TOWN OF LAKE PARK

ADOPTED BUDGET

ALL FUNDS

FISCAL YEAR 2011-2012

TOWN OF LAKE PARK

ADOPTED BUDGETS
ALL FUNDS

FISCAL YEAR
October 1, 2011 through September 30, 2012

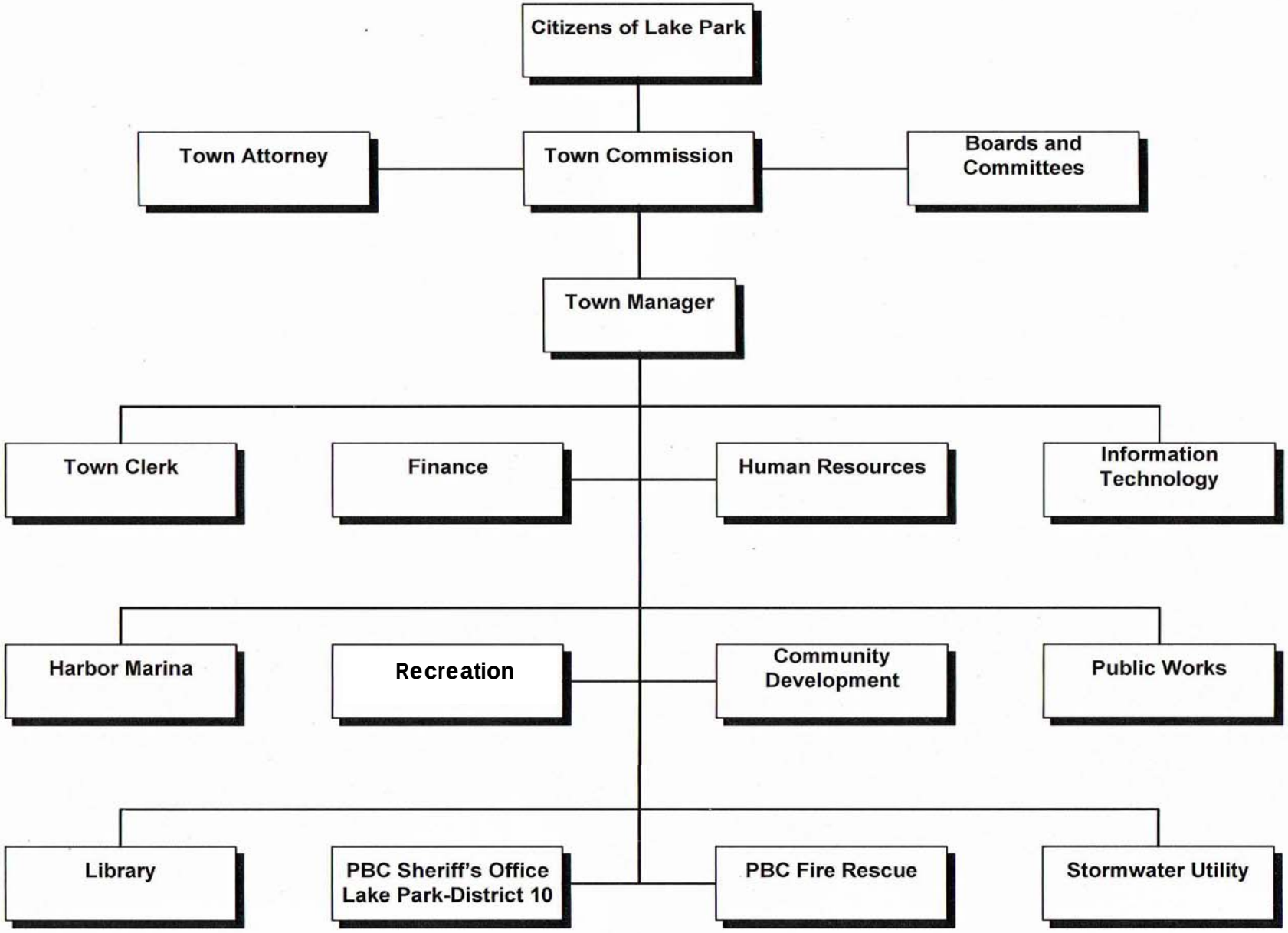
DIRECTORY OF OFFICIALS
TOWN COMMISSION

James Dubois……Mayor
Kendall Rumsey……Vice Mayor
Steve Hockman……Commissioner
Jeanine Longtin……Commissioner
Tim Stevens……Commissioner

Town Manager
Maria V. Davis

Finance Director
Anne M. Costello

TOWN OF LAKE PARK, FLORIDA
ORGANIZATIONAL CHART



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 yearend for those financial statements presented in accordance with generally accepted accounting principles 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 year's 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. The Town Manager is authorized to amend/transfer appropriations between departments provided; however, that total appropriated expenditures by fund do not exceed Commission authorized amounts. 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 above $50,000), except for school district taxes. 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.

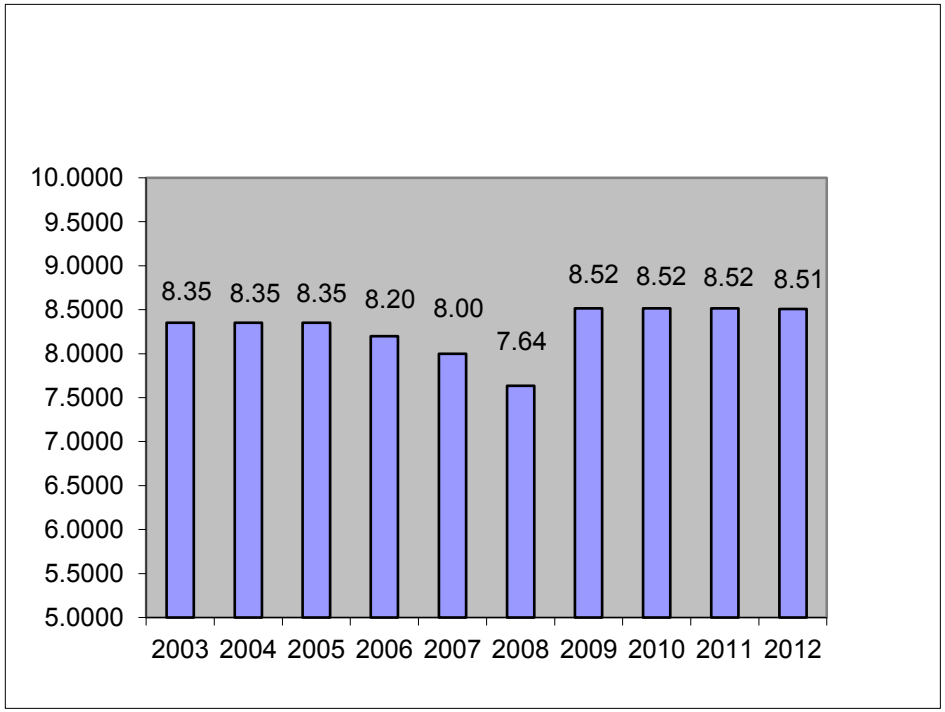
TOWN OF LAKE PARK

FISCAL YEAR 2011 - 2012

ANALYSIS OF OPERATING MILLAGE

FOR TEN YEAR PERIOD 2002 - 2011

Fiscal Year	Oper. Millage	Inc./Dec. Over Prior Year	% Inc./Dec. Over Prior Year
2003	8.3500	0.0000	0.00%
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%



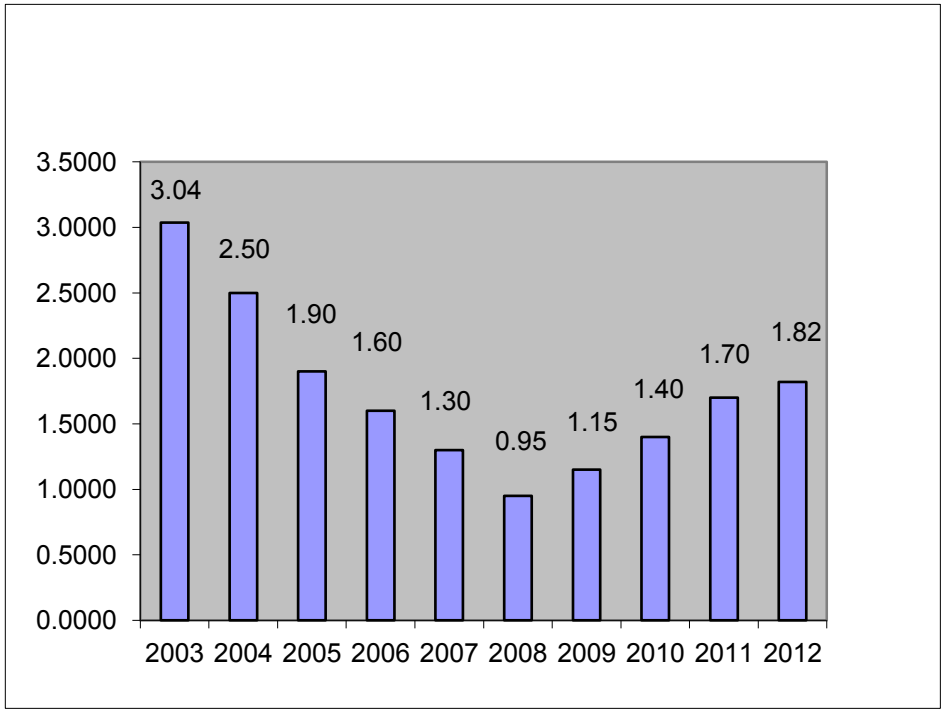
TOWN OF LAKE PARK

FISCAL YEAR 2011 - 2012

ANALYSIS OF DEBT SERVICE MILLAGE

FOR TEN YEAR PERIOD 2003 - 2012

Fiscal Year	Oper. Millage	Inc./Dec. Over Prior Year	% Inc./Dec. Over Prior Year
2003	3.0358	0.7000	35.00%
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%



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

		2008-2009 Actual	2009-2010 Actual	2010-2011 Estimated	2011-2012 As Proposed	2011-2012 As Adopted
51	General Government	4,505,073	2,633,925	2,537,915	2,433,865	2,708,530
52	Public Safety	5,433,148	5,480,551	4,970,175	4,692,925	4,765,775
53	Physical Environment	146,343	139,475	169,005	169,960	167,470
54	Transportation	564,285	489,103	362,870	362,595	355,565
57	Culture-Recreation	1,222,206	871,135	814,170	731,990	712,300
59	Intragovernmental Services	231,850	172,640	101,830	102,630	100,430
	Total Expenditures	12,102,905	9,786,829	8,955,965	8,493,965	8,810,070

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

	2008-2009 Actual	2009-2010 Actual	2010-2011 Estimated	2011-2012 As Proposed	2011-2012 As Adopted
Personal Services	2,697,150	2,394,280	2,326,881	2,150,915	2,205,125
Operating Expenses	6,271,239	6,099,709	5,518,713	5,235,305	5,214,070
Capital Outlay	379,141	128,800	23,364	-	-
Debt Service	40,560	312,730	360,311	421,040	421,040
Non-Operating	2,714,815	851,310	590,985	686,705	969,835
Total Expenditures	12,102,905	9,786,829	8,820,254	8,493,965	8,810,070

Town of Lake Park - General Fund
Recapitulation Of Expenditures
By Department
Fiscal Years Ended September 30, 2009-10-11-12

			2008-2009 Actual	2009-2010 Actual	2010-2011 Estimated	2011-2012 As Proposed	2011-2012 As Adopted
51	**General Government**						
	100	Town Commission	105,096	91,056	98,370	80,150	79,545
	104	Town Manager	327,410	299,690	306,915	300,965	301,045
	105	Human Resources	185,387	144,319	136,935	129,450	129,105
	106	Town Clerk	180,704	184,797	190,818	152,820	151,150
	108	Town Attorney	226,108	185,667	130,000	130,000	130,000
	110	Information Technology	212,526	166,664	146,655	139,690	137,955
	150	Finance and Accounting	463,189	448,111	447,860	434,965	430,775
	900	Non-Departmental	1,171,337	930,846	905,919	1,065,825	1,348,955
		Total General Government	2,871,757	2,451,150	2,363,472	2,433,865	2,708,530
52	**Public Safety**						
	200	Police	2,688,202	2,908,413	2,764,045	2,713,710	2,700,950
	250	Emergency Management	7,629	1,235	10,000	10,000	10,000
	300	Fire	2,023,882	2,001,820	1,634,105	1,545,935	1,545,935
	500	Community Development	694,180	572,651	555,549	423,280	508,890
		Total Public Safety	5,413,893	5,484,119	4,963,699	4,692,925	4,765,775
53	**Physical Environment**						
	400	Public Works Administration	128,249	141,969	192,880	169,960	167,470
		Total Physical Environment	128,249	141,969	192,880	169,960	167,470

Recapitulation Of Expenditures
(continued)

			2008-2009 Actual	2009-2010 Actual	2010-2011 Estimated	2011-2012 As Proposed	2011-2012 As Adopted
54	**Transportation**						
	408	Public Works - Facilities	401,397	321,184	310,121	305,105	298,075
	450	Public Works - Parking Meters	12,871	175,052	56,195	57,490	57,490
		Total Transportation	414,268	496,236	366,316	362,595	355,565
57	**Culture and Recreation**						
	700	Library	337,537	258,286	302,955	240,035	236,365
	710	Library - State Aid	11,639	7,675	7,675	7,675	7,675
	600	Recreation	282,992	197,162	168,563	166,190	161,605
	406	Public Works - Grounds	533,827	373,806	351,987	318,090	306,655
		Total Culture and Recreation	1,165,995	836,929	831,180	731,990	712,300
59	**Intergovernmental Services**						
	410	Public Works - Vehicle Maintenance	218,748	167,276	102,707	102,630	100,430
		Total Intergovernmental Services	218,748	167,276	102,707	102,630	100,430
		Total Expenditures	10,212,910	9,577,679	8,820,254	8,493,965	8,810,070

TOWN OF LAKE PARK

ADOPTED BUDGET

GENERAL FUND 001

FISCAL YEAR
October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET
GENERAL FUND REVENUE RECAP

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	11,466,324	9,273,828	8,955,965	8,632,770	8,540,585	8,493,965	8,810,070
Personal Services	2,631,014	2,369,011	2,340,960	2,326,881	2,362,175	2,150,915	2,205,125
Operating Expenses	6,129,942	6,082,706	5,570,990	5,518,713	5,463,755	5,235,305	5,214,070
Capital Outlay	238,915	139,785	23,754	23,364	1,865	-	-
Debt Service	375,479	436,304	337,365	360,311	421,040	421,040	421,040
Non-operating Expenses	837,560	549,873	762,185	590,985	729,425	686,705	969,835
Total Expenses	10,212,910	9,577,679	9,035,254	8,820,254	8,978,260	8,493,965	8,810,070
Surplus (Deficit)	1,253,414	(303,851)	(79,289)	(187,484)	(437,675)	-	-

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

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
001-311.100	Ad Valorem Taxes	4,825,752	4,112,773	3,527,200	3,527,200	3,377,550	3,356,750	3,353,600
001-311.110	Ad Valorem Taxes - CRA	690,204	503,282	295,900	294,060	270,025	260,070	259,825
001-311.120	Delinquent Taxes	260,212	73,245	20,000	20,000	20,000	20,000	20,000
001-314.100	Utility Tax - Electric	556,670	607,096	625,000	615,000	615,000	615,000	615,000
001-314.300	Utility Tax - Water	131,601	138,113	135,000	140,000	140,000	140,000	140,000
001-314.400	Utility Tax - Gas	2,443	26,175	30,000	37,500	42,500	42,500	42,500
001-315.100	Communications Service Tax	539,808	464,184	500,000	425,000	415,000	415,000	415,000
001-316.100	Business Tax Receipts	327,063	339,287	330,000	330,000	330,000	330,000	330,000
001-316.110	Contractors Fees	2,470	2,578	2,500	2,000	2,000	2,000	2,000
001-316.120	Business Tax Zoning Confirm Fee	12,761	12,394	13,000	12,500	10,000	10,000	10,000
001-316.130	Out of Town Business Reg/Decal	-	5	-	500	500	500	500
001-322.100	Building Permits w/Min. Surcha	122,101	133,551	82,500	16,500	15,000	15,000	15,000
001-322.110	Building Permits Other	-	-	40,000	58,500	55,000	55,000	55,000
001-322.300	Building Code Education Fund	-	-	-	250	250	250	250
001-322.500	Special Event Permit - Appl. F	550	425	500	1,200	1,000	1,000	1,000
001-322.900	Cost Recovery	36,677	7,496	5,000	10,000	7,500	7,500	7,500
001-323.100	Franchise Fees - Electric	599,961	547,504	620,000	500,000	510,000	510,000	510,000
001-323.400	Franchise Fees - Gas	1,342	11,629	15,500	15,300	15,500	15,500	15,500
001-323.700	Franchise Fees - Solid Waste	11,966	10,735	12,000	14,000	14,000	14,000	14,000
001-329.100	Alarm Permits	15,355	16,515	14,000	14,500	14,500	14,500	14,500
001-329.110	Reinspection/Reinstatement Fee	-	-	7,500	11,500	10,000	10,000	10,000
001-329.200	Signage Permits	12,510	13,950	14,000	14,000	12,000	12,000	12,000
001-334.700	Grant - State Aid to Libraries	11,639	7,675	8,025	7,675	7,675	7,675	7,675
001-335.120	State Revenue Sharing	225,153	223,804	240,000	226,000	228,000	228,000	228,000
001-335.150	Alcoholic Beverage Licenses	11,645	9,992	10,000	10,000	10,000	10,000	10,000
001-335.180	Half Cent Sales Tax	558,085	559,351	565,000	585,000	590,000	530,000	530,000
001-335.190	Motor Fuel Tax Refund	8,410	9,909	8,000	8,000	8,000	8,000	8,000
001-338.110	Business Tax - County	23,035	24,229	25,000	25,000	25,000	25,000	25,000
001-341.110	Administrative Fee -CRA Fund	47,748	49,925	72,050	72,050	72,050	72,050	72,050

