AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Budget Workshop
Wednesday, August 22, 2012, 6:30 P.M.
Lake Park Town Hall
535 Park Avenue

James DuBois	**—**	**Mayor**
Kendall Rumsey	**—**	**Vice-Mayor**
Steven Hockman	**—**	**Commissioner**
Jeanine Longtin	**—**	**Commissioner**
Tim Stevens	**—**	**Commissioner**
Dale S. Sugerman, Ph.D.	**—**	**Town Manager**
Thomas J. Baird, Esq.	**—**	**Town Attorney**
Vivian Mendez Lemley, CMC	**—**	**Town Clerk**

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. ***Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.***

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. DISCUSSION

1. **Commission Discussion of the Presented Tentative Fiscal Year 2012/2013 Budget**
2. **Discussion of 8th Addendum to the Palm Beach Sheriff's Office (PBSO) Law Enforcement Contract**

E. PUBLIC COMMENT

This time is provided for audience members to address items related to the Fiscal Year 2012/2013 Budget. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

F. ADJOURNMENT

TOWN OF LAKE PARK

PROPOSED BUDGET

ALL FUNDS

AUGUST 22, 2012

FISCAL YEAR 2012-2013

Office of the
Town Manager

August 15, 2012

Honorable Mayor, Vice-Mayor, Commissioners
and Residents of the Town of Lake Park

RE: Tentative Fiscal Year 2012-2013 Operating Budget- Update

Dear Members of the Town Commission and Residents of Lake Park:

On July 6, 2012 I sent to you a copy of the preliminary tentative fiscal year 2012-2013 annual operating budget in accordance with Chapter 2, Article III, Section 2-82 (3) of the Lake Park Code of Ordinances. At the time of the distribution of that document it was still very early in my tenure as your town manager and it was my belief that the best that I could share with you at that time was a preliminary, tentative set of figures. In fact, part of the tentativeness of the initial document was the fact that two funds (the General Fund and the Marina Fund) were not yet in balance; thus the reason why I gave the document the moniker of "preliminary tentative".

Enclosed herein is what I would call the final tentative fiscal year 2012-2013 annual operating budget. It is a final document from my office, in that all of the funds have now been fully balanced. We have finalized our revenue and expenditure estimates, and we have settled on our final staffing levels. However, it still remains "tentative" in that if the Commission so desires, it is welcome to modify any of the figures contained in the document before we begin the process of the Commission adopting the final budget with the first of two public hearings scheduled for September 12th and the second one which will be set at the September 12th hearing.

The enclosed final tentative budget has been built with an assumption that the tentative maximum millage rate of 8.5000 mils, set by the Town Commission at your first budget workshop on July 11th, would be the amount of the final adopted millage rate. If it is the Commission's desire to establish a final millage rate lower than 8.5000 mils, then we will have to adjust downward the amount of anticipated ad valorem revenue. The current final tentative budget can accommodate a millage rate reduction; however, doing so will mean that the current anticipated surplus of $44,774.00 identified in the General Fund (see p. 12) would have to be reduced. If the final adopted millage rate were to be set at 8.4000 mils, the current anticipated General Fund fund balance would have to be reduced

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3304
Fax: (561) 881-3314

www.lakeparkflorida.gov

by $39,017.00 leaving just $5,757.00 in surplus operating funds for the next fiscal year.

Final Highlights of Tentative Budget

There are just a few items that I would like to highlight for you as you work your way through the updated document. First, there were very few changes in the anticipated revenues and anticipated expenditures for most of the operating departments. We did adjust some revenues and some expenses, but in no case will you find any significant change in the numbers between the first set of budget pages and this set of budget pages. That being said, we did have two changes that should be specifically noted.

Based upon the fine work done by Bambi Turner, Human Resources Director, and the good folks at the Gehring Group (our insurance consultant) we have been able to identify savings in our property and casualty insurance coverage (savings which exceed $15,000 year over year). This includes premiums for property insurance, inland marine coverage, crime coverage, general liability coverage, auto liability coverage and workers compensation coverage. While some of the insurance premiums went up a bit, others went down a bit more. The net impact on our overall expense for this type of insurance is $15,000.00± in savings, year over year. You can find a breakdown of the individual policies and the net change in premiums under the Insurance Fund tab of the attached document.

In addition to the net reduction in premiums for property and casualty insurance, we have also identified replacement health, dental, and vision plans which will save the Town (as well as employees that have insurance coverage other than single) $1,771.68 year over year in health insurance premiums, $6,732.12 year over year in dental insurance premiums, and $584.16 year over year in vision insurance premiums. You can find a breakdown of the health, dental, and vision policies and the net change in premiums under the Insurance Fund tab of the document as well.

Lastly, we have crafted a balanced budget in the Marina Fund. We have done so assuming that the Town will see the proceeds of the marina lawsuit settlement hit our books during the next fiscal year. Frankly, we are using a portion of the proceeds to balance the budget of the Marina Fund (including a $100,000 contingency line item) and we are appropriating $662,519.00 of the settlement funds to go to fund balance.

There is one other item of note which should be mentioned. During the first budget workshop held on July 11th, we presented a chart which outlined an analysis of residential property located within the Town, broken down in $25,000 increments of assessed value. That chart, as it turns out, was just for the 2,141 single family structures located within the town. The chart did not include the 1,427 multi-family residential units. The updated budget document attached hereto now displays the number of single family structures, condominiums, as well as multi-family structures, broken down by the same $25,000 increments of assessed values. Please note that the total number of residential units in the Town of Lake Park (both single family and multi-family) is 3,569.

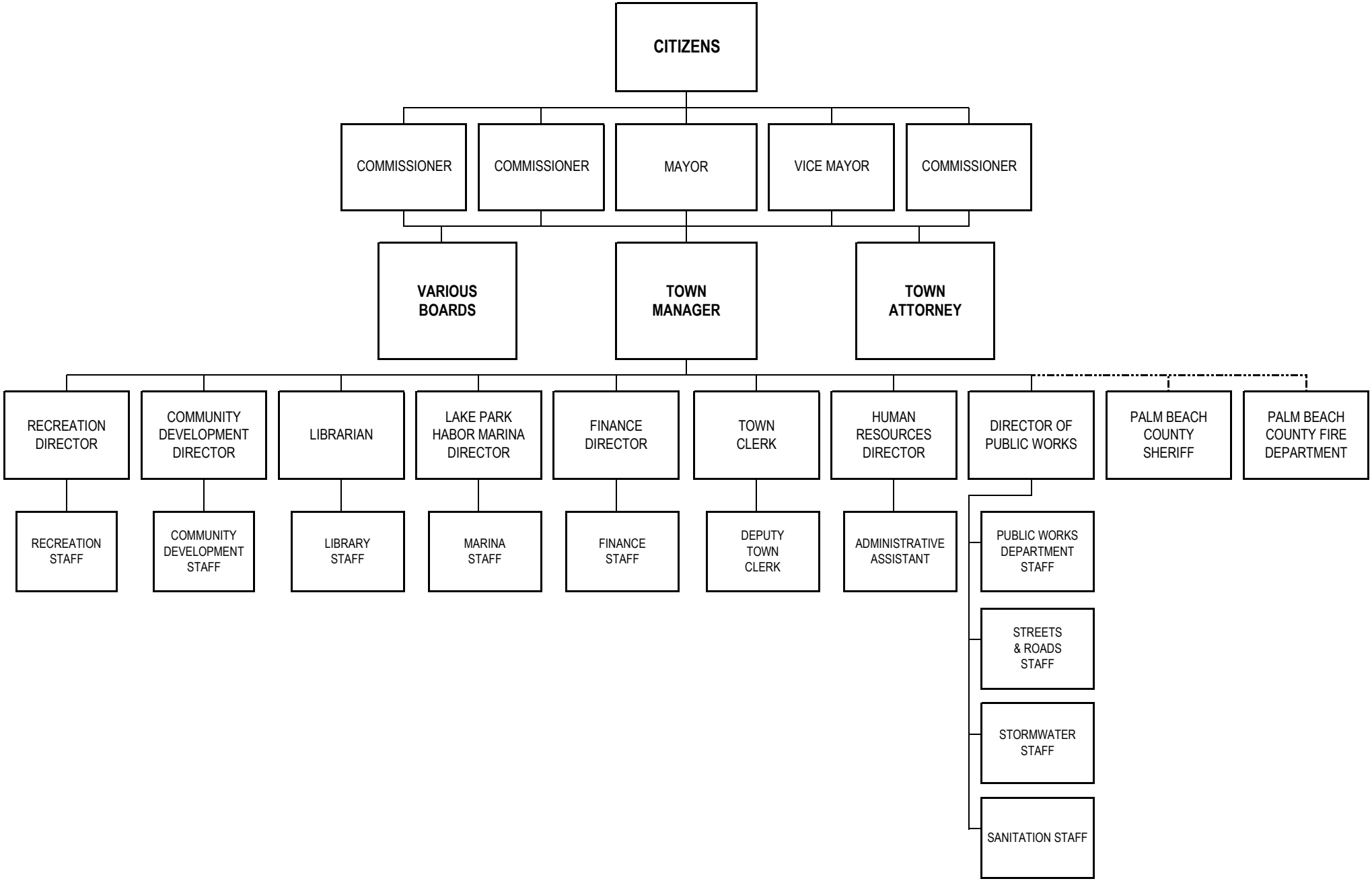
As I wrote in my original budget message, we still have quite a bit of work to do. And the work will not be easy. However, I believe that Fiscal Year 2012-2013 will be the year that we turn the corner and establish a very sound footing for moving forward. It is my goal that one year from now, when I write my next budget message, the picture will be a bit brighter. I am confident that it will be and will do everything in my power to help this organization end up in a better place, not only next year, but for many years to come.

I would once again like to conclude with a few words of thanks to Blake Rane, Finance Director, members of his Finance Department staff, all of the department heads who worked diligently with me during the past month and one half, and all of the Town staff who, day in and day out, continue to work hard and who do the right thing for the citizens of the Town of Lake Park. Without their efforts, my job would continue to be impossible.

Respectfully submitted,

Dale S. Sugerman

Dale S. Sugerman, Ph.D.
Town Manager


CITIZENS
COMMISSIONER
COMMISSIONER
MAYOR
VICE MAYOR
COMMISSIONER
VARIOUS BOARDS
TOWN MANAGER
TOWN ATTORNEY
RECREATION DIRECTOR
COMMUNITY DEVELOPMENT DIRECTOR
LIBRARIAN
LAKE PARK HABOR MARINA DIRECTOR
FINANCE DIRECTOR
TOWN CLERK
HUMAN RESOURCES DIRECTOR
DIRECTOR OF PUBLIC WORKS
PALM BEACH COUNTY SHERIFF
PALM BEACH COUNTY FIRE DEPARTMENT
RECREATION STAFF
COMMUNITY DEVELOPMENT STAFF
LIBRARY STAFF
MARINA STAFF
FINANCE STAFF
DEPUTY TOWN CLERK
ADMINISTRATIVE ASSISTANT
PUBLIC WORKS DEPARTMENT STAFF
STREETS & ROADS STAFF
STORMWATER STAFF
SANITATION STAFF

THE BUDGET PROCESS

In accordance with the provisions of the Town of Lake Park, the Town Manager and Town Finance Director are charged with preparing a budget for the operation of the Town government during each fiscal year beginning October 1st. The budget so prepared shall afford the Town Commission a comprehensive understanding of the needs and requirements of various departments, and is a policy document that serves as a management tool and guide by which the Town Commission, the Town Manager and the department heads can measure performance throughout the year. This adopted budget establishes the financial program of the Town for the year.

Budget planning is an on-going process, and this awareness continues throughout the year. All department heads are involved, and since they receive monthly budgetary progress reports, they constantly seek methods and procedures in which will afford the highest level of service at the most reasonable cost.

Budgetary control is maintained at the sub-object level by the encumbrances of estimated purchase amounts. Open encumbrances are reported as reservations of fund balance at fiscal year end for those financial statements presented in accordance with generally accepted accounting principals and are recorded as expenditures in the financial statements presented on a budgetary basis.

The Finance Department prepared the necessary forms and schedules for the submission of proposed budgets by departments. Information on prior years performance and other technical dates is included. In addition, a regular budget manual is prepared establishing guidelines, the procedure for completion of the forms, and the overall objectives of management.

The budget document contains a recap of all funds subject to the budgetary process. Revenues are categorized by type and detail, and are recapped as to actual receipts for the immediate two preceding fiscal years, as to estimated current fiscal year, and the projected next fiscal year. Expenditures are categorized by character, function, object and sub-object in the same yearly format as revenues. Each department includes a summary of personal services, operating expenses, capital outlay and non-operating expenditures.

Line item appropriation transfers are permitted within a department when requested by a department head and approved by the Town Manager. Appropriation transfers between departments or from contingency funds can only be authorized by specific Town Commission action. In 1982, the Florida legislative passed the Truth in Millage (TRIM) bill which was intended to increase public awareness and participation in the budget process with the goal of keeping the property tax millage at or near the prior year's level. This is referred to as the "rolled back" rate. Each year the State Department of Revenue prepared a calendar of dates which require certain actions and compliances during the budget process, culminating with certification that all requirements have been met.

All employees are made aware of the budget process and, as such, they are actively involved in its performance. Citizens are encouraged to participate in the budget formulation, and copies of it and related reports are distributed to the library and office of the Town Clerks for references and review.

PROCEDURE

PROPERTY ASSESSMENT AND TAX COLLECTION

Real and personal property valuations are determined each year as of January 1st by the Property Appraiser's office. All taxable real and personal property must be assessed at its just or fair market value. The tax roll is prepared between January 1st and July 1st with each taxpayer given notice of his assessment. The property owner has the right to file an appeal with the Property Appraisal Adjustment Board, which considers petitions relating to assessments and exemptions. The Property Appraisal Adjustment Board certifies the assessment roll upon completion of the hearing of all appeals.

Pursuant to Section 196.03, Florida Statutes, the first $5,000 of assessed valuation of a homestead is exempt from taxation for any person who has title to and resides in such homestead on a permanent basis. Pursuant to legislation and a constitutional amendment adopted in 1980, the homestead exemption was increased to $15,000 with respect to 1980 assessments, $20,000 with respect to 1981 assessments and $25,000 with respect to assessments for 1982 for any person who had been a resident of the State for five consecutive years prior to filing for a homestead exemption. Beginning January 1, 1983 the $25,000 exemption became available regardless of the length of residency. To qualify, a person must hold title to and reside on the property as of January 1st of the taxing year.

On January 29, 2008, the Florida electorate approved an amendment to the Florida Constitution relative to property taxation. This amendment (referred to as Amendment 1) was placed on the ballot by the Florida Legislature at a special session held in October 2007. With respect to homestead property, Amendment 1 increases the current $25,000 homestead exemption by another $25,000 (for property values between $50,000 - $75,000), except for school district taxes. Since the new $25,000 homestead exemption does not apply to school district taxes, this effectively amounts to a $15,000 increase to the existing homestead exemption, resulting in an estimated annual savings of $240 for an average homeowner. Amendment 1 also allows property owners to transfer (make portable) up to $500,000 of their Save Our Homes benefits to their next homestead when they move. Save Our Homes became effective in 1995 and limits (caps) the annual increase in assessed value for homestead property to three percent (3%) or the percentage change in the Consumer Price Index, whichever is less.

With respect to non-homestead property, Amendment 1 limits (caps) the annual increase in assessed value for non-homestead property (businesses, industrial property, rental property, second homes, etc.) to ten percent (10%), except for school district taxes. The Amendment also provides a $25,000 exemption for tangible personal property.

Amendment 1 became effective on October 1, 2008, with the exception of the ten percent (10%) assessment cap on non-homestead property which became effective on January 1, 2009.

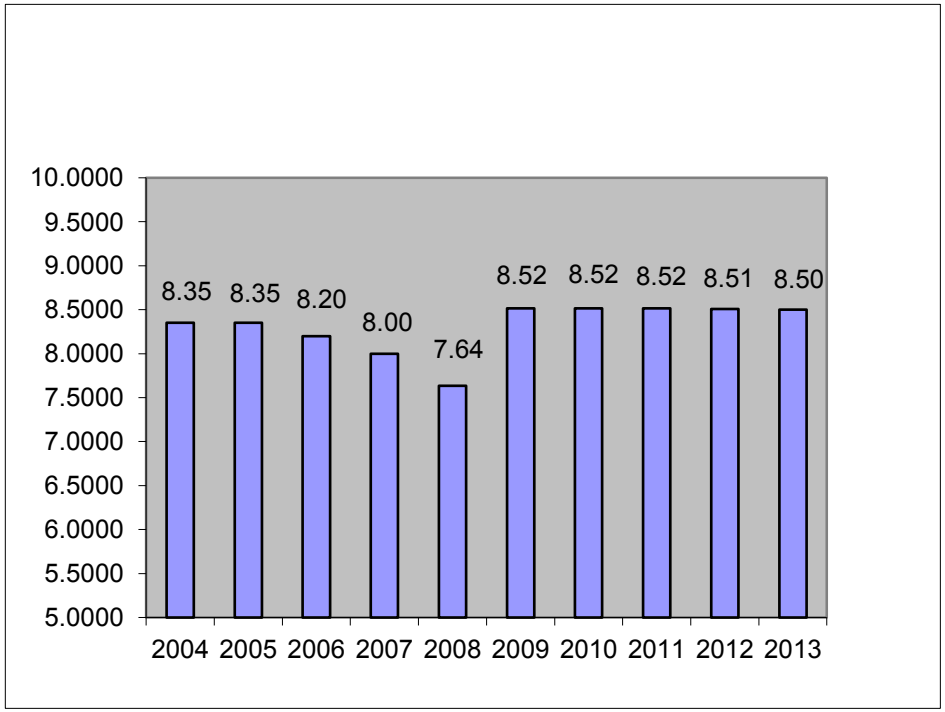
TOWN OF LAKE PARK

FISCAL YEAR 2012 - 2013

ANALYSIS OF OPERATING MILLAGE

Fiscal Year	Oper. Millage	Inc./Dec. Over Prior Year	% Inc./Dec. Over Prior Year
2004	8.3500	0.0000	0.00%
2005	8.3500	0.0000	0.00%
2006	8.2000	(0.1500)	-1.80%
2007	8.0000	(0.2000)	-2.44%
2008	7.6350	(0.3650)	-4.56%
2009	8.5163	0.8813	11.54%
2010	8.5163	0.0000	0.00%
2011	8.5163	0.0000	0.00%
2012	8.5083	(0.0080)	-0.09%
2013	8.5000	(0.0083)	-0.10%

FOR TEN YEAR PERIOD 2004 - 2013



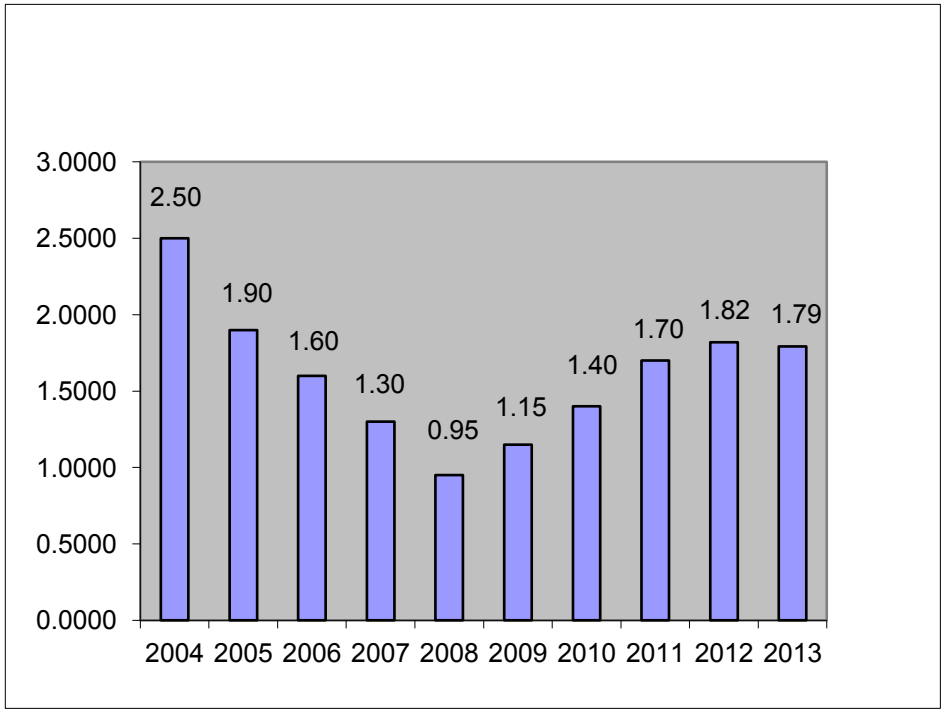
TOWN OF LAKE PARK

FISCAL YEAR 2012 - 2013

ANALYSIS OF DEBT SERVICE MILLAGE

FOR TEN YEAR PERIOD 2004 - 2013

Fiscal Year	Oper. Millage	Inc./Dec. Over Prior Year	% Inc./Dec. Over Prior Year
2004	2.5000	(0.5358)	-17.65%
2005	1.9000	(0.6000)	-24.00%
2006	1.6000	(0.3000)	-15.79%
2007	1.3000	(0.3000)	-18.75%
2008	0.9500	(0.3500)	-26.92%
2009	1.1500	0.2000	21.05%
2010	1.4000	0.2500	21.74%
2011	1.7000	0.3000	21.43%
2012	1.8200	0.1200	7.06%
2013	1.7921	(0.0279)	-1.53%



Town of Lake Park

FISCAL YEAR 2012-2013

Number of Residential Properties by Assessed Value
(including homestead exemptions)

Assessed Value Ranges		Single Family	Condos	Multi-Family	Totals
From	To				
$0	$25,000	139	128	227	494
$25,001	$50,000	690	333	944	1,967
$50,001	$75,000	227	131	48	406
$75,001	$100,000	260	95	209	564
$100,001	$125,000	56	69	-	125
$125,001	$150,000	9	-	-	9
$150,001	$175,000	3	-	-	3
$175,001	$200,000	-	-	-	-
$200,001	Over	1	-	-	1
Totals		**1,385**	**756**	**1,428**	**3,569**

Town of Lake Park
2012/13 BUDGET
Shown in Full Time Equivalents (FTE)

BUDGETED STAFFING SUMMARY	2011-12 BUDGET*				2012-13 BUDGET*				DIFFERENCE			
	Commission & Mayor	Full Time	Part Time	TOTALS	Commission & Mayor	Full Time	Part Time	TOTALS	Commission & Mayor	Full Time	Part Time	TOTALS
LEGISLATIVE	5.00			5.00	5.00			5.00	-			-
TOWN MANAGER		3.00		3.00		2.00		2.00		(1.00)	-	(1.00)
HUMAN RESOURCES		1.00	0.62	1.62		2.00		2.00		1.00	(0.62)	0.38
TOWN CLERK		2.00		2.00		2.00		2.00		-	-	-
INFORMATION TECHNOLOGY		1.00		1.00		1.00		1.00		-	-	-
FINANCE		4.00	0.63	4.63		4.00	0.63	4.63		-	-	-
LIBRARY		2.00	2.59	4.59		2.00	2.59	4.59		-	-	-
RECREATION		1.00	0.50	1.50		1.00		1.00		-	(0.50)	(0.50)
PUBLIC WORKS		10.00	-	10.00		10.00	0.65	10.65		-	0.65	0.65
COMMUNITY DEVELOPMENT		5.00	0.75	5.75		5.00	0.75	5.75		-	-	-
SUB-TOTAL GENERAL FUND	5.00	29.00	5.09	39.09	5.00	29.00	4.62	38.62	-	-	(0.47)	(0.47)
STREETS & ROADS		2.00		2.00		2.00		2.00		-	-	-
MARINA		2.00	1.60	3.60		2.00	2.32	4.32		-	0.72	0.72
STORMWATER		2.00		2.00		2.00		2.00		-	-	-
SANITATION		10.00		10.00		9.00		9.00		(1.00)	-	(1.00)
CRA		1.00	0.65	1.65		-		-		(1.00)	(0.65)	(1.65)
TOTAL	**5.00**	**46.00**	**7.34**	**58.34**	**5.00**	**44.00**	**6.94**	**55.94**	**-**	**(2.00)**	**(0.40)**	**(2.40)**

* DOES NOT INCLUDE SEASONAL EMPLOYEES

Town of Lake Park - General Fund
Comparison of Expenditures By Character
Fiscal Years Ended September 30, 2010-11-12-13

