TOWN OF

BELLEAIR

INC. 1925

Annual Programmatic Budget
2019-2020

TOWN OF BELLEAIR, FLORIDA

ORGANIZATIONAL CHART

CITIZENS OF BELLEAIR

BELLEAIR'S ELECTED

COMMISSION

TOM KUREY
Commissioner

TOM SHELLY
Commissioner

GARY H. KATICA
Mayor

KARLA RETTSTATT
Deputy Mayor

MIKE WILKINSON
Commissioner

DAVID OTTINGER
Town Attorney

JP MURPHY
Town Manager

TOWN STAFF

TOWN OF BELLEAIR, FLORIDA

STAFF ORGANIZATIONAL CHART

CITIZENS OF BELLEAIR

THE COMMISSION

TOWN MANAGER

JP Murphy

ADMINISTRATION DEPARTMENT

Town Clerk (1)

Construction Project Supervisor (1)

Management Analyst (2)

BUILDING DEPARTMENT

Building & Zoning Tech (1)

DIRECTOR OF SUPPORT SERVICES

Stefan Massol

SUPPORT SERVICES DEPARTMENT

HUMAN RESOURCES

HR & Risk Management Coordinator (1)

FINANCE

Assistant Finance Director (1)

Accounting Clerk II (1)

Accounting Clerk I (2)

BUILDING MAINTENANCE

Facilities and Safety Supervisor (1)

Building Maintenance (2)

CHIEF OF POLICE

Rick Doyle

POLICE DEPARTMENT

POLICE ADMINISTRATION

Executive Secretary (1)

Administrative Assistant (1)

Customer Service Clerk (2)

SWORN OFFICERS

Lieutenant (1)

Detective (1)

Code Enforcement Officer (1)

Patrol Officers (13)

DIRECTOR OF PUBLIC WORKS, PARKS & RECREATION

Ricky Allison

PUBLIC WORKS DEPARTMENT

Public Services Manager (1)

Public Works Operational Supervisor (1)

PARKS

Parks Foreman (1)

Parks Maintenance II (2)

STREETS

Stormwater Maintenance II (3)

RECREATION DEPARTMENT

SPECIAL EVENTS

Special Events Coordinator (1)

RECREATION

Recreation Supervisor (1)

Recreation Programmer II (1)

Recreation Programmer I (1)

Customer Service Clerk (2)

Recreation Leader I (7)

Assistant Recreation Leader (4)

SUPERVISOR OF SOLID WASTE

Wilfred Holmes

SOLID WASTE DEPARTMENT

Refuse Collector (4)

DIRECTOR OF WATER UTILITIES

David Brown

WATER DEPARTMENT

Administrative Assistant (1)

WATER MAINTENANCE

Water Utilities Foreman (1)

Utility Maintenance II (1)

Utility Maintenance I (3)

Meter Reader (1)

WATER TREATMENT

WTP Operator I (1)

WTP Operator II (1)

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BUDGET SUMMARY

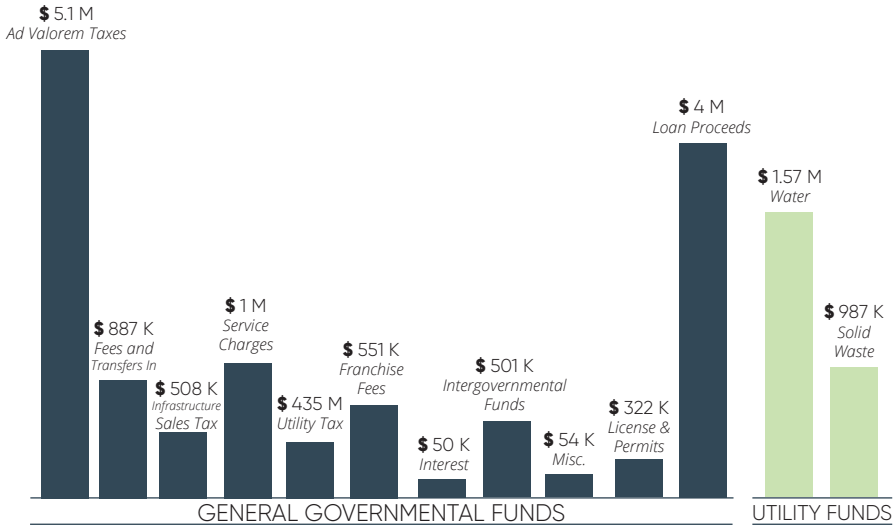
TOWN OF BELLEAIR 2019–2020

BUDGET AT A GLANCE

Over the past several months, Belleair's staff and Commission have been finalizing the budget for the next fiscal year. With that, we've put together this overview. To see the full budget document, visit **www.townofbelleair.com/budget.**

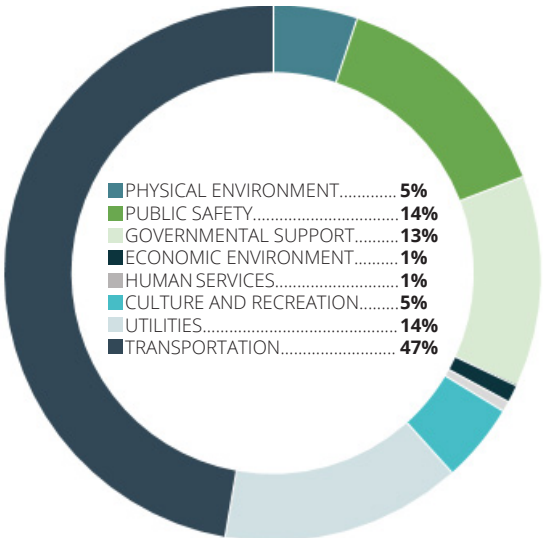
REVENUES OVERVIEW

WHAT ARE THE TOWN'S FUNDING SOURCES?



EXPENDITURES

WHAT ARE MY TAXES FUNDING?



EXPENSES BY DEPARTMENT

HOW ARE FUNDS SPENT BY THE DEPARTMENTS?

**Not all funds are included in this departmental breakdown*

$ 1.55 M
SUPPORT SERVICES DEPARTMENT

Direct Interdepartmental Support
Town-Wide Employee Administration
Facility Maintenance
Financial Management
Information Technology
Intradepartmental Administration
Risk Management
Town-Wide Professional Services

$ 801 K
ADMINISTRATION DEPARTMENT

Communications and Marketing
Legislative Programming
Legal and Statutory Compliance
Capital Projects
Town Administration
Management and Budget Analysis

$ 1.87 M
POLICE DEPARTMENT

General Patrol
Code Enforcement
Criminal Investigation
Community Policing
Employee Administration

$ 901 K
PUBLIC WORKS DEPARTMENT

Employee Administration
Beautification
Urban Forestry
Sportsfields
Hardscape Paving
Stormwater
Regulatory Signs

$ 622 K
FIRE SERVICES

Fire protection and emergency response contracted by the City of Largo

$ 853 K
RECREATION DEPARTMENT

Employee Administration
Community Events
Sports Leagues
Youth Activities
Adult Activities

$ 1.57 M
WATER DEPARTMENT

Generation
Treatment and Testing
Meter Management
Distribution
Employee Administration

$ 201 K
BUILDING DEPARTMENT

Permitting
NPDES
Floodplain Management
Employee Administration

$ 987 K
SOLID WASTE DEPARTMENT

Disposal
Recycling
Collection
Employee Administration

BUDGET SUMMARY
TOWN OF BELLEAIR - FISCAL YEAR 2019-2020

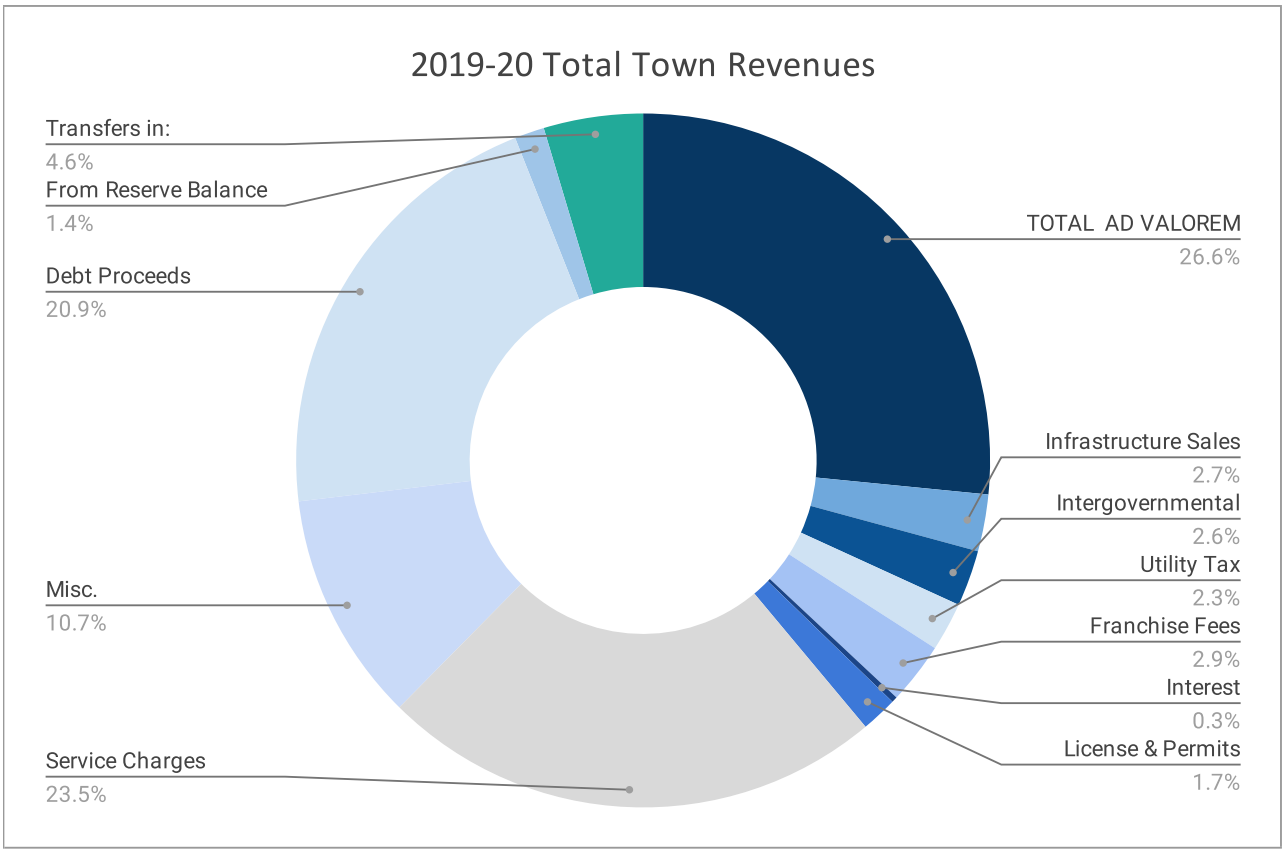
General Fund	**5.2500**
Infrastructure Fund	**1.2500**

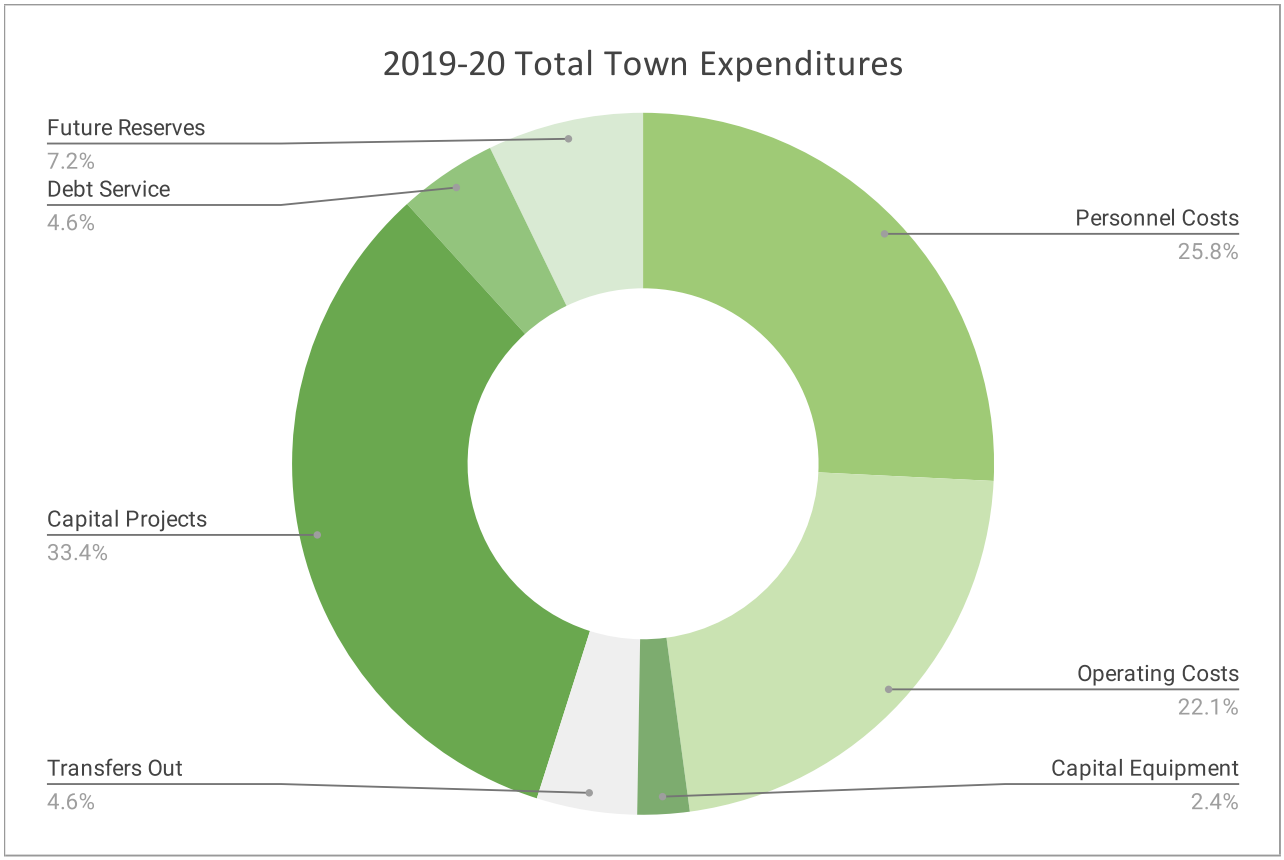
		General Fund	Local Option Gas Tax Fund	Tree Repl. Fund	Equip. Repl. Fund	Infrastructure Fund	Water Fund	Solid Waste Fund	Wastewater Fund	TOTAL BUDGET
REVENUES:										
Taxes Millage Per $1000										
Ad Valorem Taxes	**5.2500**	4,112,650								4,112,650
Ad Valorem Taxes	**1.2500**	(dedicated to Infrastructure)				979,150				979,150
TOTAL AD VALOREM	**6.5000**									**5,091,800**
Infrastructure Sales Taxes						508,165				508,165
Intergovernmental		390,450	57,000			50,000		3,300		500,750
Utility Tax		9,700				425,000				434,700
Franchise Fees		551,000								551,000
Interest		50,000					1,000	500		51,500
License & Permits		317,400		5,000				500		322,900
Service Charges		714,450				337,400	1,569,600	877,550	1,000,000	4,499,000
Misc.		54,400				2,000,000	0	0		2,054,400
Debt Proceeds						4,000,000				4,000,000
From Reserve Balance		40,000	120,189	0		0	0	105,700	0	265,889
SUBTOTAL		6,240,050	177,189	5,000	0	8,299,715	1,570,600	987,550	1,000,000	18,280,104
Transfers in:		573,650	0		255,989	57,000	0			886,639
TOTAL REVENUES AND OTHER FINANCING SOURCES		**$ 6,813,700**	**$ 177,189**	**$ 5,000**	**$ 255,989**	**$ 8,356,715**	**$ 1,570,600**	**$ 987,550**	**$ 1,000,000**	**$ 19,166,743**

	General Fund	Local Option Gas Tax Fund	Tree Repl. Fund	Equip. Repl. Fund	Infrastructure Fund	Water Fund	Solid Waste Fund	Wastewater Fund	TOTAL BUDGET
EXPENDITURES:									
Personnel Costs	4,061,200					559,576	320,100		4,940,876
Operating Costs	2,551,950		5,000			362,250	315,650	1,000,000	4,234,850
Capital Equipment	64,750					252,000	142,200		458,950
Capital Projects					6,395,717				6,395,717
Debt Service					873,000				873,000
Subtotal	6,677,900	0	5,000	0	7,268,717	1,173,826	777,950	1,000,000	16,903,393
Transfers Out:	135,800	177,189				364,050	209,600	0	886,639
Subtotal	6,813,700	177,189	5,000	0	7,268,717	1,537,876	987,550	1,000,000	17,790,032
Future Reserves				255,989	1,087,998	32,724			1,376,711
TOTAL APPROPRIATED EXPENDITURES AND RESERVES	**$ 6,813,700**	**$ 177,189**	**$ 5,000**	**$ 255,989**	**$ 8,356,715**	**$ 1,570,600**	**$ 987,550**	**$ 1,000,000**	**$ 19,166,743**

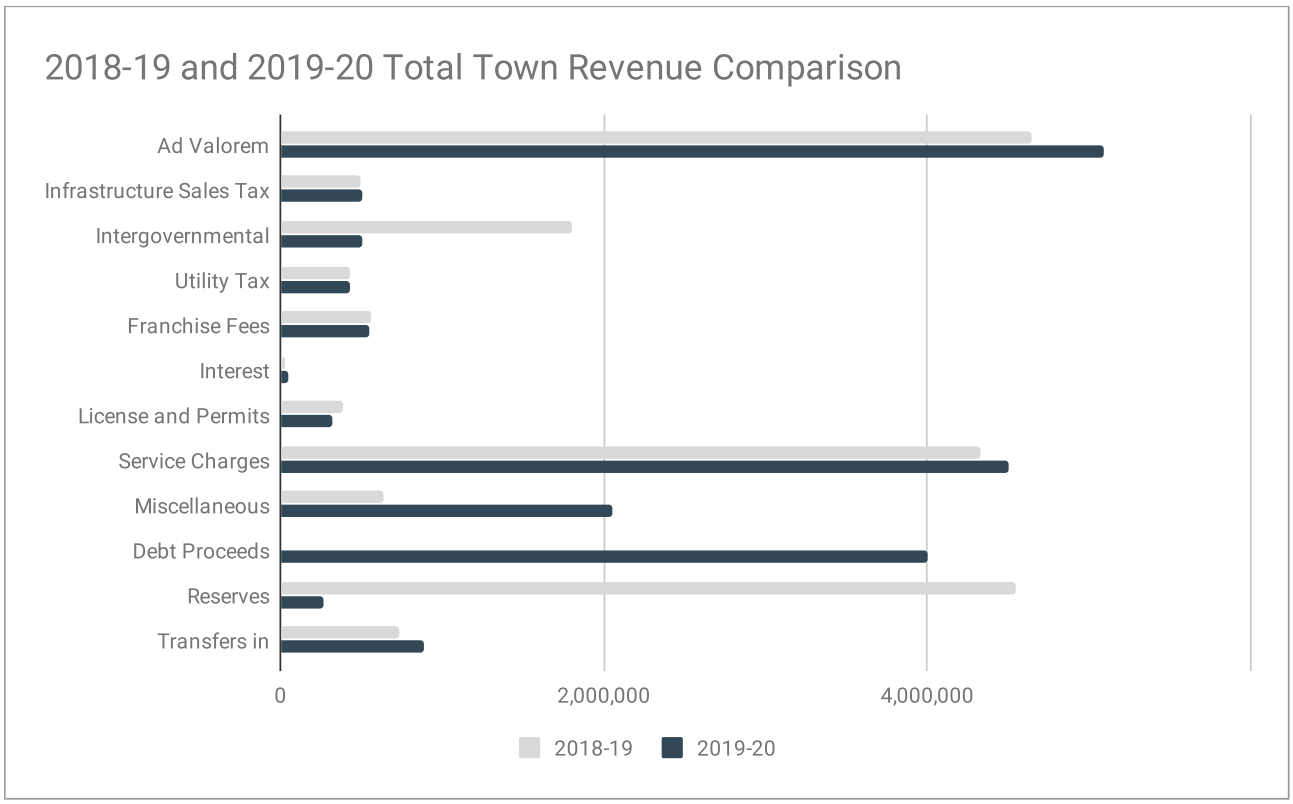
THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD

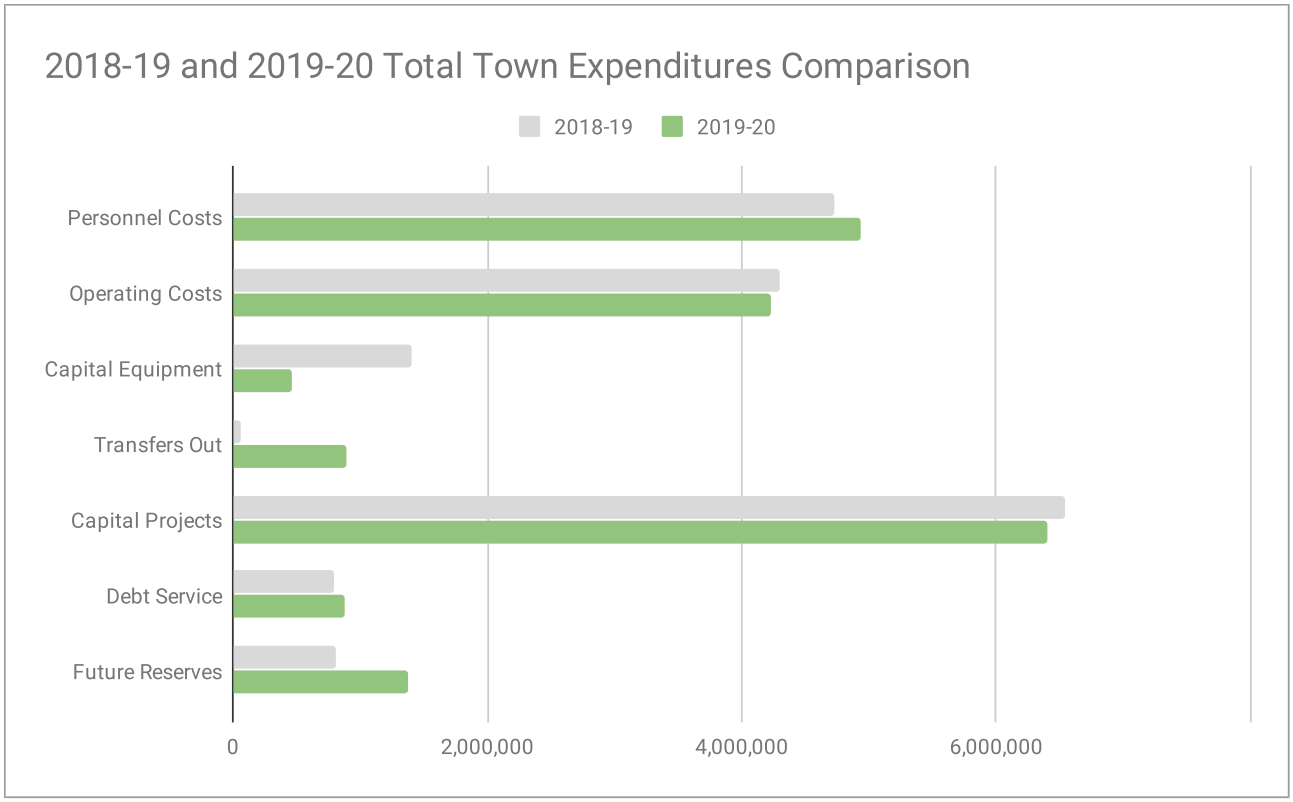
BUDGET SUMMARY





BUDGET SUMMARY





BUDGET SUMMARY

This summary and analysis of the Town of Belleair's budget for Fiscal Year (FY) 2019-20 provides a comprehensive overview of the Town's expenditures and revenues for the upcoming year. The information and data presented here serves as a means to exhibit the needs and services of the town.

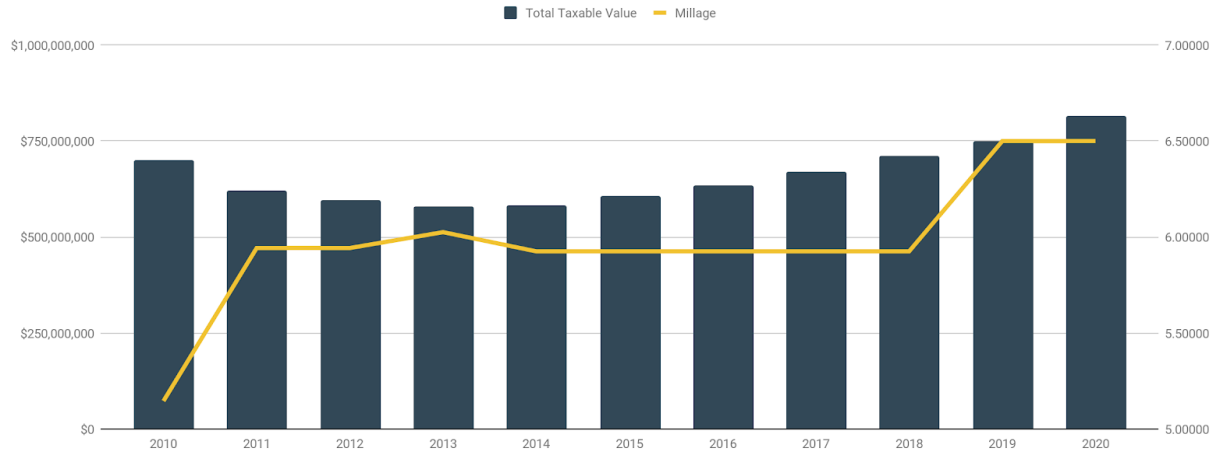
OVERVIEW

Within this programmatic budget is a revised Capital Improvement Plan that forecasts expected projects for the Town over the next five years, as well as the Capital Equipment Replacement Fund that details expenditures from each department related to capital purchases. The 2019-20 budget for all funds within the Town totals to $19,166,743, compared to the prior year originally proposed budget of $18,593,686, which equates to an overall increase of 3.08%. A large majority of the increase is related to capital projects for the matching SWFWMD grant, as well as personnel costs that include salary enhancements. The largest components of the budget this year are the Capital Projects Fund (47.49%), the General Fund (33.09%), and the Water Fund (7.63%).

AD VALOREM AND PROPERTY TAXES

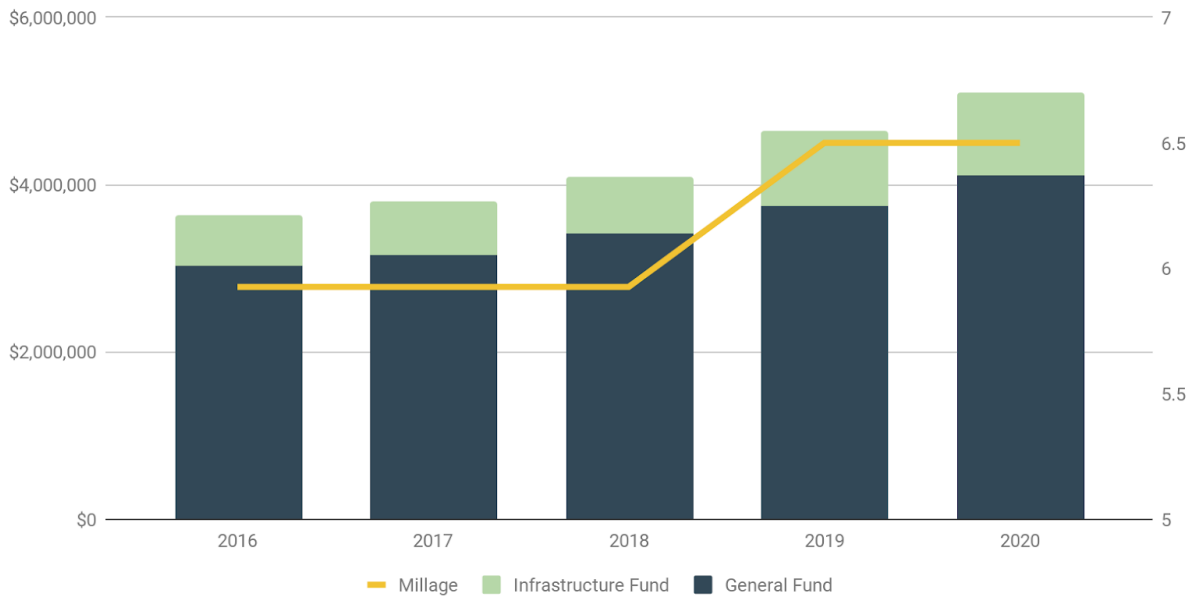
Property taxes, also known as Ad Valorem revenue, is the largest source of revenue for the Town, contributing nearly 20% to the total budget. While the millage rate had remained fairly steady for the past few years, the Town Commission adopted a higher millage rate in 2018-19 of 6.5000. The incoming revenue from Ad Valorem is split between the General Fund and the Capital Projects Fund, with 5.2500 going to the General Fund, and the remaining 1.2500 sent to the Capital Projects Fund.

The gross taxable value declined due to the recession, though it began to bounce back in FY 2012-13. Since then, property valuations have increased steadily, totaling $749,565,951 for FY 2019-20. For Fiscal Year 2019-20 there is an increase of 8.97% in total taxable value for Belleair. This unusually large increase is due to the Belleview Properties coming online, as well as the completion of the Pelican Golf Course project.



BUDGET SUMMARY

Ad Valorem estimations and proceeds are calculated based on the total taxable value of a property provided by the Pinellas County Property Appraiser (PCPAO), as well as the millage rate. As shown in the chart, there was a heavy decrease in taxable value between 2010 and 2013, which affected Ad Valorem proceeds.



Year	2016	2017	2018	2019	2020
Millage	5.9257	5.9257	5.9257	6.5	6.5
General Fund	$3,025,851	$3,154,000	$3,410,265	$3,739,000	$4,112,650
Infrastructure Fund	$601,779	$638,445	$678,200	$908,900	$979,150

GENERAL FUND

Revenues

The General Fund is the principal operating fund of the town, which incorporates the Administration, Building, Support Services, Police, Public Works, and Recreation departments. The major revenue sources are Ad Valorem Tax, the Electric Franchise Fee, Communication Services Tax, State Sales tax distribution, building permits, recreation program activities, and administrative fees.

Ad Valorem continues to be the main contributing revenue source for the fund by generating 60.36% of the General Fund revenue. Other revenue accounts have remained fairly consistent, though small changes have occurred across the departments. Building Permit revenue is experiencing a decrease of $60,000 as the Pelican Golf Course and Belleview Place finish up construction. This decrease is offset by other revenue accounts increasing, such as Special Duty Police ($95,240) and Recreation Program Activity ($24,400).

Expenditures

Increases in personnel are mainly attributed multiple employees receiving certifications, as well as merit and cost of living raises being included. It is also important to note that all departments are experiencing a change in their respective operating budgets, as Administration distributed training costs to respective departments. Support Services, Police, Public Works, and Recreation are experiencing changes in their respective capital budgets due to a new vehicle replacement plan facilitated by staff.

This fiscal year, there is a large increase in the Administration department directly related to three staff members receiving certifications.

The Building department remains a stable department, but there are increases in the operating budget. This is due to the department absorbing the Community Development Services ($40,000) and Planning and Zoning ($10,000) lines from the Support Services department.

Support Services is the department with the highest expenditures. Making up nearly 31.9% of the entire General Fund, a majority of the expenditures are townwide professional services, such as Largo Fire Service, General Liability Insurance, and the Town Attorney. These items alone make up nearly half of the Support Services budget. Though the contract can only increase by a maximum of 5%, this year the contract with Largo Fire Service increased by 3.4%, equating to an addition of $20,500. The General Liability Insurance line increased by $18,000 as well, an increase of 7% from the prior year.

The Police department is the second largest department when it comes to expenditures, though 90% of the costs are personnel related. Increases in the 2019-20 budget are attributable to personnel as well, with a large portion of the cost being related to Special Detail Police and the required contributions to the Police Pension increasing by $24,800.

Public Works is the only department that is experiencing a decrease in expenditures, though this is directly due to reduced capital purchases. There are increases in the operating budget for contracted services such as tree trimming, but the combination of these service increases total to $7,500.

Recreation is experiencing an increase in personnel, largely due to the standard increases in the town, but also to the additional part time ($9,950) required for increased attendance in youth programs. The operating budget within the department is increasing the budget for Special Events for piloting two new block parties.

ENTERPRISE FUNDS

Water Fund

Assessing the Town's water plant and distribution system has been essential in developing a full understanding of the policy solutions to the Town's rising chloride levels. In order to produce a higher quality of water for our residents, the Town has allocated funds for well-rehabilitation and the chlorine transfer procedure.

Revenues
Though the revenue may look like a decrease, this is only due to the non-recurring Southwest Florida Water Management District grant that was budgeted for the 2018-19 fiscal year. This year, the Town is expecting a small increase in Water Utility revenue as the residences at Belleview Place become occupied.

Expenditures
The Water Department is experiencing an increase in personnel related to the merit and cost of living increases, which are standard to the town. The operating budget is remaining fairly steady.

Solid Waste Fund

The Solid Waste Department will continue recycling operations with the City of Clearwater and the single stream recycling program. This will be evaluated throughout the fiscal year to determine the continuation into the 2020-21 year.

Revenues
The primary revenue source for the Solid Waste Fund is the monthly sanitation fee. This year, there is an expected increase of $19,500 related to the opening of Belleview Place and the Pelican Golf Course.

Expenditures
This department is seeing an overall decrease in expenditures this year related to decreased capital purchases and the restructuring of personnel. However, a new refuse vehicle is scheduled for purchase this year.

CAPITAL PROJECTS/INFRASTRUCTURE FUND

The town continues to pursue its Capital Improvement Plan to address the areas of highest priority for upcoming projects. In FY 2011-12 the town issued a $10 million revenue bond to accelerate infrastructure improvement. The bond will be repaid over twenty years and will be serviced utilizing revenues from the Municipal Public Services Tax (MPST) on electricity, the Stormwater Utility Fee, and the Penny for Pinellas sales surtax.

Revenues
Aside from bond proceeds, another primary source of funding is the designated 1.2500 mill of Ad Valorem revenue, equating to $908,900, which is a 44.89% increase from the prior year.

Expenditures
The expenditures for capital projects have increased considerably this year, largely due to the projected incoming funds from the sale of the Ahlf properties, in addition to the $4 million debt service proceeds. Projects in the 2019-20 fiscal year include Palmetto North and South, Pinellas Ponce, and Carl Avenue.

CONCLUSION

In this proposed budget, staff recommends maintaining the current level of service while providing adequate funding to meet fund balance reserve requirements and future capital needs. The Town's continuation of a programmatic style of budgeting will improve transparency and facilitate decision-making. In the coming years, it is staff's hope that the town will more easily be able to identify areas for improvement and optimize the use of public funds. In recent months, the Town has identified several upcoming capital projects to be put in motion, all of which have been deemed a necessity to improve our Town's infrastructure. This fiscal year, residents, staff, and the Town Commission will implement the final strategic plan that was formulated in the prior year.

BUDGET GUIDE

GOVERNMENTAL ORGANIZATION

The Town of Belleair operates under the council-manager form of government and was incorporated in 1925. The Town Commission is comprised of five members; a mayor/commissioner, deputy mayor, and three commissioners, elected to specific seats, but on a community wide basis. The Town Commission appoints a professional town manager, who serves as the chief administrative officer of the town.