001-341.401	Administrative Fee - Marina	60,000	60,000	75,000	75,000	75,000	75,000	75,000
001-341.402	Administrative Fee - StormWate	32,100	33,000	45,500	45,500	45,500	50,000	50,000
001-341.404	Admin Fee - Sanitation Fund	80,004	106,325	126,325	126,325	126,325	134,460	134,460
001-341.900	Copy Charges / Tax Searches	4,785	5,095	4,500	4,500	4,500	4,500	4,500
001-341.905	Admin Cost - Public Records Re	225	415	300	350	300	300	300
001-342.510	Plan Review Fees Code Sec 33-7	11,414	4,125	5,000	4,000	4,000	4,000	4,000
001-344.300	Advertising - Bus Shelters	-	1,539	675	2,220	2,340	2,340	2,340
001-344.500	Parking Fees - Meters Off-road	-	24,973	28,000	30,000	28,000	28,000	28,000
001-344.510	Parking Fees - Meters On-road	-	15,423	18,000	15,000	15,000	15,000	15,000
001-347.100	Library Copies	1,185	550	-	350	350	350	350
001-347.120	Library-Teen Leadership Progra	198	-	-	-	-	-	-
001-347.130	Library - Summer Reading Progr	-	45	-	-	-	-	-
001-347.200	Recreation - Summer Camp Fees	13,600	15,120	10,000	10,000	10,000	20,000	20,000
001-347.210	Recreation - Miscellaneous	1,735	639	500	575	500	500	500
001-347.215	Recreation - Semi Pro Football	215	-	-	-	-	-	-
001-347.220	Recreation - Tennis Program	12,600	13,106	13,625	13,675	14,220	14,220	14,220
001-347.230	Recreation - Senior Bus Trips	1,815	1,363	2,000	-	-	-	-
001-347.500	Recreation - Facilities Rental	8,209	8,134	8,500	8,000	8,000	8,000	8,000
001-347.905	Recreation - Security	1,935	1,605	2,500	1,500	2,500	2,500	2,500
001-347.910	Bingo Fees	4,480	5,120	4,500	2,665	3,000	-	-
001-347.915	Recreation Program Fees	2,085	2,851	2,500	4,000	3,000	3,000	3,000
001-347.920	Ballroom Dancing Fees	1,934	1,290	1,200	500	500	-	-
001-347.925	Recreation - Ballfield Light Fee	-	1,100	1,000	1,080	1,000	1,000	1,000
001-347.931	Recreation - July Fireworks Fee	6,039	-	-	-	-	-	-
001-347.935	Recreation - Car Show	800	1,000	1,500	1,800	1,000	1,000	1,000
001-349.100	Service Charge - Dishonored Ch	650	250	500	100	100	100	100
001-351.100	Fines & Forfeitures	17,378	18,536	25,000	25,000	25,000	25,000	25,000
001-352.100	Fines - Library	1,955	1,172	1,200	1,200	1,200	1,200	1,200
001-354.100	Fines - Code Violations	52,882	27,061	50,000	40,000	40,000	40,000	40,000
001-354.105	Fines - Alarm Violations	5,575	7,425	3,500	5,000	5,000	5,000	5,000
001-354.110	Code Violations - Admin Cost	22,574	10,173	15,000	15,000	15,000	15,000	15,000
001-354.115	Code Violations - Foreclosures	85,000	-	-	-	-	-	-
001-354.120	Penalties - Business Tax Receipts	9,196	8,238	8,000	8,000	8,000	8,000	8,000
001-354.130	Fines-Parking Meter Violations	850	21,995	20,000	20,000	20,000	20,000	20,000
001-354.135	Parking Violations - Code	-	2,100	1,500	1,500	1,500	1,500	1,500
001-354.210	Code Violations - CIB Fund	12,096	6,690	10,000	10,000	10,000	10,000	10,000

001-361.100	Interest Earnings	30,562	7,149	10,000	3,500	3,500	3,500	3,500
001-361.110	Interest Earnings - Tax Collec	27,587	27,473	25,000	25,000	25,000	25,000	25,000
001-361.120	Sales Tax Commissions	33	56	50	50	50	50	50
001-361.130	Interest on Assessments	-	776	-	1,500	500	500	500
001-361.200	Filing Fees	390	300	250	125	-	-	-
001-362.100	Rent - P.B.C. Sheriff	120	120	120	120	120	120	120
001-362.120	Rent - Cell Tower	23,343	24,276	23,500	25,250	26,220	26,220	26,220
001-362.121	Rent - Cell Tower (BellSouth)	14,600	15,184	15,800	15,800	16,425	16,425	16,425
001-362.200	Rent - Dunkin Donuts Lot	6,600	5,500	7,200	7,200	7,490	7,490	7,490
001-363.120	Service Charges-Code Violation	5,600	17,500	4,500	2,000	1,000	1,000	1,000
001-364.100	Sale of Surplus Property	-	4,698	-	-	-	-	-
001-365.100	Sale of Scrap Material	-	969	-	180	-	-	-
001-366.150	Donations - Summer Camp	-	1,165	-	-	-	-	-
001-366.300	Donations - Event Sponsorship	1,250	-	-	1,000	-	-	-
001-366.305	Donations - Employee Picnic	-	-	-	2,100	-	-	-
001-366.710	Donations - Summer Read Progra	-	3,000	-	-	-	-	-
001-369.100	Miscellaneous Revenue	5,094	1,869	2,500	1,000	1,000	1,000	1,000
001-369.110	Coke Machine Proceeds	533	303	500	750	500	500	500
001-369.200	Cash Over/Short	-	-	-	5	-	-	-
001-369.300	Refund Prior Year Expense	8,677	3,102	-	-	-	-	-
001-369.310	Reimbursement-Workman's Comp	3,854	-	-	-	-	-	-
001-369.320	Reimbursement - PBSO Fuel	-	111,765	110,000	110,000	110,000	110,000	110,000
001-38-000-9000	BALANCE BROUGHT FORWAR	-	-	334,420	250,000	250,000	250,000	569,500
001-380.402	Reimbursement - Stormwater Mai	61,725	70,125	78,000	78,000	78,000	78,000	78,000
001-381.110	Transfer from CRA Fund - ILA 2008	205,500	169,640	169,575	169,575	169,520	169,520	169,520
001-381.111	Transfer from CRA - PBSO	81,000	84,250	84,250	84,250	84,250	84,250	84,250
001-381.130	Transfer from CRA Fund - ILA 2009	-	54,889	-	-	91,325	91,325	91,325
001-381.190	Transfer Streets and Roads	75,000	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	215,004	225,000	225,000	225,000	225,000	250,000	250,000
001-384.100	Loan Proceeds	1,209,449	-	-	-	-	-	-
001-389.700	Donations - Library	1,728	1,138	500	2,990	500	500	500
001-389.700	TOTAL REVENUE	11,466,324	9,273,828	8,955,965	8,632,770	8,540,585	8,493,965	8,810,070

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	51,732	50,468	50,470	50,470	50,540	50,540	49,935
Operating Expenses	53,364	40,588	47,900	47,900	47,900	29,610	29,610
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	105,096	91,056	98,370	98,370	98,440	80,150	79,545

Personnel Recap

	Present	Proposed	Adopted
Mayor	1	1	1
Commissioners	4	4	4
	5	5	5

Cost Center 100 - Town Commission

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-511-100-11000	Executive Salaries	47,707	46,801	46,630	46,630	46,625	46,625	46,175
001-51-511-100-21000	FICA	3,650	3,441	3,565	3,565	3,565	3,565	3,535
001-51-511-100-24000	Worker's Compensation Insurance	375	226	275	275	350	350	225
	TOTAL PERSONNEL EXPENSES	51,732	50,468	50,470	50,470	50,540	50,540	49,935
001-51-511-100-31000	Professional Services	15,894	15,445	18,000	18,000	18,000	13,500	13,500
001-51-511-100-40000	Travel & Training	8,896	2,599	5,000	5,000	5,000	5,000	5,000
001-51-511-100-41100	Telephone	2,388	2,186	650	650	650	650	650
001-51-511-100-41200	Postage & Shipping	1,400	1,779	2,700	2,700	2,700	500	500
001-51-511-100-47000	Printing	366	270	300	300	300	300	300
001-51-511-100-48000	Promotional Activity	7,083	4,615	7,000	7,000	7,000	2,000	2,000
001-51-511-100-48100	News Letter	4,147	6,094	6,500	6,500	6,500	-	-
001-51-511-100-49200	Conferences & Seminars	60	451	90	90	90	-	-
001-51-511-100-49400	Uniforms & Clothing	564	54	160	160	160	160	160
001-51-511-100-51000	Office Supplies	5,159	-	-	-	-	-	-
001-51-511-100-54200	Memberships, Dues, & Subscript	7,407	7,095	7,500	7,500	7,500	7,500	7,500
	TOTAL OPERATING EXPENSES	53,364	40,588	47,900	47,900	47,900	29,610	29,610
	TOTAL DEPT EXPENDITURES	105,096	91,056	98,370	98,370	98,440	80,150	79,545

Town Commission Budget Analysis FY11-12

100-31000 **Professional Services** – $13,500 – For 50% of Gomez Barker Associates (lobbyist), 50% funded in the CRA.

100-40000 **Travel & Training** – $5,000 – $1,000 each allowance for the mayor and commissioners.

100-41100 **Telephone** – $650 – Land lines eliminated prior year to reflect a reduction of $1,350.

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

100-47000 **Printing** – $300 – Costs for volunteer dinner.

100-48000 **Promotional Activity** - $2,000 – Promotional events throughout the year.

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

WAGE DETAIL

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

Position Classification	FT/PT	Annual Rate	Hours	Base Wages	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Vice Mayor	PT	9,385.00		9,385	2.88%	(270)	9,115	-	9,115
Commissioner	PT	9,385.00		9,385	2.88%	(270)	9,115	-	9,115
Commissioner	PT	9,385.00		9,385	2.88%	(270)	9,115	-	9,115
Mayor	PT	10,000.00		10,000	2.88%	(288)	9,712	-	9,712
Commissioner	PT	9,385.00		9,385	2.88%	(270)	9,115	-	9,115
Total Wages & Benefits				47,540	0	(1,368)	46,172	-	46,172

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	295,979	291,697	297,390	297,515	303,790	293,590	293,670
Operating Expenses	31,431	7,993	9,645	9,400	9,175	7,375	7,375
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	327,410	299,690	307,035	306,915	312,965	300,965	301,045

Personnel Recap

	Present	Proposed	Adopted
Town Manager	1	1	1
Administrative Assistant	1	1	1
Grant Writer	1	1	1
	3	3	3

Cost Center 104 - Town Manager

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-512-104-11000	Executive Salaries	145,638	144,036	143,500	143,500	143,500	139,550	142,075
001-51-512-104-12000	Regular Salaries	74,724	74,551	73,025	73,025	73,895	71,875	72,615
001-51-512-104-14000	Overtime Salaries	-	74	65	150	-	-	-
001-51-512-104-15000	Special Pay	8,120	7,239	8,120	8,120	8,120	8,120	8,120
001-51-512-104-21000	FICA	13,675	13,766	17,135	17,200	17,255	16,800	17,050
001-51-512-104-22000	Retirement	26,797	26,245	25,800	25,800	25,800	24,525	25,575
001-51-512-104-23100	Health Insurance	21,365	20,601	23,885	23,885	28,585	27,035	23,060
001-51-512-104-23200	Insurance - Dental	1,076	1,052	1,200	1,200	1,320	1,165	1,165
001-51-512-104-23300	Insurance - Life	850	830	990	990	995	825	825
001-51-512-104-23400	Insurance - Vision	142	118	155	130	170	140	140
001-51-512-104-23500	Disability	2,207	2,327	2,470	2,470	2,840	2,245	2,245
001-51-512-104-24000	Worker's Compensation Insuranc	1,385	858	1,045	1,045	1,310	1,310	800
	TOTAL PERSONNEL EXPENSES	295,979	291,697	297,390	297,515	303,790	293,590	293,670
001-51-512-104-31000	Professional Services	12,240	-	-	-	-	-	-
001-51-512-104-40000	Travel & Training	4,236	-	-	225	-	-	-
001-51-512-104-41100	Telephone	5,596	2,780	4,000	4,000	4,000	2,400	2,400
001-51-512-104-41200	Postage & Shipping	1,127	380	400	400	400	200	200
001-51-512-104-44200	Equipment Leases	1,879	1,441	2,170	1,700	1,700	1,700	1,700
001-51-512-104-47000	Printing	-	48	-	-	-	-	-
001-51-512-104-48000	Promotional Activity	689	-	-	-	-	-	-
001-51-512-104-49000	Other Current Charges	31	-	-	-	-	-	-
001-51-512-104-51000	Office Supplies	1,726	1,479	1,200	1,200	1,200	1,200	1,200
001-51-512-104-52200	Small Tools & Other	1,918	-	-	-	-	-	-

001-51-512-104-54200	Memberships, Dues, & Subscriptions	1,989	1,865	1,875	1,875	1,875	1,875	1,875
	TOTAL OPERATING EXPENSES	31,431	7,993	9,645	9,400	9,175	7,375	7,375
	TOTAL DEPT EXPENDITURES	327,410	299,690	307,035	306,915	312,965	300,965	301,045

Town Manager Budget Analysis FY11-12

104-15000 **Special Pay** – $8,120 – $6,900 car allowance for Town Manager ($575/mo), $720 phone allowance for Grant Writer ($60/mo), and $500 longevity pay for Grant Writer.

104-41100 **Telephone** – $2,400 – This is for the department telephones and cellular phones (Nextel).

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

104-51000 **Office Supplies** – $1,200 - Miscellaneous office supplies for Town Manager, Administrative Assistant, and Grants Writer.

104-54200 **Memberships, Dues, & Subscriptions** – $1,875 – ICMA ($1.346), FCCMA ($419), and PBCMA ($100).

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Town Manager	FT	70.33	2,080	146,286	-	-	(60)	(4,220)	142,067	-	142,067
Grants Writer	FT	35.20	1,040	36,608	0.015	(549)	(30)	(1,056)	35,003	500	35,503
Administrative Assistant	FT	18.62	2,080	38,730	-	-	(60)	(1,117)	37,612	-	37,612
Note: 50% of Grants Writer salary budgeted to CRA											
Total Wages & Benefits				221,624	0	(549)	(150)	(6,393)	214,682	500	215,182

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	93,142	98,040	96,300	96,440	96,990	92,355	92,010
Operating Expenses	91,319	46,279	41,750	40,495	40,525	37,095	37,095
Capital Outlay	926	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	185,387	144,319	138,050	136,935	137,515	129,450	129,105

Personnel Recap

	Present	Proposed	Adopted
Human Resources Director	1	1	1
Administrative Secretary (PT)	1	1	1
	2	2	2

Cost Center 105 - Human Resources

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-512-105-11000	Executive Salaries	62,632	62,393	58,325	58,325	58,325	56,725	57,450
001-51-512-105-12000	Regular Salaries	4,694	-	-	-	-	-	-
001-51-512-105-13000	Other & Part Time Sal	7,290	16,488	16,590	16,590	16,590	16,150	16,425
001-51-512-105-15000	Special Pay	-	500	1,500	1,500	500	500	500
001-51-512-105-21000	FICA	5,570	5,784	5,850	5,850	5,775	5,625	5,700
001-51-512-105-22000	Retirement	5,003	4,503	4,375	4,515	4,375	2,850	2,875
001-51-512-105-23100	Health Insurance	5,915	6,496	7,470	7,470	8,895	8,375	7,175
001-51-512-105-23200	Insurance - Dental	431	431	480	480	530	465	465
001-51-512-105-23300	Insurance - Life	195	195	230	230	255	195	195
001-51-512-105-23400	Insurance - Vision	51	51	60	60	60	55	55
001-51-512-105-23500	Disability	726	792	925	925	1,065	795	795
001-51-512-105-24000	Worker's Compensation	635	407	495	495	620	620	375
	TOTAL PERSONNEL EXPENSES	93,142	98,040	96,300	96,440	96,990	92,355	92,010
001-51-512-105-31000	Professional Services	56,478	21,469	21,255	20,000	20,000	18,000	18,000
001-51-512-105-34000	Contractual Services	9,717	9,966	8,000	8,000	8,000	7,000	7,000
001-51-512-105-40000	Travel & Training	115	-	-	-	-	-	-
001-51-512-105-41100	Telephone	901	692	980	980	980	650	650
001-51-512-105-41200	Postage & Shipping	1,236	506	500	500	500	500	500
001-51-512-105-44200	Equipment Leases	2,275	2,196	2,245	2,245	2,245	2,245	2,245
001-51-512-105-47000	Printing	1,209	70	200	200	200	100	100
001-51-512-105-48100	Advertising	15,768	7,458	5,000	5,000	5,000	5,000	5,000
001-51-512-105-51000	Office Supplies	2,857	2,901	2,500	2,500	2,500	2,500	2,500
001-51-512-105-54100	Books & Subscriptions	327	395	-	-	-	-	-
001-51-512-105-54200	Memberships, Dues, & Subscriptions	436	626	1,070	1,070	1,100	1,100	1,100
	TOTAL OPERATING EXPENSES	91,319	46,279	41,750	40,495	40,525	37,095	37,095

001-51-512-105-64100	Machinery & Equipment	926	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	926	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	185,387	144,319	138,050	136,935	137,515	129,450	129,105

Town Commission Budget Analysis FY11-12

100-31000 **Professional Services** – $13,500 – For 50% of Gomez Barker Associates (lobbyist), 50% funded in the CRA.

100-40000 **Travel & Training** – $5,000 – $1,000 each allowance for the mayor and commissioners.

100-41100 **Telephone** – $650 – Land lines eliminated prior year to reflect a reduction of $1,350.

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** - $2,000 – Costs for volunteer dinner.

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).

105-54200 **Memberships, Dues, & Subscriptions** – $1,100 - This account includes the following:

- $443.77 ($409.00 including $34.77 in shipping costs) – Increased from $395.00 from FY 2011 as the cost of the subscription to What to Do About Personnel Problems in Florida through Business and Legal Reports has increased.

