DEPARTMENT: 2037**

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 584,835	\$648,362	\$ 752,750	\$ 624,140
Total # of Full Time Equivalent Employees	5.20	5.20	5.20	5.20
<b>Outputs</b>				
# of Service Requests Completed	75	115	80	75
# of Emergency Calls Responded to	11	30	35	15
# of Outfalls Cleaned	79	81	60	75
# of Catch Basins	1,075	1,075	1,075	1,088
# of Catch Basins Repaired	9	8	10	10
# of Catch Basins Cleaned	871	1,162	1,100	1,100
Square Miles of Drainage Basins (Creeks)	5.5	5.5	5.5	5.5
Feet of Storm Drain/Pipe Cleaned	4,843	1,124	800	1,000
Miles of Ditches/Creeks	12.88	12.88	12.88	12.88
Miles of Ditches/Creeks Cleaned	18.69	22.48	13.88	13.88
<b>Efficiency</b>				
O&M Cost per Capita	\$ 34.64	\$ 38.36	\$ 44.10	\$ 35.67
O&M Cost per Full Time Equiv. Employee	\$ 112,468	\$ 124,685	\$ 144,760	\$ 120,027
Per Capita per Full Time Equiv. Employee	3,247	3,250	3,283	3,365
<b>Effectiveness</b>				
Total Hours of Supervision	2,080	2,080	2,080	2,080
% of Service Requests Compl. Within 5 Days	30%	30%	30%	30%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**FUND 011 - STORMWATER**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
2000-329.08-00	Stormwater Fee	\$ 667,967	\$ 661,809	\$ 971,500	\$ 971,500	\$ 971,000	\$ 971,500
	Total Permits, Fees & Special Assessments	667,967	661,809	971,500	971,500	971,000	971,500
<b>Intergovernmental Revenue</b>							
2000-331.03-90	Other Physical Environment	19,172	716,833	68,250	241,630	241,630	-
2000-334.03-60	Stormwater Management	221,503	340,794	-	121,490	121,490	-
	Total Intergovernmental Revenue	240,675	1,057,627	68,250	363,120	363,120	-
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	40,492	9,605	27,610	27,610	27,610	23,100
2000-361.50-00	Market Value Adj	12,522	10,899	-	-	-	-
	Total Miscellaneous Revenue	53,014	20,504	27,610	27,610	27,610	23,100
<b>Miscellaneous Revenue</b>							
2000-381.32-00	Tsfr Fr Capital Projects	-	306,520	-	-	-	-
2000-381.91.64	Tsfr Fr Transp Impact Fund	-	500,000	-	-	-	-
2000-381.91.68	Tsfr Fr Drainage Impact	201	-	-	-	-	-
2000-389.01-00	Balance Carryforward	-	-	835,090	1,515,916	1,307,810	666,100
	Total Miscellaneous Revenue	201	806,520	835,090	1,515,916	1,307,810	666,100
	<b>Total Stormwater Revenue</b>	<b>\$ 961,857</b>	<b>\$ 2,546,460</b>	<b>\$ 1,902,450</b>	<b>\$ 2,878,146</b>	<b>\$ 2,669,540</b>	<b>\$ 1,660,700</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
2037-538.12-00	Salaries & Wages	\$ 180,285	\$ 191,065	\$ 209,920	\$ 209,920	\$ 202,720	\$ 209,150
2037-538.14-00	Overtime	686	1,467	2,000	2,000	2,000	2,000
2037-538.16-00	Compensated Annual Leave	4,277	(7,807)	-	-	-	-
2037-538.17-00	Compensated Sick Leave	(2,571)	4,294	-	-	-	-
	Salaries & Wages Sub-Total	182,677	189,019	211,920	211,920	204,720	211,150
2037-538.21-00	Fica Taxes	13,194	14,198	16,220	16,220	15,410	16,220
2037-538.22-00	Retirement Contributions	15,465	11,927	15,290	15,290	14,330	15,290
2037-538.23-00	Life & Health Insurance	52,820	52,654	59,060	59,060	60,160	70,620
2037-538.24-00	Workers Compensation	7,175	8,706	8,710	8,710	8,710	9,580
2037-538.26-00	OPEB	1,410	1,720	-	-	-	-
	Benefits Sub-Total	90,064	89,205	99,280	99,280	98,610	111,710
	Total Personnel Services	272,741	278,224	311,200	311,200	303,330	322,860
<b>Operating Expenses</b>							
2037-538.32-10	Auditing & Accounting	-	-	1,400	1,400	1,400	1,400
2037-538.34-60	Uniform Rental & Laundry	1,172	1,269	1,180	1,180	1,180	960
2037-538.34-80	Landfill Fees	9,588	15,617	18,000	16,000	18,000	18,000
2037-538.34-90	Other Fees & Contracts	41,993	45,353	63,750	63,750	62,450	62,940
2037-538.40-01	Employee Travel	-	16	110	110	80	130
2037-538.41-00	Communication Services	2,014	2,300	2,440	2,440	2,720	2,720
2037-538.43-00	Utility Services	5,458	5,383	5,940	5,940	5,520	5,850
2037-538.44-00	Rental & Leases	1,468	3,020	4,000	4,000	4,000	4,000
2037-538.45-00	Liability Insurance	5,033	4,976	4,980	4,980	4,980	5,480
2037-538.46-01	Bldg. & Ground Maint	123	62	500	500	500	1,770
2037-538.46-10	Outside Vehicle Repairs	100	279	600	253	250	400
2037-538.46-20	Equipment Repairs	220	90	500	7,173	7,140	500
2037-538.46-30	Radio Maintenance	119	-	200	200	200	200
2037-538.46-40	Maint Contracts	409	261	460	460	460	470
2037-538.49-30	Other Current Charges	181	383	330	330	330	410
2037-538.52-01	Gas	892	1,396	1,310	1,310	1,310	1,540
2037-538.52-02	Diesel	4,229	5,058	5,790	5,790	5,790	5,790
2037-538.52-03	Oil & Other Lubricants	170	219	460	460	460	400
2037-538.52-10	Vehicle Parts	1,311	1,606	1,500	2,000	4,000	4,000
2037-538.52-20	Equipment Parts	2,323	2,836	4,000	5,847	7,500	7,500

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
2037-538.52-30	Small Tools & Supplies	2,169	2,076	2,600	2,600	2,600	2,600
2037-538.52-70	Special Clothing/Uniforms	1,256	1,767	2,200	2,200	2,200	2,200
2037-538.52-80	Tires & Tubes	1,022	1,062	1,200	1,200	1,200	1,200
2037-538.52-90	Special Supplies	2,377	1,975	2,500	2,500	2,500	2,500
2037-538.52-93	Safety Supplies	799	761	800	800	800	800
2037-538.53-30	Drainage	211,170	252,725	220,000	310,000	285,000	140,000
2037-538.53-32	Drainage Related Charges	11,535	13,970	16,050	20,076	16,050	16,320
2037-538.53-33	Drainage - Other	4,164	4,729	5,000	5,000	5,000	5,000
2037-538.54-30	Educational Costs	799	949	1,000	1,000	1,000	1,200
2037-538.57-00	Bad Debt	-	-	-	-	4,800	5,000
	Total Operating Expenses	312,094	370,138	368,800	469,499	449,420	301,280
<b>Capital Expenses</b>							
2037-538.63-00	Imprv Other Than Building	380,690	1,507,509	-	689,500	689,500	-
2037-538.64-01	Automotive Equipment	-	-	30,000	23,327	23,330	70,000
2037-538.64-40	Special Equipment	-	49,648	-	710	730	-
	Total Capital Expenses	380,690	1,557,157	30,000	713,537	713,560	70,000
	<b>Total Stormwater</b>	<b>\$ 965,525</b>	<b>\$ 2,205,519</b>	<b>\$ 710,000</b>	<b>\$ 1,494,236</b>	<b>\$ 1,466,310</b>	<b>\$ 694,140</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 584,835	\$ 648,362	\$ 680,000	\$ 780,699	\$ 752,750	\$ 624,140
Less Revenues Generated:						
329 Permits, Fees, & Special Assessments	667,967	661,809	971,500	971,500	971,000	971,500
331 & 334 Intergovernmental Revenue	240,675	1,057,627	68,250	363,120	363,120	-
Net Unsupported Budget	<b>\$ (323,807)</b>	<b>\$ (1,071,074)</b>	<b>\$ (359,750)</b>	<b>\$ (553,921)</b>	<b>\$ (581,370)</b>	<b>\$ (347,360)</b>
% Of Budget Supported By Program	155.4%	265.2%	152.9%	171.0%	177.2%	155.7%

**Stormwater Fixed Assets**

2090-583.69-00 Reclassify Account	(565,950)	(1,778,504)	-	-	-	-
Total Stormwater Fixed Assets	(565,950)	(1,778,504)	-	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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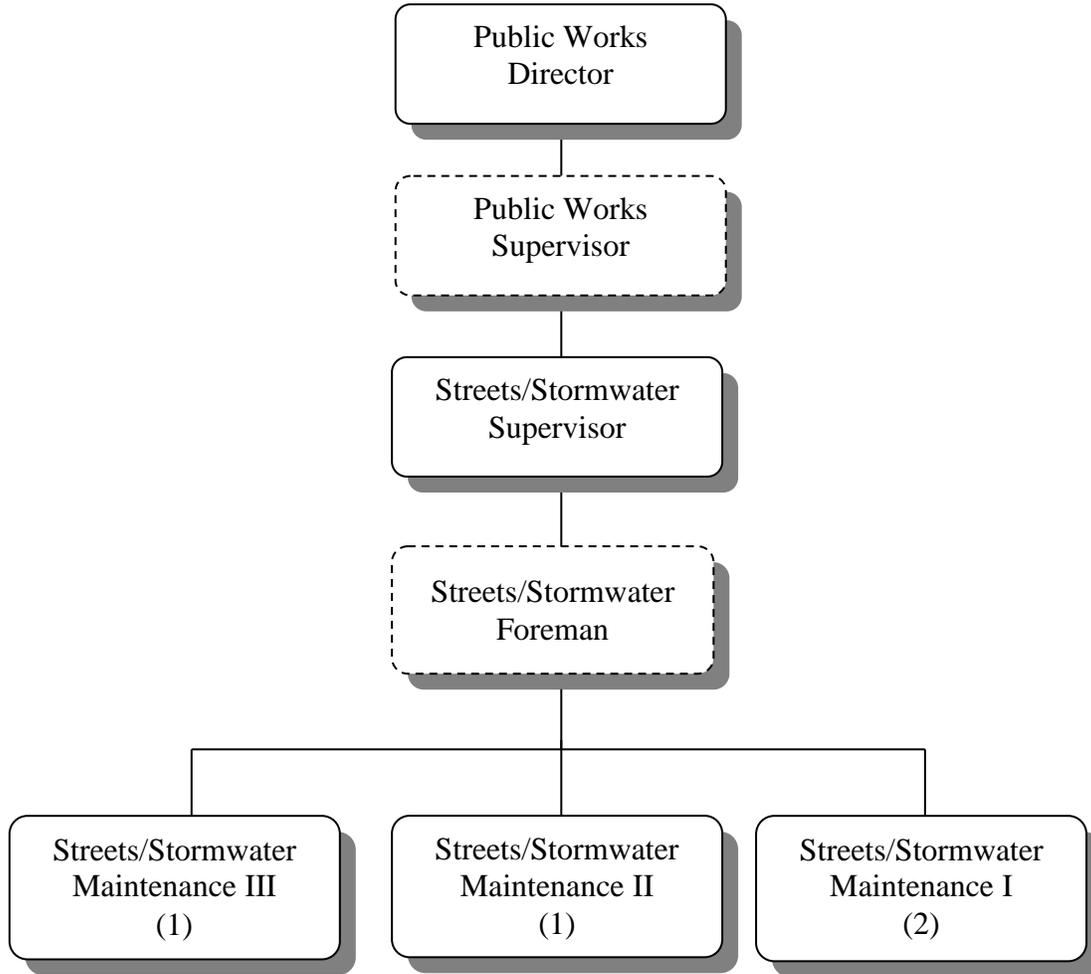
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Non-Operating Expenses</b>							
2094-584.72-01	Interest Payment	362	-	-	-	-	-
	Total Non-Operating Expenses	362	-	-	-	-	-
<b>Internal Services</b>							
2094-590.94-01	Administration Fee Reimb	19,380	19,140	44,000	44,000	44,000	44,000
2094-590.94-02	Data Processing Fee Reimb	8,020	8,560	8,470	8,470	8,470	8,470
2094-590.94-03	Engineering Fee Reimb	182,580	152,980	36,320	36,320	36,320	36,320
2094-590.94-04	Bldg & Fleet Maint Reimb	44,890	40,850	-	-	-	-
2094-590.94-33	Fleet Maint Reimb	-	-	15,980	15,980	15,980	15,980
2094-590.94-34	Bldg Maint Reimb	-	-	5,480	5,480	5,480	5,480
	Total Internal Services	254,870	221,530	110,250	110,250	110,250	110,250
<b>Non-Operating Expenses</b>							
2095-581-58-00	Depreciation Expense	110,517	131,718	143,630	143,630	143,630	233,600
2095-581-72-50	Amortization Exp Bond Dis	574	404	400	400	400	400
2095-581-91.01	To General Fund	-	-	78,000	78,000	66,300	41,850
2095-581-91.22	To Bank of America Note	95,750	95,750	95,750	95,750	95,750	34,540
2095-581.91-23	To Loc Governmental	-	-	-	-	-	-
2095-581.91-64	To Transportation Impact Fee	-	-	-	120,800	120,800	120,800
	Total Non-Operating Expenses	206,841	227,872	317,780	438,580	426,880	431,190
<b>Non-Expendable Disbursement</b>							
2099-588.99-01	Fund Reserve	-	-	764,420	764,420	666,100	425,120
2099-588.99-03	Fund Reserves Designated	-	-	-	70,660	-	-
	Total Non-Expendable Disbursement	-	-	764,420	835,080	666,100	425,120
<b>Total Stormwater Expenses</b>		<b>\$ 861,648</b>	<b>\$ 876,417</b>	<b>\$ 1,902,450</b>	<b>\$ 2,878,146</b>	<b>\$ 2,669,540</b>	<b>\$ 1,660,700</b>

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT**

**STORMWATER DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Public Works Director	134	0.20	0.20	0.20
Streets/Stormwater Supervisor	125	1.00	1.00	1.00
Streets/Stormwater Maintenance III	118	1.00	1.00	1.00
Streets/Stormwater Maintenance II	116	1.00	1.00	1.00
Streets/Stormwater Maintenance I	114	2.00	2.00	2.00
<b>Total Division</b>		<b>5.20</b>	<b>5.20</b>	<b>5.20</b>



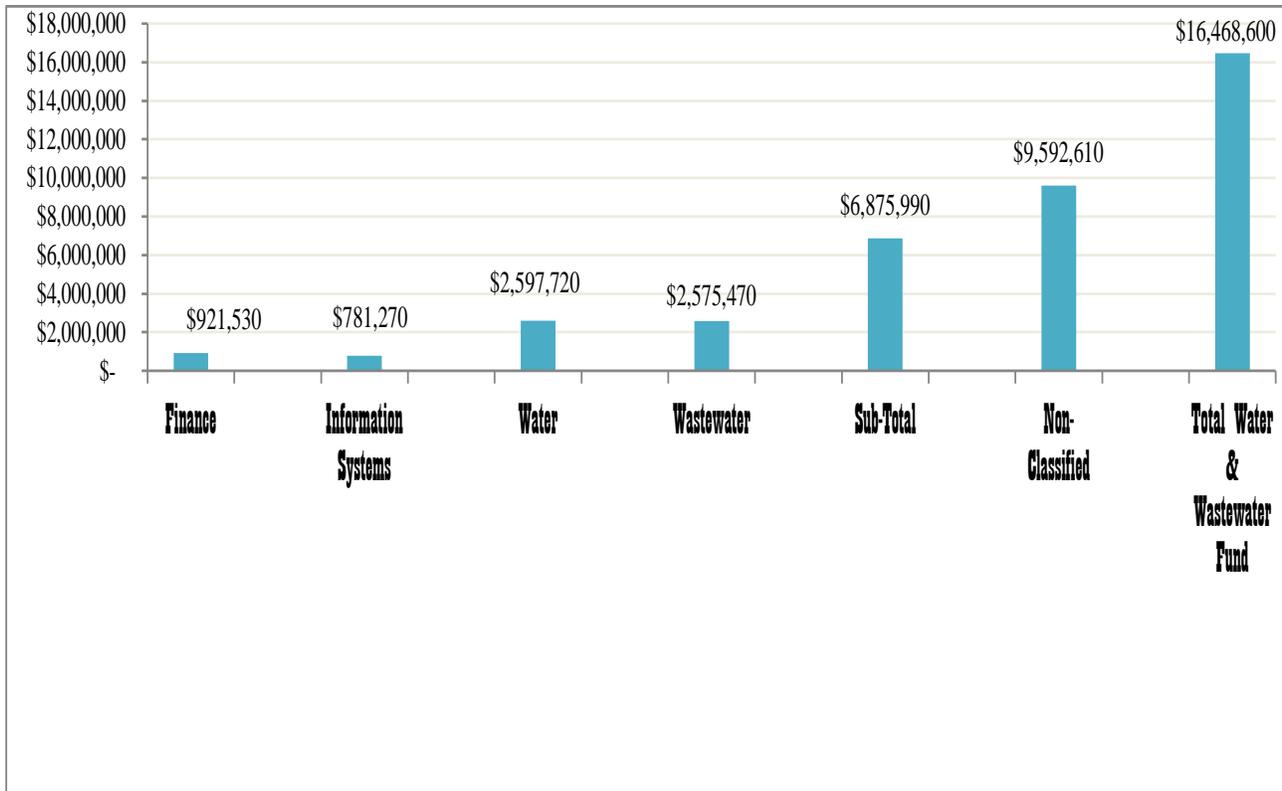
**FUND 041 - WATER & WASTEWATER**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
4000-334.03-50	Wastewater Physical Environment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
	Total Intergovernmental Revenue	-	-	-	-	-	150,000
<b>Charges For Services</b>							
4000-343.09-15	Sale Of Water	\$ 3,546,336	\$ 3,346,925	\$ 3,351,300	\$ 3,351,300	\$ 3,469,000	\$ 3,470,000
4000-343.09-20	Water Tap Fees	1,343	4,100	2,500	2,500	6,800	4,800
4000-343.09-40	Sewer Services	4,382,892	4,409,460	4,374,240	4,374,240	4,440,690	4,580,000
4000-343.09-60	Late Charges - Utilities	234,053	165,590	232,000	232,000	232,000	232,000
4000-343.09-70	Industrial Surcharge	65,500	14,736	24,000	24,000	24,000	24,000
4000-349.11-00	Utility Fixtures	1,317	2,256	1,500	1,500	1,500	1,500
	Total Charges For Services	8,231,441	7,943,067	7,985,540	7,985,540	8,173,990	8,312,300
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	150,638	42,311	125,210	125,210	125,210	104,780
	Total Miscellaneous Revenue	197,953	93,128	125,210	125,210	125,210	104,780
<b>Miscellaneous Revenue</b>							
4000-364.01-00	Sale/Disposal Of F.A.	-	-	-	-	-	-
4000-364.01-10	Gain/Loss From Sale/Disp	6,124	5,755	4,500	4,500	12,000	4,500
4000-369.04-06	Data Proc Reimb - General Fund	269,250	287,510	298,040	298,040	298,040	298,040
4000-369.04-07	Data Proc Reimb - Sanitation	13,330	14,230	10,030	10,030	10,030	10,030
4000-369.04-22	Data Proc Reimb - Fire	73,430	78,410	107,480	107,480	107,480	107,480
4000-369.09-00	Miscellaneous Revenue	31,578	27,989	30,000	30,000	30,000	30,000
4000-384.20-00	Series 2012	-	-	-	-	-	-
	Total Miscellaneous Revenue	575,052	609,528	631,100	631,100	646,420	631,100
<b>Miscellaneous Revenue</b>							
4000-389.01-00	Balance Carryforward	-	-	10,338,160	10,410,856	6,917,920	7,270,420
	Total Miscellaneous Revenue	-	-	10,338,160	10,410,856	6,917,920	7,270,420
	<b>Total Water &amp; Wastewater Revenue</b>	<b>\$ 9,004,446</b>	<b>\$ 8,645,723</b>	<b>\$ 19,080,010</b>	<b>\$ 19,152,706</b>	<b>\$ 15,863,540</b>	<b>\$ 16,468,600</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<b>Fund: Water &amp; Wastewater</b>	<b>Expenditure Summary</b>	<b>Fund #: 041</b>
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DEPARTMENT	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
Finance	\$ 820,456	\$ 705,647	\$ 798,140	\$ 831,176	\$ 894,090	\$ 921,530
Information Systems	715,439	616,719	737,100	768,330	702,420	781,270
Water	2,409,431	2,309,705	2,466,500	2,470,986	2,439,660	2,597,720
Wastewater	1,827,917	1,772,861	2,080,440	2,084,384	1,994,010	2,575,470
Sub-Total	5,773,243	5,404,932	6,082,180	6,154,876	6,030,180	6,875,990
Non-Classified	1,760,963	2,291,591	12,997,830	12,997,830	9,833,360	9,592,610
<b>Total Water &amp; Wastewater Fund</b>	<b>\$ 7,534,206</b>	<b>\$ 7,696,523</b>	<b>\$ 19,080,010</b>	<b>\$ 19,152,706</b>	<b>\$ 15,863,540</b>	<b>\$ 16,468,600</b>



## 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 shrinking resources, the Customer Service and Utilities staff have received training and cross-training on various functions in the Utility Billing department so that cycle billings, title searches, lien processing and delinquency notices are timely communicated to the residents and community as a whole.

Steps that can be taken to lower water consumption, as well as an overview of ways to determine leak detection were communicated to residents in a quarterly Water Resource Workshop that kicked-off in August 2012. The workshop is headed up by the City's Meter Readers and provides key information intended to educate residents and provide them with a forum to ask questions and obtain relevant feedback from staff working in the field.

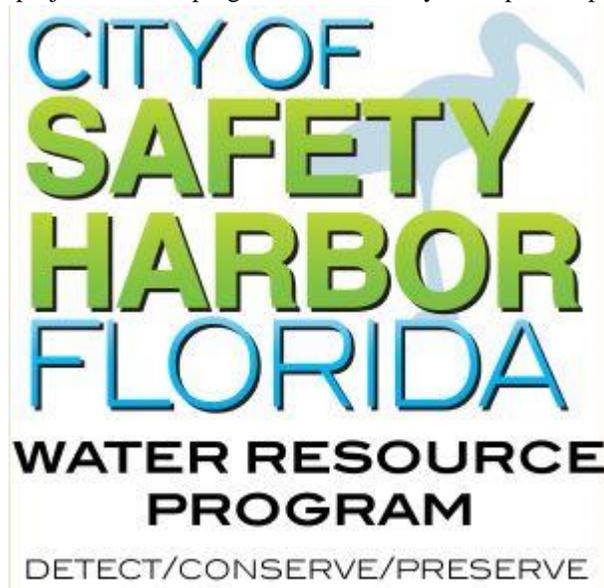
### **Fiscal Year 2014 Goals**

Customer Service remains the highest priority of Utility Billing. The focus this year will continue to be on residents being informed in ways to maximize savings on their utility bills. E-notification and bank draft services for utility billing continue to be a priority with regular notices provided to the residents to encourage sign-up.

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

The continued procurement of radio transmitted meters, as well as installation in coordination with the Public Works Department, is a priority that will continue to provide long-term efficient utilization of City resources. The goal is to have approximately 33% of the City's meters radio transmitted meters by October 2015.

Finance's long term goal is continued sustainability of the Water and Wastewater fund to meet the demands of debt service as well as major capital infrastructure projects that are programmed in the 5-year Capital Improvement Program.