This budget document includes all funds that are appropriated for the fiscal year beginning October 1, 2018. The Town of Belleair provides a full range of services normally associated with a municipality, including police protection, public works operations, code enforcement activities, permitting and building services, parks, and other recreational services. In addition, the town provides its citizens with water, and solid waste services.

BUDGET PROCEDURES

The Town of Belleair's annual budget is both an expression of public policy and a fiscal plan for the allocation of municipal resources necessary to accomplish specific programs. The budget approval process involves the active participation of the town's elected officials, who collectively establish expenditure priorities and evaluate the town manager's recommended budget and program allocations for the various town service functions. The budget is developed after departmental requests, citizen input during formal public hearings, and ultimately adopted by the Town Commission.

PROGRAMMATIC BUDGETING

In 2018, the Town of Belleair decided to transition to the style of programmatic budgeting, also known as performance-based budgeting, outcome-based budgeting, or priority-based budgeting. This means that the funds allocated by the Town of Belleair are stylized in to major and minor programs, as opposed to the traditional line item way. Program based budgeting allows towns and cities to strengthen the budgetary process for resources by using objective criteria to:

- determine resource allocation;
- ensure accountability among those responsible for management;
- shift the budget focus to city priorities rather than department- or agency-specific goals;
- make the budget process more transparent; and
- engage the community in the budgeting process.

This will be the second year of programmatic based budgeting for Belleair. Please see the back of the budget document to see the minor programs of each department.

BUDGET PRESENTATION

Belleair's Town Charter requires the town manager to submit to the Town Commission an operating budget for the ensuing fiscal and an accompanying budget message to the Town Commission no later than sixty (60) days prior to the end of the fiscal year.

The town manager's budget message and foreword explain the budget from both fiscal and programmatic perspectives. They also describe the proposed financial policies of the town, the special features of the budget as well as any major changes from the current year financial policies, expenditures and revenues and the reasons for such changes. It may also describe any potential debt of the town, and include other supplementary explanations of organizational changes, and/or budget items requested by the Town Commission.

The operating budget contains a complete financial plan of all town funds and activities for the ensuing fiscal year. In organizing the operating budget, the town manager utilizes a variety of expenditure classifications that adequately and most accurately disclose all material amounts budgeted by fund, organizational unit, program purpose, activity and accounting object. The budget document begins with a clear summary of its contents; details all estimated revenues including sources thereof, and indicates the requisite property tax levy. It also details all proposed expenditures, including any debt service obligations for the fiscal year; and shows comparative figures for both actual and estimated revenues and expenditures of the preceding fiscal year, and both budgeted revenue and expenditures for the current year.

Elements of the budget include the following:

- *Budget summary*
- *Budget guide*
- *Financial policies*
- *Organizational chart*
- *Position analysis*
- *Departmental and fund budgets*
- *Pinellas County tax and rate survey*
- *Glossary of terms*

CAPITAL IMPROVEMENT FUND

The annual operating budget and capital improvement program (CIP) budget are complementary town plans. The annual budget is a guide for the day-to-day operations of the town's programs and services. The CIP is a management, legislative and community tool used to facilitate the planning, control and execution of major capital expenditures. The five-year CIP schedule provides the plan for needed public improvements within the town's fiscal capacity.

For those projects proposed for commission consideration, recommended funding sources are identified; the specific objective from the Belleair comprehensive plan is referenced, and future operating costs are estimated for the commission's and public's edification.

The Town Commission reviews the manager's proposed capital project requests. After public hearings and potential modification, the budgets for the CIP are adopted on a multi-year, program basis. Budget appropriations may not always lapse at year-end, but may extend across five fiscal years of the CIP.

PUBLIC PARTICIPATION

Public participation in the budget process is encouraged. Finance Board budget discussions were held on June 27, 2019, August 1, 2019, August 15, 2019. Commission budget discussions were held on July 16, 2019, August 20, 2019, and September 3 2019. Two state statutory public hearings were held on September 3, 2019 and September 17, 2019, during which the 2019-20 millage and budget ordinances were adopted. The mandated public hearings for ordinance adoption in September complete the process of citizen participation in the 2019-20 budget.

TRUTH IN MILLAGE (TRIM)

The budget and property tax (millage rate) adoption process is governed by a state statute known as TRIM (truth in millage). In Florida, property is assessed by the county property appraiser, and property taxes are collected by the county tax collector. Property owners are eligible to receive a homestead exemption of fifty thousand ($50,000) on their principal place of residence. All property is assessed at one hundred percent of real value, which is on average 85% percent of market value.

The town is required to hold two public hearings for adoption of its property tax (millage) rate and budget. The first public hearing is advertised by a property appraiser mailing to each property owner by way of a TRIM notice. Under the "truth in millage" compliance laws, the town publishes an additional advertisement. The town publishes this advertisement once in a newspaper of general circulation, at least five days prior to its public hearing. This notice contains the general summary of the operating budget, capital improvement budget and program, and the times and places where copies of the budget message, operating budget, capital improvement budget and program are available for inspection by the public; and the times and places for public hearing.

The Town Commission must adopt the operating budget and capital improvement budget and program before the end of each current fiscal year for the ensuing fiscal year.

BUDGETARY BASIS

The Town of Belleair has developed and follows a program based budget format. The budget is prepared in accordance with generally accepted accounting principles (GAAP).

Governmental funds use the modified accrual basis of accounting, whereby expenditures are recognized in the accounting period when the liability is incurred, if measurable, and revenues and other resources are recognized in the accounting period when they become available and measurable. Revenues are considered to meet the availability test if they are collectible within the current period or soon enough thereafter for use in payment of liabilities of the current period.

Proprietary, or "enterprise" funds use the full accrual basis of accounting. Revenues are recognized in the period in which they are earned, and expenses are recognized in the period in which the liabilities are incurred.

The annual budget addresses only the governmental and proprietary groups and does not control resources that are managed in a trustee or fiduciary capacity, such as the pension funds.

All appropriations unspent at year-end lapse, unless funds are encumbered as the result of the issuance of a purchase order. Such purchase orders remain valid until either canceled or final payment is made, or are specifically addressed by town charter.

FINANCIAL STRUCTURE

The Town of Belleair uses funds to budget for operations and to account for the results of those operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain functions or activities.

Budgets are adopted for funds that are either governmental funds or proprietary funds. Each category is also divided into separate fund groups. The following are the funds of the Town of Belleair for which the commission adopts an annual budget.

Governmental Funds - The governmental funds consist of the General Fund, the Special Revenue Funds, and the Capital Projects Funds.

General Fund - The General Fund is the general operating fund of the town. This fund was established to account for the revenues and expenditures involved in operating general governmental functions of a non-proprietary nature. Major revenue sources for this fund include: ad valorem taxes; franchise and utility taxes; sales taxes; license and permit fees; administrative charges; and charges for current services. The major operating activities supported by the General Fund include police and fire services, streets, permitting, occupational licenses, public works, parks, recreation, and other general governmental service functions.

Special Revenue Funds - Special revenue funds are established to finance particular activities and are created out of receipts of specific taxes or other earmarked revenues. Such funds are authorized by legal, regulatory or administrative action to pay for certain activities with some form of continuing revenues. In the Town of Belleair special revenue funds include the following:

- ***Tree Fund*** – to account for funds designated for town beautification.
- ***Local Option Gas Tax Fund*** – to account for proceeds from the local option gas tax as levied by the Pinellas County, Florida Board of County Commissioners.

Capital Projects Funds - Capital project funds are used to account for the acquisition and construction of capital facilities and other fixed assets.

- ***Infrastructure Fund (Capital Projects Fund)–*** to account for proceeds from the Pinellas County, Florida one-cent sales surtax collections, stormwater fee, infrastructure mill, other governmental resources and grant revenues used for the acquisition or construction of general fixed assets identified in the town's five-year capital improvement plan.
- ***Equipment Replacement Fund*** – to account for the planned acquisition of equipment, tools, and vehicles. The General Fund and enterprise funds will transfer the funds for purchases within the Capital Equipment Replacement Fund.

Enterprise Funds – An enterprise fund is used to account for the town's services and activities that are similar to those found in the private sector. An enterprise fund is self-supporting, deriving its revenue from charges levied on the users of these services. The Town of Belleair's enterprise funds are as follows:

- ***Water Fund*** – to account for the assets, operation and maintenance of the town owned water supply and distribution system.
- ***Solid Waste Fund*** – to account for the assets, operation and maintenance of the town owned refuse collection and disposal system.

- ***Wastewater Fund*** – to account for wastewater billing, the service is provided by Pinellas County.

FREQUENTLY ASKED QUESTIONS

What is the purpose of the town budget?

The budget is an annual financial plan for the Town of Belleair. It specifies the level of municipal services to be provided in the coming year and the resources, including personnel positions, capital expenditures and operating expenses needed to provide those services. It reflects the policies and priorities set by the mayor and Town Commission.

How and when is the budget prepared?

Each spring, the town Support Services Department develops forecasts using economic trends and financial indicators relevant to the town's financial resources. The town departments submit their plans and needs for the coming year to the Support Services Department, which incorporates their submittals into the proposed budget. This is reviewed and revised by the town manager. The town manager then recommends his proposed budget to the Town Commission. The commission reviews the budget, holds two public hearings to obtain citizen input and may make changes to same, based on citizen input. Finally, the commission adopts their approved budget, along with an ordinance that establishes the property tax rate necessary to fund the budget.

Who establishes the rules by which the Town of Belleair adopts its annual budget and property tax rate?

Both the town charter and state statutes govern the property tax rate and budget adoption process.

Who is the chief executive officer of the Town of Belleair?

The Town Manager is both the chief executive, administrative, and financial officer of the Town of Belleair. He or she is hired by and reports directly to the Town Commission. All other employees, with the exception of the town attorney, who also reports to and is appointed by the Town Commission, report to the town manager.

What is the property tax rate?

When the town adopts its annual budget, it determines the tax rate that must be applied to property in order to generate the necessary revenue in addition to all other revenue sources that are available. The approved tax rate for the Town of Belleair is 6.5000 mills, or $6.50 per $1,000 of taxable value. The Pinellas County Property Appraiser establishes the taxable value of all property in the town. The town has no control over the taxable value of property. It only has control over the tax rate that is levied.

The total property millage (tax) rate for Fiscal Year 2019-20 on property in the Town of Belleair is 21.3020 mills. How much of that was paid to the Town?

Only 6.5000 mills of the 21.3020 mills levied in fiscal year 2019-20 are remitted to the town. This represents only 30.51% of the total property tax levied. Other taxing agencies in Pinellas County include the county services, Pinellas County School Board, county emergency medical services, and the Pinellas Suncoast Transit Authority, along with various special district taxes, such as the Southwest Florida Water Management District.

How do I compute my property tax?

- ***How to compute my property tax owed to the Town of Belleair:***

First you will need to find the assessed value of your real estate holdings by searching your address on the Pinellas County's Property Appraiser's website (pcpao.org). Next you will need the adopted millage for FY 2019-20, which is ***6.5000 mills***. Now you multiply your assessed value by the millage rate and then divide by 1,000 (one mill is equal to $1 for each $1,000 of assessed property value).

For example, if your property's assessed value is $100,000, your taxes will be $650.00. ($100,000 x 6.5000= $650,000, $650,000/1,000 = $650.00)

- ***How to compute my total property taxes (town and county):***

To compute total taxes for the year, you will use the same methodology as described above and the total millage rate of ***21.3020 mills***.

For example, if your property's assessed value is $100,000, your taxes will be $2,130.20. ($100,000 x 21.3020 = $2,130,200, $2,130,200/1,000 = $2,130.20)

What is homestead exemption?

Every person who owns and resides on real property in Florida on January 1 and makes the property his or her permanent residence is eligible to receive a homestead exemption up to $50,000. The first $25,000 applies to all property taxes, including school district taxes. The additional exemption up to $25,000, applies to the assessed value between $50,000 and $75,000 and only to non-school taxes. (Florida Department of Revenue)

What is the difference between ad valorem tax and property tax?

There is no difference, they are different names for the same tax.

What is an operating budget?

An operating budget is an annual financial plan for recurring expenditures, such as salaries, utilities, supplies, insurance and equipment repairs.

What is a capital improvement budget?

A capital improvement budget is a financial plan for the construction of physical assets, such as buildings, streets, and utility infrastructure exceeding a specified dollar value ($20,000) with a useful life of at least five years, as stipulated within the town's financial policies.

What is a fund?

A fund is a separate accounting entity within the town that receives revenues and expends them on specified activities.

What is an enterprise fund?

An enterprise fund earns its own revenues by charging customers for services that it provides. It receives no tax funds. The Town of Belleair operates its water and solid waste utilities, which are

referred to as enterprise funds. Prior to FY 2003-04, the town also operated its own wastewater utility, but it was sold to Pinellas County.

What is a fiscal year?

A fiscal year is a 12-month operating cycle that comprises a budget and financial reporting period. The town's fiscal year, along with other local governments and special districts within the State of Florida, begins on October 1st, and ends on September 30th.

What is a budget appropriation?

A budget appropriation is a specific amount of money that has been approved by the Town Commission for use in a particular manner, for a specific public purpose.

What is a budget amendment?

A budget amendment is an ordinance adopted by the Town Commission that modifies their previously approved and adopted budget by appropriating additional monies to a particular department, decreasing appropriations to a particular department, or transferring funds from one department to another.

Where does the town obtain its revenues?

All revenues are ultimately derived from citizens in the form of local, state and federal taxes; fees, fines and licenses; intergovernmental revenues; grants; and payments for municipal services, such as recreation fees, and utility services (water, and solid waste user fees).

What are utility taxes, the stormwater fee, and franchise fees, and why does the Town of Belleair levy them?

A utility tax is a tax levied on utility bills, to be paid by the user of that utility's services. It is similar to a sales tax, except it only applies to utility bills, and not to any other purchases.

The stormwater fee is calculated based on the approximate square feet of impermeable surface on a property and is used to fund stormwater infrastructure improvements.

The franchise fee is a charge levied by the town on a utility to operate within the town as compensation for that utilities use the public rights-of-way and other public properties where their facilities, pipes, wire, etc., may need to be located within the town in order for such services to be provided. The state allows utilities to pass on the franchise fee directly to customers on their bills.

Where can I get a copy of the Budget?

The budget is available for download at http://www.townofbelleair.com/budget

Where can I get a copy of the Comprehensive Annual Financial Report?

The CAFR is available for download at http://www.townofbelleair.com/cafr

FINANCIAL MANAGEMENT POLICIES

TOWN OF BELLEAIR, FLORIDA
FINANCIAL MANAGEMENT POLICIES

The purpose of this document is to serve as a written policy for the Town of Belleair management and Support Services Department staff. The commission will use these polices as a guideline. The commission can determine that a situation necessitates the need to vary from these policies. If this situation occurs, they will direct the town manager on an alternative course of action.

General

Annual Operating & Capital Budget

1. The community's public service delivery needs shall balance with the town's financial ability. New program services or facilities shall be based on general citizen demand, need or legislated mandate.

2. The budget shall be balanced; that is, the total of the estimated receipts, including balances brought forward, shall equal the total of the appropriations and reserves.

3. Current expenditures (personal services, operating, capital outlay, debt service, transfers and grants) shall balance with current revenues and unobligated fund balances. The town should avoid budgetary procedures that balance current expenditures at the expense of future years, such as postponing repair and replacement expenditures, underestimating expenditures, overestimating revenues, or utilizing short-term borrowing to balance the budget.

4. New expenditure programs (or projects) will be introduced during the annual budget process.

5. The format should allow correlation with the revenues and costs reported in the town's Comprehensive Annual Financial Report.

6. All funds expended shall be in accordance with an adopted annual budget.

Capital Improvement Program (CIP)

1. The CIP, consistent with state requirements, will schedule the funding and construction of capital projects for a 5-year period (which includes the current year capital budget).

2. The CIP will incorporate in its projections of expenses and funding sources any amounts relating to previous year's appropriation, but which have yet to be expended.

3. The first year of the 5-year Capital Improvement Program (CIP) will be included in the Annual Operating & Capital Budget.

Comprehensive Annual Financial Report (CAFR)

1. An independent certified public accounting firm will perform an annual audit of the financial statements of the town and will publicly issue an opinion thereon. The CAFR will include that opinion *(Florida Statutes, 11.45(3)(a)4*).

2. The accounting records shall be maintained in accordance with generally accepted accounting principles (GAAP), applied to governmental units as promulgated by the Governmental

Accounting Standards Board (GASB*). (Codification of Governmental Accounting and Financial Reporting Standards, Section 1200).*

3. The CAFR will be prepared by the auditors and the finance director and shall be presented to the Town Commission within six (6) months following the end of the Town's fiscal year.

Annual Financial Activity - All Funds

Fund Balance

1. **Restricted** – Funds at year-end, which can only be spent for specific purposes as stipulated by constitution, external providers, or through legislation.

   - Funds externally restricted for a specific purpose will be disclosed in the budget document.

2. **Unrestricted** – Funds at year-end, which are not classified as "restricted".

   - *Assigned* – These are unreserved funds at year-end to indicate tentative plans for uses of financial resources in a future year.
     - *Funds internally restricted for a specific purpose (e.g., capital project) will be disclosed in budget documents and the CAFR.*
     - *All funds will have sufficient designated financial resources to fund any outstanding compensated absence (accumulated sick and vacation leave) liability.*

   - *Unassigned* – All remaining funds at year-end which are not reserved or designated.
     - *Unless otherwise stated and approved by the commission, the current year's budgeted unrestricted fund balance at year-end for General Fund should be maintained at a minimum of 20% of prior-year expenditures.*
     - *To the extent that unreserved, undesignated General Fund balance exceeds 20% of prior-year expenditures, the town may draw upon the fund balance to 1) provide funding for capital programs, capital equipment and/or 2) provide funding for nonrecurring expenses.*
     - *Unless otherwise stated and approved by the commission, the current year's budgeted unrestricted Capital Project Fund balance at year-end for General Fund should be maintained at a minimum of $500,000 for operating reserves.*
     - *Unless otherwise stated and approved by the commission, the current year's budgeted unreserved, undesignated cash reserves at fiscal year-end for proprietary funds (enterprise funds) should be maintained at a minimum of $250,000 in the Solid Waste Fund and $450,000 in the Water Fund for operating reserves.*

Revenues

1. Revenue estimates will be developed on a conservative basis while considering historical trends, projections and reasonable assumptions of future conditions.

2. The town shall maintain, as permitted by State law, a diversified revenue base to mitigate the effects of short-term fluctuations in any one (1) revenue source.

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

4. Long-term debt revenues will not be obtained to fund current operating expenditures.

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

Operating Expenditures / Expenses

1. Interfund Administrative Charges

- An allocation should be made annually distributing the costs for General Fund administrative support among all proprietary funds (enterprise).

Annual Financial Activity - Specific Funds

General Fund

1. The General Fund will maintain a separate, designated fund balance reserve sufficient to fully fund the following fiscal year's accrued compensated absences liability applicable to governmental funds.

2. Unless otherwise stated and approved by the commission, the current year's budgeted unreserved, undesignated fund balance at year-end for General Fund should be maintained at a minimum of 20% of prior-year expenditures.

3. To the extent that unreserved, undesignated General Fund balance exceeds 20% of prior-year expenditures, the town may draw upon the fund balance to 1) provide funding for capital programs, capital equipment and/or 2) provide funding for non-recurring expenses.

Proprietary Funds (Enterprise)

1. All proprietary fund operations shall be self-supporting. Unless otherwise stated and approved by the commission, the current year's budgeted unreserved, undesignated cash reserves at fiscal year-end for proprietary funds (enterprise funds) should be maintained at a minimum of $250,000 in the Solid Waste Fund and $450,000 in the Water Fund for operating reserves.

Special Revenue Funds

1. Capital Projects Fund

1. ***Capital Equipment Replacement Fund:*** to account for the planned acquisition of equipment, tools, and vehicles exceeding a specified amount of $5,000.

2. ***Capital Projects Fund (Infrastructure Fund):*** to account for the planned construction of physical assets such as buildings, streets, and utility infrastructure exceeding a specified dollar amount of $20,000. The fund also serves as a capital planning document over a five-year span.

Investments

1. The town shall invest in those financial instruments authorized by resolution to meet the town's investment objectives (safety, liquidity and yield). (*Resolution 2002-26 adopted September 17, 2002)*

Capital Programs and Debt Management

1. For financial management policy purposes, long-term borrowing includes bonds, notes and capitalized leases.

2. Long-term borrowing will not be used to finance current operations or normal maintenance.

3. All long-term borrowing will be repaid within a period not to exceed the expected useful lives of the capital programs financed by the debt.

4. For any fund that is supported by long-term borrowing, an annual revenue analysis shall be performed to ensure that the fees or rates are sufficient to meet the debt requirements (debt service, covenants, etc.).

5. Three general principles should guide the town when selecting a funding source for its capital improvement (capital asset acquisition) and repair and replacement programs: efficiency, effectiveness, and equitableness.
    - *Efficiency is when one financing method is selected over another based on the relative costs.*
    - *Effectiveness is when a funding (financing) source provides a sufficient amount of funding when the funding needed.*
    - *Equitableness is when resident beneficiaries of a capital program pay for that program.*

FINANCE RESOLUTIONS AND ORDINANCES

RESOLUTION NO. 2011-27

A RESOLUTION OF THE TOWN OF BELLEAIR, FLORIDA, ESTBLISHING THE FUND BALANCE POLICY FOR THE TOWN OF BELLEAIR; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Government Accounting Standards issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, in order to clarify the meaning of fund balance on financial statements; and

WHEREAS, the town desires to establish a Fund Balance Policy for the General Fund consistent with the Governmental Accounting Standards Board Statement No. 54; and

WHEREAS, such a policy has been prepared and copy is attached hereto as Exhibit "A"; and

WHEREAS, the town commission believes that it is necessary, appropriate and in the public interest to commit these fund balance reserve funds in the General Fund; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA AS FOLLOWS:

Section 1. That the foregoing recitals are artifice and confirmed as being true and correct and are made a specific part of this resolution.

Section 2. The Town Commission of the Town of Belleair hereby adopts the "Town of Belleair Fund Balance Policy for the General Fund", attached hereto as Exhibit "A", and directs the Town Manager to implement the police.

Section 3. All Resolutions or parts of Resolutions, insofar as they are inconsistent or in conflict with the provisions of this Resolution, are hereby repealed.

Section 4. This Resolution shall take effect October 1, 2011 and shall continue in effect until amended, extended, or repealed as herein above provided.

PASSED AND ADOPTED this 22nd day of SEPTEMBER, 2011.

_____
Mayor

ATTEST:

_____
Town Clerk

RESOLUTION NO. 2018-20

A RESOLUTION OF THE TOWN OF BELLEAIR, FLORIDA, RESCINDING RESOLUTION NO. 2002-26; ADOPTING AN INVESTMENT POLICY FOR THE TOWN OF BELLEAIR.

WHEREAS, the Town Commission of the Town of Belleair, Florida, did adopt Resolution No. 2002-26 adopting an investment policy for the Town of Belleair; and

WHEREAS, it is the desire of the Town Commission to amend the investment policy identified in 2002-26, making it obsolete; and

WHEREAS, it is the desire of the Town Commission to approve a new investment policy;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA:

1. Resolution No. 2002-26 be rescinded
2. The following investment policy be adopted:

INVESTMENT PROCEDURES AND INTERNAL CONTROLS MANUAL

A. INVESTMENT DECISIONS

The Finance staff shall adhere to the guidelines of the Town of Belleair Investment Policy regarding all investments purchases and investment transactions.

B. SCOPE

This investment policy applies to all financial assets of the Town of Belleair. These funds are accounted for in the Town's Comprehensive Annual Financial Report and include:

- General Fund
- Capital Projects Fund
- Special Revenue Funds
- Water, Wastewater and Solid Waste Enterprise Funds
- Trust and Agency Funds
- Any new fund created by the Town, unless specifically exempted by the legislative body.

This investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds.

C. CHAIN OF COMMAND

The Town commission delegates the authority and responsibilities for control of the Town's cash and investments to the Town Manager and the Town Finance Director who

shall establish written procedures for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Town Manager and Town Finance Director. The Town Manager and the Town Finance Director shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates.

For the purpose of obtaining approval on investment matters not addressed in the Investment Policy, the following chain of command is appropriate:

1. Town Commission
2. Town Manager
3. Finance Director

The town may select an Investment Advisor for the purposes of developing an investment strategy and coordinating investment transactions with the Finance Director. The selection of an Investment Advisor will be a competitive process to secure the most qualified firm in conformance with all related laws and policies.

D. INVESTMENT OBJECTIVES

The primary objectives, in priority order, of the Town of Belleair's investment activities shall be:

SAFETY: Safety of principal is the foremost objective of the investment program. Investments of the Town shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

LIQUIDITY: The investment portfolio of the Town of Belleair will remain sufficiently liquid to enable the Town to meet all operating requirements, which might be reasonably anticipated.

RETURN ON INVESTMENT: In investing public funds, the Town will strive to maximize the return on the portfolio and to preserve the purchasing power but will avoid assuming unreasonable investment risk.

E. PRUDENCE AND ETHICAL STANDARDS

Investments shall be made with judgment and care (under circumstances then prevailing) which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Finance Administrator any material financial interest in financial institutions that conduct business within this jurisdiction and they shall further disclose any material personal financial/investment positions that could be related to the performance of the portfolio. Employees and officers shall subordinate their personal investment transactions to those transactions made in the portfolio, particularly with regard to the time of purchase and sales.

Bond swaps are appropriate when undertaken with the prudent person test and overall portfolio objectives in order to (a) increase yield to maturity without affecting the asset liability match; (b) reduce maturity while maintaining or increasing the yield to maturity or (c) increasing portfolio quality without affecting the asset liability match while maintaining or increasing the yield to maturity.

The Town should not however, have a policy against selling securities at a loss if undertaken in connection with prudent portfolio management. For the protection of the Town it is imperative that full disclosure be made by the Commission, Manager and Finance Director any material interests which they may hold in a financial institution (broker/dealers, banks, etc.), which conducts business with the Town of Belleair. This disclosure shall be reported to the Town Commission.

F. ***AUTHORIZED INVESTMENTS***

In accordance with Section 125.31, Florida Statutes, authorized investments include:

a. The Florida Local Government Surplus Funds Trust Fund. (administered by the State Board of Administration and commonly referred to as the "SBA").
b. Direct obligations of the U.S. Government, such as U.S. Treasury obligations.
c. Obligations guaranteed by the U.S. Government as to principal and interest.
d. Interest bearing savings accounts, money market accounts, certificates of deposit, money market certificates or time deposits constituting direct obligations of any bank or savings and loan association certified as a Qualified Public Depository by the State of Florida.
e. Obligations of the:
   - Federal Farm Credit Banks (FFCB)
   - Federal Home Loan Bank Mortgage Corporation (FHLMC) (participation certificate)
   - Federal Home Loan Bank (FHLB) or its banks
   - Government National Mortgage Association (GNMA)
   - Federal National Mortgage Association (FNMA)
   - Student Loan Marketing Association

f. Securities or, or other interests in, any open-end or closed-end management type investment company or investment trust registered under the Investment Company Act of 1940, provided the portfolio is limited to U.S. Government obligations and repurchase agreements fully collateralized by such U.S. Government obligations (i.e. Mutual Funds).

G. MATURITY AND LIQUIDITY REQUIREMENTS

The objective will be to match investment cash flow and maturity with know cash needs and anticipated cash flow requirements (i.e., match assets to liabilities) to the extent possible.

Investment of funds shall have effective maturities of not more than five (5) years, except for:

1. SBA – No stated final maturity.
2. Certificates of Deposits as approved by Town Commission.

H. PORTFOLIO COMPOSITION

Investment Type		Maximum
1.	Florida Local Government Surplus Trust Fund (SBA)*	100%
2.	US Government Securities	100%
3.	US Federal Agencies	100%
4.	Other 2a7-like government investment pools*	100%
5.	Instrumentalities	50%
6.	Certificates of Deposits	30%
7.	Repurchase Agreements	20%

Funds in the Depository Account will not be considered a part of the portfolio for purpose of the section.

Does not include bond proceeds invested in construction funds established under a bond resolution.

*The SBA Florida Prime fund and other 2a7-like government investment pools must have a rating of AAAm by Standard & Poor's, or other equivalent rating by another ratings agency, verified periodically by the Finance Director.

I. RISK AND DIVERSIFICATION

The Town will diversify its investments by security type, specific maturity, dealer or bank through which financial instruments are bought or sold. Subject to limitation under Portfolio Composition, the following are the limits on individual issuers or dealers of bank:

1. No limitation on SBA, now accounts, US Government Securities, US Federal Agencies or US Federal Instrumentalities.
2. Other individual 2a7-Like governmental investment pools are limited to 50% of total portfolio.
3. Limitations on other approved investments are 10% of total portfolio.

J. AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS

The Financial Administrator will maintain a list of the financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Finance Administrator with the following:

1. audited financial statements,.
2. certification that no material adverse events have occurred since the issue of their most recent financial statements,
3. proof of National Association of Securities Dealers, the registration (where applicable) or other securities registration,
4. Proof of state registration, when required,
5. certification of having read and agreeing to abide by the investment Policy and depository contracts in place with the Town, and
6. a copy of the firms established internal oversight and review guidelines controlling business with government entities.

Criteria for addition to or deletion form the list will be based on the following:

1. state law or investment police requirement where applicable,
2. perceived financial difficulties,
3. consistent lack of competitiveness,
4. lack of experience or familiarity of the account representative in providing service to large institutional accounts,
5. request of the institution or broker/dealer, and
6. when deemed in the best interest of the Town.

K. THIRD PARTY CUSTODIAL AGREEMENTS

All security transactions including collateral for repurchase agreements, entered into by the Town shall be conducted on a delivery-versus-payment (DVP) basis.

All securities shall be properly designated as an asset of the Town. Securities will be held by a third party custodian authorized by the Finance Administrator and evidenced by safekeeping receipts or advice of the transaction. The third party custodian shall be a third party custodian bank or other third party custodial institution with certified fiduciary powers chartered by the United States Government or the State of Florida and have combined capital and surplus of at least $100,000,000.

The Finance Administrator will execute third party custodial agreements approved by theTown with the banks and depository institutions. Such agreement will include letters of authority from the Finance Administrator with details as to the responsibility of each party, notification of security purchases, sales, delivery, repurchase agreements and wire transfers, safekeeping and transaction costs, procedures in case of wore failure of other unforeseen mishaps including liability of each party.

L. MASTER REPURCHASE AGREEMENTS

1. Each firm involved in a repurchase agreement must execute the Town's Master Repurchase Agreement that will be based on the Public Securities Association (PSA) Master Repurchase Agreement.
2. A third party custodian shall hold collateral for all repurchase agreements with a term more than one business day.

3. Custodial agreements shall be based on economic and financial conditions existing at the time of execution, as well as the credit risk of the institution that enters into the repurchase agreement with the Town.

M. ***REPORTING REQUIREMENTS***

The Town Finance Director shall provide to the Town Manager and to the Town Commission a quarterly investment report which provides a comprehensive review of investment activity and performance for the quarter. The Town Finance Director shall provide to the independent auditors and to the Town Commission an annual report of types of investments, book value, market vale, risk characteristics and rate of return.

The Town Finance Director shall provide other such reports and information as deemed reasonable, upon request, from other internal and external sources.

N. ***SELECTION OF DEALERS AND BANKERS***

As stated in the Town Investment Policy, only primary dealers as designated by theFederal Reserve Bank of New York and through secondary government securities dealers shall be permitted to conduct business with the Town, furthermore, only institutional brokers from institutional departments shall be selected.

O. ***SECURITY SELECTION PROCESS***

When purchasing or selling securities, the Town Commission shall approve the security which provides both the highest rate of return within the established parameters for the Investment Policy and satisfies the current objectives and needs of the portfolio. These selections shall be made based on a minimum of three (3) quotes from banks or dealers.

It is also realized that in certain very limited cases the Town will not be able to get three quotes on a certain security. For those cases the Town will obtain market prices from various sources including a daily market pricing provided by the Town custody agent or their corresponding institution.

The Finance Department shall utilize the three (3) quote process to select the securities to be purchased or sold. If for some reason the highest to purchase quote is not selected, then the reason leading to the decision will be clearly indicated in the authorization.

P. ***OPERATIONS***

An operation is defined as a necessary procedures and duty required to provide for properly authorized transactions, timely processing, segregation of duties and proper internal controls.

These procedures revolve around the monitoring of the Banks Pooled Cash Account on a monthly basis by the Finance Director.

The basic policy is to ensure that there are the necessary funds available to cover the weekly expenditures. The majority of cash receipts are deposited regularly into the Bank. Some revenue sources have been set up to be electronically deposited into the Bank

thereby saving administrative time in depositing of these proceeds and thus increasing interest earnings.

The policy will be to transfer any excess funds in the Bank into authorized investment accounts keeping in mind the funds that will be necessary for upcoming expenditures. Sufficient fund balance will be maintained in cash and cash-like investments to meet current payment obligations. The Finance Director will maintain such fund balance at a minimum level equivalent to anticipated operating expenditures for the upcoming three-month period.

If it is established that a transfer is necessary, the following procedures are followed:

1. The following are the procedures that the Town will follow in transferring funds between the State Board of Administration (SBA) and the Bank.

BANK to SBA

The Finance Director will initiate a wire transfer.

In order to receive credit to our account as soon as possible, it is required that we call the SBA and inform them of the funds that are being transferred to the SBA.

A Journal Entry Form is completed to provide the accounting entries. This is signed by the preparer. In the Finance Director's absence the Town Manager will initial the wire transfer.

The completed forms are then given to the Finance Director or Accounts Payable Clerk for entry into the General Ledger.

2. The following are the procedures that the Town will follow in transferring funds between the SBA and the Bank.

This process is followed in the event funds are necessary to cover a shortage in the Pooled Cash Account. This process can be initiated by the Finance Director or Town Manager. The first step is to prepare a form authorizing the transfer. It must be signed by the Finance Director or Town Manager. The money transferred out of all SBA accounts is established per agreement to only go into the Bank. The transfer is completed using the SBA automated authorized service. Transfers done before 11:00 A.M. will be posted in the Pooled Cash Account that same day.

The next step is to complete a Journal Entry Form. This form will provide the accounting entries for input into the General Ledger.

The completed forms are then given to the Finance Director or Accounts Payable Clerk for entry into the General Ledger.

3. Securities' Confirmations

The processing of securities' confirmations, including filing and reconciling, shall be conducted by the Finance Director. All confirmations for securities, including certificates of deposit, shall be held in the Town's Safety Deposit Box.

Upon receipt, all current investment confirmations shall be reconciled against the appropriate investment documents.

4. Safekeeping Procedures

Upon purchasing a security, the confirmation from the purchasing agent (faxed confirmation of purchase and settlement date is normally received within two days of purchase) will be attached to a faxed copy of the notification. The faxed copy should state the security, book value of the security and accrued interest to agree to the settlement amount. The settlement date on the fax must be the same date as the settlement date on the confirmation.

The Safekeeping Agent will only accept instructions from the authorized staff identified under C, Chain of Command.

The Safekeeping Account statements will be mailed monthly and reconciled to the supporting documentation and maintained in a file by month for each custodian.

Certificates of deposit are permitted to be safe kept at the issuing bank; however, all certificate of deposit confirmations must be verified against the appropriate investment reports on a quarterly basis.