- $655.57 – 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:

    - $475.57 for ICMA
    - $180.00 for SHRM

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Human Resource Director	FT	28.58	2,080	59,446	0.005	(297)	(60)	(1,715)	57,434	-	57,434
Administrative Secretary	PT	13.01	1,300	16,913	-	-	(38)	(494)	16,419	-	16,419
Total Wages & Benefits				76,359	0	(297)	(98)	(2,209)	73,853	-	73,853

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	127,473	128,404	129,315	130,015	134,330	125,275	123,605
Operating Expenses	50,137	53,298	59,500	59,250	26,045	27,545	27,545
Capital Outlay	-	-	-	-	-	-	-
Debt Service	3,094	3,095	1,550	1,553	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	180,704	184,797	190,365	190,818	160,375	152,820	151,150

Personnel Recap

	Present	Proposed	Adopted
Town Clerk	1	1	1
Deputy Clerk	1	1	1
	2	2	2

Cost Center 106 - Town Clerk

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-512-106-11000	Executive Salaries	57,044	56,615	56,400	56,400	56,400	54,850	55,550
001-51-512-106-12000	Regular Salaries	38,770	38,571	38,425	38,425	38,425	33,050	33,650
001-51-512-106-14000	Overtime Salaries	85	111	125	125	125	75	75
001-51-512-106-15000	Special Pay	720	1,184	720	720	720	720	720
001-51-512-106-21000	FICA	7,116	7,099	7,325	7,325	7,325	4,450	6,900
001-51-512-106-22000	Retirement	6,275	6,020	4,800	5,500	6,160	4,900	3,300
001-51-512-106-23100	Health Insurance	14,433	15,849	18,230	18,230	21,430	23,850	20,230
001-51-512-106-23200	Insurance - Dental	861	861	960	960	1,060	930	930
001-51-512-106-23300	Insurance - Life	347	350	350	350	380	360	360
001-51-512-106-23400	Insurance - Vision	103	103	120	120	120	110	110
001-51-512-106-23500	Disability	1,154	1,280	1,420	1,420	1,635	1,430	1,430
001-51-512-106-24000	Worker's Compensation Insurance	565	361	440	440	550	550	350
	TOTAL PERSONNEL EXPENSES	127,473	128,404	129,315	130,015	134,330	125,275	123,605
001-51-512-106-31000	Professional Services	1,276	1,276	1,325	1,325	1,145	1,145	1,145
001-51-512-106-33000	Accounting, Audit & Elections	11,273	21,191	29,380	29,380	-	-	-
001-51-512-106-34000	Contractual Services	7,922	8,074	9,580	9,580	7,000	7,000	7,000
001-51-512-106-40000	Travel & Training	4,002	-	200	200	200	200	200
001-51-512-106-41100	Telephone	1,032	959	1,000	1,000	600	950	950
001-51-512-106-41200	Postage & Shipping	367	361	1,900	1,900	1,000	500	500
001-51-512-106-44200	Equipment Lease	5,796	6,082	6,220	6,220	6,500	6,500	6,500
001-51-512-106-47000	Printing	592	781	500	500	600	750	750
001-51-512-106-48100	Advertising	7,936	5,465	4,000	4,000	3,500	3,500	3,500
001-51-512-106-48200	Recording Fees	390	115	300	300	300	300	300
001-51-512-106-51000	Office Supplies	7,425	7,864	4,000	4,000	4,000	5,500	5,500
001-51-512-106-52100	Gasoline & Diesel Fuel	382	370	300	300	400	400	400

001-51-512-106-52200	Small Tools & Others	1,020	-	-	-	-	-	-
001-51-512-106-54100	Books & Subscriptions	-	236	250	-	-	-	-
001-51-512-106-54200	Memberships, Dues, & Subscriptions	724	524	545	545	800	800	800
	TOTAL OPERATING EXPENSES	50,137	53,298	59,500	59,250	26,045	27,545	27,545
001-51-512-106-71000	Principal	2,812	2,935	1,515	1,518	-	-	-
001-51-512-106-72000	Interest	282	160	35	35	-	-	-
	TOTAL DEBT SERVICE	3,094	3,095	1,550	1,553	-	-	-
	TOTAL DEPT EXPENDITURES	180,704	184,797	190,365	190,818	160,375	152,820	151,150

Town Clerk Budget Analysis FY11-12

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.

106-31000 **Professional Services** – This line includes annual fee to R & S Integrated Products for Laserfiche ($1,145).

106-33000 **Accounting, Audit & Elections** – No elections scheduled for FY11-12

106-34000 **Contractual Services** – Expected cost of $7,000. 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. $200.

106-41100 **Telephone** – Telephone and fax expense in the amount of $950. This represents a $50 decrease from last year.

106-41200 **Postage & Shipping** – Postage budgeted at $500 for mailing of Release of Liens, Financial disclosures, board membership letters, and Referendum informational mailers. This account is budgeted for $1,400 less than last year.

106-44200 **Equipment Leases** – $6,500 annual cost of Color copier lease ($483 per month) and personal property tax.

106-47000 **Printing** – Estimated cost of $750 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 $3,500. This cost represents a decrease of $500 less than current year.

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 therefore it has been cut the budget at 50% for this item.

106-51000 **Office Supplies** – Miscellaneous offices supplies budgeted at $5,500.

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

106-54100 **Books & Subscriptions** – Estimated cost of $250 for newspaper subscription.

106-54200 **Memberships, Dues, & Subscriptions** – Membership dues of $545 for FACC ($120), International Institute of Municipal Clerks ($200), Palm Beach Municipal Clerk's Association ($120), and National Notary Association for Town Clerk and Deputy Clerk ($105). Newspaper subscription for Palm Beach Post of $245.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Town Clerk	FT	27.64	2,080	57,491	0.005	(287)	(60)	(1,658)	55,545	-	55,545
Deputy Clerk	FT	16.65	2,080	34,632	-	-	(60)	(999)	33,633	-	33,633
Total Wages & Benefits				92,123	0	(287)	(120)	(2,657)	89,178	-	89,178

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	-	-	-	-	-	-	-
Operating Expenses	226,108	185,667	168,000	130,000	168,000	130,000	130,000
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	226,108	185,667	168,000	130,000	168,000	130,000	130,000

Personnel Recap

	Present	Proposed	Adopted
Contract			

Cost Center 108 - Legal

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-514-108-31100	Professional Svc - Town Attorney	154,028	169,504	158,000	120,000	158,000	120,000	120,000
001-51-514-108-31101	Professional Svc - Other Legal	50,830	16,163	10,000	10,000	10,000	10,000	10,000
001-51-514-108-31200	Professional Svc - Foreclosure	21,250	-	-	-	-	-	-
	TOTAL OPERATING EXPENSES	226,108	185,667	168,000	130,000	168,000	130,000	130,000
001-51-514-108-99105	Cost Recovery	-	-	-	-	-	-	-
	TOTAL OTHER EXPENSES	-	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	226,108	185,667	168,000	130,000	168,000	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 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	99,375	94,940	98,030	98,180	100,510	95,635	93,900
Operating Expenses	59,336	50,107	51,150	47,150	44,640	42,055	42,055
Capital Outlay	53,815	21,617	1,850	1,325	1,865	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	2,000	2,000	2,000
Total Expenses	212,526	166,664	151,030	146,655	149,015	139,690	137,955

Personnel Recap

	Present	Proposed	Adopted
Chief Information Technology Officer	1	1	1
	1	1	1

Cost Center 110 - Information Technology

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-512-110-11000	Executive Salaries	75,363	72,778	73,650	73,650	73,650	71,725	71,800
001-51-512-110-15000	Special Pay	2,686	462	490	490	490	490	490
001-51-512-110-21000	FICA	5,470	5,065	5,675	5,675	5,675	5,525	5,550
001-51-512-110-22000	Retirement	5,689	5,276	5,575	5,575	5,575	3,625	3,625
001-51-512-110-23100	Health Insurance	8,518	9,354	10,450	10,450	12,540	11,925	10,115
001-51-512-110-23200	Insurance - Dental	431	431	480	480	530	465	465
001-51-512-110-23300	Insurance - Life	195	195	195	195	215	195	195
001-51-512-110-23400	Insurance - Vision	51	51	60	60	60	55	55
001-51-512-110-23500	Disability	897	994	1,100	1,000	1,150	1,005	1,005
001-51-512-110-24000	Worker's Compensation Insurance	75	45	55	55	75	75	50
001-51-512-110-26000	Mileage Reimbursement	-	289	300	550	550	550	550
	TOTAL PERSONNEL EXPENSES	99,375	94,940	98,030	98,180	100,510	95,635	93,900
001-51-512-110-31000	Professional Services - Adm IT	15,196	14,205	10,000	10,000	10,000	8,000	8,000
001-51-512-110-34000	Contractual Services	2,400	2,625	9,800	5,200	5,100	5,100	5,100
001-51-512-110-40000	Travel & Training	1,019	3,019	2,000	2,500	-	-	-
001-51-512-110-41100	Telephone	1,786	2,459	1,600	1,600	2,290	2,290	2,290
001-51-512-110-41105	Telephone-DSL	2,858	2,561	4,200	4,200	4,200	4,200	4,200
001-51-512-110-46100	Equipment Maintenance Contract	3,547	2,733	3,000	3,000	3,000	3,000	3,000
001-51-512-110-49303	Software - Administration	11,187	10,942	8,250	8,250	8,250	8,250	8,250
001-51-512-110-49306	Software - Finance	4,415	4,415	5,000	5,000	5,000	4,415	4,415
001-51-512-110-49400	Uniforms & Clothing	-	254	-	-	-	-	-
001-51-512-110-51000	Office Supplies	423	3	-	-	-	-	-
001-51-512-110-51900	Computer Supplies & Parts	5,124	2,010	3,000	3,000	3,000	3,000	3,000
001-51-512-110-52000	Operating Supplies	3,134	3,127	3,000	3,000	3,000	3,000	3,000
001-51-512-110-52200	Small Tools & Others	7,522	837	500	500	-	-	-

001-51-512-110-54200	Memberships, Dues, & Subscriptions	725	917	800	900	800	800	800
	TOTAL OPERATING EXPENSES	59,336	50,107	51,150	47,150	44,640	42,055	42,055
001-51-512-110-64100	Machinery & Equipment	34,391	8,608	-	-	-	-	-
001-51-512-110-64101	Hardware - Town Commission	1,966	1,495	1,850	1,325	1,865	-	-
001-51-512-110-64102	Hardware - Town Manager	2,194	-	-	-		-	-
001-51-512-110-64105	Hardware - Town Clerk	2,469	-	-	-		-	-
001-51-512-110-64106	Hardware - Finance	4,480	-	-	-		-	-
001-51-512-110-64108	Hardware - Community Developme	4,387	-	-	-		-	-
001-51-512-110-64109	Hardware - Public Works	2,194	-	-	-		-	-
001-51-512-110-64110	Hardware - Library	-	11,514	-	-		-	-
001-51-512-110-64220	Hardware - Media Room	1,734	-	-	-		-	-
	TOTAL CAPITAL OUTLAY	53,815	21,617	1,850	1,325	1,865	-	-
001-51-512-110-99901	Contingency	-	-	-	-	2,000	2,000	2,000
	TOTAL OTHER EXPENSES	-	-	-	-	2,000	2,000	2,000
	TOTAL DEPT EXPENDITURES	212,526	166,664	151,030	146,655	149,015	139,690	137,955

Information Technology Budget Analysis FY11-12

110-15000 **Special Pay** – Expected cost of approximately $490. This expense is for remote DSL access.

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

110-34000 **Contractual Services** – $5,100 for e-mail protection and web hosting.

110-41100 **Telephone** –$2,290 for cell phone ($1,100), emergency phones ($630), and air-cards ($560).

110-41105 **Telephone-DSL** – $4,200 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).

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Chief Info Tech Officer	FT	36.10	2,080	75,088	0.015	(1,126)	(60)	(2,166)	71,796	-	71,796
Total Wages & Benefits				75,088	0			(2,166)	71,796	-	71,796

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	364,502	358,751	365,280	367,230	375,390	356,145	351,955
Operating Expenses	98,687	89,360	79,553	80,630	79,380	78,820	78,820
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	463,189	448,111	444,833	447,860	454,770	434,965	430,775

Personnel Recap

	Present	Proposed	Adopted
Finance Director	1	1	1
Assistant to the Finance Director	1	1	1
Accountant	1	1	1
Accounts Payable/Receivable Coordinator	1	1	1
Accountant/Business Tax Coordinator (Part-Time)	1	1	1
	5	5	5

Cost Center 150 - Finance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-513-150-11000	Executive Salaries	97,252	96,180	96,950	96,950	96,950	94,300	94,025
001-51-513-150-12000	Regular Salaries	154,153	149,115	147,875	147,875	148,550	144,475	146,825
001-51-513-150-13000	Other & Part Time Salaries	27,484	30,864	29,875	29,875	29,875	28,650	29,175
001-51-513-150-14000	Overtime Salaries	908	140	100	100	100	100	100
001-51-513-150-15000	Special Pay	1,720	1,184	1,220	1,220	1,720	1,720	1,720
001-51-513-150-21000	FICA	21,135	20,379	21,050	21,125	21,225	20,600	20,850
001-51-513-150-22000	Retirement	17,525	17,816	18,525	18,475	18,575	12,050	12,100
001-51-513-150-23100	Health Insurance	30,570	33,048	42,470	42,470	50,190	47,255	40,490
001-51-513-150-23200	Insurance - Dental	1,686	1,722	1,920	1,920	2,115	1,860	1,860
001-51-513-150-23300	Insurance - Life	804	774	780	780	860	780	780
001-51-513-150-23400	Insurance - Vision	167	154	240	240	240	225	225
001-51-513-150-23500	Disability	3,039	3,235	3,575	3,575	4,115	3,255	3,255
001-51-513-150-24000	Worker's Compensation Insurance	900	565	700	700	875	875	550
001-51-513-150-25100	Unemployment Compensation	7,159	3,575	-	1,925	-	-	-
	TOTAL PERSONNEL EXPENSES	364,502	358,751	365,280	367,230	375,390	356,145	351,955
001-51-513-150-31000	Professional Services	1,125	-	-	-	-	-	-
001-51-513-150-33000	Accounting & Auditing	62,250	59,000	54,000	51,600	51,850	51,850	51,850
001-51-513-150-34000	Contractual Services	2,871	3,108	2,898	2,875	2,875	2,875	2,875
001-51-513-150-40000	Travel & Training	3,248	132	100	100	100	100	100
001-51-513-150-41100	Telephone	2,188	1,772	1,880	1,880	1,880	1,320	1,320
001-51-513-150-41200	Postage & Shipping	5,845	5,530	5,000	5,000	5,000	5,000	5,000
001-51-513-150-44200	Equipment Leases	7,811	4,332	4,350	4,350	4,350	4,350	4,350
001-51-513-150-47000	Printing	3,468	2,907	2,000	2,000	2,000	2,000	2,000
001-51-513-150-49000	Other Current Charges	454	435	450	450	450	450	450
001-51-513-150-49600	Bank Charges / Admin Fees	1,708	5,579	3,000	6,500	5,000	5,000	5,000

001-51-513-150-51000	Office Supplies	6,491	5,496	5,450	5,450	5,450	5,450	5,450
001-51-513-150-52200	Small Tools & Other	593	679	-	-	-	-	-
001-51-513-150-54100	Books & Subscriptions	35	-	-	-	-	-	-
001-51-513-150-54200	Memberships, Dues, & Subscript	600	390	425	425	425	425	425
	TOTAL OPERATING EXPENSES	98,687	89,360	79,553	80,630	79,380	78,820	78,820
	TOTAL DEPT EXPENDITURES	463,189	448,111	444,833	447,860	454,770	434,965	430,775

Finance Department Budget Analysis FY11-12

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).

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

150-41200 **Postage & Shipping** – $5,000 – This category covers mailings for general Finance Department mail and Sanitation billing. This amount reflects a $600 reduction in costs from prior year.

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**– $5,000 – This account covers the cost of credit card processing and bank fees.

150-51000 **Office Supplies** – $5,450 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

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Finance Director	FT	47.52	2,080	98,842	0.020	(1,977)	(60.0)	(2,851)	94,014	500	94,514
Asst to Finance Director	FT	25.69	2,080	53,435	0.005	(267)	(60.0)	(1,541)	51,627	-	51,627
Accts Pay/Rec Coord.	FT	23.29	2,080	48,443	-	-	(60.0)	(1,397)	47,046	500	47,546
Accountant	FT	23.83	2,080	49,566	-	-	(60.0)	(1,430)	48,137	-	48,137
Acct.-Bus Tax Coord.	PT	21.38	1,404	30,018	-	-	(40.5)	(866)	29,152	-	29,152
Total Wages & Benefits				280,304			(281)	(8,086)	269,974	1,000	270,974

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	-	-	-	-	-	-	-
Operating Expenses	2,688,202	2,908,413	2,765,090	2,764,045	2,764,045	2,713,710	2,700,950
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	2,688,202	2,908,413	2,765,090	2,764,045	2,764,045	2,713,710	2,700,950

Personnel Recap

Contract with Palm Beach County Sheriff	Present	Proposed	Adopted
Lieutenant	1	1	1
Sergeants	3	3	3
Deputy Sheriffs	19	19	19
Administrative Secretary	1	1	1
School Crossing Guards	14	10	9
	38	34	33

Cost Center 200 - Police Administration

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-52-521-200-34010	Contract PBC Sheriff	2,669,748	2,776,538	2,634,120	2,634,120	2,634,120	2,583,785	2,571,200
001-52-521-200-41100	Telephone	4,358	3,294	3,200	3,200	3,200	3,200	3,200
001-52-521-200-43000	Utilities	10,774	13,958	17,000	17,000	17,000	17,000	17,000
001-52-521-200-43250	Garbage & Trash	822	1,004	2,010	1,050	1,050	1,050	1,050
001-52-521-200-45000	Insurance	1,895	1,803	2,075	2,075	2,075	2,075	1,900
001-52-521-200-49101	Property Tax	605	681	685	600	600	600	600
001-52-521-200-52100	Gasoline & Diesel Fuel	-	111,135	106,000	106,000	106,000	106,000	106,000
	TOTAL OPERATING EXPENSES	2,688,202	2,908,413	2,765,090	2,764,045	2,764,045	2,713,710	2,700,950
	TOTAL DEPT EXPENDITURES	2,688,202	2,908,413	2,765,090	2,764,045	2,764,045	2,713,710	2,700,950

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 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	-	-	-	-	-	-	-
Operating Expenses	7,629	1,235	10,000	10,000	10,000	10,000	10,000
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	7,629	1,235	10,000	10,000	10,000	10,000	10,000

Personnel Recap

	Present	Proposed	Adopted

Cost Center 250 - Emergency and Disaster Relief Services

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-52-525-250-34050	Other Contract Services - Debr	-	-	250	250	250	250	250
001-52-525-250-34055	other contract Services - Tree	-	-	250	250	250	250	250
001-52-525-250-34060	Other Contract Services - Stw	4,990	639	5,000	5,000	5,000	5,000	5,000
001-52-525-250-52000	Operating Supplies	2,639	596	4,500	4,500	4,500	4,500	4,500
	TOTAL OPERATING EXPENSES	7,629	1,235	10,000	10,000	10,000	10,000	10,000
	TOTAL DEPT EXPENDITURES	7,629	1,235	10,000	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 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	-	-	-	-	-	-	-
Operating Expenses	2,023,882	2,001,820	1,634,105	1,634,105	1,559,075	1,545,935	1,545,935
Capital Outlay	-	-	-	-	-	-	-
Debt Services	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	2,023,882	2,001,820	1,634,105	1,634,105	1,559,075	1,545,935	1,545,935

Personnel Recap

	Present	Proposed	Adopted
Contract with Palm Beach County Fire Rescue			

Cost Center 300 - Fire **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-52-522-300-34000	Contractual Services	2,023,882	2,001,820	1,634,105	1,634,105	1,559,075	1,545,935	1,545,935
	TOTAL OPERATING EXPENSES	2,023,882	2,001,820	1,634,105	1,634,105	1,559,075	1,545,935	1,545,935
	TOTAL DEPT EXPENDITURES	2,023,882	2,001,820	1,634,105	1,634,105	1,559,075	1,545,935	1,545,935