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

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 816,922	\$ 696,674	\$ 802,530	\$ 875,330
Total # of Full Time Equivalent Employees	9.85	9.35	9.20	9.70
<b>Outputs</b>				
Total # of Utility Bills	75,005	77,765	79,427	81,000
Total # of Water Customers	7,519	7,578	7,586	7,600
Total # of Sewer Customers	8,883	8,878	8,946	8,960
Total # of Sanitation Customers	7,987	7,985	8,054	8,070
Total # of Service Orders	7,931	8,689	8,650	8,670
Total # of New Water Deposits	632	735	645	670
Total # of E-Notifications Billings	2,168	3,227	4,000	4,960
<b>Efficiency</b>				
O&M Cost per Capita	\$ 48.38	\$ 41.22	\$ 47.02	\$ 50.03
O&M Cost per Full Time Equiv. Employee	\$ 82,936	\$ 74,511	\$ 87,232	\$ 90,240
Per Capita per Full Time Equiv. Employee	1,714	1,808	1,855	1,804

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
4015-513.12-00	Salaries & Wages	\$ 453,045	\$ 382,274	\$ 373,920	\$ 373,920	\$ 390,730	\$ 427,500
4015-513.12-10	Reg Wages-Temporary Empl	20,912	3,667	19,050	19,050	-	-
4015-513.14-00	Overtime-Time & One Half	2,133	3,372	2,430	2,430	2,430	2,430
4015-513.16-00	Compensated Annual Leave	(2,078)	(5,007)	-	-	-	-
4015-513.17-00	Compensated Sick Leave	(7,260)	-	-	-	-	-
	Salaries & Wages Sub-Total	466,752	384,306	395,400	395,400	393,160	429,930
4015-513.21-00	Fica Taxes	35,807	29,147	30,250	30,250	29,940	32,890
4015-513.22-00	Retirement	32,367	26,347	28,510	28,510	26,800	35,270
4015-513.23-00	Life & Health Insurance	109,318	84,986	89,840	89,840	87,920	98,620
4015-513.24-00	Workers Compensation Ins.	21,569	26,305	26,310	26,310	26,310	28,940
4015-513.26-00	OPEB	2,115	2,408	-	-	-	-
	Benefits Sub-Total	201,176	169,193	174,910	174,910	170,970	195,720
	Total Personnel Services	667,928	553,499	570,310	570,310	564,130	625,650

**Operating Expenses**

4015-513.32-10	Auditing & Accounting	10,657	13,214	12,540	12,540	12,540	12,540
4015-513.34-60	Uniform Rental & Laundry	604	209	400	400	-	-
4015-513.34-90	Other Fees & Contracts	3,438	-	-	-	-	-
4015-513.40-01	Employee Travel	316	374	550	550	550	550
4015-513.41-00	Communication Services	1,422	1,148	1,840	1,840	890	890
4015-513.42-10	Postage	36,800	26,676	40,000	43,856	40,000	40,000
4015-513.45-00	Liability Insurance	74,352	73,118	73,140	73,140	73,140	80,450
4015-513.46-30	Radio Maintenance	-	-	100	100	-	-
4015-513.46-40	Maintenance Contracts	7,433	7,388	11,120	11,120	13,700	13,820
4015-513.47-01	Printing & Binding	4,514	6,831	8,500	8,500	8,500	8,500
4015-513.49-30	Other Current Charges	-	225	250	250	250	250
4015-513.51-10	Office Supplies-General	874	3,976	3,800	3,800	3,800	3,800
4015-513.51-11	Non-Capital Office Equip	886	497	970	970	4,120	970
4015-513.52-01	Gas	4,428	4,768	5,510	5,510	5,000	5,000
4015-513.52-03	Oil & Other Lubricants	63	39	40	40	40	40
4015-513.52-10	Vehicle Parts	1,006	563	700	700	700	700
4015-513.52-30	Small Tools & Supplies	-	119	150	150	150	150

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

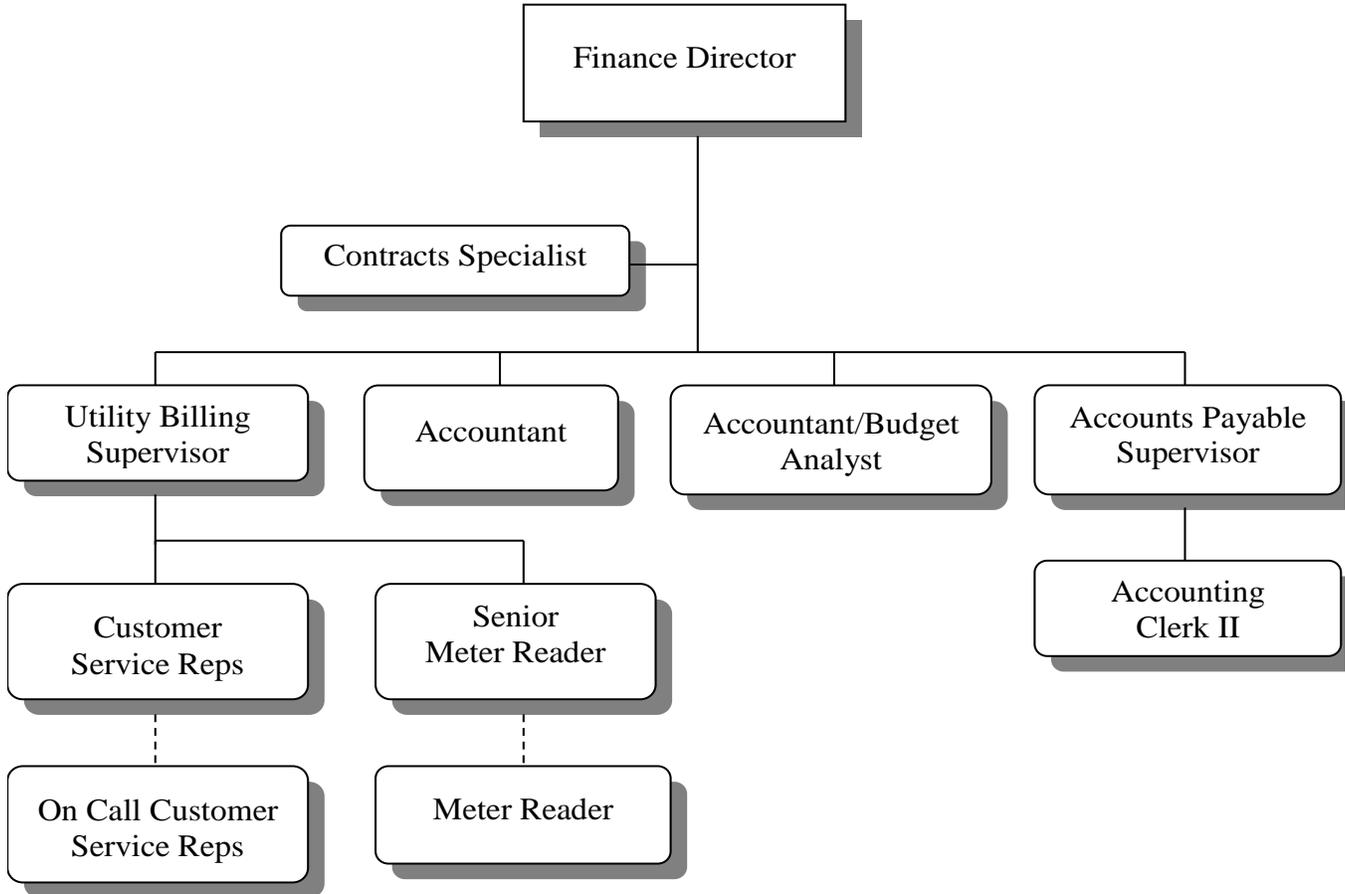
<b>Fund:</b> <b>Water &amp; Wastewater</b>	<b>Department:</b> <b>Finance</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
4015-513.52-70	Special Clothing/Uniforms	359	418	490	490	490	490
4015-513.52-80	Tires And Tubes	-	218	430	430	430	430
4015-513.52-90	Special Supplies	61	164	170	170	170	170
4015-513.54-10	Publications	-	105	-	-	-	-
4015-513.54-20	Memberships & Dues	515	383	580	580	580	580
4015-513.54-30	Educational Costs	1,191	167	350	350	350	350
4015-513.57-00	Bad Debts	75	2,575	-	-	73,000	80,000
<b>Total Operating Expenses</b>		<b>148,994</b>	<b>143,175</b>	<b>161,630</b>	<b>165,486</b>	<b>238,400</b>	<b>249,680</b>
<b>Capital Expenses</b>							
4015-513.64-01	Automotive Equipment	-	-	20,000	20,000	16,180	-
4015-513.64-40	Special Equipment	-	6,500	40,000	69,180	69,180	40,000
<b>Total Capital Expenses</b>		<b>-</b>	<b>6,500</b>	<b>60,000</b>	<b>89,180</b>	<b>85,360</b>	<b>40,000</b>
<b>Total Water &amp; Wastewater Finance</b>		<b>816,922</b>	<b>703,174</b>	<b>791,940</b>	<b>824,976</b>	<b>887,890</b>	<b>915,330</b>
<b>Non-Operating Expenses</b>							
4015-513.72-20	Customer Deposits	1,393	1,345	4,000	4,000	4,000	4,000
4015-513.73-00	Bond Agent Fees	2,141	1,128	2,200	2,200	2,200	2,200
<b>Total Non-Operating Expenses</b>		<b>3,534</b>	<b>2,473</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</b>
<b>Total Water &amp; Wastewater Finance</b>		<b>\$ 820,456</b>	<b>\$ 705,647</b>	<b>\$ 798,140</b>	<b>\$ 831,176</b>	<b>\$ 894,090</b>	<b>\$ 921,530</b>

**Organizational Chart**

**WATER & WASTEWATER FINANCE DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Finance Director	133	0.50	0.50	0.50
Assistant Finance Director	128	0.00	0.50	0.00
Accountant/Budget Analyst	125	0.50	0.00	0.50
Contracts Specialist	125	0.00	0.00	1.00
Accountant (2)	122	1.00	1.00	1.00
Accounts Payable Supervisor	122	0.50	0.50	0.50
Utility Billing Supervisor	123	1.00	1.00	1.00
Senior Meter Reader	117	1.00	1.00	1.00
Customer Service Rep (2)	116	2.00	2.00	2.00
Meter Reader	115	1.00	1.00	1.00
Accounting Clerk II	116	1.00	1.00	0.50
On Call Customer Service Rep (2)	112	0.75	0.70	0.70
On Call Meter Reader	112	0.10	0.00	0.00
<b>Total Division</b>		<b>9.35</b>	<b>9.20</b>	<b>9.70</b>



## 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, Rigsby Center, and the Museum.



### Current and Prior Year Accomplishments

Information Systems provided for the data and communication needs of the newly renovated Safety Harbor Museum and Cultural Center. Computers were relocated, telephones were configured, and a new computer network was installed to provide these services.

A replacement telephone system, including new telephones, was purchased and installed at the Community Center. This new system uses the Siemens platform and is integrated with the City Hall phone system. New Siemens telephones were installed in the Fire Station 52 and Parks & Building Maintenance. These utilize the existing telephone system and phone lines at City Hall along with being integrated with other facilities. Fiscal year 2012/13 will see the completion of the integration of all major City facilities' telephones. This will allow employees at all locations to direct dial and transfer to each others' extensions and some locations to share phone lines.



This year saw significant strides in the implementation of the Rectrac software for Leisure Services. It was upgraded to a new version with a new architecture. There is a planned implementation of web registration services, whereby Recreation program participants can sign up for classes through the City's website.

The standard office suite software, Microsoft Office 2007 will be upgraded on all computers to the newest version, Office 2013. Besides the efforts of the Information System staff to perform the software upgrade, this will also require employees to adjust to new features and processes. Improved functionality in the new Office software will provide increased employee productivity.

Staff underwent training and began working with the new Windows Server 2012 operating system.

### **Fiscal Year 2014 Goals**

Following recommendations in an IT security risk assessment, there are plans to implement new threat management technologies. Network architectural changes will also assist in mitigating cyber security threats. The new Windows Server 2012 will be implemented as the process to upgrade server operating systems begins.

Plans are to make further use of mobile technologies to increase productivity and improve citizen services. The Fire Department will use Apple iPads to lessen the use of paper in the field and expedite retrieval of data. The Recreation Department will use iPads at events to enable registration of program participants at that time. This will be convenient for citizens and increase the efficiency of Recreation staff.

### **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. Citizens and businesses are increasing use of the internet to access information and transact with the City. There are increased expectations of the availability of systems and the mobility with which data can be accessed. The communication devices known as "telephones" have transformed into computer hardware using software and data packets.



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.

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

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 562,333	\$ 600,219	\$ 702,420	\$ 781,270
Total # of Full Time Equivalent Employees	3.50	4.00	4.00	4.00
Total # of Employee Computer Users Supported	132	139	143	143
<b>Outputs</b>				
# of Additional Computers Installed	5	1	3	0
# of Replacement Computers Installed	34	61	47	16
<b>PC/LAN Services</b>				
# of Computer Training Classes Obtained	4	8	6	7
# of Desktop Computers Supported	173	173	175	175
# of Mobile Devices Supported (smartphones/tablets)	5	13	17	20
Ratio of Staff to Computers & Mobile Devices	1:45	1:47	1:48	1:49
# of Servers Supported	17	17	19	19
Ratio of Staff to Servers Supported	1:4	1:4	1:5	1:5
# of Operating Systems Supported	6	5	6	5
# of Printers/Fax/Copiers Supported	72	72	72	72
<b>Communication Services</b>				
# of Desk Telephones Supported	138	127	127	127
# of Cell Phones	107	104	102	102
<b>Efficiency</b>				
O&M Cost per Capita	\$ 33.31	\$ 35.51	\$ 41.15	\$ 44.65
O&M Cost per Full Time Equiv. Employee	\$ 160,667	\$ 150,055	\$ 175,605	\$ 195,318
Per Capita per Full Time Equiv. Employee	4,824	4,225	4,267	4,374

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
4016-513.12-00	Salaries & Wages	\$ 205,091	\$ 228,212	\$ 234,130	\$ 234,130	\$ 233,750	\$ 234,130
4016-513.14-00	Overtime-Time & One Half	2,861	1,983	3,000	3,000	2,000	2,000
4016-513.16-00	Compensated Annual Leave	7,685	(2,377)	-	-	-	-
4016-513.17-00	Compensated Sick Leave	3,396	(604)	-	-	-	-
	Salaries & Wages Sub-Total	219,033	227,214	237,130	237,130	235,750	236,130
4016-513.21-00	Fica Taxes	15,323	17,199	18,150	18,150	17,870	18,150
4016-513.22-00	Retirement	14,864	18,416	18,980	18,980	18,860	18,980
4016-513.23-00	Life & Health Insurance	42,987	45,263	48,670	48,670	44,300	49,180
4016-513.26-00	OPEB	1,058	1,376	-	-	-	-
	Benefits Sub-Total	74,232	82,254	85,800	85,800	81,030	86,310
	Total Personnel Services	293,265	309,468	322,930	322,930	316,780	322,440
<b>Operating Expenses</b>							
4016-513.32-30	Data Processing Services	22,205	2,253	25,700	35,648	35,050	37,600
4016-513.34-90	Other Fees & Contracts	3,615	3,575	4,030	4,030	4,030	4,030
4016-513.40-01	Employee Travel	-	2,573	3,800	3,800	3,740	3,810
4016-513.41-00	Communication Services	3,514	3,476	3,560	3,560	2,880	2,880
4016-513.46-01	Building Grounds Maint	-	-	250	250	250	1,750
4016-513.46-10	Outside Vehicle Repairs	336	-	-	-	-	400
4016-513.46-40	Maintenance Contracts	185,881	203,506	202,240	205,225	193,330	232,190
4016-513.51-10	Office Supplies-General	247	264	350	350	200	300
4016-513.51-11	Non-Capital Office Equipment	49,137	64,189	157,100	175,397	131,100	159,400
4016-513.51-40	Computer Papers & Supplies	2,931	2,986	4,000	4,000	2,000	3,000
4016-513.52-01	Gas	73	181	230	230	200	200
4016-513.52-03	Oil & Other Lubricants	-	21	60	60	60	60
4016-513.52-10	Vehicle Parts	361	125	250	250	250	500

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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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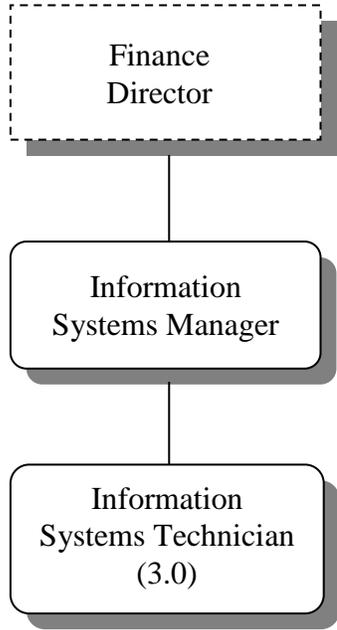
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
4016-513.52-90	Special Supplies	-	7	50	50	50	50
4016-513.54-01	Subscriptions	597	730	730	730	730	790
4016-513.54-10	Publications	9	199	300	300	200	300
4016-513.54-20	Memberships & Dues	320	370	320	320	370	370
4016-513.54-30	Educational Costs	(158)	6,296	11,200	11,200	11,200	11,200
	Total Operating Expenses	269,068	290,751	414,170	445,400	385,640	458,830
<b>Capital Expenses</b>							
4016-513.64-40	Special Equipment	153,106	16,500	-	-	-	-
	Total Capital Expenses	153,106	16,500	-	-	-	-
	<b>Total Information Systems</b>	<b>\$ 715,439</b>	<b>\$ 616,719</b>	<b>\$ 737,100</b>	<b>\$ 768,330</b>	<b>\$ 702,420</b>	<b>\$ 781,270</b>

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**Organizational Chart**

**INFORMATION SYSTEMS DEPARTMENT**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
Information Systems Manager	128	1.00	1.00	1.00
Information Systems Tech	124	3.00	3.00	3.00
<b>Total Division</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

# Public Works Department

## Water Division



The water division's mission is to provide high water quality, adequate water pressure at all times as well as prompt and good quality customer service. Safety is our main concern with continual water sampling, so we can ensure compliance with regulation set forth by federal, state and county agencies pertaining to potable water quality. This division maintains 553 fire hydrants and 6,199 water meters. The city receives all the potable water into our distribution systems from Pinellas County at two locations. The city receives approximately 1.7 million gallons per day. The water pressure is 60 to 65 pounds per square inch (PSI). We have 76.3 miles of water mains that distributes

water to the customers including approximately 15,500 residents.



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

The City of Safety Harbor had a contractor install 3,530 feet of new 6 inch C-900 PVC water main and fire hydrants on South Bayshore Blvd. replacing the aging cast iron, from the Museum to the bridge at Alligator Lake. Another contractor installed 660 feet of new 6 inch C-900 PVC water main and fire hydrants from 8<sup>th</sup> Avenue South and 2<sup>nd</sup> Street South to 9<sup>th</sup> Avenue South and Main Street. Both water main projects were approved by the Department of Environmental Protection and placed into service in a timely manner.

### **Fiscal Year 2014 Goals**

New radio transmitter water meters (RTR) and backflow devices continue to be installed throughout the City. A new water main project is in the planning stages for the North Bay Hills Subdivision. The Tangelo Groves subdivision water main loop project will be scheduled for 2014. This will improve the water quality and prevent a complete shutdown of this subdivision, once installed.



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

Continue to provide outstanding customer service to the residents in Safety Harbor in a prompt and professional manner. We continue to provide and ensure water quality to keep it at its highest standards by daily testing. Fire protection is a top priority and 553 fire hydrants are flushed and tested bi-annually to ensure they are operating correctly. We will continue to document the loss of water from the distribution system.

**WATER PERFORMANCE INDICATORS**  
**FUND: 41 DEPARTMENT: 4035**

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,365,648	\$ 2,287,820	\$ 2,409,280	\$ 2,532,720
Total # of Full Time Equivalent Employees	8.20	8.60	7.60	7.60
<b>Outputs</b>				
# of Pipeline Repairs	170	164	180	185
# of Water Meters Installed/Replaced	12-203	30-316	35-200	20-200
# of Emergency Calls	43	41	38	40
# of Fire Hydrants Maintained	544	548	553	558
# of New Services Connected	12	30	35	20
# of Miles of Pipeline	76.1	76.1	76.31	76.81
# of Customers	7,519	7,549	7,584	7,604
<b>Efficiency</b>				
O&M Cost per Mile of Distribution System	\$ 31,086	\$ 30,063	\$ 31,572	\$ 32,974
O&M Cost per Customer Account	\$ 314.62	\$ 303.06	\$ 317.68	\$ 333.08
O&M Cost per Capita	\$ 140.11	\$ 135.37	\$ 141.15	\$ 144.76
O&M Cost per Full Time Equiv. Employee	\$ 288,494	\$ 266,026	\$ 317,011	\$ 333,253
Per Capita per Full Time Equiv. Employee	2,059	1,965	2,246	2,302

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>Personnel Services</b>							
4035-533.12-00	Salaries & Wages	\$ 451,201	\$ 349,605	\$ 376,560	\$ 376,560	\$ 350,340	\$ 361,590
4035-533.14-00	Overtime-Time & One Half	2,568	2,644	5,000	5,000	5,000	5,000
4035-533.16-00	Compensated Annual Leave	1,471	(710)	-	-	-	-
4035-533.17-00	Compensated Sick Leave	(10,025)	(1,950)	-	-	-	-
	Salaries & Wages Sub-Total	445,215	349,589	381,560	381,560	355,340	366,590
4035-533.21-00	Fica Taxes	33,661	25,844	29,350	29,350	26,700	28,200
4035-533.22-00	Retirement	38,143	18,659	25,410	25,410	22,910	35,400
4035-533.23-00	Life & Health Insurance	98,475	82,577	90,220	90,220	82,450	91,550
4035-533.26-00	OPEB	3,173	2,752	-	-	-	-
	Benefits Sub-Total	173,452	129,832	144,980	144,980	132,060	155,150
	Total Personnel Services	618,667	479,421	526,540	526,540	487,400	521,740
<b>Operating Expenses</b>							
4035-533.34-60	Uniform Rental & Laundry	2,285	1,078	1,500	1,500	1,180	1,180
4035-533.34-90	Other Fees & Contracts	7,184	6,992	8,700	8,700	6,200	6,200
4035-533.34-92	Purchases Water/Sewer	1,671,789	1,729,647	1,806,600	1,806,600	1,826,000	1,908,000
4035-533.40-01	Employee Travel	-	-	100	100	50	170
4035-533.41-00	Communication Services	3,432	3,976	3,860	3,860	4,170	4,170
4035-533.43-00	Utilities	5,026	5,265	5,420	5,420	5,530	5,850
4035-533.44-00	Rental & Leases	1,000	816	1,000	1,000	1,000	1,000
4035-533.46-01	Building & Grounds Maint	1,629	569	1,670	1,670	1,540	1,760
4035-533.46-10	Outside Vehicle Repairs	300	2,861	800	800	800	800
4035-533.46-20	Equipment Repairs	798	454	800	800	800	1,000
4035-533.46-30	Radio Maintenance	36	-	300	300	150	200
4035-533.46-40	Maintenance Contracts	491	323	790	790	790	820
4035-533.46-90	Special Services	4,965	5,475	11,800	14,542	14,500	16,000
4035-533.49-30	Other Current Charges	264	320	230	230	230	430
4035-533.51-10	General Office Supplies	632	757	800	800	800	800
4035-533.51-11	Non-Capital Office Equip.	300	1,688	300	660	500	300
4035-533.52-01	Gas	11,565	10,852	14,120	14,120	12,000	12,700
4035-533.52-02	Diesel	2,423	4,055	3,330	3,330	4,500	5,000
4035-533.52-03	Oil & Other Lubricants	134	430	500	500	500	500
4035-533.52-10	Vehicle Parts	4,020	3,029	4,500	4,500	4,000	4,500

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
4035-533.52-20	Equipment Parts	1,068	1,500	1,500	1,500	1,500	1,500
4035-533.52-30	Small Tools & Supplies	1,967	2,000	2,000	2,000	2,000	2,000
4035-533.52-40	Builders Supplies	494	485	500	500	500	500
4035-533.52-41	Housekeeping Supplies	100	100	100	100	100	100
4035-533.52-50	Chemicals	2,689	2,670	2,700	2,700	2,700	2,700
4035-533.52-70	Special Clothing/Uniforms	2,194	2,921	3,500	3,500	3,500	3,700
4035-533.52-80	Tires And Tubes	1,200	1,200	1,200	1,200	1,200	1,200
4035-533.52-90	Special Supplies	59	2,886	1,000	1,000	1,000	1,000
4035-533.52-93	Safety Supplies	751	585	1,000	1,000	800	800
4035-533.52-95	Special Supplies - W&S	17,151	14,065	27,000	27,000	22,000	25,000
4035-533.54-30	Educational Costs	1,035	1,400	1,340	1,340	1,340	1,100
Total Operating Expenses		1,746,981	1,808,399	1,908,960	1,912,062	1,921,880	2,010,980
<b>Capital Expenses</b>							
4035-533.62-00	Buildings	-	-	-	-	-	65,000
4035-533.64-01	Automotive Equipment	-	19,866	23,000	23,000	21,000	-
4035-533.64-30	Office Furn & Equip	6,770	-	-	-	-	-
4035-533.64-40	Special Equipment	37,013	2,019	8,000	9,384	9,380	-
Total Capital Expenses		43,783	21,885	31,000	32,384	30,380	65,000
<b>Total Water</b>		<b>\$ 2,409,431</b>	<b>\$ 2,309,705</b>	<b>\$ 2,466,500</b>	<b>\$ 2,470,986</b>	<b>\$ 2,439,660</b>	<b>\$ 2,597,720</b>

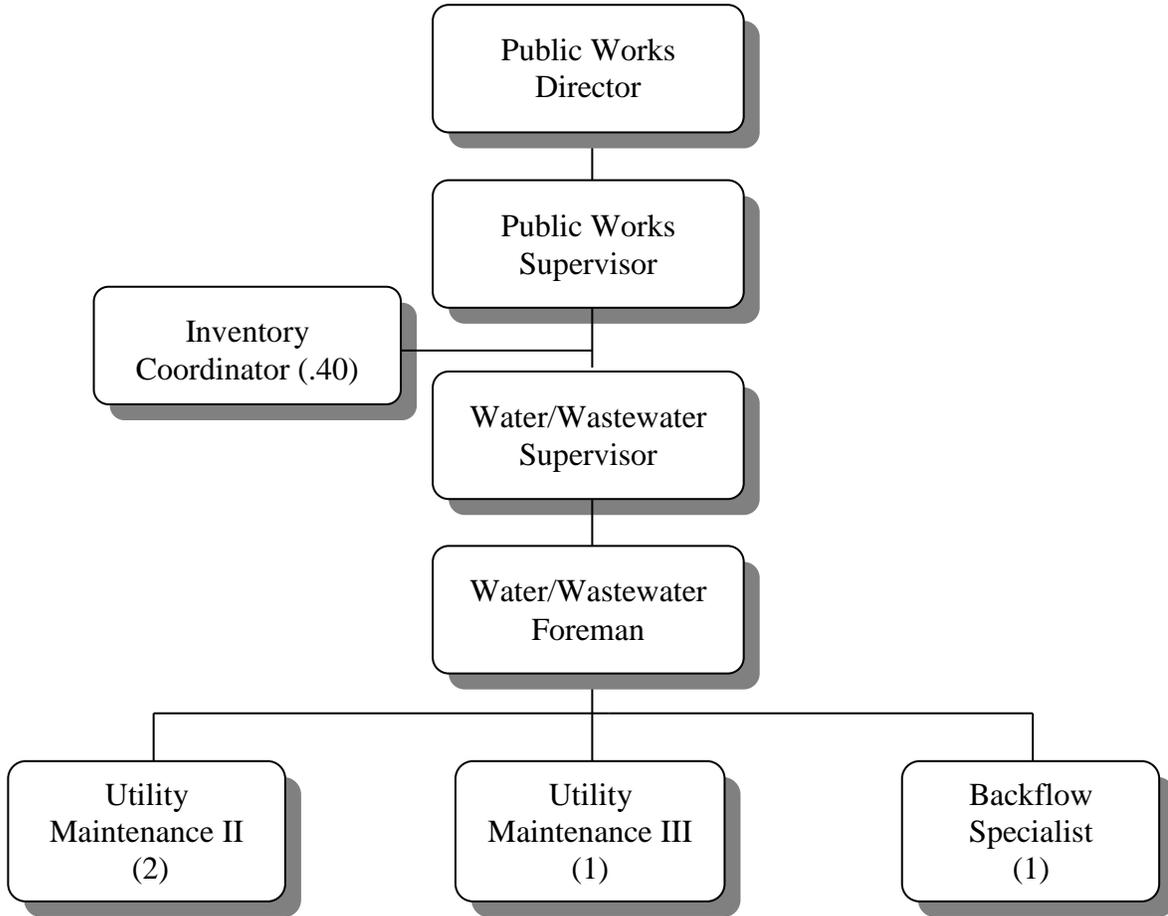
**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,365,648	\$ 2,287,820	\$ 2,435,500	\$ 2,438,602	\$ 2,409,280	\$ 2,532,720
Less Revenues Generated:						
343 Charges For Services	3,547,679	3,351,025	3,353,800	3,353,800	3,475,800	3,474,800
Net Unsupported Budget	<b>\$ (1,182,031)</b>	<b>\$ (1,063,205)</b>	<b>\$ (918,300)</b>	<b>\$ (915,198)</b>	<b>\$ (1,066,520)</b>	<b>\$ (942,080)</b>
% Of Budget Supported By Program	150.0%	146.5%	137.7%	137.5%	144.3%	137.2%

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT**

**WATER DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
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	0.40	0.40	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	2.00	2.00
Utility Maintenance I	114	2.00	0.00	0.00
<b>Total Division</b>		<b>8.60</b>	<b>7.60</b>	<b>7.60</b>



## Public Works Department Wastewater Division



The primary responsibility of the Wastewater Division is to collect and pump all the wastewater to the City of Clearwater's Northeast Advanced Wastewater Treatment Plant located at North McMullen Booth Road and SR 580. Approximately 1.2 million gallons of wastewater is pumped daily, safely, effectively and efficiently. Other functions include daily inspections of the 25 city owned pump stations, main line pipe repairs, lateral and service locates, video 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 professional Public Works' Wastewater employees.