Q. ACCOUNTING FOR INVESTMENT TRANSACTIONS

The investment function and the accounting staff will work closely together to ensure the transactions are reported in the month in which they occur. Accounting entries will be prepared the finance staff and overseen by the Finance Director. Whenever possible, persons who perform investment transactions shall not be responsible for the reconciliation of the accounts; furthermore, adequate separation of duties requires that persons who perform investment transactionsshould not also be responsible for journalizing or reconciling the confirmations and monthly custodial statements.

R. INTERNAL CONTROL REVIEW

The Town Finance Director and the Town External Auditor will review the Internal Control Manual on an annual basis. As part of the annual financial audit, the external auditor will review the internal controls and verify compliance with the Town's Investment Policy.

S. INVESTMENT TRAINING

Periodic training and educational opportunities will be provided to authorized staff responsible for the investment function of the Town of Belleair. Those Town officials responsible for making investment decisions should seek continuing education in subjects or course of study related to investment practices and products on an annual basis.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF BELLEAIR, FLORIDA, this 17th day of APRIL, A.D., 2018.

_____

Mayor

ATTEST:

_____

Town Clerk

ORDINANCE NO. 509

AN ORDINANCE OF THE TOWN OF BELLEAIR, FLORIDA AMENDING THE TOWN CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION, SECTION 2-51, ESTABLISHMENT OF LOCAL PLANNING AGENCY, ESTABLISHING THE PLANNING AND ZONING BOARD AS THE TOWN'S LOCAL PLANNING AGENCY; AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE III, OFFICERS AND EMPLOYEES, DIVISION 1, GENERALLY, PROVIDING FOR THE TOWN MANAGER, FINANCE OFFICER, AND TOWN CLERK; AMENDING CHAPTER 2, ADMINISTRATION, PROVIDING FOR FISCAL MANAGEMENT; AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE IV, EXEMPTION FROM CERTAIN COUNTYWIDE ORDINANCES, RESERVING SECTION NUMBERS 2-123 THROUGH 2-174 PROVIDING FOR SEVERABILITY; SUPERSEDING ALL ORDINANCES OR PART OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, by referendum election held on November 8, 2016, the electors of the Town approved an amendment to the Town Charter removing the competitive purchasing procedures set for in Section 2.07(e) of the Charter to provide that the Town purchasing and procurement policies and procedures shall be established by ordinance consistent with State law; and

WHEREAS, the Town's finance department staff have recommended certain policies and procedures it believes will ensure efficiency, safeguard of the Town's funds, provide for the prudent purchasing of commodities or contractual services by the Town, consistent with the requirements with Florida law with respect to procurements by governmental entities and agencies; and

WHEREAS, Florida Statute 163.3174 requires the town to establish a local planning agency; and

WHEREAS, the Town Commission of the Town of Belleair desires to have the planning and zoning board act as the town's Local Planning Agency; and

WHEREAS, in accordance with the approved charter amendment, the Town Commission of the Town of Belleair desires to establish the prospective purchasing policies and procedures for the Town by this ordinance.

BE IN ENACTED BY THE PEOPLE OF THE TOWN OF BELLEAIR, FLORIDA:

SECTION 1. LEGISLATIVE FINDINGS. The foregoing recitals incorporate herein by reference is the legislative findings of the Town Commission of the Town of Belleair.

SECTION 2. AMENDING CHAPTER 2, SECTION 2-51. The Code of Ordinances of the Town of Belleair, Subpart A, Chapter 2, ARTICLE II, DIVISION 2, Section 2-51 is hereby amended as follows:

Sec. 2-51. – Established.

Pursuant to and in accordance with the Charter of the town and F.S. §§ 163.3161 through 163.3211, the Planning and Zoning Board is hereby designated and established as the local planning agency.

State Law reference – Local Planning Agency, F.S. § 163.3174
Charter reference – Codification, § 5.04
Cross reference – Planning and Zoning Board, Ch. 66, Division 3.

SECTION 3. AMENDING CHAPTER 2, ARTICLE III, DIVISION 1. The Code of Ordinances of the Town of Belleair, Subpart A, Chapter 2, ARTICLE III, DIVISION 1 is hereby amended as follows:

Sec. 2-76. Town Manager.

The Town Manager shall be the Chief Administrative Officer of the town.

Charter reference – Codification, § 3.01-3.07, 4.02

Sec. 2-77. Finance Officer

(a) The Finance Officer shall be the Chief Financial Officer of the town;
(b) Shall be designated by the Town Manager;
(c) Must be a department head who has been previously confirmed by the town commission; and
(d) Any references to "Finance Director" within the town's code of ordinances or associated policies shall be synonymous with "Finance Officer".

Charter reference – Codification, § 3.07
Cross reference – FISCAL MANAGEMENT. Ch. 2, ARTICLE V, Establishment of fund. Sec. 42-121,

Sec. 2-78. Town Clerk

(a) Shall be appointed by the Town Manager and confirmed by the Town Commission;
(b) Shall be the town's Records Management Liaison Officer; and
(c) Shall act as supervisor of elections for all town elections.

SECTION 4. AMENDING CHAPTER 2, ARTICLE IV. The Code of Ordinances of the Town of Belleair, Subpart A, Chapter 2, ARTICLE IV, is hereby amended as follows:

Secs. 2-123 – 2-174. - Reserved.

SECTION 5. ESTABLISHMENT OF FISCAL MANAGEMENT POLICIES AND PROCEDURES. The Code of Ordinances of the Town of Belleair, Subpart A, Chapter 2 is hereby amended to establish "Article V. – Fiscal Management", which shall read as follows:

Article V – FISCAL MANAGEMENT

DIVISION 1. – GENERALLY

Section 2-175. Authority

The Finance Officer shall ensure adherence the provisions of this article.

Secs. 2-176 – 2-224. - Reserved.

DIVISION 2. – PURCHASING

Section 2-225 – Generally

Except as provided in this Article, it shall be unlawful for any employee to order the purchase of, or make a commitment to purchase materials or services other than through the provisions of this article.

Section 2-226 – Definitions.

The following words, terms, and phrases shall have the meanings ascribed to them in this article except where the context clearly indicates a different meaning:

Bid means an offer by a bidder to do specified work under specified conditions for a specified price. Bids may be written or electronic.

Bidder means any business that offers materials or service for a given price and specified terms. The terms shall include offerors and respondents to solicitations or request for quotes.

Business means a person or entity that is duly licensed, if required, and authorized to transact business in the State of Florida.

Change order means any adjustment to the original quantities or scope of work of a solicited material or service.

Emergency means a state of emergency as formally declared by the Mayor or majority of the Town Commission, the Pinellas County Commission, the Governor of the State of Florida, or the President of the United States.

Materials means and includes anything that tangible product, including but not limited to vehicles, food, computers, and lumber.

Purchase order means a document issued by the finance department that authorizes a purchase transaction when approved and accepted by both the town and a vendor. A purchase order sets forth the descriptions, quantities, prices, discounts, payment terms, date of performance or shipment, other associated terms and conditions, and identifies a specific vendor.

Quote means an estimated price for any service or material. For purposes of this section, it shall also mean price list, advertised price, or any officially offered price. Quotes may be written or electronic.

Responsible bidder means a bidder who has the capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance.

Responsive bidder means a bidder who has submitted a bid which conforms to that bids specifications and requirements.

Sealed Competitive Bid means a bid, containing prospective price and terms for a contract submitted to the town by bidders through an open solicitation process, whereby all responses remain sealed until a specific date and time, after which no more responses may be received, are then opened for inspection.

Service means intangible products including but not limited to accounting, cleaning, consultancy, and insurance.

Solicitation means the act of obtaining a price and/or terms from another for services or materials

Sole source means one (1) vendor, supplier, or contractor that possesses a unique and singular ability to meet the town's requirements for equipment, supplies, or services. The term single source shall take on the same definition as sole source.

Specifications means any description of the physical or functional characteristics or the nature of materials or services. It may include a description of any requirement for inspecting, testing, or preparing a supply or service for delivery.

Section 2-227 – Purchasing

(a) Purchases shall be made in accordance with the following threshold amounts and processes:

a. CATEGORY ONE: $0.01 to $299.99

(1) Purchases may be made in the open market

(2) Purchases may be completed with verbal authority of department making purchase

b. CATEGORY TWO: $300.00 to $2,999.99

(1) Two (2) quotes must be solicited prior to a request for purchase order.

(2) Purchases shall not be completed prior to a Purchase Order being approved by the Department Head.

(3) The Finance Officer or Town Manager may reduce the minimum number of quotes required if it is shown that the party requesting the purchase made a concerted effort to obtain quotes, but was not able to meet the minimum required for purchase.

c. CATEGORY THREE: $3,000.00 to $9,999.99

(1) Three (3) quotes must be solicited prior to a request for purchase order

(2) Purchases shall not be completed prior to a Purchase Order being approved by the Finance Officer or Town Manager

(3) The Finance Officer or Town Manager may reduce the minimum number of quotes required if it is shown that the party requesting the purchase made a concerted effort to obtain quotes, but was not able to meet the minimum required for purchase.

d. CATEGORY FOUR: $10,000.00 to $34.999.99

(1) Bids must be solicited prior to a request for purchase order.

(2) Town provided specifications shall be approved by the Finance Officer and publicly noticed for a minimum of 10 days prior to award.

(3) Purchases shall not be completed prior to a Purchase Order being approved by the Finance Officer and the Town Manager

e. CATEGORY FIVE: $35,000 and greater

(1) Purchases in this category require sealed competitive bids.

(2) Town provided specifications shall be approved by the Finance Officer

(3) Solicitations under CATEGORY FIVE will occur in a manner consistent with Section 2-229.

(4) The Finance Officer may supplement the requirements of 2-229 as needed.

(5) Purchases shall not be completed without the approval of the Town Commission.

(6) *Exceptions.*

The Town Commission may waive formal solicitation procedures, under the following conditions:

a. Purchases made from the State of Florida term contracts, or Federal GSA Contracts as well as contracts awarded by any local, state, or national government agency, cooperative purchasing organizations, purchasing associations or other professional associations;

b. Work prescribed can be made by a business with a valid continuing contract pursuant to F.S. 287.055.

c. If for demonstrated good cause shown, the expenditure is best negotiated and is impractical to award on a bid basis.

(b) No contract or purchase shall be subdivided to avoid the requirements of this section.

(c) Purchases may only be made using the following instruments; Claim Checks, Electronic

Claim Checks, Purchase Orders, Purchasing Card, Net Terms billing and Petty Cash under $50.

(d) Purchases should be made with the same considerations as Section 2-229(d).

Section 2-228 – Exemptions

(a) The solicitation requirements identified in Section 2-227 shall not apply to the following:

1. Inter-agency agreements and memorandum of understanding between the Town Commission and non-profit organizations or governmental entities;
2. Services provided by another governmental entity.
3. Procurement of dues and memberships in trade or professional organizations;
4. Subscriptions to periodicals and newspapers;
5. Purchases of CATEGORY FOUR or less from the State of Florida term contracts, or Federal GSA Contracts as well as contracts awarded by any local, state, or national government agency, cooperative purchasing organizations, purchasing associations or other professional associations;
6. Advertisements;
7. Postage;
8. Water, sewer, gas, electrical, and other utility services;
9. Copyrighted materials;
10. Fees and costs of job-related travel, seminars, tuition, registration and training.
11. Parts and service from original equipment manufacturers (OEM)
12. Items for resale;
13. Used equipment
14. Professional medical services;
15. Recreational service providers;
16. Procurement of music ensembles (bands), artists, and other entertainment providers;
17. Amusement parks;
18. Certified Public Accountants;
19. Employment agreements;

20. On-going payments of fees for maintenance and support of existing software/technology which has been purchased via a competitive process in accordance with this division;

21. Purchase of construction materials included in the scope of an awarded construction contract in order to realize sales tax savings, in accordance with F.S. 212.08(6); Rule 12A-1.094, F.A.C.

22. Animals;

23. Abstracts and academic research;

24. Sole Source Purchases upon certification by the Finance Officer stating the conditions and circumstances necessitating the purchase.

25. Purchases made under a federal, state, or local declaration of emergency or other emergency purchase as defined in section 2-230.

26. Surplus property by any federal, state, or local entity.

Section 2-229 – Sealed Competitive Bid Procedure

(a) *Notice*

Notice of solicitation for sealed competitive bids shall be subject to the following requirements:

1. *Town Hall Posting.* All solicitations shall be advertised by a notice posted on a public bulletin board in Town Hall; and

2. *Newspaper.* All solicitations will be advertised at least one (1) time in a newspaper of general circulation within the region of the town, calling for sealed bids to be received no earlier than fourteen (14) days from the publication of notice of the notice; or

3. *Electronic notice.* Notification of solicitation may be provided electronically provided it is posted at least one (1) time electronically and calls for sealed bids to be received no earlier than fourteen (14) days from the publication of the notice. For the purposes of this section, electronic notice shall mean the posting of the solicitation information to the town's website or through the use of a third party electronic procurement entity.

(b) *Bid Responses*

1. Bids shall be submitted in the manner identified in the bid solicitation notice.

(c) *Bid Disqualification*

1. A bid may be disqualified by the Finance Officer for any of the following reasons:

    a. Untimely filing of the bid documents;

b. Failure to meet the minimum qualifications contained in the procurement bid;

c. Failure to complete and sign any portion of the bid documents;

d. Failure to submit materials or information required by the bid;

e. Being listed on any convicted vendor list as provided by the Florida Department of Management Services; or

f. Being currently suspended or debarred by the town or any other agency.

(d) *Basis of Award*

1. Award should be made to the lowest, most responsive, and most responsible bidder. Consideration should be given, but not limited to:

2. The ability, capacity and skill of the bidder to perform under the terms of the bid documents.

3. The quality of workmanship and performance of previous services to the town and/or other entities.

4. The previous compliance by the bidder with laws and ordinances of the town.

5. Timeliness of delivery or completion

6. When the award is not given to the lowest responsive bidder, a statement of the reason for awarding the bid elsewhere shall be prepared and made a part of the record.

7. The Town Commission shall have the authority to accept any bid, reject all bids, or reject parts of all bids.

8. The Town Commission may award the entirety of, or individual parts of a bid to multiple responsive and responsible bidders.

(e) *Bid Protest*

1. A respondent who is disqualified for any reason outlined in section 2-229(c) shall not have the right to protest the disqualification.

(f) Alternative Solicitation Method

1. Should the Town Manager determine that the use of the bid process is either not practicable or not advantageous, an alternative solicitation method may be used.

2. Alternative solicitation methods must be approved at a town commission meeting with all rules and parameters being presented at that time.

Section 2-230 – Emergency Procurement

(a) Subject to requirements of section 4.08 of the town charter, Emergency purchases may be made from any unencumbered funding source as follows:

(b) In the event of a federal, state, or local declaration of emergency, normal purchasing procedures and requirements shall be suspended, and the following procedures shall apply:

1. The Town Manager shall be authorized to make any purchases he finds necessary to the continued operations of the town.

2. If the cost of any purchase would have normally fallen within CATEGORY FOUR or CATEGORY FIVE, a full report of such purchase shall be made to the Town Commission at the earliest available commission meeting.

3. Waiver of purchasing procedures shall only pertain to purchases directly related to the emergency and restoration operations. At the time the declaration of emergency is lifted, normal purchasing procedures will resume.

(c) In the event of a situation which does not rise to the level of a declaration of emergency, but has a detrimental impact on the safety and operations of the town if not rectified immediately,

1. The Town Manager shall be authorized to make purchases he finds necessary to alleviate the safety or operational issue.

2. If the cost of any purchase would have normally fallen within CATEGORY FOUR or CATEGORY FIVE, a full report of such purchase shall be made to the Town Commission at the earliest available commission meeting.

3. Such purchases are limited to those directly associated with the specific issue.

Section 2-231 – Change Orders

(a) All change orders will be provided to the Finance Officer prior to the change occurring.

(b) Change orders which reflect a 5% or greater increase in the original unit price or the overall dollar value require approval prior to making such order.

(c) Approval for change orders governed by 2-231(b) shall occur by the same method as the original purchase threshold required, unless the change order causes the contract or purchase order to extend into the next purchasing category.

(d) Change orders that cause a contract or purchase order to extend into the next purchasing category shall require approval by the same means as the higher purchasing category.

(e) No change order will occur unless funds have been sufficiently appropriated and are unencumbered.

SECTION 4. SEVERABILITY. In the event that any word, phrase, clause, sentence or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, phrase, sentence or paragraph hereof.

SECTION 5. SUPERSEDING CLAUSE. All ordinances, resolutions or parts thereof in conflict or inconsistent with this ordinance are hereby superseded insofar as there is conflict or inconsistency.

SECTION 6. EFFECTIVE DATE. This ordinance shall take effect immediately upon its final passage and adoption.

PASSED ON THE FIRST READING: March 7, 2017

PASSED ON THE SECOND AND FINAL READING: March 21, 2017

_____
Mayor

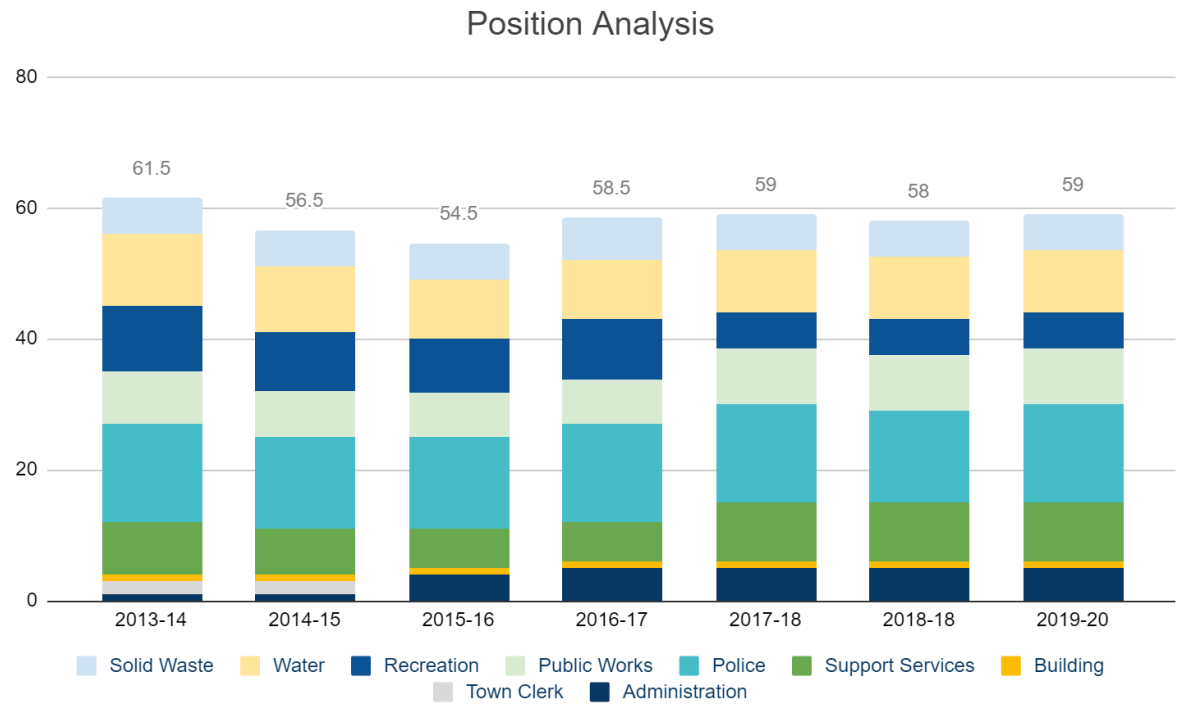
ATTEST:

_____
Town Clerk

POSITION ANALYSIS

DEPARTMENTAL POSITION ANALYSIS
FULL-TIME AND PART-TIME STAFF

TOWN-WIDE STAFFING AND SERVICE LEVEL ANALYSIS

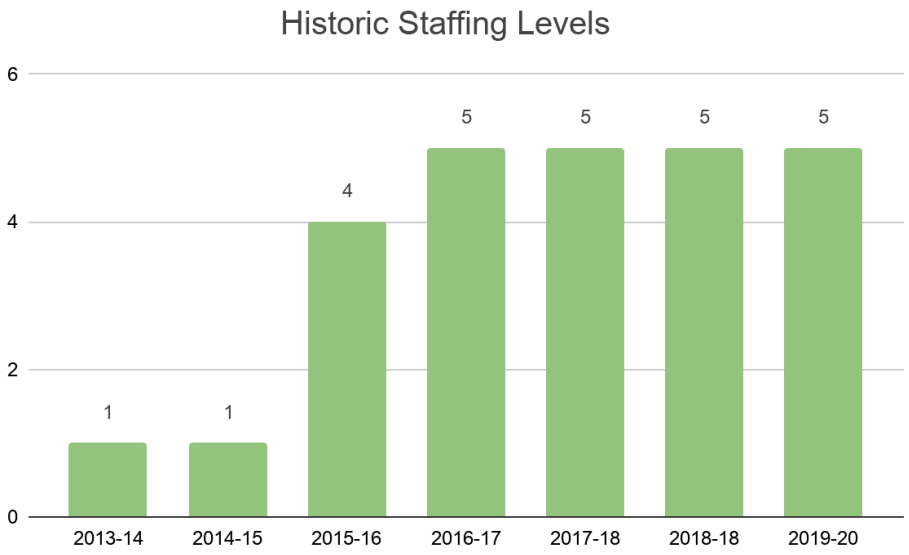


In the current proposed budget, there are 59 full-time positions funded. Staff levels have remained relatively stable over the years, decreasing by 2.5 full-time employees since fiscal year 2013-2014.

Detailed in this document is a historic analysis of staffing levels within each department, as well as the change in service levels provided.

DEPARTMENTAL POSITION ANALYSIS
FULL-TIME AND PART-TIME STAFF

ADMINISTRATION DEPARTMENT



SUMMARY

The Administration Department originally consisted of just the Town Manager. Since 2013, the department has grown considerably. This is largely due to the absorption of positions from other departments, such as the Town Clerk, and two management analyst positions from Support Services.

SERVICE LEVEL ASSESSMENT

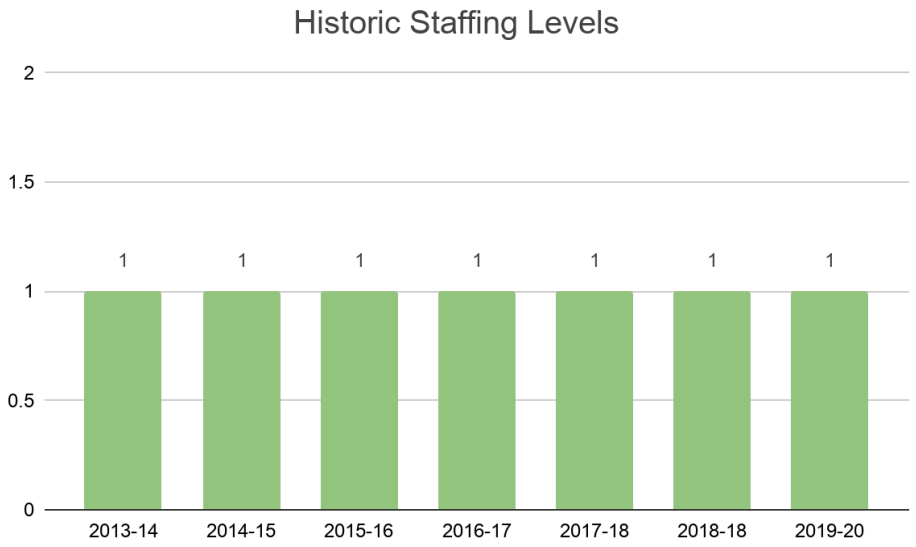
Prior responsibilities were limited to Town Manager functions, such as legislative management, Commission coordination, and town oversight. The Department is now made up of the Town Manager, Town Clerk, Construction Project Supervisor, and two Management Analysts. Due to the range of responsibilities, the Administration staff is able to focus on and manage a multitude of projects, in addition to overseeing town operations, such as:

- All capital improvement projects throughout the town, as well as managing the multi-year Capital Improvement Plan, involving revenues and expenditures for current and future projects.
- Internal and external communications, including social media posts, crisis communications, and Belleair News Network.
- The annual operating and capital budget, transitioning the organization from line-item style to programmatic budget, financial analyses, and forecasting for future expenditures and revenues.

FUTURE SERVICE LEVELS

The Administration Department is looking to increase service levels in the future by improving capital project communications, prioritizing ADA compliance town-wide, and securing alternative funding via state legislation.

BUILDING DEPARTMENT



SUMMARY

The Building Department is the most consistent department when it comes to staffing levels, as the department has held the line of one staff member for multiple years. The department was originally a Building Official and a Building Technician, but the Building Official position was dissolved and then contracted out in 2014.

SERVICE LEVEL ASSESSMENT

Despite the dissolving of the Building Official position, service levels remained steady and have actually increased. In the previous year, the Building and Zoning technician became a certified Floodplain Manager. While basic functions of the department include processing building permits and inspections, it has since expanded to include:

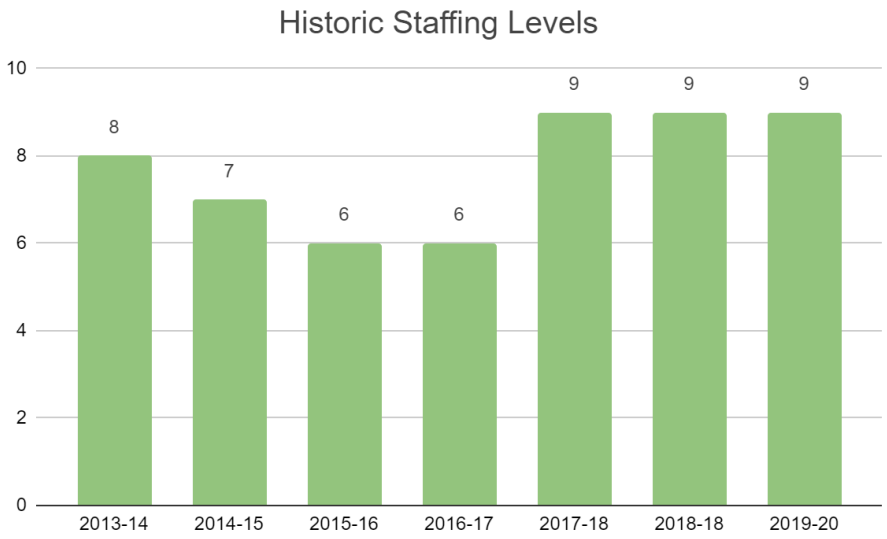
- Managing the National Pollutant Discharge Elimination System (NPDES), which addresses water pollution by regulating points where discharge pollutes the water.
- Documenting and conducting damage assessment for emergency events, such as hurricanes.

FUTURE SERVICE LEVELS

The Building Department is currently reviewing the potential to improve the ease of access for permitting processes, as well as partnering with the safety committee to create a strategy for damage assessment.

DEPARTMENTAL POSITION ANALYSIS
FULL-TIME AND PART-TIME STAFF

SUPPORT SERVICES DEPARTMENT



SUMMARY

The Support Services Department has experienced many changes in staffing levels over the past few years. Most notably, between 2013 and 2016, positions were either dissolved or transitioned into other departments, such as the Network Administrator or Management Analyst. The currently funded positions in this department perform multiple duties, such as Finance, Human Resources, and Interdepartmental Support. In 2017, the department acquired three new positions, which consisted of two Custodians and one Facilities and Safety Supervisor.

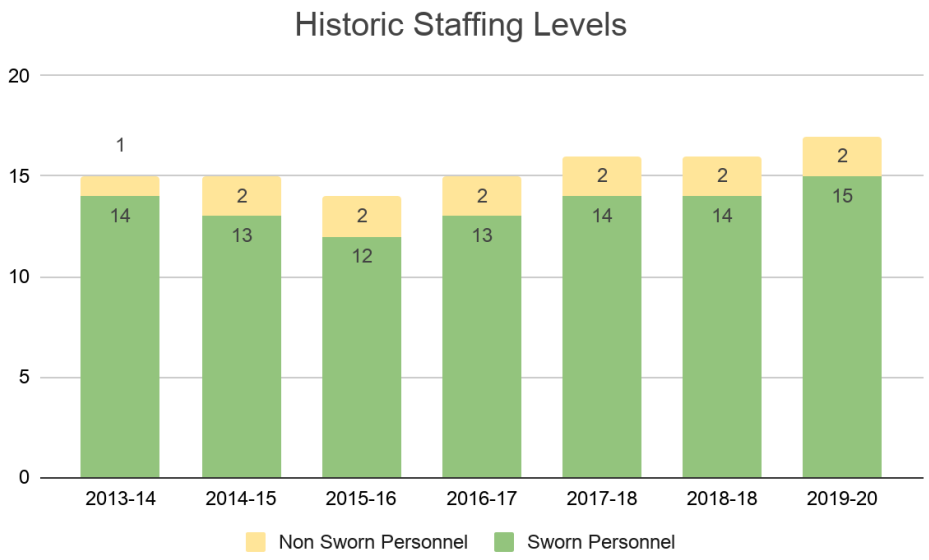
SERVICE LEVEL ASSESSMENT

Though this department has undergone extensive changes in staffing structure, the core focus has always been to support departments within the town, while also providing the best customer service to the residents of Belleair. Due to the diversity of each position within the Support Services Department, key service levels include:

- Supporting town-wide employees with managing healthcare options, retirement plans, and benefit evaluations.
- Completing financial reports and analyses, such as the Comprehensive Annual Financial Report and town-wide fee studies.
- Facilitate town-wide trainings, such as AED, CPR, Emergency Response trainings, and in-service days.
- Assist customers with matters ranging from utility billing to paying traffic tickets.
- Collaborate and support other departments as necessary.

FUTURE SERVICE LEVELS

The Department is currently working to take steps towards implementing a town-wide ADA transition plan. In addition to this, the Finance Team is working to identify new possibilities to improve the utility billing process.



SUMMARY

The Police Department has maintained a relatively firm line related to staffing levels. In 2014, an Administrative Assistant was added to the staff in order to aid with Uniform Crime Report (UCR) for the Florida Department of Law Enforcement, as well as maintain the fleet vehicles and provide support to the administrative staff. The number of police officers staffed has historically fallen between 9 and 10 officers.

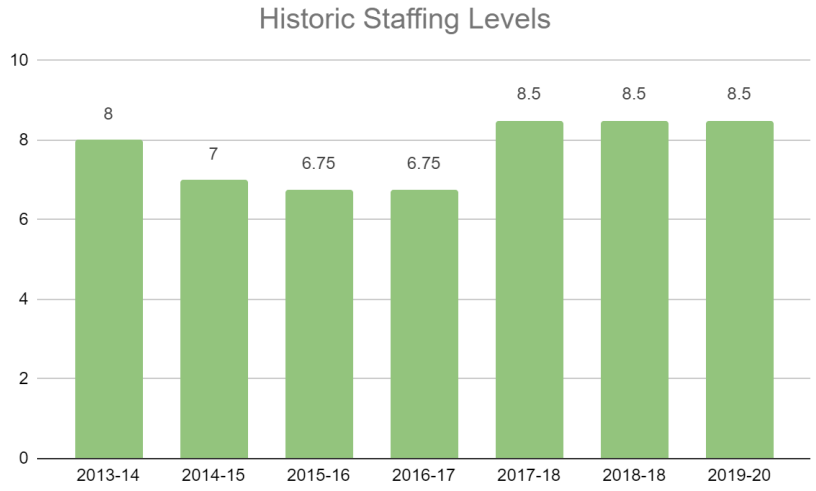
SERVICE LEVEL ASSESSMENT

Belleair has always strived to maintain a strong and positive police presence in the community. By patrolling the streets of Belleair, detailing special events within the town, and collaborating with the Pinellas County Sheriff's Office and performing house checks, the Belleair Police Department has achieved a unique relationship with the residents. The Town prides itself on the concierge level of service, while also working to proactively prevent crime with initiatives like the Look-Light-Lock program.

FUTURE SERVICE LEVELS

In the coming months, the Police Department will be facilitating new initiatives, such as fraud awareness campaign, to align with Belleair's Strategic Plan, which prioritized public safety. In addition to this, the department will be working with the Support Services Department to aid with the prioritization of customer service.

An additional service piece that will engage the community is the Pelican Golf Course contract. In the upcoming fiscal year, the hours contracted per week is nearly doubling (from 40 to 70), which will provide more interaction between the officers and residents that attend the course.



SUMMARY

The Public Works Department is another department that has experienced a number of changes in prior years. Starting in 2014, the Director of Public Works position was dissolved and reallocated to the Recreation department, transforming the position into the Director of Parks, Recreation, and Public Works. In this same year, the position of Public Works Foreman was added to the staff to aid with managing projects and staff. In 2017, the Construction Project Supervisor position was absorbed by the Administration Department, but Public Works also hired two individuals for the new Parks Maintenance II position, resulting in an overall increase in personnel.

SERVICE LEVEL ASSESSMENT

The focus of the Public Works Department has always been related to managing the public spaces, such as parks, streets, and sidewalks, around Belleair. Due to the intense dedication to this, Belleair is a certified Tree City. The major services provided by The Public Works department consist of:

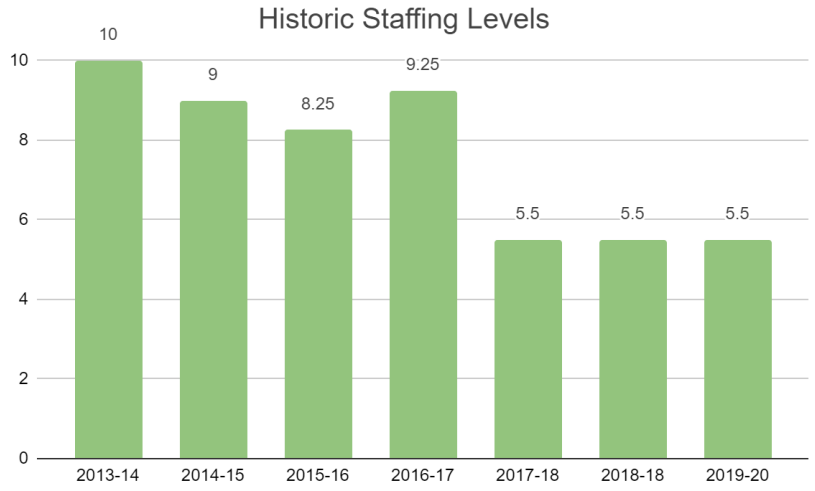
- Partner with the Building and Zoning Technician to manage stormwater components related to the National Pollutant Discharge Elimination System (NPDES).
- Maintain and repair streets, including regulatory signage, as well as sidewalks to proactively provide safe and appealing public pathways.
- Service and beautify public spaces such as parks and sports fields to enrich resident's time spent in town areas.

FUTURE SERVICE LEVELS

In the upcoming fiscal year, the Public Works staff has prioritized ADA accessibility within the town. The current Capital Improvement Plan (CIP) contains a replacement plan for approximately 164 non-compliant or fractured panels. It also includes incorporating new ADA compliant domed mats and ramps. The replacement of these panels will be completed within the 2019-2020 fiscal year. In addition to this, the Public Works department is working towards proactively repair the road to improve the condition of the pavement, as well as safety conditions for residents.

DEPARTMENTAL POSITION ANALYSIS
FULL-TIME AND PART-TIME STAFF

RECREATION DEPARTMENT



SUMMARY

In 2013, the Recreation Department consisted of 10 full-time employees, where it now consists of 5.5. The large change in the middle of the chart is related to the parks staff being redistributed within Public Works. The department is currently staffed by the Director of Parks, Recreation, & Public Works, one Recreation Supervisor, one Special Events Coordinator, one Recreation Customer Services Clerk, one Recreation Programmer II, and a Recreation Programmer I.