		2009-2010 Actual	2010-2011 Actual	2011-2012 Estimated	2012-2013 As Proposed	2012-2013 As Adopted
51	General Government	2,467,297	2,278,037	2,067,363	2,111,992	
52	Public Safety	5,484,119	4,906,546	4,748,540	4,694,925	
53	Physical Environment	141,969	193,564	167,440	198,281	
54	Transportation	496,236	358,510	432,950	341,519	
57	Culture-Recreation	836,929	812,694	733,101	796,917	
59	Intragovernmental Services	167,276	99,413	100,155	72,994	
	Total Expenditures	9,593,826	8,648,764	8,249,549	8,216,628	-

Town of Lake Park - General Fund
Comparison of Expenditures By Object
Fiscal Years Ended September 30, 2009-10-11-12

	2009-2010 Actual	2010-2011 Actual	2011-2012 Estimated	2012-2013 As Proposed	2012-2013 As Adopted
Personal Services	2,369,011	2,275,736	2,128,355	2,170,441	
Operating Expenses	6,082,706	5,441,648	5,220,151	5,164,078	
Capital Outlay	139,785	36,449	105,038	4,000	
Debt Service	436,304	428,675	421,040	420,909	
Non-Operating	566,020	466,256	374,965	457,200	
Total Expenditures	9,593,826	8,648,764	8,249,549	8,216,628	-

Town of Lake Park - General Fund
Recapitulation Of Expenditures
By Department
Fiscal Years Ended September 30, 2010-11-12-13

			2009-2010 Actual	2010-2011 Actual	2011-2012 Estimated	2012-2013 As Proposed	2012-2013 As Adopted
51	**General Government**						
	100	Town Commission	91,056	88,525	84,975	74,804	
	104	Town Manager	299,690	306,512	279,035	219,572	
	105	Human Resources	144,319	137,645	129,295	129,652	
	106	Town Clerk	184,797	162,995	144,155	161,110	
	108	Town Attorney	185,667	127,220	130,000	130,000	
	110	Information Technology	166,664	152,096	152,898	149,447	
	150	Finance and Accounting	448,111	453,709	393,020	411,297	
	900	Non-Departmental	946,993	849,335	753,985	836,110	
		Total General Government	2,467,297	2,278,037	2,067,363	2,111,992	-
52	**Public Safety**						
	200	Police	2,908,413	2,774,468	2,695,815	2,695,739	
	250	Emergency Management	1,235	1,207	10,000	10,000	
	300	Fire	2,001,820	1,634,102	1,545,935	1,490,976	
	500	Community Development	572,651	496,769	496,790	498,210	
		Total Public Safety	5,484,119	4,906,546	4,748,540	4,694,925	-
53	**Physical Environment**						
	400	Public Works Administration	141,969	193,564	167,440	198,281	
		Total Physical Environment	141,969	193,564	167,440	198,281	-

Recapitulation Of Expenditures
(continued)

			2009-2010 Actual	2010-2011 Actual	2011-2012 Estimated	2012-2013 As Proposed	2012-2013 As Adopted
54	**Transportation**						
	408	Public Works - Facilities	321,184	302,468	376,920	268,516	
	450	Public Works - Parking Meters	175,052	56,042	56,030	73,003	
		Total Transportation	496,236	358,510	432,950	341,519	-
57	**Culture and Recreation**						
	700	Library	258,286	297,265	238,351	251,543	
	710	Library - State Aid	7,675	7,501	6,674	6,674	
	600	Recreation	197,162	162,377	182,501	194,142	
	406	Public Works - Grounds	373,806	345,551	305,575	344,558	
		Total Culture and Recreation	836,929	812,694	733,101	796,917	-
59	**Intergovernmental Services**						
	410	Public Works - Vehicle Maintenance	167,276	99,413	100,155	72,994	
		Total Intergovernmental Services	167,276	99,413	100,155	72,994	-
		Total Expenditures	9,593,826	8,648,764	8,249,549	8,216,628	-

TOWN OF LAKE PARK

PROPOSED BUDGET

GENERAL FUND 001

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
GENERAL FUND REVENUE RECAP

FUND	001	**FUNCTION**	General Fund
		ACTIVITY	Revenues and Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	9,273,828	8,642,327	8,810,070	8,204,965	8,143,281	8,261,402	-
Personal Services	2,369,011	2,275,736	2,205,125	2,128,355	2,195,984	2,170,441	-
Operating Expenses	6,082,706	5,441,648	5,220,295	5,220,151	5,191,375	5,164,078	-
Capital Outlay	139,785	36,449	18,160	105,038	7,000	4,000	-
Debt Service	436,304	428,675	421,040	421,040	420,909	420,909	-
Non-operating Expenses	566,020	466,256	945,450	374,965	457,200	457,200	-
Total Expenses	9,593,826	8,648,764	8,810,070	8,249,549	8,272,468	8,216,628	-
Surplus (Deficit)	(319,998)	(6,437)	-	(44,584)	(129,186)	44,774	-

Cost Center 001 - General Fund **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
001-311.100	Ad Valorem Taxes	4,112,773	3,562,605	3,353,600	3,353,600	3,277,403	3,316,420	
001-311.110	Ad Valorem Taxes - CRA	503,282	294,060	259,825	294,060	242,933	245,825	
001-311.120	Delinquent Taxes	73,245	89,580	20,000	20,000	20,000	20,000	
001-314.100	Utility Tax - Electric	607,096	613,238	615,000	615,000	615,000	630,000	
001-314.300	Utility Tax - Water	138,113	143,612	140,000	140,000	141,725	145,000	
001-314.400	Utility Tax - Gas	26,175	39,813	42,500	42,500	40,150	40,150	
001-315.100	Communications Service Tax	464,184	414,748	415,000	415,000	381,600	398,887	
001-316.100	Business Tax Receipts	339,287	323,867	330,000	330,000	310,000	330,000	
001-316.110	Contractors Fees	2,578	2,210	2,000	2,000	2,000	2,000	
001-316.120	Bus Tax Zoning Confirmation Fe	12,394	11,150	10,000	10,000	10,000	10,000	
001-316.130	Out of Town Business Reg./Decal	5	490	500	-	-	-	
001-322.100	Building Permits w/Min. Surcharge	133,551	17,333	15,000	15,000	15,000	15,000	
001-322.110	Building Permits Other	-	60,391	55,000	65,000	95,000	95,000	
001-322.300	Building Code Education Fund	-	277	250	250	200	200	
001-322.500	Special Event Permit - Appl. F	425	1,350	1,000	2,500	2,000	2,000	
001-322.900	Cost Recovery	7,496	11,026	7,500	14,000	10,000	10,000	
001-323.100	Franchise Fees - Electric	547,504	546,589	510,000	480,000	530,000	530,000	
001-323.400	Franchise Fees - Gas	11,629	6,483	15,500	1,840	2,000	2,000	
001-323.700	Franchise Fees - Solid Waste	10,735	19,774	14,000	15,000	14,000	14,000	
001-329.100	Alarm Permits	16,515	16,660	14,500	14,500	14,500	14,500	
001-329.110	Re-inspection/Reinstatement/Revision	-	11,161	10,000	8,000	7,000	7,000	
001-329.200	Signage Permits	13,950	11,475	12,000	4,500	6,500	6,500	
001-334.700	Grant - State Aid to Libraries	7,675	7,501	7,675	6,674	6,500	6,500	
001-335.120	State Revenue Sharing	223,804	226,112	228,000	250,000	250,000	250,000	
001-335.150	Alcoholic Beverage Licenses	9,992	9,425	10,000	10,000	10,000	10,000	
001-335.180	Half Cent Sales Tax	559,351	579,262	530,000	530,000	554,000	554,000	
001-335.190	Motor Fuel Tax Refund	9,909	3,364	8,000	8,000	9,000	9,000	
001-338.110	Business Tax - County	24,229	13,126	25,000	14,000	13,000	13,000	
001-341.110	Administrative Fee -CRA Fund	49,925	72,050	72,050	48,034	-	-	
001-341.401	Administrative Fee - Marina	60,000	75,000	75,000	75,000	75,000	100,000	

Cost Center 001 - General Fund **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
001-341.402	Administrative Fee - StormWater	33,000	45,500	50,000	50,000	50,000	50,000	
001-341.404	Admin Fee - Sanitation Fund	106,325	126,325	134,460	134,460	135,000	135,000	
001-341.900	Copy Charges / Tax Searches	5,095	6,056	4,500	10,000	9,000	9,000	
001-341.905	Admin Cost - Public Records Re	415	512	300	800	500	500	
001-342.510	Plan Review Fees Code Sec 33-7	4,125	2,750	4,000	6,500	5,000	5,000	
001-342.520	Bank Registration Fees	-	-	-	4,000	5,000	5,000	
001-344.300	Advertising - Bus Shelters	1,539	2,220	2,340	2,340	2,350	2,350	
001-344.500	Parking Fees - Meters Off-road	24,973	28,628	28,000	23,000	22,250	22,250	
001-344.510	Parking Fees - Meters On-road	15,423	13,336	15,000	15,000	15,000	15,000	
001-347.100	Library Copies	550	389	350	350	350	350	
001-347.130	Library - Summer Reading Program	45	-	-	-	-	-	
001-347.200	Recreation - Summer Camp Fees	15,120	12,488	20,000	8,843	8,000	9,000	
001-347.210	Recreation - Miscellaneous	639	838	500	2,000	1,500	3,500	
001-347.220	Recreation - Tennis Program	13,106	13,632	14,220	14,220	14,225	14,225	
001-347.221	Recreation - Utility Fee/Tennis	-	-	-	1,000	900	900	
001-347.230	Recreation - Senior Bus Trips	1,363	-	-	-	2,500	2,500	
001-347.245	Recreation-Independence Day Picnic	-	-	-	2,000	2,500	2,500	
001-347.500	Recreation - Facilities Rental	8,134	7,863	8,000	15,000	20,000	21,000	
001-347.905	Recreation - Security	1,605	1,410	2,500	2,500	2,500	2,500	
001-347.910	Bingo Fees	5,120	2,662	-	-	-	-	
001-347.915	Recreation Program Fees	2,851	4,250	3,000	3,000	3,000	4,500	
001-347.920	Ballroom Dancing Fees	1,290	438	-	-	-	-	
001-347.925	Recreation - Ball field Light F	1,100	1,760	1,000	500	500	1,000	
001-347.926	Recreation-Tennis Court Light	-	-	-	500	500	500	
001-347.935	Recreation - Car Show	1,000	1,800	1,000	868	900	900	
001-349.100	Service Charge - Dishonored Ch	250	120	100	100	100	100	
001-351.100	Fines & Forfeitures	18,536	24,122	25,000	24,000	25,000	25,000	
001-352.100	Fines - Library	1,172	1,142	1,200	1,000	600	600	
001-354.100	Fines - Code Violations	27,061	41,760	40,000	55,000	40,000	40,000	
001-354.105	Fines - Alarm Violations	7,425	7,700	5,000	7,500	10,000	10,000	

Cost Center 001 - General Fund **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
001-354.110	Code Violations - Admin Cost	10,173	14,104	15,000	8,500	12,300	12,300	
001-354.120	Penalties - Business Tax Receivable	8,238	6,035	8,000	6,200	7,000	7,000	
001-354.130	Fines-Parking Meter Violations	21,995	20,090	20,000	11,500	8,500	8,500	
001-354.135	Parking Violations - Code	2,100	1,170	1,500	350	350	350	
001-354.210	Code Violations - CIB Fund	6,690	10,440	10,000	14,000	10,000	8,000	
001-361.100	Interest Earnings	7,149	4,025	3,500	4,000	3,500	3,500	
001-361.110	Interest Earnings - Tax Collect	27,473	17,669	25,000	17,500	17,000	17,000	
001-361.120	Sales Tax Commissions	56	55	50	75	50	50	
001-361.130	Interest on Assessments	776	3,235	500	650	1,750	1,750	
001-361.200	Filing Fees	300	732	-	-	-	-	
001-362.100	Rent - P.B.C. Sheriff	120	120	120	120	120	120	
001-362.120	Rent - Cell Tower (Sprint)	24,276	25,248	26,220	26,220	27,265	27,265	
001-362.121	Rent - Cell Tower (BellSouth)	15,184	15,791	16,425	16,425	16,425	16,425	
001-362.122	Rent - at Cell Tower (Metro PCS)	-	-	-	-	10,200	10,200	
001-362.200	Rent - Dunkin Donuts Lot	5,500	7,200	7,490	7,490	7,490	7,490	
001-363.120	Service Charges-Code Violation	17,500	6,400	1,000	4,500	3,000	4,500	
001-364.100	Sale of Surplus Property	4,698	-	-	-	5,000	5,000	
001-365.100	Sale of Scrap Material	969	2,851	-	631	500	500	
001-366.150	Donations - Summer Camp	1,165	-	-	-	-	-	
001-366.305	Donations - Employee Picnic	-	2,100	-	-	-	-	
001-366.710	Donations - Summer Read Program	3,000	-	-	-	-	-	
001-369.100	Miscellaneous Revenue	1,869	1,312	1,000	1,000	1,000	1,000	
001-369.110	Coke Machine Proceeds	303	-	500	45	-	-	
001-369.120	Emergency Reimbursements	-	-	-	-	10,000	10,000	
001-369.130	Seacoast Advisory Board	-	-	-	-	-	3,600	
001-369.200	Cash Over/Short	-	(75)	-	-	-	-	
001-369.300	Refund Prior Year Expense	3,102	7,992	-	459	-	-	
001-369.320	Reimbursement - PBSO Fuel	111,765	127,897	110,000	110,000	110,000	110,000	
001-380.402	Reimbursement - Stormwater Mainten	70,125	78,000	78,000	78,000	78,000	39,550	
001-381.110	Transfer from CRA Fund - ILA 2	169,640	239,076	169,520	169,520	169,520	169,520	

Cost Center 001 - General Fund **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
001-381.111	Transfer from CRA - PBSO	84,250	84,250	84,250	56,166	-	-	
001-381.130	Transfer from CRA Fund - ILA 2	54,889	45,868	91,325	91,325	91,325	91,325	
001-381.190	Transfer Streets and Roads	75,000	100,000	100,000	100,000	100,000	100,000	
001-381.401	Transfer from Marina	5,001	10,000	10,000	10,000	10,000	10,000	
001-381.402	Transfer from Stormwater	51,300	51,300	51,300	51,300	51,300	51,300	
001-381.404	Transfer from Sanitation	225,000	225,000	250,000	250,000	250,000	250,000	
001-389.700	Donations - Library	1,138	3,009	500	50	10,000	10,000	
	SUB-TOTAL	9,273,828	8,642,327	8,240,570	8,204,965	8,043,281	8,136,402	-
001-38-000-9000	BALANCE BROUGHT FORWAR	-	-	569,500	-	100,000	125,000	
001-389.700	TOTAL REVENUE	9,273,828	8,642,327	8,810,070	8,204,965	8,143,281	8,261,402	-

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	LEGISLATIVE
DEPT.	100	**ACTIVITY**	Town Commission

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	50,468	48,471	49,935	49,935	51,427	51,384	-
Operating Expenses	40,588	40,054	29,610	35,040	23,870	23,420	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	91,056	88,525	79,545	84,975	75,297	74,804	-

Personnel Recap

	Present	Department	Proposed	Adopted
Mayor	1.00	1.00	1.00	
Commissioner	1.00	1.00	1.00	
Commissioner	1.00	1.00	1.00	
Commissioner	1.00	1.00	1.00	
Commissioner	1.00	1.00	1.00	
	5.00	5.00	5.00	-

Cost Center 100 - Town Commission

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-511-100-11000	Executive Salaries	46,801	44,918	46,175	46,175	47,540	47,540	
001-51-511-100-21000	FICA	3,441	3,398	3,535	3,535	3,637	3,637	
001-51-511-100-24000	Worker's Compensation Insurance	226	155	225	225	250	207	
	TOTAL PERSONNEL EXPENSES	50,468	48,471	49,935	49,935	51,427	51,384	-
001-51-511-100-31000	Professional Services	15,445	13,500	13,500	18,000	6,000	9,000	
001-51-511-100-40000	Travel & Training	2,599	8,133	5,000	5,000	5,000	2,500	
001-51-511-100-41100	Telephone	2,186	906	650	1,330	1,450	1,250	
001-51-511-100-41200	Postage & Shipping	1,779	1,275	500	500	500	500	
001-51-511-100-47000	Printing	270	226	300	300	300	300	
001-51-511-100-48000	Promotional Activity	4,615	3,078	2,000	2,250	3,000	2,250	
001-51-511-100-48100	News Letter	6,094	5,822	-	-	-	-	
001-51-511-100-49400	Uniforms & Clothing	451	210	160	160	120	120	
001-51-511-100-51000	Office Supplies	54	96	-	-	-	-	
001-51-511-100-54200	Memberships, Dues, & Subscriptions	7,095	6,808	7,500	7,500	7,500	7,500	
	TOTAL OPERATING EXPENSES	40,588	40,054	29,610	35,040	23,870	23,420	-
	TOTAL DEPT EXPENDITURES	91,056	88,525	79,545	84,975	75,297	74,804	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	LEGISLATIVE
DEPT	100	**ACTIVITY**	Town Commission

Position Classification	FT/PT	Annual Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Vice Mayor	PT	9,385		9,385	-	-	-	-	-	-	-	9,385
Commissioner	PT	9,385		9,385	-	-	-	-	-	-	-	9,385
Commissioner	PT	9,385		9,385	-	-	-	-	-	-	-	9,385
Mayor	PT	10,000		10,000	-	-	-	-	-	-	-	10,000
Commissioner	PT	9,385		9,385	-	-	-	-	-	-	-	9,385
Total Wages & Benefits				47,540	-	-	-	-	-	-	-	47,540

Town Commission Budget Analysis FY12-13

100-31000 **Professional Services** – $9,000 – Estimated cost for professional services needed by Commission.

100-40000 **Travel & Training** – $2,500 – Shared allowance for the mayor and commissioners.

100-41100 **Telephone** – $1,250 – Cell phone for mayor.

100-41200 **Postage & Shipping** – $500 – Used for regular and certified mailing, Federal Express deliveries, and postage.

100-47000 **Printing** – $300 – Costs for printing, binding, and other reproduction services.

100-48000 **Promotional Activity** - $2,250 – Costs for volunteer dinner and promotional activity.

100-54200 **Memberships, Dues, & Subscriptions** – $7,500 – Florida League of Cities ($917), Palm Beach County League of Cities ($5,150), Florida League of Mayors ($250), and Kiwanis ($1,000).

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	EXECUTIVE
DEPT.	104	**ACTIVITY**	Town Manager

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	291,697	296,343	293,670	267,840	206,505	206,352	-
Operating Expenses	7,993	10,169	7,375	11,195	13,820	13,220	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	299,690	306,512	301,045	279,035	220,325	219,572	-

Personnel Recap

	Present	Department	Proposed	Adopted
Town Manager	1.00	1.00	1.00	
Administrative Assistant	1.00	1.00	1.00	
Grant Writer	1.00	-	-	
	3.00	2.00	2.00	-

Cost Center 104 - Town Manager

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-512-104-11000	Executive Salaries	144,036	144,036	142,075	158,000	120,000	120,000	
001-51-512-104-12000	Regular Salaries	75,067	74,274	72,615	51,000	38,730	38,730	
001-51-512-104-14000	Overtime Salaries	74	200	-	100	-	-	
001-51-512-104-15000	Special Pay	7,239	8,184	8,120	3,000	-	-	
001-51-512-104-19900	Wages Reclassified	(516)	-	-	-	-	-	
001-51-512-104-21000	FICA	13,766	13,761	17,050	16,250	12,143	12,143	
001-51-512-104-22000	Retirement	26,245	27,285	25,575	15,000	13,936	13,936	
001-51-512-104-23100	Health Insurance	20,601	23,819	23,060	20,000	17,123	17,123	
001-51-512-104-23200	Insurance - Dental	1,052	1,052	1,165	950	736	736	
001-51-512-104-23300	Insurance - Life	830	823	825	725	1,305	1,305	
001-51-512-104-23400	Insurance - Vision	118	127	140	115	132	132	
001-51-512-104-23500	Disability	2,327	2,192	2,245	1,900	1,520	1,520	
001-51-512-104-24000	Worker's Compensation Insurance	858	590	800	800	880	727	
	TOTAL PERSONNEL EXPENSES	291,697	296,343	293,670	267,840	206,505	206,352	-
001-51-512-104-40000	Travel & Training	-	287	-	2,000	4,000	4,000	
001-51-512-104-41100	Telephone	2,780	4,032	2,400	3,750	3,750	3,750	
001-51-512-104-41200	Postage & Shipping	380	264	200	200	200	200	
001-51-512-104-44200	Equipment Leases	1,441	1,692	1,700	2,170	2,170	2,170	
001-51-512-104-47000	Printing	48	658	-	-	-	-	
001-51-512-104-51000	Office Supplies	1,479	1,284	1,200	1,200	1,200	600	
001-51-512-104-54200	Memberships, Dues, & Subscription	1,865	1,952	1,875	1,875	2,500	2,500	
	TOTAL OPERATING EXPENSES	7,993	10,169	7,375	11,195	13,820	13,220	-
	TOTAL DEPT EXPENDITURES	299,690	306,512	301,045	279,035	220,325	219,572	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	EXECUTIVE
DEPT	104	**ACTIVITY**	Town Manager

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Town Manager	FT	60.10	2,080	120,000	12,000	-	7,105	368	1,150	66	1,000	141,689
Administrative Assista	FT	18.62	2,080	38,730	1,936	-	10,018	368	155	66	520	51,793
Total Wages & Benefits				158,730	13,936	-	17,123	736	1,305	132	1,520	193,482

Town Manager Budget Analysis FY12-13

104-40000 **Travel & Training** – $4,000 – For needed training and travel by Town Manager.

104-41100 **Telephone** – $3,700 – Estimated cost of department telephones and Town Manager cell phones.

104-41200 **Postage & Shipping** – $200 – Used for regular and certified mailing, FedEx deliveries, and other messenger services.

104-51000 **Office Supplies** – $600 - Miscellaneous office supplies for Town Manager, Administrative Assistant, and Grants Writer.

104-54200 **Memberships, Dues, & Subscriptions** – $2,500 – ICMA, FCCMA, PBCMA, and miscellaneous memberships.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT.	105	**ACTIVITY**	Human Resources

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	98,040	96,927	92,010	92,300	101,879	101,807	-
Operating Expenses	46,279	40,718	37,095	36,995	29,095	27,845	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	144,319	137,645	129,105	129,295	130,974	129,652	-

Personnel Recap

	Present	Department	Proposed	Adopted
Human Resources Director	1.00	1.00	1.00	
Administrative Assistant (38% shared w/ Recreation)	0.62	1.00	1.00	
	1.62	2.00	2.00	-

Cost Center 105 - Human Resources

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-512-105-11000	Executive Salaries	62,393	60,146	57,450	57,450	59,446	59,446	
001-51-512-105-12000	Regular Salaries	-	-	-	-	27,061	27,061	
001-51-512-105-13000	Other & Part Time Salaries	16,856	16,959	16,425	16,425	-	-	
001-51-512-105-15000	Special Pay	500	1,500	500	800	1,220	1,220	
001-51-512-105-19999	Wages Reclassified	(368)	-	-	-	(13,975)	(13,975)	
001-51-512-105-21000	FICA	5,784	5,847	5,700	5,690	6,657	6,657	
001-51-512-105-22000	Retirement	4,503	3,315	2,875	2,875	4,325	4,325	
001-51-512-105-23100	Health Insurance	6,496	7,409	7,175	7,175	14,210	14,210	
001-51-512-105-23200	Insurance - Dental	431	431	465	465	736	736	
001-51-512-105-23300	Insurance - Life	195	195	195	195	345	345	
001-51-512-105-23400	Insurance - Vision	51	54	55	55	132	132	
001-51-512-105-23500	Disability	792	792	795	795	1,307	1,307	
001-51-512-105-24000	Worker's Compensation Insurance	407	279	375	375	415	343	
	TOTAL PERSONNEL EXPENSES	98,040	96,927	92,010	92,300	101,879	101,807	-
001-51-512-105-31000	Professional Services	21,469	17,154	18,000	18,000	10,000	10,000	
001-51-512-105-34000	Contractual Services	9,966	9,239	7,000	7,000	7,000	7,000	
001-51-512-105-41100	Telephone	692	604	650	650	650	650	
001-51-512-105-41200	Postage & Shipping	506	494	500	500	400	400	
001-51-512-105-44200	Equipment Leases	2,196	2,242	2,245	2,245	2,245	2,245	
001-51-512-105-47000	Printing	70	28	100	-	100	100	
001-51-512-105-48100	Advertising	7,458	6,889	5,000	5,000	5,000	5,000	
001-51-512-105-51000	Office Supplies	2,901	3,003	2,500	2,500	2,500	1,250	
001-51-512-105-54100	Books & Subscriptions	395	-	-	-	-	-	
001-51-512-105-54200	Memberships, Dues, & Subscriptions	626	1,065	1,100	1,100	1,200	1,200	
	TOTAL OPERATING EXPENSES	46,279	40,718	37,095	36,995	29,095	27,845	-
	TOTAL DEPT EXPENDITURES	144,319	137,645	129,105	129,295	130,974	129,652	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT	105	**ACTIVITY**	Human Resources

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Human Resource Dire	FT	28.58	2,080	59,446	2,972	-	7,105	368	195	66	792	70,945
Administrative Secreta	FT	13.01	2,080	27,061	1,353	-	7,105	368	150	66	515	36,618
Phone Allowance	720											
Empl of the Yr Award	500											
Total Wages & Benefits				86,507	4,325	-	14,210	736	345	132	1,307	107,563

Human Resources Budget Analysis FY12-13

105-15000 **Special Pay** – $1,220 – this is for the phone allowance for the Human Resources Director ($720) and $500 monetary award for Employee of the Year Award.