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

The outdated Cypress Trace South pump station was upgraded by in-house staff and is now complete. The installation included a new concrete wet well, pumps, piping, a new concrete valve pit, check valves, gate valves and an electrical control panel. The existing wet well was converted into a manhole. A new 10" sanitary sewer force main is being designed for installation in FY 2013. The line is from North Bay Hills Lift Station to the Amber Glades pump station.

### **Fiscal Year 2014 Goals**

Due to the age of the Briar Creek lift station it is necessary to upgrade this station with new 47HP pumps, an electrical control panel, valves and check valves. The sanitary sewer main lines located on Joyce Street and Irwin Street are in the planning stages to be relined.



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

The longtime vision of this division is to provide uninterrupted high quality service to the residents and customers of the City of Safety Harbor in the wastewater collections, removal and the prevention of stoppages and overflow. We continue to do preventative maintenance by main line inspections, new installations as well as rehabilitation of all our City's pump stations. As we continue our upgrades on the electrical panels and mechanical components at all the facilities, we will continue to reduce the possibility of overtime and unexpected expenses.

**WASTEWATER PERFORMANCE INDICATORS**

**FUND: 41 DEPARTMENT: 4036**

	<b>Actual 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,793,217	\$ 1,750,756	\$ 1,847,600	\$ 1,870,470
Total # of Full Time Equivalent Employees	8.20	8.60	8.60	8.60
# of Lift Stations	25	25	25	25
<b>Outputs</b>				
# of Emergency Repair Calls	16	14	20	20
# of Repairs (Including Emergency)	60	64	75	80
Miles of Collection System Inspected	2	2.70	3	3
Miles of Collection System Cleaned	3	3.60	3	3
# of Lift Stations Repaired	181	168	178	170
# of New Service Connections	12	0	20	20
Miles of Mains in Collection System	66.3	66.3	66.3	66.47
# of Customers	8,883	8,883	8,903	8,923
<b>Efficiency</b>				
O&M Cost per Mile of Collection System	\$ 27,047	\$ 26,407	\$ 27,867	\$ 28,140
O&M per Customer Account	\$ 201.87	\$ 197.09	\$ 207.53	\$ 209.62
O&M Cost per Capita	\$ 106.21	\$ 103.59	\$ 108.24	\$ 106.91
O&M Cost per Full Time Equiv. Employee	\$ 218,685	\$ 203,576	\$ 214,837	\$ 217,497
Per Capita per Full Time Equiv. Employee	2,059	1,965	1,985	2,034

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
4036-535.12-00	Salaries & Wages	\$ 287,340	\$ 288,785	\$ 336,950	\$ 336,950	\$ 322,020	\$ 322,000
4036-535.14-00	Overtime-Time & One Half	4,619	6,253	8,000	8,000	8,000	8,000
4036-535.16-00	Compensated Annual Leave	1,270	2,542	-	-	-	-
4036-535.17-00	Compensated Sick Leave	(520)	6,566	-	-	-	-
	Salaries & Wages Sub-Total	292,709	304,146	344,950	344,950	330,020	330,000
4036-535.21-00	Fica Taxes	21,604	21,565	26,320	26,320	24,670	25,180
4036-535.22-00	Retirement	23,730	19,839	24,630	24,630	22,630	25,140
4036-535.23-00	Life & Health Insurance	77,506	81,133	85,280	85,280	90,150	98,100
4036-535.26-00	OPEB	3,173	3,096	-	-	-	-
	Benefits Sub-Total	126,013	125,633	136,230	136,230	137,450	148,420
	Total Personnel Services	418,722	429,779	481,180	481,180	467,470	478,420
<b>Operating Expenses</b>							
4036-535.34-60	Uniform Rental & Laundry	2,256	2,129	2,500	2,500	1,620	1,620
4036-535.34-90	Other Fees & Contracts	70,038	65,565	56,800	56,800	56,800	46,300
4036-535.34-92	Purchases Water/Sewer	1,184,698	1,133,632	1,265,300	1,265,300	1,175,000	1,192,000
4036-535.40-01	Employee Travel	-	-	160	160	60	220
4036-535.41-00	Communication Services	3,577	4,393	4,190	4,190	3,470	3,470
4036-535.43-00	Utility Services	56,594	58,853	59,480	59,480	77,410	82,430
4036-535.44-00	Rental & Leases	1,000	1,060	1,300	1,300	1,300	1,300
4036-535.46-01	Building & Grounds Maint	1,428	518	1,480	1,480	1,350	1,560
4036-535.46-10	Outside Vehicle Repairs	750	750	1,000	1,000	1,000	1,000
4036-535.46-20	Equipment Repairs	1,897	1,664	2,000	2,000	2,000	2,000
4036-535.46-30	Radio Maintenance	-	-	500	500	200	200
4036-535.46-40	Maintenance Contracts	690	531	760	760	760	800
4036-535.46-90	Special Services	6,640	6,273	8,000	10,500	10,000	8,000
4036-535.49-30	Other Current Charges	373	240	240	240	230	230
4036-535.51-10	General Office Supplies	932	899	1,000	1,016	1,000	1,000
4036-535.51-11	Non-Capital Office Equip	1,353	121	200	200	200	200
4036-535.52-01	Gas	5,252	5,465	5,890	5,890	5,890	6,000
4036-535.52-02	Diesel	6,549	8,067	8,780	8,780	8,000	8,600
4036-535.52-03	Oil & Other Lubricants	107	483	400	400	400	400
4036-535.52-10	Vehicle Parts	3,386	4,620	5,000	5,044	5,000	5,000
4036-535.52-20	Equipment Parts	2,247	990	3,500	3,500	3,500	3,500
4036-535.52-30	Small Tools & Supplies	2,809	3,000	3,000	3,000	3,000	3,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
4036-535.52-40	Builders Supplies	1,000	1,000	1,000	1,000	1,000	1,000
4036-535.52-41	Housekeeping Supplies	195	180	200	200	200	200
4036-535.52-50	Chemicals	1,424	1,977	2,000	2,000	1,500	2,000
4036-535.52-70	Special Clothing/Uniforms	1,462	2,151	2,250	2,250	2,250	2,670
4036-535.52-80	Tires & Tubes	2,134	2,600	2,600	2,600	2,600	2,600
4036-535.52-90	Special Supplies	7,368	4,223	2,000	2,000	2,160	2,000
4036-535.52-93	Safety Supplies	455	1,487	1,500	1,500	1,000	1,200
4036-535.52-95	Special Supplies - W&S	7,611	7,218	10,000	10,000	10,000	10,000
4036-535.54-30	Educational Costs	270	888	1,230	1,230	1,230	1,550
Total Operating Expenses		<u>1,374,495</u>	<u>1,320,977</u>	<u>1,454,260</u>	<u>1,456,820</u>	<u>1,380,130</u>	<u>1,392,050</u>
<b>Capital Expenses</b>							
4036-535.62-00	Buildings	-	-	-	-	-	65,000
4036-535.63-00	Improv Other Than Bldgs	-	-	-	-	-	300,000
4036-535.64-01	Automotive Equipment	-	20,085	145,000	145,000	145,000	-
4036-535.64-40	Special Equipment	34,700	2,020	-	1,384	1,410	340,000
Total Capital Expenses		<u>34,700</u>	<u>22,105</u>	<u>145,000</u>	<u>146,384</u>	<u>146,410</u>	<u>705,000</u>
<b>Total Wastewater</b>		<u><b>\$ 1,827,917</b></u>	<u><b>\$ 1,772,861</b></u>	<u><b>\$ 2,080,440</b></u>	<u><b>\$ 2,084,384</b></u>	<u><b>\$ 1,994,010</b></u>	<u><b>\$ 2,575,470</b></u>

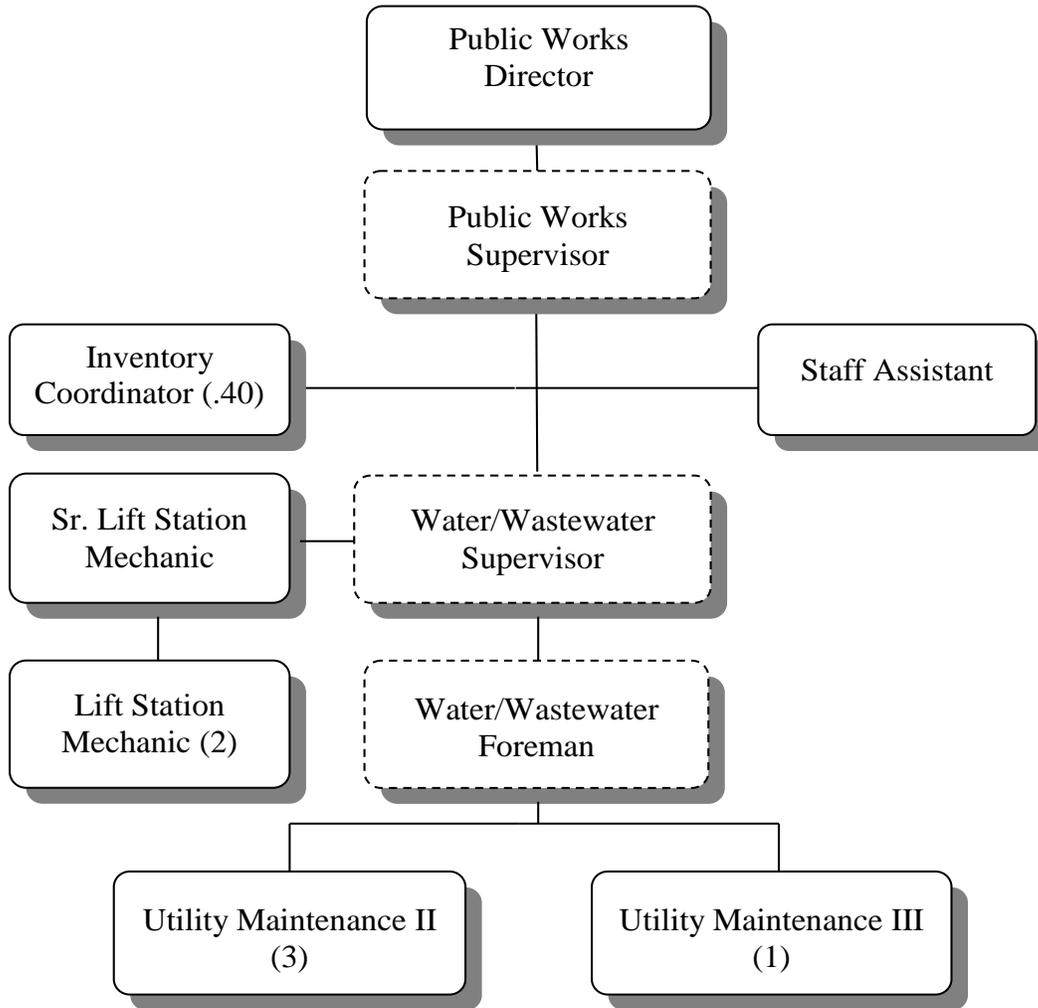
**FUNDING SOURCE**

Program Expenditure Budget	\$ 1,793,217	\$ 1,750,756	\$ 1,935,440	\$ 1,938,000	\$ 1,847,600	\$ 1,870,470
Less Revenues Generated:						
343 & 349 Charges For Services	4,683,762	4,592,042	4,631,740	4,631,740	4,698,190	4,837,500
Net Unsupported Budget	<u><b>\$ (2,890,545)</b></u>	<u><b>\$ (2,841,286)</b></u>	<u><b>\$ (2,696,300)</b></u>	<u><b>\$ (2,693,740)</b></u>	<u><b>\$ (2,850,590)</b></u>	<u><b>\$ (2,967,030)</b></u>
% Of Budget Supported By Program	261.2%	262.3%	239.3%	239.0%	254.3%	258.6%

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT**

**WASTEWATER DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
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	0.40	0.40	0.40
Utility Maintenance III	118	2.00	2.00	1.00
Utility Maintenance II	116	1.00	2.00	3.00
Utility Maintenance I	114	1.00	0.00	0.00
Staff Assistant	116	1.00	1.00	1.00
<b>Total Division</b>		<b>8.60</b>	<b>8.60</b>	<b>8.60</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<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 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Water &amp; Wastewater Fixed Assets</b>							
4090-583.69-00	Reclassify Account	(231,589)	(58,591)	-	-	-	-
	Total Water & Wastewater Fixed Assets	(231,589)	(58,591)	-	-	-	-
<b>Non-Operating Expenses</b>							
4094-584.72-01	Interest Payment	1,420	-	-	-	-	-
	Total Non-Operating Expenses	1,420	-	-	-	-	-
<b>Internal Services</b>							
4094-590.94-01	Administration Fee Reimb	235,780	232,900	212,120	212,120	212,120	212,120
4094-590.94-25	Engineering Fee Reimb.	167,150	140,050	229,040	229,040	229,040	229,040
4094-590.94-33	Fleet Maint. Reimb	135,570	123,360	74,590	74,590	74,590	74,590
4094-590.94-34	Bldg. Maint. Reimb	-	-	42,740	42,740	42,740	42,740
	Total Internal Services	538,500	496,310	558,490	558,490	558,490	558,490
<b>Non-Operating Expenses</b>							
4095-581.58-00	Depreciation Expense	883,608	895,782	974,480	974,480	974,480	1,087,490
	Total Non-Operating Expenses	883,608	895,782	974,480	974,480	974,480	1,087,490
<b>Other Expenditures</b>							
4095-581.20-00	Series 2012	-	28,195	-	-	-	-
4095-581.72-50	Amortization Exp Bond Dis	(5,047)	(3,311)	500	500	500	500
4095-581.91-20	2012 Public Improvement Bond	188,750	-	33,410	33,410	33,410	33,410
4095-581.91-22	To Bank Of America Credit	7,940	423,640	423,800	423,800	423,800	153,890
4095-581.91-43	Tsfr To Reuse Water Fund	77,381	46,726	-	-	-	-
4095-581.91-48	Tsfr To W&SR&R Fund	300,000	462,840	-	572,260	572,260	1,247,470
	Total Other Expenditures	569,024	958,090	457,710	1,029,970	1,029,970	1,435,270
<b>Non-Classified</b>							
4099-588.99-01	Fund Reserve	-	-	11,007,150	10,434,890	7,270,420	6,511,360
	Total Non-Classified	-	-	11,007,150	10,434,890	7,270,420	6,511,360
	<b>Total Water &amp; Wastewater Fund</b>	<b>\$ 7,534,206</b>	<b>\$ 7,696,523</b>	<b>\$ 19,080,010</b>	<b>\$ 19,152,706</b>	<b>\$ 15,863,540</b>	<b>\$ 16,468,600</b>



**FUND 043 - RECLAIMED WATER**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	\$ 12,260	\$ 4,623	\$ 13,320	\$ 13,320	\$ 13,320	\$ 11,150
4000-361.50-00	Market Value Adj	3,820	4,661	-	-	-	-
	Total Miscellaneous Revenue	16,080	9,284	13,320	13,320	13,320	11,150
<b>Miscellaneous Revenue</b>							
4000-381.41-00	Tsfr From W&S Revenue Fund	77,381	46,726	-	-	-	-
4000-389.01-00	Balance Carryforward	-	-	603,620	603,620	654,380	667,700
	Total Miscellaneous Revenue	77,381	46,726	603,620	603,620	654,380	667,700
	<b>Total Reclaimed Water Revenue</b>	<b>\$ 93,461</b>	<b>\$ 56,010</b>	<b>\$ 616,940</b>	<b>\$ 616,940</b>	<b>\$ 667,700</b>	<b>\$ 678,850</b>

**EXPENDITURE DETAIL**

<b>Non-Classified</b>							
4035-533.99-01	Fund Reserve	\$ -	\$ -	\$ 616,940	\$ 616,940	\$ 667,700	\$ 678,850
	Total Non-Classified	-	-	616,940	616,940	667,700	678,850
	<b>Total Reclaimed Water</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 616,940</b>	<b>\$ 616,940</b>	<b>\$ 667,700</b>	<b>\$ 678,850</b>

**FUND 047 - WASTEWATER DEVELOPMENT**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
4000-343.09-90	Sewer Development Fees	\$ 2,000	\$ 9,300	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
	Total Charges For Services	2,000	9,300	4,000	4,000	4,000	4,000
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	21,003	5,377	17,810	17,810	17,810	14,900
4000-361.50-00	Market Value Adj	6,532	6,473	-	-	-	-
	Total Miscellaneous Revenue	27,535	11,850	17,810	17,810	17,810	14,900
<b>Miscellaneous Revenue</b>							
4000-389.01-00	Balance Carryforward	-	-	802,660	802,660	816,860	828,670
	Total Miscellaneous Revenue	-	-	802,660	802,660	816,860	828,670
	<b>Total Wastewater Development Revenue</b>	<b>\$ 29,535</b>	<b>\$ 21,150</b>	<b>\$ 824,470</b>	<b>\$ 824,470</b>	<b>\$ 838,670</b>	<b>\$ 847,570</b>

**EXPENDITURE DETAIL**

<b>Operating Expenses</b>							
4036-535.52-95	Special Supplies - W&S	\$ 6,513	\$ 9,930	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
	Total Operating Expenses	6,513	9,930	10,000	10,000	10,000	10,000
<b>Non-Classified</b>							
4099-588.99-02	Reserved For Future Exp	-	-	814,470	814,470	828,670	837,570
	Total Non-Classified	-	-	814,470	814,470	828,670	837,570
	<b>Total Wastewater Development Fund</b>	<b>\$ 6,513</b>	<b>\$ 9,930</b>	<b>\$ 824,470</b>	<b>\$ 824,470</b>	<b>\$ 838,670</b>	<b>\$ 847,570</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
		2010-11	2011-12	2012-13	2012-13	Year End	2013-14
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	\$ 72,897	\$ 24,374	\$ 83,530	\$ 83,530	\$ 83,530	\$ 69,910
4000-361.50-00	Market Value Adj	22,618	25,981	-	-	-	-
Total Miscellaneous Revenue		95,515	50,355	83,530	83,530	83,530	69,910
<b>Miscellaneous Revenue</b>							
4000-369.09-00	Miscellaneous Revenue	5,565	10,715	5,200	5,200	10,500	5,200
Total Miscellaneous Revenue		5,565	10,715	5,200	5,200	10,500	5,200
<b>Miscellaneous Revenue</b>							
4000-381.41-00	Tsfr From W&S Revenue Fund	300,000	462,840	-	572,260	572,260	1,247,470
4000-389.01-00	Balance Carryforward	-	-	2,289,170	1,862,996	2,177,930	966,320
Total Miscellaneous Revenue		300,000	462,840	2,289,170	2,435,256	2,750,190	2,213,790
<b>Total Water &amp; Wastewater Renewal &amp; Replacement</b>		<b>\$ 401,080</b>	<b>\$ 523,910</b>	<b>\$ 2,377,900</b>	<b>\$ 2,523,986</b>	<b>\$ 2,844,220</b>	<b>\$ 2,288,900</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<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	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Water Operating Expenses</b>							
4035-533.52-20	Equipment Parts	\$ 4,682	\$ 8,305	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
4035-533.52-95	Special Supplies - W&S	51,830	55,959	60,000	60,936	60,000	60,000
	Total Operating Expenses	56,512	64,264	69,500	70,436	69,500	69,500
<b>Capital Expenses</b>							
4035-533.63-00	Improv Other Than Bldgs	210,203	282,931	591,000	649,933	591,000	545,000
	Total Capital Expenses	210,203	282,931	591,000	649,933	591,000	545,000
	<b>Total Water</b>	<b>\$ 266,715</b>	<b>\$ 347,195</b>	<b>\$ 660,500</b>	<b>\$ 720,369</b>	<b>\$ 660,500</b>	<b>\$ 614,500</b>
<b>Wastewater Operating Expenses</b>							
4036-535.34-90	Other Fees & Contracts	-	-	-	-	-	-
4036-535.46-20	Equipment Repairs	3,217	7,225	8,000	8,000	8,000	8,000
4036-535.52-20	Equipment Parts	8,742	8,018	12,000	12,000	12,000	12,000
4036-535.52-95	Special Supplies - W&S	10,925	17,951	19,400	19,464	19,400	19,400
	Total Operating Expenses	22,884	33,194	39,400	39,464	39,400	39,400
<b>Capital Expenses</b>							
4036-535.63-00	Improv Other Than Bldgs	269,795	1,540,262	1,178,000	1,264,153	1,178,000	1,135,000
4036-535.64-40	Special Equipment	-	-	-	-	-	-
	Total Capital Expenses	269,795	1,540,262	1,178,000	1,264,153	1,178,000	1,135,000
	<b>Total Wastewater</b>	<b>\$ 292,679</b>	<b>\$ 1,573,456</b>	<b>\$ 1,217,400</b>	<b>\$ 1,303,617</b>	<b>\$ 1,217,400</b>	<b>\$ 1,174,400</b>
<b>Water &amp; Wastewater Fixed Assets</b>							
4090-583.69-00	Reclassify Account	(479,998)	(1,823,193)	-	-	-	-
	Water & Wastewater Fixed Assets	(479,998)	(1,823,193)	-	-	-	-
<b>Non-Classified</b>							
4099-588.99-02	Reserved For Future Exp	-	-	500,000	500,000	966,320	500,000
	Total Non-Classified	-	-	500,000	500,000	966,320	500,000
	<b>Total Water &amp; Wastewater Renewal &amp; Replacement</b>	<b>\$ 79,396</b>	<b>\$ 97,458</b>	<b>\$ 2,377,900</b>	<b>\$ 2,523,986</b>	<b>\$ 2,844,220</b>	<b>\$ 2,288,900</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

**FUND 077 - WASTEWATER ASSESSMENT**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget	Budget	Year End	Budget
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	\$ 9,708	\$ -	\$ -	\$ -	\$ -	\$ -
4000-363.36-00	Interest Wastewater Assessment	(7,893)	741	-	-	-	-
4000-389.01-00	Balance Carryforward	-	-	17,430	17,430	18,170	18,170
	Total Miscellaneous Revenue	1,815	741	17,430	17,430	18,170	18,170
	<b>Total Wastewater Assessment Revenue</b>	<b>\$ 1,815</b>	<b>\$ 741</b>	<b>\$ 17,430</b>	<b>\$ 17,430</b>	<b>\$ 18,170</b>	<b>\$ 18,170</b>

<b>EXPENDITURE DETAIL</b>							
<b>Non-Classified</b>							
4095-581.99-01	Fund Reserve	\$ -	\$ -	\$ 17,430	\$ 17,430	\$ 18,170	\$ 18,170
	Total Non-Classified	-	-	17,430	17,430	18,170	18,170
	<b>Total Wastewater Assessment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,430</b>	<b>\$ 17,430</b>	<b>\$ 18,170</b>	<b>\$ 18,170</b>



## 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 8,300 tons of garbage a year. Approximately 1,120 tons of yard waste is hauled and processed into free mulch for the residents. The Commercial Dumpster Service collects approximately 4,363 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 280 tons of newspaper, 257 tons of mixed paper, 98 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 213 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 Division has evaluated and started converting the curbside separated recycling collection to single stream recycling collection using 64-gallon containers. The new collection process has shown an initial increase in the recycling tonnages by approximately 40% from the current method.

### **Fiscal Year 2014 Goals**

Our goal for 2014 is to continue evaluating the recycling program and streamline the collection service moving towards reducing the sanitation collection to a once a week collection. Routes will be evaluated and restructured along with collection vehicles and processing. This restructure will increase the tonnage of recycling collected curbside, create more landfill diversion and help keep operating costs down.