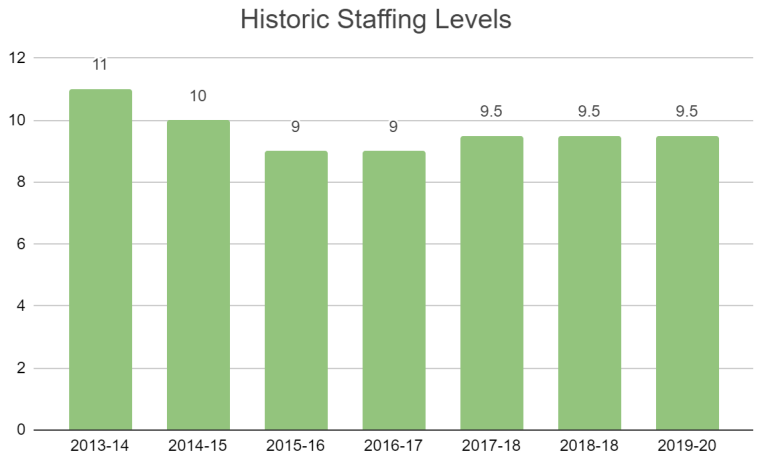
SERVICE LEVEL ASSESSMENT

The Recreation Department provides a multitude of activities and events for an array of residents. The Afterschool program and Summer Camps engage younger residents, while programs such as Pickleball and Silver Sneakers caters to Belleair's senior population. Finally, special events, such as the holiday events or the spring concert series, provides entertainment for individuals of all ages. Consistent

FUTURE SERVICE LEVELS

The department is currently reviewing the possibility of adding a new bus to the fleet to increase the number of participants in Afterschool Programs. Recreation staff is also seeking to increase family programming on Friday nights, while also performing a complete roll-out of the Bizzy Bees program for children entering Kindergarten.

WATER DEPARTMENT



SUMMARY

The Water Department has experienced a small decrease in staffing levels since 2013, though it has found a new baseline with 9.5 full-time employees. The Department no longer contains the position of Water Operator Trainee, and also has one Water Plant Operator (C License) instead of two. There is one position split between Water and Solid Waste, which is the Administrative Assistant. Belleair is one of the few remaining municipalities that still maintains its own water treatment system.

SERVICE LEVEL ASSESSMENT

This department has consistently worked to improve the accuracy of operations over time, which has been noticed by the Florida Department of Health for maintaining 12 consecutive months of optimal fluoridation levels in 2018. In addition to this, the department also increased the accuracy of meter readings for our residents to 97%. Finally, the department is in the process of replacing the gaseous chlorine disinfection system with a safer and more efficient sodium hypochlorite solution system. These major accomplishments all rest on the shoulders of standard operations, which includes:

- Maintaining the seven wells found within the treatment plant in order to process incoming raw water, which ensures the highest water quality the plant can provide.
- Conducting regular tests and treatments to adhere to the standards of the Environmental Protection Agency and the Florida Department of Environmental Protection.
- Regulate the distribution of water lines and pressures, as well as test water meters regularly to provide precise measurements for a resident's usage.

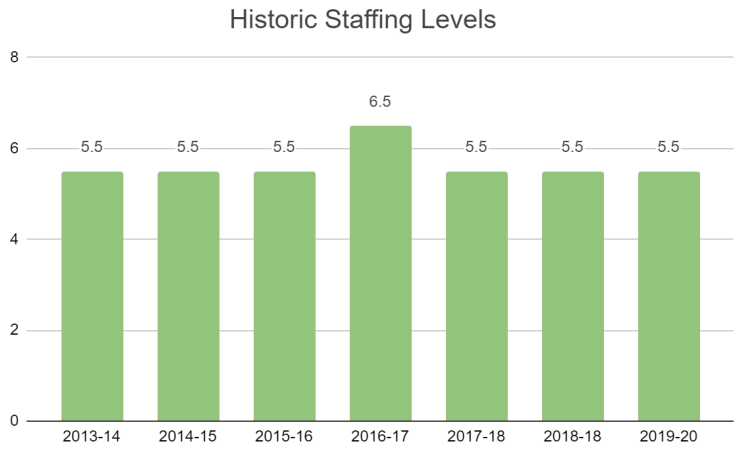
FUTURE SERVICE LEVELS

The Water Department is collaborating with the Safety Committee in order to ensure that any crews dispatched to repair water main breaks will be supplied with the appropriate safety gear to protect staff and residents. In addition to this, the department is also working with the Support Services department to utilize the AquaHawk program to allow residents to achieve a more in-depth understanding of their bills and water usage. Finally, a pilot study for the Reverse Osmosis system

will be conducted in the upcoming fiscal year, which will provide direction on how to improve the water quality for residents.

DEPARTMENTAL POSITION ANALYSIS
FULL-TIME AND PART-TIME STAFF

SOLID WASTE DEPARTMENT



SUMMARY

The Solid Waste Department, similar to the Building Department, is at the minimum number of staff required for operations. In 2016, the department had one additional refuse collector, though it quickly returned to four regular refuse collectors.

SERVICE LEVEL ASSESSMENT

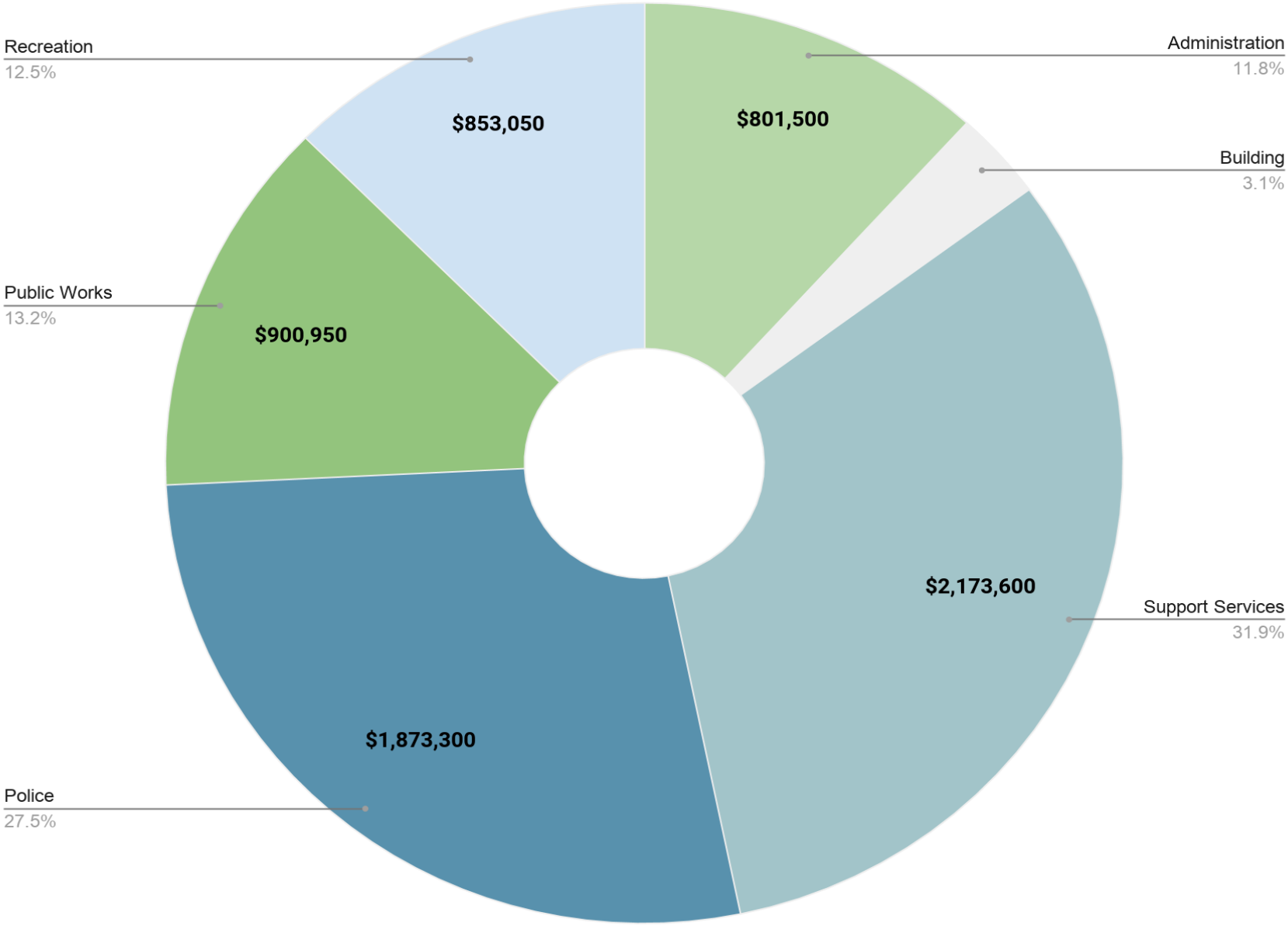
The Solid Waste Department is collaborating with the Safety Committee in order to outline any emergency situation that may arise will be met with the appropriate safety protocols to protect staff and residents. With the addition of the new properties at Belleview Place, the Solid Waste Department has had an increase in refuse collections.

FUTURE SERVICE LEVELS

In the next fiscal year, recycling costs will be increasing bt $50,000, but the Solid Waste Department will continue to provide this service to the residents. In addition to this, a new truck will be implemented into the fleet and may increase efficiencies of transportation.

GENERAL FUND

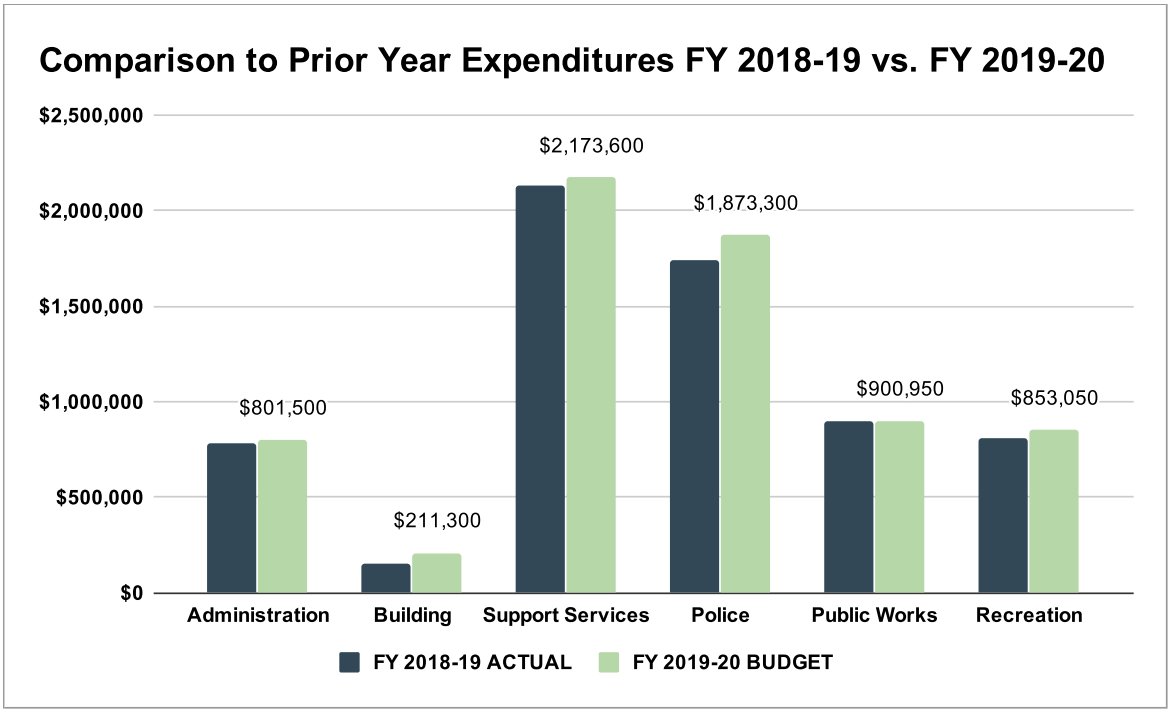
2019-20 General Fund Budget by Department



TOWN OF BELLEAIR
GENERAL FUND
DETAIL OF REVENUES AND EXPENDITURES

EXPENDITURES

Department	FY 2018-19 ACTUAL	Percentage of Budget	FY 2019-20 BUDGET	Percentage of Budget	Difference	Percent Change
Administration	$782,101	11.99%	$801,500	11.76%	$19,399	2.48%
Building	$149,710	2.30%	$211,300	3.10%	$61,590	41.14%
Support Services	$2,132,800	32.70%	$2,173,600	31.90%	$40,800	1.91%
Police	$1,745,050	26.76%	$1,873,300	27.49%	$128,250	7.35%
Public Works	$902,200	13.83%	$900,950	13.22%	-$1,250	-0.14%
Recreation	$809,750	12.42%	$853,050	12.52%	$43,300	5.35%
TOTAL	**$6,521,611**	**100.00%**	**$6,813,700**	**100.00%**	**$292,089**	**4.48%**

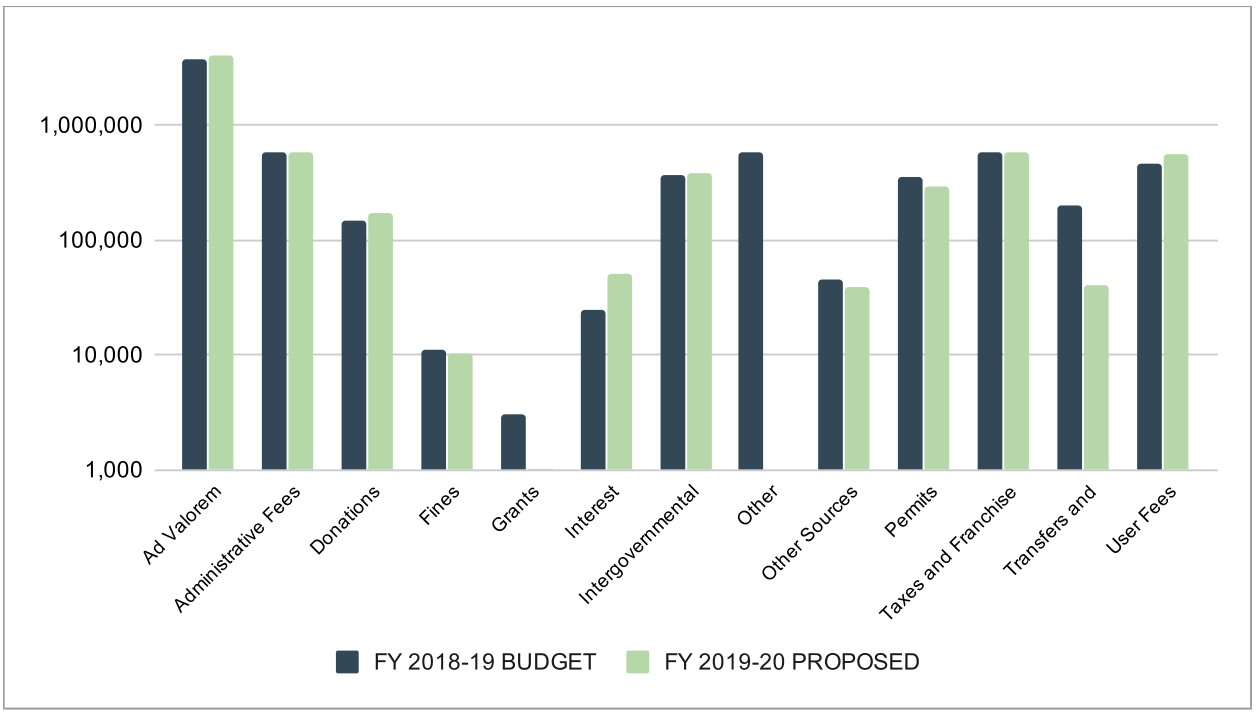


While the Building department is experiencing a large increase, this is largely due to the reallocation of some line items from Support Services, which totals to of $50,000. The only department experiencing a decrease is the Public Works department, though this is only due to the decrease in capital purchases from the prior year.

TOWN OF BELLEAIR
GENERAL FUND
DETAIL OF REVENUES AND EXPENDITURES

REVENUES

Revenue Type	FY 2018-19 BUDGET	Percentage of Budget	FY 2019-20 PROPOSED	Percentage of Budget	Percentage Change
Ad Valorem	3,739,000	52.66%	4,112,650	60.36%	9.99%
Administrative Fees	573,650	8.08%	573,650	8.42%	0.00%
Donations	150,250	2.12%	172,000	2.52%	14.48%
Fines	11,050	0.16%	10,250	0.15%	-7.24%
Grants	3,000	0.04%	1,000	0.01%	-66.67%
Interest	25,000	0.35%	50,000	0.73%	100.00%
Intergovernmental	370,600	5.22%	378,400	5.55%	2.10%
Other Reimbursements	579,000	8.15%	0	0.00%	-100.00%
Other Sources	45,500	0.64%	39,500	0.58%	-13.19%
Permits	350,150	4.93%	291,200	4.27%	-16.84%
Taxes and Franchise Fees	587,200	8.27%	576,000	8.45%	-1.91%
Transfers and Reserves	199,201	2.81%	40,000	0.59%	-79.92%
User Fees	467,010	6.58%	569,050	8.35%	21.85%
TOTAL	**$7,100,611**	**100.00%**	**$6,813,700**	**100.00%**	**-4.04%**



While the total revenue may appear to be decreasing, this is only due to the non-recurring Florida Emergency Management Association (FEMA) grants, found under "Other Reimbursements". However, if this item was removed, the overall revenue would experience an increase. Building Permits is experiencing a decrease of $60,000 related to the completion of the Pelican Golf Course and Belleview projects.

As with previous fiscal years, the Ad Valorem category of revenue continues to fund a large majority of the budget (60.36%). This is followed by "Taxes and Franchise Fees" (8.45%) and "Administrative Fees" (8.42%).

TOWN OF BELLEAIR
GENERAL FUND
DETAIL OF REVENUES AND EXPENDITURES

General Fund Revenues

Account	Description	2018-19 Budgeted	2019-20 Proposed
300320	TENNIS ANNUAL PERMITS	2,500	2,500
311100	AD VALOREM	3,739,000	4,112,650
313100	ELECTRIC FRANCHISE	367,000	357,000
313400	GAS FRANCHISE	22,000	22,000
315000	COMMUNICATION SERVICES TAX	173,200	172,000
321100	OCCUPATIONAL LICENSE (TOWN LICENSE)	25,000	25,000
331201	JAG GRANT	1,000	1,000
335100	ALCOHOL BEVERAGE LICENSE	150	1,200
335120	STATE REVENUE SHARING	111,900	109,000
335180	SALES TAX	255,700	265,900
335410	GASOLINE REBATE	3,000	3,500
337200	GRANTS	2,000	0
341200	ZONING & VARIANCE FEES	800	1,200
341802	BUILDING PERMITS	350,000	290,000
342103	SPECIAL DUTY POLICE	91,960	187,200
343900	LOT MOWING	3,000	3,000
347210	RECREATION (PROG. ACTIVITY)	292,000	316,400
347211	RECREATION PERMITS	24,800	22,550
347213	REC-VENDING MACHINE SALES	4,100	4,150
347214	CONCESSION STAND SALES	9,700	9,700
347530	SPECIAL EVENTS-Private Parties	6,150	6,150
347540	SPECIAL EVENTS-ATHLETIC PROGRAMS	15,000	19,200
351100	COURT FINES (POLICE FINES)	4,000	3,200
351300	POLICE ACADEMY	300	300
351400	RESTITUTION	1,500	1,500
351402	OTC FINES AND TICKETS	250	250
354000	ORDINANCE VIOLATION	2,000	2,000
361000	INTEREST	25,000	50,000
361310	INTEREST - SBA	0	0
362000	RENTAL INCOME	4,800	4,800
364001	SALE OF FIXED ASSETS	6,000	0
364100	INSURANCE PROCEEDS	0	0
365901	SALE OF AUCTIONED ASSETS	2,000	2,000
366900	DONATIONS-PARK IMPROVE. FD.	0	0
366902	DONATION-COMMUNITY PROJECTS	0	15,000

TOWN OF BELLEAIR
GENERAL FUND
DETAIL OF REVENUES AND EXPENDITURES

366903	DONATION-RECREATION PROJECTS	0	0
366904	BCF CONTRIBUTION HUNTER PARK (EQUIP)	1,700	1,700
366905	CONTRIBUTION - POL. EQUIPMENT	20,000	0
366911	SPECIAL EVENTS	146,550	153,300
369000	MISCELLANEOUS	34,700	34,700
	Operating Income	5,748,760	6,200,050
381000	RESERVES (PRIOR YEARS)	107,401	40,000
381200	TRANSFER FROM 301	31,800	0
381302	TRANSFER FROM 305	20,000	0
381401	TRANSFER FROM 401	40,000	0
383000	ADMINISTRATIVE FEES	573,650	573,650
	Non-Operating Income	772,851	613,650
	FEMA HMGP Generator Grant	104,000	0
	FEMA Grant	475,000	0
	Other Reimbursements	579,000	0
Grand Total		**7,100,611**	**6,813,700**

ADMINISTRATION DEPARTMENT

TOWN MANAGER
JP Murphy

2019 ACCOMPLISHMENTS

- Completed a Town-wide strategic plan and implemented it with the programmatic budget
- Updated the Capital Improvement Plan projects to prioritize future objectives before structural failure
- Continued leading the organization to priority-based budgeting

2020 GOALS

- Continue to implement future strategic goals within the programmatic budget
- Achieve capital funding from state or alternative agencies
- Empower employee engagement and success through proactive communication initiatives and projects
- Partner with departments to create an ADA transition plan

PROGRAMS

- Town Administration
- Communications and Marketing
- Capital Project Management
- Legisative Programming
- Legal and Statutory Compliance
- Management and Budget Analysis

PERSONNEL

- Town Manager
- Town Clerk
- Construction Project Supervisor
- Management Analyst (2)

CAPITAL EQUIPMENT

- 2017 Ford Fusion Hybrid
- 2018 Ford Explorer

DEPARTMENT OVERVIEW

The Administration Department is the executive group responsible for managing and coordinating the day-to-day operations throughout town, as well as coordinating communications, public records management, capital projects, and formulating the Town's annual programmatic budget. Additionally, the department routinely conducts policy studies to inform and advise the Commission on agenda items and reviews the efficiency and effectiveness of various programs town-wide.

TOWN ADMINISTRATION

The Town Administration program includes administrative costs pertaining to employee and Town management. This area also includes costs related to contract management, training required for staff, and emergency management. This program holds approximately 15.02% of total staff time and 16.21% of the total expenditures for the department.

REVENUES	**$0**
PERSONNEL	$85,250
OPERATING	$44,700
CAPITAL	$0
EXPENSE SUBTOTAL	**$129,950**

COMMUNICATIONS AND MARKETING

This program relates to communications, marketing, and the development of public outreach and internal communication projects. This program is responsible for the Communications Team, day-to-day communications on social media, and long-term projects such as the Resident Informaton Guide. This is one of the department's smallest program as it only utilizes less than 10% of staff time and total expenditures.

REVENUES	**$0**
PERSONNEL	$49,450
OPERATING	$8,400
CAPITAL	$0
EXPENSE SUBTOTAL	**$57,580**

LEGISLATIVE PROGRAMMING

The Legislative Programming program is directly responsible for all public meetings, policy management within Town, and legislative coordination. This program holds all costs associated with the advisory boards. Legislative Programming is currently responsible for approximately 30.78% of staff's time, and 24.62% of the department's expenditures.

REVENUES	**$25,000**
PERSONNEL	$174,650
OPERATING	$22,650
CAPITAL	$0
EXPENSE SUBTOTAL	**$197,300**

LEGAL AND STATUTORY COMPLIANCE

One of the most expensive programs found within the Administration department is the Legal and Statutory Compliance program. This is related to the Town's compliance with state regulations. It houses expenditures related to business tax receipts, elections within the Town, public records management, as well as the Town Attorney. This program houses 12.12% of the departments staff time, as well as 13.66% of the total expenditures for Administration.

REVENUES	**$0**
PERSONNEL	$68,750
OPERATING	$40,750
CAPITAL	$0
EXPENSE SUBTOTAL	**$109,500**

CAPITAL PROJECTS

This program includes the management and organization of capital projects for the Town. Though these projects are largely funded through the Infrastructure Fund, this program includes the planning stages for capital projects, any related vendor and grant management, in addition to project management responsibilities. This program also houses any costs related to the Town's historic street lights. The Capital Projects program is currently responsible for housing 16.20% of staff's time and 24.36% of the department's budget.

REVENUES	**$0**
PERSONNEL	$91,900
OPERATING	$103,350
CAPITAL	$0
EXPENSE SUBTOTAL	**$195,250**

MANAGEMENT AND BUDGET ANALYSIS

This program is responsible for the larger financial projects within the Town. This program holds costs related to fiscal analysis, such as the creation of the Strategic Financial Plan, procurement responsibilities, asset management, and managing the Town's budget. Approximately 17.17% of staff time is accounted for in this program, as well as 13.93% of the department's expenditures.

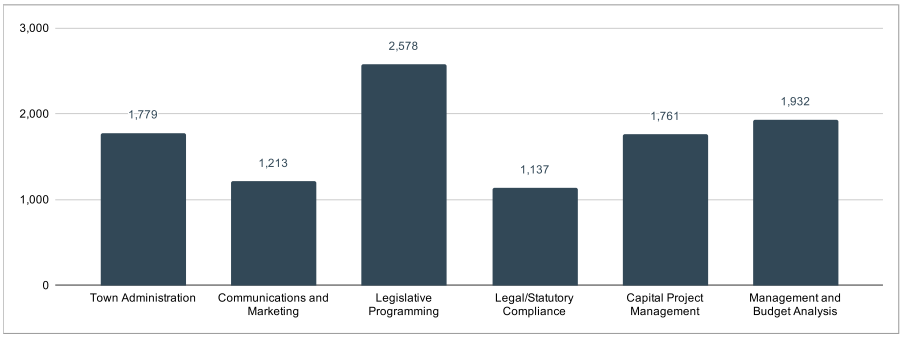
REVENUES	**$0**
PERSONNEL	$97,450
OPERATING	$14,200
CAPITAL	$0
EXPENSE SUBTOTAL	**$111,650**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
ADMINISTRATION DEPARTMENT

PROGRAM NET INCOME

Program	210: Communications and Marketing	220: Capital Project Management	230: Town Administration	240: Legistlative Programming	250: Legal and Statutory Compliance	260: Management and Budget Analysis	19-20 Proposed	18-19 Budget
Revenues	$0	$0	$0	$25,000	$0	$0	**$25,000**	**$25,000**
Personnel	$49,450	$91,900	$85,250	$174,650	$68,750	$97,450	$567,450	$502,700
Operating	$8,400	$103,350	$44,700	$22,650	$40,750	$14,200	$234,050	$279,401
Capital	$0	$0	$0	$0	$0	$0	$0	$0
Expense Subtotal	**$57,850**	**$195,250**	**$129,950**	**$197,300**	**$109,500**	**$111,650**	**$801,500**	**$782,101**
Program Total	**(57,850)**	**(195,250)**	**(129,950)**	**(172,300)**	**(109,500)**	**(111,650)**	**(776,500)**	**(757,101)**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

	210: Communications and Marketing	220: Capital Project Management	230: Town Administration	240: Legistlative Programming	250: Legal and Statutory Compliance	260: Management and Budget Analysis	19-20 Proposed	18-19 Budget
321100 Occupational License	$0	$0	$0	$25,000	$0	$0	$25,000	$25,000
PROGRAM REVENUE TOTALS	**$0**	**$0**	**$0**	**$25,000**	**$0**	**$0**	**$25,000**	**$25,000**

EXPENDITURES

PERSONNEL	210: Communications and Marketing	220: Capital Project Management	230: Town Administration	240: Legistlative Programming	250: Legal and Statutory Compliance	260: Management and Budget Analysis	19-20 Proposed	18-19 Budget
51100 SALARIES:EXEC.				$9,600			$9,600	$9,600
51200 SALARIES	$36,300	$68,500	$52,650	$124,000	$52,500	$71,450	$405,400	$351,150
51500 SICK LEAVE			$14,050				$14,050	$12,800
52100 FICA	$2,800	$5,250	$4,050	$9,500	$4,000	$5,500	$31,100	$26,850
52200 RETIREMENT-401K GENERAL PENSION	$3,250	$6,200	$4,750	$11,100	$4,750	$6,450	$36,500	$31,600
52300 LIFE/HOSP. INS.	$6,400	$10,900	$8,750	$18,950	$6,850	$12,950	$64,800	$64,700
52301 MEDICAL BENEFIT	$700	$1,050	$1,000	$1,500	$650	$1,100	$6,000	$6,000
Total	**$49,450**	**$91,900**	**$85,250**	**$174,650**	**$68,750**	**$97,450**	**$567,450**	**$502,700**

OPERATING	210: Communications and Marketing	220: Capital Project Management	230: Town Administration	240: Legistlative Programming	250: Legal and Statutory Compliance	260: Management and Budget Analysis	19-20 Proposed	18-19 Budget
53151 PROF. SERVICES	$7,500.00	$12,100	$6,050	$13,400	$21,300	$11,800	$72,150	$72,150
54000 TRAV & PER DIEM			$9,400				$9,400	$20,100
54100 TELEPHONE			$4,400				$4,400	$4,400
54200 POSTAGE	$300		$1,000	$300			$1,600	$1,600
54620 MAIN. - VEHICLE		$400				$600	$1,000	$1,000
54670 MAINT. - EQUIP		$90,100					$90,100	$112,411
54700 ORDINANCE CODES			$400	$1,900	$1,900	$800	$5,000	$5,000
54930 ADVERTISING				$800	$1,500	$250	$2,550	$3,500
54940 FILING FEES			$150	$550	$550		$1,250	$1,250
55100 OFFICE SUPPLIES			$3,100				$3,100	$3,100
55101 BOARDS EXPENSES				$5,000			$5,000	$5,000
55210 OPERATING SUPPL	$600	$750	$400	$700	$1,350	$750	$4,550	$4,540
55222 RECORDS MGMT.-FEES					$8,750		$8,750	$8,750
55240 UNIFORMS			$650				$650	$650
55260 PROTECT. CLOTH.			$250				$250	$250
55290 ELECTIONS					$5,000		$5,000	$5,000
55410 MEMBERSHIPS			$10,800				$10,800	$10,800
55420 TRAINING, AIDS			$8,100				$8,100	$19,500
57900 ARCHIVES					$400		$400	$400
Total	**$8,400**	**$103,350**	**$44,700**	**$22,650**	**$40,750**	**$14,200**	**$234,050**	**$279,401**

CAPITAL	210: Communications and Marketing	220: Capital Project Management	230: Town Administration	240: Legistlative Programming	250: Legal and Statutory Compliance	260: Management and Budget Analysis	19-20 Proposed	18-19 Budget
57001 Vehicle Debt Serivce	$0	$0	$0	$0	$0	$0	$0	$0
Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM EXPENDITURE TOTALS	**$57,850**	**$195,250**	**$129,950**	**$197,300**	**$109,500**	**$111,650**	**$801,500**	**$782,101**

BUILDING DEPARTMENT

BUILDING AND ZONING TECHNICIAN
Gregg Lauda

2019 ACCOMPLISHMENTS

- Processed over 600 building permits
- Achieved the Florida Floodplain Management certification

2019 GOALS

- Re-certify the Town of Belleair in the National Flood Insurance Program's Community Rating System (CRS)
- Streamline the permitting process and conduct more efficient department processes

PROGRAMS

- Permitting
- National Pollutant Discharge Elimination System (NPDES)
- Floodplain Management
- Employee Administration

PERSONNEL

- Building and Zoning Technician

DEPARTMENT OVERVIEW

The Building Department is houses costs and revenues for permitting, zoning, and development functions throughout town. The department advises homeowners and businesses on regulations identified in the Land Development Code, and is responsible for plan review and the issuance of building and tree permits. This department also plays a large role in damage assessment and documentation during emergency operations.

PERMITTING

The Permitting program within the Building Department holds costs related to the permitting, plan review, and inspection process. This also includes any building permit revenue. This smaller program accounts for a majority of the department's time at 79.56% of personnel allocation, as well as the expenditures with 90.53% of the budge. Building permits, which is the sole souce of revenue for this program, also accounts for 5.37% of the General Fund's total income.

REVENUES	**$290,000**
PERSONNEL	$58,200
OPERATING	$133,100
CAPITAL	$0
EXPENSE SUBTOTAL	**$191,300**

FLOODPLAIN MANAGEMENT

The Floodplain Management program includes training and certification for the Town to use both corrective and preventative measures to reduce the risk of future flooding. This program accounts for 4.85% of staff time and 2.20% of the total Building budget.

REVENUES	**$0**
PERSONNEL	$3,550
OPERATING	$1,100
CAPITAL	$0
EXPENSE SUBTOTAL	**$4,650**

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

The National Pollutant Discharge Elimination System permit program addresses water pollution by regulating points where discharge pollutes the water. This program holds about 7.72% of personnel time and 2.70% of the expenditures within the department.

REVENUES	**$0**
PERSONNEL	$5,650
OPERATING	$50
CAPITAL	$0
EXPENSE SUBTOTAL	**$5,700**

EMPLOYEE ADMINISTRATION

The Employee Administration program houses costs related to personnel time and resources. This includes items such as protective clothing, telephone usage, and office supplies. This is one of the two smallest programs within the department, accounting for 7.86% of staff time and 4.57% of the total Building budget.