105-19900 **Wages Reclassified** – $13,975 – this is for additional wages for Administrative Assistant needed for facility rentals. The additional cost is being charged to Recreation.

105-31000 **Professional Services** – $10,000 – Reduced by $8,000 from FY 2012. Used for criminal background checks, Benefits Workshop FSA administration, employment expenses, and outside legal expenses for labor/employment attorney expenses.

105-34000 **Contractual Services** – $7,000 – Used for pre-employment background checks, physicals, and drug screenings, hepatitis shots and CDL for non-enterprise fund departments.

105-41100 **Telephone** – $650 – Used for telephone and fax expenses.

105-41200 **Postage & Shipping** – $400 – Used for regular and certified mailing, Federal Express deliveries, and messenger service.

105-44200 **Equipment Leases** – $2,245 – Used for copier lease ($175 per month) in Human Resources Department. As of the Budget vs. Accrual dated 5/2/11, $3.35 is the net available for this account.

105-47000 **Printing** – $100 – Used for printing, binding, and other reproduction services.

105-48100 **Advertising** - $5,000 – Level funded from FY 2012. Used for advertising of job openings for the Town through the Palm Beach Post, International City/County Management Association (ICMA) and other professional organizations for which there is a cost.

105-51000 **Office Supplies** – $1,250 – Used for miscellaneous offices supplies and includes copy paper for the copier located in the Human Resources Department which is also used by other departments.

105-54200 **Memberships, Dues, & Subscriptions** – $1,200 - This account includes the following:

- $500.00 – Subscription to What to Do About Personnel Problems in Florida through Business and Legal Reports.
- $700.00 – Used for the Human Resources Director's memberships in ICMA and the Society for Human Resource Management (SHRM). The breakdown for this amount is as follows:
    - $500.00 for ICMA
    - $200.00 for SHRM

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	EXECUTIVE
DEPT.	106	**ACTIVITY**	Town Clerk

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	128,404	122,846	123,605	120,735	125,197	125,130	-
Operating Expenses	53,298	38,599	27,545	23,420	38,480	35,980	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	3,095	1,550	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	184,797	162,995	151,150	144,155	163,677	161,110	-

Personnel Recap

	Present	Department	Proposed	Adopted
Town Clerk	1.00	1.00	1.00	
Deputy Clerk	1.00	1.00	1.00	
	2.00	2.00	2.00	-

Cost Center 106 - Town Clerk

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-512-106-11000	Executive Salaries	56,615	56,598	55,550	55,550	57,491	57,491	
001-51-512-106-12000	Regular Salaries	38,571	34,270	33,650	33,650	34,632	34,632	
001-51-512-106-14000	Overtime Salaries	111	21	75	75	75	75	
001-51-512-106-15000	Special Pay	1,184	726	720	720	1,720	1,720	
001-51-512-106-21000	FICA	7,099	6,630	6,900	6,900	7,053	7,053	
001-51-512-106-22000	Retirement	6,020	5,540	3,300	2,795	4,250	4,250	
001-51-512-106-23100	Health Insurance	15,849	16,509	20,230	18,125	17,123	17,123	
001-51-512-106-23200	Insurance - Dental	861	753	930	835	736	736	
001-51-512-106-23300	Insurance - Life	350	309	360	345	340	340	
001-51-512-106-23400	Insurance - Vision	103	95	110	90	132	132	
001-51-512-106-23500	Disability	1,280	1,147	1,430	1,300	1,260	1,260	
001-51-512-106-24000	Worker's Compensation Insurance	361	248	350	350	385	318	
	TOTAL PERSONNEL EXPENSES	128,404	122,846	123,605	120,735	125,197	125,130	-
001-51-512-106-31000	Professional Services	1,276	1,324	1,145	1,050	1,100	1,100	
001-51-512-106-33000	Accounting, Audit & Elections	21,191	11,177	-	-	11,000	11,000	
001-51-512-106-34000	Contractual Services	8,074	3,426	7,000	4,100	5,000	5,000	
001-51-512-106-40000	Travel & Training	-	168	200	200	2,400	2,400	
001-51-512-106-41100	Telephone	959	933	950	605	780	780	
001-51-512-106-41200	Postage & Shipping	361	199	500	200	400	400	
001-51-512-106-44200	Equipment Lease	6,082	6,218	6,500	6,220	6,300	6,300	

Cost Center 106 - Town Clerk

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-512-106-47000	Printing	781	1,837	750	550	700	700	
001-51-512-106-48100	Advertising	5,465	5,205	3,500	4,200	4,000	4,000	
001-51-512-106-48200	Recording Fees	115	-	300	65	300	300	
001-51-512-106-51000	Office Supplies	7,864	6,910	5,500	5,000	5,000	2,500	
001-51-512-106-52100	Gasoline & Diesel Fuel	370	401	400	315	400	400	
001-51-512-106-54100	Books & Subscriptions	236	-	-	-	-	-	
001-51-512-106-54200	Memberships, Dues, & Subscriptions	524	801	800	915	1,100	1,100	
	TOTAL OPERATING EXPENSES	53,298	38,599	27,545	23,420	38,480	35,980	-
001-51-512-106-71000	Principal	2,935	1,518	-	-	-	-	
001-51-512-106-72000	Interest	160	32	-	-	-	-	
	TOTAL DEBT SERVICE	3,095	1,550	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	184,797	162,995	151,150	144,155	163,677	161,110	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	EXECUTIVE
DEPT	106	**ACTIVITY**	Town Clerk

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Town Clerk	FT	27.64	2,080	57,491	2,875	1,000	10,018	368	195	66	767	72,780
Deputy Clerk	FT	16.65	2,080	34,632	1,375	-	7,105	368	145	66	493	44,184
Phone Allowance	720											
Total Wages & Benefits				92,123	4,250	1,000	17,123	736	340	132	1,260	116,964

TOWN OF LAKE PARK - ANNUAL BUDGET

TRAVEL AND TRAINING REQUEST - DETAIL **Schedule 3**

FUND	001	**FUNCTION**	EXECUTIVE
DEPT.	106	**ACTIVITY**	Town Clerk

Description of Training	Reason	Person Attending	By Department 2012-13	Proposed Budget 2012-13
Webinar and other training	Continue Clerk's education	Clerk or Deputy Clerk	2,400	2,400
			2,400	2,400

Town Clerk Budget Analysis FY12-13

106-14000 **Overtime Salaries** – Expected cost of approximately $75. This amount includes overtime for the Deputy Clerk for extra hours worked for Commission meeting, Volunteer Dinner, etc.

106-15000 **Special Pay -** $720 for telephone allowance for Town Clerk and $1,000 longevity payment.

106-31000 **Professional Services** – This line includes annual fee to R & S Integrated Products for Laserfiche ($1,100).

106-33000 **Accounting, Audit & Elections** – Expected cost of $11,000. Supervisor of Election (SOE) charge (approx. $3,300) and election expenses (delivery and pick up of voting equipment, legal ad, printing of ballots, SOE precinct set-up fee, absentee ballots, polling location fee, and poll worker fees at an approximate cost of $7,700).

106-34000 **Contractual Services** – Expected cost of $5,000. Municipal Code Corporation - Annual code on internet ($500) and Schedule of Supplements (Quarterly contract – Town is charged by number of Ordinances adopted each quarter). This account is budgeted for $3,000 less than last year.

106-40000 **Travel & Per Diem** – For either Town Clerk or Deputy Town Clerk – Miscellaneous Clerks training, example: Records Management, Elections Laws, Public Records Request, etc. $2,400.

106-41100 **Telephone** – Telephone and fax expense in the amount of $780. This cost has decreased from last year with the elimination of the fax machine.

106-41200 **Postage & Shipping** – Postage budgeted at $400 for mailing of Release of Liens, Financial disclosures, board membership letters, and Referendum informational mailers.

106-44200 **Equipment Leases** – $6,300 annual cost of Color copier lease ($483 per month) and personal property tax.

106-47000 **Printing** – Estimated cost of $700 for Mayor/Commission and board membership nameplates, picture nameplates, business cards, stationary, and envelopes.

106-48100 **Advertising** - Cost for advertising for ordinances, bids, elections, code/charter changes. Expected cost of advertising is $4,000.

106-48200 **Recording Fees** – Estimated cost of $300 for recording release of liens and miscellaneous records for County/State. The source of the fee is being charged for the recording fee.

106-51000 **Office Supplies** – Miscellaneous offices supplies budgeted at $2,500.

106-52100 **Gasoline & Diesel Fuel** – Gasoline ($400) used for deliveries of agenda packets and local meetings.

106-54200 **Memberships, Dues, & Subscriptions** – Membership dues of $545 for FACC ($200), International Institute of Municipal Clerks ($250), Palm Beach Municipal Clerk's Association ($130), and National Notary Association for Town Clerk and Deputy Clerk ($200). Newspaper subscription for Palm Beach Post of $265. Robert's Rules of Order for 5 Commissioners (5 @ $11 each, $55).

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	GENERAL GOVERNMENT - Legal Counsel
DEPT.	108	**ACTIVITY**	Legal

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	-	-	-	-	-	-	-
Operating Expenses	185,667	127,220	130,000	130,000	130,000	130,000	-
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	185,667	127,220	130,000	130,000	130,000	130,000	-

Personnel Recap

	Present	Department	Proposed	Adopted
Contract				

Cost Center 108 - Legal

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-514-108-31100	Professional Svc - Town Attorney	169,504	125,240	120,000	120,000	120,000	120,000	
001-51-514-108-31101	Professional Svc - Other Legal	16,163	1,980	10,000	10,000	10,000	10,000	
001-51-514-108-31200	Professional Svc - Foreclosure	-	-	-	-	-	-	
	TOTAL OPERATING EXPENSES	185,667	127,220	130,000	130,000	130,000	130,000	-
001-51-514-108-99105	Cost Recovery	-	-	-	-	-	-	-
	TOTAL OTHER EXPENSES	-	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	185,667	127,220	130,000	130,000	130,000	130,000	-

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT.	110	**ACTIVITY**	Information Technology

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	94,940	98,041	93,900	93,850	98,932	98,922	-
Operating Expenses	50,107	45,805	42,055	46,025	46,525	46,525	-
Capital Outlay	21,617	8,250	11,105	11,023	5,000	2,000	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	2,000	2,000	2,000	2,000	-
Total Expenses	166,664	152,096	149,060	152,898	152,457	149,447	-

Personnel Recap

	Present	Department	Proposed	Adopted
Chief Information Technology Officer	1.00	1.00	1.00	
	1.00	1.00	1.00	-

Cost Center 110 - Information Technology

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-512-110-11000	Executive Salaries	72,778	73,922	71,800	71,800	75,088	75,088	
001-51-512-110-15000	Special Pay	462	490	490	490	1,990	1,990	
001-51-512-110-21000	FICA	5,065	5,284	5,550	5,550	5,896	5,896	
001-51-512-110-22000	Retirement	5,276	5,563	3,625	3,625	3,754	3,754	
001-51-512-110-23100	Health Insurance	9,354	10,446	10,115	10,115	10,018	10,018	
001-51-512-110-23200	Insurance - Dental	431	431	465	465	368	368	
001-51-512-110-23300	Insurance - Life	195	195	195	195	195	195	
001-51-512-110-23400	Insurance - Vision	51	54	55	55	66	66	
001-51-512-110-23500	Disability	994	1,000	1,005	1,005	1,001	1,001	
001-51-512-110-24000	Worker's Compensation Insurance	45	31	50	50	55	45	
001-51-512-110-26000	Mileage Reimbursement	289	625	550	500	500	500	
	TOTAL PERSONNEL EXPENSES	94,940	98,041	93,900	93,850	98,932	98,922	-
001-51-512-110-31000	Professional Services - Adm IT	14,205	4,919	8,000	8,000	8,000	8,000	
001-51-512-110-34000	Contractual Services	2,625	11,493	5,100	7,500	7,500	7,500	
001-51-512-110-40000	Travel & Training	3,019	3,324	-	-	500	500	
001-51-512-110-41100	Telephone	2,459	2,399	2,290	2,300	2,300	2,300	
001-51-512-110-41105	Telephone-DSL	2,561	1,328	4,200	5,760	5,760	5,760	
001-51-512-110-46100	Equipment Maintenance Contract	2,733	2,744	3,000	3,000	3,000	3,000	
001-51-512-110-49303	Software - Administration	10,942	5,639	8,250	8,250	8,250	8,250	
001-51-512-110-49306	Software - Finance	4,415	4,415	4,415	4,415	4,415	4,415	
001-51-512-110-49400	Uniforms & Clothing	254	-	-	-	-	-	
001-51-512-110-51000	Office Supplies	3	-	-	-	-	-	
001-51-512-110-51900	Computer Supplies & Parts	2,010	4,475	3,000	3,000	3,000	3,000	
001-51-512-110-52000	Operating Supplies	3,127	2,372	3,000	3,000	3,000	3,000	

Cost Center 110 - Information Technology

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-512-110-52200	Small Tools & Others	837	1,908	-	-	-	-	
001-51-512-110-54200	Memberships, Dues, & Subscriptions	917	789	800	800	800	800	
	TOTAL OPERATING EXPENSES	50,107	45,805	42,055	46,025	46,525	46,525	-
001-51-512-110-64100	Machinery & Equipment	8,608	1,310	6,175	6,161	-	-	
001-51-512-110-64101	Hardware - Town Commission	1,495	3,684	-	-	5,000	2,000	
001-51-512-110-64102	Hardware - Town Manager	-	-	2,465	2,431	-	-	
001-51-512-110-64106	Hardware - Finance	-	3,256	-	-	-	-	
001-51-512-110-64108	Hardware - Community Development	-	-	2,465	2,431	-	-	
001-51-512-110-64110	Hardware - Library	11,514	-	-	-	-	-	
	TOTAL CAPITAL OUTLAY	21,617	8,250	11,105	11,023	5,000	2,000	-
001-51-512-110-99901	Contingency	-	-	2,000	2,000	2,000	2,000	
	TOTAL OTHER EXPENSES	-	-	2,000	2,000	2,000	2,000	-
	TOTAL DEPT EXPENDITURES	166,664	152,096	149,060	152,898	152,457	149,447	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT	110	**ACTIVITY**	Information Technology

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Chief Info Tech Office	FT	36.10	2,080	75,088	3,754	1,500	10,018	368	195	66	1,001	91,990
DSL/Connect fr/Home	490											
Total Wages & Benefits				75,088	3,754	1,500	10,018	368	195	66	1,001	91,990

TOWN OF LAKE PARK - ANNUAL BUDGET

CAPITAL OUTLAY REQUEST - DETAIL **Schedule 4**

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT.	110	**ACTIVITY**	Information Technology

Description of Equipment and/or Project	Justification and/or Items to be Replaced	Trade-in Value	Cost	By Department 2012-13	Proposed Budget 2012-13
Replacement computers	Older computers for commissioners		5,000	5,000	2,000
			5,000	5,000	2,000

Information Technology Budget Analysis FY12-13

110-15000 **Special Pay** – Expected cost of approximately $1,990. This expense is for remote DSL access and longevity payment of $1,500.

110-31000 **Professional Services-Admin IT** – $8,000 budgeted for technical support from KDT.

110-34000 **Contractual Services** – $7,500 for e-mail protection and web hosting and Channel 18.

110-41100 **Telephone** –$2,300 for cell phone ($1,100), emergency phones ($630), and air-cards ($560).

110-41105 **Telephone-DSL** – $5,760 for town-wide DSL charges.

110-46100 **Equipment Maintenance Contract** – $3,000 for telephone maintenance ($227.72 per month).

110-49303 **Software - Administration** – $8,250 for necessary software needed during the year.

110-49306 **Software - Finance** - $4,415 for annual fee for ADG accounting software.

110-51900 **Computer Supplies & Parts** – $3,000 budgeted for necessary maintenance/parts needed during the year.

110-52000 **Operating Supplies** – Miscellaneous operating supplies budgeted at $3,000.

110-54200 **Memberships, Dues, & Subscriptions** – $800.for memberships for ICMA ($592), FCCMA ($200), and FLGISA ($125).

110-64100 **Hardware – Town Commission** – $2,000.for replacement of computers as needed.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT.	150	**ACTIVITY**	Finance

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	358,751	368,711	351,955	310,185	320,480	328,527	-
Operating Expenses	89,360	84,998	78,820	82,835	85,220	82,770	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	448,111	453,709	430,775	393,020	405,700	411,297	-

Personnel Recap

	Present	Department	Proposed	Adopted
Finance Director	1.00	1.00	1.00	
Assistant to the Finance Director	1.00	1.00	1.00	
Accountant	1.00	1.00	1.00	
Accounts Payable/Receivable Coordinator	1.00	1.00	1.00	
Accountant/Business Tax Coordinator (Part-Time)	0.63	0.63	0.63	
	4.63	4.63	4.63	-

Cost Center 150 - Finance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-513-150-11000	Executive Salaries	96,180	97,302	94,025	77,500	75,000	75,000	
001-51-513-150-12000	Regular Salaries	149,115	150,976	146,825	146,825	151,445	159,017	
001-51-513-150-13000	Other & Part Time Salaries	30,864	30,129	29,175	13,000	26,000	26,000	
001-51-513-150-14000	Overtime Salaries	140	71	100	200	100	100	
001-51-513-150-15000	Special Pay	1,184	1,226	1,720	1,100	1,720	1,720	
001-51-513-150-21000	FICA	20,379	20,282	20,850	18,255	19,396	19,975	
001-51-513-150-22000	Retirement	17,816	18,672	12,100	10,800	11,322	11,322	
001-51-513-150-23100	Health Insurance	33,048	41,822	40,490	36,000	29,754	29,754	
001-51-513-150-23200	Insurance - Dental	1,722	1,722	1,860	1,780	1,472	1,472	
001-51-513-150-23300	Insurance - Life	774	776	780	780	710	710	
001-51-513-150-23400	Insurance - Vision	154	163	225	195	264	264	
001-51-513-150-23500	Disability	3,235	3,250	3,255	3,200	2,692	2,692	
001-51-513-150-24000	Worker's Compensation Insurance	565	395	550	550	605	500	
001-51-513-150-25100	Unemployment Compensation	3,575	1,925	-	-	-	-	
	TOTAL PERSONNEL EXPENSES	358,751	368,711	351,955	310,185	320,480	328,527	-
001-51-513-150-33000	Accounting & Auditing	59,000	52,300	51,850	51,850	51,850	51,850	
001-51-513-150-34000	Contractual Services	3,108	3,194	2,875	2,875	2,875	2,875	
001-51-513-150-40000	Travel & Training	132	40	100	115	2,500	2,500	
001-51-513-150-41100	Telephone	1,772	1,813	1,320	1,320	1,320	1,320	
001-51-513-150-41200	Postage & Shipping	5,530	5,194	5,000	5,000	5,000	5,000	

Cost Center 150 - Finance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-513-150-44200	Equipment Leases	4,332	4,332	4,350	4,350	4,350	4,350	
001-51-513-150-47000	Printing	2,907	2,499	2,000	2,000	2,000	2,000	
001-51-513-150-49000	Other Current Charges	435	435	450	450	450	450	
001-51-513-150-49600	Bank Charges / Admin Fees	5,579	8,126	5,000	9,000	9,000	9,000	
001-51-513-150-51000	Office Supplies	5,496	6,675	5,450	5,450	5,450	3,000	
001-51-513-150-52200	Small Tools & Other	679	-	-	-	-	-	
001-51-513-150-54200	Memberships, Dues, & Subscriptions	390	390	425	425	425	425	
	TOTAL OPERATING EXPENSES	89,360	84,998	78,820	82,835	85,220	82,770	-
	TOTAL DEPT EXPENDITURES	448,111	453,709	430,775	393,020	405,700	411,297	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	FINANCIAL AND ADMINISTRATIVE
DEPT	150	**ACTIVITY**	Finance

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Finance Director	FT	36.06	2,080	75,000	3,750	-	7,105	368	195	66	673	87,157
Asst to Finance Direct	FT	25.69	2,080	53,435	2,672	500	7,105	368	195	66	712	65,053
Accts Pay/Rec Coord.	FT	23.29	2,080	48,443	2,422	500	11,439	368	125	66	646	64,009
Accountant	FT	23.83	2,080	49,566	2,478	-	4,105	368	195	66	661	57,440
Acct.-Bus Tax Coord.	PT	20.00	1,300	26,000	-	-	-	-	-	-	-	26,000
Phone Allowance	720											
Total Wages & Benefits				252,445	11,322	1,000	29,754	1,472	710	264	2,692	299,659

Finance Department Budget Analysis FY12-13

150-15000 **Special Pay** – $1,720 – this includes two longevity payments for employees and the $720 cell phone allowance for Director.

150-33000 **Accounting & Auditing** – $49,100 for auditing services. $1,250 for GASB45, and $1,500 for Arbitrage Calculation.

150-34000 **Contractual Services** – $2,875 for armored car services (3 times weekly).

150-40000 **Travel & Training** – $2,500 – Training for director and staff.

150-41100 **Telephone** – $1,320 – This is for the department telephones and fax.

150-41200 **Postage & Shipping** – $5,000 – This category covers mailings for general Finance Department mail and Sanitation billing.

150-44200 **Equipment Leases** – $4,350 – This is for the department copier and postage meter. Lease costs include annual copier lease $2,060 ($170.96/mo), and postage meter costs of $1,960 ($489.15/quarterly) and $330 ($80.85/quarterly).

150-47000 **Printing** - $2,000 – This cost is for printing of purchase orders,requisitions, request for disbursements, payroll forms, and any other finance related forms.

150-49000 **Other Current Charges**– $450 – Cost of GFOA Certificate of Achievement for annual audit.

150-49600 **Bank Charges/Admin Fees**– $9,000 – This account covers the cost of credit card processing and bank fees.

150-51000 **Office Supplies** – $3,000 for offices supplies, check stock, MICR ink for checks, bill stock for sanitation bills and business tax certificates. Any other supplies needed for daily operation of the Finance Department.