### **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 2010-11</b>	<b>Actual 2011-12</b>	<b>Estimated 2012-13</b>	<b>Adopted 2013-14</b>
<b>Jurisdiction Data</b>				
Population	16,884	16,901	17,069	17,496
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	179.85	173.35	175.09	176.10
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,111,109	\$ 2,139,926	\$ 2,167,790	\$ 2,162,810
Total # of Full Time Equivalent Employees	19.15	19.35	19.35	18.15
Total # of Collection Vehicles Used	14	20	21	21
<b>Solid Waste Outputs</b>				
Tons of Refuse Collected	12,265	12,618	12,450	11,500
# of Trips to Resource Facility Commercial	529	517	495	480
# of Trips to Resource Facility Residential	1,205	1,233	1,175	1,150
Total # of All Trips	1,734	1,753	1,670	1,630
# of Yard Waste Specials	86	121	100	100
# of Commercial Dumpster Specials	82	79	70	70
# of Temporary Dumpsters	156	121	150	150
<b>Recycling</b>				
Recycling Bins Delivered	348	278	200	100
Tons of Material Collected Curbside	801	809	825	850
Tons of Material Collected at Drop Off Sites	250	234	200	200
Total of Yard Waste Collected in Tons	843	1,081	800	800
# of Freon Units Recovered	17	14	15	15
Scrap Metal Collected in Tons	31	17	25	25
<b>Efficiency</b>				
O&M Cost per Ton	\$ 172.12	\$ 169.59	\$ 174.12	\$ 188.07
O&M Cost per Capita	\$ 125.04	\$ 126.62	\$ 127.00	\$ 123.62
O&M Cost per Full Time Equiv. Employee	\$ 110,241	\$ 110,590	\$ 112,030	\$ 119,163
Per Capita per Full Time Equiv. Employee	882	873	882	964

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

<b>FUND 044 - SANITATION</b>
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Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
4500-323.07-00	Solid Waste Franchise Fee	\$ 35,597	\$ 34,153	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
	Total Permits, Fees & Special Assessments	35,597	34,153	36,000	36,000	36,000	36,000
<b>Intergovernmental</b>							
4500-334.20-00	Local Grants	13,457	13,067	13,470	13,470	13,470	13,470
	Total Intergovernmental	13,457	13,067	13,470	13,470	13,470	13,470
<b>Charges For Services</b>							
4500-343.09-70	Industrial Surcharge	375	1,891	500	500	5,700	500
4500-343.40-10	Sanitation/Refuse Charges	2,835,479	2,761,478	2,832,000	2,832,000	2,800,900	2,805,300
	Total Charges For Services	2,835,854	2,763,369	2,832,500	2,832,500	2,806,600	2,805,800
<b>Miscellaneous Revenue</b>							
4500-361.01-00	Investments	29,025	12,495	33,810	33,810	33,810	28,300
4500-361.50-00	Market Value Adj	9,250	12,303	-	-	-	-
4500-364.01-10	Gain/Loss From Sale/Disp	6,031	12,380	-	-	-	-
4500-365.01-00	Scrap Sales	655	-	-	-	-	-
4500-365.09-10	Recycling Sales	112,572	81,345	105,000	105,000	44,000	40,000
4500-369.02-00	Claims/Insur Settlements	264	4	-	-	7,460	7,460
4500-369.09-00	Other Misc Revenue	-	92	-	-	170	170
	Total Miscellaneous Revenue	157,797	118,619	138,810	138,810	85,440	75,930
<b>Miscellaneous Revenue</b>							
4500-389.01-00	Balance Carryforward	-	-	1,126,950	1,296,065	1,533,570	816,000
	Total Miscellaneous Revenue	-	-	1,126,950	1,296,065	1,533,570	816,000
	<b>Total Sanitation Revenue</b>	<b>\$ 3,042,705</b>	<b>\$ 2,929,208</b>	<b>\$ 4,147,730</b>	<b>\$ 4,316,845</b>	<b>\$ 4,475,080</b>	<b>\$ 3,747,200</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 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 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Personnel Services</b>							
4532-534.12-00	Salaries & Wages	\$ 728,238	\$ 727,434	\$ 757,530	\$ 757,530	\$ 736,900	\$ 722,060
4532-534.12-10	Reg Wages-Temporary Empl	28,557	27,294	28,000	28,000	28,000	28,000
4532-534.14-00	Overtime-Time & One Half	21,827	23,342	27,000	27,000	27,000	27,000
4532-534.16-00	Compensated Annual Leave	(3,220)	(252)	-	-	-	-
4532-534.17-00	Compensated Sick Leave	2,233	3,903	-	-	-	-
	Salaries & Wages Sub-Total	777,635	781,721	812,530	812,530	791,900	777,060
4532-534.21-00	Fica Taxes	53,889	54,336	60,020	60,020	56,760	57,310
4532-534.22-00	Retirement	61,736	49,452	53,740	53,740	50,630	60,100
4532-534.23-00	Life & Health Insurance	238,395	233,440	232,400	232,400	217,950	227,920
4532-534.24-00	Workers Comp Insurance	34,827	42,523	42,530	42,530	42,530	46,780
4532-534.26-00	OPEB	6,346	6,191	-	-	-	-
	Benefits Sub-Total	395,193	385,942	388,690	388,690	367,870	392,110
	Total Personnel Services	1,172,828	1,167,663	1,201,220	1,201,220	1,159,770	1,169,170
<b>Operating Expenses</b>							
4532-534.32-10	Auditing & Accounting	2,390	2,964	4,510	4,510	4,500	4,500
4532-534.34-60	Uniform Rental & Laundry	4,693	5,432	4,760	4,760	4,760	3,960
4532-534.34-80	Landfill Fees	498,256	495,225	550,000	553,425	500,000	480,000
4532-534.34-81	Recycling Fees	801	721	1,000	1,000	1,000	1,000
4532-534.34-90	Other Fees/Contracts	350	597	720	720	720	720
4532-534.40-01	Employee Travel	622	1,321	1,680	1,680	1,680	1,680
4532-534.41-00	Communication Services	4,294	4,059	4,800	4,800	3,300	3,300
4532-534.43-00	Utilities	5,026	4,980	5,420	5,420	4,990	5,300
4532-534.44-00	Rental & Leases	200	-	250	250	250	400
4532-534.45-00	General Liability Insur	98,622	96,799	96,780	96,780	96,780	106,490
4532-534.46-01	Bldg & Grounds Maintenance	2,750	315	1,420	1,420	1,420	1,720
4532-534.46-10	Outside Vehicle Repairs	33,899	39,959	40,000	40,000	40,000	40,000
4532-534.46-20	Equipment Repairs	5,554	9,951	10,000	10,000	10,000	10,000
4532-534.46-30	Radio Maintenance	100	74	400	400	100	200
4532-534.46-40	Maintenance Contracts	306	192	510	510	510	550
4532-534.47-00	Printing & Binding	604	274	500	500	500	500
4532-534.49-30	Other Current Charges	693	533	650	650	650	350
4532-534.49-34	Grant Expenditures	13,347	11,325	13,360	13,360	13,360	13,360

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2010-11	2011-12	Budget 2012-13	Budget 2012-13	Year End	Budget 2013-14
4532-534.51-10	Office Supplies-General	509	442	600	602	600	600
4532-534.52-01	Gas	2,711	3,017	3,580	3,580	3,400	2,500
4532-534.52-02	Diesel	130,582	152,840	177,680	177,680	170,000	170,000
4532-534.52-03	Oil & Other Lubricants	5,087	8,829	7,000	7,000	7,000	7,600
4532-534.52-10	Vehicle Parts	40,055	39,947	40,000	40,027	40,000	40,000
4532-534.52-20	Equipment Parts	16,121	13,379	16,000	16,231	16,000	16,000
4532-534.52-30	Small Tools & Supplies	1,850	1,500	1,500	1,500	1,500	1,800
4532-534.52-41	Housekeeping Supplies	500	500	500	500	500	500
4532-534.52-50	Chemicals	2,162	1,867	1,880	1,880	1,580	1,880
4532-534.52-70	Special Clothing/Uniforms	4,555	4,990	4,990	4,990	4,990	5,730
4532-534.52-80	Tires & Tubes	25,480	42,050	30,000	30,004	30,000	30,000
4532-534.52-90	Special Supplies	32,724	24,366	31,600	31,600	31,600	26,600
4532-534.52-93	Safety Supplies	1,289	2,185	2,200	2,200	2,200	2,200
4532-534.54-20	Memberships & Dues	489	647	800	800	700	800
4532-534.54-30	Educational Costs	1,660	983	1,400	1,400	1,400	1,400
4532-534.57-00	Bad Debt	-	-	-	-	12,030	12,000
Total Operating Expenses		938,281	972,263	1,056,490	1,060,179	1,008,020	993,640
<b>Capital Expenses</b>							
4532-534.62-00	Buildings	-	131	-	164,042	164,040	-
4532-534.64-01	Automotive Equipment	225,492	200,908	530,000	530,000	524,680	330,000
4532-534.64-30	Office Furniture & Equip	2,597	-	-	-	-	-
4532-534.64-40	Special Equipment	-	2,020	249,570	250,954	251,060	87,000
Total Capital Expenses		228,089	203,059	779,570	944,996	939,780	417,000
<b>Non-Operating Expenses</b>							
4532-534.72-20	Interest-Customer Deposit	157	165	500	500	500	500
Total Non-Operating Expenses		157	165	500	500	500	500
<b>Total Sanitation</b>		<b>\$ 2,339,355</b>	<b>\$ 2,343,150</b>	<b>\$ 3,037,780</b>	<b>\$ 3,206,895</b>	<b>\$ 3,108,070</b>	<b>\$ 2,580,310</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,111,109	\$ 2,139,926	\$ 2,257,710	\$ 2,261,399	\$ 2,167,790	\$ 2,162,810
Less Revenues Generated:						
313 Franchise Fees	35,597	34,153	36,000	36,000	36,000	36,000
334 Local Grants	13,457	13,067	13,470	13,470	13,470	13,470
343 Physical Environment	2,835,854	2,763,369	2,832,500	2,832,500	2,806,600	2,805,800
Net Unsupported Budget	<b>\$ (773,799)</b>	<b>\$ (670,663)</b>	<b>\$ (624,260)</b>	<b>\$ (620,571)</b>	<b>\$ (688,280)</b>	<b>\$ (692,460)</b>
% Of Budget Supported By Program	136.7%	131.3%	127.7%	127.4%	131.8%	132.0%

CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

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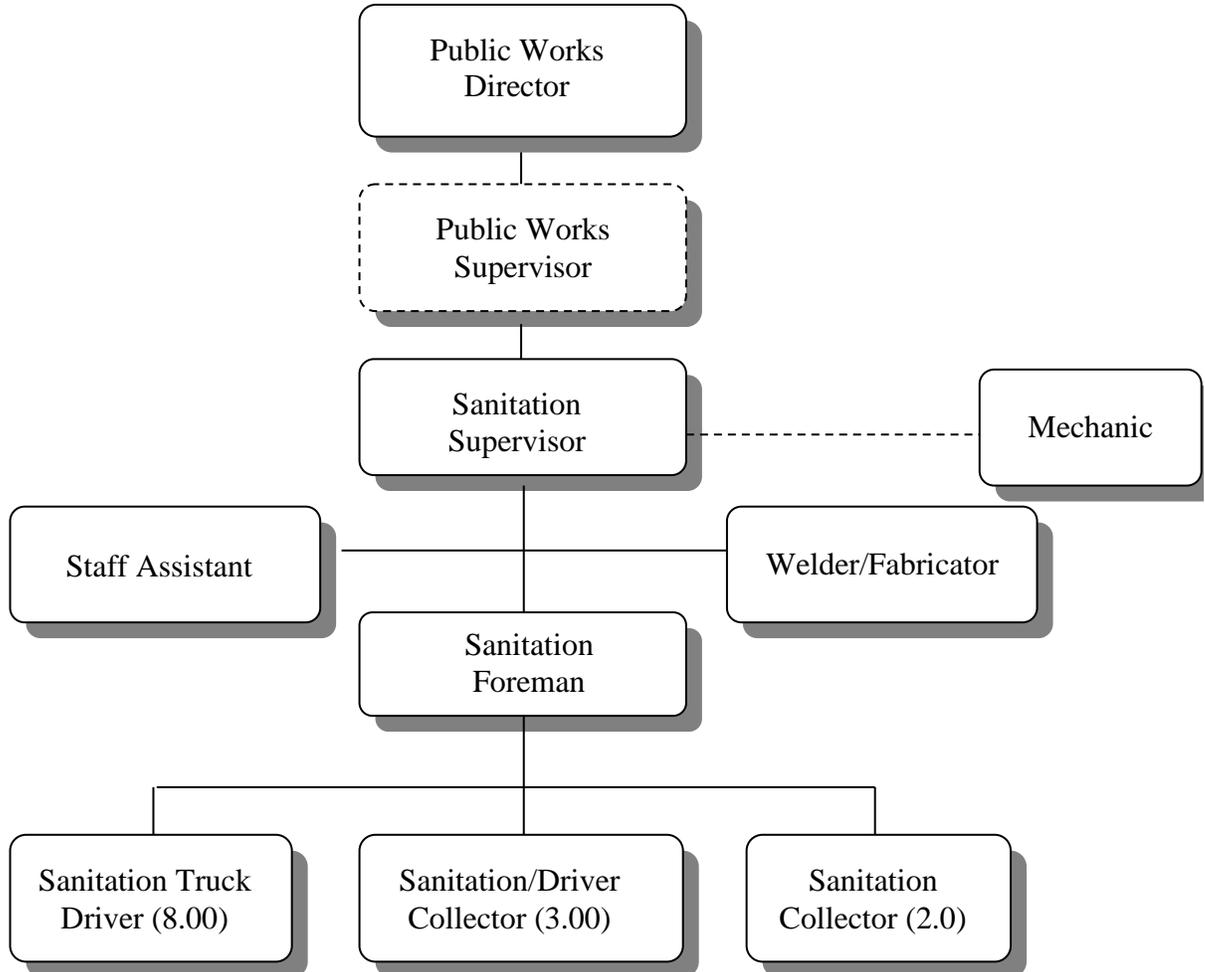
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2010-11	Actual 2011-12	Adopted Budget 2012-13	Adjusted Budget 2012-13	Estimated Year End	Adopted Budget 2013-14
<b>Sanitation Fixed Assets</b>							
4590-583.69-00	Reclassify Account	(225,292)	(202,109)	-	-	-	-
	Total Sanitation Fixed Assets	(225,292)	(202,109)	-	-	-	-
<b>Non-Operating Expenses</b>							
4594-584.71-01	Principal Payment	-	-	-	-	-	-
4594-584.72-01	Interest Payment	2,235	328	-	-	-	-
	Total Non-Operating Expenses	2,235	328	-	-	-	-
<b>Internal Services</b>							
4594-590.94-01	Administration Fee Reimb	168,770	166,710	113,520	113,520	113,520	113,520
4594-590.94-16	Data Processing Fee Reimb	13,330	14,230	10,030	10,030	10,030	10,030
4594-590.94-33	Fleet Maint. Reimb	55,470	50,470	42,630	42,630	42,630	42,630
4594-590.94-34	Bldg. Maint. Reimb	-	-	5,540	5,540	5,540	5,540
	Total Internal Services	237,570	231,410	171,720	171,720	171,720	171,720
<b>Non-Operating Expenses</b>							
4595-581.58-00	Depreciation Expense	248,267	269,338	322,860	322,860	322,860	282,700
	Total Non-Operating Expenses	248,267	269,338	322,860	322,860	322,860	282,700
<b>Other Expenditures</b>							
4595-581.72-50	Amortization Exp Bond Dis	137	84	90	90	90	90
4595-581.91-22	To Bank Of America Note	990	52,360	56,340	56,340	56,340	-
	Total Other Expenditures	1,127	52,444	56,430	56,430	56,430	90
<b>Non-Classified</b>							
4599-588.99-01	Fund Reserve	-	-	558,940	558,940	816,000	712,380
	Total Non-Classified	-	-	558,940	558,940	816,000	712,380
	<b>Total Sanitation Fund</b>	<b>\$ 2,603,262</b>	<b>\$ 2,694,561</b>	<b>\$ 4,147,730</b>	<b>\$ 4,316,845</b>	<b>\$ 4,475,080</b>	<b>\$ 3,747,200</b>

**Organizational Chart**

**PUBLIC WORKS DEPARTMENT**

**SANITATION DIVISION**



JOB CLASS / TITLE	GRADE LEVEL	ADOPTED FY 11/12	ADOPTED FY 12/13	ADOPTED FY 13/14
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
Mechanic	119	1.00	1.00	1.00
Sanitation Truck Driver	118	6.00	6.00	8.00
Sanitation Driver/Collector	116	5.00	5.00	3.00
Staff Assistant	116	1.00	1.00	1.00
Sanitation Collector	114	3.20	3.20	2.00
<b>Total Division</b>		<b>19.35</b>	<b>19.35</b>	<b>18.15</b>



**PAY CLASSIFICATIONS AND ADOPTED PAY PLAN**

<b>CLASSIFICATION TITLE</b>	<b>PAY GRADE</b>	<b>SALARY RANGE</b>
Accountant	122	\$17.43 - \$27.99
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 - \$26.88
Assistant City Manager/ Dept Director	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
Community Planner	125	\$20.17 - \$32.42
Company Officer	01	\$18.45 - \$26.03
Company Officer/Paramedic	02	\$19.37 - \$25.52
Contracts Specialist	125	\$20.17 - \$32.42
Custodian	111	\$10.20 - \$16.37
Customer Service Rep	116	\$13.01- \$20.90
Engineering Assistant	122	\$17.43 - \$27.99
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
Firefighter	F1	\$12.57 - \$17.74
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>
Graphics Specialist	116	\$13.01 - \$20.90
Groundskeeper	112	\$10.70 - \$17.20
Horticulture Specialist	118	\$14.34 - \$23.05
Human Resources Director	132	\$28.24 - \$45.69
Inventory Coordinator	119	\$15.06 - \$24.19
Information Systems Manager	128	\$23.35 - \$37.51
Information Systems 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	114	\$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
Public Works Director	134	\$31.29 - \$50.38
Public Works Supervisor	128	\$23.35 - \$37.51
Recreation Aide	109	\$9.25 - \$14.86
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 Project Engineer	128	\$23.35 - \$37.51
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
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	112	\$10.70 - \$17.20
Temporary Employees	105	\$ 7.61 - \$12.23
Trades Worker I	114	\$11.79 - \$18.96
Trades Worker II	116	\$13.01 - \$20.90
Utility Billing Supervisor	123	\$18.30 - \$29.39
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



## 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.

**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 proposed.

**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.

**CIP** - Acronym for "Capital Improvement Program".

**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.

**CRA** - Acronym for "Community Redevelopment Agency".

**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.

**DEP** - Acronym for "Department of Environmental Protection".

**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.

**EMS** - Acronym for "Emergency Medical Service".

**ERU** - Acronym for "Equivalent Residential Unit".

**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).

**FEMA** - Acronym for "Federal Emergency Management Agency".

**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.

**FS** - Acronym for "Fire Station".

**FTE** - Acronym for "Full Time Equivalent".

**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.

**FY** - Acronym for "Fiscal Year".

**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.

**IS** - Acronym for "Information Systems".

**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.

**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.

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

**PT** - Acronym for “Part-Time”.

**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.

**R&R** - Acronym for “Renewal & Replacement”.

**SWFWMD** - Acronym for “Southwest Florida Water Management District”.

**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 1<sup>st</sup> 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.



CITY OF SAFETY HARBOR  
ADOPTED FY 2013/2014 BUDGET

Budgeted Personnel - Full-Time & Part-Time

	FY10 Adopted			FY11 Adopted			FY12 Adopted			FY13 Adopted			FY14 Adopted		
	Full Time	All Other	Total FTE's	Full Time	All Other	Total FTE's	Full Time	All Other	Total FTE's	Full Time	All Other	Total FTE's	Full Time	All Other	Total FTE's
<b><u>Governmental</u></b>															
City Manager	1.95	-	1.95	1.95	-	1.95	1.95	-	1.95	2.10	1.08	3.18	0.95	0.35	1.30
City Clerk	2.00	-	2.00	2.00	-	2.00	1.00	0.30	1.30	1.00	0.38	1.38	1.00	0.35	1.35
Personnel	2.00	1.50	3.50	2.00	1.50	3.50	2.00	1.50	3.50	1.00	1.00	2.00	1.00	0.88	1.88
Finance	5.00	0.50	5.50	3.50	0.50	4.00	3.50	-	3.50	3.50	-	3.50	3.00	-	3.00
Planning	2.90	0.50	3.40	3.65	-	3.65	3.15	-	3.15	3.30	-	3.30	3.25	-	3.25
Building Department	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00
Fire Control & EMS	32.00	-	32.00	31.00	0.20	31.20	29.00	0.50	29.50	32.00	-	32.00	32.00	-	32.00
Engineering	6.55	-	6.55	5.80	-	5.80	4.30	-	4.30	4.30	-	4.30	4.50	-	4.50
Streets	13.20	-	13.20	12.20	-	12.20	10.30	-	10.30	10.30	-	10.30	10.30	-	10.30
Fleet Maintenance	4.05	-	4.05	4.05	-	4.05	3.15	-	3.15	3.15	-	3.15	3.15	-	3.15
Building Maintenance	4.30	1.50	5.80	4.30	1.50	5.80	4.30	1.50	5.80	4.30	1.50	5.80	4.30	1.90	6.20
Library	10.00	6.70	16.70	10.00	7.40	17.40	9.00	8.90	17.90	9.00	8.45	17.45	9.00	8.44	17.44
Recreation	11.30	4.60	15.90	11.30	7.65	18.95	11.30	7.35	18.65	10.30	9.53	19.83	11.30	10.23	21.53
Parks	8.30	-	8.30	8.30	2.25	10.55	8.30	2.25	10.55	8.30	2.25	10.55	10.30	2.25	12.55
Library Grants Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal General Fund</b>	<b>107.55</b>	<b>15.30</b>	<b>122.85</b>	<b>104.05</b>	<b>21.00</b>	<b>125.05</b>	<b>95.25</b>	<b>22.30</b>	<b>117.55</b>	<b>96.55</b>	<b>24.19</b>	<b>120.74</b>	<b>98.05</b>	<b>24.40</b>	<b>122.45</b>
Marina	0.10	-	0.10	0.10	-	0.10	0.10	-	0.10	0.10	-	0.10	0.10	-	0.10
CRA	0.60	-	0.60	0.60	-	0.60	0.60	-	0.60	0.30	-	0.30	0.30	-	0.30
<b>Total Governmental</b>	<b>108.25</b>	<b>15.30</b>	<b>123.55</b>	<b>104.75</b>	<b>21.00</b>	<b>125.75</b>	<b>95.95</b>	<b>22.30</b>	<b>118.25</b>	<b>96.95</b>	<b>24.19</b>	<b>121.14</b>	<b>98.45</b>	<b>24.40</b>	<b>122.85</b>
<b><u>Enterprise</u></b>															
Stormwater	5.20	-	5.20	5.20	-	5.20	5.20	-	5.20	5.20	-	5.20	5.20	-	5.20
Water & Sewer Finance	7.00	1.25	8.25	9.00	0.85	9.85	8.50	0.85	9.35	8.50	0.70	9.20	9.00	0.70	9.70
Information Systems	3.00	0.50	3.50	3.00	0.50	3.50	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00
Water	8.20	-	8.20	8.20	-	8.20	8.60	-	8.60	7.60	-	7.60	7.60	-	7.60
Wastewater	8.20	-	8.20	8.20	-	8.20	8.60	-	8.60	8.60	-	8.60	8.60	-	8.60
<b>Subtotal Water &amp; Wastewater</b>	<b>26.40</b>	<b>1.75</b>	<b>28.15</b>	<b>28.40</b>	<b>1.35</b>	<b>29.75</b>	<b>29.70</b>	<b>0.85</b>	<b>30.55</b>	<b>28.70</b>	<b>0.70</b>	<b>29.40</b>	<b>29.20</b>	<b>0.70</b>	<b>29.90</b>
Sanitation	19.15	-	19.15	19.15	-	19.15	18.15	1.20	19.35	18.15	1.20	19.35	18.15	-	18.15
<b>Total Enterprise</b>	<b>50.75</b>	<b>1.75</b>	<b>52.50</b>	<b>52.75</b>	<b>1.35</b>	<b>54.10</b>	<b>53.05</b>	<b>2.05</b>	<b>55.10</b>	<b>52.05</b>	<b>1.90</b>	<b>53.95</b>	<b>52.55</b>	<b>0.70</b>	<b>53.25</b>
<b>Total Citywide</b>	<b>159.00</b>	<b>17.05</b>	<b>176.05</b>	<b>157.50</b>	<b>22.35</b>	<b>179.85</b>	<b>149.00</b>	<b>24.35</b>	<b>173.35</b>	<b>149.00</b>	<b>26.09</b>	<b>175.09</b>	<b>151.00</b>	<b>25.10</b>	<b>176.10</b>



**SAFETY HARBOR, FLORIDA**  
**CAPITAL IMPROVEMENT PROGRAM**  
**FY 2013/14 – FY 2017/18**



**FY 2013/2014 – FY 2017/2018 CAPITAL IMPROVEMENT PROGRAM**

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September 16, 2013

Citizens, Honorable Mayor and City Commission:

Pursuant to the City Code, the Proposed Capital Improvement Program (CIP) of the City of Safety Harbor for Fiscal Years 2013/2014 - 2017/2018 is hereby presented to the City Commission. The CIP budget is prepared in coordination with the Capital Improvement Element of the City's Comprehensive Plan, which is due annually in December.

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 2013/14 – FY 2017/18 is presented with funded projects totaling \$28,586,120 of which \$5,612,620 is planned for expenditure during the FY 2013/14 Budget Year. Expenditures by category in FY 2013/14 are: Drainage - \$210,000; Streets/Sidewalks - \$307,500; Marina - \$150,000; Capital Projects - \$1,443,120; Water & Wastewater - \$810,000; Sanitation - \$417,000; Water & Wastewater R & R - \$1,680,000; Parkland - \$445,000; and Community Redevelopment - \$150,000.

All budgeted expenditures are balanced with estimated revenues. 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. If sufficient funding is not available, projects are either deferred to a later year, deleted, or unfunded, in which case staff seeks the availability of potential grant funding or alternate funding mechanisms. Some of the projects included in the capital plan are on-going maintenance, repair, and renewal projects that are funded on an annual basis. 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, and CRA funds.

The following projects do not represent all capital expenditures, only CIP projects. Each department and Fund has recurring capital expenditures that do not meet the criteria to be a CIP project.

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".

Matthew Spoor  
City Manager



## **FUNDING SOURCE DESCRIPTIONS**

**Stormwater Utility Fees:** The City of Safety Harbor Commission adopted an ordinance effective November 1, 1991 establishing the Stormwater Utility Fee. The current rate is \$7.25 per ERU (Equivalent Residential Unit) as adopted by the City Commission effective October 1, 2012.