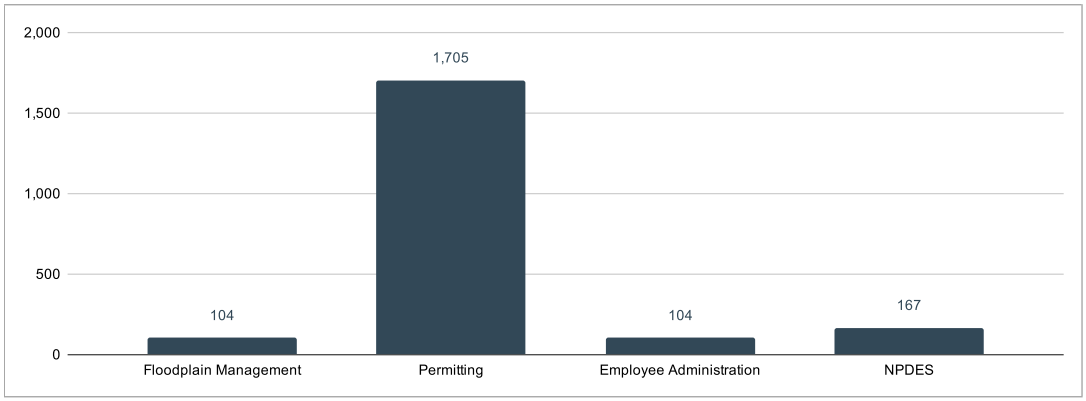
REVENUES	**$0**
PERSONNEL	$5,750
OPERATING	$3,900
CAPITAL	$0
EXPENSE SUBTOTAL	**$9,650**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
BUILDING DEPARTMENT

PROGRAM NET INCOME

Program	310: Permitting	320: NPDES	330: Floodplain Management	340: Employee Administration	19-20 Proposed	18-19 Budget
Revenues	$290,000	$0	$0	$0	**$290,000**	$350,000
Personnel	$58,200	$5,650	$3,550	$5,750	$73,150	$65,400
Operating	$133,100	$50	$1,100	$3,900	$138,150	$84,310
Capital	$0	$0	$0	$0	$0	$0
Expense Subtotal	**$191,300**	**$5,700**	**$4,650**	**$9,650**	**$211,300**	**$149,710**
Program Total	**98,700**	**(5,700)**	**(4,650)**	**(9,650)**	**78,700**	**200,290**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

	310: Permitting	320: NPDES	330: Floodplain Management	340: Employee Administration	19-20 Proposed	18-19 Budget
341802 Building Permit Revenue	$290,000	$0	$0	$0	$290,000	$350,000
PROGRAM REVENUE TOTALS	**$290,000**	**$0**	**$0**	**$0**	**$290,000**	**$350,000**

EXPENDITURES

PERSONNEL	310: Permitting	320: NPDES	330: Floodplain Management	340: Employee Administration	19-20 Proposed	18-19 Budget
51200 SALARIES	$41,900.00	$4,100.00	$2,550.00	$2,550.00	$51,100	$44,350.00
51500 SICK LEAVE				$2,200	$2,200	$2,200
52100 FICA	$3,200	$300	$200	$200	$3,900	$3,400
52200 RETIREMENT-401K GENERAL PENSION	$3,750	$350	$250	$250	$4,600	$4,000
52300 LIFE/HOSP. INS.	$8,350	$800	$500	$500	$10,150	$10,250
52301 MEDICAL BENEFIT	$1,000	$100	$50	$50	$1,200	$1,200
Total	**$58,200**	**$5,650**	**$3,550**	**$5,750**	**$73,150**	**$65,400**

OPERATING	310: Permitting	320: NPDES	330: Floodplain Management	340: Employee Administration	19-20 Proposed	18-19 Budget
53155 COMMUNITY DEVELOPMENT SERVICES	$40,000.00				$40,000	$0.00
53160 CONTRAC. LABOR	$82,350				$82,350	$82,360
54000 TRAV & PER DIEM				$600	$600	$0
54100 TELEPHONE				$250	$250	$250
54670 MAINT. - EQUIP	$400		$50	$50	$500	$500
55100 OFFICE SUPPLIES			$500	$500	$1,000	$500
55210 OPERATING SUPPL	$350	$50	$550	$1,700	$2,650	$500
55215 PLANNING & ZON.	$10,000				$10,000	$0
55240 UNIFORMS				$200	$200	$200
55410 MEMBERSHIPS				$300	$300	$0
55420 TRAINING, AIDS				$300	$300	$0
Total	**$133,100**	**$50**	**$1,100**	**$3,900**	**$138,150**	**$84,310**

CAPITAL	310: Permitting	320: NPDES	330: Floodplain Management	340: Employee Administration	19-20 Proposed	18-19 Budget
57001 Vehicle Debt Serivce	$0	$0	$0	$0	$0	$0
Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM EXPENDITURE TOTALS	**$191,300**	**$5,700**	**$4,650**	**$9,650**	**$211,300**	**$149,710**

SUPPORT SERVICES DEPARTMENT

DIRECTOR OF SUPPORT SERVICES
Stefan Massol

2019 ACCOMPLISHMENTS

- Improved the Open Enrollment process for employees
- Enhanced security features implemented for the Town's servers and workstations
- Successful completion of FEMA information requests related to Hurricane Irma

2020 GOALS

- Improve and simplify the asset inventory process
- Development of cross-training and succession plan for the Support Services department
- Training of staff in areas of cyber security risk based on roles and responsibilities
- Develop a facility maintenance plan and standards for buildings
- Expedite closeout of financials for each month, within 30 to 60 days of the prior month
- Development and completion of an accessibility transition plan for the website

PROGRAMS

- Direct Interdepartmental Support
- Employee Administration
- Facility Maintenance
- Financial Management
- Information Technology
- Intradepartmental Administration
- Risk Management
- Townwide Services

DEPARTMENT OVERVIEW

The Support Services Department produces general financial and administrative support to the Town of Belleair. This department manages financial services, utility billing, human resources, risk mitigation, procurement, information technology, and facility maintenance. This department is also responsible for facilitating the Comprehensive Annual Financial Reporting (CAFR) document and delivering it to the Government Finance Officers Association (GFOA) in order for the Town to achieve the Certificate of Achievement for Excellence in Financial Reporting.

DIRECT INTERDEPARTMENTAL SUPPORT

The Direct Interdepartmental Support program includes costs for supporting other departments. This can include assisting other departments on a daily basis or filling in when staff members are absent. Additionally, this accounts for certain costs such as fuel and postage that are paid on behalf of the Town overall. This equates to only 5.36% of the department's total staff time and 4.61% of the total expenditures.

REVENUES	**$0**
PERSONNEL	$36,350
OPERATING	$63,750
CAPITAL	$0
EXPENSE SUBTOTAL	**$100,100**

TOWNWIDE EMPLOYEE ADMINISTRATION

The Townwide Employee Administration program is responsible for managing the life cycle of the Town's employees. This includes employee appreciation, benefits administration, personnel matters, and managing payroll duties. This program houses 13.85% of total staff time, but only 4.88% of the department's total budget.

REVENUES	**$0**
PERSONNEL	$93,950
OPERATING	$12,050
CAPITAL	$0
EXPENSE SUBTOTAL	**$106,000**

FACILITY MAINTENANCE

The Facility Maintenance program includes responsibilities for the maintenance and repair of the town's facilities, in addition to custodial duties. Any renovation costs would also be contained in this program. Facility Maintenance includes 17.09% of personnel time and 9.95% of overall expenditures.

REVENUES	**$0**
PERSONNEL	$115,950
OPERATING	$100,250
CAPITAL	$0
EXPENSE SUBTOTAL	**$216,000**

FINANCIAL MANAGEMENT

The Financial Management program encompasses all accounting, purchasing, utility billing, and financial activities. The majority of costs for this department come from three subprograms: Accounting and Auditing, Accounts Payable, and Accounts Receivable. This program is the largest within the Support Services Department, accounting for approximately 41.54% of staff time, and 15.15% of the total budget.

REVENUES	**$34,700**
PERSONNEL	$281,900
OPERATING	$47,500
CAPITAL	$0
EXPENSE SUBTOTAL	**$329,400**

INFORMATION TECHNOLOGY

The Information Technology program is directly related to the costs of managing computer services and activities. This includes coordinating hardware and software expenditures, voice over IP telephone system management, and any contracts related to information technology. This program houses only 1.29% of the department's personnel time, but 9.91% of the overall costs.

REVENUES	**$0**
PERSONNEL	$8,750
OPERATING	$206,550
CAPITAL	$0
EXPENSE SUBTOTAL	**$215,300**

INTRADEPARTMENTAL ADMINISTRATION

The Intradepartmental Administration program accounts for all management activities found within the department. This includes employee administration, duties for Support Services, purchase requests and budget preparation, and records management. This program is responsible for approximately 16.49% of staff time but only 8.66% of the Support Services budget.

REVENUES	**$0**
PERSONNEL	$111,900
OPERATING	$47,750
CAPITAL	$0
EXPENSE SUBTOTAL	**$188,150**

PERSONNEL

- Director of Support Services
- Assistant Finance Director
- Accounting Clerk II
- Accounting Clerk I
- Utility Billing Clerk
- Building Maintenance (2)
- Facility and Safety Supervisor
- Human Resources and Risk Management Coordinator

CAPITAL EQUIPMENT

- 2017 Ford Escape
- 2013 Ford Fusion
- 2016 Ford Transit
- Network upgrades

RISK MANAGEMENT

The Risk Management program handles claims, safety management, and the insurances for property and casualty. This program entails approximately 4.38% of personnel time and 14.04% of the department's budget.

REVENUES	**$0**
PERSONNEL	$29,750
OPERATING	$274,450
CAPITAL	$0
EXPENSE SUBTOTAL	**$305,200**

TOWNWIDE PROFESSIONAL SERVICES

The final program, called Townwide Services, is responsible for managing professional services distributed in Belleair. This includes costs for Fire/Rescue Services from the City of Largo, the town planner, and the town attorney. While this program accounts for no staff time, it houses 32.81% of the Support Services budget.

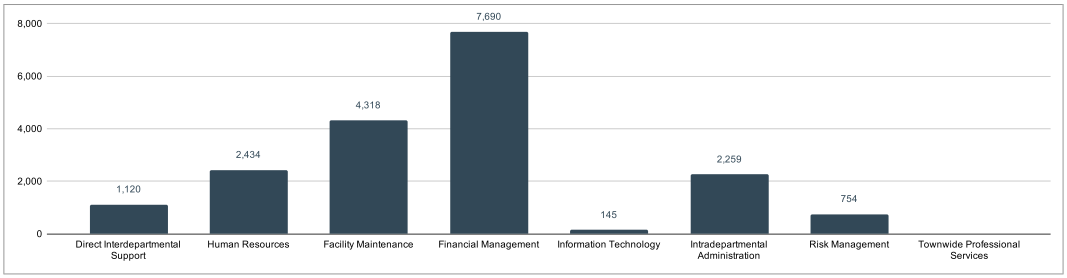
REVENUES	**$0**
PERSONNEL	$0
OPERATING	$698,250
CAPITAL	$0
EXPENSE SUBTOTAL	**$698,250**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
SUPPORT SERVICES DEPARTMENT

PROGRAM NET INCOME

Program	410: Direct Interdepartmental Services	420: Human Resources	430: Facility Maintenance	440: Financial Management	450: Information Technology	460: Intradepartmental Administration	470: Risk Management	480: Townwide Professional Services	19-20 Proposed	18-19 Budget
Revenues	$0	$0	$0	$34,700	$0	$0	$0	$0	**$34,700**	**$34,700**
Personnel	$36,350	$93,950	$115,950	$281,900	$8,750	$111,900	$29,750	$0	$678,550	$656,250
Operating	$63,750	$12,050	$100,250	$47,500	$206,550	$47,750	$275,450	$698,250	$1,451,550	$1,357,100
Capital	$0	$0	$0	$0	$0	$28,500	$0	$15,000	$43,500	$33,400
Expense Subtotal	**$100,100**	**$106,000**	**$216,200**	**$329,400**	**$215,300**	**$188,150**	**$305,200**	**$713,250**	**$2,173,600**	**$2,046,750**
Program Total	**(100,100)**	**(106,000)**	**(216,200)**	**(294,700)**	**(215,300)**	**(188,150)**	**(305,200)**	**(713,250)**	**(2,138,900)**	**(2,012,050)**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

	410: Direct Interdepartmental Services	420: Human Resources	430: Facility Maintenance	440: Financial Management	450: Information Technology	460: Intradepartmental Administration	470: Risk Management	480: Townwide Professional Services	19-20 Proposed	18-19 Budget
369000 Miscellaneous	$0	$0	$0	$34,700	$0	$0	$0	$0	$34,700	$34,700
PROGRAM REVENUE TOTALS	**$0**	**$0**	**$0**	**$34,700**	**$0**				**$34,700**	**$34,700**

EXPENDITURES

PERSONNEL	410: Direct Interdepartmental Services	420: Human Resources	430: Facility Maintenance	440: Financial Management	450: Information Technology	460: Intradepartmental Administration	470: Risk Management	480: Townwide Professional Services	19-20 Proposed	18-19 Budget
51200 SALARIES	$25,050.00	$68,700	$79,000	$205,350	$6,900	$74,900	$22,000		$481,900	$459,500.00
51400 OVERTIME	$1,000.00								$1,000	$1,500.00
51500 SICK LEAVE				$100		$11,950			$12,050	$15,300
52100 FICA	$1,900	$5,250	$6,050	$15,650	$500	$5,850	$1,700		$36,900	$35,150
52200 RETIREMENT-401K GENERAL PENSION	$2,250	$6,150	$7,150	$18,500	$650	$6,750	$1,950		$43,400	$41,400
52300 LIFE/HOSP. INS.	$5,500	$11,950	$21,250	$37,800	$650	$11,150	$3,700		$92,000	$92,100
52301 MEDICAL BENEFIT	$650	$1,400	$2,500	$4,500	$50	$1,300	$400		$10,800	$10,800
53100 PHYSICAL EXAMS		$500							$500	$500
Total	**$36,350**	**$93,950**	**$115,950**	**$281,900**	**$8,750**	**$111,900**	**$29,750**	**$0**	**$678,550**	**$656,250**

OPERATING	410: Direct Interdepartmental Services	420: Human Resources	430: Facility Maintenance	440: Financial Management	450: Information Technology	460: Intradepartmental Administration	470: Risk Management	480: Townwide Professional Services	19-20 Proposed	18-19 Budget
51305 BANK FEES				$7,400					$7,400	$7,400.00
53110 TOWN ATTORNEY								$75,750	$75,750	$75,750.00
53151 PROF. SERVICES			$42,000						$42,000	$42,000
53152 FIRE SERVICES								$622,500	$622,500	$602,000
53200 ACCTG. & AUDIT.				$35,000					$35,000	$38,000
54000 TRAV & PER DIEM						$4,050			$4,050	$0
54100 TELEPHONE						$13,600			$13,600	$13,500
54200 POSTAGE	$2,650			$900					$3,550	$3,500
54300 ELECTRICITY			$13,000						$13,000	$13,500
54301 WATER	$10,000		$3,500						$13,500	$13,500
54302 SANITATION	$400		$400						$800	$800
54303 SEWER	$2,900		$3,300						$6,200	$6,200
54401 EQUIP LEASING						$18,100			$18,100	$18,100
54510 INS. GEN. LIAB.							$275,000		$275,000	$257,000
54620 MAIN. - VEHICLE			$2,000						$2,000	$2,000
54630 MAINT.-BLDG.			$32,000						$32,000	$24,500
54950 EMPLOY.RELATION		$10,500							$10,500	$8,500
55100 OFFICE SUPPLIES						$4,500			$4,500	$4,500
55210 OPERATING SUPPL	$300	$1,500	$2,500	$4,100	$100	$750	$400		$9,600	$9,600
55220 GASOLINE & OIL	$47,500	$50	$300	$100			$50		$48,000	$48,000
55221 TOOLS			$650						$650	$650
55240 UNIFORMS						$1,200			$1,200	$1,200
55260 PROTECT. CLOTH.			$600						$600	$600
55410 MEMBERSHIPS						$1,200			$1,200	$0
55420 TRAINING, AIDS						$4,350			$4,350	$0
56405 COMPUTER SYSTEM					$206,450				$206,450	$173,700
Total	**$63,750**	**$12,050**	**$100,250**	**$47,500**	**$206,550**	**$47,750**	**$275,450**	**$698,250**	**$1,444,150**	**$1,357,100**

CAPITAL	410: Direct Interdepartmental Services	420: Human Resources	430: Facility Maintenance	440: Financial Management	450: Information Technology	460: Intradepartmental Administration	470: Risk Management	480: Townwide Professional Services	19-20 Proposed	18-19 Budget
57001 VEHICLE DEBT SERVICE						$6,000			$6,000	$5,900
57100 LIBRARY								$15,000	$15,000	$15,000
58102 TRANSFER TO 301						$22,500			$22,500	$12,500
Total	**$0**	**$0**	**$0**	**$0**	**$0**	**$28,500**	**$0**	**$15,000**	**$43,500**	**$33,400**
PROGRAM EXPENDITURE TOTALS	**$100,100**	**$106,000**	**$216,200**	**$329,400**	**$215,300**	**$188,150**	**$305,200**	**$713,250**	**$2,166,200**	**$2,046,750**

POLICE DEPARTMENT

POLICE CHIEF
Rick Doyle

2019 ACCOMPLISHMENTS

- Coordinated the development and completion of the Jeffery Tackett Memorial Park with Town staff
- Achieved a record low crime report, despite the overall increase in vehicle burglaries in Pinellas County
- All officers underwent extensive firearms and live fire drills

2020 GOALS

- Improve the aesthetics of the Town through proactive Code Enforcement
- Expand educational programs involving fraud, scams, and internet safety
- Improve the traffic enforcement program while managing budget

PROGRAMS

- General Patrol
- Code Enforcement
- Criminal Investigations
- Community Oriented Policing
- Employee Administration

CAPITAL EQUIPMENT

- Ford Interceptor (6)
- 2015 Ford F-150
- 2017 Ford Fusion
- 2015 Ford Fusion
- Tasers and Accessories
- Radio System
- Firearms
- Vehicle Technology

DEPARTMENT OVERVIEW

The Police Department provides responsive law enforcement services to the Town of Belleair. It is their mission to maintain a safe and desirable community for the residents, businesses, and visitors. The department is responsible for enforcing state laws, local ordinances, and proactively patrol the community to detect and prevent criminal activities. This department currently holds five large programs, with eighteen subprograms distributed within. The most expensive cost allocation for the Police Department is personnel.

GENERAL PATROL

The General Patrol program holds a large portion of staff time and costs. This consists of dispatch operations, vcalls for service, traffic and preventative patrol, and special watches. This is the department's largest program, accounting for 42.12% of personnel time, as well as 39.95% of the overall Police budget.

REVENUES	**$4,050**
PERSONNEL	$711,900
OPERATING	$36,500
CAPITAL	$0
EXPENSE SUBTOTAL	**$748,400**

CODE ENFORCEMENT

The Code Enforcement program consists of the enforcing the town's ordinances and codes. This program includes two smaller programs, called Investigations and Prosecutions, both of which are specifically related to any ordinance violations. This program houses 12.01% of staff time and 11.33% of the department's expenditures.

REVENUES	**$600**
PERSONNEL	$203,000
OPERATING	$9,300
CAPITAL	$0
EXPENSE SUBTOTAL	**$212,300**

CRIMINAL INVESTIGATIONS

The Criminal Investigation program is responsible for investigations, case management, and property and evidence management related to criminal matters. This program entails 13.06% of personnel time, as well as 12.29% of expenditures.

REVENUE	**$600**
PERSONNEL	$220,700
OPERATING	$9,600
CAPITAL	$0
EXPENSE SUBTOTAL	**$230,300**

COMMUNITY ORIENTED POLICING

The Community Oriented Policing program includes costs related to special duty police activities. This consists of patrols for the Pelican Golf Course, Clearwater and Sheriff's details, and other miscellaneous programs such as bike registration or secure pharmaceutical drug collection. While this program makes up for 18.37% of staff time and 16.79% of budget costs, this program is also largely responsible for the revenue the Police department brings in.

REVENUES	**$187,200**
PERSONNEL	$310,450
OPERATING	$4,150
CAPITAL	$0
EXPENSE SUBTOTAL	**$314,600**

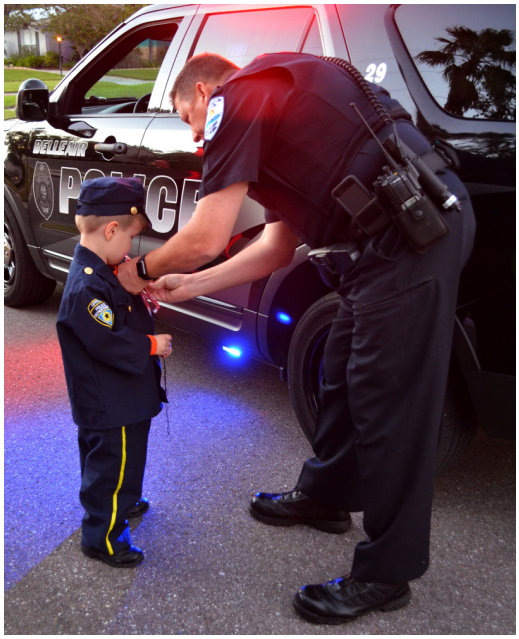
EMPLOYEE ADMINISTRATION

The final program found within this department, known as Employee Administration, includes costs directly related to trainings, employee life cycles, and asset management. This is the second largest program within the Police department, accounting for 14.43% of personnel time, and 19.63% of the total budget.

REVENUES	**$1,000**
PERSONNEL	$243,950
OPERATING	$38,000
CAPITAL	$85,750
EXPENSE SUBTOTAL	**$367,700**

PERSONNEL

- Police Chief
- Lieutenant
- Detective
- Administrative Assistant
- Executive Assistant
- Night Clerk (2)
- Code Enforcement Officer
- Full-Time Police Officer (11)
- Part-Time Police Officers (3)

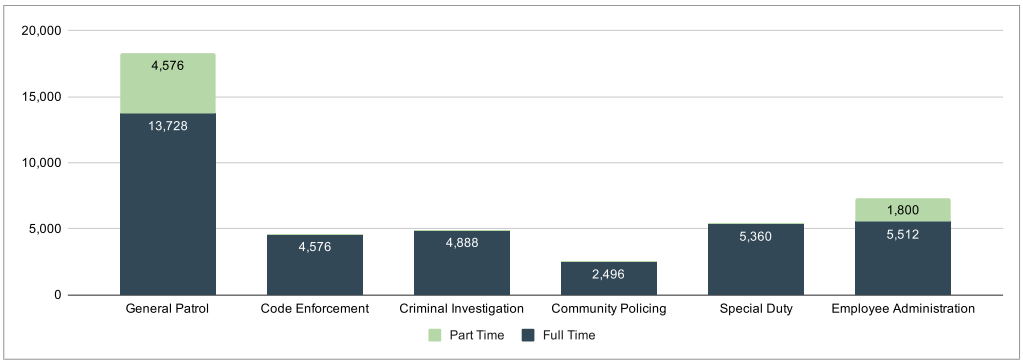


TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
POLICE DEPARTMENT

PROGRAM NET INCOME

Program	510: General Patrol	520: Code Enforcement	530: Criminal Investigation	540: Community Policing	550: Employee Administration	19-20 Proposed	18-19 Budget
Revenues	$4,050	$600	$600	$187,200	$1,000	**$193,450**	**$119,110**
Personnel	$711,900	$203,000	$220,700	$310,450	$243,950	$1,690,000	$1,596,950
Operating	$36,500	$9,300	$9,600	$4,150	$38,000	$97,550	$90,450
Capital	$0	$0	$0	$0	$85,750	$85,750	$32,950
Expense Subtotal	**$748,400**	**$212,300**	**$230,300**	**$314,600**	**$367,700**	**$1,873,300**	**$1,720,350**
Program Total	**(744,350)**	**(211,700)**	**(229,700)**	**(127,400)**	**(366,700)**	**(1,679,850)**	**(1,601,240)**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

	510: General Patrol	520: Code Enforcement	530: Criminal Investigation	540: Community Policing	550: Employee Administration	19-20 Proposed	18-19 Budget
342103 Special Duty Police				$187,200		$187,200	$91,960
351100 Court Fines	$2,000	$600	$600			$3,200	$4,000
331201 Grants					$1,000	$1,000	$1,000
351400 Restitution	$1,500					$1,500	$1,500
351400 Fines and Tickets	$250					$250	$250
351300 Police Academy	$300					$300	$400
366905 Police Equipment						$0	$20,000
PROGRAM REVENUE TOTALS	**$4,050**	**$600**	**$600**	**$187,200**	**$1,000**	**$193,450**	**$119,110**

EXPENDITURES

PERSONNEL	510: General Patrol	520: Code Enforcement	530: Criminal Investigation	540: Community Policing	550: Employee Administration	19-20 Proposed	18-19 Budget
51000 INCENTIVE PAY	$7,800.00	$1,950	$1,950	$650	$650	$13,000	$13,000.00
51200 SALARIES	$362,300	$124,150	$144,600	$278,800	$166,050	$1,075,900	$882,750
51201 PT SALARIES	$82,550				$5,450	$88,000	$94,950
51400 OVERTIME	$7,800		$4,800	$1,750	$4,400	$18,750	$96,400
51500 SICK LEAVE		$1,850			$23,900	$25,750	$32,400
52100 FICA	$26,750	$9,500	$11,050	$5,250	$12,800	$65,350	$83,150
52200 RETIREMENT-401K GENERAL PENSION	$2,850				$1,350	$4,200	$6,350
52220 RETIREMENT-POLICE OFFICERS	$178,800	$44,700	$44,700	$14,900	$14,900	$298,000	$273,200
52300 LIFE/HOSP. INS.	$35,450	$18,250	$10,800	$7,650	$10,100	$82,250	$95,050
52301 MEDICAL BENEFIT	$7,600	$2,600	$2,800	$1,450	$2,850	$17,300	$19,200
53100 PHYSICAL EXAMS					$1,500	$1,500	$500
Total	**$711,900**	**$203,000**	**$220,700**	**$310,450**	**$243,950**	**$1,690,000**	**$1,596,950**

OPERATING	510: General Patrol	520: Code Enforcement	530: Criminal Investigation	540: Community Policing	550: Employee Administration	19-20 Proposed	18-19 Budget
52900 CODE ENFORCE.	$1,800.00	$650	$750			$3,200	$3,000.00
53151 PROF. SERVICES	$18,600	$4,700	$4,700	$1,000	$1,650	$30,650	$30,000
54000 TRAV & PER DIEM					$1,000	$1,000	$0
54100 TELEPHONE					$7,000	$7,000	$7,000
54200 POSTAGE					$800	$800	$800
54401 EQUIP LEASING					$5,000	$5,000	$5,000
54620 MAIN. - VEHICLE	$4,850	$1,300	$1,300	$450		$7,900	$7,900
54650 MAINT. - RADIOS	$5,650	$1,450	$1,450	$500	$500	$9,550	$5,000
55100 OFFICE SUPPLIES					$2,350	$2,350	$2,350
55209 CRIME PREVENTIO				$1,750		$1,750	$1,750
55210 OPERATING SUPPL	$5,600	$1,200	$1,400	$450	$450	$9,100	$9,300
55221 TOOLS					$550	$550	$550
55240 UNIFORMS					$9,700	$9,700	$9,700
55260 PROTECT. CLOTH.					$8,100	$8,100	$8,100
55410 MEMBERSHIPS					$700	$700	$0
55420 TRAINING, AIDS					$200	$200	$0
Total	**$36,500**	**$9,300**	**$9,600**	**$4,150**	**$38,000**	**$97,550**	**$90,450**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
POLICE DEPARTMENT

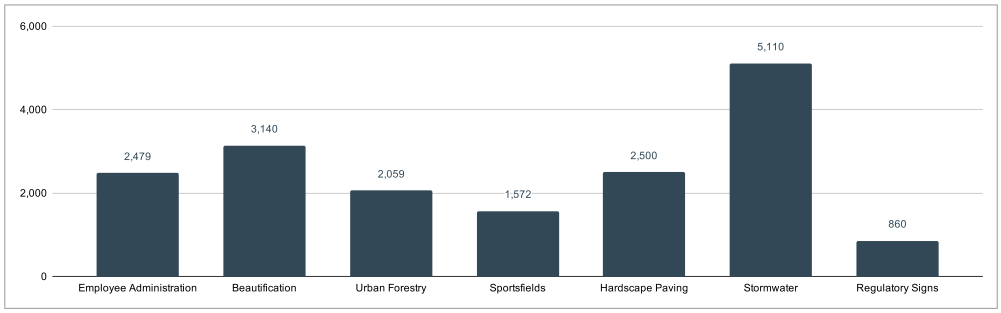
CAPITAL	510: General Patrol	520: Code Enforcement	530: Criminal Investigation	540: Community Policing	550: Employee Administration	19-20 Proposed	18-19 Budget
57001 VEHICLE DEBT SERVICE					$23,250	$23,250	$22,950
58102 TRANSFER TO 301					$62,500	$62,500	$10,000
Total	**$0**	**$0**	**$0**	**$0**	**$85,750**	**$85,750**	**$32,950**
PROGRAM EXPENDITURE TOTALS	**$748,400**	**$212,300**	**$230,300**	**$314,600**	**$367,700**	**$1,873,300**	**$1,720,350**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
PUBLIC WORKS DEPARTMENT

PROGRAM NET INCOME

Program	810: Employee Administration	820: Beautification	830: Urban Forestry	840: Sportsfields	850: Hardscape Paving	860: Stormwater	870: Regulatory Signs	19-20 Proposed	18-19 Budget
Revenues	$0	$0	$0	$0	$0	$0	$0	**$0**	**$0**
Personnel	$105,800	$91,200	$63,400	$50,550	$69,100	$139,200	$24,200	$543,450	$519,350
Operating	$91,650	$74,700	$38,550	$44,600	$15,000	$27,350	$4,300	$296,150	$287,500
Capital	$61,350	$0	$0	$0	$0	$0	$0	$61,350	$52,850
Expense Subtotal	**$258,800**	**$165,900**	**$101,950**	**$95,150**	**$84,100**	**$166,550**	**$28,500**	**$900,950**	**$859,700**
Program Total	**(258,800)**	**(165,900)**	**(101,950)**	**(95,150)**	**(84,100)**	**(166,550)**	**(28,500)**	**(900,950)**	**(859,700)**

PERSONNEL ALLOCATIONS BY HOURS



EXPENDITURES

PERSONNEL	810: Employee Administration	820: Beautification	830: Urban Forestry	840: Sportsfields	850: Hardscape Paving	860: Stormwater	870: Regulatory Signs	19-20 Proposed	18-19 Budget
51200 SALARIES	$71,500.00	$63,050	$43,900	$35,350	$47,500	$95,300	$16,650	$373,250	$361,750.00
51400 OVERTIME	$850							$850	$850
51500 SICK LEAVE	$5,200							$5,200	$6,300
52100 FICA	$5,450	$4,850	$3,400	$2,700	$3,650	$7,250	$1,300	$28,600	$0
52200 RETIREMENT-401K GENERAL PENSION	$6,450	$5,650	$4,000	$3,200	$4,250	$8,600	$1,500	$33,650	$27,750
52300 LIFE/HOSP. INS.	$14,450	$15,850	$10,950	$8,400	$12,300	$25,100	$4,250	$91,300	$32,650
52301 MEDICAL BENEFIT	$1,400	$1,800	$1,150	$900	$1,400	$2,950	$500	$10,100	$89,550
53100 PHYSICAL EXAMS	$500							$500	$500
Total	**$105,800**	**$91,200**	**$63,400**	**$50,550**	**$69,100**	**$139,200**	**$24,200**	**$543,450**	**$519,350**

OPERATING	810: Employee Administration	820: Beautification	830: Urban Forestry	840: Sportsfields	850: Hardscape Paving	860: Stormwater	870: Regulatory Signs	19-20 Proposed	18-19 Budget
53151 PROF. SERVICES	$19,000.00							$19,000	$16,500.00
53160 CONTRAC. LABOR	$15,000	$29,200		$19,600				$63,800	$61,800
53410 STREET SWEEPING						$19,500		$19,500	$19,500
54000 TRAV & PER DIEM	$2,000							$2,000	$0
54100 TELEPHONE	$2,050							$2,050	$2,050
54310 ENERGY	$40,250							$40,250	$40,250
54601 MAINT.-HUNTER PARK		$5,600						$5,600	$5,600
54618 TENNIS COURTS-MAINT				$2,000				$2,000	$2,000
54619 FIELDS/COURTS				$15,000				$15,000	$15,000
54620 MAIN. - VEHICLE		$450	$300	$300	$450	$450	$300	$2,250	$2,000
54670 MAINT. - EQUIP		$1,050	$700	$700	$1,050	$1,050	$700	$5,250	$5,000
54680 MAINT.-GROUNDS		$12,000	$1,000	$7,000				$20,000	$20,000
54682 TREE TRIMMING			$36,550					$36,550	$35,000
54686 HOLIDAY LIGHTIN		$8,000						$8,000	$8,000
54910 PLANTINGS		$4,700						$4,700	$4,700
55100 OFFICE SUPPLIES	$800							$800	$800
55210 OPERATING SUPPL	$2,200	$3,300						$5,500	$5,500
55221 TOOLS		$400				$350		$750	$700
55230 CHEMICALS		$10,000						$10,000	$9,500
55240 UNIFORMS	$1,900							$1,900	$1,900
55260 PROTECT. CLOTH.	$1,700							$1,700	$1,700
55300 ROAD MATERIALS & SUPPLIES					$13,500	$6,000	$3,300	$22,800	$30,000
55410 MEMBERSHIPS	$3,050							$3,050	$0
55420 TRAINING, AIDS	$3,200							$3,200	$0
56405 COMPUTER SYSTEM	$500							$500	$0
Total	**$91,650**	**$74,700**	**$38,550**	**$44,600**	**$15,000**	**$27,350**	**$4,300**	**$296,150**	**$287,500**

CAPITAL	810: Employee Administration	820: Beautification	830: Urban Forestry	840: Sportsfields	850: Hardscape Paving	860: Stormwater	870: Regulatory Signs	19-20 Proposed	18-19 Budget
57001 VEHICLE DEBT SERVICE	$26,700							$26,700	$26,300
58102 TRANSFER TO 301	$34,650							$34,650	$26,550
Total	**$61,350**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$61,350**	**$52,850**
PROGRAM EXPENDITURE TOTALS	**$258,800**	**$165,900**	**$101,950**	**$95,150**	**$84,100**	**$166,550**	**$28,500**	**$900,950**	**$859,700**

RECREATION DEPARTMENT

DIRECTOR OF PARKS, RECREATION, AND PUBLIC WORKS
Ricky Allison

2019 ACCOMPLISHMENTS

- Record numbers in Youth Programs and Sports Leagues
- Piloted Bizzy Bee program to focus on students entering kindergarten
- Re-established Golf Camp with BCC

2020 GOALS

- Prepare safety protocols for all programs and emergency action plans
- Focus on resident participation with tiered ticket structure for concerts

PROGRAMS

- Community Promotions and Events
- Sports Leagues
- Youth Activities
- Adult Activities
- Employee Administration

CAPITAL EQUIPMENT

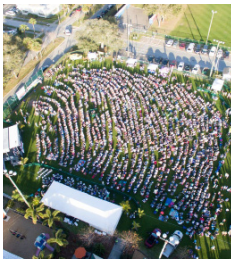
- 2012 Ford Explorer
- 2017 Ford T350 (2)
- Playgrounds
- Tennis Courts
- Recpro Software

PERSONNEL

- Director of Parks, Recreation, and Public Works
- Recreation Supervisor
- Special Events Coordinator
- Recreation Programmer II
- Recreation Programmer I
- Recreation Assistant I

DEPARTMENT OVERVIEW

The Recreation Department enhances and enriches the quality of life for the present and future generations of Belleair's residents by providing recreational programming tailored for the community's youth and adult members, as well as community events. Belleair is one of the most active communities for special events, attracting citizens from all over the county to participate.



COMMUNITY PROMOTIONS AND EVENTS

The Community Promotions and Events program coordinates and manages events within the Town, such as the concerts, and holiday events. This includes three smaller programs called Leisure Events, Community Outreach, and Athletic Events. This program utilizes 16.74% of staff's time, and 25.29% of the department's total budget.

REVENUES	**$153,300**
PERSONNEL	$83,900
OPERATING	$131,850
CAPITAL	$0
EXPENSE SUBTOTAL	**$215,750**

SPORTS LEAGUES

This program provides youth activities such as basketball, dodgeball, and flag football. The Sports Leagues budget houses costs like referees, evaluations, and equipment, which is one of the many reasons why Belleair's sports leagues are so desired by the community. This program accounts for 6.18% of personnel time and 6.35% of the total Recreation budget.

REVENUES	**$37,250**
PERSONNEL	$30,950
OPERATING	$23,300
CAPITAL	$0
EXPENSE SUBTOTAL	**$54,150**

YOUTH ACTIVITIES

The Youth Activities program provides activities and care for youth attendees. This includes after school programs, day camps, summer camps, and overall enrichment. This is the largest of the Recreation department's when it comes to personnel time overall budget, encompassing 32.46% of total staff allocation, and 28.05% of expenditures. of the total expenditures.