150-54200 **Memberships, Dues, & Subscriptions** – $425 - for Costco membership ($150), GFOA membership ($170) and FGFOA membership ($20) for Finance Director , and FABTO membership for Business Tax Accountant ($40) and $50 for SGR GAAFR Review Newsletter.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	LAW ENFORCEMENT
DEPT.	200	**ACTIVITY**	Police - Administration

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	-	-	-	-	-	-	-
Operating Expenses	2,908,413	2,774,468	2,700,950	2,695,815	2,696,005	2,695,739	-
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	2,908,413	2,774,468	2,700,950	2,695,815	2,696,005	2,695,739	-

Personnel Recap

Contract with Palm Beach County Sheriff	Present	Department	Proposed	Adopted
Lieutenant	1.00	1.00	1.00	
Sergeants	3.00	3.00	3.00	
Deputy Sheriffs	19.00	19.00	19.00	
Administrative Secretary	1.00	1.00	1.00	
School Crossing Guards	9.00	9.00	9.00	
	33.00	33.00	33.00	-

Cost Center 200 - Police Administration

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-52-521-200-34010	Contract PBC Sheriff	2,776,538	2,634,120	2,571,200	2,571,200	2,571,200	2,571,200	
001-52-521-200-41100	Telephone	3,294	3,091	3,200	3,000	3,000	3,000	
001-52-521-200-43000	Utilities	13,958	10,521	17,000	12,000	12,000	12,000	
001-52-521-200-43250	Garbage & Trash	1,004	1,046	1,050	1,115	1,115	1,115	
001-52-521-200-45000	Insurance	1,803	1,439	1,900	1,900	2,090	1,824	
001-52-521-200-49101	Property Tax	681	579	600	600	600	600	
001-52-521-200-52100	Gasoline & Diesel Fuel	111,135	123,672	106,000	106,000	106,000	106,000	
	TOTAL OPERATING EXPENSES	2,908,413	2,774,468	2,700,950	2,695,815	2,696,005	2,695,739	-
	TOTAL DEPT EXPENDITURES	2,908,413	2,774,468	2,700,950	2,695,815	2,696,005	2,695,739	-

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	EMERGENCY AND DISASTER RELIEF SERVICES
DEPT.	250	**ACTIVITY**	Emergency Management

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	-	-	-	-	-	-	-
Operating Expenses	1,235	1,207	10,000	10,000	10,000	10,000	-
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	1,235	1,207	10,000	10,000	10,000	10,000	-

Personnel Recap

	Present	Department	Proposed	Adopted

Cost Center 250 - Emergency and Disaster Relief Services

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-52-525-250-34050	Other Contract Services - Debris	-	-	250	250	250	250	
001-52-525-250-34055	other contract Services - Tree	-	-	250	250	250	250	
001-52-525-250-34060	Other Contract Services - Stw	639	-	5,000	5,000	5,000	5,000	
001-52-525-250-52000	Operating Supplies	596	1,207	4,500	4,500	4,500	4,500	
	TOTAL OPERATING EXPENSES	1,235	1,207	10,000	10,000	10,000	10,000	-
	TOTAL DEPT EXPENDITURES	1,235	1,207	10,000	10,000	10,000	10,000	-

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	FIRE CONTROL
DEPT.	300	**ACTIVITY**	Fire - Administration

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	-	-	-	-	-	-	-
Operating Expenses	2,001,820	1,634,102	1,545,935	1,545,935	1,490,976	1,490,976	-
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	2,001,820	1,634,102	1,545,935	1,545,935	1,490,976	1,490,976	-

Personnel Recap

Contract with Palm Beach County Fire Rescue	Present	Department	Proposed	Adopted

Cost Center 300 - Fire **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-52-522-300-34000	Contractual Services	2,001,820	1,634,102	1,545,935	1,545,935	1,490,976	1,490,976	
	TOTAL OPERATING EXPENSES	2,001,820	1,634,102	1,545,935	1,545,935	1,490,976	1,490,976	-
	TOTAL DEPT EXPENDITURES	2,001,820	1,634,102	1,545,935	1,545,935	1,490,976	1,490,976	-

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	PHYSICAL ENVIRONMENT
DEPT.	400	**ACTIVITY**	Public Works Administration

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	122,413	151,409	151,620	151,620	188,734	183,309	-
Operating Expenses	18,677	42,155	15,850	15,820	18,045	14,972	-
Capital Outlay	879	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	141,969	193,564	167,470	167,440	206,779	198,281	-

Personnel Recap

	Present	Department	Proposed	Adopted
Public Works Director	1.00	1.00	1.00	
Assistant to the Public Works Director	1.00	1.00	1.00	
Project Manager (Part time, 50% shared w/ Stormwater)	-	0.65	0.65	
	2.00	2.65	2.65	-

Cost Center 400 - Public Works Administration

Schedule 1 **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-53-530-400-11000	Executive Salaries	45,454	68,891	67,275	67,275	69,992	69,992	
001-53-530-400-12000	Regular Salaries	49,829	47,427	46,775	46,775	48,152	48,152	
001-53-530-400-13000	Other & Part-Time Salaries	-	-	-	-	46,630	46,630	
001-53-530-400-14000	Overtime Salaries	669	-	-	-	-	-	
001-53-530-400-15000	Special Pay	1,024	726	720	720	1,440	1,440	
001-53-530-400-19999	Wages Reclassified	-	-	-	-	(18,000)	(23,315)	
001-53-530-400-21000	FICA	7,123	8,336	8,800	8,800	12,605	12,605	
001-53-530-400-22000	Retirement	3,441	5,602	5,750	5,750	5,907	5,907	
001-53-530-400-23100	Health Insurance	10,285	17,077	18,720	18,720	18,544	18,544	
001-53-530-400-23200	Insurance - Dental	682	861	930	930	736	736	
001-53-530-400-23300	Insurance - Life	304	386	390	390	387	387	
001-53-530-400-23400	Insurance - Vision	82	108	110	110	132	132	
001-53-530-400-23500	Disability	1,199	1,574	1,575	1,575	1,575	1,575	
001-53-530-400-24000	Worker's Compensation Insurance	610	421	575	575	633	523	
001-53-530-400-25100	Unemployment Compensation	1,711	-	-	-	-	-	
	TOTAL PERSONNEL EXPENSES	122,413	151,409	151,620	151,620	188,734	183,309	-
001-53-530-400-31000	Professional Services	1,645	26,500	-	-	1,000	-	
001-53-530-400-34000	Contractual Services	996	396	1,320	1,320	1,320	1,320	
001-53-530-400-40000	Travel & Training	-	11	-	75	75	75	
001-53-530-400-41100	Telephone	4,065	4,044	2,040	2,040	2,040	2,040	
001-53-530-400-41200	Postage & Shipping	85	75	100	25	50	50	
001-53-530-400-44200	Equipment Leases	2,334	2,387	2,415	2,415	2,415	2,415	
001-53-530-400-45000	Insurance	5,149	4,110	5,425	5,425	5,970	5,210	

Cost Center 400 - Public Works Administration

Schedule 1 Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-53-530-400-47000	Printing	152	250	400	400	200	200	
001-53-530-400-49101	Property Taxes	109	99	100	100	100	100	
001-53-530-400-49400	Uniforms & Clothing	236	17	250	200	200	200	
001-53-530-400-51000	Office Supplies	1,841	1,796	1,000	1,020	1,125	562	
001-53-530-400-52100	Gasoline & Diesel Fuel	1,224	2,132	2,250	2,250	3,000	2,250	
001-53-530-400-52200	Small Tools & Others	600	-	-	-	-	-	
001-53-530-400-54200	Memberships, Dues, & Subscriptions	241	338	550	550	550	550	
	TOTAL OPERATING EXPENSES	18,677	42,155	15,850	15,820	18,045	14,972	-
001-53-530-400-64100	Machinery & Equipment	879	-	-	-	-	-	
	TOTAL CAPITAL OUTLAY	879	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	141,969	193,564	167,470	167,440	206,779	198,281	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	PHYSICAL ENVIRONMENT
DEPT	400	**ACTIVITY**	Public Works Administration

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Public Works Director	FT	33.65	2,080	69,992	3,500	-	11,439	368	195	66	933	86,493
Assist. to PW Director	FT	23.15	2,080	48,152	2,408	-	7,105	368	192	66	642	58,933
Project Manager	PT	34.49	1,352	46,630	-	-	-	-	-	-	-	46,630
Phone Allow/Director	720											
Phone Allow/Prj Mgr	720											
Total Wages & Benefits				164,774	5,907	-	18,544	736	387	132	1,575	192,056

Public Works Administration Budget Analysis FY12-13

400-19900 **Wages Reclassified** – $23,315: Project Manager to Stormwater.

400-34000 **Contractual Services** – Annual cost of $1,320 for Public Works' monthly internet service.

400-41100 **Telephone** – Estimated annual cost of $2,040 for monthly office telephone and fax line expenses; mobile phone expenses for the Director's Assistant daily operations functions.

400-41200 **Postage & Shipping** – Expected cost of $50 for sending certified mailing and other correspondence.

400-44200 **Equipment Leases** – Annual cost of $2,415 for copier monthly lease.

400-47000 **Printing** – Expenses for printing business cards and new Town logo stationary is estimated at $200.

400-49101 **Property Taxes** – Annual Ad Valorem/Non-Ad Valorem taxes for Public Works site.

400-49400 **Uniforms & Clothing** – Cost to purchase Town logo polo shirts $200.

400-51000 **Office Supplies** – Miscellaneous supplies for office ($562).

400-52100 **Gasoline & Diesel Fuel** – Estimated annual cost of $2,250 for Administration vehicle's fuel.

400-54200 **Memberships, Dues & Subscriptions** – $550 for American Public Works Association and National Arbor Day Foundation dues.

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	PARKS AND RECREATION
DEPT.	406	**ACTIVITY**	PW Grounds Maintenance

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	284,802	262,970	238,305	238,305	280,792	272,344	-
Operating Expenses	71,707	70,592	68,350	67,270	72,074	72,214	-
Capital Outlay	5,338	6,000	-	-	-	-	-
Debt Service	11,959	5,989	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	373,806	345,551	306,655	305,575	352,866	344,558	-

Personnel Recap

	Present	Department	Proposed	Adopted
Foreman	1.00	1.00	1.00	
Grounds Maintenance Crew Leader	1.00	1.00	1.00	
Maintenance Worker III	1.00	1.00	1.00	
Maintenance Worker II	1.00	2.00	2.00	
Irrigation Technician (40% shared w/ Stormwater)	1.00	1.00	1.00	
	5.00	6.00	6.00	-

Cost Center 406 - PW Grounds Maintenance

Schedule 1 **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-572-406-12000	Regular Salaries	195,085	175,729	166,100	166,100	200,533	200,533	
001-57-572-406-14000	Overtime Salaries	400	215	400	400	400	400	
001-57-572-406-15000	Special Pay	1,500	1,500	2,000	2,000	1,500	1,500	
001-57-572-406-19900	Wages Reclassified	(346)	(187)	-	-	(15,800)	(23,035)	
001-57-572-406-21000	FICA	14,735	12,924	12,900	12,900	15,486	15,486	
001-57-572-406-22000	Retirement	13,622	12,261	8,450	8,450	10,027	10,027	
001-57-572-406-23100	Health Insurance	43,219	46,082	37,440	37,440	55,632	55,632	
001-57-572-406-23200	Insurance - Dental	2,476	2,153	1,860	1,860	2,208	2,208	
001-57-572-406-23300	Insurance - Life	779	702	590	590	824	824	
001-57-572-406-23400	Insurance - Vision	287	271	220	220	396	396	
001-57-572-406-23500	Disability	2,632	2,200	1,995	1,995	2,601	2,601	
001-57-572-406-24000	Worker's Compensation Insurance	6,549	4,502	6,350	6,350	6,985	5,773	
001-57-572-406-25100	Unemployment Compensation	3,864	4,618	-	-	-	-	
	TOTAL PERSONNEL EXPENSES	284,802	262,970	238,305	238,305	280,792	272,344	-
001-57-572-406-34000	Contractual Services	7,449	6,575	6,800	4,050	7,300	8,000	
001-57-572-406-40000	Travel & Training	-	40	-	20	75	75	
001-57-572-406-41100	Telephone	1,578	1,227	1,250	1,250	1,250	1,250	
001-57-572-406-43000	Utilitites	11,879	12,452	12,800	12,800	12,800	12,800	
001-57-572-406-44100	Rentals	1,230	1,579	1,500	2,300	2,500	2,500	
001-57-572-406-45000	Insurance	3,802	3,035	4,000	4,000	4,400	3,840	
001-57-572-406-46000	Repair & Maintenance	3,529	3,908	3,500	3,500	4,500	4,500	
001-57-572-406-49400	Uniforms & Clothing	1,651	1,037	1,400	1,400	1,520	1,520	
001-57-572-406-52000	Operating Supplies	30,307	26,899	27,000	27,000	25,779	25,779	

Cost Center 406 - PW Grounds Maintenance

Schedule 1 **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-572-406-52100	Gasoline & Diesel Fuel	9,914	13,360	10,000	10,000	11,000	11,000	
001-57-572-406-52200	Small Tools & Other	368	380	-	850	850	850	
001-57-572-406-54200	Memberships, Dues & Subscriptions	-	100	100	100	100	100	
	TOTAL OPERATING EXPENSES	71,707	70,592	68,350	67,270	72,074	72,214	-
001-57-572-406-63000	Improvement Other Than Bldg	5,338	6,000	-	-	-		
	TOTAL CAPITAL OUTLAY	5,338	6,000	-	-	-	-	-
001-57-572-406-71000	Principal	11,342	5,865	-	-	-	-	
001-57-572-406-72000	Interest	617	124	-	-	-	-	
	TOTAL DEBT SERVICE	11,959	5,989	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	373,806	345,551	306,655	305,575	352,866	344,558	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	PARKS AND RECREATION
DEPT	406	**ACTIVITY**	PW Grounds Maintenance

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Foreman	FT	21.29	2,080	44,283	2,214	500	7,105	368	176	66	590	55,302
Crew Leader	FT	14.31	2,080	29,765	1,488	500	11,439	368	117	66	397	44,140
Maintenance Worker III	FT	19.92	2,080	41,434	2,072	-	11,439	368	164	66	362	55,904
Maintenance Worker II	FT	16.29	2,080	33,883	1,694	500	7,105	368	133	66	452	44,201
Irrigation Technician	FT	13.89	2,080	28,891	1,445	-	7,105	368	117	66	400	38,392
Maintenance Worker II	FT	10.71	2,080	22,277	1,114	-	11,439	368	117	66	400	35,781
Total Wages & Benefits				200,533	10,027	1,500	55,632	2,208	824	396	2,601	273,720

TOWN OF LAKE PARK - ANNUAL BUDGET

TRAVEL AND TRAINING REQUEST - DETAIL **Schedule 3**

FUND	001	**FUNCTION**	PARKS AND RECREATION
DEPT.	406	**ACTIVITY**	PW Grounds Maintenance

Description of Training	Reason	Person Attending	By Department 2012-13	Proposed Budget 2012-13
Fertilizer applicator training	NPDES mandate	W. Williams	25	25
Fertilizer applicator training	NPDES mandate	W. Thomas	25	25
Fertilizer applicator training	NPDES mandate	K. Anderson	25	25
			75	75

Public Works Grounds Maintenance Budget Analysis FY12-13

406-12000 **Regular Salaries** – Absorb the current, part-time Maintenance Worker II from the Recreation Department and make this a full-time position. In addition to this employee's current duties, the extra hours shall cover the landscape maintenance tasks formerly performed by contractors in the CRA District.

406-19900 **Wages Reclassified** – $23,035: Irrigation Tech to Stormwater.

406-34000 **Contractual Services** – Fertilize parks, ball fields, and building grounds 2-3 x per year with a "weed & feed" and insecticide/fertilizer. Take turf pest control around park buildings from Facility Maintenance (-408) and place in Grounds ($8,000).

406-41100 **Telephone** –Estimated cost of $1,250 for mobile phones for key personnel.

406-44100 **Rentals** – Anticipated cost of $2,500 for rental of portable boom lift for tree trimming, stump grinder, mulch buggies, & irrigation pump.

406-45000 **Insurance** – Property/Liability insurance premiums ($3,840).

406-46000 **Repair & Maintenance** – Costs associated with the repair and maintenance of irrigation systems; R&M expenses for turf maintenance equipment (i.e. mowers, trimmers, blowers and trailers) and tree pruning saws. Estimated annual expenses: $4,500.

406-49400 **Uniforms & Clothing** – Cost to purchase safety shoes, uniform replacement, and rain gear ($1,520).

406-52000 **Operating Supplies** – Purchase ADA rated mulch for playgrounds. Sprinkler heads, flags, bulk chemicals (i.e. iron remover, Round-up etc.), public restroom supplies, sod for parks, topsoil, and replacement plants. ($25,779)

406-52100 **Gasoline & Diesel Fuel** – Expected cost of $11,000 for vehicle and equipment fuel.

406-54200 **Memberships, Dues & Subscriptions** – Membership in the Florida Urban Forestry Council ($100).

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	PHYSICAL ENVIRONMENT
DEPT.	408	**ACTIVITY**	PW Facility Maintenance

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	121,986	124,314	121,175	121,650	82,328	86,728	-
Operating Expenses	197,398	168,986	178,225	178,600	179,495	179,788	-
Capital Outlay	1,800	9,168	-	76,670	2,000	2,000	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	321,184	302,468	299,400	376,920	263,823	268,516	-

Personnel Recap

	Present	Department	Proposed	Adopted
Facility Maintenance Worker III	1.00	1.00	1.00	
Facility Maintenance Worker III	1.00	1.00	-	
	2.00	2.00	1.00	-

Cost Center 408 - PW Facility Maintenance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-54-597-408-12000	Regular Salaries	85,137	85,083	83,750	83,750	44,366	44,366	
001-54-597-408-14000	Overtime Salaries	528	122	150	600	250	250	
001-54-597-408-15000	Special Pay	1,000	1,000	1,000	1,000	1,000	500	
001-54-597-408-19900	Wages Reclassified	(163)	(108)	-	-	17,995	23,749	
001-54-597-408-21000	FICA	6,260	6,784	6,500	6,525	3,490	3,451	
001-54-597-408-22000	Retirement	6,263	6,455	4,250	4,250	2,218	2,218	
001-54-597-408-23100	Health Insurance	15,888	19,337	18,720	18,720	7,105	7,105	
001-54-597-408-23200	Insurance - Dental	861	861	930	930	368	368	
001-54-597-408-23300	Insurance - Life	337	339	340	340	176	176	
001-54-597-408-23400	Insurance - Vision	103	108	110	110	66	66	
001-54-597-408-23500	Disability	1,142	1,149	1,150	1,150	591	591	
001-54-597-408-24000	Worker's Compensation Insurance	4,630	3,184	4,275	4,275	4,703	3,887	
	TOTAL PERSONNEL EXPENSES	121,986	124,314	121,175	121,650	82,328	86,728	-
001-54-597-408-34000	Contractual Services	66,859	50,172	50,500	50,500	48,025	54,825	
001-54-597-408-41100	Telephone	754	756	600	700	700	350	
001-54-597-408-43000	Utilities	61,691	58,329	60,000	60,000	60,000	60,000	
001-54-597-408-43250	Garbage & Trash	7,524	6,531	7,000	7,000	6,500	6,500	
001-54-597-408-44100	Rentals	616	186	250	250	500	500	
001-54-597-408-45000	Insurance	28,219	22,526	29,700	29,700	32,670	28,513	

Cost Center 408 - PW Facility Maintenance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-54-597-408-46000	Repair & Maintenance	9,959	4,673	6,325	9,400	9,000	9,000	
001-54-597-408-46010	Repair & Maintenance - Parks	-	815	1,800	1,000	1,000	1,000	
001-54-597-408-49400	Uniforms & Clothing	769	315	500	500	500	500	
001-54-597-408-52000	Operating Supplies	16,259	17,156	16,000	14,000	15,000	13,000	
001-54-597-408-52100	Gasoline & Diesel Fuel	4,748	6,353	5,050	5,050	5,100	5,100	
001-54-597-408-52200	Small Tools and Others	-	1,174	500	500	500	500	
	TOTAL OPERATING EXPENSES	197,398	168,986	178,225	178,600	179,495	179,788	-
001-54-597-408-62100	Improvements-Bldg	1,800	6,553	-	9,970	2,000	2,000	
001-54-597-408-62101	Police Dept - Roof Replacement	-	-	-	66,700	-	-	
001-54-597-408-63000	Improvement Other Than Bldg	-	2,615	-	-	-	-	
	TOTAL CAPITAL OUTLAY	1,800	9,168	-	76,670	2,000	2,000	-
001-54-597-408-71000	Principal	-	-	-	-	-	-	
001-54-597-408-72000	Interest	-	-	-	-	-	-	
	TOTAL DEBT SERVICE	-	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	321,184	302,468	299,400	376,920	263,823	268,516	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	PHYSICAL ENVIRONMENT
DEPT	408	**ACTIVITY**	PW Facility Maintenance

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Facility Maint. Worker III	FT	21.33	2,080	44,366	2,218	500	7,105	368	176	66	591	55,391
Total Wages & Benefits				44,366	2,218	500	7,105	368	176	66	591	55,391

Public Works Facilities Maintenance Budget Analysis FY12-13

408-19900 **Wages Reclassified** – 23,749: Foreman from Streets and Roads.

408-34000 **Contractual Services** – Estimated cost of $54,825 for numerous annual service contracts including fire alarm monitoring, elevator maintenance, pest and rat control, and termite inspection services. Custodial services for Town Hall, PBSO Sub-station, Public Works, and Park restrooms. Bi-monthly maintenance for Town Hall chiller system, quarterly air conditioning maintenance, and fire extinguisher inspections. Emergency generators' bi-monthly inspections along with annual tune-ups.

408-41100 **Telephone** – Estimated cost of $700 for mobile phone expenses for key personnel.

408-43000 **Utilities** – Expected expense of $60,000 for cost of electricity and water at Town buildings.

408-43200 **Garbage & Trash** – A Governmental Assessment from the Solid Waste Authority charges $6,500 for annual garbage fees at the Town Hall, Public Works, and Library.

408-44100 **Rentals** – Scaffolding, carpet cleaner, and high reach rental for miscellaneous projects ($500).

408-45000 **Insurance** – Property/Liability insurance premiums ($28,513)

408-46000 **Repair & Maintenance** – Repair/maintenance costs for emergency building repairs to air conditioning and security systems, electrical devices, and division equipment ($9,000).

408-46010 **Repair & Maint** – **Park Maintenance** – Designate $1,000 for Kelsey/Lake Shore Park maintenance projects such as painting and rotten wood replacement at park buildings and benches.

408-49400 **Uniforms & Clothing** – Cost to purchase safety shoes and replacement uniforms ($500).

Public Works Facilities Maintenance Budget Analysis FY12-13 (cont.)

408-52000 **Operating Supplies** – Estimated cost of $13,000 to purchase non-durable goods such as light bulbs, ballasts, filters, caulk, paint and supplies, tools, cleaning products, bathroom supplies, adhesives and solvents, all needed for the upkeep of Town buildings. Also includes safety supplies such as gloves, vests, and glasses.

408-52100 **Gasoline & Diesel Fuel** – Anticipated cost of $5,100 for fuel used in maintenance vehicles and equipment.

408-52200 **Small Tools and Others** – Budget $500 to replace worn out power tools, as needed.

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	OTHER GOVERNMENT
DEPT.	410	**ACTIVITY**	PW Vehicle Maintenance

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	131,633	67,467	65,165	65,165	67,050	36,059	-
Operating Expenses	35,643	31,946	35,265	34,990	37,900	36,935	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	167,276	99,413	100,430	100,155	104,950	72,994	-

Personnel Recap

	Present	Department	Proposed	Adopted
Vehicle Maintenance Foreman (33% shared w/ Facilities & 33% w/ Sanitation)	1.00	1.00	1.00	
	1.00	1.00	1.00	-

Cost Center 410 - Public Works Vehicle Maintenance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-59-591-410-12000	Regular Salaries	91,615	50,654	48,675	48,675	50,378	50,378	
001-59-591-410-14000	Overtime Salaries	508	-	200	200	200	200	
001-59-591-410-15000	Special Pay	1,500	-	-	-	-	-	
001-59-591-410-19900	Wages Reclassified	(112)	-	-	-	-	(30,700)	
001-59-591-410-21000	FICA	6,466	3,689	3,750	3,750	3,869	3,869	
001-59-591-410-22000	Retirement	5,799	3,848	2,450	2,450	2,519	2,519	
001-59-591-410-23100	Health Insurance	20,056	6,791	7,175	7,175	7,105	7,105	
001-59-591-410-23200	Insurance - Dental	861	431	465	465	368	368	
001-59-591-410-23300	Insurance - Life	351	195	195	195	195	195	
001-59-591-410-23400	Insurance - Vision	103	59	55	55	66	66	
001-59-591-410-23500	Disability	1,189	671	675	675	672	672	
001-59-591-410-24000	Worker's Compensation Insurance	3,297	1,129	1,525	1,525	1,678	1,387	
	TOTAL PERSONNEL EXPENSES	131,633	67,467	65,165	65,165	67,050	36,059	-
001-59-591-410-41100	Telephone	673	567	700	300	300	300	
001-59-591-410-45000	Insurance	8,081	6,451	8,500	8,500	9,350	8,160	
001-59-591-410-45120	Insurance - Storage Tank Liability	975	990	990	990	1,000	1,225	
001-59-591-410-46000	Repair & Maintenance	5,383	4,622	7,000	7,000	7,000	7,000	
001-59-591-410-46300	Vehicle Parts & Supplies	16,589	15,865	15,000	15,000	17,000	17,000	
001-59-591-410-49400	Uniforms & Clothing	2,032	1,080	1,200	1,200	1,100	1,100	
001-59-591-410-52000	Operating Supplies	234	114	75	200	150	150	
001-59-591-410-52100	Gasoline & Diesel Fuel	1,676	2,113	1,800	1,800	2,000	2,000	
001-59-591-410-52200	Small Tools and Others	-	144	-	-	-	-	
	TOTAL OPERATING EXPENSES	35,643	31,946	35,265	34,990	37,900	36,935	-
	TOTAL DEPT EXPENDITURES	167,276	99,413	100,430	100,155	104,950	72,994	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	OTHER GOVERNMENT
DEPT	410	**ACTIVITY**	PW Vehicle Maintenance

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Vehicle Maint. Foreman	FT	24.22	2,080	50,378	2,519	-	7,105	368	195	66	672	61,302
Total Wages & Benefits				50,378	2,519	-	7,105	368	195	66	672	61,302

Public Works Vehicle Maintenance Budget Analysis FY12-13

410-14000 **Overtime –** Possible after-hour road calls ($200).