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	106,751	122,413	150,650	149,475	162,055	153,610	151,620
Operating Expenses	21,498	18,677	44,855	43,405	16,850	16,350	15,850
Capital Outlay	-	879	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	128,249	141,969	195,505	192,880	178,905	169,960	167,470

Personnel Recap

	Present	Proposed	Adopted
Public Works Director	1	1	1
Assistant to the Public Works Director	1	1	1
	2	2	2

Cost Center 400 - Public Works Administration

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-53-530-400-11000	Executive Salaries	32,915	45,454	68,675	68,675	68,650	66,775	67,275
001-53-530-400-12000	Regular Salaries	51,036	49,829	47,250	47,250	47,250	45,950	46,775
001-53-530-400-14000	Overtime Salaries	691	669	-	-	-	-	-
001-53-530-400-15000	Special Pay	-	1,024	720	720	720	720	720
001-53-530-400-21000	FICA	6,011	7,123	8,875	8,925	8,925	8,700	8,800
001-53-530-400-22000	Retirement	3,772	3,441	5,700	5,000	8,750	5,675	5,750
001-53-530-400-23100	Health Insurance	8,104	10,285	14,940	14,940	23,205	21,850	18,720
001-53-530-400-23200	Insurance - Dental	574	682	960	960	1,060	930	930
001-53-530-400-23300	Insurance - Life	252	304	390	390	430	390	390
001-53-530-400-23400	Insurance - Vision	69	82	120	120	120	110	110
001-53-530-400-23500	Disability	897	1,199	1,750	1,750	2,010	1,575	1,575
001-53-530-400-24000	Worker's Compensation Insurance	975	610	745	745	935	935	575
001-53-530-400-25100	Unemployment Compensation	1,455	1,711	525	-	-	-	-
	TOTAL PERSONNEL EXPENSES	106,751	122,413	150,650	149,475	162,055	153,610	151,620
001-53-530-400-31000	Professional Services	750	1,645	26,500	26,500	-	-	-
001-53-530-400-34000	Contractual Services	946	996	1,045	950	1,320	1,320	1,320
001-53-530-400-41100	Telephone	4,547	4,065	3,720	2,040	2,040	2,040	2,040
001-53-530-400-41200	Postage & Shipping	100	85	100	100	100	100	100
001-53-530-400-43000	Utilities	234	-	-	-	-	-	-
001-53-530-400-44200	Equipment Leases	2,229	2,334	2,415	2,415	2,415	2,415	2,415
001-53-530-400-45000	Insurance	5,400	5,149	5,925	5,925	5,925	5,925	5,425
001-53-530-400-47000	Printing	514	152	250	575	650	400	400
001-53-530-400-49000	Other Current Charges	2,865	-	-	-	-	-	-
001-53-530-400-49101	Property Taxes	88	109	105	100	100	100	100
001-53-530-400-49400	Uniforms & Clothing	451	236	245	250	250	250	250

001-53-530-400-51000	Office Supplies	2,146	1,841	1,500	1,500	1,000	1,000	1,000
001-53-530-400-52100	Gasoline & Diesel Fuel	1,008	1,224	2,500	2,500	2,500	2,250	2,250
001-53-530-400-52200	Small Tools & Others	-	600	-	-	-	-	-
001-53-530-400-54200	Memberships, Dues, & Subscriptions	220	241	550	550	550	550	550
	TOTAL OPERATING EXPENSES	21,498	18,677	44,855	43,405	16,850	16,350	15,850
001-53-530-400-64100	Machinery & Equipment	-	879	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	879	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	128,249	141,969	195,505	192,880	178,905	169,960	167,470

Public Works Administration Budget Analysis FY11-12

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 and Assistant.

400-41200 **Postage & Shipping** – Expected cost of $100 for sending certified mailing and other correspondence.

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

400-47000 **Printing** – Expense for printing color letterhead is estimated at $400.

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 ($250).

400-51000 **Office Supplies** – Miscellaneous supplies for office ($1,000).

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

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Public Works Director	FT	33.65	2,080	69,992	0.010	(700)	(60)	(2,019)	67,273	-	67,273
Assist. to PW Director	FT	23.15	2,080	48,152	-	-	(60)	(1,389)	46,763	-	46,763
Total Wages & Benefits				118,144	0	(700)	(120)	(3,408)	114,036	-	114,036

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	362,243	284,802	265,200	267,438	275,360	249,365	238,305
Operating Expenses	103,516	71,707	71,170	72,560	75,425	68,725	68,350
Capital Outlay	43,790	5,338	6,000	6,000	-	-	-
Debt Service	24,278	11,959	5,980	5,989	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	533,827	373,806	348,350	351,987	350,785	318,090	306,655

Personnel Recap

	Present	Proposed	Adopted
Foreman	1	1	1
Grounds Maintenance Crew Leader	1	1	1
Maintenance Worker III	1	1	1
Maintenance Worker II	1	1	1
Irrigation Technician (Shared w/Stormwater)	1	1	1
	5	5	5

Cost Center 406 - PW Grounds Maintenance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-57-572-406-12000	Regular Salaries	246,431	194,739	174,800	174,613	174,850	142,475	166,100
001-57-572-406-13000	Part Time Salaries	-	-	-	-	-	20,675	-
001-57-572-406-14000	Overtime Salaries	641	400	400	400	400	400	400
001-57-572-406-15000	Special Pay	1,500	1,500	1,500	1,500	2,000	2,000	2,000
001-57-572-406-21000	FICA	17,929	14,735	13,525	13,525	13,575	12,675	12,900
001-57-572-406-22000	Retirement	16,581	13,622	12,750	12,750	12,800	12,800	8,450
001-57-572-406-23100	Health Insurance	54,499	43,219	46,270	46,270	55,305	43,700	37,440
001-57-572-406-23200	Insurance - Dental	3,301	2,476	2,400	2,400	2,640	1,860	1,860
001-57-572-406-23300	Insurance - Life	946	779	705	705	780	590	590
001-57-572-406-23400	Insurance - Vision	399	287	300	300	300	220	220
001-57-572-406-23500	Disability	2,931	2,632	2,375	2,375	2,735	1,995	1,995
001-57-572-406-24000	Worker's Compensation Insurance	10,625	6,549	7,975	7,975	9,975	9,975	6,350
001-57-572-406-25100	Unemployment Compensation	6,460	3,864	2,200	4,625	-	-	-
	TOTAL PERSONNEL EXPENSES	362,243	284,802	265,200	267,438	275,360	249,365	238,305
001-57-572-406-34000	Contractual Services	18,015	7,449	7,530	6,600	7,500	6,800	6,800
001-57-572-406-40000	Travel & Training	792	-	-	20	250	-	-
001-57-572-406-41100	Telephone	1,883	1,578	1,550	1,550	1,900	1,250	1,250
001-57-572-406-43000	Utilities	11,703	11,879	12,800	12,800	12,800	12,800	12,800
001-57-572-406-44100	Rentals	1,947	1,230	2,500	4,200	3,500	1,500	1,500
001-57-572-406-45000	Insurance	4,000	3,802	4,375	4,375	4,375	4,375	4,000
001-57-572-406-46000	Repair & Maintenance	7,873	3,529	4,000	4,000	4,600	3,500	3,500
001-57-572-406-49400	Uniforms & Clothing	2,738	1,651	1,800	1,650	1,800	1,400	1,400
001-57-572-406-52000	Operating Supplies	35,130	30,307	27,000	27,000	27,000	27,000	27,000
001-57-572-406-52100	Gasoline & Diesel Fuel	10,998	9,914	9,500	10,000	10,500	10,000	10,000
001-57-572-406-52200	Small Tools & Other	8,337	368	-	250	1,100	-	-

001-57-572-406-54200	Memberships, Dues & Subscriptions	100	-	115	115	100	100	100
	TOTAL OPERATING EXPENSES	103,516	71,707	71,170	72,560	75,425	68,725	68,350
001-57-572-406-63000	Improvement Other Than Bldg	1,525	5,338	6,000	6,000	-	-	-
001-57-572-406-64100	Machinery & Equipment	42,265	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	43,790	5,338	6,000	6,000	-	-	-
001-57-572-406-71000	Principal	22,939	11,342	5,855	5,865	-	-	-
001-57-572-406-72000	Interest	1,339	617	125	124	-	-	-
	TOTAL DEBT SERVICE	24,278	11,959	5,980	5,989	-	-	-
	TOTAL DEPT EXPENDITURES	533,827	373,806	348,350	351,987	350,785	318,090	306,655

Public Works Grounds Maintenance Budget Analysis FY11-12

406-34000 **Contractual Services** – Fertilize parks, ball fields and building grounds 2 x per year with a “weed & feed” fertilizer. Apply a one year warranty fire ant control product at the ball fields ($6,800).

406-41100 **Telephone** – Estimated cost of $1,250 for monthly cell phone expense for the Foreman, Crew Leader, and Irrigation Technician.

406-44100 **Rentals** – Anticipated cost of $1,500 for rental of portable boom lift for tree trimming and pump for irrigation well maintenance.

406-45000 **Insurance** – Property/Liability insurance premiums ($4,375).

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: $3,500.

406-49400 **Uniforms & Clothing** – Cost to purchase safety shoes and new uniforms ($1,400).

406-52000 **Operating Supplies** – Purchase ADA rated mulch for playgrounds and heart trail. Sprinkler heads, flags, bulk chemicals (i.e. iron remover, Round-up etc.), public restroom supplies, sod for parks, clay for ball fields, topsoil, and replacement plants. ($27,000)

406-52100 **Gasoline & Diesel Fuel** – Expected cost of $10,000 for vehicle and equipment fuel.

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

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Foreman	FT	21.29	2,080	44,283	-	-	(60)	(1,277)	43,006	500	43,506
Crew Leader	FT	14.31	2,080	29,765	-	-	(60)	(859)	28,906	500	29,406
Maintenance Worker III	FT	19.92	2,080	41,434	-	-	(60)	(1,195)	40,238	500	40,738
Maintenance Worker II	FT	16.29	2,080	33,883	-	-	(60)	(977)	32,906	500	33,406
Irrigation Technician	FT	13.89	1,560	21,668	-	-	(45)	(625)	21,043	-	21,043
Total Wages & Benefits				171,033			(285)	(4,934)	166,100	2,000	168,100

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	123,717	121,986	126,490	126,421	131,940	125,430	121,175
Operating Expenses	211,543	197,398	182,723	180,200	182,525	179,675	176,900
Capital Outlay	61,923	1,800	6,800	3,500	-	-	-
Debt Service	4,214	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	401,397	321,184	316,013	310,121	314,465	305,105	298,075

Personnel Recap

	Present	Proposed	Adopted
Facility Maintenance Worker III	2	2	2
	2	2	2

Cost Center 408 - PW Facility Maintenance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-54-597-408-12000	Regular Salaries	85,623	84,974	84,600	84,536	84,600	82,275	83,750
001-54-597-408-14000	Overtime Salaries	62	528	150	150	150	150	150
001-54-597-408-15000	Special Pay	1,000	1,000	1,000	1,000	1,000	1,000	1,000
001-54-597-408-21000	FICA	7,148	6,260	6,580	6,575	6,575	6,400	6,500
001-54-597-408-22000	Retirement	6,501	6,263	6,425	6,425	6,350	4,175	4,250
001-54-597-408-23100	Health Insurance	13,309	15,888	19,400	19,400	23,205	21,850	18,720
001-54-597-408-23200	Insurance - Dental	969	861	960	960	1,060	930	930
001-54-597-408-23300	Insurance - Life	386	337	340	340	375	340	340
001-54-597-408-23400	Insurance - Vision	116	103	120	120	120	110	110
001-54-597-408-23500	Disability	1,103	1,142	1,275	1,275	1,455	1,150	1,150
001-54-597-408-24000	Worker's Compensation Insurance	7,500	4,630	5,640	5,640	7,050	7,050	4,275
	TOTAL PERSONNEL EXPENSES	123,717	121,986	126,490	126,421	131,940	125,430	121,175
001-54-597-408-31000	Professional Services	-	-	1,800	1,800	2,000	-	-
001-54-597-408-34000	Contractual Services	66,017	66,859	52,955	50,100	51,000	50,500	50,500
001-54-597-408-40000	Travel & Training	161	-	-	-	-	-	-
001-54-597-408-41100	Telephone	575	754	600	600	600	600	600
001-54-597-408-43000	Utilities	73,758	61,691	60,000	60,000	60,000	60,000	60,000
001-54-597-408-43250	Garbage & Trash	6,577	7,524	8,300	6,550	7,000	7,000	7,000
001-54-597-408-44100	Rentals	154	616	500	500	500	250	250
001-54-597-408-45000	Insurance	29,644	28,219	32,475	32,475	32,475	32,475	29,700
001-54-597-408-46000	Repair & Maintenance	9,709	9,959	3,993	5,000	5,000	5,000	5,000
001-54-597-408-46010	Repair & Maint - Park Maintenance	-	-	1,000	1,000	1,800	1,800	1,800
001-54-597-408-49400	Uniforms & Clothing	487	769	600	500	600	500	500
001-54-597-408-52000	Operating Supplies	19,538	16,259	16,000	16,000	16,000	16,000	16,000
001-54-597-408-52100	Gasoline & Diesel Fuel	4,923	4,748	4,500	4,500	5,050	5,050	5,050
001-54-597-408-52200	Small Tools and Others	-	-	-	1,175	500	500	500

	TOTAL OPERATING EXPENSES	211,543	197,398	182,723	180,200	182,525	179,675	176,900
001-54-597-408-62100	Improvements-Bldg	61,923	1,800	6,800	3,500	-	-	-
	TOTAL CAPITAL OUTLAY	61,923	1,800	6,800	3,500	-	-	-
001-54-597-408-71000	Principal	4,117	-	-	-	-	-	-
001-54-597-408-72000	Interest	97	-	-	-	-	-	-
	TOTAL DEBT SERVICE	4,214	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	401,397	321,184	316,013	310,121	314,465	305,105	298,075

Public Works Facilities Maintenance Budget Analysis FY11-12

408-34000 **Contractual Services** – Estimated cost of $50,500 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. Quarterly 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 $600 for monthly cell phone expense for the Facilities Mechanic and Maintenance Worker.

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

408-43200 **Garbage & Trash** – Governmental Assessment from the Solid Waste Authority invoices $7,000 for annual garbage fees at the Town Hall, Public Works, and Library.

408-44100 **Rentals** – Scaffold rental for building paint jobs ($250).

408-45000 **Insurance** – Property/Liability insurance premiums ($29,700)

408-46000 **Repair & Maintenance** – Repair/maintenance costs for emergency building repairs to air conditioning and security systems, electrical devices, and division equipment ($5,000).

408-46010 **Repair & Maint** – **Park Maintenance** – Estimated $1,800 for a/c duct replacement at the Evergreen House and exterior paint and supplies for park storage buildings.

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

Public Works Facilities Maintenance Budget Analysis FY11-12 (cont.)

408-52000 **Operating Supplies** – Estimated cost of $16,000 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 $5,050 for fuel used in maintenance vehicles and equipment.

408-52200 **Small Tools and Others** – Budget $500 for a cordless hammer drill and a bench grinder.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Facility Maint. Worker III	FT	21.33	2,080	44,366	-	-	(60)	(1,280)	43,087	500	43,587
Facility Maint. Worker III	FT	20.13	2,080	41,870	-	-	(60)	(1,208)	40,663	500	41,163
Total Wages & Benefits				86,237	-	-	(120)	(2,488)	83,749	1,000	84,749

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	120,587	131,633	69,190	69,200	70,200	66,565	65,165
Operating Expenses	38,490	35,643	32,986	33,507	37,665	36,065	35,265
Capital Outlay	59,671	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	218,748	167,276	102,176	102,707	107,865	102,630	100,430

Personnel Recap

	Present	Proposed	Adopted
Vehicle Maintenance Foreman	1	1	1
	1	1	1

Cost Center 410 - Public Works Vehicle Maintenance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-59-591-410-12000	Regular Salaries	82,242	91,503	50,380	50,380	49,425	48,075	48,675
001-59-591-410-14000	Overtime Salaries	636	508	200	200	200	200	200
001-59-591-410-15000	Special Pay	-	1,500	-	-	-	-	-
001-59-591-410-21000	FICA	6,507	6,466	3,890	3,875	3,800	3,600	3,750
001-59-591-410-22000	Retirement	5,232	5,799	3,775	3,800	3,725	2,425	2,450
001-59-591-410-23100	Health Insurance	18,263	20,056	7,470	7,470	8,895	8,375	7,175
001-59-591-410-23200	Insurance - Dental	861	861	480	480	530	465	465
001-59-591-410-23300	Insurance - Life	350	351	195	195	215	195	195
001-59-591-410-23400	Insurance - Vision	103	103	60	60	60	55	55
001-59-591-410-23500	Disability	1,078	1,189	740	740	850	675	675
001-59-591-410-24000	Worker's Compensation Insurance	5,315	3,297	2,000	2,000	2,500	2,500	1,525
	TOTAL PERSONNEL EXPENSES	120,587	131,633	69,190	69,200	70,200	66,565	65,165
001-59-591-410-40000	Travel & Training	238	-	-	-	1,000	-	-
001-59-591-410-41100	Telephone	813	673	700	700	700	700	700
001-59-591-410-45000	Insurance	8,500	8,081	9,300	9,300	9,300	9,300	8,500
001-59-591-410-45120	Insurance - Storage Tank Liab	825	975	990	990	990	990	990
001-59-591-410-46000	Repair & Maintenance	13,291	5,383	4,000	4,000	7,000	7,000	7,000
001-59-591-410-46300	Vehicle Parts & Supplies	10,202	16,589	15,346	15,000	15,000	15,000	15,000
001-59-591-410-49400	Uniforms & Clothing	1,880	2,032	1,175	1,300	1,300	1,200	1,200
001-59-591-410-52000	Operating Supplies	754	234	75	75	75	75	75
001-59-591-410-52100	Gasoline & Diesel Fuel	1,987	1,676	1,400	2,142	2,300	1,800	1,800
	TOTAL OPERATING EXPENSES	38,490	35,643	32,986	33,507	37,665	36,065	35,265
001-59-591-410-64100	Machinery & Equipment	59,671	-	-	-	-	-	

TOTAL CAPITAL OUTLAY	59,671	-	-	-	-	-	-
TOTAL DEPT EXPENDITURES	218,748	167,276	102,176	102,707	107,865	102,630	100,430

Public Works Vehicle Maintenance Budget Analysis FY11-12

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

410-41100 **Telephone** – Estimated annual cost of $700 for the Foreman's cell phone service.