**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.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

ADOPTED FY 2014-2018 CIP - SUMMARY BY YEAR

Project Name	Project #	Fund	Division	FY 2013/2014	FY 2014/2015	FY 2015/2016	FY 2016/2017	FY 2017/2018
<b>FUNDED CIP PROJECTS</b>								
Stormwater Improvements	DR0006	Stormwater	Stormwater	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -
Pond Maintenance	DR0040	Stormwater	Stormwater	25,000	25,000	50,000	25,000	25,000
Pipe Relining	DR0050	Stormwater	Stormwater	65,000	40,000	80,000	60,000	114,000
North Bayshore Water Quality and Drainage Improvements	DR0048	Stormwater	Stormwater	-	300,000	3,000,000	-	-
Repave Public Works Complex	PW1001	Stormwater	Stormwater	-	-	-	15,000	-
New Auto Crane	SMV005	Stormwater	Stormwater	70,000	-	-	-	-
Replace Vehicle 348	SMV003	Stormwater	Stormwater	-	60,000	-	-	-
Replace Vehicle 357	SMV004	Stormwater	Stormwater	-	-	85,000	-	-
Replace Elgin Whirlwind Street Sweeper	SMV001	Stormwater	Stormwater	-	-	225,000	-	-
Replace #337	SMV006	Stormwater	Stormwater	-	-	-	205,000	-
Street Resurfacing Program	ST0013	Street Improvement	Streets	200,000	200,000	200,000	200,000	200,000
Sidewalk Repair & Replacement	ST0001	Street Improvement	Streets	40,000	45,000	45,000	45,000	45,000
Traffic Analysis & Implementation	ST0024	Street Improvement	Streets	2,500	2,500	2,500	2,500	2,500
Bridge Improvements	ST0031	Street Improvement	Streets	25,000	25,000	25,000	25,000	25,000
New Sidewalk Construction	ST0032	Street Improvement	Streets	5,000	5,000	5,000	5,000	5,000
Street Sign Improvement	ST0038	Street Improvement	Streets	15,000	15,000	15,000	15,000	15,000
Miscellaneous Street Repair	ST0039	Street Improvement	Streets	20,000	20,000	20,000	20,000	20,000
Wooden Boardwalk Replacement @ 590 and Bishop Creek	ST0040	Street Improvement	Streets	-	-	-	-	85,000
Boat Basin & Channel Dredging	MAR009	Marina Boat Basin	Marina	150,000	-	-	-	-
Security System Improvements	GEN004	Capital Projects	General Government	18,000	-	-	-	-
Citywide Light Energy Enhancements	GEN005	Capital Projects	General Government	20,000	20,000	20,000	-	-
9/11 Memorial	911ART	Capital Projects	General Government	20,000	-	-	-	-
Upgrade Plymovent (Fire Station 53)	PSI003	Capital Projects	Fire Control	9,500	-	-	-	-
Upgrade Garage Door Openers (Fire Station 53)	PSI003	Capital Projects	Fire Control	4,500	-	-	-	-
Hardening of Fire Station 53	PSI003	Capital Projects	Fire Control	12,000	-	-	-	-
Replacement of Air Conditioners (Fire Station 53)	PSI003	Capital Projects	Fire Control	13,000	-	-	-	-
Upgrade Plymovent (Fire Station 52)	PSI002	Capital Projects	Fire Control	40,000	-	-	-	-
Replacement of Pumper 53 (877)	PSV003	Capital Projects	Fire Control	500,000	-	-	-	-
Replacement of Fire Boat 52	PSV005	Capital Projects	Fire Control	-	150,000	-	-	-
Replacement of Vehicle 800	PSV004	Capital Projects	Fire Control	-	60,000	-	-	-
Replacement of Thermal Imaging Cameras	PSEQ06	Capital Projects	Fire Control	20,000	-	-	-	-
Emergency Generator Power Cord (Fire Station 53)	PES006	Capital Projects	Fire Control	5,000	-	-	-	-
Equipment Storage Awning	STI001	Capital Projects	Streets	165,000	-	-	-	-
A/C & Building A Renovations	PWB001	Capital Projects	Streets	13,260	-	-	-	-
Neighborhood Projects & Beautification Grants	NP0001	Capital Projects	Streets	15,000	15,000	15,000	15,000	15,000
Citywide Brick Street Restoration	ST0028	Capital Projects	Streets	20,000	20,000	20,000	20,000	20,000
Repave Public Works Complex	PW1001	Capital Projects	Streets	-	-	-	15,000	-
Replace Vehicle 346	STV002	Capital Projects	Streets	-	-	60,000	-	-
Replace Bobcat 910 with S300 Bobcat Skid-Steer Loader	STEB003	Capital Projects	Streets	55,000	-	-	-	-
Cart Away Concrete Mixer	STEB002	Capital Projects	Streets	-	35,000	-	-	-
Stationary Concrete Dispenser	STEB006	Capital Projects	Streets	-	-	-	70,000	-
Articulating Boom Lift	STEB007	Capital Projects	Streets	-	-	-	-	47,000
A/C & Building A Renovations	PWB001	Capital Projects	Fleet	13,260	-	-	-	-
Repave Public Works Complex	PW1001	Capital Projects	Fleet	-	-	-	10,000	-
New Service Truck	FLV001	Capital Projects	Fleet	-	-	80,000	-	-
Column Lifts	FLE004	Capital Projects	Fleet	33,000	-	-	-	-
Fuel Tank Monitoring System	FLE003	Capital Projects	Fleet	-	25,000	-	-	-
RFID Radio Frequency Identification	LBB001	Capital Projects	Library	-	89,500	-	-	-
Community Center Improvements	PRO052	Capital Projects	Recreation	-	120,000	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

ADOPTED FY 2014-2018 CIP - SUMMARY BY YEAR

Project Name	Project #	Fund	Division	FY 2013/2014	FY 2014/2015	FY 2015/2016	FY 2016/2017	FY 2017/2018
Museum Additional Parking	CRMUIM	Capital Projects	Recreation	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Parks & Building Maintenance Improvements	PR1001	Capital Projects	Parks	-	69,000	-	-	-
Seawall Railing Improvements	PKI003	Capital Projects	Parks	60,000	-	-	-	-
Ian Tilmann Skatepark Equipment Replacement	PKI004	Capital Projects	Parks	100,000	-	-	-	-
Parks Lightning Detection System	PKI011	Capital Projects	Parks	25,000	-	-	-	-
Mease Area Playground Improvements	PKI005	Capital Projects	Parks	-	-	-	75,000	-
SHCP Field Bleacher Replacements	PKI010	Capital Projects	Parks	32,000	-	-	-	-
Fishing Pier Shelter Replacement	PR0057	Capital Projects	Parks	-	-	-	-	45,000
Waterfront Park Design & Construction	CRAWPD	Capital Projects	Parks	100,000	500,000	-	-	-
Replacement of Vehicle #349	PKV006	Capital Projects	Parks	35,000	-	-	-	-
Replacement of Vehicle #402	PKV007	Capital Projects	Parks	30,000	-	-	-	-
Parks Equipment Renewal & Replacement	PKE005	Capital Projects	Parks	39,600	25,000	-	-	-
Radio Frequency Meter Replacement	UT0065	Water & Wastewater	Finance	40,000	40,000	40,000	-	-
Replace Roof on Bldg C	WTI001	Water & Wastewater	Water	65,000	-	-	-	-
Repave Public Works Complex	PWI001	Water & Wastewater	Water	-	-	-	30,000	-
Replace Vehicle 211	WTV002	Water & Wastewater	Water	-	-	50,000	-	-
Replace Vehicle 215	WTV004	Water & Wastewater	Water	-	-	32,000	-	-
Replace Wellpoint Pump	WTE002	Water & Wastewater	Water	-	-	50,000	-	-
Directional Boring Machine	WTE003	Water & Wastewater	Water	-	-	-	40,000	-
Replace Portable Light Towers 618 & 639	WTE005	Water & Wastewater	Water	-	-	-	-	30,000
Replace Portable Air Compressor #629	WTE006	Water & Wastewater	Water	-	-	-	-	20,000
Renovate Public Works Break Room	SWI001	Water & Wastewater	Wastewater	65,000	-	-	-	-
DeSoto Estates Sanitary Sewer Collection System	SWI002	Water & Wastewater	Wastewater	300,000	3,000,000	-	-	-
Repave Public Works Complex	PWI001	Water & Wastewater	Wastewater	-	-	-	30,000	-
Replace Vac-Con Sewer Combination Cleaner	SWE002	Water & Wastewater	Wastewater	340,000	-	-	-	-
Replace Portable Generator #640	SWE003	Water & Wastewater	Wastewater	-	40,000	-	-	-
Replace Portable Generator #630	SWE004	Water & Wastewater	Wastewater	-	-	65,000	-	-
Replace #906 Skid-Steer Loader	SWE005	Water & Wastewater	Wastewater	-	-	-	50,000	-
Replace Portable Pump #622	SWE006	Water & Wastewater	Wastewater	-	-	-	-	50,000
Repave Public Works Complex	PWI001	Sanitation	Sanitation	-	-	-	30,000	-
Rear Loader Truck	SNV006	Sanitation	Sanitation	165,000	-	-	-	-
Roll-Off Truck	SNV010	Sanitation	Sanitation	165,000	-	-	-	-
Refurbish (2) Side Loaders	SNV014	Sanitation	Sanitation	-	280,000	-	-	-
Rear Loader Recycling Truck	SNV009	Sanitation	Sanitation	-	190,000	-	-	-
Front Loader Truck	SNV013	Sanitation	Sanitation	-	-	240,000	-	-
Automated Side Loader Replacement	SNV008	Sanitation	Sanitation	-	-	285,000	-	-
Claw Truck	SNV012	Sanitation	Sanitation	-	-	-	140,000	-
Refurbish (1) Side Loader	SNV014	Sanitation	Sanitation	-	-	-	145,000	-
Refurbish (2) Side Loaders	SNV014	Sanitation	Sanitation	-	-	-	-	570,000
Radio Frequency Identification Device	EQSN06	Sanitation	Sanitation	32,000	29,000	-	-	-
90 Gallon Trash Containers	PWE004	Sanitation	Sanitation	55,000	100,000	100,000	60,000	-
Extend Water Line at McMullen Booth & SR 590	UT0066	Water & Wastewater R & R	Water	100,000	-	-	-	-
Tangelo Groves Water Main Loop	UT0068	Water & Wastewater R & R	Water	25,000	-	-	-	-
Replace Galvanized Water Line in the South Green Springs Area and 400' on Hillsborough Street	UT0082	Water & Wastewater R & R	Water	420,000	-	-	-	-
Replace 12" Cast Iron Water Main from 13th Ave N to 9th Ave N	UT0083	Water & Wastewater R & R	Water	-	420,000	-	-	-
Replace 6" Cast Iron Water Main in the Green Springs Subdivision	UT0084	Water & Wastewater R & R	Water	-	-	440,000	-	-
Replace 12" Cast Iron Water Main at the Huntington Office Park/ North City Park	UT0086	Water & Wastewater R & R	Water	-	-	125,000	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

ADOPTED FY 2014-2018 CIP - SUMMARY BY YEAR

Project Name	Project #	Fund	Division	FY 2013/2014	FY 2014/2015	FY 2015/2016	FY 2016/2017	FY 2017/2018
Replace 7,400' of 6" Cast Iron Water Main and 3,600' of 1 1/2" Galvanized Water Main in Espiritu Santo and Washington Brennan Subdivisions	UT0091	Water & Wastewater R & R	Water	\$ -	\$ -	\$ -	\$ 440,000	\$ -
Install 6" PVC Water Main and Fire Protection on Pinellas Avenue	UT0094	Water & Wastewater R & R	Water	-	50,000	-	-	-
Relocate 8" Water Main from Philippe Pointe Pedestrian Bridge	UT0095	Water & Wastewater R & R	Water	-	25,000	-	-	-
Replace 2" Galvanized Water Line in Seminole & Harbor Heights	UT0096	Water & Wastewater R & R	Water	-	80,000	-	-	-
Northeast Regional Wastewater Treatment Plant Improvements	UT0005	Water & Wastewater R & R	Wastewater	700,000	753,000	1,125,000	2,930,000	-
Replace Sewer Line at Joyce and Irwin St	UT0074	Water & Wastewater R & R	Wastewater	340,000	-	-	-	-
Replace Pumps at Briar Creek Lift Station	UT0073	Water & Wastewater R & R	Wastewater	95,000	-	-	-	-
Baywoods I Sewer Replacement	UT0054	Water & Wastewater R & R	Wastewater	-	50,000	-	-	-
Washington-Brennan Sewer Replacement	UT0085	Water & Wastewater R & R	Wastewater	-	175,000	-	-	-
Amber Glades Lift Station Repair	UT0079	Water & Wastewater R & R	Wastewater	-	60,000	-	-	-
Sanitary Sewer Main Relining	UT0077	Water & Wastewater R & R	Wastewater	-	-	150,000	-	-
Reline Clay Sewer Main in Briar Creek MH Community and in Northwood East Subdivision	UT0087	Water & Wastewater R & R	Wastewater	-	-	350,000	-	-
Replace Pumps and Standby Generator at South Bayshore Lift Station	UT0088	Water & Wastewater R & R	Wastewater	-	-	110,000	-	-
Reline Clay Sewer Main in South Green Springs Subdivision	UT0078	Water & Wastewater R & R	Wastewater	-	-	-	560,000	-
North Bayshore Lift Station Repair	UT0089	Water & Wastewater R & R	Wastewater	-	-	-	60,000	-
Recline Clay Sewer Main in Baywoods I, II & III Subdivisions	UT0092	Water & Wastewater R & R	Wastewater	-	-	-	-	450,000
Highlands Lift Station Repair	UT0093	Water & Wastewater R & R	Wastewater	-	-	-	-	60,000
Marshall Street Park Boardwalk Improvements	PDI004	Parkland	Parks	45,000	-	-	-	-
Elm Street Property Development	PDI006	Parkland	Parks	400,000	-	-	-	-
Waterfront Park Design and Construction	CRAWPD	Parkland	Parks	-	400,000	-	-	-
Waterfront Park Design and Construction	CRAWPD	Community Redevelopment	CRA	150,000	1,100,000	-	-	-
<b>TOTAL FUNDED CIP PROJECTS</b>				<b>\$ 5,612,620</b>	<b>\$ 8,683,000</b>	<b>\$ 7,109,500</b>	<b>\$ 5,337,500</b>	<b>\$ 1,843,500</b>
<b>UNFUNDED CIP PROJECTS</b>								
Lower Mullet Creek Water Quality Treatment System	DR0049	Stormwater	Stormwater	\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ -
Street Resurfacing Program	ST0013	Street Improvement	Streets	175,000	175,000	175,000	175,000	175,000
<b>TOTAL UNFUNDED CIP PROJECTS</b>				<b>175,000</b>	<b>175,000</b>	<b>475,000</b>	<b>3,175,000</b>	<b>175,000</b>
<b>TOTAL CIP PROJECTS</b>				<b>\$ 5,787,620</b>	<b>\$ 8,858,000</b>	<b>\$ 7,584,500</b>	<b>\$ 8,512,500</b>	<b>\$ 2,018,500</b>



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

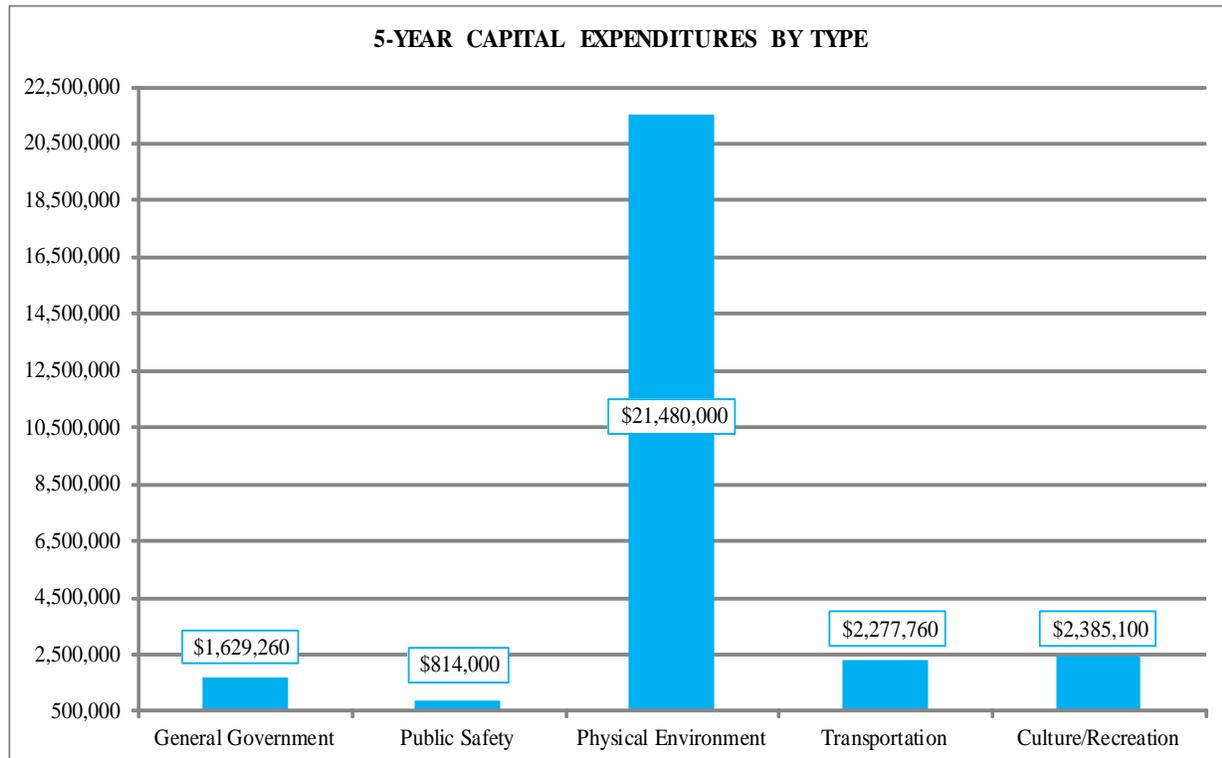
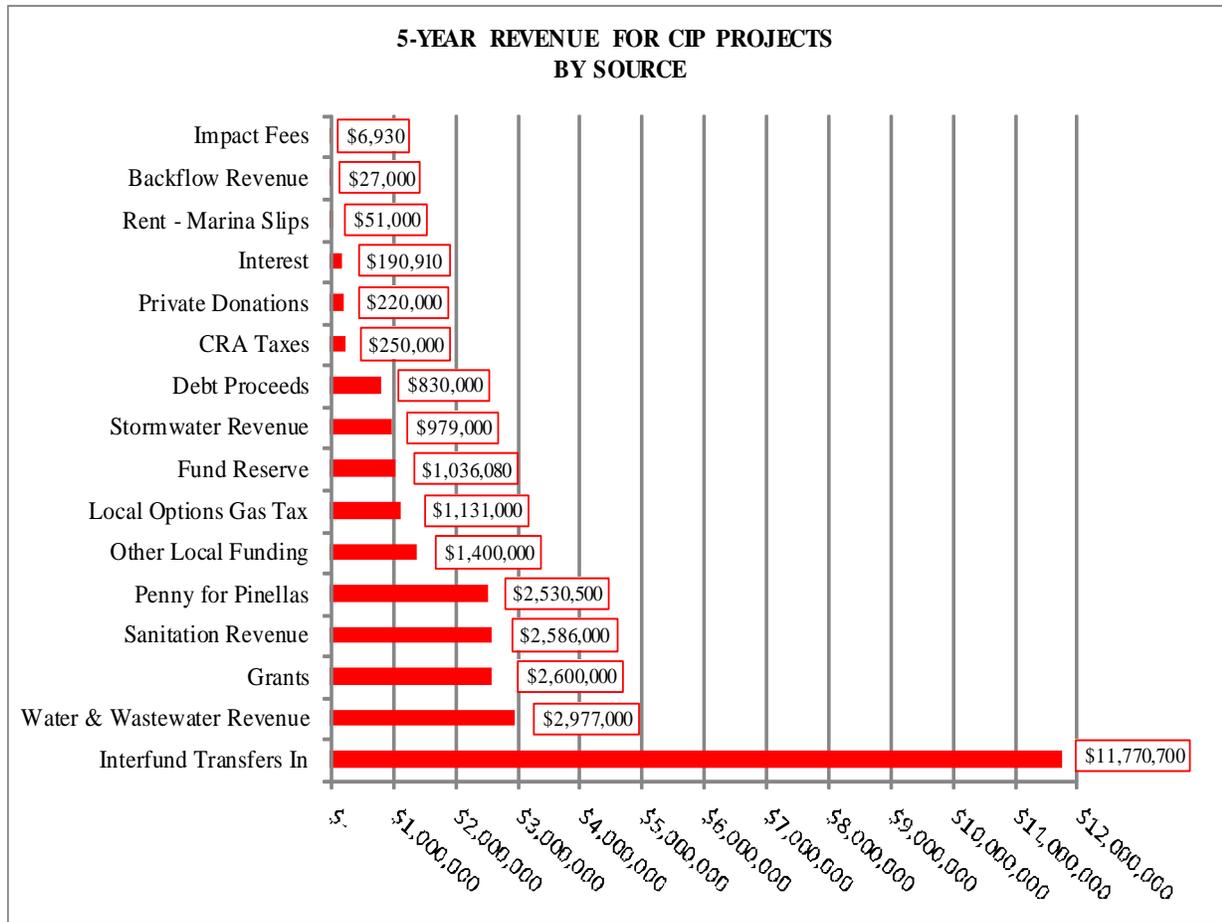
**5-YEAR REVENUE FOR CIP PROJECTS  
BY SOURCE**

	2013/14	2014/15	2015/16	2016/17	2017/18	TOTAL 5 YR CIP
Interfund Transfers In	\$ 1,247,470	\$ 3,507,700	\$ 2,294,600	\$ 4,058,620	\$ 662,310	\$ 11,770,700
Water & Wastewater Revenue	660,000	1,830,000	237,000	150,000	100,000	2,977,000
Grants	200,000	-	2,400,000	-	-	2,600,000
Sanitation Revenue	417,000	599,000	625,000	375,000	570,000	2,586,000
Penny for Pinellas	1,375,000	628,500	195,000	205,000	127,000	2,530,500
Other Local Funding	150,000	1,250,000	-	-	-	1,400,000
Local Options Gas Tax	224,000	225,100	226,200	227,300	228,400	1,131,000
Fund Reserve	572,300	316,320	75,330	72,130	-	1,036,080
Stormwater Revenue	210,000	210,000	210,000	210,000	139,000	979,000
Debt Proceeds	-	-	830,000	-	-	830,000
CRA Taxes	150,000	100,000	-	-	-	250,000
Private Donations	220,000	-	-	-	-	220,000
Interest	123,720	11,080	10,970	33,950	11,190	190,910
Rent - Marina Slips	51,000	-	-	-	-	51,000
Backflow Revenue	5,200	5,300	5,400	5,500	5,600	27,000
Impact Fees	6,930	-	-	-	-	6,930
<b>Total</b>	<b>\$ 5,612,620</b>	<b>\$ 8,683,000</b>	<b>\$ 7,109,500</b>	<b>\$ 5,337,500</b>	<b>\$ 1,843,500</b>	<b>\$ 28,586,120</b>

**5-YEAR CAPITAL EXPENDITURES  
BY TYPE**

	2013/14	2014/15	2015/16	2016/17	2017/18	TOTAL 5 YR CIP
General Government	\$ 294,260	\$ 1,185,000	\$ 140,000	\$ 10,000	\$ -	\$ 1,629,260
Public Safety	604,000	210,000	-	-	-	814,000
Physical Environment	3,077,000	5,702,000	6,562,000	4,820,000	1,319,000	21,480,000
Transportation	575,760	382,500	407,500	432,500	479,500	2,277,760
Culture/Recreation	1,061,600	1,203,500	-	75,000	45,000	2,385,100
<b>Total</b>	<b>\$ 5,612,620</b>	<b>\$ 8,683,000</b>	<b>\$ 7,109,500</b>	<b>\$ 5,337,500</b>	<b>\$ 1,843,500</b>	<b>\$ 28,586,120</b>

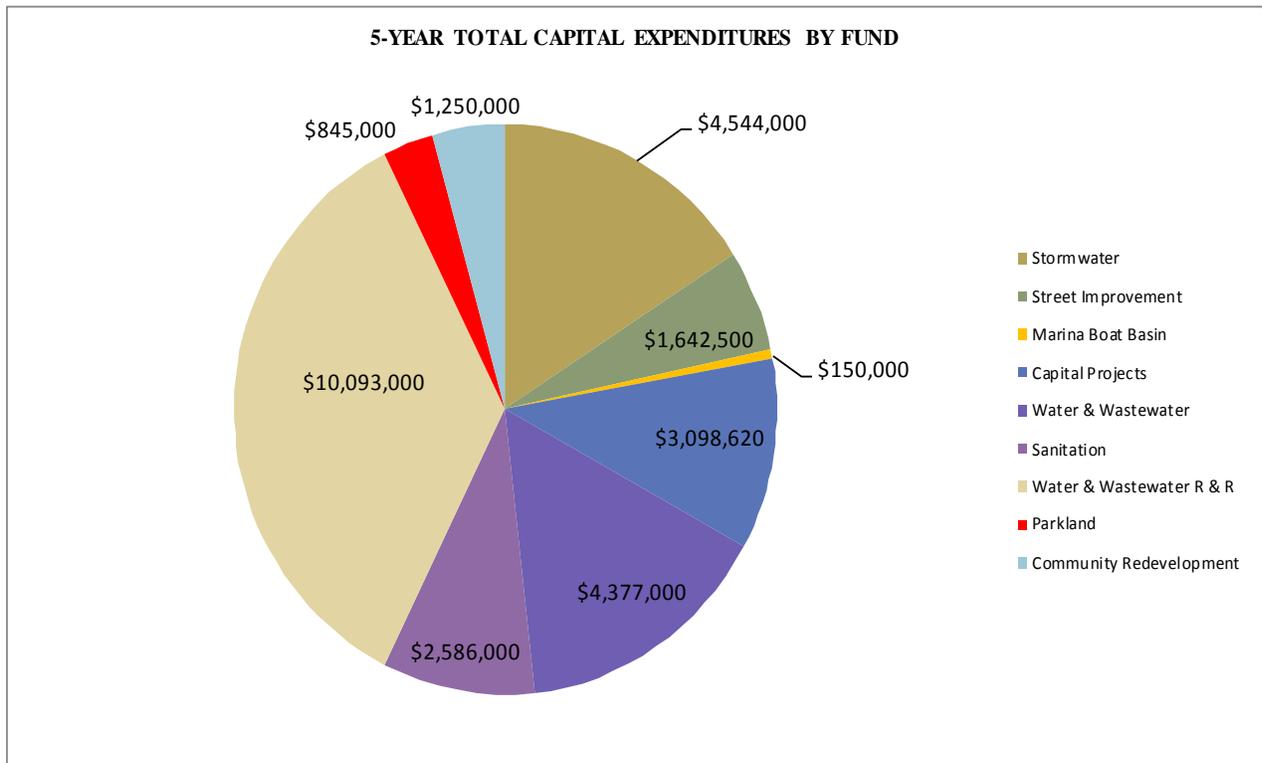
CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**5-YEAR CAPITAL EXPENDITURES  
BY FUND**