410-19900 **Wages Reclassified** – $30,700: Vehicle Maintenance Foreman to Sanitation.

410-41100 **Telephone** – Estimated annual cost of $300 for the Foreman's cell phone service.

410-45000 **Insurance** – Property/Liability insurance premiums ($8,160).

410-45120 **Insurance – Storage Tank Liability** – Fuel tank liability insurance premiums ($1,225).

410-46000 **Repair & Maintenance** – Repairs to fleet performed by outside vendors, including transmission repairs and body work ($7,000).

410-46300 **Vehicle Parts & Supplies** – Supplies for fleet repairs completed in-house ($17,000). Additional costs allow for the aging fleet. No new vehicles shall be purchased this budget year.

410-49400 **Uniforms & Clothing** – Cost to purchase safety shoes, shop towels, fender covers, and weekly cleaning of uniforms ($1,100).

410-52000 **Operating Supplies** – Estimated cost of $150 to purchase absorbent materials for spills, hand and parts cleaners, safety supplies, and other miscellaneous expenses.

410-52100 **Gasoline & Diesel Fuel** – Expected cost of $2,000 for fuel for vehicles and equipment.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	TRANSPORTATION - Parking Facilities
DEPT.	450	**ACTIVITY**	Parking Meters

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	617	607	600	600	18,313	18,313	-
Operating Expenses	35,077	23,158	24,610	23,150	22,410	22,410	-
Capital Outlay	107,081	-	-	-	-	-	-
Debt Service	32,277	32,277	32,280	32,280	32,280	32,280	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	175,052	56,042	57,490	56,030	73,003	73,003	-

Personnel Recap

	Present	Department	Proposed	Adopted
Parking Enforcement Code Compliance Officer (PT)	0.65	0.65	0.33	
Parking Enforcement Code Compliance Officer (PT)	0.60	0.60	0.33	
	1.25	1.25	0.66	-

Cost Center 450 - Parking Meters

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-54-545-450-13000	Other & Part Time Salaries	-	-	-	-	13,520	13,520	
001-54-545-450-14000	Overtime Salaries	617	607	600	600	600	600	
001-54-545-450-19999	Wages Reclassified	-	-	-	-	3,120	3,120	
001-54-545-450-21000	FICA	-	-	-	-	1,073	1,073	
	TOTAL PERSONNEL EXPENSES	617	607	600	600	18,313	18,313	-
001-54-545-450-34000	Contractual Services	2,757	4,106	6,800	6,000	4,100	4,100	
001-54-545-450-46500	Parking Meter Parts & Supplies	10,555	382	1,700	1,500	2,350	2,350	
001-54-545-450-46600	Signs and Signals	5,088	399	400	450	450	450	
001-54-545-450-49300	Computer Software	5,574	8,408	8,410	8,450	8,960	8,960	
001-54-545-450-49600	Bank Charges/Admin Fees	5,421	8,216	6,750	6,000	6,000	6,000	
001-54-545-450-51900	Computer Supplies & Parts	325	-	-	-	-	-	
001-54-545-450-52000	Operating Supplies	5,061	1,647	550	750	550	550	
001-54-545-450-52200	Small Tools and Others	296	-	-	-	-	-	
	TOTAL OPERATING EXPENSES	35,077	23,158	24,610	23,150	22,410	22,410	-
001-54-545-450-63102	Improvements - Overflow Parking	10,146	-	-	-	-	-	
001-54-545-450-63450	Improvements - Parking Meters	69,444	-	-	-	-	-	
001-54-545-450-64100	Machinery & Equipment	27,491	-	-	-	-	-	
	TOTAL CAPITAL OUTLAY	107,081	-	-	-	-	-	-
001-54-545-450-71000	Principal	24,149	26,443	27,795	27,795	29,215	29,215	
001-54-545-450-72000	Interest	8,128	5,834	4,485	4,485	3,065	3,065	
	TOTAL DEBT SERVICE	32,277	32,277	32,280	32,280	32,280	32,280	-
	TOTAL DEPT EXPENDITURES	175,052	56,042	57,490	56,030	73,003	73,003	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	TRANSPORTATION - Parking Facilities
DEPT	450	**ACTIVITY**	Parking Meters

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Parking Enf. CC Officer	PT	10.00	676	6,760	-	-	-	-	-	-	-	6,760
Parking Enf. CC Officer	PT	10.00	676	6,760	-	-	-	-	-	-	-	6,760
Total Wages & Benefits				13,520	-	-	-	-	-	-	-	13,520

Public Works Parking Meters Budget Analysis FY12-13

450-14000 **Overtime** – Estimated wages associated with after-hours trouble calls ($600).

450-19900 **Wages Reclassified** – $3,120: Maintenance Worker from Streets and Roads.

450-34000 **Contractual Services** – $4,100 expected cost for armed guard service during coin collection and meter supplier's annual hardware maintenance costs. Maintenance warranty eliminated.

450-46500 **Parking Meter Parts & Supplies** - $2,350 for specialty batteries and miscellaneous parts such as credit card readers and coin discriminators in the six kiosks.

450-46600 **Signs and Signals** – $450 for miscellaneous repairs and replacement of damaged signs and poles.

450-49300 **Computer Software** – $8,960 annual maintenance, monthly wireless services, and telephone/ internet support for proprietary software.

450-49600 **Bank Charges/Admin Fees** - $6,000 estimated annual cost for banking services and credit card fees (dependent upon usage).

450-52000 **Operating Supplies** – Estimated cost of $550 to purchase lubricants, small batteries, striping paint, brushes, and other miscellaneous supplies.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	PROTECTIVE INSPECTIONS
DEPT.	500	**ACTIVITY**	Community Development

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	389,575	347,745	346,965	346,215	347,579	355,694	-
Operating Expenses	183,076	149,024	163,825	150,575	144,905	142,516	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	572,651	496,769	510,790	496,790	492,484	498,210	-

Personnel Recap

	Present	Department	Proposed	Adopted
Community Development Director	1.00	1.00	1.00	
Planner I (Part Time)	0.75	0.75	0.75	
Code Compliance Officer	1.00	1.00	1.00	
Code Compliance Officer	1.00	1.00	1.00	
Community Development Technician	1.00	1.00	1.00	
Admin. Assistant to the Community Development Director	1.00	1.00	1.00	
	5.75	5.75	5.75	0.00

Cost Center 500 - Community Development

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-52-524-500-11000	Executive Salaries	70,076	51,482	51,600	51,600	67,080	67,080	
001-52-524-500-12000	Regular Salaries	204,721	182,428	161,875	161,875	170,539	179,066	
001-52-524-500-13000	Other & Part Time Salaries	19,212	32,068	56,400	56,400	34,320	34,320	
001-52-524-500-14000	Overtime Salaries	533	947	950	950	950	950	
001-52-524-500-15000	Special Pay	684	2,106	2,720	2,720	720	720	
001-52-524-500-21000	FICA	22,240	20,230	20,950	20,950	20,876	21,528	
001-52-524-500-22000	Retirement	17,199	15,219	10,775	10,775	11,881	11,881	
001-52-524-500-23100	Health Insurance	31,975	30,383	28,575	28,575	28,420	28,420	
001-52-524-500-23200	Insurance - Dental	2,451	2,107	2,190	2,190	1,840	1,840	
001-52-524-500-23300	Insurance - Life	977	843	810	810	870	870	
001-52-524-500-23400	Insurance - Vision	269	246	260	260	330	330	
001-52-524-500-23500	Disability	3,769	3,079	3,085	3,085	3,170	3,170	
001-52-524-500-24000	Worker's Compensation Insurance	6,030	4,147	5,575	5,575	6,133	5,069	
001-52-524-500-25100	Unemployment Compensation	8,270	2,037	-	-	-	-	
001-52-524-500-26000	Mileage Reimbursement	1,169	423	1,200	450	450	450	
	TOTAL PERSONNEL EXPENSES	389,575	347,745	346,965	346,215	347,579	355,694	-
001-52-524-500-31000	Professional Services	25,880	12,625	16,900	7,000	6,000	6,000	
001-52-524-500-34000	Contractual Services	108,167	99,190	108,200	98,000	97,900	97,900	
001-52-524-500-34200	Contractual Svc - Cost Recovery	7,845	5,766	7,500	15,000	7,500	7,500	
001-52-524-500-34300	Contractual Svc-Code Violation	1,350	1,200	-	1,000	500	1,000	
001-52-524-500-40000	Travel & Training	340	74	-	150	1,800	1,800	
001-52-524-500-40030	Training - Bldg Code Education	-	-	200	-	200	200	
001-52-524-500-41100	Telephone	4,267	3,998	4,000	4,000	4,000	4,000	
001-52-524-500-41200	Postage & Shipping	5,682	3,500	6,000	5,500	6,000	6,000	

Cost Center 500 - Community Development

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-52-524-500-44200	Equipment Leases	3,543	3,543	3,550	3,550	3,550	3,550	
001-52-524-500-45000	Insurance	2,650	2,116	2,775	2,775	3,055	2,666	
001-52-524-500-47000	Printing	1,652	1,047	1,500	1,500	1,500	1,500	
001-52-524-500-48100	Advertising	2,712	-	-	-	-	-	
001-52-524-500-49300	Computer Software	1,500	-	-	-	-	-	
001-52-524-500-49400	Uniforms & Clothing	256	104	400	400	400	400	
001-52-524-500-49900	Community Beautification Improv.	3,709	4,478	-	-	-	-	
001-52-524-500-51000	Office Supplies - Bldg	3,673	3,367	4,000	3,500	4,000	2,000	
001-52-524-500-51010	Office Supplies - Code	1,761	882	1,000	800	1,000	500	
001-52-524-500-52100	Gasoline & Diesel Fuel	5,885	5,766	5,500	5,500	5,500	5,500	
001-52-524-500-52200	Small Tools & Others	-	-	-	-	-	-	
001-52-524-500-54100	Books & Subscriptions	97	-	-		-	-	
001-52-524-500-54200	Memberships, Dues, & Subscriptions	2,107	1,368	2,300	1,900	2,000	2,000	
	TOTAL OPERATING EXPENSES	183,076	149,024	163,825	150,575	144,905	142,516	-
	TOTAL DEPT EXPENDITURES	572,651	496,769	510,790	496,790	492,484	498,210	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	PROTECTIVE INSPECTIONS
DEPT	500	**ACTIVITY**	Community Development

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Community Dev Director	FT	32.25	2,080	67,080	3,354	-	7,105	368	195	66	894	79,062
Planner I	PT	22.00	1,560	34,320	-	-	-	-	-	-	-	34,320
Code Compliance Office	FT	24.30	2,080	50,544	2,527	-	7,105	368	195	66	674	61,479
Code Compliance Office	FT	17.32	2,080	36,026	1,801	-	7,105	368	149	66	480	45,995
CD Technician	FT	22.32	2,080	46,426	2,321	-	-	368	184	66	619	49,984
Admin Asst to Comm De	FT	18.05	2,080	37,544	1,877	-	7,105	368	147	66	503	47,610
Phone Allowance	720											
Total Wages & Benefits				271,939	11,881	-	28,420	1,840	870	330	3,170	318,450

Community Development Budget Analysis FY12-13

500-15000 **Special Pay** – **$ 720 -** The $720 is the phone allowance for the Director.

500-31000 **Professional Services** – **$ 6,000** – This line includes the Special Magistrate expenses. However, the cost is generally offset by administrative costs being recouped from code violators. Only 50% (approximately $8,000) of the allotted budget in 2011/12 will be utilized. The additional $1,500 previously set aside for follow-up on Reasonable Accommodation Hearings has also been eliminated. This year's budget reflects a decrease of $10,900.

500-34000 **Contractual Services** – **$ 97,900** – Includes Hy-Byrd building inspection services which was previously reduced for three straight years ($80,000); InkForce maintenance contract ($10,000); IMS, which is the department building permit software, will increase by 10% from last year ($2,640 + 10% = $2,904); and misc contract services ($5,000 e.g. GIS, engineering services for Town projects). This year's budget reflects a decrease of $10,300.

500-41100 **Telephone** – **$ 4,000** – This is for the department telephones. Estimated costs for office telephones should be $1,350, cellular phones (Nextel) should be $1,530, and air cards (Verizon) should be $1,120. This year's budget remains the same.

500-41200 **Postage & Shipping** – **$ 6,000** – This category covers mailings for Code and Building. Both divisions have a considerable amount of certified mailings (liens, magistrate notifications, ordinance notices, etc.). Postage rates have not gone up significantly. This year's budget remains the same.

500-44200 **Equipment Leases** – **$ 3,550** – This is for the department copier and payments are predetermined by contract ($295.24/mo). This year's budget remains the same.

500-47000 **Printing – $ 1,500** - Funds will be required for unanticipated costs of printing new zoning maps and other official documents. This account also absorbs the costs of printing blue prints/files for building department records requests. However, this cost is usually offset by costs being recouped by the customer. This year's budget remains the same.

500-51000 **Office Supplies – $ 2,000** - Supplies seem to hold steady per year. Lien filing costs are included in this category and are in the $1,000 range. The rest of the budget is for normal operating supplies for the department (includes Planning).

500-51010 **Office Supplies/Code - $ 500 -** Supplies for normal operating supplies for the Code department.

500-52100 **Gasoline and Diesel Fuels - $ 5,500 -** Prices have stabilized around $ per gallon this year. This year's budget remains the same.

500-54200 **Memberships, Dues, & Subscriptions – $ 2,000 -** Includes costs for memberships in American Planning Association (APA) and the American Institute of Community Planners Florida Chapter (AICP; this is the professional division of APA) for director and planner ($530), dues for Code enforcement officers ($150); yearly subscription to the Palm Beach Post ($110) and membership in the Intergovernmental Plan Amendment Review Committee (IPARC) which is $900 per year. This membership is through an interlocal agreement with the other municipalities in the County. This year's budget reflects a decrease of $300.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	PARKS AND RECREATION
DEPT.	600	**ACTIVITY**	Recreation

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	104,310	77,434	88,265	84,070	114,790	113,836	-
Operating Expenses	84,089	73,631	64,600	72,346	70,255	71,587	-
Capital Outlay	-	2,563	7,055	17,345	-	-	-
Debt Service	8,763	8,749	8,740	8,740	8,719	8,719	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	197,162	162,377	168,660	182,501	193,764	194,142	-

Personnel Recap

	Present	Department	Proposed	Adopted
Recreation Director	1.00	1.00	1.00	
Maintenance Worker II (Part Time)	0.50	0.00	0.00	
Camp Counselors/Security/Other (Part Time)	Various	Various	Various	
	1.50	1.00	1.00	0.00

Cost Center 600 - Recreation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-572-600-11000	Executive Salaries	47,244	30,521	31,250	30,900	55,000	55,000	
001-57-572-600-12000	Regular Salaries	-	-	-	900	-	-	
001-57-572-600-13000	Other & Part Time Salaries	28,354	28,653	33,875	33,375	19,767	19,767	
001-57-572-600-14000	Overtime Salaries	318	-	-	500	-	-	
001-57-572-600-15000	Special Pay	1,184	726	720	330	720	720	
001-57-572-600-15010	Special Pay - Security	1,920	1,260	2,500	2,500	2,500	2,500	
001-57-572-600-19900	Wages Reclassified	-	(683)	-	-	13,975	13,975	
001-57-572-600-21000	FICA	5,455	4,026	5,250	5,250	5,911	5,911	
001-57-572-600-22000	Retirement	2,298	1,563	1,575	475	1,650	1,650	
001-57-572-600-23100	Health Insurance	10,005	7,535	7,300	3,000	7,105	7,105	
001-57-572-600-23200	Insurance - Dental	311	207	235	165	368	368	
001-57-572-600-23300	Insurance - Life	145	83	100	75	195	195	
001-57-572-600-23400	Insurance - Vision	36	24	30	20	66	66	
001-57-572-600-23500	Disability	672	(193)	430	280	733	733	
001-57-572-600-24000	Worker's Compensation Insurance	5,397	3,712	5,000	5,000	5,500	4,546	
001-57-572-600-25100	Unemployment Compensation	971	-	-	1,300	1,300	1,300	
	TOTAL PERSONNEL EXPENSES	104,310	77,434	88,265	84,070	114,790	113,836	-
001-57-572-600-34000	Contractual Services	-	-	-	1,000	-	-	
001-57-572-600-40000	Travel & Training	-	11	-	-	-	-	
001-57-572-600-41100	Telephone	2,547	1,879	2,000	2,000	2,000	2,000	
001-57-572-600-41200	Postage & Shipping	30	20	75	75	75	75	
001-57-572-600-43000	Utilities	29,700	26,674	24,000	24,000	24,000	24,000	
001-57-572-600-43250	Garbage & Trash	5,017	7,317	4,700	5,854	5,855	5,855	
001-57-572-600-44100	Rentals	-	333	-	1,000	500	500	
001-57-572-600-44200	Equipment Leases	-	-	200	-	-	-	
001-57-572-600-45000	Insurance	10,471	8,358	11,025	11,025	12,125	10,582	

Cost Center 600 - Recreation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-572-600-46000	Repair & Maintenance	606	1,532	200	5,000	1,200	4,200	
001-57-572-600-47000	Printing	363	-	50	53	50	50	
001-57-572-600-48000	Promotional Activity	3,153	10	-	50	500	500	
001-57-572-600-48035	Promotional - Car Show	1,000	1,275	1,000	1,024	900	900	
001-57-572-600-48045	Promotional - 4th of July	-	-	-	1,000	2,500	2,500	
001-57-572-600-49400	Uniforms & Clothing	460	-	400	400	200	200	
001-57-572-600-51000	Office Supplies	843	515	500	500	500	375	
001-57-572-600-52000	Operating Supplies	9,798	7,780	8,000	8,500	7,500	7,500	
001-57-572-600-52100	Gasoline & Diesel Fuel	2,671	3,532	2,000	2,300	1,000	1,000	
001-57-572-600-52200	Small Tools & Others	835	450	-	130	400	400	
001-57-572-600-54100	Books & Subscriptions	66	-	-	-	-	-	
001-57-572-600-54200	Memberships, Dues, & Subscriptions	415	225	450	435	450	450	
001-57-572-600-57200	Program Exp - Bingo	3,940	2,595	-	-	-	-	
001-57-572-600-57220	Program Exp - Summer Camp	11,626	11,125	10,000	8,000	8,000	8,000	
001-57-572-600-57230	Program Exp - Senior Bus Trips	548	-	-	-	2,500	2,500	
	TOTAL OPERATING EXPENSES	84,089	73,631	64,600	72,346	70,255	71,587	-
001-57-572-600-62101	Bert Bostrom Restroom (CDBG)	-	-	7,055	7,055	-	-	
001-57-572-600-63100	Improvements - Ballfield Playg	-	2,563	-	10,290	-	-	
	TOTAL CAPITAL OUTLAY	-	2,563	7,055	17,345	-	-	-
001-57-572-600-71000	Principal	6,050	6,460	6,900	6,900	7,366	7,366	
001-57-572-600-72000	Interest	2,713	2,289	1,840	1,840	1,353	1,353	
	TOTAL DEBT SERVICE	8,763	8,749	8,740	8,740	8,719	8,719	-
	TOTAL DEPT EXPENDITURES	197,162	162,377	168,660	182,501	193,764	194,142	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	PARKS AND RECREATION
DEPT	600	**ACTIVITY**	Recreation

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Recreation Director	FT	26.44	2,080	55,000	1,650	-	7,105	368	195	66	733	65,117
Recreation Bus Driver	PT	9.89	320	3,165	-	-	-	-	-	-	-	3,165
Camp Counselors	PT	7.67	600	4,602	-	-	-	-	-	-	-	4,602
Rental Security	PT	15.00	167	2,500	-	-	-	-	-	-	-	2,500
Rental Event Staffing	PT			12,000	-	-	-	-	-	-	-	12,000
Phone Allowance	720											
Total Wages & Benefits				77,267	1,650	-	7,105	368	195	66	733	87,384

Recreation Budget Analysis FY12-13

600-15000 **Special Pay** – $720 – Phone allowance for Recreation Director.

600-19900 **Wages Reclassified** – $13,975: Administrative Assistant from Human Resources for facility rentals.

600-41100 **Telephone** – $2,000 – Used for telephone and fax expenses.

600-41200 **Postage & Shipping** – $75 – Used for regular mailing.

600-43000 **Utilities** – $24,000 – Costs for electricity and water for the parks and the ball field.

600-43250 **Garbage & Trash** – $5,855 – Costs for Solid Waste disposal fees for the parks and ball field.

600-52000 **Operating Supplies** – $7,500 – Costs to operate and maintain the recreation department.

600-52100 **Gasoline & Diesel Fuel** – $1,000 – Fuel costs for daily operations and summer camp.

600-54200 **Memberships, Dues, & Subscriptions** – $450 – FRPA ($200), NRPA ($145), and SE Regional fees.

600-57220 **Program Expense – Summer Camp** - $8,000 – Program expense for Summer Camp (Costs are offset by revenue received from participants).

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	LIBRARIES
DEPT.	700	**ACTIVITY**	Library

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	183,700	204,950	180,280	179,211	185,304	185,362	-
Operating Expenses	71,516	81,847	59,085	59,140	81,300	66,181	-
Capital Outlay	3,070	10,468	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	258,286	297,265	239,365	238,351	266,604	251,543	-

Personnel Recap

	Present	Department	Proposed	Adopted
Library Director	1.00	1.00	1.00	
Librarian I	1.00	1.00	1.00	
Library Assistant I (Part Time)	0.38	0.38	0.38	
Library Accounting Clerk (Part Time)	0.75	0.75	0.75	
Library Technical Assistant (Part Time)	0.75	0.75	0.75	
Custodian (Part Time)	0.40	0.40	0.40	
	4.28	4.28	4.28	

Cost Center 700 - Library

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-571-700-11000	Executive Salaries	38,870	57,095	56,050	56,050	57,990	57,990	
001-57-571-700-12000	Regular Salaries	37,856	34,094	34,000	30,000	35,006	35,006	
001-57-571-700-13000	Other & Part Time Salaries	67,236	71,272	55,925	55,925	57,337	57,337	
001-57-571-700-15000	Special Pay	564	726	720	720	1,720	1,720	
001-57-571-700-21000	FICA	11,059	12,483	11,225	10,920	11,577	11,577	
001-57-571-700-22000	Retirement	4,242	4,548	4,525	3,665	4,065	4,065	
001-57-571-700-23100	Health Insurance	10,071	14,817	14,350	13,150	14,210	14,210	
001-57-571-700-23200	Insurance - Dental	574	861	930	875	736	736	
001-57-571-700-23300	Insurance - Life	233	333	335	335	332	332	
001-57-571-700-23400	Insurance - Vision	73	108	110	100	132	132	
001-57-571-700-23500	Disability	896	1,288	1,235	1,285	1,235	1,235	
001-57-571-700-24000	Worker's Compensation Insurance	949	652	875	875	963	1,021	
001-57-571-700-25100	Unemployment Compensation	11,077	6,673	-	5,311	-	-	
	TOTAL PERSONNEL EXPENSES	183,700	204,950	180,280	179,211	185,304	185,362	-
001-57-571-700-34000	Contractual Services	14,214	14,710	8,535	8,535	8,000	8,000	
001-57-571-700-34010	Other Contractual Services	-	1,259	-	-	3,000	3,000	
001-57-571-700-41100	Telephone	1,207	1,335	1,300	1,300	500	500	
001-57-571-700-41200	Postage & Shipping	422	104	100	100	100	100	
001-57-571-700-44200	Equipment Leases	172	-	-	-	-	-	
001-57-571-700-45000	Insurance	31,347	25,023	33,000	33,000	36,300	31,681	
001-57-571-700-46000	Repair & Maintenance	627	338	500	500	3,000	3,000	
001-57-571-700-47000	Printing	48	131	-	-	-	-	
001-57-571-700-48000	Promotional Avtivity	66	-	-	-	-	-	
001-57-571-700-49310	Software	-	362	-	-	500	500	
001-57-571-700-51000	Office Supplies	2,028	890	750	750	600	600	

Cost Center 700 - Library

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-571-700-52000	Operating Supplies	7,216	3,726	1,500	1,500	2,000	1,500	
001-57-571-700-52010	Operating Exp-Children's Program	3,040	-	-	-	-	-	
001-57-571-700-52200	Small Tools & Others	500	844	300	-	300	300	
001-57-571-700-54100	Books & Subscriptions	4,273	-	-	-	-	-	
001-57-571-700-54200	Memberships, Dues, & Subscriptions	-	1,568	1,600	1,600	2,000	2,000	
001-57-571-700-56000	Library Materials	6,196	28,319	11,000	11,355	25,000	15,000	
001-57-571-700-59700	Miscellaneous Supplies - Donations	160	3,238	500	500	-	-	
	TOTAL OPERATING EXPENSES	71,516	81,847	59,085	59,140	81,300	66,181	-
001-57-571-700-62100	Improvements - Building	-	10,468	-	-	-	-	
001-57-571-700-64100	Machinery & Equipment	3,070	-	-	-	-	-	
	TOTAL CAPITAL OUTLAY	3,070	10,468	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	258,286	297,265	239,365	238,351	266,604	251,543	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	LIBRARIES
DEPT	700	**ACTIVITY**	Library

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Library Director	FT	27.88	2,080	57,990	2,900	1,000	7,105	368	195	66	773	70,397
Librarian I	FT	16.83	2,080	35,006	1,165	-	7,105	368	137	66	462	44,309
Library Assistant I	PT	10.92	780	8,518	-	-	-	-	-	-	-	8,518
Library Assistant II	PT	16.28	-	-	-	-	-	-	-	-	-	-
Library Acctg Clerk	PT	13.01	1,560	20,296	-	-	-	-	-	-	-	20,296
Library Tech Assistant	PT	13.01	1,560	20,296	-	-	-	-	-	-	-	20,296
Custodian	PT	9.89	832	8,228	-	-	-	-	-	-	-	8,228
Phone Allowance	720											
Total Wages & Benefits				150,334	4,065	1,000	14,210	736	332	132	1,235	172,044

Library Budget Analysis FY11-12

700-70000 **Special Pay** – $720 phone allowance and $1,000 longevity payment for Director.