410-45000 **Insurance** – Property/Liability insurance premiums ($8,500).

410-45120 **Insurance – Storage Tank Liability** – Fuel tank liability insurance premiums ($990).

410-46000 **Repair & Maintenance** – Repairs to fleet performed by outside vendors ($7,000).

410-46300 **Vehicle Parts & Supplies** – Supplies for fleet repairs completed in-house ($15,000).

410-49400 **Uniforms & Clothing** – Cost to purchase safety shoes, shop towels, fender covers, and monthly cleaning of uniforms ($1,200).

410-52000 **Operating Supplies** – Estimated cost of $75 to purchase absorbent materials for spills, hand and parts cleaners, safety supplies, and other miscellaneous expenses.

410-52100 **Gasoline & Diesel Fuel** – Expected cost of $1,800 for fuel for vehicles and equipment.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Vehicle Maint. Foreman	FT	24.22	2,080	50,378	0.005	(252)	(60)	(1,453)	48,673	-	48,673
Total Wages & Benefits				50,378	0	(252)	(60)	(1,453)	48,673	-	48,673

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	-	617	400	500	650	600	600
Operating Expenses	378	35,077	24,669	23,415	26,710	24,610	24,610
Capital Outlay	12,493	107,081	9,104	-	-	-	-
Debt Service	-	32,277	32,280	32,280	32,280	32,280	32,280
Non-Operating	-	-	-	-	-	-	-
Total Expenses	12,871	175,052	66,453	56,195	59,640	57,490	57,490

Personnel Recap

	Present	Proposed	Adopted

Cost Center 450 - Parking Meters

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-54-545-450-14000	Overtime Salaries	-	617	400	500	650	600	600
	TOTAL PERSONNEL EXPENSES	-	617	400	500	650	600	600
001-54-545-450-34000	Contractual Services	-	2,757	5,400	5,400	6,800	6,800	6,800
001-54-545-450-46500	Parking Meter Parts & Supplies	350	10,555	3,400	1,400	3,600	1,700	1,700
001-54-545-450-46600	Signs and Signals	-	5,088	400	400	400	400	400
001-54-545-450-49300	Computer Software	-	5,574	8,425	8,425	8,410	8,410	8,410
001-54-545-450-49600	Bank Charges/Admin Fees	-	5,421	6,000	6,750	6,750	6,750	6,750
001-54-545-450-51900	Computer Supplies & Parts	-	325	300	300	-	-	-
001-54-545-450-52000	Operating Supplies	28	5,061	544	540	550	550	550
001-54-545-450-52200	Small Tools and Others	-	296	200	200	200	-	-
	TOTAL OPERATING EXPENSES	378	35,077	24,669	23,415	26,710	24,610	24,610
001-54-545-450-63102	Improvements - Overflow Parkin	-	10,146	-	-	-	-	-
001-54-545-450-63450	Improvements - Parking Meters	12,493	69,444	9,104	-	-	-	-
001-54-545-450-64100	Machinery & Equipment	-	27,491	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	12,493	107,081	9,104	-	-	-	-
001-54-545-450-71000	Principal	-	24,149	26,445	26,445	27,795	27,795	27,795
001-54-545-450-72000	Interest	-	8,128	5,835	5,835	4,485	4,485	4,485
	TOTAL DEBT SERVICE	-	32,277	32,280	32,280	32,280	32,280	32,280
	TOTAL DEPT EXPENDITURES	12,871	175,052	66,453	56,195	59,640	57,490	57,490

Public Works Parking Meters Budget Analysis FY11-12

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

450-34000 **Contractual Services** – $6,800 expected cost for armed guard service during coin collection, meter supplier's annual maintenance costs and extended warranty.

450-46500 **Parking Meter Parts & Supplies** - $1,700 for specialty batteries and miscellaneous parts.

450-46600 **Signs and Signals** – $400 for miscellaneous repairs and replacement of damaged signs and poles.

450-49300 **Computer Software** – $8,410 annual maintenance, monthly wireless services, and telephone/ internet support for proprietary software.

450-49600 **Bank Charges/Admin Fees** - $6,750 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 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	463,126	389,575	392,980	378,035	349,760	261,430	346,965
Operating Expenses	231,054	183,076	171,850	167,060	203,360	161,850	161,925
Capital Outlay	-	-	-	10,454	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	694,180	572,651	564,830	555,549	553,120	423,280	508,890

Personnel Recap

	Present	Proposed	Adopted
Community Development Director	1	1	1
Planner I (PT)	1	1	1
Code Compliance Officer (FT)	2	1	2
Parking Enforcement Code Compliance Officer (PT)	2	2	2
Administrative Assistant	1	0	1
Administrative Assistant to the Community Development Director	1	1	1
	8	6	8

Cost Center 500 - Community Development

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-52-524-500-11000	Executive Salaries	70,916	70,076	71,450	60,000	53,665	51,200	51,600
001-52-524-500-12000	Regular Salaries	283,815	204,721	200,560	200,560	183,355	66,750	161,875
001-52-524-500-13000	Other & Part Time Salaries	-	19,212	22,125	22,125	25,525	55,375	56,400
001-52-524-500-14000	Overtime Salaries	342	533	950	950	950	950	950
001-52-524-500-15000	Special Pay	2,920	684	2,220	1,720	2,720	1,720	2,720
001-52-524-500-21000	FICA	26,730	22,240	22,805	21,850	20,375	13,800	20,950
001-52-524-500-22000	Retirement	23,075	17,199	17,040	15,000	13,620	6,550	10,775
001-52-524-500-23100	Health Insurance	36,379	31,975	37,185	37,185	32,010	22,605	28,575
001-52-524-500-23200	Insurance - Dental	3,229	2,451	2,640	2,640	2,430	1,260	2,190
001-52-524-500-23300	Insurance - Life	1,248	977	955	955	865	435	810
001-52-524-500-23400	Insurance - Vision	388	269	325	325	275	150	260
001-52-524-500-23500	Disability	4,334	3,769	3,980	3,980	3,585	1,650	3,085
001-52-524-500-24000	Worker's Compensation Insurance	9,750	6,030	7,345	7,345	9,185	9,185	5,575
001-52-524-500-25100	Unemployment Compensation	-	8,270	2,200	2,200	-	28,600	-
001-52-524-500-26000	Mileage Reimbursement	-	1,169	1,200	1,200	1,200	1,200	1,200
	TOTAL PERSONNEL EXPENSES	463,126	389,575	392,980	378,035	349,760	261,430	346,965
001-52-524-500-31000	Professional Services	27,117	25,880	21,850	13,500	15,000	15,000	15,000
001-52-524-500-34000	Contractual Services	127,603	108,167	105,000	105,000	138,000	108,200	108,200
001-52-524-500-34200	Contractual Svc - Cost Recover	35,266	7,845	5,000	10,000	7,500	7,500	7,500
001-52-524-500-34300	Contractual Svc-Code Violation	900	1,350	-	-	-	-	-
001-52-524-500-40000	Travel & Training	438	340	60	60	60	-	-
001-52-524-500-40030	Trainging-Bldg Code Education Fund	-	-	-	-	-	200	200
001-52-524-500-41100	Telephone	5,300	4,267	4,000	4,000	4,000	3,675	4,000
001-52-524-500-41200	Postage & Shipping	4,057	5,682	3,500	3,500	6,000	6,000	6,000
001-52-524-500-44200	Equipment Leases	4,192	3,543	3,550	3,550	3,550	3,550	3,550

001-52-524-500-45000	Insurance	-	2,650	3,050	3,050	3,050	3,050	2,775
001-52-524-500-47000	Printing	2,180	1,652	2,440	1,000	1,500	1,500	1,500
001-52-524-500-48100	Advertising	237	2,712	-	-	-	-	-
001-52-524-500-49300	Computer Software	459	1,500	-	-	-	-	-
001-52-524-500-49400	Uniforms & Clothing	571	256	400	400	400	400	400
001-52-524-500-49900	Community Beautification Improve	9,020	3,709	10,000	10,000	10,000	-	-
001-52-524-500-51000	Office Supplies - Bldg	4,009	3,673	4,000	4,000	4,000	4,000	4,000
001-52-524-500-51010	Office Supplies - Code	2,778	1,761	1,000	1,000	1,000	1,000	1,000
001-52-524-500-52100	Gasoline & Diesel Fuel	3,587	5,885	5,500	5,500	7,000	5,500	5,500
001-52-524-500-52200	Small Tools & Others	606	-	-	-	-	-	-
001-52-524-500-54100	Books & Subscriptions	673	97	-	-	-	-	-
001-52-524-500-54200	Memberships, Dues, & Subscriptions	2,061	2,107	2,500	2,500	2,300	2,275	2,300
	TOTAL OPERATING EXPENSES	231,054	183,076	171,850	167,060	203,360	161,850	161,925
001-52-524-500-61510	Property Aquisition-115 Federal Hwy	-	-	-	10,454	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	10,454	-	-	-
	TOTAL DEBT SERVICE	-	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	694,180	572,651	564,830	555,549	553,120	423,280	508,890

Community Development Budget Analysis FY11-12

500-12000 **Regular Salaries –** Administrative Assistant and Code Enforcement Officer positions have been reinstated full time. The Planner's position is being funded as part-time at 30 hours per week.

500-15000 **Special Pay** – **$2,720** – this includes two $500.00 and one $1,000 longevity payments for department staff and the $720.00 phone allowance for Director.

500-31000 **Professional Services** – **$15,000** – This line includes the Special Magistrate expenses. However, the cost is generally offset by administrative costs being recouped from code violators. Only 60% (approximately $13,500) of the allotted budget in 2010 will be utilized. An additional $1,500 was previously set aside for the wave of Reasonable Accommodation (RA) Hearings. The RA Hearings have died down although legal counsel may still be required therefore the $1,500 should still be set aside to cover these legal expenses. This year's budget reflects a decrease of $6,850.

500-34000 **Contractual Services** – **$108,200** – Includes Hy-Byrd building inspection services which was reduced for a second straight year last fiscal year ($80,000); InkForce maintenance contract ($10,000); IMS, which is the departments building permit software will increase by 10% from last year ($2,400 + 10% = $2,640); $10,000 for consulting services for the creation of a Mixed-Use Zoning District; and misc contract services (e.g. GIS, engineering services for Town projects). This year's budget reflects an increase of $3,200.

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.

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.). This past year, the Town Attorney informed staff that all Notice of Violation's (NOV's) <u>must</u> be sent out certified or hand-delivered when possible, per Florida State Statute. This change in interpretation will require an additional $2,500 to cover the additional certified mail costs. Based on an average of four (4) NOV's per working day, two (2) of which can be hand-delivered and two (2) that require a certified letter, the budget should not exceed $6,000. This year's budget reflects an increase of $2,500.

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

500-47000 **Printing – $1,500** - Funds will be required for unanticipated costs of printing new zoning maps and other official documents. This year's budget reflects a decrease of $940.

500-51000 **Office Supplies – $4,000** - 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 - $1,000 -** Supplies for normal operating supplies for the Code department.

500-52100 **Gasoline and Diesel Fuels - $5,500 –** This is for the cost of fuel used for the code enforcement vehicles.

500-54200 **Memberships, Dues, & Subscriptions – $2,300** 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 ($940), dues for Code enforcement officers ($150-$200), notary dues for administrative assistants ($100-$200) 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. Total requested for this category is $2,275.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Community Dev Director	FT	32.25	1,664	53,664	0.010	(537)	(48.0)	(1,548)	51,579	500	52,079
Planner I	PT	22.83	1,404	32,053	-	-	(40.5)	(925)	31,129	-	31,129
Code Compliance Officer	FT	24.30	2,080	50,544	0.005	(253)	(60.0)	(1,458)	48,833	1,000	49,833
Code Compliance Officer	FT	17.32	1,872	32,423	-	-	(54.0)	(935)	31,488	500	31,988
Code Compliance Officer	PT	10.00	1,352	13,520	-	-	(39.0)	(390)	13,130	-	13,130
Code Compliance Officer	PT	10.00	1,248	12,480	-	-	(36.0)	(360)	12,120	-	12,120
Administrative Assistant	FT	22.32	2,080	46,426	-	-	(60.0)	(1,339)	45,086	-	45,086
Admin Asst to Comm Dev Dir	FT	18.05	2,080	37,544	-	-	(60.0)	(1,083)	36,461	-	36,461
**Note: 20% of Community Dev. Director salary budgeted to 520 CRA											
**Note: 10% of Planner salary budgeted to 520 CRA											
**Note: 10% of Code Compliance Officer salary budgeted to 520 CRA											
Total Wages & Benefits				278,654		(789)	(397.5)	(8,038)	269,827	2,000	271,827

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	155,340	104,310	87,560	86,052	94,710	91,825	88,265
Operating Expenses	111,239	84,089	76,100	73,761	72,925	65,625	64,600
Capital Outlay	6,297	-	-	-	-	-	-
Debt Service	10,116	8,763	8,750	8,750	8,740	8,740	8,740
Non-Operating	-	-	-	-	-	-	-
Total Expenses	282,992	197,162	172,410	168,563	176,375	166,190	161,605

Personnel Recap

	Present	Proposed	Adopted
Recreation Director	1	1	1
Maintenance Worker II (PT)	1	1	1
Various Part-Time	Various	Various	Various
Camp Counselors/Security (Part-Time)	Various	Various	Various
	2	2	2

Cost Center 600 - Recreation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-57-572-600-11000	Executive Salaries	64,048	47,244	32,160	32,160	32,160	30,675	31,250
001-57-572-600-12000	Regular Salaries	24,658	-	-	-	-	-	-
001-57-572-600-13000	Other & Part Time Salaries	18,263	28,354	30,765	30,082	34,175	33,675	33,875
001-57-572-600-14000	Overtime Salaries	1,255	318	-	-	-	-	-
001-57-572-600-15000	Special Pay	800	1,184	720	720	720	720	720
001-57-572-600-15010	Special Pay - Security	1,842	1,920	2,500	1,500	2,500	2,500	2,500
001-57-572-600-21000	FICA	7,646	5,455	4,850	5,025	5,325	5,185	5,250
001-57-572-600-22000	Retirement	4,262	2,298	1,610	1,610	1,610	1,535	1,575
001-57-572-600-23100	Health Insurance	21,428	10,005	7,540	7,540	9,050	8,520	7,300
001-57-572-600-23200	Insurance - Dental	861	311	240	240	265	235	235
001-57-572-600-23300	Insurance - Life	304	145	95	95	105	100	100
001-57-572-600-23400	Insurance - Vision	99	36	30	30	30	30	30
001-57-572-600-23500	Disability	1,124	672	475	475	550	430	430
001-57-572-600-24000	Worker's Compensation Insurance	8,750	5,397	6,575	6,575	8,220	8,220	5,000
001-57-572-600-25100	Unemployment Compensation	-	971	-	-	-	-	-
	TOTAL PERSONNEL EXPENSES	155,340	104,310	87,560	86,052	94,710	91,825	88,265
001-57-572-600-40000	Travel & Training	950	-	-	11	-	-	-
001-57-572-600-41100	Telephone	979	2,547	800	2,000	2,000	2,000	2,000
001-57-572-600-41200	Postage & Shipping	70	30	100	100	75	75	75
001-57-572-600-43000	Utilities	29,780	29,700	27,000	24,000	24,000	24,000	24,000
001-57-572-600-43250	Garbage & Trash	4,111	5,017	5,350	7,325	7,500	4,700	4,700
001-57-572-600-44200	Equipment Leases	368	-	200	200	200	200	200
001-57-572-600-45000	Insurance	11,000	10,471	12,050	12,050	12,050	12,050	11,025
001-57-572-600-46000	Repair & Maintenance	150	606	200	200	200	200	200
001-57-572-600-47000	Printing	-	363	50	50	50	50	50

001-57-572-600-48000	Promotional Activity	25,728	3,153	-	-	-	-	-
001-57-572-600-48035	Promotional - Car Show	788	1,000	1,000	1,275	1,000	1,000	1,000
001-57-572-600-49400	Uniforms & Clothing	680	460	400	400	400	400	400
001-57-572-600-51000	Office Supplies	1,173	843	500	500	500	500	500
001-57-572-600-52000	Operating Supplies	11,683	9,798	10,000	10,000	10,000	8,000	8,000
001-57-572-600-52100	Gasoline & Diesel Fuel	2,113	2,671	2,000	2,000	2,000	2,000	2,000
001-57-572-600-52200	Small Tools & Others	1,790	835	-	-	-	-	-
001-57-572-600-54100	Books & Subscriptions	25	66	-	-	-	-	-
001-57-572-600-54200	Memberships, Dues, & Subscriptions	190	415	450	450	450	450	450
001-57-572-600-57200	Program Exp - Bingo	4,389	3,940	4,000	3,200	2,500	-	-
001-57-572-600-57220	Program Exp - Summer Camp	12,975	11,626	10,000	10,000	10,000	10,000	10,000
001-57-572-600-57230	Program Exp - Senior Bus Trips	1,126	548	2,000	-	-	-	-
001-57-572-600-57235	Sponsored Event Expense	1,171	-	-	-	-	-	-
	TOTAL OPERATING EXPENSES	111,239	84,089	76,100	73,761	72,925	65,625	64,600
001-57-572-600-63100	Improvements - Ballfield Playg	3,150	-	-	-	-	-	-
001-57-572-600-64100	Machinery & Equipment	3,147	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	6,297	-	-	-	-	-	-
001-57-572-600-71000	Principal	6,962	6,050	6,460	6,460	6,900	6,900	6,900
001-57-572-600-72000	Interest	3,154	2,713	2,290	2,290	1,840	1,840	1,840
	TOTAL DEBT SERVICE	10,116	8,763	8,750	8,750	8,740	8,740	8,740
	TOTAL DEPT EXPENDITURES	282,992	197,162	172,410	168,563	176,375	166,190	161,605

Recreation Budget Analysis FY10-11

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

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** – $4,700 – Costs for Solid Waste disposal fees for the parks and ball field.

600-52000 **Operating Supplies** – $8,000 – Costs to operate and maintain the parks and ball field.

600-52100 **Gasoline & Diesel Fuel** – $2,000 – 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** - $10,000 – Program expense for Summer Camp (Costs are offset by revenue received from participants).