	2013/14	2014/15	2015/16	2016/17	2017/18	TOTAL 5 YR CIP
Stormwater	\$ 210,000	\$ 450,000	\$ 3,440,000	\$ 305,000	\$ 139,000	\$ 4,544,000
Street Improvement	307,500	312,500	312,500	312,500	397,500	1,642,500
Marina Boat Basin	150,000	-	-	-	-	150,000
Capital Projects	1,443,120	1,128,500	195,000	205,000	127,000	3,098,620
Water & Wastewater	810,000	3,080,000	237,000	150,000	100,000	4,377,000
Sanitation	417,000	599,000	625,000	375,000	570,000	2,586,000
Water & Wastewater R & R	1,680,000	1,613,000	2,300,000	3,990,000	510,000	10,093,000
Parkland	445,000	400,000	-	-	-	845,000
Community Redevelopment	150,000	1,100,000	-	-	-	1,250,000
<b>Total</b>	<b>\$ 5,612,620</b>	<b>\$ 8,683,000</b>	<b>\$ 7,109,500</b>	<b>\$ 5,337,500</b>	<b>\$ 1,843,500</b>	<b>\$ 28,586,120</b>





CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**FUND # 011 - STORMWATER**

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Stormwater Revenue	\$ 971,500	\$ 971,500	\$ 971,500	\$ 971,500	\$ 971,500
Interest	23,100	22,870	22,640	22,870	23,100
Grants	-	150,000	2,400,000	-	-
Debt Proceeds/Other	-	-	1,500,000	-	-
<b>Total Revenues</b>	<b>994,600</b>	<b>1,144,370</b>	<b>4,894,140</b>	<b>994,370</b>	<b>994,600</b>
Carry Over	666,100	418,610	11,380	518,170	255,890
<b>TOTAL REVENUES</b>	<b>\$ 1,660,700</b>	<b>\$ 1,562,980</b>	<b>\$ 4,905,520</b>	<b>\$ 1,512,540</b>	<b>\$ 1,250,490</b>

**APPROPRIATIONS:**

	<u>Proj #</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
Capital Improvements						
Stormwater improvements	DR0006	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -
Pond maintenance program	DR0040	25,000	25,000	50,000	25,000	25,000
Pipe relining	DR0050	65,000	40,000	80,000	60,000	114,000
North Bayshore Water Quality and Drainage Improvements	DR0048	-	300,000	3,000,000	-	-
Repave Public Works complex	PWI001	-	-	-	15,000	-
Replace 1982 International 5-yard dump (Vehicle #357)	SMV004	-	-	85,000	-	-
Replace 2002 3/4 ton dump truck (Vehicle #348)	SMV003	-	60,000	-	-	-
Auto crane	SMV005	70,000	-	-	-	-
Replace Elgin Whirlwind street sweeper	SMV001	-	-	225,000	-	-
Replace 1991 Ford 12-yard dump truck (Vehicle #337)	SMV006	-	-	-	205,000	-
<b>Capital Improvements Total</b>		<b>210,000</b>	<b>450,000</b>	<b>3,440,000</b>	<b>305,000</b>	<b>139,000</b>
Stormwater Dept. Costs		834,900	843,200	851,600	855,900	860,200
Interfund Transfers Out						
To General Fund		41,850	41,850	-	-	-
To Debt Service Funds		34,540	95,750	95,750	95,750	95,750
To Transportation Impact Fee Fund		120,800	120,800	-	-	-
<b>Total Interfund Transfers Out</b>		<b>197,190</b>	<b>258,400</b>	<b>95,750</b>	<b>95,750</b>	<b>95,750</b>
<b>FUND RESERVE</b>		<b>418,610</b>	<b>11,380</b>	<b>518,170</b>	<b>255,890</b>	<b>155,540</b>
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 1,660,700</b>	<b>\$ 1,562,980</b>	<b>\$ 4,905,520</b>	<b>\$ 1,512,540</b>	<b>\$ 1,250,490</b>

	<u>Proj #</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>UNFUNDED PROJECTS:</b>						
Lower Mullet Creek		\$ -	\$ -	\$ 300,000	\$ 3,000,000	\$ -
<b>TOTAL UNFUNDED PROJECTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>

**Fund No: 011**  
**Department: 37 - Stormwater**  
**Project Title: Stormwater Drainage**  
**Funding Source: Stormwater revenue**  
**Location: Citywide**  
**Account: 011-2037-538-5330**

PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Stormwater Improvements	DR0006	50,000	25,000	-	-	-	75,000
Pond Maintenance Program	DR0040	25,000	25,000	50,000	25,000	25,000	150,000
Pipe Relining	DR0050	65,000	40,000	80,000	60,000	114,000	359,000
<b>TOTAL</b>		<b>\$ 140,000</b>	<b>\$ 90,000</b>	<b>\$ 130,000</b>	<b>\$ 85,000</b>	<b>\$ 139,000</b>	<b>\$ 584,000</b>

**JUSTIFICATIONS**

**ONGOING**

**Citywide Stormwater Improvements:** Provides the 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.

**Pond Maintenance Program:** Ponds periodically need dredging, bank erosion repair, outlet and inlet structure repair, and top-of-bank maintenance.

**Pipe Relining:** Existing corrugated metal pipes are deteriorating at various locations throughout the city. These funds will allow repair on an as needed basis.

- 1. STORMWATER IMPROVEMENTS:** Development and implementation of specific creek/ditch bank or other stormwater structure repair or replacement projects where erosion issues are causing damage to the existing bank (for both private and public property), the drainage area and overall stormwater system. The goal of this program is to provide improvements to the citywide storm drainage system at various locations throughout the City as the need arises.

**FY 13/14**

- Rainbow Farms:** A pond and ditch located on private property within a drainage easement are in need of dredging and realignment. The pond outfall structure is antiquated and in need of repair. The ditch has soil buildup which can cause blockages and possible flooding to other public and private properties upstream. Many public streets flow through this easement.

**FY 14/15**

- Tall Pine Drive:** Years of stormwater flow and time itself has eroded the banks of the ditch within the right-of-way of Tall Pine Drive. This site needs dredging and bank stabilization. A block wall on private property adjacent to the right-of-way is showing signs of undermining and potential collapse. Should the wall collapse, it would block the flow and flooding could occur. This ditch carries stormwater flow from other areas of the City and helps prevent various localized flooding.

**FY 15/16**

- North Bay Hills:** Erosion along private property has realigned the creek located in a City stormwater easement and displaced soil into the flow line. The soil needs to be removed and the creek straightened. This ditch carries stormwater flow from other areas of the city and helps prevent various localized flooding.
- Old Oak Lane:** Erosion along private property has realigned the creek located in a City stormwater easement and displaced soil into the flow line. The soil needs to be removed and the creek straightened to prevent potential flooding and the future erosion of public and private property. This ditch carries stormwater flow from other areas of the City and helps prevent various localized flooding.
- Mullet Creek Bank Repair:** A large area of erosion along the City-owned ditch banks of Meldrum Street is beginning to cause the undermining of the pedestrian bridge at 6<sup>th</sup> Avenue North. Adjacent to Meldrum Street east of 9<sup>th</sup> Avenue North, the creek is being reshaped causing damage to the embankment adjacent to the box culvert under 9<sup>th</sup> Avenue North. The scouring of soils is caused by the junction of two drainage areas within Mullet Creek. Mullet Creek is a public drainage way in this location.

2. **POND MAINTENANCE PROGRAM:** City owned ponds are inspected annually to be in compliance with the Department of Environmental Protection Agency MS4 permit. Periodically, dredging, bank erosion repair, outlet and inlet structure repair, and top-of-bank maintenance is required to stay in compliance with the mandates of the MS4 permit. These funds provide for the work to be accomplished and thereby stay in compliance with the mandates.

**FY 13/14**

- a. **Swan Lake pond:** The City's maintenance program requires that the operation and maintenance of such facilities include the dredging of materials transported via water flow. This material creates a dam that can cause up-stream localized flooding.

**FY 14/15**

- a. **Valencia pond dredging:** The City's maintenance program requires that the operation and maintenance of such facilities include the dredging of materials transported via water flow. This material creates a dam that can cause up-stream flooding.

**FY 15/16**

- a. **Mullet Creek Swim pond:** The City's maintenance program requires that the operation and maintenance of such facilities include the dredging of materials transported via water flow. This material creates a dam that can cause up-stream flooding.

**FY 16/17**

- a. **7<sup>th</sup> Street South pond:** The City's maintenance program requires that the operation and maintenance of such facilities include the dredging of materials transported via water flow. This material creates a dam that can cause up-stream flooding.

**FY 17/18**

- a. **Bridgeport pond:** The City's maintenance program requires that the operation and maintenance of such facilities include the dredging of materials transported via water flow. This material creates a dam that can cause up-stream flooding.

3. **PIPE RELINING:** This project entails the annual rehabilitation/reconstruction of salvageable, deteriorated storm drain lines. Existing corrugated metal pipes are deteriorating at various locations throughout the City. These funds will allow for the repair of the deteriorated and collapsing pipes.

**FY 13/14**

- a. **Sixth Street South Pipe Relining:** Approximately 360 feet of corrugated metal pipe has begun to fail creating holes and voids within the public alley south of 6<sup>th</sup> Street South. These funds are for the re-alignment and re-lining of the pipe within that alley.

- b. **Philippe Parkway/Del Oro Drive Pipe Relining:** Approximately 159 feet of corrugated metal pipe has begun to fail creating holes and voids within the public easement that drains Del Oro Drive. Also, there is approximately 130 feet of deteriorating pipe at Philippe Parkway and MLK.

**FY 14/15**

- a. **Tern Cove Pipe Relining:** Approximately 130 feet of corrugated metal pipe has begun to fail creating holes and voids within the public drainage easement. These funds are for the re-lining of the pipe within this easement. This pipe drains the public roadway of Tern Cove.

- b. **Pintail Place:** Approximately 145 feet of corrugated metal pipe has begun to fail creating holes and voids within the public easement. This pipe drains the public roadway of Pintail Place.

- c. **Widgeon Avenue:** Approximately 120 feet of corrugated metal pipe has begun to fail creating holes and voids within the public easement. This pipe drains the public roadway of Widgeon Avenue.

**FY15/16**

- a. **Country Villas Pipe Relining:** Approximately 800 feet of corrugated metal pipe has begun to fail creating holes and voids within the public drainage easement. These funds are for the re-lining of the pipes within this subdivision. These pipes drain the public roadways.

**FY 16/17**

- a. **4<sup>th</sup> Street South:** Approximately 350 feet of corrugated metal pipe has begun to fail creating holes and voids within the public drainage easement. This pipe drains the public roadway of 4<sup>th</sup> Street South.

- b. **Tall Pine Circle:** Approximately 150 feet of corrugated metal pipe has begun to fail creating holes and voids within the public drainage easement. This pipe drains the public roadway of Tall Pine Circle.

**FY 17/18**

**Railroad Storm Pipe Crossings:** The stormwater drainage pipes that convey the City's stormwater flow from west to east under the railroad are of utmost importance. We plan on investigating and repairing approximately 950 feet of these aging pipes to keep them in good working condition.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 011**

**Department: 37 - Stormwater**

**Project Title: Stormwater Improvements**

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

**Location: Various locations throughout the City**

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

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
North Bayshore Water Quality and Drainage Improvements	DR0048	-	300,000	3,000,000	-	-	3,300,000
Repave Public Works complex	PWI001	-	-	-	15,000	-	15,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 3,000,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 3,315,000</b>

**UNFUNDED PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Lower Mullet Creek Water Quality Treatment System	DR0049	-	-	300,000	3,000,000	-	3,300,000

ACCOUNTING DISTRIBUTION - FY 16/17

REPAVE PUBLIC WORKS COMPLEX - PWI001

032-3031-541-6300 Capital Projects - Streets	\$ 15,000
032-3033-519-6300 Capital Projects - Fleet	\$ 10,000
011-2037-538-6300 Stormwater	\$ 15,000
041-4035-533-6300 Water	\$ 30,000
041-4036-535-6300 Wastewater	\$ 30,000
044-4532-534-6300 Sanitation	\$ 30,000

**JUSTIFICATIONS**

**FY 14/15**

1. **North Bayshore Water Quality and Drainage Improvements** – Begin survey and design of drainage and water quality treatment system improvements consisting of stormsewer, a 1,800 foot long treatment swale, and baffle box system. Project is to include a multi-use trail from the proposed city waterfront park to Philippe Park.

**FY 15/16**

1. **North Bayshore Water Quality and Drainage Improvements** – Begin construction of drainage and water quality treatment system improvements consisting of stormsewer, a 1,800 foot long treatment swale, and baffle box system. Project is to include a multi-use trail along the east edge of right-of-way from the proposed city waterfront park to Philippe Park. The city anticipates receiving grant funds from SWFWMD and FDEP.
2. **Lower Mullet Creek Water Quality Treatment System** – Begin survey and design of water quality improvements to enlarge the existing detention pond at the end of 5<sup>th</sup> Street North, redirect main channel through larger pond and treatment device and provide erosion protection from 9<sup>th</sup> Avenue North to 5<sup>th</sup> Avenue North.

**FY 16/17**

1. **Lower Mullet Creek Water Quality Treatment System** – Begin construction of water quality improvements to enlarge the existing detention pond at the end of 5<sup>th</sup> Street North, redirect main channel through larger pond and treatment devices and provide erosion protection from 9<sup>th</sup> Avenue North to 5<sup>th</sup> Avenue North. The city anticipates receiving grant funds from SWFWMD and FDEP.
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 FY2013/2014 BUDGET

**Fund No: 011**  
**Department: 37 - Stormwater**  
**Project Title: Vehicles**  
**Funding Source: Stormwater revenue**  
**Location: Public Works Complex/1200 Railroad Avenue**  
**Account: 011-2037-538-6401**

PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
New Auto Crane	SMV005	70,000	-	-	-	-	70,000
Replace 2002 3/4 Ton Dump Truck (Vehicle #348)	SMV003	-	60,000	-	-	-	60,000
Replace 1982 International 5-yard Box Dump (Vehicle #357)	SMV004	-	-	85,000	-	-	85,000
Replace Elgin Whirlwind Street Sweeper	SMV001	-	-	225,000	-	-	225,000
Replace 1991 Ford 12-Yard Dump Truck (Vehicle #337)	SMV006	-	-	-	205,000	-	205,000
							-
<b>TOTAL</b>		<b>\$ 70,000</b>	<b>\$ 60,000</b>	<b>\$ 310,000</b>	<b>\$ 205,000</b>	<b>\$ -</b>	<b>\$ 645,000</b>



**JUSTIFICATIONS**

**FY 13/14**

- New Auto Crane:** The Auto Crane will be used in the maintenance of baffle boxes on Bayshore Boulevard South and the sediment collection boxes on 2<sup>nd</sup> Street South, as well as other large and heavy grate and cover removals.

**FY 14/15**

- Replace Vehicle #348 with 2014 GMC Sierra 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 14 years old.

**FY15/16**

- Replace Vehicle #357 with 25,500 lb. GVWR Cab & Chassis 4 x 2:** Vehicle #357 is a 1982 International 5 Yard Box Dump. By the year 2015, this truck will be 32 years old. This vehicle is used for hauling wet debris from ditches.
- Replace Elgin Whirlwind Street Sweeper:** The current street sweeper was purchased in 2004, making it 12 years old by FY 15/16. This equipment ensures that public streets, roadways and highways are maintained in such a manner that pollutant discharges to the stormwater system are reduced. This is a requirement that the City must meet annually to ensure compliance with our NPDES (National Pollutant Discharge Elimination System) permit. This equipment will also be used for clean up before and after Special Events.

**FY 16/17**

- Replace Vehicle #337:** Vehicle #337 is a 1991 Ford 12-yard dump truck used by the stormwater crew to transport debris to the landfill. By FY 16/17, this vehicle will be 26 years old.



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**FUND # 014 - STREET IMPROVEMENT**

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Local Option Gas Tax	\$ 224,000	\$ 225,100	\$ 226,200	\$ 227,300	\$ 228,400
Interfund Transfer In From Capital Projects Fund	-	-	-	100,000	200,000
Interest	11,190	11,080	10,970	11,080	11,190
<b>Total Revenues</b>	<b>235,190</b>	<b>236,180</b>	<b>237,170</b>	<b>338,380</b>	<b>439,590</b>
Carry Over	358,030	247,020	132,000	17,970	5,150
<b>TOTAL REVENUES</b>	<b>\$ 593,220</b>	<b>\$ 483,200</b>	<b>\$ 369,170</b>	<b>\$ 356,350</b>	<b>\$ 444,740</b>

<b>APPROPRIATIONS:</b>					
Capital Improvements	Proj #				
Street resurfacing program	ST0013	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Sidewalk repair and replacement	ST0001	40,000	45,000	45,000	45,000
Traffic analysis and implementation	ST0024	2,500	2,500	2,500	2,500
Bridge improvements	ST0031	25,000	25,000	25,000	25,000
New sidewalk construction	ST0032	5,000	5,000	5,000	5,000
Street sign improvement	ST0038	15,000	15,000	15,000	15,000
Miscellaneous street repair	ST0039	20,000	20,000	20,000	20,000
Replace wooden boardwalk with a metal bridge on east side of SR590 crossing Bishop Creek	ST0040	-	-	-	85,000
<b>Capital Improvements Total</b>		<b>307,500</b>	<b>312,500</b>	<b>312,500</b>	<b>312,500</b>
Street Improvement Dept Costs		38,700	38,700	38,700	38,700
<b>FUND RESERVE</b>		<b>247,020</b>	<b>132,000</b>	<b>17,970</b>	<b>5,150</b>
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 593,220</b>	<b>\$ 483,200</b>	<b>\$ 369,170</b>	<b>\$ 356,350</b>

	Proj #	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>UNFUNDED PROJECTS:</b>						
Street resurfacing program	ST0013	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
<b>TOTAL UNFUNDED PROJECTS</b>		<b>\$ 175,000</b>				

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 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 #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Street Resurfacing Program	ST0013	200,000	200,000	200,000	200,000	200,000	1,000,000
<b>TOTAL</b>		<b>\$ 200,000</b>	<b>\$ 1,000,000</b>				

UNFUNDED PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Street Resurfacing Program	ST0013	175,000	175,000	175,000	175,000	175,000	875,000
<b>TOTAL</b>		<b>\$ 175,000</b>	<b>\$ 875,000</b>				

**JUSTIFICATION**

**ONGOING**

**Street Resurfacing**

- 1. ST0013 – Street Resurfacing Program:** Extends the 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 \$100,000 per mile, which allows for utility cover adjustments and restriping, we will need \$600,000 per year to maintain a ten-year resurfacing cycle.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 014**  
**Department: 31 - Street**  
**Project Title: Miscellaneous Transportation Work**  
**Funding Source: Local Option Gas Tax, Other**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 014-2031-541-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Sidewalk Repair and Replacement	ST0001	40,000	45,000	45,000	45,000	45,000	220,000
Traffic Analysis and Implementation	ST0024	2,500	2,500	2,500	2,500	2,500	12,500
Bridge Improvements	ST0031	25,000	25,000	25,000	25,000	25,000	125,000
New Sidewalk Construction	ST0032	5,000	5,000	5,000	5,000	5,000	25,000
Street Sign Improvement	ST0038	15,000	15,000	15,000	15,000	15,000	75,000
Miscellaneous Street Repair	ST0039	20,000	20,000	20,000	20,000	20,000	100,000
Replace wooden boardwalk on east side of SR 590 crossing Bishop Creek with metal bridge	ST0040	-	-	-	-	85,000	85,000
<b>TOTAL</b>		<b>\$ 107,500</b>	<b>\$ 112,500</b>	<b>\$ 112,500</b>	<b>\$ 112,500</b>	<b>\$ 197,500</b>	<b>\$ 642,500</b>

**JUSTIFICATIONS**

**ONGOING**

**ST0001 – Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or upheaved by tree roots.

**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.

**ST0031 – Bridge Improvements:** Scheduled improvements of all traffic-bearing 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.

**FY 17/18**

**ST0032 – New Sidewalk Construction:** Provides for new sidewalk at various places throughout the city where none existed before.

**ST0038 – Street Sign Improvement:** Provides safe travel ways throughout the city for the motoring public and pedestrians.

**ST0039 – Miscellaneous Street Repair:** These funds will allow contract work for unanticipated road repair throughout the city.

**ST0040 – Bridge Improvements:** Replace wooden boardwalk on the east side of State Road 590 crossing Bishop Creek with metal bridge.



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

<b>FUND # 015 - MARINA BOAT BASIN</b>
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	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Rent - Marina Slips	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000
Interest	4,550	4,500	4,500	4,500	4,500
Total Revenues	55,550	55,500	55,500	55,500	55,500
Carry Over	269,380	132,960	146,060	158,760	171,260
<b>TOTAL REVENUES</b>	\$ 324,930	\$ 188,460	\$ 201,560	\$ 214,260	\$ 226,760
<b>APPROPRIATIONS:</b>					
Capital Improvements					
Boat basin and channel dredging	150,000	-	-	-	-
Capital Improvements Total	150,000	-	-	-	-
Marina Boat Basin Dept Costs	41,970	42,400	42,800	43,000	43,200
<b>FUND RESERVE</b>	132,960	146,060	158,760	171,260	183,560
<b>BUDGETED APPROPRIATIONS</b>	\$ 324,930	\$ 188,460	\$ 201,560	\$ 214,260	\$ 226,760

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 15 - Marina Fund**  
**Department: 57 - Marina**  
**Project Title: Boat Basin Improvements**  
**Funding Source: Marina revenue and fund reserve**  
**Location: Veterans Memorial Lane**  
**Account: 015-2057-575-6300**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Boat Basin & Channel Dredging	MAR009	150,000	-	-	-	-	150,000
<b>TOTAL</b>		<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>



**JUSTIFICATIONS**

**FY 13/14**

1. **Boat Basin Maintenance Dredge:** Re-occurring maintenance dredging of the Marina to a depth of 4 feet below mean sea level. Permitting should not be required for the boat basin, but a suitable spoil site may need to be identified. Permitting costs for the channel dredge may be required. Costs for this project must reflect transporting dredge material to designated spoil site. The boat basin was last dredged in 2004. Maintenance dredging needs to be performed every 5-10 years depending on the amount of siltation.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**FUND # 032 - CAPITAL PROJECTS**

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Penny For Pinellas	\$ 1,375,000	\$ 1,423,100	\$ 1,472,900	\$ 1,524,500	\$ 1,524,500
Interfund Transfer In From General Fund	-	500,000	-	-	-
Interest	27,170	26,900	26,630	26,900	27,170
Donations	20,000	-	-	-	-
Total Revenues	1,422,170	1,950,000	1,499,530	1,551,400	1,551,670
 Carry Over	 1,063,380	 152,110	 84,930	 398,060	 654,020
 <b>TOTAL REVENUES</b>	 <b>\$ 2,485,550</b>	 <b>\$ 2,102,110</b>	 <b>\$ 1,584,460</b>	 <b>\$ 1,949,460</b>	 <b>\$ 2,205,690</b>

**APPROPRIATIONS:**

	<u>Proj#</u>						
Capital Improvements							
<i>General government</i>							
Security System Improvements	GEN004	\$ 18,000	\$ -	\$ -	\$ -	\$ -	-
Citywide Light Energy Enhancements	GEN005	20,000	20,000	20,000	-	-	-
9/11 Memorial	911ART	20,000	-	-	-	-	-
<i>Fire</i>							
Improvements at FS 53	PSI003	39,000	-	-	-	-	-
Improvements at FS 52	PSI002	40,000	-	-	-	-	-
Replace thermal imaging cameras	PSEQ06	20,000	-	-	-	-	-
Emergency generator 200 amp power cord - FS 53	PSE006	5,000	-	-	-	-	-
Replacement of Pumper 53 (Vehicle #877)	PSV003	500,000	-	-	-	-	-
Replacement of Fire Station 52 boat	PSV005	-	150,000	-	-	-	-
Replacement of vehicle 800	PSV004	-	60,000	-	-	-	-
<i>Streets</i>							
Equipment storage awning	STI001	165,000	-	-	-	-	-
Neighborhood projects & beautification grants	NP0001	15,000	15,000	15,000	15,000	15,000	15,000
Citywide brick street restoration	ST0028	20,000	20,000	20,000	20,000	20,000	20,000
Repave Public Works complex - Streets	PWI001	-	-	-	15,000	-	-
Replace 1989 1 1/4 ton dump truck (Vehicle #346)	STV002	-	-	60,000	-	-	-
Replace bobcat #910 with S300 bobcat skid-steer loader	STE003	55,000	-	-	-	-	-
Concrete mixer	STE002	-	35,000	-	-	-	-
Stationary concrete dispenser	STE006	-	-	-	70,000	-	-
Articulating boom lift	STE007	-	-	-	-	-	47,000
A/C & Building Renovations	PWB001	13,260	-	-	-	-	-
<i>Fleet</i>							
Repave Public Works complex - Fleet	PWI001	-	-	-	10,000	-	-
New service truck	FLV001	-	-	80,000	-	-	-
Column lifts - Fleet	FLE004	33,000	-	-	-	-	-
Fuel tank monitoring system	FLE003	-	25,000	-	-	-	-
A/C & Building Renovations	PWB001	13,260	-	-	-	-	-
<i>Library</i>							
Implement RFID-Radio Frequency Identification	LBE001	-	89,500	-	-	-	-
<i>Recreation</i>							
Community Center improvements	PR0052	-	120,000	-	-	-	-
Museum additional parking (west alley)	CRMUIM	45,000	-	-	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

<b>FUND # 032 - CAPITAL PROJECTS</b>
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		<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<i>Parks</i>						
Parks and building maintenance building improvements	PRI001	-	69,000	-	-	-
Seawall railing replacement	PKI003	60,000	-	-	-	-
Ian Tillman Skatepark equipment replacement	PKI004	100,000	-	-	-	-
Parks lightning detection system	PKI011	25,000				
Mease Area Park playground improvements	PKI005	-	-	-	75,000	-
SHCP field bleacher replacements	PKI010	32,000	-	-	-	-
Fishing Pier shelter replacement	PR0057	-	-	-	-	45,000
Replace vehicle #349 - flat bed truck	PKV006	35,000	-	-	-	-
Replace vehicle #402 - pick-up truck	PKV007	30,000	-	-	-	-
Parks equipment replacement	PKE005	39,600	25,000	-	-	-
Waterfront Park Design and Construction	CRAWPD	100,000	500,000	-	-	-
Capital Improvements Total		1,443,120	1,128,500	195,000	205,000	127,000
<i>Transfers Out</i>						
To Waterfront Park debt service (Series 2012)		317,220	316,070	319,750	318,260	316,650
To Library debt service (Series 2008)		548,080	547,590	546,630	547,160	546,180
To Capital Improvements debt service (Series 2006)		25,020	25,020	25,020	25,020	25,020
To Street Improvement fund		-	-	-	100,000	200,000
To General Fund		-	-	100,000	100,000	100,000
<b>FUND RESERVE</b>		152,110	84,930	398,060	654,020	890,840
<b>BUDGETED APPROPRIATIONS</b>		<u>\$ 2,485,550</u>	<u>\$ 2,102,110</u>	<u>\$ 1,584,460</u>	<u>\$ 1,949,460</u>	<u>\$ 2,205,690</u>

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32 - Capital Projects**  
**Department: 20 - General Government**  
**Project Title: Improvements Other than Buildings**  
**Funding Source: Penny for Pinellas, Private donations, Other**  
**Location: Various Locations**  
**Account: 032-3020-519-6300**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Security System Improvements (CH/CC/RC)	GEN004	18,000					18,000
Citywide Light Energy Enhancements	GEN005	20,000	20,000	20,000			60,000
9/11 Memorial	911ART	20,000					20,000
<b>TOTAL</b>		<b>\$ 58,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,000</b>

**JUSTIFICATIONS**

**FY 13/14**

- Security System Improvements (City Hall, Community Center, and Rigsby Center):** The current security cameras at all locations are out of date and replacement parts for the DVR's are not available. Due to changes in daily operations additional cameras are required.
- Citywide Light Energy Enhancements:** City facilities are currently housing lighting fixtures (bulbs) that are discontinued. With lighting technology advancements, the facilities will need to be updated with the new fixtures/bulbs to assure energy preservation.
- 9/11 Memorial:** The City has obtained a piece of steel from the World Trade Center. A memorial will be located in front of the flag pole in front of City Hall and Fire Station 52. This memorial will be a collective project between the Public Art Committee and city staff. The goal is to be ready for a September 11, 2014 dedication.