700-34000 **Contractual Services** – $8,000 for COALA Sirsi dues, OCLC Worldcat cataloging access and Interlibrary loan membership, movie annual licensing, and repayment of loan from Delray Beach.

700-41100 **Telephone** – $500 for department telephones.

700-41200 **Postage & Shipping** – $100 Letters, monthly overdue notices and Inter-library loans outside of Palm Beach area.

700-46000 **Repair & Maintenance -** $31,681 Estimated cost of any need repairs and maintenance.

700-49310 **Software - $-500** - Miscellaneous software purchases

700-51000 **Office Supplies** – $600 Pens, pencils, notepads and other normal office materials purchased generally as needed monthly and annually.

700-52000 **Operating Supplies** - $1,500 Computer printer ink, paper, software, hardware and general materials relating to upkeep of Library. Supplies associated with covering and labeling of books.

700-52200 **Small Tools & Others -** $300 For custodial, computer and other general needs.

700-54200 **Memberships, Dues & Subscriptions** - $2,000 Serials, yearbooks and magazines subscriptions paid annually. This amount budgeted reflects reduction of $2,900 from prior year.

700-56000 **Library Materials** - $15,000 All other books, DVDs and other media purchased permanently for the collection on a monthly basis. Library cards, customized bar codes and related supplies.

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	LIBRARIES
DEPT.	710	**ACTIVITY**	Library - State Aid

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	7,675	7,501	7,675	6,674	6,674	6,674	-
Operating Expenses	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	7,675	7,501	7,675	6,674	6,674	6,674	-

Personnel Recap

	Present	Department	Proposed	Adopted
Children's Services Assistant	0.37	0.31	0.31	
	0.37	0.31	0.31	0.00

Cost Center 710 - Library State Aid

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-57-571-710-13000	Other & Part Time Salaries	7,130	6,968	7,130	6,200	6,200	6,200	
001-57-571-710-21000	FICA	545	533	545	474	474	474	
	TOTAL PERSONNEL EXPENSES	7,675	7,501	7,675	6,674	6,674	6,674	-
001-57-571-710-52200	Small Tools & Others	-	-	-				
	TOTAL OPERATING EXPENSES	-	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	7,675	7,501	7,675	6,674	6,674	6,674	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	001	**FUNCTION**	LIBRARIES
DEPT	710	**ACTIVITY**	Library - State Aid

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Children's Svcs Assist	PT	9.59	647	6,200	-	-						6,200
Total Wages & Benefits			647	6,200	-	-	-	-	-	-	-	6,200

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

FUND	001	**FUNCTION**	OTHER GOVERNMENT
DEPT.	900	**ACTIVITY**	Non-Departmental

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Personal Services	-	-	-	-	-	-	-
Operating Expenses	763	2,969	1,100	1,000	1,000	1,000	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	380,210	380,110	380,020	380,020	379,910	379,910	-
Non-Operating	566,020	466,256	943,450	372,965	455,200	455,200	-
Total Expenses	946,993	849,335	1,324,570	753,985	836,110	836,110	-

Cost Center 900 - Non-Departmental

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
001-51-589-900-48100	Promtional - Employee Picnic	-	2,094	-	-	-	-	
001-51-589-900-49050	Other Current Charges - Sales Tax	763	875	1,100	1,000	1,000	1,000	
	TOTAL OPERATING EXPENSES	763	2,969	1,100	1,000	1,000	1,000	-
001-51-589-900-71000	Principal - Series 2009	5,347	6,671	7,015	7,015	7,375	7,375	
001-51-589-900-71010	Principal - CRA Projects 2008	86,327	89,495	92,780	92,780	96,185	96,185	
001-51-589-900-71020	Principal - FF Pension Settlement	64,624	66,996	69,455	69,455	72,005	72,005	
001-51-589-900-71030	Principal - CRA Projects 2009	36,430	45,452	47,775	47,775	50,215	50,215	
001-51-589-900-72000	Interest - Series 2009	28,077	6,732	6,395	6,395	6,035	6,035	
001-51-589-900-72010	Interest - CRA Projects 2008	83,309	80,083	76,740	76,740	73,275	73,275	
001-51-589-900-72020	Interest - FF Pension Settlement	21,207	38,813	36,310	36,310	33,715	33,715	
001-51-589-900-72030	Interest - CRA Projects 2009	54,889	45,868	43,550	43,550	41,105	41,105	
	TOTAL DEBT SERVICE	380,210	380,110	380,020	380,020	379,910	379,910	-
001-51-589-900-91110	Transfer to CRA - Current Year	545,904	318,362	259,825	259,850	245,950	245,950	
001-51-589-900-91190	Tansfer to Streets & Roads	16,920	16,925	18,150	18,150	-	-	
001-51-589-900-91301	Transfer to Special Proj Fund	-	-	5,611	5,615	-	-	
001-51-589-900-91401	Transfer to Marina Fund	17,500	19,175	5,100	5,100	-	-	
001-51-589-900-91601	Contrib.-Retired Police Officers Pensic	-	117,296	84,250	84,250	84,250	84,250	
001-51-589-900-92110	Transfer to CRA - Delinquent Payment	-	-	500,000	-	-	-	
001-51-589-900-95000	Settlements	1,675	-	-	-	-	-	
001-51-589-900-96200	Unrealized Gain/Loss on Investments	(15,979)	(5,502)	-	-	-	-	
001-51-589-900-99901	Contingency	-	-	37,139	-	-	-	
001-51-589-900-99907	Transfer to Fund Balance	-	-	33,375	-	125,000	125,000	
	TOTAL OTHER EXPENSES	566,020	466,256	943,450	372,965	455,200	455,200	-
	TOTAL DEPT EXPENDITURES	946,993	849,335	1,324,570	753,985	836,110	836,110	-

TOWN OF LAKE PARK

PROPOSED BUDGET

INSURANCE FUND 150

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
INSURANCE FUND RECAP

FUND	150	**FUNCTION**	INSURANCE FUND
		ACTIVITY	Revenues & Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2012-13	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	301,055	228,577	293,500	278,861	291,050	277,950	-
Personal Services	86,811	61,227	85,975	79,000	86,900	79,000	-
Operating Expenses	203,153	156,181	196,575	188,911	204,150	173,950	-
Non-Operating	-	-	10,950	10,950	-	25,000	-
Total Expenses	289,964	217,408	293,500	278,861	291,050	277,950	-
Surplus (Deficit)	11,091	11,169	-	-	-	-	-

Cost Center 150 - Insurance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
150-341.001	Contributed Revenue - General Fund	122,345	93,493	122,850	116,723	122,350	118,050	
150-341.110	Contribution from CRA	1,310	635	875	831	-	-	
150-341.190	Contributed Revenue - Streets & Roads	7,874	5,689	7,600	7,221	7,553	7,042	
150-341.401	Contributed Revenue - Marina Fund	74,022	58,171	76,850	73,017	76,378	73,393	
150-341.402	Contributed Revenue - Stormwater	8,338	7,944	10,625	10,095	10,562	9,777	
150-341.404	Contributed Revenue - Sanitation	79,386	56,103	74,700	70,974	74,207	69,688	
150-369.300	Refund Prior Year Expense	7,780	6,542	-	-	-	-	
	TOTAL REVENUE	301,055	228,577	293,500	278,861	291,050	277,950	-
	EXPENDITURES							
150-51-589-900-24000	Insurance Expense - Work Comp	86,811	61,227	85,975	79,000	86,900	79,000	
	TOTAL PERSONNEL EXPENSES	86,811	61,227	85,975	79,000	86,900	79,000	-
150-51-589-900-45000	Insurance Expense - Property & Liability	150,838	140,511	159,625	152,000	167,200	137,000	
150-51-589-900-45120	Insurance - Storage Tank Liability	1,172	1,210	1,225	1,186	1,225	1,225	
150-51-589-900-45200	Insurance Expense - Bonds	660	660	675	675	675	675	
150-51-589-900-45400	Insurance Expense - Excess Coverage	9,676	10,339	10,050	10,050	10,050	10,050	
150-51-589-900-49500	Insurance Claim Deductibles	40,807	3,461	25,000	25,000	25,000	25,000	
	TOTAL OPERATING EXPENSES	203,153	156,181	196,575	188,911	204,150	173,950	-
150-51-589-900-99901	Contingency	-	-	10,950	10,950	-	25,000	
	TOTAL OTHER EXPENSES	-	-	10,950	10,950	-	25,000	-
	TOTAL DEPT EXPENDITURES	289,964	217,408	293,500	278,861	291,050	277,950	-
	NET INCOME	11,091	11,169	-	-	-	-	-

TOWN OF LAKE PARK
PROPERTY & CASUALTY RENEWAL EVALUATION
2012 - 2013 PLAN YEAR

GEHRING GROUP PROFESSIONAL SERVICES

		Current			Proposed		
		All Lines - Property & Casualty 2011-2012			All Lines - Property & Casualty 2012-2013		
Coverage Type	**Carrier**	**Deductible**	**Liability Limits**	**Premium**	**Deductible**	**Liability Limits**	**Premium**
Property & Equipment Breakdown	FMIT	$ 5,000	$ 14,125,777	$ 83,548	$ 5,000	$ 13,967,600	$ 86,969
Inland Marine	FMIT			Included	**Various*	$ 191,606	Included
Crime Coverage	FMIT	$ 1,000	$ 10,000	Included	$ 1,000	$ 10,000	Included
Theft of Money & Securities: Inside		$ 1,000	$ 10,000	Included	$ 1,000	$ 10,000	Included
Theft of Money & Securities: Outside		$ 1,000	$ 10,000	Included	$ 1,000	$ 10,000	Included
Position Schedule Bonds**	FMIT	$ 1,000	$ 200,000	Included	$ 1,000	$ 200,000	Included
General Liability	FMIT	$ 25,000	$2,000,000	$ 27,448	$ 25,000	$2,000,000	$ 18,222
Stop Loss Deductible		*$ 273,840*			*$ 273,840*		
Public Official Liability & Employment Practices Liability	FMIT	$ 25,000	$ 2,000,000	$ 21,095	$ 25,000	$ 2,000,000	$ 14,965
Auto Liability	FMIT	$ 25,000	$ 2,000,000	$ 22,834	$ 25,000	$ 2,000,000	$ 23,065
Stop Loss Deductible		*$ 75,000*			*$ 75,000*		
Personal Injury Protection		N/A	$ 10,000	Included	N/A	$ 10,000	Included
Medical Payments		N/A	$ 5,000	Included	N/A	$ 5,000	Included
Uninsured Motorists		N/A	$ 20,000	Included	N/A	$ 20,000	Included
Physical Damage Comprehensive Coverage		N/A	Per Schedule	$ 5,354	N/A	Per Schedule	$ 5,399
Physical Damage Collision Coverage		N/A	Per Schedule	Included	N/A	Per Schedule	Included
Workers' Compensation	FMIT	$ -	$ 2,619,345	$ 82,951	$ -	$ 2,354,301	$ 80,163
Experience Modification Factor		1.33			1.41		
Total Annual Premium:				**$ 243,230**			**$ 228,783**
Gehring Group Service Fee:				**$ 12,162**			**$ 11,439**
Total Net Premium:				**$ 255,392**			**$ 240,222**
$ Increase/Decrease				**N/A**			**$ (15,169)**
% Increase/Decrease				**N/A**			**-5.9%**

Property Deductible *: Locations greater than 1/2 mile from Coastal Waters; Named Storm Deductible 5% of value per building/per location/per occurrence, subject to policy deductible or whichever is greater.*
****Inland Marine Deductible:*** *$500; Items greater than $50,000 value have a $1,000deductible; Items greater than $100,000 have a $2,000 or 2% of scheduled value deductible, whichever is greater.*
*****Position Schedule Bonds*** *are in effect for the Town Manager and Finance Director positions.*
Return of Premium Credit *: Based on property premiums paid in 2010-2011 the Town of Lake Park can expect a minimum of $23,493 in Return of Premium credit should they elect to renew coverage's for FY 12/13.*
Inverse Condemnation/Bert Harris Act : *$300,000 sublimit of coverage*

Town of Lake Park
Medical Benefits Renewal Workshhet
Effective October 1, 2012

		Current		Proposed	
SCHEDULE OF BENEFITS		CIGNA Healthcare FL Open Access Custom Plan		United Healthcare Choice Plus PLL w/FT	
Plan Basics		*In Network*	*Out of Network*	*In Network*	*Out of Network*
Lifetime Maximum		Unlimited		Unlimited	
Calendar Year Deductible					
Single		No Deductible	$500	**$250**	$500
Family		No Deductible	$1,500	**$750**	$1,500
Out of Pocket CYM		*Includes CYD; Excludes Copays*		*Includes CYD & Coinsurance; Excludes Copays*	
Single		$2,500	$5,000	$2,500	$5,000
Family		$5,000	$10,000	$5,000	$10,000
Coinsurance		20%	50%	**10%**	50%
Physician Services					
Primary Care Physician		$30	CYD then 50%	**$20**	CYD then 50%
Specialist		$50	CYD then 50%	**$35**	CYD then 50%
Maternity (Initial Visit Only)		$50	CYD then 50%	**$35**	CYD then 50%
Chiropractic Services		$30	CYD then 50%	**$20**	CYD then 50%
Laboratory Services		20%	CYD then 50%	**No Charge**	CYD then 50%
Advanced Imaging		20%	CYD then 50%	**$200**	CYD then 50%
Hospital Services					
Inpatient Hospital		$600	CYD then 50%, after $500	**CYD then 10%**	**CYD then 50%**
Outpatient Hospital		20%	CYD then 50%, after $500	**CYD then 10%**	**CYD then 50%**
Emergency Room		$100	$100	**$200**	**$200**
Physician Services		20%	CYD then 50%	**CYD then 10%**	CYD then 50%
Urgent Care		$50	CYD then 50%	**$75**	CYD then 50%
Ambulance Services		20%	CYD then 20%	**CYD then 10%**	**CYD then 10%**
Mental Health/Substance Abuse					
Inpatient Hospital		20%	CYD then 50%, after $500	**CYD then 10%**	**CYD then 50%**
Outpatient Services		20%	CYD then 50%	**$20**	CYD then 50%
Pharmacy Plan					
Generic		$10	Not Covered	$10	**$10**
Preferred Brand		$30	Not Covered	**$35**	**$35**
Non Preferred Brand		$50	Not Covered	**$60**	**$60**
Mail Order Copay		2.5x Retail	Not Covered	2.5x Retail	**2.5x Retail**
		Total Cost		**Total Cost**	
Employee	24	$597.66		$580.50	
Employee + Spouse	7	$1,326.82		$1,288.73	
Employee + Child(ren)	3	$1,087.74		$1,056.51	
Family	3	$1,834.83		$1,782.15	
		Town Cost	**EE Cost**	**Town Cost**	**EE Cost**
Employee	24	$597.66	$0.00	$580.50	$0.00
Employee + Spouse	7	$962.24	$364.58	$934.62	$354.12
Employee + Child(ren)	3	$842.70	$245.04	$818.51	$238.01
Family	3	$1,216.25	$618.59	$1,181.33	$600.83
Monthly Premium	**37**	**$27,256.36**	**$5,142.94**	**$26,473.80**	**$4,995.30**
Annual Premium		**$327,076.26**	**$61,715.22**	**$317,685.54**	**$59,943.54**
$ Increase		**N/A**	**N/A**	**-$9,390.72**	**-$1,771.68**
% Increase		**N/A**	**N/A**	**-2.9%**	**-2.9%**

Town of Lake Park
Dental Benefits Renewal Workshhet
Effective October 1, 2012

		CURRENT		Proposed	
SCHEDULE OF BENEFITS		LINCOLN FINANCIAL GROUP DentalGuard Select		MetLife	
Plan Basics		*In Network*	*Out of Network*	*In Network*	*Out of Network*
Calendar Year Maximum		$1,000		$1,000	
Deductibles					
Single		$25	$50	$25	$50
Family		$75	$150	$75	$150
Deductible Waived for Preventative Svcs		Yes	Yes	Yes	Yes
Benefits					
Preventative		100%	100%	100%	100%
Basic		95%	80%	**95%**	80%
Major		50%	50%	50%	50%
Orthodontia		50%	50%	50%	50%
Service Information					
Out of Network Benefits Payable Level		90% UCR		90% UCR	
Waiting Period for Major Services		None		None	
Endodontics/Periodontics Payable Level		Basic		Basic	
Rate Guarantee		12 Months		12 Months	
Employee	24	$38.75		$30.03	
Employee + Family	17	$111.33		$90.64	
Monthly Premium	**41**	**$2,822.61**		**$2,261.60**	
Annual Premium		**$33,871.32**		**$27,139.20**	
$ Increase		**N/A**		**-$6,732.12**	
% Increase		**N/A**		**-19.9%**	

Town of Lake Park
Vision Benefits Renewal Workshhet
Effective October 1, 2012

SCHEDULE OF BENEFITS		Current Humana/CompBenefits		Proposed MetLife SafeGuard VP 100D 10/25-FL	
Plan Basics		*In Network*	*Out of Network*	*In Network*	*Out of Network*
Exams		$10	$35 Reimbursement	$10	$35
Frequency					
Exams		Once every 12 Mos.	Once every 12 Mos.	Once every 12 Mos.	Once every 12 Mos.
Lenses		Once every 12 Mos.	Once every 12 Mos.	Once every 12 Mos.	Once every 12 Mos.
Frames		Once every 24 Mos.	Once every 24 Mos.	Once every 24 Mos.	Once every 24 Mos.
Benefits Payable					
Single Vision		$15	$25 Reimbursement	**$25**	**$25 Reimb. after $25 Copay**
Bifocal		$15	$40 Reimbursement	**$25**	**$35 Reimb. after $25 Copay**
Trifocal		$15	$60 Reimbursement	**$25**	**$45 Reimb. after $25 Copay**
Contact Lenses (Elective)		$100 Reimbursement	$100 Reimbursement	**$135 Allowance**	$100 Reimbursement
Contact Lenses (Medically Necessary)		Paid in Full	$210 Reimbursement	**$250 Allowance**	**$200 Reimbursement**
Frames					
Basic		$35 Wholesale	$35 Wholesale	**$100 Allowance**	**$65 Reimbursement**
Preffered		$45 Wholesale	$45 Wholesale	**$100 Allowance**	**$65 Reimbursement**
Non-Preferred		$45 Wholesale	$45 Wholesale	**$100 Allowance**	**$65 Reimbursement**
Employee Cost					
Employee Only	24	4.52		$5.41	
Employee + Family	17	17.22		$13.10	
Monthly Cost		**$401.22**		**$352.54**	
Annual Cost		**$4,814.64**		**$4,230.48**	
$ Increase / Decrease		**N/A**		**-$584.16**	
% Increase / Decrease		**N/A**		**-12.1%**	

TOWN OF LAKE PARK

PROPOSED BUDGET

STREETS & ROADS FUND 190

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
STREET & ROADS FUND RECAP

FUND	190	**FUNCTION**	PW STREET & ROADS
		ACTIVITY	Revenues & Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	379,695	371,839	378,210	381,469	376,210	332,000	-
Personal Services	120,539	121,913	119,570	119,570	122,183	73,512	-
Operating Expenses	91,520	88,117	97,348	97,423	96,475	90,296	-
Capital Outlay	47,566	35,751	39,100	8,100	38,100	39,125	-
Debt Service	4,912	2,460	-	-	1,780	16,715	-
Non-Operating	75,000	100,000	131,840	100,000	131,840	112,352	-
Total Expenses	339,537	348,241	387,858	325,093	390,378	332,000	-
Surplus (Deficit)	40,158	23,598	(9,648)	56,376	(14,168)	-	-

Personnel Recap

	Present	Department	Proposed	Adopted
Foreman	1.00	1.00	1.00	
Maintenance Worker III	1.00	1.00	1.00	
	2.00	2.00	2.00	-

Cost Center 190 - Streets & Roads

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
190-312.410	Local Option Gas Tax	161,673	156,766	160,000	160,000	159,500	155,000	
190-312.420	New Local Option Gas Tax	75,287	73,294	74,000	74,000	73,500	70,000	
190-335.122	State Revenue Sharing (Fuel Tax)	91,541	91,264	90,000	90,000	89,000	90,000	
190-336.100	DOT Lighting Maint. 405121-1-72-16	16,180	16,665	17,910	17,910	17,910	17,000	
190-369.300	Refund Prior Year Expense	94	-	-	3,259	-	-	
190-381.001	Transfer from General Fund	16,920	16,925	18,150	18,150	18,150	-	
190-381.402	Transfer from Stormwater Fund	18,000	16,925	18,150	18,150	18,150	-	
	TOTAL REVENUE	379,695	371,839	378,210	381,469	376,210	332,000	-
	EXPENDITURES							
190-54-541-190-12000	Regular Salaries	81,355	80,829	79,475	79,475	82,098	82,098	
190-54-541-190-14000	Overtime Salaries	162	345	200	200	300	300	
190-54-541-190-15000	Special Pay	500	500	500	500	500	500	
190-54-541-190-19900	Wages Reclassified	-	-	-	-	-	(48,217)	
190-54-541-190-21000	FICA Taxes	5,721	5,528	6,150	6,150	6,342	6,342	
190-54-541-190-22000	Retirement	4,983	6,139	4,025	4,025	4,105	4,105	
190-54-541-190-23100	Health Insurance	20,056	22,485	21,770	21,770	21,564	21,564	
190-54-541-190-23200	Insurance - Dental	861	861	930	930	736	736	
190-54-541-190-23300	Insurance - Life	312	312	315	315	312	312	
190-54-541-190-23400	Insurance - Vision	103	108	110	110	132	132	
190-54-541-190-23500	Disability	1,089	1,094	1,095	1,095	1,095	1,095	
190-54-541-190-24000	Worker's Compensation Insurance	5,397	3,712	5,000	5,000	5,000	4,546	
	TOTAL PERSONNEL EXPENSES	120,539	121,913	119,570	119,570	122,183	73,512	-

Cost Center 190 - Streets & Roads

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
190-54-541-190-31000	Professional Services	700	-	-	-	-	-	
190-54-541-190-34000	Contractual Services	3,200	-	-	-	-	-	
190-54-541-190-40000	Travel & Training	-	11	-	-	-	-	
190-54-541-190-41100	Telephone	857	679	700	700	700	700	
190-54-541-190-43000	Utilities - Electric	65,609	68,899	66,000	66,000	63,000	63,000	
190-54-541-190-44100	Rentals	1,756	3,777	3,000	3,000	4,300	2,250	
190-54-541-190-45000	Insurance - Liability,Property	2,477	1,977	2,600	2,600	2,600	2,496	
190-54-541-190-46000	Repairs & Maintenance	835	2,714	14,648	14,648	15,000	10,000	
190-54-541-190-46300	Vehicle Parts & Supplies	1,472	1,565	600	600	2,000	2,000	
190-54-541-190-46600	Traffic Signs & Signals	6,493	1,325	1,750	1,750	1,750	1,750	
190-54-541-190-47000	Printing	-	8	250	250	25	-	
190-54-541-190-49400	Uniforms & Clothing	742	306	500	575	600	600	
190-54-541-190-52000	Operating Supplies	4,087	3,961	4,500	4,500	4,000	4,500	
190-54-541-190-52100	Gasoline & Diesel Fuel	3,292	2,895	2,800	2,800	2,500	3,000	
	TOTAL OPERATING EXPENSES	91,520	88,117	97,348	97,423	96,475	90,296	-
190-54-541-190-63000	Improvements other than Building	-	17,849	5,000	4,000	4,000	-	
190-54-541-190-63050	Improvements - Sidewalks	-	17,902	30,000	-	30,000	30,000	
190-54-541-190-63055	Improvements - Street Lights	47,566	-	-	-	-	-	
190-54-541-190-64100	Machinery & Equipment	-	-	4,100	4,100	4,100	9,125	
	TOTAL CAPITAL OUTLAY	47,566	35,751	39,100	8,100	38,100	39,125	-

Cost Center 190 - Streets & Roads

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
190-54-541-190-71000	Principal	4,658	2,409	-	-	-	13,420	
190-54-541-190-72000	Interest	254	51	-	-	1,780	3,295	
	TOTAL DEBT SERVICE	4,912	2,460	-	-	1,780	16,715	-
190-54-541-190-99001	Transfer to General Fund	75,000	100,000	100,000	100,000	100,000	100,000	
190-54-541-190-99900	Emergency Reserve	-	-	31,840	-	31,840	12,352	
	TOTAL OTHER EXPENSES	75,000	100,000	131,840	100,000	131,840	112,352	-
	TOTAL DEPT EXPENDITURES	339,537	348,241	387,858	325,093	390,378	332,000	-
	NET INCOME	40,158	23,598	(9,648)	56,376	(14,168)	-	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	190	**FUNCTION**	PW STREET & ROADS
DEPT		**ACTIVITY**	Revenues & Expenditures

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Foreman	FT	25.39	2,080	52,811	2,641	500	14,459	368	195	66	704	71,744
Maintenance Worker III	FT	14.08	2,080	29,286	1,464	-	7,105	368	117	66	391	38,798
Total Wages & Benefits				82,098	4,105	500	21,564	736	312	132	1,095	110,541

Streets & Roads Budget Analysis FY12-13

190-14000 **Overtime** – $300 Estimated costs for any emergency call outs for downed traffic control signs.