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Recreation Director	PT	30.92	1,040	32,157	0.010	(322)	(30)	(928)	31,229	-	31,229
Maintenance Worker II	PT	10.71	1,040	11,138	-	-	(30)	(321)	10,817	-	10,817
Camp Counselor	PT	9.07	1,300	11,791	-	-	-	-	11,791	-	11,791
Various Positions	PT			11,246	-	-	-	-	11,246	-	11,246
Note: 50% of Recreation Director salary budgeted to CRA for event planning											
Total Wages & Benefits				66,332	0	(322)	(60)	(1,249)	65,083	-	65,083

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	258,943	183,700	203,680	202,235	208,275	180,875	180,280
Operating Expenses	78,594	71,516	99,144	98,635	98,410	59,160	56,085
Capital Outlay	-	3,070	-	2,085	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	337,537	258,286	302,824	302,955	306,685	240,035	236,365

Personnel Recap

	Present	Proposed	Adopted
Library Director	1	1	1
Librarian I	1	1	1
Library Assistant I (Part-Time)	1	1	1
Library Assistant II (Part-Time)	1	0	0
Library Accounting Clerk (Part-Time)	1	1	1
Library Technical Assistant (Part-Time)	1	1	1
Custodian (Part-Time)	1	1	1
	7	6	6

Cost Center 700 - Library

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-57-571-700-11000	Executive Salaries	64,716	38,870	56,900	56,900	56,900	55,325	56,050
001-57-571-700-12000	Regular Salaries	111,906	37,856	34,350	34,350	34,350	33,400	34,000
001-57-571-700-13000	Other & Part Time Salaries	23,223	67,236	74,370	74,370	75,650	55,075	55,925
001-57-571-700-15000	Special Pay	-	564	720	720	720	720	720
001-57-571-700-21000	FICA	14,607	11,059	12,820	12,750	12,825	11,075	11,225
001-57-571-700-22000	Retirement	8,842	4,242	2,850	3,575	5,425	4,475	4,525
001-57-571-700-23100	Health Insurance	29,428	10,071	14,940	14,940	17,785	16,750	14,350
001-57-571-700-23200	Insurance - Dental	1,722	574	960	960	1,060	930	930
001-57-571-700-23300	Insurance - Life	579	233	365	365	405	335	335
001-57-571-700-23400	Insurance - Vision	206	73	120	120	120	110	110
001-57-571-700-23500	Disability	2,189	896	1,380	1,380	1,590	1,235	1,235
001-57-571-700-24000	Worker's Compensation Insurance	1,525	949	1,155	1,155	1,445	1,445	875
001-57-571-700-25100	Unemployment Compensation	-	11,077	2,750	650	-	-	-
	TOTAL PERSONNEL EXPENSES	258,943	183,700	203,680	202,235	208,275	180,875	180,280
001-57-571-700-34000	Contractual Services	5,212	14,214	15,200	15,200	17,535	5,535	5,535
001-57-571-700-34010	Other Contractual Services	9,314	-	1,260	1,260	-	-	-
001-57-571-700-40000	Travel & Training	261	-	-	-	-	-	-
001-57-571-700-41100	Telephone	1,524	1,207	1,350	1,300	1,300	1,300	1,300
001-57-571-700-41200	Postage & Shipping	593	422	500	150	200	100	100
001-57-571-700-44200	Equipment Leases	2,069	172	-	-	-	-	-
001-57-571-700-45000	Insurance	33,070	31,347	36,075	36,075	36,075	36,075	33,000
001-57-571-700-46000	Repair & Maintenance	1,126	627	500	500	500	500	500
001-57-571-700-47000	Printing	-	48	150	150	150	-	-
001-57-571-700-48000	Promotional Activity	-	66	50	50	150	-	-
001-57-571-700-48050	Promotional-Teen Leadership Prog	198	-	-	-	-	-	-
001-57-571-700-49310	Software	807	-	400	400	500	-	-

001-57-571-700-51000	Office Supplies	1,920	2,028	1,750	1,700	1,500	750	750
001-57-571-700-52000	Operating Supplies	5,510	7,216	5,262	5,200	4,700	3,000	3,000
001-57-571-700-52010	Operating Exp-Children's Program	1,195	3,040	-	-	-	-	-
001-57-571-700-52200	Small Tools & Others	-	500	695	700	300	300	300
001-57-571-700-54100	Books & Subscriptions	2,880	4,273	-	-	-	-	-
001-57-571-700-54200	Memberships, Dues, & Subscript	-	-	3,000	3,000	3,000	1,100	1,100
001-57-571-700-56000	Library Materials	12,915	6,196	32,952	32,950	32,000	10,000	10,000
001-57-571-700-59700	Miscellaneous Supplies - Donat	-	160	-	-	500	500	500
	TOTAL OPERATING EXPENSES	78,594	71,516	99,144	98,635	98,410	59,160	56,085
001-57-571-700-64100	Machinery & Equipment	-	3,070	-	2,085	-	-	-
	TOTAL CAPITAL OUTLAY	-	3,070	-	2,085	-	-	-
	TOTAL DEPT EXPENDITURES	337,537	258,286	302,824	302,955	306,685	240,035	236,365

Library Budget Analysis FY11-12

700-70000 **Special Pay** – $720. Phone allowance for Director.

700-34000 **Contractual Services** – $5,535. COALA Sirsi dues; $5,125. OCLC Worldcat cataloging access and Interlibrary loan membership : $270. Movie annual licensing; $110.00. The amount budgeted for this year reflects a reduction of $9,665 from prior year.

700-41100 **Telephone** – $1,300. 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 -** $500**.** No major repairs anticipated this year (comparably new AC and roof).

700-47000 **Printing - $-0-** No available funds for this year.

700-48000 **Promotional Activity -** $-0- No available funds for this year.

700-49310 **Software - $-0-** No available funds for this year.

700-51000 **Office Supplies** – $750. Pens, pencils, notepads and other normal office materials purchased generally as needed monthly and annually. The amount budgeted for this year reflects a reduction of $750 from prior year.

700-52000 **Operating Supplies** - $3,000. 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** - $1,100. Serials, yearbooks and magazines subscriptions paid annually. This amount budgeted reflects reduction of $2,900 from prior year.

700-56000 **Library Materials** - $10,000. All other books, DVDs and other media purchased permanently for the collection on a monthly basis. Library cards, customized bar codes and related supplies. Increase in per book cost anticipated this year of up to 12% from Baker & Taylor.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Library Director	FT	27.88	2,080	57,990	0.005	(290)	(60.0)	(1,673)	56,028	-	56,028
Librarian I	FT	16.83	2,080	35,006	-	-	(60.0)	(1,010)	33,997	-	33,997
Library Assistant I	PT	10.92	780	8,518	-	-	(22.5)	(246)	8,272	-	8,272
Library Assistant II	PT	16.28	-	-	-	-	-	-	-	-	-
Library Acctg Clerk	PT	13.01	1,560	20,296	-	-	(45.0)	(585)	19,710	-	19,710
Library Tech Assistant	PT	13.01	1,560	20,296	-	-	(45.0)	(585)	19,710	-	19,710
Custodian	PT	9.89	832	8,228	-	-	-	-	8,228	-	8,228
Total Wages & Benefits				150,334	0	(290)	(233)	(4,099)	145,945	-	145,945

TOWN OF LAKE PARK - ANNUAL BUDGET
DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	8,104	7,675	8,025	7,675	7,675	7,675	7,675
Operating Expenses	3,535	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Non-Operating	-	-	-	-	-	-	-
Total Expenses	11,639	7,675	8,025	7,675	7,675	7,675	7,675

Personnel Recap

	Present	Proposed	Adopted
Children's Services Assistant	1	1	1
	1	1	1

Cost Center 710 - Library State Aid

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-57-571-710-13000	Other & Part Time Salaries	7,522	7,130	7,455	7,130	7,130	7,130	7,130
001-57-571-710-21000	FICA	582	545	570	545	545	545	545
	TOTAL PERSONNEL EXPENSES	8,104	7,675	8,025	7,675	7,675	7,675	7,675
001-57-571-710-52200	Small Tools & Others	3,535	-	-	-	-	-	
	TOTAL OPERATING EXPENSES	3,535	-	-	-	-	-	-
	TOTAL DEPT EXPENDITURES	11,639	7,675	8,025	7,675	7,675	7,675	7,675

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Children's Svcs Assist.	PT	9.59	765	7,336	-	-	(21.5)	(206)	7,130	-	7,130
Total Wages & Benefits				7,336	-	-	(22)	(206)	7,130	-	7,130

TOWN OF LAKE PARK - ANNUAL BUDGET

DEPARTMENTAL SUMMARY

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Personal Services	-	-	-	-	-	-	-
Operating Expenses	-	763	800	3,195	1,100	1,100	1,100
Capital Outlay	-	-	-	-	-	-	-
Debt Service	333,777	380,210	288,805	311,739	380,020	380,020	380,020
Non-Operating	837,560	549,873	762,185	590,985	727,425	684,705	967,835
Total Expenses	1,171,337	930,846	1,051,790	905,919	1,108,545	1,065,825	1,348,955

Cost Center 900 - Non-Departmental

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
001-51-589-900-48100	Promtional - Employee Picnic	-	-	-	2,095	-	-	-
001-51-589-900-49050	Other Current Charges - Sales Tax	-	763	800	1,100	1,100	1,100	1,100
	TOTAL OPERATING EXPENSES	-	763	800	3,195	1,100	1,100	1,100
001-51-589-900-71000	Principal - Series 2009	-	5,347	6,670	6,670	7,015	7,015	7,015
001-51-589-900-71010	Principal - CRA Projects 2008	118,421	86,327	89,500	89,500	92,780	92,780	92,780
001-51-589-900-71020	Principal - FF Pension Settlement	80,202	64,624	67,000	67,000	69,455	69,455	69,455
001-51-589-900-71030	Principal - CRA Projects 2009	-	36,430	-	-	47,775	47,775	47,775
001-51-589-900-72000	Interest - Series 2009	-	28,077	6,735	6,735	6,395	6,395	6,395
001-51-589-900-72010	Interest - CRA Projects 2008	87,067	83,309	80,085	80,085	76,740	76,740	76,740
001-51-589-900-72020	Interest - FF Pension Settlement	43,886	21,207	38,815	38,815	36,310	36,310	36,310
001-51-589-900-72030	Interest - CRA Projects 2009	-	54,889	-	22,934	43,550	43,550	43,550
001-51-589-900-73100	Debt Issuance Costs	4,201	-	-	-	-	-	-
	TOTAL DEBT SERVICE	333,777	380,210	288,805	311,739	380,020	380,020	380,020
001-51-589-900-91110	Transfer to CRA - Current Year	773,506	545,904	295,900	294,060	270,025	260,070	259,825
001-51-589-900-91190	Transfer to Streets & Roads	16,920	16,920	16,925	16,925	18,150	18,150	18,150
001-51-589-900-91301	Transfer to Special Proj Fund	8,863	-	-	-	-	-	-
001-51-589-900-91401	Transfer to Marina Fund	19,370	17,500	-	-	-	-	-
001-51-589-900-91601	Contribution - Police Actuary	-	-	30,000	30,000	84,250	84,250	84,250
001-51-589-900-92110	Transfer to CRA - Delinquent P	-	-	250,000	250,000	250,000	250,000	500,000
001-51-589-900-95000	Settlements	3,537	1,675	-	-	-	-	-
001-51-589-900-96200	Unrealized Gain/Loss on Invest	15,364	(32,126)	-	-	-	-	-
001-51-589-900-99901	Contingency	-	-	76,450	-	75,000	72,235	72,235

001-51-589-900-99902	Contingency-Sidewalk/Median Ma	-	-	30,000	-	30,000	-	-
001-51-589-900-99907	Transfer to Fund Balance	-	-	62,910	-	-	-	33,375
	TOTAL OTHER EXPENSES	837,560	549,873	762,185	590,985	727,425	684,705	967,835
	TOTAL DEPT EXPENDITURES	1,171,337	930,846	1,051,790	905,919	1,108,545	1,065,825	1,348,955

TOWN OF LAKE PARK

ADOPTED BUDGET

INSURANCE FUND 150

FISCAL YEAR
October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET
INSURANCE FUND RECAP

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	397,071	301,055	341,035	347,577	369,795	369,795	293,500
Personal Services	122,290	86,811	108,800	108,800	143,580	143,580	85,975
Operating Expenses	237,529	203,153	212,950	212,950	212,730	212,730	196,575
Non-Operating	-	-	19,285	-	13,485	13,485	10,950
Total Expenses	359,819	289,964	341,035	321,750	369,795	369,795	293,500
Surplus (Deficit)	37,252	11,091	-	25,827	-	-	-

Cost Center 150 - Insurance

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
150-341.001	Contributed Revenue - General	142,514	122,345	140,760	140,760	149,405	149,405	122,850
150-341.110	Contribution from CRA	2,500	1,310	1,125	1,125	1,425	1,425	875
150-341.190	Contributed Revenue - Strts & Roads	11,350	7,874	9,425	9,425	11,070	11,070	7,600
150-341.401	Contributed Revenue - Marina Fund	116,500	74,022	85,725	85,725	88,225	88,225	76,850
150-341.402	Contributed Revenue-Stormwater	11,500	8,338	13,500	13,500	16,250	16,250	10,625
150-341.404	Contributed Revenue - Sanitation	107,590	79,386	90,500	90,500	103,420	103,420	74,700
150-369.300	Refund Prior Year Expense	5,117	7,780	-	6,542	-	-	
	TOTAL REVENUE	397,071	301,055	341,035	347,577	369,795	369,795	293,500
	EXPENDITURES							
150-51-589-900-24000	Insurance Expense - Work Comp	122,290	86,811	108,800	108,800	143,580	143,580	85,975
	TOTAL PERSONNEL EXPENSES	122,290	86,811	108,800	108,800	143,580	143,580	85,975
150-51-589-900-45000	Insurance Expense - Prop/Liab	218,539	150,838	170,950	170,950	170,950	170,950	159,625
150-51-589-900-45120	Insurance - Storage Tank Liabi	816	1,172	1,210	1,210	990	990	1,225
150-51-589-900-45200	Insurance Expense - Bonds	660	660	790	790	790	790	675
150-51-589-900-45400	Insurance Expense - Excess Cov	9,593	9,676	15,000	15,000	15,000	15,000	10,050
150-51-589-900-49500	Insurance Claim Deductibles	7,921	40,807	25,000	25,000	25,000	25,000	25,000
	TOTAL OPERATING EXPENSES	237,529	203,153	212,950	212,950	212,730	212,730	196,575
150-51-589-900-99901	Contingency	-	-	19,285	-	13,485	13,485	10,950
	TOTAL OTHER EXPENSES	-	-	19,285	-	13,485	13,485	10,950
	TOTAL DEPT EXPENDITURES	359,819	289,964	341,035	321,750	369,795	369,795	293,500
	NET INCOME	37,252	11,091	-	25,827	-	-	-

TOWN OF LAKE PARK

ADOPTED BUDGET

STREETS & ROADS FUND 190

FISCAL YEAR
October 1, 2011 through September 30, 2012

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

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	381,149	379,695	372,220	375,515	378,210	378,210	378,210
Personal Services	114,388	120,539	124,055	125,265	130,765	125,130	119,570
Operating Expenses	102,574	91,520	98,025	100,350	87,250	87,950	87,700
Capital Outlay	5,525	-	34,125	35,650	34,100	39,100	39,100
Debt Service	4,911	4,912	2,460	2,460	-	-	-
Non-Operating	75,000	75,000	113,555	100,000	126,095	126,030	131,840
Total Expenses	302,398	291,971	372,220	363,725	378,210	378,210	378,210
Surplus (Deficit)	78,751	87,724	-	11,790	-	-	-

Personnel Recap

	Present	Proposed	Adopted
Foreman	1	1	1
Maintenance Worker III	1	1	1
	2	2	2

Cost Center 190 - Streets & Roads

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
190-312.410	Local Option Gas Tax	160,067	161,673	158,000	160,000	160,000	160,000	160,000
190-312.420	New Local Option Gas Tax	75,970	75,287	74,000	74,000	74,000	74,000	74,000
190-335.122	State Revenue Sharing (Fuel Ta	90,217	91,541	90,190	91,000	90,000	90,000	90,000
190-336.100	DOT Lighting Maint. 405121-1-	16,180	16,180	16,180	16,665	17,910	17,910	17,910
190-369.300	Refund Prior Year Expense	-	94	-	-	-	-	-
190-369.310	Reimbursement-Workman's Comp	4,875	-	-	-	-	-	-
190-381.001	Transfer from General Fund	16,920	16,920	16,925	16,925	18,150	18,150	18,150
190-381.402	Transfer from Stormwater Fund	16,920	18,000	16,925	16,925	18,150	18,150	18,150
	TOTAL REVENUE	381,149	379,695	372,220	375,515	378,210	378,210	378,210
	EXPENDITURES							
190-54-541-190-12000	Regular Salaries	76,878	81,355	79,150	80,525	80,525	78,310	79,475
190-54-541-190-14000	Overtime Salaries	180	162	200	200	200	200	200
190-54-541-190-15000	Special Pay	500	500	500	500	500	500	500
190-54-541-190-19900	Wages Reclassified	-	-	-	(10)	-	-	-
190-54-541-190-21000	FICA Taxes	5,353	5,721	6,230	6,225	6,225	6,050	6,150
190-54-541-190-22000	Retirement	4,442	4,983	6,250	6,100	6,100	3,975	4,025
190-54-541-190-23100	Health Insurance	16,292	20,056	22,550	22,550	26,085	25,425	21,770
190-54-541-190-23200	Insurance - Dental	718	861	960	960	1,060	930	930
190-54-541-190-23300	Insurance - Life	283	312	315	315	345	315	315
190-54-541-190-23400	Insurance - Vision	90	103	120	120	120	110	110
190-54-541-190-23500	Disability	902	1,089	1,205	1,205	1,385	1,095	1,095
190-54-541-190-24000	Worker's Compensation Insurance	8,750	5,397	6,575	6,575	8,220	8,220	5,000
	TOTAL PERSONNEL EXPENSES	114,388	120,539	124,055	125,265	130,765	125,130	119,570

Cost Center 190 - Streets & Roads

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
190-54-541-190-31000	Professional Services	950	700	-	-	-	-	-
190-54-541-190-34000	Contractual Services	-	3,200	-	-	-	-	-
190-54-541-190-40000	Travel & Training	116	-	-	-	-	-	-
190-54-541-190-41100	Telephone	1,744	857	700	700	700	700	700
190-54-541-190-43000	Utilities - Electric	69,948	65,609	66,000	66,000	66,000	66,000	66,000
190-54-541-190-44100	Rentals	4,614	1,756	3,000	3,000	3,000	3,000	3,000
190-54-541-190-45000	Insurance - Liability,Property	2,600	2,477	2,850	2,850	2,850	2,850	2,600
190-54-541-190-46000	Repairs & Maintenance	4,117	835	500	1,000	2,000	5,000	5,000
190-54-541-190-46010	Repairs & Maint - Sidewalks	-	-	1,525	3,100	-	-	-
190-54-541-190-46300	Vehicle Parts & Supplies	229	1,472	100	100	600	600	600
190-54-541-190-46600	Traffic Signs & Signals	3,546	6,493	1,000	1,750	1,750	1,750	1,750
190-54-541-190-47000	Uniforms & Clothing	-	-	-	-	-	250	250
190-54-541-190-49400	Uniforms & Clothing	845	742	500	300	500	500	500
190-54-541-190-52000	Operating Supplies	6,983	4,087	4,500	4,500	4,500	4,500	4,500
190-54-541-190-52010	Operating Supplies - Street Cl	-	-	2,550	2,550	2,550	-	-
190-54-541-190-52100	Gasoline & Diesel Fuel	3,363	3,292	2,800	2,500	2,800	2,800	2,800
190-54-541-190-53000	Streets, Sidewalks & Drainage	3,519	-	-	-	-	-	-
190-54-541-190-53050	Road Repairs	-	-	12,000	12,000	-	-	-
	TOTAL OPERATING EXPENSES	102,574	91,520	98,025	100,350	87,250	87,950	87,700
190-54-541-190-63000	Improvements other than Bldg	-	-	5,650	5,650	-	5,000	5,000
190-54-541-190-63050	Improvements - Sidewalks	-	-	28,475	30,000	30,000	30,000	30,000
190-54-541-190-64100	Machinery & Equipment	5,525	-	-	-	4,100	4,100	4,100
	TOTAL CAPITAL OUTLAY	5,525	-	34,125	35,650	34,100	39,100	39,100

Cost Center 190 - Streets & Roads

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
190-54-541-190-71000	Principal	4,463	4,658	2,405	2,409	-	-	-
190-54-541-190-72000	Interest	448	254	55	51	-	-	-
	TOTAL DEBT SERVICE	4,911	4,912	2,460	2,460	-	-	-
190-54-541-190-99001	Transfer to General Fund	75,000	75,000	100,000	100,000	100,000	100,000	100,000
190-54-541-190-99900	Emergency Reserve	-	-	13,555	-	26,095	26,030	31,840
	TOTAL OTHER EXPENSES	75,000	75,000	113,555	100,000	126,095	126,030	131,840
	TOTAL DEPT EXPENDITURES	302,398	291,971	372,220	363,725	378,210	378,210	378,210
	NET INCOME	78,751	87,724	-	11,790	-	-	-

Streets & Roads Budget Analysis FY11-12

190-14000 **Overtime** – Estimated cost of $200 for any emergency call outs for downed traffic control signs.