**FY 14/15**

- Citywide Light Energy Enhancements:** City facilities are currently housing lighting fixtures (bulbs) that are discontinued. With lighting technology advancements, the facilities will need to be updated with the new fixtures/bulbs to assure energy preservation.

**FY15/16**

- Citywide Light Energy Enhancements:** City facilities are currently housing lighting fixtures (bulbs) that are discontinued. With lighting technology advancements, the facilities will need to be updated with the new fixtures/bulbs to assure energy preservation.



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 22 - Fire**  
**Project Title: Fire Department Building Improvement**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Fire Staion 53 and Fire Station 52**  
**Account: 032-3022-522-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Upgrade Plymovent FS 53	PSI003	9,500	-	-	-	-	9,500
Upgrade Garage Door Openers FS53	PSI003	4,500	-	-	-	-	4,500
Hardening of FS 53	PSI003	12,000	-	-	-	-	12,000
Replace Air Conditioners at FS53	PSI003	13,000	-	-	-	-	13,000
Upgrade Plymovent FS 52	PSI002	40,000	-	-	-	-	40,000
<b>TOTAL</b>		<b>\$ 79,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 79,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Upgrade FS 53 and FS 52 Plymovent System:** Current system is continually being maintained or repaired. New system will require less maintenance and will allow all units to use diesel exhaust system to ensure a safe work place and comply with OSHA and NFPA standards for diesel exhaust in fire stations. Funding may be available for FS 52 enclosed project in FY13.
  
2. **Upgrade Garage Door Openers at FS 53:** Units are over twenty years old. Parts are no longer available.
  
3. **Replace Air Conditioners at FS53:** Replace existing A/C units and repair duct work.
  
4. **Hardening of FS 53.** Current method is to board up FS 53/EOC. This creates an entombed situation that could hamper personnel exiting the structure in case of an emergency. Project is also seeking FEMA funds (awaiting results).

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 22 - Fire**  
**Project Title: Fire Department Vehicle**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Fire Stations 52 and 53**  
**Account: 032-3022-522-6401**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Replacment for Pumper 53 (877)	PSV003	500,000	-	-	-	-	500,000
Replacment for Fire Boat 52	PSV005	-	150,000	-	-	-	150,000
Replacment for Vehicle #800	PSV004	-	60,000	-	-	-	60,000
<b>TOTAL</b>		<b>\$ 500,000</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 710,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Replacement of Pumper 53 (877):** Vehicle is 23 years old and beyond its life span. Vehicle has over 140,000 miles and parts are hard to find. Engine has been replaced once.

**FY 14/15**

1. **Replacement of Fire Boat 52:** Vessel is over 21 years old. Motors are 16 years old and have been replaced once.
2. **Replacement of Vehicle #800:** The vehicle (1996 Jeep Cherokee) is 17 years old with 46,292 miles and beyond its life span. Parts are hard to find.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 22 - Fire**  
**Project Title: Fire Department Special Equipment**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Fire Staion 52 and 53**  
**Account: 032-3022-522-6440**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Replacment of thermal imaging cameras	PSEQ06	20,000	-	-	-	-	20,000
Emergency generator power cord (FS 53)	PES006	5,000	-	-	-	-	5,000
<b>TOTAL</b>		<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Replacement of Thermal Imaging Cameras (Engine 52 and Truck 53):** This piece of equipment is vital to ensure good fire ground operations. It is used to find victims of fire and spot hidden fires without doing more damage than necessary. The existing cameras are over twenty years old. New technology is available to assist fire crews in day-to-day operations. The equipment is considered a life saving device.
2. **Emergency Generator Power Cord (FS 53):** Emergency power cord for standby generator will mitigate down time when emergency standby generator requires immediate operation.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 31 - Street**  
**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>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Equipment Storage Awning	STI001	165,000	-	-	-	-	165,000
A/C Replacement & Building "A" Renovation	PWB001	13,260	-	-	-	-	13,260
<b>TOTAL</b>		<b>\$ 178,260</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 178,260</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Equipment Storage Awning** – Will be used 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. **A/C Replacement & Building “A” Renovation:** Replacement of 8 A/C units (including all necessary A/C components and ductwork) and renovating Building “A” admin offices. The existing A/C units are continuously breaking down and repairs are becoming more frequent. The flooring in the Building “A” admin offices is over 16 years old and worn. Carpets are stained, dingy and show signs of wear. Ceiling and lights are over 24 years old and are in need of updating. Some have significant water damage from upstairs A/C units leaking.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 31 - Street**  
**Project Title: Improvements Other Than Building**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Various Citywide, Public Works Complex/1200 Railroad Avenue**  
**Account: 032-3031-541-6300**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Neighborhood Projects & Beautification Grants	NP0001	15,000	15,000	15,000	15,000	15,000	75,000
Citywide Brick Street Restoration	ST0028	20,000	20,000	20,000	20,000	20,000	100,000
Repave Public Works Complex	PWI001	-	-	-	15,000	-	15,000
<b>TOTAL</b>		<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 50,000</b>	<b>\$ 35,000</b>	<b>\$ 190,000</b>

ACCOUNTING DISTRIBUTION - FY 16/17

032-3031-541-6300 Capital Projects - Streets	\$ 15,000
032-3033-519-6300 Capital Projects - Fleet	\$ 10,000
011-2037-538-6300 Stormwater	\$ 15,000
041-4035-533-6300 Water	\$ 30,000
041-4036-535-6300 Wastewater	\$ 30,000
044-4532-534-6300 Sanitation	\$ 30,000
<b>Total</b>	<b>\$ 130,000</b>

JUSTIFICATIONS

ONGOING

- 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.
- Citywide Brick Street Restoration:** Provides for brick construction and small areas of brickwork in city right-of-ways that need replacement or resetting.

FY 16/17

- 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 16/17, the asphalt mat will require resurfacing.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 31 - Street**  
**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 #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Replace 1989 1 1/4 Ton Dump Truck (Vehicle #346)	STV002	-	-	60,000	-	-	60,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>



**JUSTIFICATIONS**

**FY15/16**

1. **Replace Vehicle 346:** Vehicle 346 is a 1989 1 1/4 dump truck used daily by the sidewalk crew to transport equipment and material to the field. Typical useful life of these types of vehicles is 10 years. By the FY 15/16 budget, this vehicle will be 28 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

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

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Replace Bobcat 910 with S300 Bobcat Skid-Steer Loader	STE003	55,000	-	-	-	-	55,000
Cart Away Concrete Mixer	STE002	-	35,000	-	-	-	35,000
Stationary Concrete Dispenser	STE006	-	-	-	70,000	-	70,000
Articulating Boom Lift	STE007	-	-	-	-	47,000	47,000
<b>TOTAL</b>		<b>\$ 55,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 47,000</b>	<b>\$ 207,000</b>



**JUSTIFICATIONS**

**FY 13/14**

- 1. Replace Bobcat 910 with S300 Bobcat Skid-Steer Loader:** Replace current Bobcat that will be 23 years old and has been rebuilt several times.

**FY 14/15**

- 1. Cart Away 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 replacements/repairs throughout the city.

**FY 16/17**

- 1. Stationary Concrete Dispenser:** By the year 2017, the existing concrete dispenser will be 17 years old. The estimated life of this type of equipment is 15 years. The current stationary dispenser is beginning to show signs of mechanical wear.

**FY 17/18**

- 1. Articulating Boom Lift:** Purchase compact lift that will have the ability to maneuver on and off-road in remote areas, park lands, Main Street, and places the larger boom truck cannot access.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 33 - Fleet Division**  
**Project Title: Improvements for Fleet Department**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 032-3033-519-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
A/C Replacement & Building "A" Renovation	PWB001	13,260	-	-	-	-	13,260
<b>TOTAL</b>		<b>\$ 13,260</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,260</b>

**JUSTIFICATIONS**

**FY13/14**

1. **A/C Replacement & Building "A" Renovation:** Replacement of 8 A/C units (including all necessary A/C components and ductwork) and renovation of Building "A" admin offices. The existing A/C units are continuously breaking down and repairs are becoming more frequent. The flooring in the Building "A" admin offices is over 16 years old and worn. Carpets are stained, dingy and show signs of wear. Ceiling and lights are over 24 years old and are in need of updating. Some have significant water damage from upstairs A/C units leaking.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032**  
**Department: 33 - Fleet Division**  
**Project Title: Repave Public Works Complex**  
**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>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Repave Public Works Complex	PWI001	-	-	-	10,000	-	10,000
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>

ACCOUNTING DISTRIBUTION - FY 16/17

032-3031-541-6300 Capital Projects - Streets	\$ 15,000
032-3033-519-6300 Capital Projects - Fleet	\$ 10,000
011-2037-538-6300 Stormwater	\$ 15,000
041-4035-533-6300 Water	\$ 30,000
041-4036-535-6300 Wastewater	\$ 30,000
044-4532-534-6300 Sanitation	\$ 30,000
<b>Total</b>	<b>\$ 130,000</b>

JUSTIFICATIONS

**FY 16/17**

- 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 16/17, the asphalt mat will require resurfacing. This is the Fleet Division's share of the \$130,000 project.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 032 - Capital Projects**  
**Department: 33 - Fleet Division**  
**Project Title: Fleet Division 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>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
New service truck	FLV001	-	-	80,000	-	-	80,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>

**JUSTIFICATIONS**

**FY 15/16**

1. **New Service Truck:** This new service truck will 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 FY2013/2014 BUDGET

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

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Column Lifts for Fleet Maintenance	FLE004	33,000	-	-	-	-	33,000
Fuel Tank Monitoring System	FLE003	-	25,000	-	-	-	25,000
<b>TOTAL</b>		<b>\$ 33,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Column Lifts:** The purchase of these lifts will allow for more than one truck to be lifted in the air for repair work at the same time. These lifts are portable and can be used on a wide variety of vehicles including fire trucks.

**FY14/15**

1. **Fuel Tank monitoring system:** Existing monitoring system is over 20 years old. This system is used for leak detection and fuel level monitoring. An upgrade is necessary for proper monitoring of the underground storage tanks for the next 20 years.

**Fund No:** 032  
**Department:** 55 - Library  
**Project Title:** RFID (Radio Frequency Identification)  
**Funding Source:** Internal, Penny for Pinellas, Other  
**Location:** Library  
**Account:** 032-3055-0571-64-40

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Implement - RFID Radio Frequency Identification	LBE001	-	89,500	-	-	-	89,500
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 89,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,500</b>

**Note:** In FY 12/13, this project was pushed to FY 14/15

**FY 14/15 Radio Frequency Identification (RFID):** This project has been moved out until FY 14/15. RFID tagging of the library collection would begin in stages prior to equipment installation. To accomplish tagging of the collection in a timely manner, temporary FTE's need to be hired to tag items. This cost would need to be added to the FY14/15 budget. (Note: Largo Public Library is proceeding with the project in FY12/13. The contract was written with the ability for other PPLC library locations to ride the same contract.)

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 system. RFID tags attached to the items and programmed with a unique identifying number allow RFID 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. Circulation has increased in the past three years justifying this expense. In addition to RFID reading equipment and shelf management via scanners, the self-checkout machine would need replacement. It is recommended that an additional unit be installed. New security gates are also required to work in conjunction with the RFID system.

**GAO RFID Library RFID Management System**



Returns of RFID in Libraries:

- Increased productivity
- enhanced customer service
- answer to the labour shortage
- finding missing items
- reduced risk of injuries (OH&S)
- improved collection management

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32 - Capital Projects**  
**Department: 56 - Recreation**  
**Project Title: Improvements Building**  
**Funding Source: Penny for Pinellas**  
**Location: Community Center, Museum, Rigsby Center**  
**Account: 032-3056-572-6200**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Community Center Improvements	PR0052	-	120,000	-	-	-	120,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>



**JUSTIFICATIONS**

**FY 14/15**

1. **Community Center Improvements:** Current building was renovated in FY 02/03 and due to use is in need of improving the following areas: repairing gym floor logos, interior paint, replacing multi-purpose room flooring, re-configuration of reception area, replacing scoreboards, repairing roof leaks, restroom improvements and replacing water fountains.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32 - Capital Projects**  
**Department: 56 - Recreation**  
**Project Title: Improvements other than Buildings**  
**Funding Source: Penny for Pinellas**  
**Location: Community Center, Museum, Rigsby Center**  
**Account: 032-3056-572-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Museum Additional Parking (west alley)	CRMUIM	45,000	-	-	-	-	45,000
<b>TOTAL</b>		<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>



**JUSTIFICATIONS**

**FY 13/14**

1. **Lighted Additional Museum Parking:** Constructing a structured, lighted parking area on the City owned property to the west of the Museum. Current parking is not meeting the demands for the facility.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32 - Capital Projects**  
**Department: 58 - Parks**  
**Project Title: Building Improvements**  
**Funding Source: Penny for Pinellas**  
**Location: Various Locations**  
**Account: 032-3058-572-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Parks & Build Maint Improvements	PRI001	-	69,000	-	-	-	69,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 69,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 69,000</b>

**JUSTIFICATIONS**

**FY 14/15**

- Parks & Building Maintenance Improvements:** The existing 25,000 square foot building has been in operation for many years and is in need of repairs. The repairs required include: roof leak repairs, air conditioning units (2), fencing & gates, hurricane windows, security cameras, kitchen cabinets, gutter system, door openers, new awning, ceiling tiles, upgrading electrical panel, replacing restroom toilets & sinks, replacing front steel door, replacing kitchen & wash sink.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32 - Capital Projects**  
**Department: 58 - Parks**  
**Project Title: Improvements Other than Buildings**  
**Funding Source: Penny for Pinellas**  
**Location: Various City Parks**  
**Account: 032-3058-572-6300**

PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Waterfront Park Design and Construction	CRAWPD	100,000	500,000				600,000
Seawall Railing Improvements	PKI003	60,000	-	-	-	-	60,000
Ian Tilmann Skate Park Equip	PKI004	100,000	-	-	-	-	100,000
Parks Lightning Detection System	PKI011	25,000	-	-	-	-	25,000
Mease Area Park Playground Replacement	PKI005	-	-	-	75,000	-	75,000
SHCP Field Bleacher Replacements	PKI010	32,000	-	-	-	-	32,000
Fishing Pier Shelter Replacement	PR0057	-	-	-	-	45,000	45,000
<b>TOTAL</b>		<b>\$ 317,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 45,000</b>	<b>\$ 937,000</b>



**JUSTIFICATIONS**

**FY 13/14**

- 1. Waterfront Park Development:** The City purchased approximately 13 acres of waterfront property from the Safety Harbor Resort and Spa for general public use and enjoyment. The acquisition area is currently unimproved. About six acres of the site is classified as uplands that consist of grassy open space and palm trees. The City has set aside one acre of the upland area fronting Veteran's Memorial Lane for partnered development. The balance of the uplands will be transformed into a venue for community events, leisure and recreational activities, and serve as an extension to the Bayshore Linear Greenway Trail.

The initial focus of the master planning effort will concentrate on environmental restoration and immediate needs for providing suitable public access to the property. The second part will be developing a vision for the overall, long term development of the park.

- 2. Seawall Railing Replacement:** Current railing is in a state of disrepair and has reached the end of its useful life due to extended exposure to the salt water elements. Current railings are rusting at the base of the structure posts and repair costs exceed value.
- 3. Ian Tilmann Skatepark Equipment Replacement:** Current equipment was installed in FY 04/05 with a life expectancy of 8-10 years. The equipment surfacing has required numerous repairs. The wood base structure repairs required exceed the equipment value and replacement is recommended.
- 4. Parks Lightning Detection System:** The lightning detection & warning system is to protect residents, visitors and property from potentially dangerous weather conditions. Florida has two to three times higher lightning strikes than other states. This system would be installed at SH City Park with capabilities of providing warnings to the new waterfront park.
- 5. SHCP Field Bleacher Replacements:** The current 10 bleachers throughout SHCP have reached the end of their useful lives. Many have structural concerns that can't be repaired; and general maintenance repairs are costly due to lack of available parts.

**FY 16/17**

- 1. Mease Area Playground Replacement:** Current equipment was installed in FY 96/97. The Land lease with Trustees of Mease Hospital, Inc. is scheduled for renewal in October 2016.

**FY 17/18**

- 1. Fishing Pier Shelter Replacement:** Current shelter was built in 1996 and will reach the end of its useful life in 2017.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32- Capital Projects**  
**Department: 58 - Parks**  
**Project Title: Automotive Equipment**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Parks & Building Maintenance**  
**Account: 032-3058-572-6401**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Vehicle Replacement #349	PKV006	35,000	-	-	-	-	35,000
Vehicle Replacement #402	PKV007	30,000	-	-	-	-	30,000
<b>TOTAL</b>		<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000</b>



**JUSTIFICATIONS**

**FY13/14**

1. **Vehicle Replacement #349:** Current vehicle is a 2002 GMC 2500HD flat bed truck (from elimination of Public Works mowing crew). The vehicle is used to transport mowing & maintenance equipment to various parkland sites. The current vehicle is at the end of its useful life. Fleet is recommending replacement due to repair costs surpassing the vehicle's value. The odometer reading is 84,705.
2. **Vehicle Replacement #402:** Current vehicle is a 1993 Ford 150XL pick-up truck. This vehicle is used by the Parks & Building Maintenance crews for various city maintenance projects. The current vehicle is at the end of its useful life. Fleet is recommending replacement due to repair costs surpassing the vehicle's value. The odometer reading is 52,985.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 32- Capital Projects**  
**Department: 58 - Parks**  
**Project Title: Machinery & Equipment**  
**Funding Source: Penny for Pinellas, Other**  
**Location: Parks & Building Maintenance**  
**Account: 032-3058-572-6440**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Parks Equipment Renewal & Replacement	PKE005	39,600	25,000	-	-	-	64,600
<b>TOTAL</b>		<b>\$ 39,600</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 64,600</b>

**JUSTIFICATIONS**

**FY 13/14**

- Parks Equipment Renewal & Replacement:** The initial equipment purchased between 2004 and 2006 have now reached the end of their useful lives. The equipment needing replacement are a 2004 52" ExMark, 2004 72" ExMark, and 2006 Toro Sandpro.

**FY 14/15**

- Parks Equipment Renewal & Replacement:** The initial mowers purchased in 2007 have now reached the end of their useful lives. The mowers needing replacement are a 2007 60" ExMark and 2007 72" ExMark.



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**FUND # 041 - WATER & WASTEWATER**

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Water Revenue	\$ 3,470,000	\$ 3,539,400	\$ 3,610,200	\$ 3,682,400	\$ 3,756,000
Water Tap Fees	4,800	4,900	5,000	5,100	5,200
Sewer Services	4,580,000	4,671,600	4,765,000	4,860,300	4,957,500
Late Charges-Utilities	232,000	236,600	241,300	246,100	251,000
Industrial Surcharge	24,000	24,000	24,000	24,000	24,000
Utility Fixtures	1,500	1,500	1,500	1,500	1,500
Interest	104,780	103,730	102,690	103,720	104,760
Grant	-	1,000,000	-	-	-
Other Local Funding	150,000	1,250,000	-	-	-
Miscellaneous Revenue	34,500	34,500	34,500	34,500	34,500
Non-Operating Dept Reimb	596,600	597,000	597,000	597,000	597,000
Total Revenues	<u>9,198,180</u>	<u>11,463,230</u>	<u>9,381,190</u>	<u>9,554,620</u>	<u>9,731,460</u>
Carry Over	7,270,420	6,481,460	5,210,200	3,935,410	1,152,840
<b>TOTAL REVENUES</b>	<u>\$ 16,468,600</u>	<u>\$ 17,944,690</u>	<u>\$ 14,591,390</u>	<u>\$ 13,490,030</u>	<u>\$ 10,884,300</u>
<b>APPROPRIATIONS:</b>					
Capital Improvements	<u>PROJ #</u>				
<i>Water and Wastewater Finance</i>					
Replace existing water meters in Harbor Oaks and other locations with radio frequency meters	UT0065	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
<i>Water</i>					
Replace roof on building C	WTI001	65,000	-	-	-
Repave Public Works complex - Water	PWI001	-	-	30,000	-
Replace 1991 1 ton dump truck (Vehicle #211)	WTV002	-	-	50,000	-
Replace 1997 3/4 ton utility truck (Vehicle #215)	WTV004	-	-	32,000	-
Replace wellpoint pump	WTE002	-	-	50,000	-
Directional boring machine	WTE003	-	-	-	40,000
Replace portable light towers #618 and #639	WTE005	-	-	-	30,000
Replace portable air compressor #629	WTE006	-	-	-	20,000
<i>Wastewater</i>					
Renovate Public Works break room	SWI001	65,000	-	-	-
DeSoto Estates Sanitary Sewer Collection System	SWI002	300,000	3,000,000	-	-
Repave Public Works complex	PWI001	-	-	-	30,000
Replace vac-con sewer combination cleaner or equivalent	SWE002	340,000	-	-	-
Replace portable generator #640	SWE003	-	40,000	-	-
Replace portable generator #630	SWE004	-	-	65,000	-
Replace #906 skid steer loader	SWE005	-	-	-	50,000
Replace portable pump #622	SWE006	-	-	-	50,000
Capital Improvements Total		<u>810,000</u>	<u>3,080,000</u>	<u>237,000</u>	<u>150,000</u>
Water & Wastewater Dept. Costs		7,742,370	7,819,800	7,898,000	7,977,000
Interfund Transfers Out					
To Water & Wastewater/Renewal & Replacement Fund		1,247,470	1,647,390	2,334,980	4,024,190
To Debt Service Funds					
2012 Refunding		33,410	33,410	30,000	30,000
2006 Revenue Note		153,890	153,890	156,000	156,000
Total Interfund Transfers Out		<u>1,434,770</u>	<u>1,834,690</u>	<u>2,520,980</u>	<u>4,210,190</u>
<b>FUND RESERVE</b>		6,481,460	5,210,200	3,935,410	1,152,840
<b>BUDGETED APPROPRIATIONS</b>		<u>\$ 16,468,600</u>	<u>\$ 17,944,690</u>	<u>\$ 14,591,390</u>	<u>\$ 13,490,030</u>

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**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**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Replace approximately 35% of the City's existing water meters with radio frequency meters	UT0065	40,000	40,000	40,000			120,000
<b>TOTAL</b>		<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>

**JUSTIFICATION**

- 1. Radio Frequency Meters/Water Meters:** It is planned to replace existing water meters with radio frequency meters.

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.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**  
**Department: 35 - Water**  
**Project Title: Water Department Building Improvements**  
**Funding Source: Water Revenue, Other**  
**Location: Public Works Complex/1200 Railroad Ave**  
**Account: 041-4035-533-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Replace roof on Building C	WTI001	65,000	-	-	-	-	65,000
<b>TOTAL</b>		<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000</b>

**JUSTIFICATIONS**

**FY 13/14**

- 1. Replace Roof on Building C:** Building C was constructed in 1989. The metal roof is weathered and leaks in several locations. The new roof will also have an updated ventilation system to remove exhaust fumes from inside of the building.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**  
**Department: 35 - Water**  
**Project Title: Repave Public Works Complex**  
**Funding Source: Water/Wastewater Revenue, Other**  
**Location: Public Works Department/ 1200 Railroad Avenue**  
**Account: 041-4035-533-6300**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Repave Public Works Complex	PWI001	-	-	-	30,000	-	30,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>

ACCOUNTING DISTRIBUTION - FY 13/14

032-3031-541-6300	Capital Projects	\$ 15,000
032-3033-519-6300	Capital Projects	\$ 10,000
011-2037-538-6300	Stormwater	\$ 15,000
041-4035-533-6300	Water & Wastewater	\$ 30,000
041-4036-535-6300	Water & Wastewater	\$ 30,000
044-4532-534-6300	Sanitation	\$ 30,000
	<b>Total</b>	<b>\$ 130,000</b>

**JUSTIFICATIONS**

**FY 16/17**

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 16/17, the asphalt mat will require resurfacing. This is the Water Division's share of the \$130,000 project.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**  
**Department: 035 - Water**  
**Project Title: Water Department Vehicles**  
**Funding Source: Water & Wastewater Revenue, Other**  
**Location: Public Works Complex / 1200 Railroad Avenue**  
**Account: 041-4035-533-6401**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Replace 1991 1 Ton Dump Truck Vehicle #211	WTV002	-	-	50,000	-	-	50,000
Replace 1997 3/4 Ton Utility Truck Vehicle # 215	WTV004	-	-	32,000	-	-	32,000
<b>TOTAL</b>		\$ -	\$ -	\$ 82,000	\$ -	\$ -	\$ 82,000



**JUSTIFICATIONS**

**FY 15/16**

- 1. Replace Vehicle #211 (1 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 #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 15/16 budget will be 18 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**  
**Department: 035 - Water**  
**Project Title: Water Department Equipment**  
**Funding Source: Water & Wastewater Revenues, Other**  
**Location: Publix Works Complex / 1200 Railroad Avenue**  
**Account: 041-4035-533-6440**

PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Replace Wellpoint Pump	WTE002	-	-	50,000	-	-	50,000
Directional Boring Machine	WTE003	-	-	-	40,000	-	40,000
Replace Portable Light Towers #618 and #639	WTE005	-	-	-	-	30,000	30,000
Replace Portable Air Compressor #629	WTE006	-	-	-	-	20,000	20,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 40,000</b>	<b>\$ 50,000</b>	<b>\$ 140,000</b>



**JUSTIFICATIONS**

**FY15/16**

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 Sewer 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.