REVENUES	**$279,100**
PERSONNEL	$162,700
OPERATING	$102,700
CAPITAL	$0
EXPENSE SUBTOTAL	**$265,400**

ADULT ACTIVITIES

The Adult Activities program includes costs and time related to classes offered for adult attendees. This includes programs offered such as pilates, silver sneakers, and tennis. One of the revenue sources for this program also holds rental income for one of the programs provided. This program accounts for 2.54% of staff time and 2.43% of the Recreation budget.

REVENUES	**$15,500**
PERSONNEL	$12,750
OPERATING	$8,000
CAPITAL	$0
EXPENSE SUBTOTAL	**$20,750**

EMPLOYEE ADMINISTRATION

This is a program that can be found across all departments, as the Employee Administration program encompasses costs directly related to trainings, employee life cycles, asset management, and more. This accounts for 50.39% of personnel time, but 38.41% of all expenditures.

REVENUE	**$68,600**
PERSONNEL	$210,900
OPERATING	$61,150
CAPITAL	$24,950
EXPENSE SUBTOTAL	**$297,000**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
RECREATION DEPARTMENT

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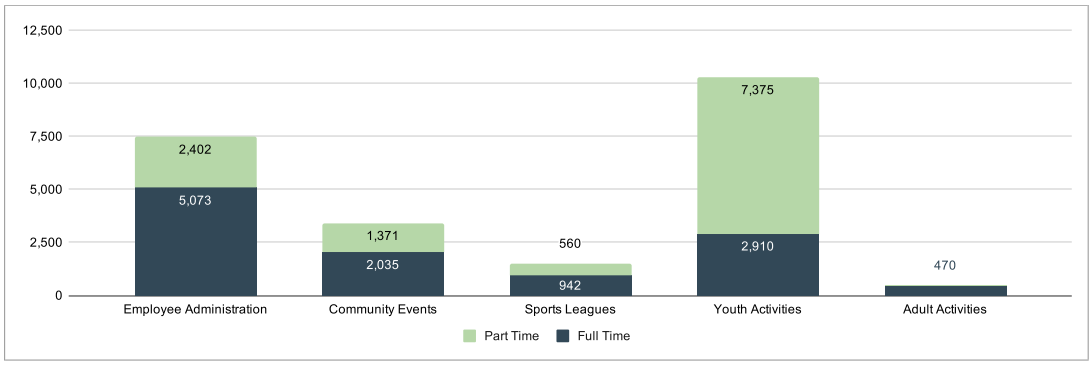
PROGRAM NET INCOME

Program	910: Employee Administration	920: Community Events	930: Sports Leagues	940: Youth Activities	950: Adult Activities	19-20 Proposed	18-19 Budget
Revenues	$68,600	$153,300	$37,250	$279,100	$15,500	**$553,750**	**$505,600**
Personnel	$210,900	$83,900	$30,950	$162,700	$12,750	$501,200	$478,300
Operating	$61,150	$131,850	$23,200	$102,700	$8,000	$326,900	$300,110
Capital	$24,950	$0	$0	$0	$0	$24,950	$20,300
Expense Subtotal	**$297,000**	**$215,750**	**$54,150**	**$265,400**	**$20,750**	**$853,050**	**$798,710**
Program Total	**(228,400)**	**(62,450)**	**(16,900)**	**13,700**	**(5,250)**	**(299,300)**	**(293,110)**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

		910: Employee Administration	920: Community Events	930: Sports Leagues	940: Youth Activities	950: Adult Activities	19-20 Proposed	18-19 Budget
300320	Tennis Permits					$2,500	$2,500	$2,500
347210	Recreation Program Activity	$1,150		$36,050	$266,200	$13,000	$316,400	$292,000
347211	Recreation Permits	$21,800			$750		$22,550	$24,800
347213	Recreation Vending	$500			$3,650		$4,150	$4,100
347214	Concession			$1,200	$8,500		$9,700	$9,700
347530	Merchandise	$6,150					$6,150	$6,150
347540	Athletic Programs	$19,200					$19,200	$15,000
362000	Rental Income	$4,800					$4,800	$4,800
366902	Donations	$15,000					$15,000	$0
366911	Special Events		$153,300				$153,300	$146,550
PROGRAM REVENUE TOTALS		**$68,600**	**$153,300**	**$37,250**	**$279,100**	**$15,500**	**$553,750**	**$505,600**

EXPENDITURES

PERSONNEL		910: Employee Administration	920: Community Events	930: Sports Leagues	940: Youth Activities	950: Adult Activities	19-20 Proposed	18-19 Budget
51200	SALARIES	$122,150.00	$48,700	$16,400	$50,550	$8,650	$246,450	$234,000.00
51201	PT SALARIES	$17,850	$15,650	$6,650	$87,800		$127,950	$118,000
51400	OVERTIME	$850					$850	$850
51500	SICK LEAVE	$11,800					$11,800	$10,750
52100	FICA	$9,400	$3,750	$1,300	$3,850	$700	$19,000	$27,000
52200	RETIREMENT-401K GENERAL PENSION	$11,000	$4,350	$1,500	$4,550	$800	$22,200	$21,050
52300	LIFE/HOSP. INS.	$33,700	$10,300	$4,600	$14,300	$2,350	$65,250	$59,400
52301	MEDICAL BENEFIT	$3,500	$1,150	$500	$1,650	$250	$7,050	$6,600
53100	PHYSICAL EXAMS	$650					$650	$650
	Total	**$210,900**	**$83,900**	**$30,950**	**$162,700**	**$12,750**	**$501,200**	**$478,300**

OPERATING		910: Employee Administration	920: Community Events	930: Sports Leagues	940: Youth Activities	950: Adult Activities	19-20 Proposed	18-19 Budget
53151	PROF. SERVICES				$45,000	$8,000	$53,000	$53,000.00
53153	COPIES	$5,000					$5,000	$5,000
53154	FOOD SERVICE				$3,000		$3,000	$3,000
54000	TRAV & PER DIEM	$5,200					$5,200	$0
54100	TELEPHONE	$4,600					$4,600	$4,600
54300	ELECTRICITY	$21,200					$21,200	$21,200
54670	MAINT. - EQUIP				$2,000		$2,000	$2,000
55100	OFFICE SUPPLIES	$1,300					$1,300	$1,300
55210	OPERATING SUPPL	$6,500					$6,500	$6,500
55221	TOOLS	$200					$200	$200
55231	SUMMER CAMP				$30,000		$30,000	$30,000
55232	TEEN CAMP				$10,500		$10,500	$10,500
55233	SPORTS LEAGUES			$23,200			$23,200	$23,700
55234	SPECIAL EVENTS		$131,850				$131,850	$117,760
55237	DAY CAMPS				$4,000		$4,000	$3,200
55238	FUNKY FRIDAY				$3,000		$3,000	$2,000
55239	SPECIALTY CAMPS				$5,200		$5,200	$5,200

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
RECREATION DEPARTMENT

55240	UNIFORMS	$1,700					$1,700	$1,700
55260	PROTECT. CLOTH.	$250					$250	$250
55410	MEMBERSHIPS	$1,800					$1,800	$0
55420	TRAINING, AIDS	$4,400					$4,400	$0
56405	COMPUTER SYSTEM	$6,000					$6,000	$6,000
57201	REC-VENDING	$3,000					$3,000	$3,000
	Total	**$61,150**	**$131,850**	**$23,200**	**$102,700**	**$8,000**	**$326,900**	**$300,110**

CAPITAL		910: Employee Administration	920: Community Events	930: Sports Leagues	940: Youth Activities	950: Adult Activities	19-20 Proposed	18-19 Budget
57001	VEHICLE DEBT SERVICE	$8,800					$8,800	$8,700
58102	TRANSFER TO 301	$16,150					$16,150	$11,600
	Total	**$24,950**	**$0**	**$0**	**$0**	**$0**	**$24,950**	**$20,300**
	PROGRAM EXPENDITURE TOTALS	**$297,000**	**$215,750**	**$54,150**	**$265,400**	**$20,750**	**$853,050**	**$798,710**

ENTERPRISE FUNDS

TOWN OF BELLEAIR
SUMMARY OF REVENUE AND EXPENDITURES
ENTERPRISE FUNDS

REVENUES

Fund	FY 2018-19 Budgeted	FY 2019-20 Adopted	Percent Increase/Decrease
401 Water	$2,690,575	$1,570,600	-41.63%
402 Solid Waste	$898,650	$987,550	9.89%
	$3,589,225	**$2,558,150**	-28.73%

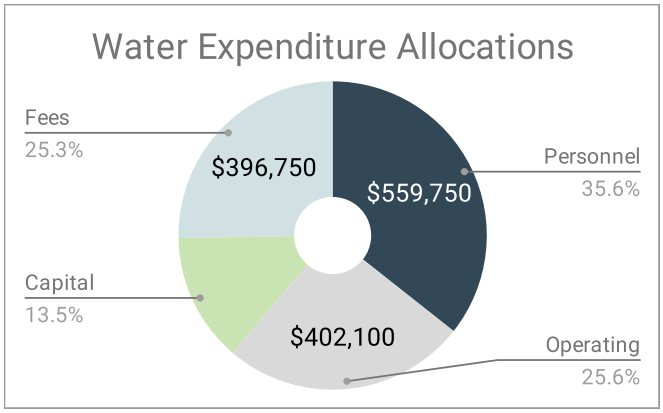
EXPENDITURES

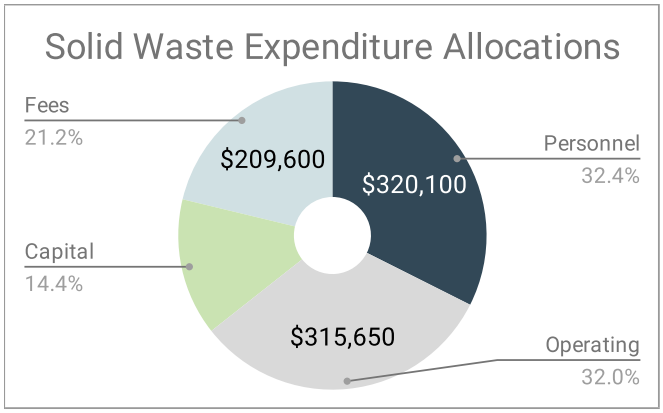
Fund	FY 2018-19 Budgeted	FY 2019-20 Adopted	Percent Increase/Decrease
401 Water	$2,690,575	$1,570,600	-41.63%
402 Solid Waste	$898,650	$987,550	9.89%
	$3,589,225	**$2,558,150**	-28.73%

Water and Solid Waste revenues are generated primarily from user fees for the provision of water and solid waste services.

Personnel expenses account for 35.64% of Water Fund expenditures. Operating expenses account for 25.60% of Water Fund expenditures. Approximately 13.50% of the budget accounts for purchases of capital equipment. Administrative fees incorporate the remaining 26.26%.

Personnel expenses account for 32.41% of Solid Waste Fund expenditures. Operating expenses account for 31.96% of Solid Waste Fund expendiutres. The remaining costs are divided between purchases of capital equipment and transfers to other funds, which account for 14.40% and 21.22%, respectively.





WATER DEPARTMENT

DIRECTOR OF WATER UTILITIES
O. David Brown

2019 ACCOMPLISHMENTS

- Average of over 786,000 gallons of water consumed per day, which averages about 113 gallons per person
- Initiated the conversion from chlorine gas to sodium hypochlorite (bleach) by completing the engineering design
- Worked with engineers to design a Supervisory Control and Date Acquisition (SCADA) program for the water plant's pumps and charts

2020 GOALS

- Complete the conversion process from chlorine gas to sodium hypochlorite
- Partner with Pinellas County Utilities for a construction project on Mehlenbacher Road to update stormwater system

PROGRAMS

- Generation
- Treatment and Testing
- Meter Management
- Distribution
- Employee Administration

CAPITAL EQUIPMENT

- Water Plant
- Mileage
- 2013 F150 Supercab
- 2014 F250 4X4 Utility Body
- 2015 Ford F250 4x2 Utility Body
- 2017 Ford F250 4x2 Utility Body
- Ditch Witch Trencher

DEPARTMENT OVERVIEW

The Water Department is responsible for sustaining, producing, maintaining, and delivering a high-quality water supply to the residents of the Town of Belleair. The Town is currently one of the few municipalities with it's own water supply in Pinellas.

GENERATION

The Generation program consists of pumps processing raw water to the seven wells. This process includes aeration, process control testing, and general maintenance in order to proactively ensure the highest water quality the plant can provide. While this program contains the largest amount of staff time at 39.72%, it only houses 21.07% of total expenditures.

REVENUES	**$0**
PERSONNEL	$222,250
OPERATING	$108,750
CAPITAL	$0
TRANSFERS	$0
EXPENSE SUBTOTAL	**$331,000**

TREATMENT AND TESTING

The Treatment and Testing program houses costs related to treating water with chemicals in order to adhere to EPA and FDEP requirements. This program includes chemical processing, chlorine management for chloramine disinfection, and chart recording for accurate measurements. This program houses the highest total expenditure cost at 50.66%, largely due to administrative fees.

REVENUES	**$975,650**
PERSONNEL	$89,200
OPERATING	$160,350
CAPITAL	$0
TRANSFERS	$546,050
EXPENSE SUBTOTAL	**$795,600**

METER MANAGEMENT

The Meter Management program ensures accurate measurements from the meters found within the Town. This program includes costs related to maintenance and testing of said meters to provide precise measurements for the billing of residents usage. While this program utilizes 26.32% of personnel time and 11.64% of total expenditures.

REVENUES	**$5,000**
PERSONNEL	$147,300
OPERATING	$35,450
CAPITAL	$0
TRANSFERS	$0
EXPENSE SUBTOTAL	**$182,750**

PERSONNEL

- Director of Water Utilities
- Water Foreman
- Administrative Assistant
- Water Plant Operator I
- Water Plant Operator II
- Utility Maintenance I
- Utility Maintenance II
- Meter Reader

DISTRIBUTION

The Distribution program holds expenditures related to the water lines and valves used to deliver water to the Town's residents, as well as maintain water pressure and redirect water in the event of an emergency. This program also includes costs related to fire hydrant testing and water quality checks. Distribution holds the smallest allocation for budgetary expense at 6.80% and utilizes 13.68% of personnel time.

REVENUES	**$588,950**
PERSONNEL	$76,550
OPERATING	$30,250
CAPITAL	$0
TRANSFERS	$0
EXPENSE SUBTOTAL	**$106,800**

EMPLOYEE ADMINISTRATION

The Employee Administration program is responsible for a variety of smaller programs, such as Plant Maintenance, Internal Communications, and trainings for staff. This program is also responsible for scheduling and coordination of staff time and resources. Employee Administration is responsible for 4.37% of personnel time and 9.83% of the department's budget.

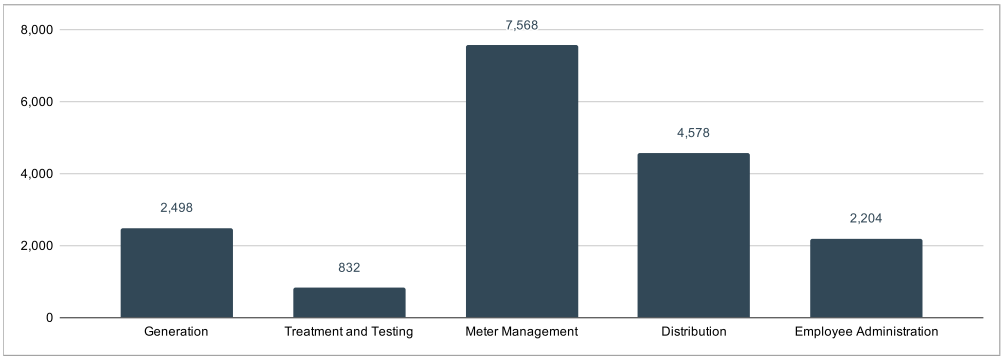
REVENUES	**$1,000**
PERSONNEL	$24,450
OPERATING	$60,000
CAPITAL	$70,000
TRANSFERS	$0
EXPENSE SUBTOTAL	**$154,450**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
WATER DEPARTMENT

PROGRAM NET INCOME

Program	610: Generation	620: Treatment and Testing	630: Meter Management	640: Distribution	650: Employee Administration	19-20 Proposed	18-19 Budget
Revenues	$0	$975,650	$5,000	$588,950	$1,000	**$1,570,600**	**$2,690,575**
Personnel	$76,550	$24,450	$222,250	$147,300	$89,200	$559,750	$578,400
Operating	$30,250	$60,000	$108,750	$35,450	$167,650	$402,100	$371,700
Capital	$0	$70,000	$0	$0	$142,000	$212,000	$1,261,975
Fees	**$0**	**$0**	**$0**	**$0**	**$396,750**	$396,750	**$478,500**
Expense Subtotal	**$106,800**	**$154,450**	**$331,000**	**$182,750**	**$795,600**	**$1,570,600**	**$2,690,575**
Program Total	**(106,800)**	**821,200**	**(326,000)**	**406,200**	**(794,600)**	**0**	**0**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

	610: Generation	620: Treatment and Testing	630: Meter Management	640: Distribution	650: Employee Administration	19-20 Proposed	18-19 Budget
Water Utility Revenue		$975,650		$588,350		$1,564,000	$1,564,000
Water Tap Fees			$5,000	$600		$5,600	$5,600
Interest					$1,000	$1,000	$1,000
Prior Year Reserves						$0	$610,075
Water Supply/Distribution Grant						$0	$509,900
PROGRAM REVENUE TOTALS	**$0**	**$975,650**	**$5,000**	**$588,950**	**$1,000**	**$1,570,600**	**$2,690,575**

EXPENDITURES

PERSONNEL	610: Generation	620: Treatment and Testing	630: Meter Management	640: Distribution	650: Employee Administration	19-20 Proposed	18-19 Budget
51200 SALARIES	$53,200.00	$16,800	$139,250	$99,750	$56,050	$365,050	$372,900.00
51201 PT SALARIES	$0	$0	$13,150	$4,500	$2,500	$20,150	$17,300
51400 OVERTIME	$0	$0	$0	$0	$8,000	$8,000	$8,000
51500 SICK LEAVE	$800	$250	$2,050	$1,150	$750	$5,000	$5,000
52100 FICA	$4,050	$1,300	$11,450	$7,800	$4,450	$29,050	$30,450
52200 RETIREMENT-401K GENERAL PENSION	$4,750	$1,500	$14,550	$8,950	$5,050	$34,800	$35,850
52300 LIFE/HOSP. INS.	$12,300	$4,100	$37,250	$22,500	$10,850	$87,000	$97,200
52301 MEDICAL BENEFIT	$1,450	$500	$4,550	$2,650	$1,250	$10,400	$11,400
53100 PHYSICAL EXAMS	$0	$0	$0	$0	$300	$300	$300
Total	**$76,550**	**$24,450**	**$222,250**	**$147,300**	**$89,200**	**$559,750**	**$578,400**

OPERATING	610: Generation	620: Treatment and Testing	630: Meter Management	640: Distribution	650: Employee Administration	19-20 Proposed	18-19 Budget
53151 PROF. SERVICES	$11,500.00		$33,500			$45,000	$45,000.00
54000 TRAV & PER DIEM					$2,500	$2,500	$2,500
54100 TELEPHONE					$4,000	$4,000	$4,000
54200 POSTAGE			$6,000			$6,000	$6,000
54300 ELECTRICITY	$0	$0	$0	$0	$60,000	$60,000	$60,000
54301 WATER	$0	$0	$0	$0	$300	$300	$300
54302 SANITATION	$0	$0	$0	$0	$2,300	$2,300	$2,300
54303 SEWER	$0	$0	$0	$0	$200	$200	$200
54315 ENERGY-STREET LIGHT				$18,000		$18,000	$15,000
54400 EQUIP. RENTAL				$2,750		$2,750	$2,750
54614 DRAINAGE			$57,000			$57,000	$53,000
54620 MAIN. - VEHICLE	$1,000		$1,000	$1,000	$1,000	$4,000	$4,000
54630 MAINT.-BLDG.					$8,000	$8,000	$8,000
54670 MAINT. - EQUIP		$14,000		$10,000	$10,000	$34,000	$21,000
54900 ORDINANCE CODES					$400	$400	$400
55100 OFFICE SUPPLIES		$0	$0		$2,500	$2,500	$2,500
55210 OPERATING SUPPL	$2,000	$2,000	$2,000		$2,000	$8,000	$8,000
55213 METER REPLACE.	$10,000	$10,000				$20,000	$20,000
55214 METER REPLACE.	$4,250	$4,300				$8,550	$8,500
55220 GASOLINE & OIL	$0		$0	$0	$7,500	$7,500	$7,500
55221 TOOLS	$800		$550	$3,000	$3,000	$7,350	$3,000

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
WATER DEPARTMENT

55230	CHEMICALS		$29,000				$29,000	$23,000
55240	UNIFORMS					$2,000	$2,000	$2,000
55260	PROTECT. CLOTH.	$700	$700	$700	$700	$700	$3,500	$3,500
55410	MEMBERSHIPS					$3,000	$3,000	$3,000
55420	TRAINING, AIDS					$5,000	$5,000	$5,000
56405	COMPUTER SYSTEM					$13,250	$13,250	$13,250
57301	MISCELLANEOUS			$8,000			$8,000	$8,000
59200	REPAY LOAN GF					$40,000	$40,000	$40,000
	Total	**$30,250**	**$60,000**	**$108,750**	**$35,450**	**$167,650**	**$402,100**	**$371,700**

CAPITAL		610: Generation	620: Treatment and Testing	630: Meter Management	640: Distribution	650: Employee Administration	19-20 Proposed	18-19 Budget
58101	CAPITAL PURCH.	$0	$70,000				$70,000	$1,119,975
59900	DEPRECIATION					$142,000	$142,000	$142,000
	Total	**$0**	**$70,000**	**$0**	**$0**	**$142,000**	**$212,000**	**$1,261,975**

FEES		610: Generation	620: Treatment and Testing	630: Meter Management	640: Distribution	650: Employee Administration	19-20 Proposed	18-19 Budget
58001	TRANSFER OF RESERVES					$32,700	$32,700	$114,450
59904	SS FEES					$275,300	$275,300	$275,300
59906	ADMIN FEES					$88,750	$88,750	$88,750
	Total	**$0**	**$0**	**$0**	**$0**	**$396,750**	**$396,750**	**$478,500**

PROGRAM EXPENDITURE TOTALS	**$106,800**	**$154,450**	**$331,000**	**$182,750**	**$398,850**	**$1,570,600**	**$2,690,575**

SOLID WASTE DEPARTMENT

SUPERVISOR OF SOLID WASTE
Wilfred Holmes

2019 ACCOMPLISHMENTS

- Managed two successful Haz-to-Go events, where over 30,000 pounds of hazardous waste material was collected
- Held a successful shredding event, where over eight tons of unwanted and confidential documents were safely disposed of
- Purchased three additional vehicles to replace outdated vehicles

2020 GOALS

- Focus on customer satisfaction by providing a high-level of service
- Continue to assess the recycling program
- Take preventative measures to ensure employee safety
- Continue partnering with Pinellas County for Haz-to-Go and ProShred events

PROGRAMS

- Disposal
- Collection
- Recycling
- Employee Administration

CAPITAL EQUIPMENT

- Hino 338 Refuse Packer
- Grapple Truck
- Ford F-150

PERSONNEL

- Refuse Collector (4)
- Solid Waste Supervisor
- Administrative Assistant

DEPARTMENT OVERVIEW

The Solid Waste Department is responsible for the collection and disposal of solid waste. The department also funds the collection and disposal of recycling the City of Clearwater. However, the department is exploring programs to allow for the in-house collection and disposal of recycling, which will ultimately result in the Town saving on costs.

DISPOSAL

The Disposal program includes the transportation of refuse to its final disposal location, which is generally either the Pinellas County landfill, Angelo's Recycled Materials, or Consolidated Resource Recovery. Within this large program are two smaller programs for disposal known as Commercial and Residential. As a whole, this program represents 5.92% of the departments time and 13.94% of the total expenditure costs.

REVENUES	**$258,800**
PERSONNEL	$24,900
OPERATING	$141,850
CAPITAL	$0
TRANSFERS	$0
EXPENSE SUBTOTAL	**$166,750**

COLLECTION

The Collection program relates to the removal of refuse from each residence and business in the Town. The Collection program also has the two smaller Commercial and Residential programs. This program currently represents about 36.47% of the employees time and 38.40% of the departments expenditures.

REVENUES	**$3,300**
PERSONNEL	$18,950
OPERATING	$118,750
CAPITAL	$0
TRANSFERS	$0
EXPENSE SUBTOTAL	**$137,700**

RECYCLING

The Recycling program describes the costs relating to collection and disposal of single-stream recycling services, which is provided by the City of Clearwater. This is the final program that shares the divisions of Commercial and Residential programs. The Recycling program currently requires minimal staff time with 7.78%, but this also houses about 16.89% of the departments entire budget.

REVENUES	**$619,250**
PERSONNEL	$159,500
OPERATING	$42,150
CAPITAL	$142,000
TRANSFERS	$0
EXPENSE SUBTOTAL	**$343,850**

EMPLOYEE ADMINISTRATION

The Employee Administration program includes other administrative costs pertaining to service call management and other employee management. This area also includes the administrative fees that are paid to the General Fund by the Solid Waste Fund. The Employee Administration program has two divisions known as Internal and External coordination. This is the largest of the department's programs, as it requires 49.83% of staff time, and 20.42% of the total expenditures.

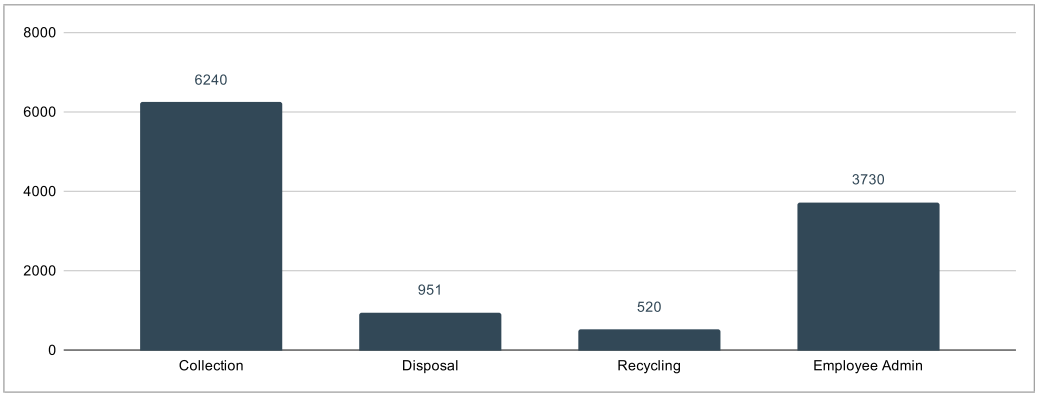
REVENUES	**$106,200**
PERSONNEL	$116,750
OPERATING	$12,900
CAPITAL	$0
TRANSFERS	$209,600
EXPENSE SUBTOTAL	**$339,250**

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
SOLID WASTE DEPARTMENT

PROGRAM NET INCOME

Program	710: Disposal	720: Recycling	730: Collection	740: Employee Administration	19-20 Proposed	18-19 Budget
Revenues	$258,800	$3,300	$619,250	$106,200	**$987,550**	**$898,650**
Personnel	$24,900	$18,950	$159,500	$116,750	$320,100	$316,600
Operating	$141,850	$118,750	$42,150	$12,900	$315,650	$259,250
Capital	$0	$0	$142,200	$0	$142,200	$113,200
Fees	**$0**	**$0**	**$0**	**$209,600**	$209,600	**$209,600**
Expense Subtotal	**$166,750**	**$137,700**	**$343,850**	**$339,250**	**$987,550**	**$898,650**
Program Total	**92,050**	**(134,400)**	**275,400**	**(233,050)**	**0**	**0**

PERSONNEL ALLOCATIONS BY HOURS



REVENUES

	710: Disposal	720: Recycling	730: Collection	740: Employee Administration	19-20 Proposed	18-19 Budget
337300 Recycling Grant		$3,300			$3,300	$3,300
343400 Sanitation	$258,800		$618,750		$877,550	$825,000
343401 Permit - Roll Off Container			$500		$500	$500
361000 Interest				$500	$500	$500
381000 Reserves (Prior Years)				$105,700	$105,700	$69,350
PROGRAM REVENUE TOTALS	**$258,800**	**$3,300**	**$619,250**	**$106,200**	**$987,550**	**$895,350**

EXPENDITURES

PERSONNEL	710: Disposal	720: Recycling	730: Collection	740: Employee Administration	19-20 Proposed	18-19 Budget
51200 SALARIES	$16,600.00	$13,600	$105,550	$78,900	$214,650	$207,850.00
51400 OVERTIME	$0		$0	$2,500	$2,500	$2,500
51500 SICK LEAVE	$350	$250	$2,100	$1,250	$3,950	$3,950
52100 FICA	$1,250	$1,000	$8,050	$6,000	$16,300	$16,100
52200 RETIREMENT-401K GENERAL PENSION	$1,500	$1,200	$9,500	$7,100	$19,300	$18,950
52300 LIFE/HOSP. INS.	$4,650	$2,600	$30,700	$18,300	$56,250	$60,750
52301 MEDICAL BENEFIT	$550	$300	$3,600	$2,200	$6,650	$6,000
53100 PHYSICAL EXAMS				$500	$500	$500
Total	**$24,900**	**$18,950**	**$159,500**	**$116,750**	**$320,100**	**$316,600**

OPERATING	710: Disposal	720: Recycling	730: Collection	740: Employee Administration	19-20 Proposed	18-19 Budget
53151 PROF. SERVICES			$7,550		$7,550	$7,500.00
54100 TELEPHONE				$1,450	$1,450	$1,450
54200 POSTAGE		$0		$2,500	$2,500	$5,000
54340 DISPOSAL	$133,750				$133,750	$125,000
54342 RECYCLING		$118,000			$118,000	$68,000
54620 MAIN. - VEHICLE	$2,400	$100	$17,000	$500	$20,000	$20,000
54670 MAINT. - EQUIP	$650	$650	$650	$650	$2,600	$2,500
54900 ORDINANCE CODES				$500	$500	$500
55100 OFFICE SUPPLIES				$500	$500	$500
55210 OPERATING SUPPL	$2,400		$2,400	$1,700	$6,500	$6,500
55220 GASOLINE & OIL	$1,900		$13,800	$300	$16,000	$16,000
55221 TOOLS	$0		$0	$400	$400	$400
55240 UNIFORMS				$2,350	$2,350	$2,350

TOWN OF BELLEAIR
DETAIL OF EXPENDITURES
SOLID WASTE DEPARTMENT

55260	PROTECT. CLOTH.	$750		$750	$850	$2,350	$2,350
56405	COMPUTER SYSTEM				$1,200	$1,200	$1,200
	Total	**$141,850**	**$118,750**	**$42,150**	**$12,900**	**$315,650**	**$259,250**

CAPITAL		710: Disposal	720: Recycling	730: Collection	740: Employee Administration	19-20 Proposed	18-19 Budget
59900	DEPRECIATION			$142,200		$142,200	$113,200
	Total	**$0**	**$0**	**$142,200**	**$0**	**$142,200**	**$113,200**

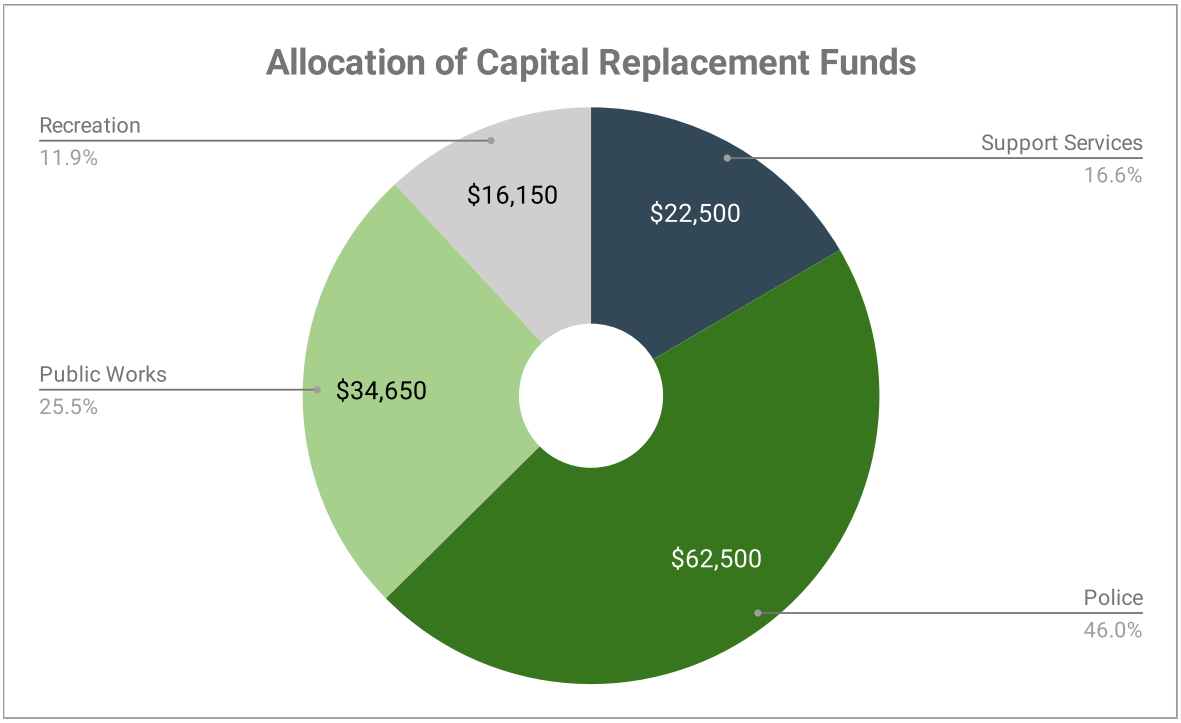
FEES		710: Disposal	720: Recycling	730: Collection	740: Employee Administration	19-20 Proposed	18-19 Budget
59904	SS FEES				$158,500	$158,500	$158,500
59906	ADMIN FEES				$51,100	$51,100	$51,100
	Total	**$0**	**$0**	**$0**	**$209,600**	**$209,600**	**$209,600**

PROGRAM EXPENDITURE TOTALS	**$166,750**	**$137,700**	**$343,850**	**$129,650**	**$987,550**	**$898,650**

CAPITAL EQUIPMENT REPLACEMENT FUND

TOWN OF BELLEAIR
CAPITAL EQUIPMENT REPLACEMENT FUND
EXPENDITURE SCHEDULE

Department	Description	Begining Escrow	Budget	Accumulated Escrow (FYE)
Support Services	Network Upgrades	5,000	5,000	10,000
Support Services	Hardware/Software	5,000	5,000	10,000
Support Services	Generators	20,700	10,000	30,700
Support Services	Air Conditioning/2021	26,700	0	26,700
Support Services	Shortel Phones	12,400	2,500	14,900
Police	18 MPID Tasers and Acc./2016	2,000	2,000	4,000
Police	Vests and other equipment	6,500	6,500	13,000
Police	Radio System	1,500	1,500	3,000
Police	Vehicle Reserves	0	52,500	52,500
Public Works	99' GMC Boom Truck		10,000	10,000
Public Works	14' F350 Dump Body/22	21,000	5,250	26,250
Public Works	Tractor	1,500	1,500	3,000
Public Works	Steerloader/2020	27,000	4,500	31,500
Public Works	General Equipment	5,800	3,850	9,650
Public Works	Vactron Trailer	8,000	8,000	16,000
Public Works	Quickview Haloptic System Camera	5,350	1,550	6,900
Recreation	Recpro Software/2021	12,000	2,000	14,000
Recreation	Playground West/2026	20,400	3,400	23,800
Recreation	Playground East	4,200	1,400	5,600
Recreation	Tennis Court Refinish/2016	6,000	2,000	8,000
Recreation	Toro Mower Stock	0	0	0
Recreation	Reel Mower	5,750	0	5,750
Recreation	John Deere Tractor,Frontloader/2016	0	4,000	4,000
Recreation	14' Dump Trailer	1,650	550	2,200
Recreation	Toro MD Utility Vehicle	3,900	1,300	5,200
Recreation	Gym Floor Resurface	4,500	1,500	6,000
	GENERAL FUND TOTALS	**206,850**	**135,800**	**342,650**



INFRASTRUCTURE FUND

INFRASTRUCTURE PROJECTS

CONSTRUCTION PROJECT SUPERVISOR
Keith Bodeker

2019 ACCOMPLISHMENTS

- Major streetlight replacements
- Doyle and Wall park projects completed
- Tackett park project completed
- Secured a new Designated Debris Management Site (DDMS) in the event of emergency situations

2019 PROJECTS

- Pinellas Road/Ponce de Leon Boulevard Phase II construction
- Palmetto Road
- Carl Avenue
- Bluff edge study
- Indian Rocks Road from Poinsettia to Rosery

Alligator cracking along Pinellas

FUND OVERVIEW

The Infrastructure Fund within Belleair is just one of the many that need to be managed and maintained. This fund houses revenues like the Infrastructure Millage, Penny for Pinellas, and Southwest Florida Water Management District grants. It also holds expenditures related to capital improvement projects, such as:

- *Studies*
- *Construction Costs*
- *Engineering Services*

The Capital Improvement Plan is a tool utilized to facilitate the planning, control, and execution. of the functions of government. The plan spans five-years and serves as a guide for financial planning when it comes to capital improvement projects. It also helps to document and identify any changes required for future projects.