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

190-43000 **Utilities** – **Electric** – Cost of electric for street lights ($66,000).

190-44100 **Rentals** – Estimate $3,000 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 ($2,600).

190-46000 **Repair & Maintenance** – Estimated charges for electrical contractor to perform street light repairs. Vehicle and equipment repairs by vendors. Estimated costs, $5,000.

190-46300 **Vehicle Parts & Supplies** – Supplies for repairs to vehicles completed in-house by Public Works Vehicle Maintenance ($600).

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

190-49400 **Uniforms & Clothing** – Cost to purchase safety shoes and new uniforms ($250).

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 $2,800 for vehicles and equipment fuel and oil.

Streets & Roads Budget Analysis FY11-12 (cont.)

190-63000 **Improvements Other Than Buildings** – $5,000 for the permanent closure of Poplar Court. Place palm trees in the ground across the closed street.

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

190-64000 **Machinery & Equipment** – $4,100 for the purchase of a concrete sidewalk grinder. Currently renting this equipment to take down high spots in pedestrian walk ways.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Foreman	FT	25.39	2,080	52,811	0.005	(264)	(60)	(1,523)	51,024	500	51,524
Maintenance Worker III	FT	14.08	2,080	29,286	-	-	(60)	(845)	28,442	-	28,442
Total Wages & Benefits				82,098	0	(264)	(120)	(2,368)	79,465	500	79,965

TOWN OF LAKE PARK - ANNUAL BUDGET

CAPITAL OUTLAY REQUEST - DETAIL **Schedule 4**

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

Description of Equipment and/or Project	Justification and/or Items to be Replaced	Trade-in Value	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
1 Ton dual wheel dump truck;	Brakes are failing on '94 truck (#32)	3,500	37,500	-	-
Used for pulling loader trailer/ hauling asphalt & fill dirt					
Concrete grinder	Grind high spots in sidewalks that cause trip hazards; currently renting		4,100	4,100	4,100
				4,100	4,100

TOWN OF LAKE PARK

ADOPTED BUDGET

DEBT SERVICE FUND 201

FISCAL YEAR
October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET

DEBT SERVICE FUND RECAP

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	745,418	758,919	768,150	768,975	770,950	772,950	772,950
Debt Service	769,106	768,107	768,150	768,150	770,950	772,950	772,950
Surplus (Deficit)	(23,688)	(9,188)	-	825	-	-	-

Debt millage rate 1.82

Cost Center 201 - Debt Service

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
201-311.100	Ad Valorem Taxes	745,061	758,806	768,150	768,150	770,950	772,950	772,950
201-311.120	Delinquent Taxes	-	-	-	75	-	-	-
201-361.100	Interest Earnings	357	113	-	750	-	-	-
	TOTAL REVENUE	745,418	758,919	768,150	768,975	770,950	772,950	772,950
	EXPENDITURES							
201-51-517-201-31000	Professional Services	1,000	-	-	-	2,800	4,800	4,800
201-51-517-201-71100	Principal - 1997 Series	247,560	260,106	272,625	272,625	286,325	286,325	286,325
201-51-517-201-71105	Principal - 1998 Series	253,056	264,572	276,150	276,150	288,600	288,600	288,600
201-51-517-201-72100	Interest - 1997 Series	131,889	119,344	106,850	106,850	93,150	93,150	93,150
201-51-517-201-72105	Interest - 1998 Series	135,601	124,085	112,525	112,525	100,075	100,075	100,075
	TOTAL DEBT SERVICE	769,106	768,107	768,150	768,150	770,950	772,950	772,950
	TOTAL DEPT EXPENDITURES	769,106	768,107	768,150	768,150	770,950	772,950	772,950
	NET INCOME	(23,688)	(9,188)	-	825	-	-	-

TOWN OF LAKE PARK

ADOPTED BUDGET

MARINA FUND 401

FISCAL YEAR
October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET
MARINA FUND RECAP

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	1,035,044	1,184,628	1,221,350	1,118,966	1,220,250	1,209,600	1,209,600
Personal Services	252,640	190,911	172,195	182,545	168,534	165,835	159,995
Operating Expenses	454,016	717,656	632,800	683,725	677,600	655,700	649,225
Capital Outlay	-	-	-	300	-	-	-
Debt Service	260,903	249,272	375,400	375,400	375,365	375,365	375,365
Non-Operating	-	5,001	39,955	39,955	10,000	12,700	25,015
Total Expenses	967,559	1,162,840	1,220,350	1,281,925	1,231,499	1,209,600	1,209,600
Surplus (Deficit)	67,485	21,788	1,000	(162,959)	(11,249)	-	-

Personnel Recap

	Present	Proposed	Adopted
Harbor Marina Director	1	1	1
Dock Attendant	2	1	1
Dock Attendant (Part-Time)	1	2	2
	4	4	4

Cost Center 401 - Marina

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
401-344.500	Parking Fees - Meters Off-road	-	35,366	26,000	40,000	35,000	35,000	35,000
401-347.450	Sunset Celebration Proceeds	808	628	1,500	650	650	650	650
401-347.500	Facilities Rental	450	600	500	-	-	-	-
401-347.512	Wet Slips	687,420	627,985	792,500	620,000	725,000	714,750	714,750
401-347.610	Ramp Fees	36,430	35,097	34,000	36,000	36,000	36,000	36,000
401-347.612	Parking Fees - Overnight	17,047	17,105	16,000	16,000	16,000	16,000	16,000
401-347.614	Electrical	24,684	20,736	20,000	20,000	20,000	20,000	20,000
401-347.616	Utility Charges	16,494	15,400	24,000	19,000	20,000	20,000	20,000
401-347.618	Pump Out	575	342	450	300	300	300	300
401-347.619	Water Tank Fill	-	30	50	20	50	50	50
401-349.900	Collection Fees	-	1,184	2,500	-	-	-	-
401-359.100	Interest/Finance Charges	-	216	800	-	-	-	-
401-359.300	Late Charges	-	186	500	-	-	-	-
401-361.100	Interest Earnings	1,354	68	50	-	-	-	-
401-361.120	Sales Tax Commissions	327	304	300	250	250	250	250
401-364.100	Sale of Surplus Property	-	859	-	-	-	-	-
401-369.106	Laundry Vending	965	1,508	1,200	750	1,000	1,000	1,000
401-369.150	Merchandise	8,740	8,096	6,000	6,000	6,000	5,600	5,600
401-369.200	Gasoline Sales	126,089	234,587	165,000	200,000	200,000	200,000	200,000
401-369.201	Diesel	92,953	166,549	130,000	160,000	160,000	160,000	160,000
401-369.250	Brick Sponsor Contributions	275	110	-	-	-	-	-
401-369.300	Refund Prior Year Expense	-	194	-	-	-	-	-
401-381.001	Transfer from General Fund	19,370	17,500	-	-	-	-	-

Cost Center 401 - Marina **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
401-389.190	Miscellaneous Revenue	1,063	(23)	-	(4)	-	-	-
401-389.200	Cash Over/Short	-	1	-	-	-	-	-
	TOTAL REVENUE	1,035,044	1,184,628	1,221,350	1,118,966	1,220,250	1,209,600	1,209,600
	EXPENDITURES							
401-57-579-800-11000	Executive Salaries	66,177	64,963	65,225	70,340	65,225	63,450	63,925
401-57-579-800-12000	Regular Salaries	71,091	53,426	44,045	44,045	21,445	20,875	21,250
401-57-579-800-13000	Other/Part Time Salaries	16,036	16,354	10,175	10,175	34,224	33,300	33,900
401-57-579-800-14000	Overtime Salaries	6,077	2,553	2,000	2,000	2,000	2,000	2,000
401-57-579-800-15000	Special Pay	720	684	1,220	720	720	720	720
401-57-579-800-21000	FICA	12,255	10,202	10,550	9,750	9,475	9,225	9,325
401-57-579-800-22000	Retirement	8,759	8,261	6,090	6,300	6,100	4,225	4,175
401-57-579-800-23100	Health Insurance	25,347	21,880	19,340	19,340	13,765	17,035	14,595
401-57-579-800-23200	Insurance - Dental	1,615	1,256	960	960	1,060	930	930
401-57-579-800-23300	Insurance - Life	600	407	475	475	320	285	285
401-57-579-800-23400	Insurance - Vision	193	150	180	180	120	110	110
401-57-579-800-23500	Disability	1,856	1,730	1,935	1,935	1,580	1,180	1,180
401-57-579-800-24000	Worker's Compensation Insurance	36,500	8,220	10,000	10,000	12,500	12,500	7,600
401-57-579-800-25100	Unemployment Compensation	5,414	825	-	6,325	-	-	-
	TOTAL PERSONNEL EXPENSES	252,640	190,911	172,195	182,545	168,534	165,835	159,995
401-57-579-800-31000	Professional Services	3,869	8,430	2,500	5,375	-	-	-
401-57-579-800-31100	Professional Svc. - Town Attorney	1,580	-	-	-	-	-	-
401-57-579-800-34000	Contractual Services	102,193	99,985	105,000	105,000	105,000	85,000	85,000
401-57-579-800-34901	Administrative Fee	60,000	60,000	75,000	75,000	75,000	75,000	75,000
401-57-579-800-34911	Merchandise	9,517	4,662	4,000	3,500	3,500	3,500	3,500
401-57-579-800-40000	Travel & Training	105	126	150	150	100	-	-
401-57-579-800-41100	Telephone	2,055	1,906	2,000	2,000	2,000	2,000	2,000
401-57-579-800-41200	Postage & Shipping	665	560	650	650	650	650	650
401-57-579-800-43000	Utilities	87,998	80,819	80,000	80,000	80,000	80,000	80,000
401-57-579-800-43250	Garbage & Trash	8,109	12,566	13,075	13,075	13,075	13,075	13,075

Cost Center 401 - Marina **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
401-57-579-800-44100	Rentals	-	220	150	-	-	-	-
401-57-579-800-44200	Equipment Leases	1,692	564	-	-	-	-	-
401-57-579-800-45000	Insurance	80,000	65,801	75,725	75,725	75,725	75,725	69,250
401-57-579-800-46000	Repair & Maintenance	13,431	12,532	8,000	8,000	8,000	8,000	8,000
401-57-579-800-46100	Equipment Maintenance Contract	1,912	1,972	2,000	2,000	2,000	2,000	2,000
401-57-579-800-46300	Vehicle Parts/Supplies	511	112	250	250	150	-	-
401-57-579-800-47000	Printing	1,060	289	500	525	500	500	500
401-57-579-800-48000	Promotional Activity	1,907	1,377	100	100	100	-	-
401-57-579-800-48045	Promotional - Sunset Celebrati	1,109	506	1,000	1,000	1,000	-	-
401-57-579-800-48100	Advertising	10,566	2,539	1,500	1,500	1,500	1,500	1,500
401-57-579-800-49050	Other Current Charges - Sales	-	1,058	750	750	750	750	750
401-57-579-800-49101	Bad Debts	18,940	-	-	-	-	-	-
401-57-579-800-49300	Computer Software	3,844	4,385	3,500	3,500	3,500	3,200	3,200
401-57-579-800-49400	Uniforms & Clothing	1,397	674	500	550	500	500	500
401-57-579-800-49600	Bank Charges / Admin Fees	27,677	35,461	29,000	29,000	29,000	29,000	29,000
401-57-579-800-51000	Office Supplies	834	1,034	300	775	500	500	500
401-57-579-800-52000	Operating Supplies	11,925	10,506	8,000	8,000	8,000	8,000	8,000
401-57-579-800-52110	Gasoline	-	181,282	122,225	148,150	148,150	148,150	148,150
401-57-579-800-52120	Diesel Fuel	-	127,090	96,275	118,500	118,500	118,500	118,500
401-57-579-800-52200	Small Tools & Others	990	1,070	500	500	250	-	-
401-57-579-800-54200	Memberships, Dues, & Subscript	130	130	150	150	150	150	150
	TOTAL OPERATING EXPENSES	454,016	717,656	632,800	683,725	677,600	655,700	649,225
401-57-579-800-64100	Machinery & Equipment	-	-	-	300	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	300	-	-	-
401-57-579-800-71000	Principal	-	-	127,725	127,725	133,965	133,965	133,965
401-57-579-800-72000	Interest	256,830	251,656	247,675	247,675	241,400	241,400	241,400
401-57-579-800-73000	Amortization Expense	4,073	(2,384)	-	-	-	-	-
	TOTAL DEBT SERVICE	260,903	249,272	375,400	375,400	375,365	375,365	375,365

Cost Center 401 - Marina **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
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	Emergency Reserve	-	-	29,955	29,955	-	2,700	15,015
	TOTAL OTHER EXPENSES	-	5,001	39,955	39,955	10,000	12,700	25,015
	TOTAL DEPT EXPENDITURES	967,559	1,162,840	1,220,350	1,281,925	1,231,499	1,209,600	1,209,600
	BUDGET SURPLUS/(DEFICIT)	67,485	21,788	1,000	(162,959)	(11,249)	-	-

Marina Budget Analysis FY11-12

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

800-34000 **Contractual Services** – $85.000 - $47,000 for CSS Security for year-round security patrolling, $37,000 for landscape maintenance and fertilization, and $450 for fuel spill recovery services.

800-34911 **Merchandise** - $3,500 - 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** - $650 – 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** – $69,250 - This line includes the cost of premiums for liability insurance.

800-46000 **Repair & Maintenance** - $8,000 -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** – $1,500 -This line includes the cost for advertising with AT&T ($765), US Chart Services ($450), Sea Tow ($150), and miscellaneous advertising.

800-49050 **Other Current Charges – Sales Tax** - $750 for sales tax on parking meters remitted to the state.

800-49300 **Computer Software** - $3,200 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** - $8,000 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** – $150 for the cost of membership for the Marine Industries Association.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Marina Director	FT	31.97	2,080	66,498	0.010	(665)	(60)	(1,918)	63,914	-	63,914
Dock Attendant	FT	10.51	2,080	21,861	-	-	(60)	(631)	21,230	-	21,230
Dock Attendant	PT	11.08	1,664	18,437	-	-	(48)	(532)	17,905	-	17,905
Dock Attendant	PT	9.89	1,664	16,457	-	-	(48)	(475)	15,982	-	15,982
Total Wages & Benefits				123,252	0	(665)	(216)	(3,555)	119,032	-	119,032

TOWN OF LAKE PARK

ADOPTED BUDGET

STORMWATER UTILITY FUND 402

FISCAL YEAR
October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET
STORMWATER UTILITY FUND RECAP

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	553,067	522,647	503,000	503,000	503,000	503,000	503,000
Personal Services	40,903	82,056	106,340	105,595	113,745	109,140	119,695
Operating Expenses	125,229	158,997	183,240	179,940	232,760	199,505	199,280
Capital Outlay	-	-	13,100	31,630	-	-	-
Debt Service	6,058	13,597	61,970	61,970	61,975	108,475	108,475
Non-Operating	16,920	69,300	138,350	68,225	94,520	85,880	75,550
Total Expenses	189,110	323,950	503,000	447,360	503,000	503,000	503,000
Surplus (Deficit)	363,957	198,697	-	55,640	-	-	-

Personnel Recap

	Present	Submitted	Proposed
Stormwater Technician I	1	1	1
Stormwater Technician II	1	1	1
	2	2	2