190-19900 **Wages Reclassified -** $48,217: Foreman to Facility Maintenance/Stormwater and Maintenance Worker to Parking Meters.

190-41100 **Telephone** – $700 Estimated cost for cell phone expenses.

190-43000 **Utilities** – **Electric** – Cost of electric for street lights ($63,000).

190-44100 **Rentals** – $2,250 Costs for bucket truck and boom lift rental for banner placement and holiday decoration installation/removal in areas outside the CRA District. Miscellaneous street construction equipment.

190-45000 **Insurance** – Property/Liability insurance premiums $2,496.

190-46000 **Repair & Maintenance** – Estimated charges for electrical contractor to perform street light repairs. Vehicle and equipment repairs by vendors. Estimated costs, $10,000.

190-46300 **Vehicle Parts & Supplies** – Supplies for repairs to vehicles completed in-house by Public Works Vehicle Maintenance ($2,000).

190-46600 **Traffic Signs & Signals** – Cost to purchase and maintain signs, including posts and re-facing ($1,750).

190-49400 **Uniforms & Clothing** – Cost to purchase safety shoes, new uniforms, and rain gear ($600).

190-52000 **Operating Supplies** – Asphalt tack and patch, striping paint, bagged concrete, grinding wheels, safety supplies (gloves, glasses, vests, etc.) and other miscellaneous supplies ($4,500).

190-52100 **Gasoline & Diesel Fuel** – Anticipated cost of $3,000 for vehicles and equipment fuel and oil.

Streets & Roads Budget Analysis FY12-13 (cont.)

190-63050 **Improvements - Sidewalks** – Repair of damaged sidewalks throughout the Town ($30,000).

190-64000 **Machinery & Equipment –** $2,600 for the purchase of a finishing mower and chemical spray tank. These are tractor attachments that shall be used for alleyway maintenance. $6,600 for the purchase of a 2 Ton dump trailer to replace 1994 dump truck (Vehicle # 32).

TOWN OF LAKE PARK

PROPOSED BUDGET

DEBT SERVICE FUND 201

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
DEBT SERVICE FUND RECAP

FUND	201	**FUNCTION**	DEBT SERVICE
		ACTIVITY	Revenues & Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	758,919	787,958	772,950	776,280	772,700	772,700	-
Debt Service	768,107	768,107	772,950	772,950	772,700	772,700	-
Surplus (Deficit)	(9,188)	19,851	-	3,330	-	-	-

	2011-12	2012-13
Current year gross taxable value	$ 447,046,417	$ 431,154,692
Debt millage rate	1.8200	1.7921
Ad Valorem Taxes	$ 813,600	$ 772,700

Cost Center 201 - Debt Service

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	Actual as of 03/31/12	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET
	REVENUES							
201-311.100	Ad Valorem Taxes	758,806	769,857	772,950	652,630	772,950	772,700	772,700
201-311.120	Delinquent Taxes	-	14,738	-	2,830	2,830	-	-
201-361.100	Interest Earnings	113	3,363	-	396	500	-	-
	TOTAL REVENUE	758,919	787,958	772,950	655,856	776,280	772,700	772,700
	EXPENDITURES							
201-51-517-201-31000	Professional Services	-	-	4,800	-	4,800	4,885	4,885
201-51-517-201-71100	Principal - 1997 Series	260,106	273,200	286,325	141,604	286,325	300,690	300,690
201-51-517-201-71105	Principal - 1998 Series	264,572	276,533	288,600	142,818	288,600	301,610	301,610
201-51-517-201-72100	Interest - 1997 Series	119,344	106,249	93,150	48,121	93,150	78,465	78,465
201-51-517-201-72105	Interest - 1998 Series	124,085	112,125	100,075	51,511	100,075	87,050	87,050
	TOTAL DEBT SERVICE	768,107	768,107	772,950	384,054	772,950	772,700	772,700
	TOTAL DEPT EXPENDITURES	768,107	768,107	772,950	384,054	772,950	772,700	772,700
	NET INCOME	(9,188)	19,851	-	271,802	3,330	-	-

Long Term Debt

			FY 2012 BUDGET	FY 2013 BUDGET
LP Debt #1.0	**Marina Construction (FMLC Series 2003A Var. %, last pmt 5/1/33)**			
	401-57-579-800-71000	Principal	105,000	115,000
	401-57-579-800-72000	Interest	208,300	203,050
		Total Payments	313,300	318,050
		Balance at year end	4,065,000	3,950,000
LP Debt #2.1	**Fire Pension Settlement (BOA Series 2008A @ 3.67%, last pmt 4/1/23)**			
	001-51-589-900-71020	Principal-FF Pension Settlement	69,455	72,004
	001-51-589-900-72020	Interest-FF Pension Settlement	36,309	33,714
		Total Payments	105,764	105,718
		Balance at year end	954,618	882,614
LP Debt #2.2	**CRA Alleyway Improvements (BOA Series 2008A @ 3.67%, last pmt 4/1/28)**			
	001-51-589-900-71010	Principal - CRA Projects 2008	44,857	46,503
	001-51-589-900-72010	Interest - CRA Projects 2008	37,101	35,425
		Total Payments	81,958	81,928
		Balance at year end	988,492	941,989
LP Debt #2.3	**CRA Property Acquisition (BOA Series 2008A @ 3.67%, last pmt 4/1/28)**			
	001-51-589-900-71010	Principal - CRA Projects 2008	47,924	49,682
	001-51-589-900-72010	Interest - CRA Projects 2008	39,638	37,847
		Total Payments	87,562	87,529
		Balance at year end	1,056,081	1,006,398
LP Debt #2.4	**Marina Improvement (BOA Series 2008A @ 3.67%, last pmt 4/1/28)**			
	401-57-579-800-71000	Principal	21,272	22,053
	401-57-579-800-72000	Interest	17,594	16,799
		Total Payments	38,866	38,852
		Balance at year end	468,773	446,720
LP Debt #2.5	**Sanitation Vehicles (BOA Series 2008A @ 3.67%, last pmt 4/1/15)**			
	404-53-534-404-71000	Principal	98,770	102,395
	404-53-534-404-72000	Interest	13,505	9,814
		Total Payments	112,275	112,209
			318,596	216,201

Long Term Debt

			FY 2012 BUDGET	FY 2013 BUDGET
LP Debt #3.1	**Recreation Bus (BOA Series 2008B @ 6.78%, last pmt 4/1/15)**			
	001-57-572-600-71000	Principal	6,899	7,366
	001-57-572-600-72000	Interest	1,836	1,353
		Total Payments	8,735	8,719
		Balance at year end	23,630	16,264
LP Debt #3.2	**Marina Improvement (BOA Series 2008B @ 6.78%, last pmt 4/1/28)**			
	401-57-579-800-71000	Principal	7,691	8,212
	401-57-579-800-72000	Interest	15,507	14,968
		Total Payments	23,198	23,180
		Balance at year end	224,866	216,654
LP Debt #4.1	**Parking Meters (BOA Series 2009 @ 5.11%, last pmt 10/1/14)**			
	001-54-545-450-71000	Principal	27,794	29,215
	001-54-545-450-72000	Interest	4,483	3,063
		Total Payments	32,277	32,278
		Balance at year end	59,922	30,707
LP Debt #4.2	**Fuel Tanks (BOA Series 2009 @ 5.11%, last pmt 10/1/24)**			
	001-51-589-900-71000	Principal - Series 2009	3,116	3,276
	001-51-589-900-71000	Interest - Series 2009	2,841	2,682
		Total Payments	5,957	5,958
		Balance at year end	52,472	49,196
LP Debt #4.3	**Roof Replacement (BOA Series 2009 @ 5.11%, last pmt 10/1/24)**			
	001-51-589-900-71000	Principal - Series 2009	3,895	4,095
	001-51-589-900-71000	Interest - Series 2009	3,551	3,352
		Total Payments	7,446	7,447
		Balance at year end	65,591	61,496
LP Debt #4.4	**CRA Projects 2009 (BOA Series 2009 @ 5.11%, last pmt 10/1/24)**			
	001-51-589-900-71030	Principal - CRA Projects 2009	28,665	30,129
	001-51-589-900-72030	Interest - CRA Projects 2009	26,128	24,663
		Total Payments	54,793	54,792
		Balance at year end	482,636	452,507

Long Term Debt

			FY 2012 BUDGET	FY 2013 BUDGET
LP Debt #4.5	**CRA Art on Park Improvements (BOA Series 2009 @ 5.11%, last pmt 10/1/24)**			
	001-51-589-900-71030	Principal - CRA Projects 2009	19,110	20,086
	001-51-589-900-72030	Interest - CRA Projects 2009	17,419	16,442
		Total Payments	36,529	36,528
		Balance at year end	321,758	301,672
LP Debt #4.6	**Vac-con Truck (BOA Series 2009 @ 5.11%, last pmt 10/1/14)**			
	402-53-538-402-71000	Principal	53,365	56,092
	402-53-538-402-72000	Interest	8,606	5,880
		Total Payments	61,971	61,972
		Balance at year end	115,050	58,958
LP Debt #5.0	**Alleyway Drainage Improvement (Seacoast @ 4%, last pmt 4/1/18)**			
	402-53-538-402-71010	Principal-Alley & Equip	50,813	31,688
	402-53-538-402-72010	Interest-Alley & Equip	10,465	7,774
		Total Payments	61,278	39,462
		Balance at year end	210,188	178,500
LP Debt #5.1	**Alleyway Drainage Improvement (Seacoast @ 4%, last pmt 4/1/18)**			
	190-54-541-190-71000	Principal	-	13,418
	190-54-541-190-72000	Interest	1,780	3,292
		Total Payments	1,780	16,710
		Balance at year end	89,000	75,582
LP Debt #6.0	**General Obligation Bonds, Series 1997 (Suntrust @ 4.96%, last pmt 7/1/17)**			
	201-51-517-201-71100	Principal	286,325	300,690
	201-51-517-201-72100	Interest	93,150	78,465
		Total Payments	379,475	379,155
		Balance at year end	1,662,203	1,361,515
LP Debt #7.0	**General Obligation Bonds, Series 1998 (Suntrust @ 4.46%, last pmt 7/1/18)**			
	201-51-517-201-71105	Principal	288,600	301,610
	201-51-517-201-72105	Interest	100,075	87,050
		Total Payments	388,675	388,660
		Balance at year end	2,026,365	1,724,755
		Total Principal	1,163,551	1,213,514
		Total Interest	638,288	585,633
		Total Payments	1,801,839	1,799,147
		Balance at year end	13,185,241	11,971,728

TOWN OF LAKE PARK

PROPOSED BUDGET

MARINA FUND 401

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
MARINA FUND RECAP

FUND	401	FUNCTION	MARINA
		ACTIVITY	Revenues & Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	1,184,628	3,568,627	1,214,700	960,000	1,127,828	2,007,828	-
Personal Services	191,639	181,373	159,995	143,745	174,218	172,768	-
Operating Expenses	1,568,735	1,439,544	649,225	774,830	672,800	668,308	-
Capital Outlay	-	-	5,100	5,100	3,000	3,000	-
Debt Service	249,272	243,205	375,365	375,365	380,090	380,090	-
Non-Operating	5,001	10,000	25,015	10,000	10,000	783,661	-
Total Expenses	2,014,647	1,874,122	1,214,700	1,309,040	1,240,108	2,007,827	-
Surplus (Deficit)	(830,019)	1,694,505	-	(349,040)	(112,281)	-	-

Personnel Recap

	Present	Department	Proposed	Adopted
Harbor Marina Director	1.00	1.00	1.00	
Dock Attendant	1.00	1.00	1.00	
Dock Attendant (Part Time)	0.80	0.80	0.80	
Dock Attendant (Part Time)	0.80	0.80	0.80	
Dock Attendant (Part Time)	-	0.72	0.72	
	3.60	4.32	4.32	-

Cost Center 401 - Marina

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
401-337.715	Grant-PBC/Waterfront Acc/115 Fed	-	2,400,000	-	-	-	-	
401-337.746	Grant-F.I.N.D. PB-LP-08-130	-	-	-		-	-	
401-344.500	Parking Fees - Meters Off-road	35,366	38,770	35,000	17,500	20,000	20,000	
401-347.450	Sunset Celebration Proceeds	628	404	650	100	500	500	
401-347.500	Facilities Rental	600	300	-	600	600	600	
401-347.512	Wet Slips	627,985	593,873	714,750	550,000	660,000	660,000	
401-347.610	Ramp Fees	35,097	35,347	36,000	20,000	30,000	30,000	
401-347.612	Parking Fees - Overnight	17,105	15,250	16,000	7,500	15,000	15,000	
401-347.614	Electrical	20,736	16,682	20,000	8,000	17,000	17,000	
401-347.616	Utility Charges	15,400	18,773	20,000	13,000	18,000	18,000	
401-347.618	Pump Out	342	335	300	200	300	300	
401-347.619	Water Tank Fill	30	10	50	50	50	50	
401-349.900	Collection Fees	1,184	5,000	-	-	-	-	
401-359.100	Interest/Finance Charges	216	3,486	-	500	-	-	
401-359.300	Late Charges	186	31	-	2,100	-	-	
401-361.100	Interest Earnings	68	-	-	-	-	-	
401-361.120	Sales Tax Commissions	304	305	250	250	250	250	
401-364.100	Sale of Surplus Property	859	-	-	-	-	-	
401-369.106	Laundry Vending	1,508	670	1,000	200	650	650	
401-369.150	Merchandise	8,096	6,916	5,600	4,000	5,500	5,500	
401-369.200	Gasoline Sales	234,587	232,135	200,000	140,000	200,003	200,003	
401-369.201	Diesel	166,549	181,109	160,000	130,000	159,975	159,975	
401-369.250	Brick Sponsor Contributions	110	55	-	-	-	-	
401-369.300	Refund Prior Year Expense	194	-	-	-	-	-	
401-369.325	Settlements-Construction	-	-	-	15,000	-	880,000	

Cost Center 401 - Marina

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
401-381.001	Transfer from General Fund	17,500	19,175	5,100	51,000	-	-	
401-389.190	Miscellaneous Revenue	(23)	1	-	-	-	-	
401-389.200	Cash Over/Short	1	-	-	-	-	-	
401-399.999	Balance Brought Forward	-	-	-	-	-	-	
	TOTAL REVENUE	1,184,628	3,568,627	1,214,700	960,000	1,127,828	2,007,828	-
	EXPENDITURES							
401-57-579-800-11000	Executive Salaries	64,963	70,711	63,925	51,100	65,000	65,000	
401-57-579-800-12000	Regular Salaries	53,426	36,761	21,250	21,900	21,861	21,861	
401-57-579-800-13000	Other/Part Time Salaries	16,354	20,520	33,900	36,000	49,729	49,729	
401-57-579-800-14000	Overtime Salaries	2,553	2,360	2,000	2,000	2,000	2,000	
401-57-579-800-15000	Special Pay	684	726	720	540	720	720	
401-57-579-800-21000	FICA	10,202	9,404	9,325	8,550	10,602	10,602	
401-57-579-800-22000	Retirement	8,261	6,494	4,175	2,750	2,178	2,178	
401-57-579-800-23100	Health Insurance	22,608	19,878	14,595	10,950	11,439	11,439	
401-57-579-800-23200	Insurance - Dental	1,256	682	930	815	736	736	
401-57-579-800-23300	Insurance - Life	407	344	285	260	281	281	
401-57-579-800-23400	Insurance - Vision	150	145	110	100	132	132	
401-57-579-800-23500	Disability	1,730	1,378	1,180	1,180	1,180	1,180	
401-57-579-800-24000	Worker's Compensation Insurance	8,220	5,645	7,600	7,600	8,360	6,910	
401-57-579-800-25100	Unemployment Compensation	825	6,325	-	-	-	-	
	TOTAL PERSONNEL EXPENSES	191,639	181,373	159,995	143,745	174,218	172,768	-

Cost Center 401 - Marina

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
401-57-579-800-31000	Professional Services	8,430	5,390	-	-	-	-	
401-57-579-800-31100	Professional Svc. - Town Attorney	-	-	-	750	-	-	
401-57-579-800-34000	Contractual Services	99,985	93,450	85,000	85,000	85,000	90,200	
401-57-579-800-34901	Administrative Fee	60,000	75,000	75,000	75,000	75,000	75,000	
401-57-579-800-34911	Merchandise	4,662	4,329	3,500	2,500	3,000	3,000	
401-57-579-800-40000	Travel & Training	126	48	-	-	-	-	
401-57-579-800-41100	Telephone	1,906	1,988	2,000	2,000	2,000	2,000	
401-57-579-800-41200	Postage & Shipping	560	438	650	500	500	500	
401-57-579-800-43000	Utilities	80,819	79,481	80,000	80,000	80,000	80,000	
401-57-579-800-43250	Garbage & Trash	12,566	15,147	13,075	16,950	16,950	16,950	
401-57-579-800-44100	Rentals	220	-	-	120	-	-	
401-57-579-800-44200	Equipment Leases	564	-	-	-	-	-	
401-57-579-800-45000	Insurance	65,801	52,526	69,250	69,250	76,175	66,483	
401-57-579-800-46000	Repair & Maintenance	12,532	12,320	8,000	15,000	12,500	12,500	
401-57-579-800-46050	Repair - Construct. Deficiency	388,793	247,892	-	175,000	-	-	
401-57-579-800-46100	Equipment Maintenance Contract	1,972	2,048	2,000	2,000	2,000	2,000	
401-57-579-800-46300	Vehicle Parts/Supplies	112	111	-	-	-	-	
401-57-579-800-47000	Printing	289	519	500	250	500	500	
401-57-579-800-48000	Promotional Activity	1,377	-	-	85	3,000	3,000	
401-57-579-800-48045	Promotional - Sunset Celebration	506	23	-	25	-	-	
401-57-579-800-48100	Advertising	2,539	922	1,500	1,000	5,000	5,000	
401-57-579-800-49050	Other Current Charges - Sales Tax	1,058	1,180	750	750	700	700	
401-57-579-800-49101	Bad Debts	(25,589)	(1,018)	-	-	-	-	
401-57-579-800-49300	Computer Software	4,385	3,413	3,200	3,300	3,300	3,300	
401-57-579-800-49400	Uniforms & Clothing	674	648	500	500	500	500	
401-57-579-800-49600	Bank Charges / Admin Fees	35,461	35,640	29,000	29,000	29,000	29,000	
401-57-579-800-49610	Bank Charges/Parking Meters	560	(3)	-	-	-	-	

Cost Center 401 - Marina

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURR YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
401-57-579-800-51000	Office Supplies	1,034	1,547	500	700	525	525	
401-57-579-800-52000	Operating Supplies	10,506	10,383	8,000	10,000	10,000	10,000	
401-57-579-800-52110	Gasoline	181,282	170,686	148,150	105,000	148,150	148,150	
401-57-579-800-52120	Diesel Fuel	127,090	136,396	118,500	100,000	118,500	118,500	
401-57-579-800-52200	Small Tools & Others	1,070	-	-	-	-	-	
401-57-579-800-54200	Memberships, Dues, & Subscriptions	130	150	150	150	500	500	
401-57-579-800-59000	Depreciation Expense	487,315	488,890	-	-	-	-	
	TOTAL OPERATING EXPENSES	1,568,735	1,439,544	649,225	774,830	672,800	668,308	-
401-57-579-800-63040	Improvements/Bt Trailer Parking	-	-	5,100	5,100	-	-	
401-57-579-800-63041	Machinery & Equipment	-	-	-	-	3,000	3,000	
	TOTAL CAPITAL OUTLAY	-	-	5,100	5,100	3,000	3,000	-
401-57-579-800-71000	Principal	-	-	133,965	133,965	145,265	145,265	
401-57-579-800-72000	Interest	251,656	245,589	241,400	241,400	234,825	234,825	
401-57-579-800-73000	Amortization Expense	(2,384)	(2,384)	-	-	-	-	
	TOTAL DEBT SERVICE	249,272	243,205	375,365	375,365	380,090	380,090	-
401-57-579-800-99110	Transfer to General Fund	5,001	10,000	10,000	10,000	10,000	10,000	
401-57-579-800-99900	Contingency	-	-	15,015	-	-	100,000	
	Transfer to Fund Balance	-	-	-	-	-	673,661	
	TOTAL OTHER EXPENSES	5,001	10,000	25,015	10,000	10,000	783,661	-
	TOTAL DEPT EXPENDITURES	2,014,647	1,874,122	1,214,700	1,309,040	1,240,108	2,007,827	-
	BUDGET SURPLUS/(DEFICIT)	(830,019)	1,694,505	-	(349,040)	(112,281)	-	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	401	**FUNCTION**	MARINA
DEPT		**ACTIVITY**	Revenues & Expenditures

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Marina Director	FT	31.25	2,080	65,000	1,085	-	11,439	368	195	66	888	79,041
Dock Attendant	FT	10.51	2,080	21,861	1,093	-	-	368	86	66	292	23,766
Dock Attendant	PT	11.08	1,664	18,437	-	-	-	-	-	-	-	18,437
Dock Attendant	PT	9.89	1,664	16,457	-	-	-	-	-	-	-	16,457
Dock Attendant	PT	9.89	1,500	14,835	-	-	-	-	-	-	-	14,835
Phone Allowance	720											
Total Wages & Benefits				136,590	2,178	-	11,439	736	281	132	1,180	152,536

Marina Budget Analysis FY12-13

800-15000 **Special Pay** – $720 - Phone allowance for Marina Director.

800-34000 **Contractual Services** – $90,200 - $47,000 for CSS Security for year-round security patrolling, $37,000 for landscape maintenance and fertilization, $5,200 for restroom cleaning, and $450 for fuel spill recovery services.

800-34911 **Merchandise** - $3,000 - Cost of merchandise sold in the ship store. Items for sale at the ship store include ice, beer, soda, t-shirts, and boating supplies.

800-41100 **Telephone** - $2,000 - Cost of telephone and DSL charges.

800-41200 **Posting & Shipping** - $500 – Expense of mailing, including mailing of monthly billing statements.

800-43000 **Utilities** - $80,000 – Cost of utilities for Marina operations for electricity, water, and gas.

800-43250 **Garbage & Trash** – This line includes the assessment fee from SWA, at an amount estimated at $6,400, and monthly sanitation service, at an estimated cost of $445-718 per month (amount determined by usage).

800-45000 **Insurance** – $66,483 - This line includes the cost of premiums for liability insurance.

800-46000 **Repair & Maintenance** - $12,500 -This line includes the cost of any repairs and maintenance required for the building at the marina. The amount is a decrease of $3,000 from the original amount budgeted for FY10.