For the fiscal year 2019-2020, there are five high-priority projects scheduled. These project expenditures and revenues are detailed in the following pages.

REVENUE SOURCES

While there are many revenue sources that help to fund capital improvement projects, there are a few primary accounts that make up a large portion of the inflow.

- ***Infrastructure Mill*** - Every year the Town of Belleair will determine a millage rate for taxation. This rate is then divided between the General and Infrastructure Funds. This year the millage was set at 6.5000, with 5.7500 dedicated for the General Fund, and the remaining 1.2500 sent to Infrastructure Fund.
- ***Penny for Pinellas*** - Pinellas County has a sales surtax of 1% which is divided between municipalities that opt in to an interlocal agreement. The Penny for Pinellas is estimated todistribute $850 million amongst the 24 municipalities in the coming years.
- ***Southwest Florida Water Management District (SWFWMD) Grant*** - SWFWMD is a regional agency established to protect and preserve water resources. The organization holds a Cooperative Funding Initiative (CFI) program which covers up to 50% of project expenditures related to water resources, conservation efforts, and flood protection.

CAPITAL IMPROVEMENT PROJECTS

PINELLAS/PONCE - $3,470,900

Phase II of this project includes roadway reconstruction, stormwater treatment and conveyance, underdrain facilities and utility improvements, as well as landscape improvement. The scope of Phase II runs from Ponce de Leon Boulevard to Oleander and through the out fall. This project currently sits at a high priority for the Town. Pinellas/Ponce is a cooperative funding candidate for SWFWMD, meaning that half of the project has been approved and funded by a grant.

Phase III of this project also includes roadway reconstruction and improvements, much like Phase II, but this focuses on the segment of roads running from Indian Rocks Road to Osceola, as well as some portion of Pinellas Road.

PALMETTO ROAD (2 PHASES) - $1,942,350

This project currently sits as one of the highest priorities for the Town as there is roadway failure in the current condition. The road requires a full depth reconstruction as safety and structural integrity is a priority.

CARL AVENUE - $691,000

This project consists of a full-depth reconstruction of Carl Road and an improvement of utilities. As well as a possible mill and resurfacing of surrounding roads in the basin. This road has significant drainage, safety, and structural problems.

Asphalt degradation along Palmetto Road

TOWN OF BELLEAIR
CAPITAL IMPROVEMENT PLAN
FY 2019-20 THROUGH FY 2023-24

Revenues	19/20	20/21	21/22	22/23	23/24
Infrastructure Mill (1.2500)	$979,150	$1,020,350	$1,115,700	$1,162,650	$1,236,050
Penny for Pinellas	$508,165	$518,350	$528,700	$539,250	$550,050
Electric Utility Tax	$425,000	$430,000	$430,000	$430,000	$430,000
SWFWMD Grant					
Pinellas					
Bayview	$50,000	$139,320	$580,500	$580,500	
Belleair Creek					
Bluff					
LAP (Federal) Funding (Targets)					
Other Governments				$500,000	$3,000,000
Stormwater Management Grant					
Intergovernmental Services Rendered					
Stormwater Fee	$337,400	$337,400	$337,400	$337,400	$337,400
Interest					
Donations					
Miscellaneous					
Reserves Prior Years					
Transfers In	$55,000				
PY PO Rev					
AHLF Property Sale	$2,000,000				
Loan Proceeds	$4,000,000				
AMOUNT TO BALANCE					
Totals	**$8,354,715**	**$2,445,420**	**$2,992,300**	**$3,549,800**	**$5,553,500**

Expenditures	19/20	20/21	21/22	22/23	23/24
Park Improvements	$25,000	$25,000	$25,000	$25,000	$25,000
Street Light Replacement	$25,000	$25,000	$25,000	$25,000	$25,000
Capital Parks					
Magnolia/Wall					
Street Signs	$10,000				
Harold's Lake Cleanout				$225,000	
ABM Electrical and Roofing					
ABM Field Lighting					
ABM Base Scope					
Small Roadway Projects					
Pavement Management/Resurfacing	$80,000	$80,000	$80,000	$80,000	$80,000
Sidewalk/Curb Management	$20,000	$20,000	$20,000	$20,000	$20,000
Point Repairs	$116,500	$142,500	$147,500	$147,500	$168,100

Projects Years 1-5	19/20	20/21	21/22	22/23	23/24
Pinellas/Ponce(Phase 2)					
Professional Services					
Construction	$3,470,868				
Palmetto					
Professional Services					
Construction	$980,349				
Palmetto (Phase 2) North					
Professional Services	$72,000				

TOWN OF BELLEAIR
CAPITAL IMPROVEMENT PLAN
FY 2019-20 THROUGH FY 2023-24

Construction	$890,000				
Carl					
Professional Sevices	$60,000				
Construction	$600,000				
Shirley/Varona/Sunny/Barb (Op)	$31,000				
Belforest					
Construction					
Bayview Bridge to IRR					
Professional Services		$16,320	$163,200		
Construction				$199,000	$1,161,000
The Bluff					
Study	$15,000	$100,000			
Point Repairs					
Professional Services (Conceptual)			$300,000		
Construction (Conceptual)				$2,500,000	$2,500,000
Seawall Replacement				$220,000	
Belleair Creek (Ponce to Bridge)					
Study					
Professional Services (Conceptual)					$850,000
Construction (Conceptual)					
Point Repairs					
Ponce from Roundabout to Trail					
Professional Services (Conceptual)					
Construction (Conceptual)		$1,017,500	$1,017,500		
Pinellas/Ponce(Phase 3)					
Professional Sevices					
Construction					
Bridge Repairs					
Engineering					
Scour Protection					
Seawall Repairs					
Grout/Deck Repair					
Replacement					
Magnolia Wall/One Way (Concept)					
Professional Services					
Construction					
IRR (Poinsettia to Rosery)					
Professional Sevices					
Construction		$750,000			
Point Repairs/Overlay					
Other Expenses					
Transfer to Reserves	$1,085,998				
Transfer to 401					
BB&T Debt Service	$794,000	$794,000	$794,000	$794,000	$794,000
ABM Loan Debt Service	$79,000	$79,000	$79,000	$79,000	$79,000
GF Debt Service					
Totals	**$8,354,715**	**$3,049,320**	**$2,651,200**	**$4,314,500**	**$5,702,100**

Fund Balance	**19/20**	**20/21**	**21/22**	**22/23**	**23/24**
Total Expenditures	$7,268,717	$3,049,320	$2,651,200	$4,314,500	$5,702,100

Total Revenue	$8,354,715	$2,445,420	$2,992,300	$3,549,800	$5,553,500
Ending Fund Balance	**$6,126,133**	**$5,522,233**	**$5,863,333**	**$5,098,633**	**$4,950,033**

TOWN OF BELLEAIR
MINOR FUNDS
DETAIL OF REVENUES AND EXPENDITURES

Local Gas Option Tax Grant (Fund 110)

The Local Option Gas Tax Fund was created to account for the proceeds from the local option fuel tax as levied by the Pinellas County, Florida Board of County Commissioners. The current interlocal agreement between the Town of Belleair and Pinellas County maintains the County share of the total fuel tax levied is 60% and the municipal share is 40%. Of the 40% of total fuel taxes levied by municipalities, the Town's allocable portion is 0.0059.

REVENUES

Account	Object	FY 2019-20	FY 2018-19	*Change*
312400	Gas Tax	$57,000	$57,000	*$0*
361000	Interest	$0	$0	*$0*
381000	Reserves (Prior Years)	$120,189	$0	*$120,189*
381200	Transfer from 301	$0	$0	*$0*
		$177,189	**$57,000**	***$120,189***

EXPENDITURES

Account	Object	FY 2019-20	FY 2018-19	*Change*
56402	Cars	$0	$0	*$0*
58001	Transfer of Reserves	$57,000	$57,000	*$0*
58105	Transfer to	$0	$0	*$0*
58114	Transfer to 301	$120,189	$0	*$120,189*
58115	Transfer to 001	$0	$0	*$0*
		$177,189	**$57,000**	***$120,189***

Tree Replacement Fund (Fund 113)

The Tree Replacement Fund accounts for funds for Town beautification.

REVENUES

Account	Object	FY 2019-20	FY 2018-19	*Change*
320100	Tree Permits	$5,000	$10,000	*-$5,000*
341800	Building Permits	$0	$0	*$0*
361000	Interest	$0	$0	*$0*
366900	Donations - Recreation	$0	$0	*$0*
381000	Reserves (Prior Years)	$0	$0	*$0*
3814000	Transfer from 001	$0	$0	*$0*
		$5,000	**$10,000**	***-$5,000***

EXPENDITURES

Account	Object	FY 2019-20	FY 2018-19	*Change*
54685	Tree Replace	$5,000	$10,000	*-$5,000*
57283	Tree Grant	$0	$0	*$0*
58114	Transfer to 305	$0	$0	*$0*
58115	Transfer to 001	$0	$0	*$0*
		$5,000	**$10,000**	***-$5,000***

Wastewater Management Fund (Fund 403)

The Town sold the wastewater system to Pinellas County in Fiscal Year 2006 and since the sale, the Town has continued to manage billing operation for wastewater servers.

REVENUES

Account	Object	FY 2019-20	FY 2018-19	*Change*
343500	Wastewater Utility	$1,000,000	$1,000,000	*$0*
361000	Interest	$0	$0	*$0*
369000	Miscellaneous	$0	$0	*$0*
370201	Reserves	$0	$55,000	*-$55,000*
		$1,000,000	**$1,055,000**	***-$55,000***

EXPENDITURES

Account	Object	FY 2019-20	FY 2018-19	*Change*
53170	Wastewater Expense	$1,000,000	$1,000,000	*$0*
58110	Transfer to 401	$0	$55,000	*-$55,000*
		$1,000,000	**$1,055,000**	***-$55,000***

DEBT OBLIGATIONS

DEBT OBLIGATIONS

The debt management policies as outlined by the Town of Belleair's fiscal policies states that:

1. For financial management policy purposes, long-term borrowing includes bonds, notes and capitalized leases.

2. Long-term borrowing will not be used to finance current operations or normal maintenance.

3. All long-term borrowing will be repaid within a period not to exceed the expected useful lives of the capital programs financed by the debt.

4. For any fund that is supported by long-term borrowing, an annual revenue analysis shall be performed to ensure that the fees or rates are sufficient to meet the debt requirements (debt service, covenants, etc.).

Capital Improvement Revenue Bond

Several years ago, the Town Commission and staff devised a capital improvement plan that addressed the significant deterioration and failure of portions of the town's roadway and drainage systems. Chief among a multitude of drainage issues were concerns that much of the concrete pipe, particularly on the west side of town, was undersized, and in many cases collapsed or compromised. Additionally, stormwater regulations were requiring more treatment of the effluent prior to its eventual discharge into the bay. The resulting total improvement and repair plan costs easily exceeded $10 million dollars, which were outside of the current financial capacity of the town which was utilizing a pay-as-you-go methodology. The decision was made in September 2012 to let a $ 10 million dollar revenue bond, payable over 20 years, to jumpstart the capital improvement plan. Bond conditions required that the bond proceeds would need to be completely spent within the first three years of the issuance.

No. R-1 $10,000,000.00

Dated: September 21, 2012 Due: October 1, 2032

TOWN OF BELLEAIR
CAPITAL IMPROVEMENT REVENUE BOND, SERIES 2012

KNOW ALL MEN BY THESE PRESENTS, that the Town of Belleair, Florida, a municipal corporation created and existing under and by virtue of the laws of the State of Florida (the "Issuer"), for value received, hereby promises to pay to Branch Banking and Trust Company, a North Carolina banking corporation (the "Bank"), or registered assigns, the principal sum of TEN MILLION AND 00/100 DOLLARS ($10,000,000.00), or so much thereof as advanced to the Issuer from the Bank, and to pay interest thereon, from the date of the delivery of this Bond to the purchaser thereof solely from the special funds hereinafter mentioned, at the rate of three and 61/100 percent (3.61%) per annum, subject to adjustment as provided herein, payable on the dates and in the amounts set forth on Schedule 1 attached hereto. The principal and interest of this Bond shall be payable in lawful money of the United States of America. Payment of interest on this Bond on any interest payment date will be made to the person appearing as the registered owner hereof, on the Bond registration books of the Issuer maintained by the Registrar on the 15th day of the month preceding such date (whether or not a business day), such interest to be paid by check or draft mailed to the registered owner at his address as it appears on such registration books.

This Bond is issued to finance a part of the cost of certain capital improvements of the Issuer, hereinafter referred to as the "Project," and other allowable costs, under the authority of and in full compliance with the Constitution and Statutes of the State of Florida, particularly Chapter 166, Part II, Florida Statutes, and a resolution duly adopted by the Issuer on September 19, 2012 (the "Resolution"), and is subject to all the terms and conditions of such Resolution. All capitalized, undefined terms used herein shall have the meanings set forth in the Resolution.

This Bond and the interest hereon are payable solely from and secured by a lien on the Pledged Revenues of the Issuer and to the extent the same are insufficient to pay all of the principal and interest on the Bond, the Issuer has covenanted to budget and appropriate in its annual budget, by amendment, if necessary, from Non-Ad Valorem Funds lawfully available in each Fiscal Year, amounts necessary to pay all sums coming due on the Bond in that Fiscal Year.

It is expressly agreed by the owner of this Bond that the full faith and credit of the Issuer is not pledged to the payment of the principal of and interest on this Bond and that such owner shall never have the right to require or compel the exercise of any ad valorem taxing power of the Issuer to the payment of such principal or interest or the cost of maintaining, repairing and operating the Project. The owner of this Bond shall have no lien upon or claim to any revenues except for the Pledged Revenues, all in the manner set forth in the Resolution. This Bond and the obligation evidenced hereby shall not constitute a lien upon the Project or any part thereof, or upon any other property of the Issuer or situated within its corporate limits, but shall constitute a lien only on the Pledged Revenues, all in the manner provided in the Resolution.

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The Bond shall be subject to prepayment on any scheduled principal payment date prior to maturity, in whole, but not in part, at the option of the Issuer, at a redemption price equal to 101% of the principal amount thereof plus accrued interest thereon, if any, to the date of redemption.

Notice of such prepayment shall be given not less than five (5) days prior to the prepayment date, by deposit in the U.S. mails, postage prepaid, to the registered owner of the Bond at its address as it

appears on the registration books to be maintained in accordance with the terms hereof. Notwithstanding anything herein or in the Resolution to the contrary, the holder hereof shall not be required to surrender this Bond for redemption until the Holder is in receipt of the appropriate redemption price plus accrued interest.

If (i) there is a Determination of Taxability (as defined below) or (ii) this Bond shall not be "a qualified tax exempt obligation" as defined in Section 265(b)(3) of the Internal Revenue Code of 1986, as amended, then the Bondholder shall have the right to adjust the interest rate to obtain the same after-tax yield as if such events had not occurred. The obligation of the Issuer contained herein with respect to the payment of amounts required to be paid in the event of a Determination of Taxability shall survive the payment in full of this Bond. As used herein, "Determination of Taxability" means a final decree or judgment of any Federal court or a final action of the Internal Revenue Service determining that interest paid or payable on this Bond is or was includable in the gross income of the Registered Owner for Federal income tax purposes; provided, that no such decree, judgment, or action will be considered final for this purpose, however, unless the Issuer has been given written notice and, if it is so desired and is legally allowed, has been afforded the opportunity to contest the same, either directly or in the name of the Registered Owner, and until the conclusion of any appellate review, if sought.

It is hereby certified and recited that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Bond, exist, have happened and have been performed, in regular and due form and time as required by the laws and Constitution of the State of Florida applicable thereto, and that the issuance of this Bond, and of the issue of Bonds of which this Bond is one, does not violate any constitutional, statutory or charter limitations or provisions.

This Bond is and has all the qualities and incidents of negotiable instruments under the Uniform Commercial Code - Investment Securities Law of the State of Florida.

This Bond is transferable by the owner hereof in person or by his attorney or legal representative at the office of the Registrar in the manner and subject to the conditions provided in the Resolution.

IN WITNESS WHEREOF, the Town of Belleair, Florida, has issued this Bond and has caused the same to be executed in its name and on its behalf by its Mayor and its corporate seal to be impressed hereon, attested and countersigned by its Clerk, all as of September 21, 2012.

TOWN OF BELLEAIR, FLORIDA

(SEAL)

By:_____
Mayor

ATTESTED AND COUNTERSIGNED:

_____
Town Clerk

ASSIGNMENT

For valuable consideration, the _____ acting through the _____ does hereby assign, transfer and deliver to _____ all of its right, title and interest in and to this Bond and all rights belonging or appertaining to the assignor under and by virtue of this Bond.

By:_____
Title:_____

Witnesses:

Amortization Schedule

Date	Total Payment	Interest	Principal
4/1/2013	$190,527.78	$190,527.78	
10/1/2013	$520,500.00	$180,500.00	$340,000.00
4/1/2014	$174,363.00	$174,363.00	
10/1/2014	$539,363.00	$174,363.00	$365,000.00
4/1/2015	$167,774.75	$167,774.75	
10/1/2015	$542,774.75	$167,774.75	$375,000.00
4/1/2016	$161,006.00	$161,006.00	
10/1/2016	$551,006.00	$161,006.00	$390,000.00
4/1/2017	$153,966.50	$153,966.50	
10/1/2017	$558,966.50	$153,966.50	$405,000.00
4/1/2018	$146,656.25	$146,656.25	
10/1/2018	$566,656.25	$146,656.25	$420,000.00
4/1/2019	$139,075.25	$139,075.25	
10/1/2019	$574,075.25	$139,075.25	$435,000.00
4/1/2020	$131,223.50	$131,223.50	
10/1/2020	$581,223.50	$131,223.50	$450,000.00
4/1/2021	$123,101.00	$123,101.00	
10/1/2021	$588,101.00	$123,101.00	$465,000.00
4/1/2022	$114,707.75	$114,707.75	
10/1/2022	$594,707.75	$114,707.75	$480,000.00
4/1/2023	$106,043.75	$106,043.75	
10/1/2023	$606,043.75	$106,043.75	$500,000.00
4/1/2024	$97,018.75	$97,018.75	
10/1/2024	$612,018.75	$97,018.75	$515,000.00
4/1/2025	$87,723.00	$87,723.00	
10/1/2025	$622,723.00	$87,723.00	$535,000.00
4/1/2026	$78,066.25	$78,066.25	
10/1/2026	$633,066.25	$78,066.25	$555,000.00
4/1/2027	$68,048.50	$68,048.50	
10/1/2027	$643,048.50	$68,048.50	$575,000.00
4/1/2028	$57,669.75	$57,669.75	
10/1/2028	$652,669.75	$57,669.75	$595,000.00
4/1/2029	$46,930.00	$46,930.00	
10/1/2029	$661,930.00	$46,930.00	$615,000.00
4/1/2030	$35,829.25	$35,829.25	
10/1/2030	$675,829.25	$35,829.25	$640,000.00
4/1/2031	$24,277.25	$24,277.25	
10/1/2031	$684,277.25	$24,277.25	$660,000.00
4/1/2032	$12,364.25	$12,364.25	
10/1/2032	$697,364.25	$12,364.25	$685,000.00
Total	**$14,222,717.28**	**$4,222,717.28**	**$10,000,000.00**

Fiscal Year	Annual Payment	Remaining Balance
2012-13	$190,527.78	$14,032,189.50
2013-14	$694,863.00	$13,337,326.50
2014-15	$707,137.75	$12,630,188.75
2015-16	$703,780.75	$11,926,408.00
2016-17	$704,972.50	$11,221,435.50
2017-18	$705,622.75	$10,515,812.75
2018-19	$705,731.50	$9,810,081.25
2019-20	$705,298.75	$9,104,782.50
2020-21	$704,324.50	$8,400,458.00
2021-22	$702,808.75	$7,697,649.25
2022-23	$700,751.50	$6,996,897.75
2023-24	$703,062.50	$6,293,835.25
2024-25	$699,741.75	$5,594,093.50
2025-26	$700,789.25	$4,893,304.25
2026-27	$701,114.75	$4,192,189.50
2027-28	$700,718.25	$3,491,471.25
2028-29	$699,599.75	$2,791,871.50
2029-30	$697,759.25	$2,094,112.25
2030-31	$700,106.50	$1,394,005.75
2031-32	$696,641.50	$697,364.25
2032-33	$697,364.25	$0.00

GLOSSARY

ACCRUAL BASIS	The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.
AD VALOREM TAX	A tax levied in proportion to the assessed value of real property (taxable land and improvements thereon). Also known as property tax.
ANNUAL FINANCIAL REPORT	Financial compendium published subsequent to the close of each fiscal year.
APPROPRIATIONS	Financial compendium published subsequent to the close of each fiscal year, encompassing all funds and financial activities of the Town during the previous year, including balance sheets, comparative listing of revenues and expenditures and statements of bonded indebtedness.
ARBITRAGE	Classically, the simultaneous purchase and sale of the same or an equivalent security in order to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax-exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.
ASSESSED VALUE	Dollar value given to real estate, utilities and personal property, on which taxes are levied.
ASSETS	Resources owned or held which have monetary value.
ATTRITION	A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.
AUTHORIZED POSITIONS	Employee positions, which are authorized in the adopted budget. to be filled during the fiscal year
AVAILABLE (UNDESIGNATED) RETAINED EARNINGS	This refers to the funds remaining from prior years which are available for appropriation and expenditure in the current year. Also referred to as Unappropriated Retained Earnings.
BALANCE SHEET	The basic financial statement which discloses the assets, liabilities and equities of an entity at a specified date.
BALANCED BUDGET	A budget in which estimated revenues equal estimated expenditures.
BOND (DEBT INSTRUMENT)	A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.
BONDED INDEBTEDNESS	That portion of a governmental units indebtedness which is represented by outstanding bonds.
BUDGET	Financial plan consisting of estimated revenues and expenditures (and purposes) for a specified time. The operating budget provides for direct services and support functions of the Town (e.g. Police, Fire, Public

BUDGET (Continued)	Works, etc.). The capital budget (Capital Improvement Program) provides for improvements to the Town's infrastructure and facilities, and utilizes long-term financing instruments as well as operating revenues.
BUDGET AMENDMENT	Legal means by which an adopted expenditure authorization or limit is increased; includes publication, public hearing and Commission approval.
BUDGET CALENDAR	The schedule of key dates which a government follows in the preparation and adoption of the budget
CAPITAL EXPENDITURES	An expenditure which leads to the acquisition of a physical asset with a cost of at least five thousand dollars with a useful life of at least one year.
CAPITAL IMPROVEMENT PROJECT BUDGET	A long-range plan for the purchase or construction of physical assets such as buildings, streets and sewers. Capital Improvement Projects (CIP) cost in excess of *$25,000* and have a useful life of at least five years.
TOWN COMMISSION	Elected representatives that set policy, approve budget, determine ad valorem tax rates on property within Town limits, and evaluate job performance of Town Manager and Town Attorney.
TOWN MANAGER	The Town Manager is a professional administrator appointed by the Town Commission and serves as chief executive officer. The Manager carries out policies determined by the Town Commission.
CONSTANT DOLLARS	(a.k.a. Deflated Dollars; Real Dollars) An expression of purchasing power, determining the amount of money necessary to purchase goods and services today (or a given year) relative to the amount it would take to purchase the same goods and services during a base year. See Consumer Price Index (CPI).
CONSUMER PRICE INDEX (CPI)	A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living, i.e., economic inflation. It tracks the prices of goods and services purchased by the average urban wage earner and average clerical worker. In this document the CPI is measured using March as the base period.
CONTRACTUAL SERVICES	Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.
COST CENTER	An organizational budget/operating unit within each City department or program, i.e., Traffic Enforcement Unit is a cost center within the Police Department's Patrol program.
COST-OF-LIVING ADJUSTMENT (COLA)	An increase in salaries to offset the adverse effect of inflation on compensation.
DEBT	An obligation resulting from the borrowing of money or the purchase of goods and services.
DEBT SERVICE	The payment of principal and interest on borrowed funds and required contributions to accumulate monies for future retirement of bonds.

DEMOGRAPHY (DEMOGRAPHICS)	The statistical study of human populations, especially as they relate to density, distribution, and vital statistics.
ENCUMBRANCE	An amount of money committed for the payment of goods and services not yet received.
ENTERPRISE FUNDS	Independent funds used to account for ongoing organizations and activities, which are supported primarily by user charges. The Enterprise Funds of the town are the Utilities Funds: Water, Wastewater and Solid Waste.
EXPENDITURE	Payment for goods and/or services provided.
EXPENDITURE CATEGORIES	Belleair's expenditure categories encompass the following: • ***Personnel Services:*** *Expenditures relating to personnel and associated costs (e.g., medical insurance, life insurance, pension, social security, workers' compensation, etc.).* • ***Operating Expenses:*** *Various costs incurred in the operation of a unit of government, including utility charges, office supplies, travel, postage, equipment rental, subscriptions, etc.* • ***Capital:*** *Expenditures for the acquisition of capital equipment, vehicles and machinery. These items have a cost exceeding $5,000.* • ***Transfer:*** *Payments from one department or fund to another, generally for Capital Improvement Projects.*
FIDUCIARY FUNDS	Used to account for resources that are managed in a trustee capacity or as an agent for other parties or funds. The police pension fund is a fiduciary fund.
FINANCIAL POLICIES	The town's policies with respect to taxes, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.
FINANCIAL TREND MONITORING SYSTEM	A series of inter-related financial factors and indicators developed by the International City Management Association to assess the financial condition of a local government based on historical and current fiscal and economic data.
FISCAL YEAR (FY)	Any consecutive twelve-month period designated as the official budget year, and at the end of which a government determines its financial position and results of operation. The city's fiscal year begins on October 1 and ends the next September 30.
FRANCHISE TAXES/FEES	Charges levied against a corporation or individual by a local government in return for granting a privilege or permitting the use of public property.
FRINGE BENEFITS	Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security, retirement pension, medical, and life insurance plans.
FULL TIME EQUIVALENT (FTE)	Term used to convert the part-time employee positions to equate to full-time positions by dividing the total annual hours worked of the part-time employee by the total annual hours worked by the full-time employee.

FUND ACCOUNTING	Accounts organized on the basis of funds and groups of accounts each of which is considered to be a separate reporting entity. The operations of each fund is accounted for by providing a separate set of self-balancing accounts which comprise its assets, liability, fund equity, revenues and expenditures. In governmental accounting, all funds are classified into eight generic fund types; General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust & Agency.
GAAP	General Accepted Accounting Principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standards setting bodies.
GASB ST. NO. 54	Classifies fund balance of government funds into the following five categories: • ***Nonspendable***: *generally means that it is not expected to be converted to cash* • ***Restricted***: *funds with constraints placed on the use of resources, either externally by creditors or laws of other governments, or imposed by law through constitutional provisions of enabling legislation.* • ***Committed***: *funds with constraints on use, imposed by formal action of the government's highest level of decision-making authority.* • ***Assigned***: *amounts constrained by the government's intent to be used for a specific purpose, but are neither restricted nor committed.* • ***Unassigned***: *this is the residual amount for the General Fund, and represents fund balance that has not been restricted, committed, or assigned.*
GENERAL FUND	Fund used to account for resources, such as property taxes, which are not designated or dedicated for a specific purpose.
GENERAL FUND RESERVE	Town Commission policy requires that the unappropriated retained earnings of the General Fund be maintained at no less than 20% of prior year's expenditures.
GENERAL OBLIGATION BONDS	When the Town pledges its full faith and credit to the repayment of the bonds it issues, than those bonds are general obligation (G.O.) bonds. In Florida G.O. bonds must be authorized by public referendum.
GOVERNMENTAL FUNDS	Funds primarily used to account for tax-supported serves (as distinguished from those services supported primarily from user charges). The three governmental fund types in the Town of Belleair are the general, special revenue, and capital projects.
GRANTS	Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity, or facility.
HOMESTEAD EXEMPTION	Pursuant to the Florida State Constitution, the first *$50,000* of assessed value of a home, which the owner occupies as principal residence, is exempt from property tax.
INFRASTRUCTURE	The physical assets of a government (e.g., streets, water and sewer systems, public buildings, parks, etc.).
INFRASTRUCTURE TAX	The one-cent sales tax in Pinellas County approved by voters for two

INFRASTRUCTURE TAX (Continued)	back-to-back ten year periods beginning in 1990. It may be spent only on capital infrastructure. It is also known as "Penny for Pinellas".
INTERFUND TRANSFERS	The movement of monies between funds of the same governmental entity.
INTERGOVERNMENTAL REVENUES	A major revenue category that includes all revenues received from federal, state, and other local government sources in the form of grants, shared revenues, and payment in lieu of taxes.
LINE ITEM	The smallest expenditure detail provided in department budgets. The line item also is referred to as an "object", with numerical "object codes" used to identify expenditures in the accounting system.
LONG-TERM DEBT	Debt with a maturity of more than one year including General Obligation Bonds, revenue bonds, special assessment bonds, notes, leases and contracts.
NET BUDGET	The legally adopted budget less all interfund transfers and inter-departmental charges.
MILLAGE	The tax rate on real property which generates ad valorem revenue. The millage rate is established annually and is based on $1 per $1,000 of taxable value.
OPERATING BUDGET	Plan of current expenditures and the proposed means of financing them. Operating expenditures include salaries, supplies, employee travel, postage, current debt service and transfer. (See Expenditure Categories).
ORDINANCE	A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution.
PENNY FOR PINELLAS	Florida State Sales Tax was increased from 6% to 7% in Pinellas County effective in February 1990. Initially approved for ten years, it was approved by voters for another ten years and will remain in effect until 2010. This revenue may be used only for capital infrastructure and specific public safety vehicle expenditures. It is also known as Infrastructure Tax.
PER CAPITA	An average per person estimate of a given factor.
PERFORMANCE INDICATORS	Measurable means of evaluating the effectiveness of a program in accomplishing its defined objectives.
PRIOR YEAR ENCUMBRANCES	Obligations from previous fiscal years in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.
PROPERTY TAX	A tax levied in proportion to the assessed value of real property (taxable land and improvements). Also known as ad valorem tax.

PROPRIETARY FUNDS	Used to account for the town's ongoing organizations and activities which are similar to those often found in the private sector operating on a "for profit" basis. These include the Enterprise and Internal Service Funds.
RESOLUTION	A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.
RETAINED EARNINGS	An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.
REVENUE	Income received by the town. These are receipts, which increase a fund's financial resources. They exclude: debt issue proceeds, increases in liabilities and contributions of fund capital in Enterprise and Internal Services Funds.
ROLLED-BACK	The millage rate which when applied to the tax base, would generate prior year tax revenues less allowance for new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations and deletions.
MILLAGE RATE	Rate used in calculating taxes based upon the value of property, expresses in mills per dollar of property value; a mill is equal to 0.1 percent.
SPECIAL ASSESSMENT	Compulsory contributions collected from the owners of property benefited by specific public improvements (paving, drainage, etc.) to defray costs of such improvements. Costs are apportioned according to the presumed relative benefits to the property.
STORMWATER FEE	A fee based on the amount of impermeable surface on a given property whose revenues fund stormwater infrastructure projects.
SURPLUS	An excess of the assets of a fund over its liabilities and reserved equity.
TAX	Compulsory charge levied by a government to finance services performed for the common benefit.
TAXABLE VALUE	The assessed value of property minus the homestead exemption and any other exemptions which may be applicable.
TAX COLLECTION RATIO	Ratio of ad valorem taxes collected to total ad valorem taxes levied.
TREND	A systematic, measurable drift in a series of data, either positively or negatively, over a sustained period of time.
TRIM ACT	The "Truth in Millage" Act, incorporated in Florida Statutes *200.065,* requires that property owners be notified by mail of the proposed property taxes for the next fiscal year based on "tentative" budgets approved by the City, County, School Board, and other taxing districts. The TRIM Act also includes specific requirements for newspaper advertisements of budget public hearings, and the content and order of business of the hearings.
UNAPPROPRIATED	Retained Earnings the funds remaining from prior years which are available for appropriation and expenditure in the current year. Also referred to as Available (Undesignated) Fund Balance.

UTILITY TAX	A tax levied by cities on the consumers on various utilities such as electricity, telephone, gas, water, etc.
USER FEES	The payment of a fee for a direct receipt of a public service by the party benefiting from the service. Also known as Charges for Service.