ESU's	6741
Rate	6.50

Cost Center 402 - Stormwater Utility Fund

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
402-311.120	Delinquent Stormwater Assessme	3,918	9,601	2,500	2,500	2,500	2,500	2,500
402-334.460	State Grant - DEP	95,754	4,246	-	-	-	-	-
402-361.100	Interest Income	1,725	3,535	500	500	500	500	500
402-363.120	Stormwater Assessments	451,670	505,265	500,000	500,000	500,000	500,000	500,000
	TOTAL REVENUE	553,067	522,647	503,000	503,000	503,000	503,000	503,000
	EXPENDITURES							
402-53-538-402-12000	Regular Salaries	26,388	61,215	61,000	61,000	61,630	59,950	70,075
402-53-538-402-14000	Overtime Salaries	-	148	250	250	250	250	250
402-53-538-402-21000	FICA Taxes	1,971	4,484	4,700	4,675	4,750	4,625	5,400
402-53-538-402-22000	Retirement	-	1,510	4,595	3,875	3,875	3,025	3,525
402-53-538-402-23100	Health Insurance	1,972	6,496	22,550	22,550	26,985	25,410	28,940
402-53-538-402-23200	Insurance - Dental	251	861	960	960	1,060	930	1,395
402-53-538-402-23300	Insurance - Life	71	246	250	250	275	250	370
402-53-538-402-23400	Insurance - Vision	30	103	120	120	120	110	165
402-53-538-402-23500	Disability	220	828	915	915	1,050	840	1,225
402-53-538-402-24000	Worker's Compensation Insuranc	10,000	6,165	11,000	11,000	13,750	13,750	8,350
	TOTAL PERSONNEL EXPENSES	40,903	82,056	106,340	105,595	113,745	109,140	119,695
402-53-538-402-31000	Professional Services	3,407	3,267	4,500	4,700	4,500	3,000	3,000
402-53-538-402-34000	Contractual Services	1,284	230	80	330	36,000	70	70
402-53-538-402-34010	Permit Fees - NPDES	3,060	3,060	3,260	3,260	3,500	3,500	3,500
402-53-538-402-34200	Contractual Services-Maint Gen	61,725	70,125	78,000	78,000	78,000	78,000	78,000
402-53-538-402-34310	Disposal Fees - SWA	-	7,336	6,000	6,000	6,000	6,000	6,000
402-53-538-402-34500	Commissions - PBC Tax Collecto	1,386	1,614	5,000	3,000	3,000	3,000	3,000
402-53-538-402-34901	Administrative Fees	32,100	33,000	45,500	45,500	45,500	50,000	50,000
402-53-538-402-40000	Travel & Training	168	282	1,200	1,000	1,200	1,700	1,700

Cost Center 402 - Stormwater Utility Fund **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
402-53-538-402-41100	Telephone	126	349	375	350	900	350	350
402-53-538-402-41200	Postage & Shipping	174	67	750	500	500	250	250
402-53-538-402-43000	Utilities	704	1,179	1,500	500	500	700	700
402-53-538-402-44100	Rentals	-	56	-	-	-	-	-
402-53-538-402-45000	Insurance-Liability, Property,	1,500	2,172	2,500	2,500	2,500	2,500	2,275
402-53-538-402-46000	Repairs & Maintenance	20	5,068	10,000	5,000	10,000	5,000	5,000
402-53-538-402-46080	Repairs & Maintenance - Lines	-	-	-	-	-	12,000	12,000
402-53-538-402-46300	Vehicle Parts & Supplies	4,697	12,656	5,000	10,000	15,000	10,000	10,000
402-53-538-402-48100	Advertising	560	-	-	-	-	-	-
402-53-538-402-49400	Uniforms	643	746	725	500	725	500	500
402-53-538-402-51000	Office Supplies	-	-	-	-	245	245	245
402-53-538-402-52000	Operating Supplies	8,573	5,966	8,500	8,000	12,000	10,000	10,000
402-53-538-402-52100	Gasoline & Diesel Fuel	5,102	11,824	10,000	10,000	12,000	12,000	12,000
402-53-538-402-52200	Small Tools & Others	-	-	-	360	250	250	250
402-53-538-402-54200	Memberships, Dues, & Subscript	-	-	350	440	440	440	440
	TOTAL OPERATING EXPENSES	125,229	158,997	183,240	179,940	232,760	199,505	199,280
402-53-538-402-63010	Improvements - Drainage	-	-	12,000	25,000	-	-	-
402-53-538-402-63102	Improvements - Overflow Parkin	-	-	1,100	1,100	-	-	-
402-53-538-402-64100	Machinery & Equipment	-	-	-	2,675	-	-	-
402-53-538-402-82101	Improvements-Drainage (DEP mat	-	-	-	2,855	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	13,100	31,630	-	-	-
402-53-538-402-71000	Principal	-	-	50,770	50,770	53,365	53,365	53,365
402-53-538-402-72000	Interest	2,008	13,597	11,200	11,200	8,610	8,610	8,610
402-53-538-402-71010	Principal - Alley & Equipment	-	-	-	-	-	27,500	27,500
402-53-538-402-72010	Interest - Alley & Equipment	-	-	-	-	-	19,000	19,000
402-53-538-402-73000	Amortization Expenses	4,050	-	-	-	-	-	-
	TOTAL DEBT SERVICE	6,058	13,597	61,970	61,970	61,975	108,475	108,475

Cost Center 402 - Stormwater Utility Fund **Schedule 1**

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
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	-	-	50,000	-	25,000	16,430	6,100
402-53-538-402-99190	Transfer to Streets & Roads	16,920	18,000	16,925	16,925	18,150	18,150	18,150
402-53-538-402-99901	Contingency	-	-	20,125	-	70	-	-
	TOTAL OTHER EXPENSES	16,920	69,300	138,350	68,225	94,520	85,880	75,550
	TOTAL DEPT EXPENDITURES	189,110	323,950	503,000	447,360	503,000	503,000	503,000
	BUDGET SURPLUS/(DEFICIT)	363,957	198,697	-	55,640	-	-	-

Stormwater Budget Analysis FY11-12

402-31000 **Professional Services** – Consultant fees to Town Engineer for NPDES reporting and miscellaneous design and budgeting services ($3,000).

402-34000 **Contractual Services –** $70 for CDL medical exams and misc. drug screening.

402-34010 **Permit Fees** – NPDES co-permittee fees ($3,500).

402-34200 **Contractual Services – Maint. Gen.** – Transfers to Streets & Roads to pay for services of Foreman ($78,000).

402-34310 **Disposal Fees - SWA** – Estimated cost of disposal of street sweepings and catch basin debris at the Solid Waste Authority ($6,000).

402-34500 **Commissions – PBC Tax Collector** – Commissions paid to Palm Beach County for collection of taxes ($3,000).

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 ($350).

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 ($2,275).

402-46000 **Repair & Maintenance –** Estimated cost of repairs to utility truck and equipment performed by outside vendors as needed ($5,000).

Stormwater Budget Analysis FY11-12 (cont.)

402-46080 **Repair & Maintenance** – **Storm Line Repairs** – Budget $12,000 to repair and reline deteriorated stormwater lines.

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 and replacement uniforms ($500).

402-51000 **Office Supplies** – $245 for miscellaneous supplies including copy paper, notebooks, and pens.

402-52000 **Operating Supplies** – Estimated cost of $10,000 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.

402-64100 **Machinery & Equipment** – $93,200 for a turn-key drain line camera and recorder mounted in a towable trailer. Includes inspection accessories such as drain plugs. The FDEP/EPA storm water rules require inspection of all Town drain lines within the next five years. Video records will assist in the formulation of a repair & replacement master plan.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Stormwater Tech I	FT	14.08	2,080	29,286	-	-	(60)	(845)	28,442	-	28,442
Stormwater Tech II	FT	16.13	2,080	33,550	-	-	(60)	(968)	32,583	-	32,583
Irrigation Technician	FT	13.89	520	7,223	-	-	(15)	(208)	7,014	-	7,014
Total Wages & Benefits				70,060	-	-	(135)	(2,021)	68,039	-	68,039

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 2011-12	Adopted Budget 2011-12
FSA Conference			900	800
Mechanic vac-con trng			300	900
			1,200	1,700

TOWN OF LAKE PARK

ADOPTED BUDGET

SANITATION FUND 404

FISCAL YEAR
October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET
SANITATION FUND RECAP

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

Budget Summary	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12
Revenues	1,414,292	1,521,417	1,533,150	1,473,200	1,513,550	1,527,850	1,513,550
Personal Services	537,886	520,948	610,125	613,870	655,775	562,170	546,163
Operating Expenses	868,061	871,191	583,225	568,744	587,620	595,855	592,530
Capital Outlay	-	-	-	-	2,500	-	-
Debt Service	26,180	20,754	114,800	114,802	112,275	112,275	112,275
Non-Operating	215,004	225,000	225,000	225,000	225,000	257,550	262,582
Total Expenses	1,647,131	1,637,893	1,533,150	1,522,416	1,583,170	1,527,850	1,513,550
Surplus (Deficit)	(232,839)	(116,476)	-	(49,216)	(69,620)	-	-

Personnel Recap

	Present	Proposed	Adopted
Foreman	2	2	2
Equipment Operator III	3	5	3
Equipment Operator II	5	1	4
Vehicle Mechanic II	1	1	1
	11	9	10

Cost Center 404 - Sanitation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
404-311.120	Delinquent Refuse Assessments	20,614	5,015	5,000	5,000	5,000	5,000	5,000
404-343.410	Commercial Assessment - SWA	72,386	77,039	75,250	78,000	77,000	77,000	77,000
404-343.420	Commercial User Fees - TLP	760,077	804,472	825,000	777,500	780,000	780,000	780,000
404-343.500	Residential Assessments - SWA	526,718	559,539	560,000	560,000	560,000	560,000	560,000
404-343.510	Residential User Fees - TLP	1,669	2,803	2,500	2,800	2,800	2,800	2,800
404-343.610	Recycling Income	10,895	33,694	25,000	45,000	45,000	45,000	45,000
404-349.100	Service Fees - Dishonored Chec	30	-	-	-	-	-	-
404-354.100	Penalties	2,056	1,372	1,750	1,750	1,750	1,750	1,750
404-361.100	Interest Earnings	10,161	2,725	1,000	950	950	950	950
404-361.110	Interest Earnings - Tax Collec	2,448	776	1,500	750	750	750	750
404-364.100	Sale of Surplus Property	-	7,496	-	-	-	-	-
404-365.100	Sale of Scrap Material	75	75	100	100	100	100	100
404-369.100	Miscellaneous Revenue	50	75	50	50	50	50	50
404-369.200	Container Proceeds	275	57	250	200	200	200	200
404-369.300	Locking Device Proceeds	810	1,300	750	650	650	650	650
404-369.301	Refund Prior Year Expense	-	472	-	-	-	-	-
404-369.310	Reimbursement-Workman's Comp	5,499	24,507	-	-	-	-	-
404-369.320	Reimbursement - Insurance Clai	329	-	-	-	-	-	-
404-369.400	Service Reinstatement Fees	200	-	-	450	300	300	300
404-399.999	Balance Brought Forward	-	-	35,000	-	39,000	53,300	39,000
	TOTAL REVENUE	1,414,292	1,521,417	1,533,150	1,473,200	1,513,550	1,527,850	1,513,550
	EXPENDITURES							
404-53-534-404-12000	Regular Salaries	339,749	318,060	382,425	382,425	379,525	325,725	348,193
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	4,201	3,981	3,600	3,600	3,600	4,100	4,100
404-53-534-404-15000	Special Pay	1,140	1,050	2,000	2,000	3,000	3,000	3,000

Cost Center 404 - Sanitation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
404-53-534-404-21000	FICA	25,032	23,867	29,920	29,675	29,550	25,475	27,200
404-53-534-404-22000	Retirement	20,932	19,477	22,485	19,500	24,925	16,650	17,775
404-53-534-404-23100	Health Insurance	65,793	72,298	101,845	101,845	136,250	97,775	95,320
404-53-534-404-23200	Insurance - Dental	4,126	4,019	5,280	5,280	5,810	4,185	4,650
404-53-534-404-23300	Insurance - Life	1,337	1,254	1,480	1,480	1,600	1,260	1,385
404-53-534-404-23400	Insurance - Vision	489	493	660	660	660	495	550
404-53-534-404-23500	Disability	4,137	4,410	5,730	5,730	6,260	4,610	4,790
404-53-534-404-24000	Worker's Compensation Insuranc	68,750	42,434	51,675	51,675	64,595	64,595	39,200
404-53-534-404-25100	Unemployment Compensation	2,200	943	3,025	10,000	-	14,300	-
	TOTAL PERSONNEL EXPENSES	537,886	520,948	610,125	613,870	655,775	562,170	546,163
404-53-534-404-31000	Professional Services	-	72	400	-	-	-	-
404-53-534-404-34000	Contractual Services	14,491	18,849	18,500	18,400	18,750	19,400	19,400
404-53-534-404-34310	Disposal Fees - Garbage	151,014	149,446	180,000	173,000	175,000	175,000	175,000
404-53-534-404-34500	Commissions - PBC Tax Collector	1,767	1,825	5,900	1,900	1,900	1,900	1,900
404-53-534-404-34901	Administrative Fee	80,004	106,325	126,325	126,325	126,325	134,460	134,460
404-53-534-404-34910	Bad Debt Expense	2,776	1,428	500	-	-	-	-
404-53-534-404-40000	Travel & Training	423	33	-	-	-	250	250
404-53-534-404-41100	Telephone	1,735	1,198	1,800	1,800	2,400	1,200	1,200
404-53-534-404-41200	Postage & Shipping	63	52	75	150	300	300	300
404-53-534-404-44100	Rentals	-	2,295	-	-	-	2,000	2,000
404-53-534-404-45000	Insurance	38,840	36,952	38,825	38,825	38,825	38,825	35,500
404-53-534-404-46000	Repair & Maintenance	28,038	42,199	28,000	28,000	30,000	30,000	30,000
404-53-534-404-46300	Vehicle Parts & Supplies	55,995	66,834	76,600	77,000	79,000	79,000	79,000
404-53-534-404-47000	Printing	860	312	2,065	1,974	500	500	500
404-53-534-404-48100	Advertising	1,856	3,120	1,385	1,770	1,770	1,770	1,770
404-53-534-404-49400	Uniforms & Clothing	3,011	2,844	2,550	2,400	3,100	2,500	2,500
404-53-534-404-51000	Office Supplies	19	66	100	100	500	500	500
404-53-534-404-52000	Operating Supplies	2,169	2,048	1,350	500	1,000	-	-
404-53-534-404-52100	Gasoline & Diesel Fuel	60,002	61,566	65,000	62,000	68,500	68,500	68,500

Cost Center 404 - Sanitation

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
404-53-534-404-52200	Small Tools & Others	-	964	-	750	750	750	750
404-53-534-404-52400	Containers	31,140	26,336	33,850	33,850	39,000	39,000	39,000
404-53-534-404-59000	Depreciation Expense	393,858	346,427	-	-	-	-	-
	TOTAL OPERATING EXPENSES	868,061	871,191	583,225	568,744	587,620	595,855	592,530
404-53-534-404-64100	Machinery & Equipment	-	-	-	-	2,500	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	2,500	-	-
404-53-534-404-71000	Principal	-	-	97,680	97,682	98,770	98,770	98,770
404-53-534-404-72000	Interest	26,180	20,754	17,120	17,120	13,505	13,505	13,505
	TOTAL DEBT SERVICE	26,180	20,754	114,800	114,802	112,275	112,275	112,275
404-53-534-404-99110	Transfer to General Fund	215,004	225,000	225,000	225,000	225,000	250,000	250,000
404-53-534-404-99901	Contingency	-	-	-	-	-	7,550	12,582
	TOTAL OTHER EXPENSES	215,004	225,000	225,000	225,000	225,000	257,550	262,582
	TOTAL DEPT EXPENDITURES	1,647,131	1,637,893	1,533,150	1,522,416	1,583,170	1,527,850	1,513,550
	BUDGET SURPLUS/(DEFICIT)	(232,839)	(116,476)	-	(49,216)	(69,620)	-	-

Sanitation Budget Analysis FY11-12

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

404-34000 **Contractual Services** – Cost for CDL physicals, washing of sanitation vehicles, and radio tower rental ($19,400).

404-34310 **Disposal Fees - SWA** – Estimated cost of disposal of collected trash, garbage, and vegetation at the Solid Waste Authority ($175,000).

404-34500 **Commissions – PBC Tax Collector** – Commissions paid to Palm Beach County for collection of taxes ($1,900).

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

404-40000 **Travel & Training** – Mechanic training for next generation of clean diesel engines ($250).

404-41100 **Telephone** – Estimated cost of $1,200 for Nextel phones for two Foremen and one Equipment Operator III.

404-41200 **Postage & Shipping** – Cost estimated at $300 for mailing of certified letters sent to sanitation customers.

404-44100 **Rentals** – Equipment rental for moving chipped vegetation ($2,000)

404-45000 **Insurance** – Property/Liability insurance premiums ($35,500).

404-46000 **Repair & Maintenance** – Costs for repairs for vehicles completed by outside vendors, including annual inspections ($30,000).

404-46300 **Vehicle Parts & Supplies** – Parts and repairs for vehicles (including heavy duty truck tires) performed by in-house maintenance staff ($79,000).

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

Sanitation Budget Analysis FY11-12 (cont.)

404-48100 **Advertising** – Advertising costs for rate notices ($1,770).

404-49400 **Uniforms & Clothing** – Cost to purchase safety shoes and new uniforms ($2,500).

404-51000 **Office Supplies** – Estimated cost of $500 to purchase miscellaneous office supplies.

404-52100 **Gasoline & Diesel Fuel** – Expected cost of $68,500 for fuel to run vehicles and equipment.

404-52400 **Containers** – Expected cost of $39,000 to purchase replacement garbage dumpsters, recycle dumpsters, and garbage cans. Refurbish existing commercial dumpsters and purchase parts to refurbish cans.

404-64100 **Machinery & Equipment** – Postpone capital expenditures this year.

TOWN OF LAKE PARK - ANNUAL BUDGET

WAGE DETAIL

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

Position Classification	FT/PT	Hourly Rate	Hours	Base Wages	Pay Cut Adj %	Pay Cut	Furlough Hours	Furlough Wages	Adjusted Wages	Longevity Pay	Total Wages
Equipment Operator II	FT	13.53	-	-	-	-	-	-	-	-	-
Equipment Operator III	FT	16.62	2,080	34,570	-	-	(60)	(997)	33,572	500	34,072
Equipment Operator II	FT	13.53	2,080	28,142	-	-	(60)	(812)	27,331	-	27,331
Equipment Operator II	FT	13.53	2,080	28,142	-	-	(60)	(812)	27,331	-	27,331
Foreman	FT	24.69	2,080	51,355	0.005	(257)	(60)	(1,481)	49,617	500	50,117
Foreman	FT	21.09	2,080	43,867	-	-	(60)	(1,265)	42,602	500	43,102
Equipment Operator III	FT	19.25	2,080	40,040	-	-	(60)	(1,155)	38,885	1,500	40,385
Equipment Operator II	FT	13.53	2,080	28,142	-	-	(60)	(812)	27,331	-	27,331
Equipment Operator II	FT	15.29	2,080	31,803	-	-	(60)	(917)	30,886	-	30,886
Equipment Operator III	FT	16.13	2,080	33,550	-	-	(60)	(968)	32,583	-	32,583
Mechanic II	FT	18.84	2,080	39,187	-	-	(60)	(1,130)	38,057	-	38,057
Total Wages & Benefits				358,800		(257)	(600)	(10,350)	348,193	3,000	351,193

TOWN OF LAKE PARK - ANNUAL BUDGET

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

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

Description of Training	Reason	Person Attending	Proposed Department 2011-12	Adopted Budget 2011-12
Diesel engine diagnostics	Next generation of clean diesel engines coming on-line	Mechanic	250	250
			250	250