**FY 16/17**

1. **Directional Boring Machine:** The current boring machine is a 1985 pipe pusher that parts are no longer available for and with no directional control of the boring head. With the amount of fiber optic cables now buried in the ground it is now necessary to control where the boring head is going so that no damage happens to other buried utilities.

**FY 17/18**

1. **Replace Portable Light Towers #618 and #639:** Existing units are 1991 models. They are necessary to provide required lighting for field crews while performing emergency repair work and for special events.
2. **Replace portable air compressor # 629:** Existing unit is a 1989 model and is used for various types of jobs including sandblasting, water main tapping, jack hammers and jack and bore equipment. By FY 17/18 the existing unit will be 29 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**  
**Department: 036 - Wastewater**  
**Project Title: Building Improvements**  
**Funding Source: Water & Wastewater Revenues, Other**  
**Location: Public Works Complex/1200 Railroad Avenue**  
**Account: 041-4036-535-6200**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Renovate Public Works Break Room	SWI001	65,000	-	-	-	-	65,000
<b>TOTAL</b>		<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Renovate Public Works Break Room:** The existing break room was constructed in 1989 and has never been overhauled (walls, floor, cabinets and fixtures are all showing extreme wear). By FY13/14 it will be 25 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**

**Department: 36 - Wastewater**

**Project Title: Improvements Other Than Building**

**Funding Sources: Water & Wastewater Revenue, Federal Funding, SWFWMD Grant, Other Local Funding (Pinellas County), Other**

**Location: DeSoto Estates Subdivision, Public Works Complex /1200 Railroad Avenue**

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

**\*Project is contingent upon funding and/or issuance of debt**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
DeSoto Estates Sanitary Sewer Collection System	SWI002	300,000	3,000,000	-	-	-	3,300,000
Repave Public Works Complex	PWI001	-	-	-	30,000	-	30,000
<b>TOTAL</b>		<b>\$ 300,000</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 3,330,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **DeSoto Estates Sanitary Sewer Collection System:** Design the entire subdivision for a gravity sanitary sewer service system. The current residents have septic tanks that are deteriorating to the point of failure. The design would consist of gravity sewer pipeline, manhole, pump station and wastewater force main installations. Once the design is complete, the project could be advertised for bid and constructed. This project is planned as a joint project with Southwest Florida Water management District (SWFWMD) funds and Pinellas County funds. The pollution diverted from the ground water will help the City meet the requirements of the U.S Environmental Protection Agency (EPA), Florida Department of Environmental Protection (DEP) Municipal Separate Stormwater Sewer System (MS4) and National Pollutant Discharge Elimination System (NPDES) permit. This project will help the health of Old Tampa Bay.

**FY 14/15**

1. **DeSoto Estates Sanitary Sewer Collection System:** Construct the entire subdivision for a gravity sanitary sewer service system which includes gravity sewer pipeline, manhole, pump station and wastewater force main installations. This system will decrease the pollution entering the ground water and help the City meet its requirement of the MS4 permit.

**FY 16/17**

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 FY16/17, the asphalt mat will require resurfacing. This is the Wastewater Divisions share of the \$130,000 total project cost.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 041**  
**Department: 036 - Wastewater**  
**Project Title: Wastewater Department Equipment**  
**Funding Source: Water & Wastewater Revenues, Other**  
**Location: Public Works Complex/1200 Railroad Avenue**  
**Account: 041-4036-535-6440**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Replace Vac-Con Sewer Combination Cleaner or Equivalent	SWE002	340,000	-	-	-	-	340,000
Replace Portable Generator # 640	SWE003	-	40,000	-	-	-	40,000
Replace Portable Generator # 630	SWE004	-	-	65,000	-	-	65,000
Replace #906 Skid-Steer Loader	SWE005	-	-	-	50,000	-	50,000
Replace Portable Pump #622	SWE006	-	-	-	-	50,000	50,000
<b>TOTAL</b>		<b>\$ 340,000</b>	<b>\$ 40,000</b>	<b>\$ 65,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 545,000</b>



**JUSTIFICATIONS**

**FY 13/14**

1. **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 jet 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 FY 13/14.

**FY14/15**

1. **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 dba or lower noise level so that it is more environmentally/neighborhood friendly.

**FY 15/16**

1. **Replace Portable Generator #630:** Existing unit is a 200kw 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 (dba) or lower noise level so that it is more environmentally/neighborhood friendly.

**FY 16/17**

1. **Replace #906 Skid Steer Loader:** Existing unit is a 2003 model and by FY 16/17 will be 14 years old. It is frequently used by the water and wastewater divisions to perform multi job tasks with a variety of existing attachments. During extended periods of running time it is beginning to break down in the field due to high hours and normal wear.

**FY 17/18**

1. **Replace Portable Pump #622:** Existing unit is a 1986 model, and is used to bypass sewage around lift stations during electrical or mechanical failures. The new unit will have a 70 dba or lower noise level so that it is more environmentally/neighborhood friendly.



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**FUND # 044 - SANITATION FUND**

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Solid Waste Franchise Fee	\$ 36,000	\$ 36,500	\$ 37,000	\$ 37,600	\$ 38,200
Grants	13,470	13,470	13,470	13,470	13,470
Industrial Surcharge	500	500	500	500	500
Sanitation/Refuse Charges	2,805,300	2,819,300	2,833,400	2,847,600	2,861,800
Interest	28,300	28,000	27,700	28,000	28,300
Recycling Sales	40,000	40,400	40,800	41,200	41,600
Debt Proceeds/Other	7,630	1,200	1,200	1,200	1,200
<b>Total Revenues</b>	<b>2,931,200</b>	<b>2,939,370</b>	<b>2,954,070</b>	<b>2,969,570</b>	<b>2,985,070</b>
Carry Over	816,000	691,740	390,070	165,960	207,350
<b>TOTAL REVENUES</b>	<b>\$ 3,747,200</b>	<b>\$ 3,631,110</b>	<b>\$ 3,344,140</b>	<b>\$ 3,135,530</b>	<b>\$ 3,192,420</b>
<b>APPROPRIATIONS:</b>					
Capital Improvements	Proj #				
Repave Public Works complex	PWI001	\$ -	\$ -	\$ -	\$ 30,000
Replace rear loader truck #320	SNV006	165,000	-	-	-
Replace roll-off truck #325	SNV010	165,000	-	-	-
Refurbish 2 side loaders #308 and #309	SNV014	-	280,000	-	-
Replace rear loader truck #330	SNV009	-	190,000	-	-
Replace front loader truck #310	SNV013	-	-	240,000	-
Replace fully automated side loader #315	SNV008	-	-	285,000	-
Replace claw truck #307	SNV012	-	-	-	140,000
Refurbish side loader #312	SNV014	-	-	-	145,000
Replace 2 side loaders #316 and #317	SNV015	-	-	-	570,000
Radio frequency identification device	EQSN06	32,000	29,000	-	-
90 gallon trash containers	PWE004	55,000	100,000	100,000	60,000
<b>Capital Improvements Total</b>		<b>417,000</b>	<b>599,000</b>	<b>625,000</b>	<b>375,000</b>
Sanitation Dept. Costs		2,638,460	2,585,700	2,534,000	2,534,000
Interfund Transfer Out to Debt Service Fund		-	56,340	19,180	19,180
<b>FUND RESERVE</b>		<b>691,740</b>	<b>390,070</b>	<b>165,960</b>	<b>207,350</b>
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 3,747,200</b>	<b>\$ 3,631,110</b>	<b>\$ 3,344,140</b>	<b>\$ 3,135,530</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 044 Sanitation**  
**Department: 32 - Sanitation**  
**Project Title: Repave Public Works Complex**  
**Funding Source: Sanitation Revenues, Other**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 044-4532-534-6300**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Repave Public Works Complex	PWI001	-	-	-	30,000	-	30,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>

ACCOUNTING DISTRIBUTION - FY 16/17

032-3031-541-6300 Capital Projects - Streets	\$ 15,000
032-3033-519-6300 Capital Projects - Fleet	\$ 10,000
011-2037-538-6300 Stormwater	\$ 15,000
041-4035-533-6300 Water	\$ 30,000
041-4036-535-6300 Wastewater	\$ 30,000
044-4532-534-6300 Sanitation	\$ 30,000
<b>Total</b>	<b>\$ 130,000</b>

**JUSTIFICATIONS**

**FY 16/17**

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 16/17, the asphalt mat will require resurfacing. This is the Sanitation Division's share of the \$130,000 project.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 044 Sanitation**  
**Department: 32 - Sanitation**  
**Project Title: Sanitation Division Automotive Equipment**  
**Funding Source: Sanitation Revenues, Other**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 044-4532-534-6401**

**PROJECT COSTS**

Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Rear Loader Truck	SNV006	165,000	-	-	-	-	165,000
Roll-Off Truck	SNV010	165,000	-	-	-	-	165,000
Refurbish (2) Side Loaders	SNV014	-	280,000	-	-	-	280,000
Rear Loader Recycling Truck	SNV009	-	190,000	-	-	-	190,000
Front Loader Truck	SNV013	-	-	240,000	-	-	240,000
Automated Side Loader (Replacement)	SNV008	-	-	285,000	-	-	285,000
Claw Truck	SNV012	-	-	-	140,000	-	140,000
Refurbish (1) Side Loader	SNV014	-	-	-	145,000	-	145,000
Replace (2) Side Loaders	SNV015	-	-	-	-	570,000	570,000
<b>TOTAL</b>		<b>\$ 330,000</b>	<b>\$ 470,000</b>	<b>\$ 525,000</b>	<b>\$ 285,000</b>	<b>\$ 570,000</b>	<b>\$ 2,180,000</b>



**JUSTIFICATIONS**

**FY 13/14**

- Rear Loader Truck:** Truck #320 is a 1991 model. This collection truck runs five days a week. By the proposed replacement date, this vehicle will have exceeded its typical useful life of 7 to 10 years. Upon acquiring the new vehicle, the existing unit will be declared surplus.
- 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 the age of the 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. Upon acquiring the new vehicle, the existing unit will be declared surplus.

**FY14/15**

- Refurbish (2) Side Loaders:** Trucks #308 and #309 are primary collection trucks, running four days a week. By the proposed replacement dates, these vehicles will be 7 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.
- Rear Load Truck:** Truck #330 is a 1991 model. This collection truck runs five days a week. By the proposed replacement date, this vehicle will have exceeded its typical useful life of 7 to 10 years. Upon acquiring the new vehicle, the existing unit will be declared surplus.

**FY 15/16**

- Front Loader Truck:** Truck #310 is a primary collection vehicle for commercial accounts and multi-family units. It is on the road 5 days a week. This truck will be replacing 310 which will be 12 years old in FY 16/17 and upon acquiring this new vehicle, the existing unit will become a back up collection vehicle.
- Automated Side Loader:** Truck #315 is a primary collection truck, running four days a week. By the proposed replacement date, this vehicle will be 12 years old, surpassing its life expectancy of 3 to 5 years. Upon acquiring this new vehicle, the existing unit will be declared surplus.

**FY 16/17**

- Claw Truck:** Truck #307 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 11 years old in FY 15/16 and upon acquiring this new vehicle, the existing unit will become a back up collection vehicle.
- Refurbish Side Loader:** Truck #312 is a primary collection truck, running four days a week. By the proposed date, this vehicle will be 7 years old, surpassing its life expectancy of 3 to 5 years. This vehicle will be refurbished with a new refuse body and arms, due to the low mileage on the cab and chassis. This will prolong the life of the vehicle another 3 to 5 years.

**FY 17/18**

- Replace (2) Side Loaders:** Trucks #316 and #317 are primary collection trucks, running four days a week. Both trucks have a 2003 cab and chassis, with refurbished bodies in 2012. By the proposed replacement dates, these vehicles will have surpassed their life expectancy of 3 to 5 years. Upon acquiring the new vehicles, existing units will be declared surplus.

**Fund No: 044 Sanitation**  
**Department: 4532 Sanitation**  
**Project Title: Radio Frequency Identification Device**  
**Funding Source: Sanitation Revenues**  
**Location: Public Works Department/1200 Railroad Avenue**  
**Account: 044-4532-534-6440**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Radio Frequency Identification Device	EQSN06	32,000	29,000	-	-	-	61,000
90 Gallon Trash Containers	PWE004	55,000	100,000	100,000	60,000	-	315,000
<b>TOTAL</b>		<b>\$ 87,000</b>	<b>\$ 129,000</b>	<b>\$ 100,000</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 376,000</b>

**JUSTIFICATIONS**

**FY 13/14**

1. **Radio Frequency Identification Device (RFID)**: The RFID application will provide staff real-time visibility and status of all trucks, routes and customer service events depicted on a street based or satellite map. This will allow staff to track recycling habits to increase participation along with keeping track of the 5,200 recycling containers and over 6,000 trash containers. This system will also allow staff to provide more accurate customer service on “missed” collection calls by residents.

**FY 13/14 – FY 16/17**

2. **90 Gallon Trash Containers**: In 2003 the sanitation division implemented the automated sanitation collection utilizing 90-gallon containers. The life expectancy of these containers is approximately 10 years. During the last year we have needed to replace several containers and have made multiple repairs.

**FY14/15**

1. **Radio Frequency Identification Device (RFID)**: The RFID application will provide staff real-time visibility and status of all trucks, routes and customer service events depicted on a street based or satellite map. This will allow staff to track recycling habits to increase participation along with keeping track of the 5,200 recycling containers and over 6,000 trash containers. This system will also allow staff to provide more accurate customer service on “missed” collection calls by residents.



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

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

	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Backflow Revenue	\$ 5,200	\$ 5,300	\$ 5,400	\$ 5,500	\$ 5,600
Interest	69,910	69,210	68,520	69,210	69,900
Interfund Transfer In From Water & Wastewater Fund	1,247,470	1,647,390	2,334,980	4,024,190	543,400
Total Revenues	1,322,580	1,721,900	2,408,900	4,098,900	618,900
Carry Over	966,320	500,000	500,000	500,000	500,000
<b>TOTAL REVENUES</b>	<b>\$ 2,288,900</b>	<b>\$ 2,221,900</b>	<b>\$ 2,908,900</b>	<b>\$ 4,598,900</b>	<b>\$ 1,118,900</b>
<b>APPROPRIATIONS:</b>					
Capital Improvements	<u>Proj #</u>				
<i>Water</i>					
Extend water line at McMullen-Booth & SR 590	UT0066	\$ 100,000	\$ -	\$ -	\$ -
Tangelo Groves water main loop	UT0068	25,000	-	-	-
Galvanized water line in the South Green Springs area and 400 feet on Hillsborough Street	UT0082	420,000	-	-	-
12" cast iron water main from 13th Ave N to 9th Ave N	UT0083	-	420,000	-	-
6" cast iron water main in the Green Springs subdivision	UT0084	-	-	440,000	-
12" cast iron water main at the Huntington Office Park/North City Park	UT0086	-	-	125,000	-
6" cast iron water main and 1 1/2" galvanized water main in the Espiritu Santo Springs/Washington-Brennan Subdivisions	UT0091	-	-	-	440,000
Install 600' of 6" PVC water main and fire protection on Pinellas Avenue. To be combined with DeSoto Estates Sewer improvements.	UT0094	-	50,000	-	-
Relocate 8" water main from the Philippe Pointe pedestrian bridge. To be combined with DeSoto Estates Sewer improvements.	UT0095	-	25,000	-	-
Replace 4,550' of 2" galvanized water line in the Seminole Park Revised and Harbor Heights subdivisions. To be combined with DeSoto Estates Sewer improvements.	UT0096	-	80,000	-	-
<i>Wastewater</i>					
Northeast Regional Wastewater Treatment Plant improvements	UT0005	700,000	753,000	1,125,000	2,930,000
Replace sewer line at Joyce & Irwin St	UT0074	340,000	-	-	-
Replace pumps at Briar Creek lift station	UT0073	95,000	-	-	-
Baywoods I sewer replacement	UT0054	-	50,000	-	-
Washington-Brennan sewer replacement	UT0085	-	175,000	-	-
Amber Glades lift station repair	UT0079	-	60,000	-	-
Sanitary sewer main relining	UT0077	-	-	150,000	-
Reline clay sewer main in Briar Creek Mobile Home Community & in the Northwood East subdivision	UT0087	-	-	350,000	-
Replace pumps and standby generator at South Bayshore lift station	UT0088	-	-	110,000	-
Reline clay sewer main in the South Green Springs subdivision	UT0078	-	-	-	560,000
North Bayshore lift station repair	UT0089	-	-	-	60,000
Reline clay sewer main in Baywoods I, II & III subdivisions	UT0092	-	-	-	450,000
Highlands lift station repair	UT0093	-	-	-	60,000
Capital Improvements Total		1,680,000	1,613,000	2,300,000	3,990,000
Water & Sewer Renewal & Replacement Dept. Costs		108,900	108,900	108,900	108,900
<b>FUND RESERVE *</b>		500,000	500,000	500,000	500,000
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 2,288,900</b>	<b>\$ 2,221,900</b>	<b>\$ 2,908,900</b>	<b>\$ 4,598,900</b>

\* Requires minimum mandatory \$500,000 Fund Reserve per debt covenant

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 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>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Extend water line at McMullen-Booth & SR 590	UT0066	100,000	-	-	-	-	100,000
Tangelo Groves Water Main Loop	UT0068	25,000	-	-	-	-	25,000
Replace galvanized water line in the South Green Springs area and 400 feet on Hillsborough Street	UT0082	420,000	-	-	-	-	420,000
Replace 12" cast iron water main from 13th Avenue North to 9th Avenue North	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
Replace 7,400 ft. of 6" cast iron water main and 3,600 ft of 1 1/2" galvanized water main in the Espiritu Santo Springs / Washington-Brennan Subdivisions	UT0091	-	-	-	440,000	-	440,000
Install 600' of 6" PVC water main and fire protection on Pinellas Avenue. Project to be combined with DeSoto Estates Sewer Improvements.	UT0094	-	50,000	-	-	-	50,000
Relocate 8" water main from the Philippe Pointe pedestrian bridge. Project to be combined with DeSoto Estates Sewer Improvements.	UT0095	-	25,000	-	-	-	25,000
Replace 4,550' of 2" galvanized water line in the Seminole Park Revised and Harbor Heights subdivisions. Project to be combined with DeSoto Estates Sewer Improvements.	UT0096	-	80,000	-	-	-	80,000
<b>TOTAL</b>		<b>\$ 545,000</b>	<b>\$ 575,000</b>	<b>\$ 565,000</b>	<b>\$ 440,000</b>	<b>\$ -</b>	<b>\$ 2,125,000</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 048**  
**Department: 36 - Wastewater**  
**Project Title: Sanitary Sewer Improvements**  
**Funding Source: Water & Wastewater Revenues,Other**  
**Location: Various Citywide**  
**Account: 048-4036-535-6300**

**PROJECT COSTS**

<b>Project Description</b>	<b>Project #</b>	<b>FY 13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>5 YR TOTAL</b>
Northeast Regional Wastewater Treatment Plant Improvements	UT0005	700,000	753,000	1,125,000	2,930,000	-	5,508,000
Replace sewer line at Joyce & Irwin St	UT0074	340,000	-	-	-	-	340,000
Replace pumps at Briar Creek Lift Station	UT0073	95,000	-	-	-	-	95,000
Baywoods I Sewer Replacement	UT0054	-	50,000	-	-	-	50,000
Washington-Brennan Sewer Replacement	UT0085	-	175,000	-	-	-	175,000
Amber Glades Lift Station Repair	UT0079	-	60,000	-	-	-	60,000
Sanitary Sewer Main Relining	UT0077	-	-	150,000	-	-	150,000
Reline clay sewer main in the 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
Reline clay sewer main in the South Green Springs Subdivision	UT0078	-	-	-	560,000	-	560,000
North Bayshore Lift Station Repair	UT0089	-	-	-	60,000	-	60,000
Reline 11,200' of clay sewer main in Baywoods I, II & III subdivisions.	UT0092	-	-	-	-	450,000	450,000
Highlands lift station repair	UT0093	-	-	-	-	60,000	60,000
<b>TOTAL</b>		<b>\$ 1,135,000</b>	<b>\$ 1,038,000</b>	<b>\$ 1,735,000</b>	<b>\$ 3,550,000</b>	<b>\$ 510,000</b>	<b>\$ 7,968,000</b>



CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

<b>FUND # 063 - PARKLAND DEDICATION</b>
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	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
Residential Impact Fees	\$ 6,930	\$ 7,100	\$ 4,500	\$ 4,600	\$ 4,700
Interest	10,900	10,790	10,680	10,790	10,900
Grant	200,000	-	-	-	-
Private donations	200,000	-	-	-	-
Transfers in from general fund	-	400,000	-	-	-
Total Revenues	417,830	417,890	15,180	15,390	15,600
Carry Over	669,250	616,080	607,470	495,650	383,540
<b>TOTAL REVENUES</b>	\$ 1,087,080	\$ 1,033,970	\$ 622,650	\$ 511,040	\$ 399,140
<b>APPROPRIATIONS:</b>					
Capital Improvements	<u>Proj #</u>				
Marshall Street boardwalk	PDI004	\$ 45,000	\$ -	\$ -	\$ -
Elm Street property development	PDI006	400,000	-	-	-
Waterfront Park Design and Construction	CRA WPD	-	400,000	-	-
Capital Improvements Total		445,000	400,000	-	-
Parkland Dedication Dept. Costs		26,000	26,500	27,000	27,500
Interfund transfer out to general fund		-	-	100,000	100,000
<b>FUND RESERVE</b>		616,080	607,470	495,650	383,540
<b>BUDGETED APPROPRIATIONS</b>		\$ 1,087,080	\$ 1,033,970	\$ 622,650	\$ 511,040

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 063 - Parkland**  
**Department: 58 - Parks**  
**Project Title: Park Improvements**  
**Funding Source: Grants and Donations**  
**Location: Various Citywide**  
**Account: 063-6058-572-6300**

PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Marshall St. Park Boardwalk Improvements	PDI004	45,000	-	-	-	-	45,000
Elm St Property Development	PDI006	400,000	-	-	-	-	400,000
Waterfront Park Design and Construction	CRAWPD	-	400,000	-	-	-	400,000
<b>TOTAL</b>		<b>\$ 445,000</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 845,000</b>



**JUSTIFICATIONS**

**FY 13/14**

1. **MSP Boardwalk Improvements:** Originally installed in 1993, the lumber and supports will reach the end of its useful life in FY 13/14.
2. **Elm Street Property Development:** Property purchased from the PCSB in February 2013. Funds necessary to develop the site into a city park serving local and regional residents and visitors. Amenities to include: softball/baseball fields, lighting, benches/bleachers, water fountains, restrooms and parking.
3. **Waterfront Park Development:** The City purchased approximately 13 acres of waterfront property from the Safety Harbor Resort and Spa for general public use and enjoyment. The acquisition area is currently unimproved. About six acres of the site is classified as uplands that consist of grassy open space and palm trees. The City has set aside one acre of the upland area fronting Veteran's Memorial Lane for partnered development. The balance of the uplands will be transformed into a venue for community events, leisure and recreational activities, and serve as an extension to the Bayshore Linear Greenway Trail.

The initial focus of the master planning effort will concentrate on environmental restoration and immediate needs for providing suitable public access to the property. The second part will be developing a vision for the overall, long term development of the park.

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

<b>FUND # 067 - COMMUNITY REDEVELOPMENT</b>
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	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>REVENUES:</b>					
CRA Taxes	\$ 285,450	\$ 285,450	\$ 285,450	\$ 285,450	\$ 285,450
Rent-Public Facilities	-	-	-	-	-
Interest	9,090	9,000	8,900	9,000	9,100
Interfund Transfer In From General Fund	-	1,000,000	-		
Total Revenues	294,540	1,294,450	294,350	294,450	294,550
Carry Over	56,780	114,870	171,120	174,470	175,120
<b>TOTAL REVENUES</b>	\$ 351,320	\$ 1,409,320	\$ 465,470	\$ 468,920	\$ 469,670
<b>APPROPRIATIONS:</b>					
Capital Improvements	<u>Proj #</u>				
Waterfront Park Design and Construction	CRAWPD	150,000	1,100,000	-	-
Transfers Out					
To General Fund		-	-	150,000	150,000
Community Redevelopment Dept. Costs		86,450	138,200	141,000	143,800
<b>FUND RESERVE</b>		114,870	171,120	174,470	175,120
<b>BUDGETED APPROPRIATIONS</b>	\$ 351,320	\$ 1,409,320	\$ 465,470	\$ 468,920	\$ 469,670

CITY OF SAFETY HARBOR  
ADOPTED FY2013/2014 BUDGET

**Fund No: 067**  
**Department: 17 - CRA**  
**Project Title: Improvements**  
**Funding Source: CRA - Ad Valorem**  
**Location: Philippe Parkway and Dr. Martin Luther King, Jr. Blvd.**  
**Account: 067-6517-515-6300**

PROJECT COSTS							
Project Description	Project #	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5 YR TOTAL
Waterfront Park Development	CRAWPD	150,000	1,100,000	-	-	-	1,250,000
<b>TOTAL</b>		<b>\$ 150,000</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>

**JUSTIFICATION**

**FY 13/14**

1. **Waterfront Park Development:** The City purchased approximately 13 acres of waterfront property from the Safety Harbor Resort and Spa for general public use and enjoyment. The acquisition area is currently unimproved. About six acres of the site is classified as uplands that consist of grassy open space and palm trees. The City has set aside one acre of the upland area fronting Veteran’s Memorial Lane for partnered development. The balance of the uplands will be transformed into a venue for community events, leisure and recreational activities, and serve as an extension to the Bayshore Linear Greenway Trail.

The initial focus of the master planning effort will concentrate on environmental restoration and immediate needs for providing suitable public access to the property. The second part will be developing a vision for the overall, long term development of the park.



MULLET CREEK PARK