800-48100 **Advertising** – $5,000 -This line includes the cost for advertising, US Chart Services ($450), Sea Tow ($150), and miscellaneous advertising to increase sales.

800-49050 **Other Current Charges – Sales Tax** - $700 for sales tax on parking meters remitted to the state.

800-49300 **Computer Software** - $3,300 for the cost of computer support for the Dockmaster software system.

800-49600 **Bank Charges/Admin Fees** - $29,000 for credit card fees for processing payments in Dockmaster.

800-52000 **Operating Supplies** - $10,000 for janitorial, electrical and operating supplies for daily operation. This amount also includes cost of state food permit ($340), alcohol license ($392), and elevator permit ($75).

800-52110 **Gasoline** - $148,150 for purchase of fuel for resale. Cost is offset by revenue (35% markup).

800-52120 **Diesel Fuel** - $118,500 for purchase of fuel for resale. Cost is offset by revenue (35% markup).

800-54200 **Memberships, Dues, & Subscriptions** – $500 for the cost of membership for the Marine Industries Association and other membership costs.

TOWN OF LAKE PARK

PROPOSED BUDGET

STORMWATER UTILITY FUND 402

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
STORMWATER UTILITY FUND RECAP

FUND	402	**FUNCTION**	PW STORMWATER UTILITY
		ACTIVITY	Revenues & Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	522,647	518,992	503,000	503,250	505,000	505,000	-
Personal Services	83,108	103,000	119,695	111,200	155,825	194,340	-
Operating Expenses	217,623	240,329	199,280	195,625	205,135	151,366	-
Capital Outlay	-	-	-	74,000	-	-	-
Debt Service	13,597	11,200	108,475	125,812	99,398	104,110	-
Non-Operating	69,300	67,725	75,550	75,550	51,300	55,184	-
Total Expenses	383,628	422,254	503,000	582,187	511,657	505,000	-
Surplus (Deficit)	139,019	96,738	-	(78,937)	(6,657)	-	-

Personnel Recap

	Present	Department	Proposed	Adopted
Stormwater Technician I	1.00	1.00	1.00	
Stormwater Technician II	1.00	1.00	1.00	
	2.00	2.00	2.00	-

ESU's		6,741
Rate	$	6.50

Cost Center 402 - Stormwater Utility Fund

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURRENT YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
402-311.120	Delinquent Stormwater Assessments	9,601	11,690	2,500	2,500	2,500	2,500	
402-334.460	State Grant - DEP	4,246	-	-	-	-	-	
402-361.100	Interest Income	3,535	2,866	500	750	2,500	2,500	
402-363.120	Stormwater Assessments	505,265	504,436	500,000	500,000	500,000	500,000	
	TOTAL REVENUE	522,647	518,992	503,000	503,250	505,000	505,000	-
	EXPENDITURES							
402-53-538-402-12000	Regular Salaries	61,215	62,802	70,075	65,000	62,837	89,500	
402-53-538-402-14000	Overtime Salaries	148	176	250	250	500	500	
402-53-538-402-16000	Compensated Vacation Leave	710	538	-	-	-	-	
402-53-538-402-17000	Compensated Sick Leave	165	195	-	-	-	-	
402-53-538-402-19900	Wages Reclassified	(45)	(150)	-	-	51,795	63,201	
402-53-538-402-21000	FICA Taxes	4,484	4,138	5,400	4,995	4,845	6,885	
402-53-538-402-22000	Retirement	1,510	3,870	3,525	3,265	3,142	3,142	
402-53-538-402-23100	Health Insurance	6,718	23,150	28,940	26,550	21,564	21,564	
402-53-538-402-23200	Insurance - Dental	861	861	1,395	1,240	736	736	
402-53-538-402-23300	Insurance - Life	246	254	370	330	250	250	
402-53-538-402-23400	Insurance - Vision	103	108	165	120	132	132	
402-53-538-402-23500	Disability	828	848	1,225	1,100	839	839	
402-53-538-402-24000	Worker's Compensation Insurance	6,165	6,210	8,350	8,350	9,185	7,591	
	TOTAL PERSONNEL EXPENSES	83,108	103,000	119,695	111,200	155,825	194,340	-

Cost Center 402 - Stormwater Utility Fund

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURRENT YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
402-53-538-402-31000	Professional Services	3,267	6,525	3,000	3,000	6,800	6,800	
402-53-538-402-34000	Contractual Services	230	470	70	120	120	120	
402-53-538-402-34010	Permit Fees - NPDES	3,060	3,258	3,500	3,410	4,300	4,300	
402-53-538-402-34200	Contractual Services-Maint Gen	70,125	78,000	78,000	78,000	78,000	39,550	
402-53-538-402-34310	Disposal Fees - SWA	7,336	5,248	6,000	2,500	3,500	3,500	
402-53-538-402-34500	Commissions - PBC Tax Collector	1,614	4,783	3,000	4,380	4,380	4,380	
402-53-538-402-34901	Administrative Fees	33,000	45,500	50,000	50,000	50,000	50,000	
402-53-538-402-40000	Travel & Training	282	914	1,700	1,250	1,700	1,700	
402-53-538-402-41100	Telephone	349	438	350	250	250	250	
402-53-538-402-41200	Postage & Shipping	67	37	250	250	250	250	
402-53-538-402-43000	Utilities	1,179	657	700	500	700	700	
402-53-538-402-44100	Rentals	56	-	-	-	-	-	
402-53-538-402-45000	Insurance-Liability, Property,	2,172	1,734	2,275	2,275	2,505	2,186	
402-53-538-402-46000	Repairs & Maintenance	5,068	1,341	5,000	10,000	12,000	12,000	
402-53-538-402-46080	Repairs & Maintenance - Lines	-	-	12,000	10,000	15,000	-	
402-53-538-402-46300	Vehicle Parts & Supplies	12,656	10,490	10,000	10,000	10,000	10,000	
402-53-538-402-47000	Printing	-	257	-	-	-	-	
402-53-538-402-49400	Uniforms	746	301	500	750	750	750	
402-53-538-402-51000	Office Supplies	-	-	245	250	190	190	
402-53-538-402-52000	Operating Supplies	5,966	5,519	10,000	8,000	2,000	2,000	
402-53-538-402-52100	Gasoline & Diesel Fuel	11,824	12,062	12,000	10,000	12,000	12,000	
402-53-538-402-52200	Small Tools & Others	-	360	250	250	250	250	
402-53-538-402-54200	Memberships, Dues, & Subscriptions	-	440	440	440	440	440	
402-53-538-402-59000	Depreciation Expense	58,626	61,995	-	-	-	-	
	TOTAL OPERATING EXPENSES	217,623	240,329	199,280	195,625	205,135	151,366	-

Cost Center 402 - Stormwater Utility Fund

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURRENT YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
402-53-538-402-63100	Improvements - Alleyway Drainage	-	-	-				
402-53-538-402-63010	Improvements - Drainage	-	-	-	-	-	-	
402-53-538-402-64100	Machinery & Equipment	-	-	-	74,000	-	-	
	TOTAL CAPITAL OUTLAY	-	-	-	74,000	-	-	-
402-53-538-402-71000	Principal	-	-	53,365	53,365	56,095	56,095	
402-53-538-402-71010	Principal-Alley & Equipment	-	-	27,500	50,812	30,043	33,833	
402-53-538-402-72000	Interest	13,597	11,200	8,610	8,610	5,880	5,880	
402-53-538-402-72010	Interest-Alley & Equipment	-	-	19,000	13,025	7,379	8,303	
	TOTAL DEBT SERVICE	13,597	11,200	108,475	125,812	99,398	104,110	-
402-53-538-402-82101	Improvements-Drainage (DEP match)	-	(500)	-	-	-		
402-53-538-402-99001	Transfer to General Fund	51,300	51,300	51,300	51,300	51,300	51,300	
402-53-538-402-99002	Transfer to Capital Reserve	-	-	6,100	6,100	-	3,884	
402-53-538-402-99190	Transfer to Streets & Roads	18,000	16,925	18,150	18,150	-	-	
	TOTAL OTHER EXPENSES	69,300	67,725	75,550	75,550	51,300	55,184	-
	TOTAL DEPT EXPENDITURES	383,628	422,254	503,000	582,187	511,657	505,000	-
	BUDGET SURPLUS/(DEFICIT)	139,019	96,738	-	(78,937)	(6,657)	-	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	402	**FUNCTION**	PW STORMWATER UTILITY
DEPT		**ACTIVITY**	Revenues & Expenditures

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Stormwater Tech I	FT	14.08	2,080	29,286	1,464	-	7,105	368	117	66	391	38,798
Stormwater Tech II	FT	16.13	2,080	33,550	1,678	-	14,459	368	133	66	448	50,702
Total Wages & Benefits				62,837	3,142	-	21,564	736	250	132	839	89,500

TOWN OF LAKE PARK - ANNUAL BUDGET

TRAVEL AND TRAINING REQUEST - DETAIL **Schedule 3**

FUND	402	**FUNCTION**	PW STORMWATER UTILITY
DEPT.		**ACTIVITY**	Revenues & Expenditures

Description of Training	Reason	Person Attending	Proposed Budget 2012-13	Adopted Budget 2012-13
FL S/W Assoc. Conference	NPDES Permit requirement training	D Hunt	900	900
Vac-Con Training	Safe Operation of Vacuum Truck	J Wylie/D Kelley	450	450
Mechanic Van-Con Training	Maint/Repair of Specialty Equipment	P Mathis	350	350
			1,700	1,700

Stormwater Budget Analysis FY12-13

402-19900 **Wages Reclassified** – $63,201: Foreman from Streets and Roads, Irrigation Tech from Grounds Maintenance, and Project Manager from Public Works Administration.

402-31000 **Professional Services** – Consultant fees to Town Engineer for NPDES reporting and Stormwater Utility billing verification ($6,800).

402-34000 **Contractual Services –** $120 for CDL medical exams and misc. drug screening.

402-34010 **Permit Fees** – NPDES co-permittee fees ($4,300).

402-34200 **Contractual Services – Maint. Gen.** – Transfers to General Fund for Administrative Services ($39,550).

402-34310 **Disposal Fees - SWA** – Estimated cost of disposal of street sweepings and catch basin debris at the Solid Waste Authority ($3,500).

402-34500 **Commissions – PBC Tax Collector** – Commissions paid to Palm Beach County for collection of taxes ($4,380).

402-34901 **Administrative Fees** – Transfers to General Fund for administrative services ($50,000).

402-40000 **Travel & Training** – Vac-con operator and mechanic training and conference attendance fees ($1,700).

402-41100 **Telephone** – Technician's two-way radio expense ($250).

402-41200 **Postage & Shipping** – Cost estimated at $250 for specialty parts shipping.

402-43000 **Utilities** – Estimated cost of hydrant water for vac/jet truck and street sweeper ($700).

402-45000 **Insurance** – Property/Liability insurance premiums ($2,186).

Stormwater Budget Analysis FY12-13 (cont.)

402-46000 **Repair & Maintenance –** Estimated cost of repairs to utility truck and equipment performed by outside vendors as needed ($12,000).

402-46300 **Vehicle Parts & Supplies** – Parts and repairs performed in-house for vac/jet truck, street sweeper, and skid steer loader ($10,000).

402-49400 **Uniforms & Clothing** – Cost to purchase safety shoes,replacement uniforms, and rain gear ($750).

402-51000 **Office Supplies** – $190 for miscellaneous supplies including copy paper, notebooks, and pens.

402-52000 **Operating Supplies** – Estimated cost of $2,000 for re-sodding swales and placing manatee grates over outfalls.

402-52100 **Gasoline & Diesel Fuel** – Estimated fuel costs of $12,000 for vehicles and equipment.

402-52200 **Small Tools & Others** – Miscellaneous specialty tools associated with the vac/jet truck ($250).

402-54200 **Membership, Dues, & Subscr** - $440 membership for the Town's participation in the Florida Stormwater Association.

TOWN OF LAKE PARK

PROPOSED BUDGET

SANITATION FUND 404

FISCAL YEAR
October 1, 2012 through September 30, 2013

TOWN OF LAKE PARK - ANNUAL BUDGET
SANITATION FUND RECAP

FUND	404	FUNCTION	PW SANITATION
		ACTIVITY	Revenues & Expenditures

Budget Summary	Actual Expenses 2009-10	Actual Expenses 2010-11	Current Budget 2011-12	Estimate for the Year 2011-12	By Department 2012-13	Proposed Budget 2012-13	Adopted Budget 2012-13
Revenues	1,521,417	1,500,382	1,513,550	1,446,855	1,486,900	1,486,900	-
Personal Services	522,646	577,224	546,163	546,133	498,020	521,207	-
Operating Expenses	871,191	870,585	592,530	597,870	588,320	583,351	-
Capital Outlay	-	-	-	32,500	90,000	-	-
Debt Service	20,754	17,123	112,275	112,275	112,210	112,210	-
Non-Operating	215,324	221,669	262,582	250,000	250,000	270,132	-
Total Expenses	1,629,915	1,686,601	1,513,550	1,538,778	1,538,550	1,486,900	-
Surplus (Deficit)	(108,498)	(186,219)	-	(91,923)	(51,650)	-	-

Personnel Recap

	Present	Department	Proposed	Adopted
Foreman	1.00	1.00	1.00	
Foreman	1.00	1.00	1.00	
Equipment Operator III	1.00	1.00	1.00	
Equipment Operator III	1.00	1.00	1.00	
Equipment Operator III	1.00	1.00	1.00	
Equipment Operator II	1.00	1.00	1.00	
Equipment Operator II	1.00	1.00	1.00	
Equipment Operator II	1.00	1.00	1.00	
Equipment Operator II	1.00	1.00	1.00	
Vehicle Mechanic II	1.00	1.00	-	
	10.00	10.00	9.00	-

Cost Center 404 - Sanitation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURRENT YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
	REVENUES							
404-311.120	Delinquent Refuse Assessments	5,015	12,367	5,000	5,000	5,000	5,000	
404-343.410	Commercial Assessment - SWA	77,039	79,059	77,000	77,000	77,000	77,000	
404-343.420	Commercial User Fees - TLP	804,472	775,791	780,000	770,000	775,000	775,000	
404-343.500	Residential Assessments - SWA	559,539	574,238	560,000	560,000	560,000	560,000	
404-343.510	Residential User Fees - TLP	2,803	7,168	2,800	7,000	7,000	7,000	
404-343.610	Recycling Income	33,694	44,357	45,000	24,000	24,000	24,000	
404-354.100	Penalties	1,372	1,662	1,750	2,000	2,000	2,000	
404-361.100	Interest Earnings	2,725	1,063	950	950	950	950	
404-361.110	Interest Earnings - Tax Collector	776	3,392	750	750	750	750	
404-364.100	Sale of Surplus Property	7,496	-	-	-	35,000	35,000	
404-365.100	Sale of Scrap Material	75	292	100	-	-	-	
404-369.100	Miscellaneous Revenue	75	3	50	25	-	-	
404-369.200	Container Proceeds	57	170	200	-	-	-	
404-369.300	Locking Device Proceeds	1,300	520	650	130	200	200	
404-369.301	Refund Prior Year Expense	472	-	-	-	-	-	
404-369.310	Reimbursement-Workman's Comp	24,507	-	-	-	-	-	
404-369.400	Service Reinstatement Fees	-	300	300	-	-	-	
404-399.999	Balance Brought Forward	-	-	39,000	-			
	TOTAL REVENUE	1,521,417	1,500,382	1,513,550	1,446,855	1,486,900	1,486,900	-
	EXPENDITURES							
404-53-534-404-12000	Regular Salaries	318,060	368,159	348,193	348,193	319,613	319,613	
404-53-534-404-12500	Workers Comp Wages	21,453	-	-	-	-	-	
404-53-534-404-13000	Other & Part Time Salaries	7,209	-	-	-	-	-	
404-53-534-404-14000	Overtime Salaries	3,981	4,095	4,100	4,100	4,100	4,100	
404-53-534-404-15000	Special Pay	1,050	2,800	3,000	3,000	1,000	1,000	
404-53-534-404-19900	Wages Reclassified	(719)	(181)	-	-	-	30,700	
404-53-534-404-21000	FICA	23,867	25,729	27,200	27,180	24,841	24,841	

Cost Center 404 - Sanitation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURRENT YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
404-53-534-404-22000	Retirement	19,477	18,781	17,775	17,765	15,981	15,981	
404-53-534-404-23100	Health Insurance	74,715	104,999	95,320	95,320	79,967	79,967	
404-53-534-404-23200	Insurance - Dental	4,019	4,593	4,650	4,650	3,312	3,312	
404-53-534-404-23300	Insurance - Life	1,254	1,425	1,385	1,385	1,229	1,229	
404-53-534-404-23400	Insurance - Vision	493	574	550	550	594	594	
404-53-534-404-23500	Disability	4,410	5,034	4,790	4,790	4,264	4,264	
404-53-534-404-24000	Worker's Compensation Insurance	42,434	29,172	39,200	39,200	43,120	35,607	
404-53-534-404-25100	Unemployment Compensation	943	12,044	-	-	-		
	TOTAL PERSONNEL EXPENSES	522,646	577,224	546,163	546,133	498,020	521,207	-
404-53-534-404-31000	Professional Services	72	398	-	-	-	-	
404-53-534-404-34000	Contractual Services	18,849	16,194	19,400	19,400	20,150	20,150	
404-53-534-404-34310	Disposal Fees - Garbage	149,446	169,689	175,000	164,000	165,000	165,000	
404-53-534-404-34500	Commissions - PBC Tax Collector	1,825	6,210	1,900	6,210	6,210	6,210	
404-53-534-404-34901	Administrative Fee	106,325	126,325	134,460	134,460	134,460	134,460	
404-53-534-404-34910	Bad Debt Expense	1,428	557	-	-	-	-	
404-53-534-404-40000	Travel & Training	33	50	250	250	500	500	
404-53-534-404-41100	Telephone	1,198	1,020	1,200	1,200	1,200	1,200	
404-53-534-404-41200	Postage & Shipping	52	54	300	200	250	250	
404-53-534-404-44100	Rentals	2,295	1,977	2,000	2,000	5,700	5,700	
404-53-534-404-45000	Insurance	36,952	26,931	35,500	35,500	39,050	34,081	
404-53-534-404-46000	Repair & Maintenance	42,199	42,897	30,000	48,000	63,800	63,800	
404-53-534-404-46300	Vehicle Parts & Supplies	66,834	63,739	79,000	69,000	53,000	53,000	
404-53-534-404-47000	Printing	312	3,537	500	400	500	500	
404-53-534-404-48100	Advertising	3,120	1,771	1,770	1,850	1,850	1,850	
404-53-534-404-49400	Uniforms & Clothing	2,844	2,089	2,500	2,500	2,500	2,500	
404-53-534-404-51000	Office Supplies	66	63	500	500	400	400	
404-53-534-404-52000	Operating Supplies	2,048	1,477	-	650	750	750	
404-53-534-404-52100	Gasoline & Diesel Fuel	61,566	73,878	68,500	72,000	70,000	70,000	

Cost Center 404 - Sanitation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 CURRENT YR BUDGET	2012 ESTIMATE FOR THE YEAR	2013 BY DEPARTMENT	2013 PROPOSED BUDGET	2013 ADOPTED BUDGET
404-53-534-404-52200	Small Tools & Others	964	719	750	750	1,500	1,500	
404-53-534-404-52400	Containers	26,336	31,255	39,000	39,000	21,500	21,500	
404-53-534-404-59000	Depreciation Expense	346,427	299,755	-	-	-	-	
	TOTAL OPERATING EXPENSES	871,191	870,585	592,530	597,870	588,320	583,351	-
404-53-534-404-63101	Improvements-Dumpster Enclosure	-	-	-	32,500	-		
404-53-534-404-64100	Machinery & Equipment	-	-	-	-	90,000		
	TOTAL CAPITAL OUTLAY	-	-	-	32,500	90,000	-	-
404-53-534-404-71000	Principal	-	-	98,770	98,770	102,395	102,395	
404-53-534-404-72000	Interest	20,754	17,123	13,505	13,505	9,815	9,815	
	TOTAL DEBT SERVICE	20,754	17,123	112,275	112,275	112,210	112,210	-
404-53-534-404-96200	Unrealized Gain/Loss on Investments	(9,676)	(3,331)	-	-	-	-	
404-53-534-404-99110	Transfer to General Fund	225,000	225,000	250,000	250,000	250,000	250,000	
404-53-534-404-99901	Contingency	-	-	12,582	-	-	20,132	
	TOTAL OTHER EXPENSES	215,324	221,669	262,582	250,000	250,000	270,132	-
	TOTAL DEPT EXPENDITURES	1,629,915	1,686,601	1,513,550	1,538,778	1,538,550	1,486,900	-
	BUDGET SURPLUS/(DEFICIT)	(108,498)	(186,219)	-	(91,923)	(51,650)	-	-

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE AND BENEFITS - DETAIL

FUND	404	**FUNCTION**	PW SANITATION
DEPT		**ACTIVITY**	Revenues & Expenditures

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pension	Longevity	23100 Health Ins.	23200 Dental Ins.	23300 Life Ins.	23400 Vision Ins.	23500 Disability Ins.	Total Cost
Equipment Operator III	FT	16.62	2,080	34,570	1,728	-	7,105	368	137	66	461	44,435
Equipment Operator II	FT	13.53	2,080	28,142	1,407	-	7,105	368	125	66	376	37,590
Equipment Operator II	FT	13.53	2,080	28,142	1,407	-	11,439	368	125	66	376	41,924
Foreman	FT	24.69	2,080	51,355	2,568	500	11,439	368	127	66	684	67,107
Foreman	FT	21.09	2,080	43,867	2,193	-	7,105	368	172	66	585	54,357
Equipment Operator III	FT	19.25	2,080	40,040	2,002	-	7,105	368	160	66	534	50,275
Equipment Operator II	FT	13.53	2,080	28,142	1,407	-	7,105	368	125	66	376	37,590
Equipment Operator II	FT	15.29	2,080	31,803	1,590	-	7,105	368	125	66	424	41,481
Equipment Operator III	FT	16.13	2,080	33,550	1,678	500	14,459	368	133	66	448	51,202
Total Wages & Benefits				319,613	15,981	1,000	79,967	3,312	1,229	594	4,264	425,959

Sanitation Budget Analysis FY12-13

404-14000 **Overtime Salaries** – Holiday collection service; include Vehicle Maintenance mechanic coverage ($4,100)

404-19900 **Wages Reclassified** – $30,700: Vehicle Maintenance Foreman from Public Works Vehicle Maintenance.

404-34000 **Contractual Services** – Cost for CDL physicals, washing of sanitation vehicles, and radio tower rental ($20,150).

404-34310 **Disposal Fees - SWA** – Estimated cost of disposal of collected trash, garbage, and vegetation at the Solid Waste Authority ($165,000).

404-34500 **Commissions – PBC Tax Collector** – Commissions paid to Palm Beach County for collection of taxes ($6,210).

404-34901 **Administrative Fees** – Transfers to General Fund administrative services ($134,460).

404-40000 **Travel & Training** – Operator safety training classes and training material ($500).

404-41100 **Telephone** – Estimated cost of $1,200 for mobile phones for key personnel.

404-41200 **Postage & Shipping** – Cost estimated at $250 for mailing of certified letters sent to sanitation customers.

404-44100 **Rentals** – Emergency rental, on an “as needed” basis, for garbage collection equipment ($5,700)

404-45000 **Insurance** – Property/Liability insurance premiums ($34,081).

404-46000 **Repair & Maintenance** – Costs for repairs for vehicles completed by outside vendors, including annual inspections ($63,800). This increase reflects the loss of a Mechanic position.

404-46300 **Vehicle Parts & Supplies** – Parts and repairs for vehicles (including heavy duty truck tires) performed by in-house maintenance staff ($53,000).

Sanitation Budget Analysis FY11-12 (cont.)

404-47000 **Printing** – Cost of violation notices, ncr work orders, logo letterhead and envelopes ($500).

404-48100 **Advertising** – Advertising costs for rate notices and employment posting ($1,850).

404-49400 **Uniforms & Clothing** – Cost to purchase safety shoes, uniform replacements, and rain gear ($2,500).

404-51000 **Office Supplies** – Estimated cost of $400 to purchase miscellaneous office supplies.

404-52000 **Operating Supplies** – Estimated cost of $750 to purchase safety supplies (i.e. gloves, vests, and glasses) and other miscellaneous supplies such as rakes, pitchforks and coolers.

404-52100 **Gasoline & Diesel Fuel** – Expected cost of $70,000 for fuel to run vehicles and equipment.

404-52400 **Containers –** Expected cost of $21,500 to purchase replacement garbage dumpsters, recycle dumpsters, and garbage cans. Refurbish existing commercial dumpsters and purchase parts to refurbish cans.