SUPPORTING DOCUMENTS

ADMINISTRATION

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
ADMINISTRATION DEPARTMENT

COMMUNICATIONS AND MARKETING

EXPENDITURES

		211: Public Outreach	212: Communications Projects
PERSONNEL			
51100	SALARIES:EXEC.		
51200	SALARIES	$17,400	$18,900
51500	SICK LEAVE		
52100	FICA	$1,350	$1,450
52200	RETIREMENT-401K GENERAL PENSION	$1,550	$1,700
52300	LIFE/HOSP. INS.	$3,000	$3,400
52301	MEDICAL BENEFIT	$350	$350
	TOTAL	**$23,650**	**$25,800**
OPERATING			
53151	PROF. SERVICES	$3,750	$3,750
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE	$100	$200
54620	MAIN. - VEHICLE		
54670	MAINT. - EQUIP		
54700	ORDINANCE CODES		
54930	ADVERTISING		
54940	FILING FEES		
55100	OFFICE SUPPLIES		
55101	BOARDS EXPENSES		
55210	OPERATING SUPPL	$300	$300
55222	RECORDS MGMT.-FEES		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		
55290	ELECTIONS		
55410	MEMBERSHIPS		
55420	TRAINING, AIDS		
57900	ARCHIVES		
	TOTAL	**$4,150**	**$4,250**
	PROGRAM TOTALS	**$27,800**	**$30,050**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
ADMINISTRATION DEPARTMENT

CAPITAL PROJECT MANAGEMENT

EXPENDITURES

	221: Planning	222: Vendor/Grant (CFI) management	223: Street Lights	224: Project Management
PERSONNEL				
51100 SALARIES:EXEC.				
51200 SALARIES	$18,100	$6,750	$14,750	$28,900
51500 SICK LEAVE				
52100 FICA	$1,400	$500	$1,150	$2,200
52200 RETIREMENT-401K GENERAL PENSION	$1,650	$600	$1,350	$2,600
52300 LIFE/HOSP. INS.	$3,000	$1,050	$2,300	$4,550
52301 MEDICAL BENEFIT	$250	$100	$250	$450
TOTAL	**$24,400**	**$9,000**	**$19,800**	**$38,700**
OPERATING				
53151 PROF. SERVICES	$2,400	$1,250	$3,000	$5,450
54000 TRAV & PER DIEM				
54100 TELEPHONE				
54200 POSTAGE				
54620 MAIN. - VEHICLE			$400	
54670 MAINT. - EQUIP		$90,100		
54700 ORDINANCE CODES				
54930 ADVERTISING				
54940 FILING FEES				
55100 OFFICE SUPPLIES				
55101 BOARDS EXPENSES				
55210 OPERATING SUPPL	$150	$100	$150	$350
55222 RECORDS MGMT.-FEES				
55240 UNIFORMS				
55260 PROTECT. CLOTH.				
55290 ELECTIONS				
55410 MEMBERSHIPS				
55420 TRAINING, AIDS				
57900 ARCHIVES				
TOTAL	**$2,550**	**$91,450**	**$3,550**	**$5,800**
PROGRAM TOTALS	**$26,950**	**$100,450**	**$23,350**	**$44,500**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
ADMINISTRATION DEPARTMENT

TOWN ADMINISTRATION

EXPENDITURES

	231: Meetings	232: Internal Communications	233: Contract Management	234: Training	235: Emergency Management
PERSONNEL					
51100 SALARIES:EXEC.					
51200 SALARIES	$18,700	$12,950	$11,600	$3,500	$5,900
51500 SICK LEAVE				$14,050	
52100 FICA	$1,450	$1,000	$900	$250	$450
52200 RETIREMENT-401K GENERAL PENSION	$1,700	$1,150	$1,050	$300	$550
52300 LIFE/HOSP. INS.	$3,100	$2,050	$2,000	$550	$1,050
52301 MEDICAL BENEFIT	$350	$250	$250	$50	$100
TOTAL	**$25,300**	**$17,400**	**$15,800**	**$18,700**	**$8,050**
OPERATING					
53151 PROF. SERVICES	$2,100	$1,500	$1,550	$900	
54000 TRAV & PER DIEM				$9,400	
54100 TELEPHONE				$4,400	
54200 POSTAGE				$1,000	
54620 MAIN. - VEHICLE					
54670 MAINT. - EQUIP					
54700 ORDINANCE CODES	$200	$200			
54930 ADVERTISING					
54940 FILING FEES	$150				
55100 OFFICE SUPPLIES				$3,100	
55101 BOARDS EXPENSES					
55210 OPERATING SUPPL	$200	$100			$100
55222 RECORDS MGMT.-FEES					
55240 UNIFORMS				$650	
55260 PROTECT. CLOTH.				$250	
55290 ELECTIONS					
55410 MEMBERSHIPS				$10,800	
55420 TRAINING, AIDS				$8,100	
57900 ARCHIVES					
TOTAL	**$2,650**	**$1,800**	**$1,550**	**$38,600**	**$100**
PROGRAM TOTALS	**$27,950**	**$19,200**	**$17,350**	**$57,300**	**$8,150**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
ADMINISTRATION DEPARTMENT

LEGISLATIVE PROGRAMMING

EXPENDITURES

		241: Public/Board Meetings	242: Policy Management	243: Legislative Coordination
PERSONNEL				
51100	SALARIES:EXEC.	$9,600		
51200	SALARIES	$47,400	$19,700	$56,900
51500	SICK LEAVE			
52100	FICA	$3,650	$1,500	$4,350
52200	RETIREMENT-401K GENERAL PENSION	$4,250	$1,750	$5,100
52300	LIFE/HOSP. INS.	$6,950	$3,250	$8,750
52301	MEDICAL BENEFIT	$650	$250	$600
	TOTAL	**$72,500**	**$26,450**	**$75,700**
OPERATING				
53151	PROF. SERVICES	$6,000	$2,000	$5,400
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54200	POSTAGE	$300		
54620	MAIN. - VEHICLE			
54670	MAINT. - EQUIP			
54700	ORDINANCE CODES	$850	$300	$750
54930	ADVERTISING	$800		
54940	FILING FEES	$350		$200
55100	OFFICE SUPPLIES			
55101	BOARDS EXPENSES	$5,000		
55210	OPERATING SUPPL	$300	$150	$250
55222	RECORDS MGMT.-FEES			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55290	ELECTIONS			
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
57900	ARCHIVES			
	TOTAL	**$13,600**	**$2,450**	**$6,600**
	PROGRAM TOTALS	**$86,100**	**$28,900**	**$82,300**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
ADMINISTRATION DEPARTMENT

LEGAL AND STATUTORY COMPLIANCE

REVENUES

		251: Business Tax Receipts	252: Elections	253: Town Attorney	254: Public Records
321100	Occupational License	$25,000			
	TOTAL	**$25,000**			

EXPENDITURES

		251: Business Tax Receipts	252: Elections	253: Town Attorney	254: Public Records
PERSONNEL					
51100	SALARIES:EXEC.				
51200	SALARIES	$17,700	$12,350	$11,000	$11,450
51500	SICK LEAVE				
52100	FICA	$1,350	$950	$850	$850
52200	RETIREMENT-401K GENERAL PENSION	$1,600	$1,100	$1,000	$1,050
52300	LIFE/HOSP. INS.	$2,050	$1,450	$1,800	$1,550
52301	MEDICAL BENEFIT	$250	$150	$100	$150
	TOTAL	**$22,950**	**$16,000**	**$14,750**	**$15,050**
OPERATING					
53151	PROF. SERVICES	$7,500	$5,300	$3,200	$5,300
54000	TRAV & PER DIEM				
54100	TELEPHONE				
54200	POSTAGE				
54620	MAIN. - VEHICLE				
54670	MAINT. - EQUIP				
54700	ORDINANCE CODES		$700	$500	$700
54930	ADVERTISING		$1,500		
54940	FILING FEES	$350	$200		
55100	OFFICE SUPPLIES				
55101	BOARDS EXPENSES				
55210	OPERATING SUPPL	$400	$300	$300	$350
55222	RECORDS MGMT.-FEES				$8,750
55240	UNIFORMS				
55260	PROTECT. CLOTH.				
55290	ELECTIONS		$5,000		
55410	MEMBERSHIPS				
55420	TRAINING, AIDS				
57900	ARCHIVES				$400
	TOTAL	**$8,250**	**$13,000**	**$4,000**	**$15,500**
	PROGRAM TOTALS	**$31,200**	**$29,000**	**$18,750**	**$30,550**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
ADMINISTRATION DEPARTMENT

MANAGEMENT AND BUDGET ANALYSIS

EXPENDITURES

	261: Fiscal Analysis	262: Procurement	263: Asset Management	264: Budget
PERSONNEL				
51100 SALARIES:EXEC.				
51200 SALARIES	$25,300	$8,450	$1,950	$35,750
51500 SICK LEAVE				
52100 FICA	$1,950	$650	$150	$2,750
52200 RETIREMENT-401K GENERAL PENSION	$2,300	$750	$200	$3,200
52300 LIFE/HOSP. INS.	$4,400	$1,450	$400	$6,700
52301 MEDICAL BENEFIT	$300	$100	$50	$650
TOTAL	**$34,250**	**$11,400**	**$2,750**	**$49,050**
OPERATING				
53151 PROF. SERVICES	$3,000	$1,100	$600	$7,100
54000 TRAV & PER DIEM				
54100 TELEPHONE				
54200 POSTAGE				
54620 MAIN. - VEHICLE			$600	
54670 MAINT. - EQUIP				
54700 ORDINANCE CODES				$800
54930 ADVERTISING				$250
54940 FILING FEES				
55100 OFFICE SUPPLIES				
55101 BOARDS EXPENSES				
55210 OPERATING SUPPL	$250		$250	$250
55222 RECORDS MGMT.-FEES				
55240 UNIFORMS				
55260 PROTECT. CLOTH.				
55290 ELECTIONS				
55410 MEMBERSHIPS				
55420 TRAINING, AIDS				
57900 ARCHIVES				
TOTAL	**$3,250**	**$1,100**	**$1,450**	**$8,400**
PROGRAM TOTALS	**$37,500**	**$12,500**	**$4,200**	**$57,450**

BUILDING

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
BUILDING DEPARTMENT

PERMITTING

REVENUES

		311: Permitting	312: Inspections
341802	Building Permit Revenue	$290,000	
	TOTAL	**$290,000**	

EXPENDITURES

PERSONNEL		311: Permitting	312: Inspections
51200	SALARIES	$33,550	$8,350
51500	SICK LEAVE		
52100	FICA	$2,550	$650
52200	RETIREMENT-401K GENERAL PENSION	$3,000	$750
52300	LIFE/HOSP. INS.	$6,700	$1,650
52301	MEDICAL BENEFIT	$800	$200
	TOTAL	**$46,600**	**$11,600**

OPERATING			
53155	COMMUNITY DEVELOPMENT SERVICES	$40,000	
53160	CONTRAC. LABOR		$82,350
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54670	MAINT. - EQUIP	$300	$100
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$300	$50
55215	PLANNING & ZON.	$10,000	
55240	UNIFORMS		
55410	MEMBERSHIPS		
55420	TRAINING, AIDS		
	TOTAL	**$50,600**	**$82,500**
	PROGRAM TOTALS	**$97,200**	**$94,100**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
BUILDING DEPARTMENT

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

EXPENDITURES

PERSONNEL		320: NPDES
51200	SALARIES	$4,100
51500	SICK LEAVE	
52100	FICA	$300
52200	RETIREMENT-401K GENERAL PENSION	$350
52300	LIFE/HOSP. INS.	$800
52301	MEDICAL BENEFIT	$100
	TOTAL	**$5,650**

OPERATING		
53155	COMMUNITY DEVELOPMENT SERVICES	
53160	CONTRAC. LABOR	
54000	TRAV & PER DIEM	
54100	TELEPHONE	
54670	MAINT. - EQUIP	
55100	OFFICE SUPPLIES	
55210	OPERATING SUPPL	$50
55215	PLANNING & ZON.	
55240	UNIFORMS	
55410	MEMBERSHIPS	
55420	TRAINING, AIDS	
	TOTAL	**$50**
	PROGRAM TOTALS	**$5,700**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
BUILDING DEPARTMENT

FLOODPLAIN MANAGEMENT

EXPENDITURES

		330: Floodplain Management
PERSONNEL		
51200	SALARIES	$2,550
51500	SICK LEAVE	
52100	FICA	$200
52200	RETIREMENT-401K GENERAL PENSION	$250
52300	LIFE/HOSP. INS.	$500
52301	MEDICAL BENEFIT	$50
	TOTAL	**$3,550**
OPERATING		
53155	COMMUNITY DEVELOPMENT SERVICES	
53160	CONTRAC. LABOR	
54000	TRAV & PER DIEM	
54100	TELEPHONE	
54670	MAINT. - EQUIP	$50
55100	OFFICE SUPPLIES	$500
55210	OPERATING SUPPL	$550
55215	PLANNING & ZON.	
55240	UNIFORMS	
55410	MEMBERSHIPS	
55420	TRAINING, AIDS	
	TOTAL	**$1,100**
	PROGRAM TOTALS	**$4,650**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
BUILDING DEPARTMENT

EMPLOYEE ADMINISTRATION

EXPENDITURES

		340: Employee Administration
PERSONNEL		
51200	SALARIES	$2,550
51500	SICK LEAVE	$2,200
52100	FICA	$200
52200	RETIREMENT-401K GENERAL PENSION	$250
52300	LIFE/HOSP. INS.	$500
52301	MEDICAL BENEFIT	$50
	TOTAL	**$5,750**
OPERATING		
53155	COMMUNITY DEVELOPMENT SERVICES	
53160	CONTRAC. LABOR	
54000	TRAV & PER DIEM	$600
54100	TELEPHONE	$250
54670	MAINT. - EQUIP	$50
55100	OFFICE SUPPLIES	$500
55210	OPERATING SUPPL	$1,700
55215	PLANNING & ZON.	
55240	UNIFORMS	$200
55410	MEMBERSHIPS	$300
55420	TRAINING, AIDS	$300
	TOTAL	**$3,900**
	PROGRAM TOTALS	**$9,650**

SUPPORT SERVICES

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

DIRECT INTERDEPARTMENTAL SERVICES

EXPENDITURES

PERSONNEL		411: Building	412: Solid Waste
51200	SALARIES	$23,450	$1,600
51400	OVERTIME		$1,000
51500	SICK LEAVE		
52100	FICA	$1,800	$100
52200	RETIREMENT-401K GENERAL PENSION	$2,100	$150
52300	LIFE/HOSP. INS.	$5,150	$350
52301	MEDICAL BENEFIT	$600	$50
53100	PHYSICAL EXAMS		
	TOTAL	**$33,100**	**$3,250**

OPERATING			
51305	BANK FEES		
53110	TOWN ATTORNEY		
53151	PROF. SERVICES		
53152	FIRE SERVICES		
53200	ACCTG. & AUDIT.		
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE		$2,650
54300	ELECTRICITY		
54301	WATER		$10,000
54302	SANITATION		$400
54303	SEWER		$2,900
54401	EQUIP LEASING		
54510	INS. GEN. LIAB.		
54620	MAIN. - VEHICLE		
54630	MAINT.-BLDG.		
54950	EMPLOY.RELATION		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$100	$200
55220	GASOLINE & OIL		$47,500
55221	TOOLS		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		
55410	MEMBERSHIPS		

55420	TRAINING, AIDS		
56405	COMPUTER SYSTEM		
57100	LIBRARY		
	TOTAL	**$100**	**$63,650**
CAPITAL			
57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	PROGRAM TOTALS	**$33,200**	**$66,900**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

TOWNWIDE EMPLOYEE ADMINISTRATION

EXPENDITURES

PERSONNEL		421: HR	422: Payroll
51200	SALARIES	$42,350	$26,350
51400	OVERTIME		
51500	SICK LEAVE		
52100	FICA	$3,250	$2,000
52200	RETIREMENT-401K GENERAL PENSION	$3,800	$2,350
52300	LIFE/HOSP. INS.	$6,750	$5,200
52301	MEDICAL BENEFIT	$800	$600
53100	PHYSICAL EXAMS	$500	
	TOTAL	**$57,450**	**$36,500**

OPERATING			
51305	BANK FEES		
53110	TOWN ATTORNEY		
53151	PROF. SERVICES		
53152	FIRE SERVICES		
53200	ACCTG. & AUDIT.		
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE		
54300	ELECTRICITY		
54301	WATER		
54302	SANITATION		
54303	SEWER		
54401	EQUIP LEASING		
54510	INS. GEN. LIAB.		
54620	MAIN. - VEHICLE		
54630	MAINT.-BLDG.		
54950	EMPLOY.RELATION	$10,500	
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$750	$750
55220	GASOLINE & OIL	$50	
55221	TOOLS		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		
55410	MEMBERSHIPS		

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

55420	TRAINING, AIDS		
56405	COMPUTER SYSTEM		
57100	LIBRARY		
	TOTAL	**$11,300**	**$750**
CAPITAL			
57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	PROGRAM TOTALS	**$68,750**	**$37,250**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

FACILITY MAINTENANCE

EXPENDITURES

		431: Custodial	432: Repairs/Maintenance
PERSONNEL			
51200	SALARIES	$57,000	$22,000
51400	OVERTIME		
51500	SICK LEAVE		
52100	FICA	$4,350	$1,700
52200	RETIREMENT-401K GENERAL PENSION	$5,150	$2,000
52300	LIFE/HOSP. INS.	$15,650	$5,600
52301	MEDICAL BENEFIT	$1,850	$650
53100	PHYSICAL EXAMS		
	TOTAL	**$84,000**	**$31,950**
OPERATING			
51305	BANK FEES		
53110	TOWN ATTORNEY		
53151	PROF. SERVICES		$42,000
53152	FIRE SERVICES		
53200	ACCTG. & AUDIT.		
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE		
54300	ELECTRICITY		$13,000
54301	WATER		$3,500
54302	SANITATION		$400
54303	SEWER		$3,300
54401	EQUIP LEASING		
54510	INS. GEN. LIAB.		
54620	MAIN. - VEHICLE		$2,000
54630	MAINT.-BLDG.	$22,000	$10,000
54950	EMPLOY.RELATION		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$1,250	$1,250
55220	GASOLINE & OIL	$150	$150
55221	TOOLS		$650
55240	UNIFORMS		
55260	PROTECT. CLOTH.		$600

55410	MEMBERSHIPS		
55420	TRAINING, AIDS		
56405	COMPUTER SYSTEM		
57100	LIBRARY		
	TOTAL	**$23,400**	**$76,850**

CAPITAL

57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	PROGRAM TOTALS	**$107,400**	**$108,800**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

FINANCIAL MANAGEMENT

REVENUES

	441: Accounting & Auditing	442: Asset Management	443: Budget	444: Cash Management	445: Grants	446: AP	447: AR
369000 Miscellaneous	$25,000						
TOTAL	**$25,000**						

EXPENDITURES

	441: Accounting & Auditing	442: Asset Management	443: Budget	444: Cash Management	445: Grants	446: AP	447: AR
PERSONNEL							
51200 SALARIES	$46,700	$7,250	$15,200	$10,450	$10,000	$38,200	$77,550
51400 OVERTIME							
51500 SICK LEAVE					$100		
52100 FICA	$3,550	$550	$1,150	$800	$750	$2,900	$5,950
52200 RETIREMENT-401K GENERAL PENSION	$4,200	$650	$1,350	$950	$900	$3,450	$7,000
52300 LIFE/HOSP. INS.	$7,600	$1,550	$1,550	$1,600	$1,000	$7,200	$17,300
52301 MEDICAL BENEFIT	$900	$200	$200	$200	$100	$850	$2,050
53100 PHYSICAL EXAMS							
TOTAL	**$62,950**	**$10,200**	**$19,450**	**$14,000**	**$12,850**	**$52,600**	**$109,850**
OPERATING							
51305 BANK FEES				$7,400			
53110 TOWN ATTORNEY							
53151 PROF. SERVICES							
53152 FIRE SERVICES							
53200 ACCTG. & AUDIT.	$35,000						
54000 TRAV & PER DIEM							
54100 TELEPHONE							
54200 POSTAGE							$900
54300 ELECTRICITY							
54301 WATER							
54302 SANITATION							
54303 SEWER							
54401 EQUIP LEASING							
54510 INS. GEN. LIAB.							
54620 MAIN. - VEHICLE							
54630 MAINT.-BLDG.							
54950 EMPLOY.RELATION							
55100 OFFICE SUPPLIES							
55210 OPERATING SUPPL		$400	$300	$300	$300	$900	$1,900
55220 GASOLINE & OIL				$100			
55221 TOOLS							
55240 UNIFORMS							
55260 PROTECT. CLOTH.							
55410 MEMBERSHIPS							
55420 TRAINING, AIDS							
56405 COMPUTER SYSTEM							
57100 LIBRARY							
TOTAL	**$35,000**	**$400**	**$300**	**$7,800**	**$300**	**$900**	**$2,800**
CAPITAL							
57001 VEHICLE DEBT SERVICE							
58102 TRANSFER TO 301							
TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$97,950**	**$10,600**	**$19,750**	**$21,800**	**$13,150**	**$53,500**	**$112,650**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

INFORMATION TECHNOLOGY

EXPENDITURES

	451: Contract Management	452: Hardware	453: Network Administration	454: Software	455: VOIP System/Internet
PERSONNEL					
51200 SALARIES	$2,050	$2,050		$2,150	$650
51400 OVERTIME					
51500 SICK LEAVE					
52100 FICA	$150	$150		$150	$50
52200 RETIREMENT-401K GENERAL PENSION	$200	$200		$200	$50
52300 LIFE/HOSP. INS.	$200	$200		$200	$50
52301 MEDICAL BENEFIT				$50	
53100 PHYSICAL EXAMS					
TOTAL	**$2,600**	**$2,600**	**$0**	**$2,750**	**$800**
OPERATING					
51305 BANK FEES					
53110 TOWN ATTORNEY					
53151 PROF. SERVICES					
53152 FIRE SERVICES					
53200 ACCTG. & AUDIT.					
54000 TRAV & PER DIEM					
54100 TELEPHONE					
54200 POSTAGE					
54300 ELECTRICITY					
54301 WATER					
54302 SANITATION					
54303 SEWER					
54401 EQUIP LEASING					
54510 INS. GEN. LIAB.					
54620 MAIN. - VEHICLE					
54630 MAINT.-BLDG.					
54950 EMPLOY.RELATION					
55100 OFFICE SUPPLIES					
55210 OPERATING SUPPL	$50			$50	
55220 GASOLINE & OIL					
55221 TOOLS					
55240 UNIFORMS					
55260 PROTECT. CLOTH.					
55410 MEMBERSHIPS					
55420 TRAINING, AIDS					
56405 COMPUTER SYSTEM		$6,500	$100,450	$95,000	$4,500
57100 LIBRARY					
TOTAL	**$50**	**$6,500**	**$100,450**	**$95,050**	**$4,500**
CAPITAL					
57001 VEHICLE DEBT SERVICE					
58102 TRANSFER TO 301					
TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$2,650**	**$9,100**	**$100,450**	**$97,800**	**$5,300**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

INTRADEPARTMENTAL ADMINISTRATION

EXPENDITURES

	461: Employee Administration	462: Support Services Financial Resp.	463: Record Management
PERSONNEL			
51200 SALARIES	$62,200	$10,150	$2,550
51400 OVERTIME			
51500 SICK LEAVE	$11,950		
52100 FICA	$4,750	$900	$200
52200 RETIREMENT-401K GENERAL PENSION	$5,600	$900	$250
52300 LIFE/HOSP. INS.	$9,250	$1,400	$500
52301 MEDICAL BENEFIT	$1,100	$150	$50
53100 PHYSICAL EXAMS			
TOTAL	**$94,850**	**$13,500**	**$3,550**
OPERATING			
51305 BANK FEES			
53110 TOWN ATTORNEY			
53151 PROF. SERVICES			
53152 FIRE SERVICES			
53200 ACCTG. & AUDIT.			
54000 TRAV & PER DIEM	$4,050		
54100 TELEPHONE	$13,600		
54200 POSTAGE			
54300 ELECTRICITY			
54301 WATER			
54302 SANITATION			
54303 SEWER			
54401 EQUIP LEASING	$18,100		
54510 INS. GEN. LIAB.			
54620 MAIN. - VEHICLE			
54630 MAINT.-BLDG.			
54950 EMPLOY.RELATION			
55100 OFFICE SUPPLIES	$4,500		
55210 OPERATING SUPPL	$250	$250	$250
55220 GASOLINE & OIL			
55221 TOOLS			
55240 UNIFORMS	$1,200		
55260 PROTECT. CLOTH.			
55410 MEMBERSHIPS	$1,200		
55420 TRAINING, AIDS	$4,350		
56405 COMPUTER SYSTEM			
57100 LIBRARY			
TOTAL	**$47,250**	**$250**	**$250**
CAPITAL			
57001 VEHICLE DEBT SERVICE		$6,000	

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

58102 TRANSFER TO 301	$22,500		
TOTAL	**$22,500**	**$6,000**	**$0**
PROGRAM TOTALS	**$164,600**	**$19,750**	**$3,800**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

RISK MANAGEMENT

EXPENDITURES

		471: Claims Prevention	472: Property/Casualty
PERSONNEL			
51200	SALARIES	$5,850	$16,150
51400	OVERTIME		
51500	SICK LEAVE		
52100	FICA	$450	$1,250
52200	RETIREMENT-401K GENERAL PENSION	$500	$1,450
52300	LIFE/HOSP. INS.	$1,050	$2,650
52301	MEDICAL BENEFIT	$100	$300
53100	PHYSICAL EXAMS		
	TOTAL	**$7,950**	**$21,800**
OPERATING			
51305	BANK FEES		
53110	TOWN ATTORNEY		
53151	PROF. SERVICES		
53152	FIRE SERVICES		
53200	ACCTG. & AUDIT.		
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE		
54300	ELECTRICITY		
54301	WATER		
54302	SANITATION		
54303	SEWER		
54401	EQUIP LEASING		
54510	INS. GEN. LIAB.		$275,000
54620	MAIN. - VEHICLE		
54630	MAINT.-BLDG.		
54950	EMPLOY.RELATION		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$50	$350
55220	GASOLINE & OIL		$50
55221	TOOLS		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

55410	MEMBERSHIPS		
55420	TRAINING, AIDS		
56405	COMPUTER SYSTEM		
57100	LIBRARY		
	TOTAL	**$50**	**$275,400**

CAPITAL

57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	PROGRAM TOTALS	**$8,000**	**$297,200**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SUPPORT SERVICES DEPARTMENT

TOWNWIDE PROFESSIONAL SERVICES

EXPENDITURES

		481: Fire Services	482: Town Management
PERSONNEL			
51200	SALARIES		
51400	OVERTIME		
51500	SICK LEAVE		
52100	FICA		
52200	RETIREMENT-401K GENERAL PENSION		
52300	LIFE/HOSP. INS.		
52301	MEDICAL BENEFIT		
53100	PHYSICAL EXAMS		
	TOTAL	**$0**	**$0**
OPERATING			
51305	BANK FEES		
53110	TOWN ATTORNEY		$75,750
53151	PROF. SERVICES		
53152	FIRE SERVICES	$622,500	
53200	ACCTG. & AUDIT.		
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE		
54300	ELECTRICITY		
54301	WATER		
54302	SANITATION		
54303	SEWER		
54401	EQUIP LEASING		
54510	INS. GEN. LIAB.		
54620	MAIN. - VEHICLE		
54630	MAINT.-BLDG.		
54950	EMPLOY.RELATION		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL		
55220	GASOLINE & OIL		
55221	TOOLS		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		
55410	MEMBERSHIPS		

55420	TRAINING, AIDS		
56405	COMPUTER SYSTEM		
57100	LIBRARY		$15,000
	TOTAL	**$622,500**	**$90,750**

CAPITAL

57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	PROGRAM TOTALS	**$622,500**	**$90,750**

POLICE

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

GENERAL PATROL

REVENUES

		511: Calls for Service	512: Preventative Patrol	513: Traffic	514: Dispatch / Communications	515: Special Watches
342103	Special Duty Police					
351100	Court Fines	$500	$500	$500	$500	
331201	Grants					
351400	Restitution	$300				
351402	Fines and Tickets	$250				
351300	Police Academy					
366905	Police Equipment					
	TOTAL	**$1,050**	**$500**	**$500**	**$500**	**$0**

EXPENDITURES

		511: Calls for Service	512: Preventative Patrol	513: Traffic	514: Dispatch/Communications	515: Special Watches
PERSONNEL						
51000	INCENTIVE PAY	$2,300	$2,300	$1,600	$800	$800
51200	SALARIES	$104,000	$114,750	$86,750	$31,900	$24,900
51201	PT SALARIES	$20,800	$20,750	$20,700		$20,300
51400	OVERTIME	$2,600	$2,600	$1,950		$650
51500	SICK LEAVE					
52100	FICA	$7,950	$8,800	$6,650	$2,450	$900
52200	RETIREMENT-401K GENERAL PENSION				$2,850	
52220	RETIREMENT-POLICE OFFICERS	$53,650	$53,650	$35,750	$17,900	$17,850
52300	LIFE/HOSP. INS.	$9,600	$10,100	$8,500	$6,200	$1,050
52301	MEDICAL BENEFIT	$2,200	$2,350	$1,800	$1,000	$250
	TOTAL	**$203,100**	**$215,300**	**$163,700**	**$63,100**	**$66,700**
OPERATING						
52900	CODE ENFORCE.	$550	$550	$400	$300	
53100	PHYSICAL EXAMS					
53151	PROF. SERVICES	$5,600	$5,600	$3,700	$1,850	$1,850
54000	TRAV & PER DIEM					
54100	TELEPHONE					
54200	POSTAGE					
54401	EQUIP LEASING					
54620	MAIN. - VEHICLE	$1,450	$1,450	$1,050	$450	$450
54650	MAINT. - RADIOS	$1,750	$1,750	$1,150	$450	$550
55100	OFFICE SUPPLIES					
55209	CRIME PREVENTIO					
55210	OPERATING SUPPL	$1,700	$1,700	$1,100	$550	$550
55221	TOOLS					
55240	UNIFORMS					
55260	PROTECT. CLOTH.					
55410	MEMBERSHIPS					
55420	TRAINING, AIDS					
	TOTAL	**$11,050**	**$11,050**	**$7,400**	**$3,600**	**$3,400**
CAPITAL						
57001	VEHICLE DEBT SERVICE					
58102	TRANSFER TO 301					

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$214,150**	**$226,350**	**$171,100**	**$66,700**	**$70,100**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

CODE ENFORCEMENT

REVENUES

		521: Outreach/Investigations	522: Prosecution	523: Compliance
342103	Special Duty Police			
351100	Court Fines	$300	$300	
331201	Grants			
351400	Restitution			
351402	Fines and Tickets			
351300	Police Academy			
366905	Police Equipment			
	TOTAL	**$300**	**$300**	**$0**

EXPENDITURES

		521: Outreach/Investigations	522: Prosecution	523: Compliance
PERSONNEL				
51000	INCENTIVE PAY	$1,250	$300	$400
51200	SALARIES	$81,650	$20,000	$22,500
51201	PT SALARIES			
51400	OVERTIME			
51500	SICK LEAVE	$1,750	$100	
52100	FICA	$6,250	$1,550	$1,700
52200	RETIREMENT-401K GENERAL PENSION			
52220	RETIREMENT-POLICE OFFICERS	$29,050	$6,700	$8,950
52300	LIFE/HOSP. INS.	$11,800	$3,400	$3,050
52301	MEDICAL BENEFIT	$1,700	$400	$500
	TOTAL	**$133,450**	**$32,450**	**$37,100**
OPERATING				
52900	CODE ENFORCE.	$50	$300	$300
53100	PHYSICAL EXAMS			
53151	PROF. SERVICES	$3,050	$700	$950
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54200	POSTAGE			
54401	EQUIP LEASING			
54620	MAIN. - VEHICLE	$850	$200	$250
54650	MAINT. - RADIOS	$950	$200	$300
55100	OFFICE SUPPLIES			
55209	CRIME PREVENTIO			
55210	OPERATING SUPPL	$900		$300
55221	TOOLS			

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

55240 UNIFORMS			
55260 PROTECT. CLOTH.			
55410 MEMBERSHIPS			
55420 TRAINING, AIDS			
TOTAL	**$5,800**	**$1,400**	**$2,100**
CAPITAL			
57001 VEHICLE DEBT SERVICE			
58102 TRANSFER TO 301			
TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$139,250**	**$33,850**	**$39,200**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

CRIMINAL INVESTIGATIONS

REVENUES

		531: Investigations	532: Case Mgmt (Inc JS)	533: Property/Evidence
342103	Special Duty Police			
351100	Court Fines	$200	$200	$200
331201	Grants			
351400	Restitution			
351402	Fines and Tickets			
351300	Police Academy			
366905	Police Equipment			
	TOTAL	**$200**	**$200**	**$200**

EXPENDITURES

		531: Investigations	532: Case Mgmt (Inc JS)	533: Property/Evidence
PERSONNEL				
51000	INCENTIVE PAY	$1,250	$400	$300
51200	SALARIES	$94,350	$29,200	$21,050
51201	PT SALARIES			
51400	OVERTIME	$2,600	$2,000	$200
51500	SICK LEAVE			
52100	FICA	$7,200	$2,250	$1,600
52200	RETIREMENT-401K GENERAL PENSION			
52220	RETIREMENT-POLICE OFFICERS	$29,050	$8,950	$6,700
52300	LIFE/HOSP. INS.	$7,500	$1,950	$1,350
52301	MEDICAL BENEFIT	$1,800	$600	$400
	TOTAL	**$143,750**	**$45,350**	**$31,600**
OPERATING				
52900	CODE ENFORCE.	$200	$150	$400
53100	PHYSICAL EXAMS			
53151	PROF. SERVICES	$3,050	$950	$700
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54200	POSTAGE			
54401	EQUIP LEASING			
54620	MAIN. - VEHICLE	$850	$250	$200
54650	MAINT. - RADIOS	$950	$300	$200
55100	OFFICE SUPPLIES			
55209	CRIME PREVENTIO			
55210	OPERATING SUPPL	$900	$300	$200
55221	TOOLS			
55240	UNIFORMS			

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

55260 PROTECT. CLOTH.			
55410 MEMBERSHIPS			
55420 TRAINING, AIDS			
TOTAL	**$5,950**	**$1,950**	**$1,700**
CAPITAL			
57001 VEHICLE DEBT SERVICE			
58102 TRANSFER TO 301			
TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$149,700**	**$47,300**	**$33,300**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

COMMUNITY POLICING

REVENUES

		541: Special Events	542: Special Duty
342103	Special Duty Police		$187,200
351100	Court Fines		
331201	Grants		
351400	Restitution		
351402	Fines and Tickets		
351300	Police Academy		
366905	Police Equipment		
	TOTAL	**$0**	**$187,200**

EXPENDITURES

PERSONNEL		541: Special Events	542: Special Duty
51000	INCENTIVE PAY	$650	
51200	SALARIES	$68,350	$210,450
51201	PT SALARIES		
51400	OVERTIME	$1,750	
51500	SICK LEAVE		
52100	FICA	$5,250	
52200	RETIREMENT-401K GENERAL PENSION		
52220	RETIREMENT-POLICE OFFICERS	$7,450	$7,450
52300	LIFE/HOSP. INS.	$7,650	
52301	MEDICAL BENEFIT	$1,450	
	TOTAL	**$92,550**	**$217,900**

OPERATING			
52900	CODE ENFORCE.		
53100	PHYSICAL EXAMS		
53151	PROF. SERVICES	$1,000	
54000	TRAV & PER DIEM		
54100	TELEPHONE		
54200	POSTAGE		
54401	EQUIP LEASING		
54620	MAIN. - VEHICLE	$450	
54650	MAINT. - RADIOS	$500	
55100	OFFICE SUPPLIES		

55209	CRIME PREVENTIO	$1,750	
55210	OPERATING SUPPL	$450	
55221	TOOLS		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		
55410	MEMBERSHIPS		
55420	TRAINING, AIDS		
	TOTAL	**$4,150**	**$0**

CAPITAL

57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	PROGRAM TOTALS	**$96,700**	**$217,900**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
POLICE DEPARTMENT

EMPLOYEE ADMINISTRATION

REVENUES

	551: Training/Meetings/Education	552: Supervision/Discipline	553: Employee Life Cycle	554: Permitting/Records	556: Asset/Fleet Mgmt
342103 Special Duty Police					
351100 Court Fines	$500	$500	$500	$500	
331201 Grants					
351400 Restitution	$300				
351402 Fines and Tickets	$250				
351300 Police Academy					
366905 Police Equipment					
TOTAL	**$1,050**	**$500**	**$500**	**$500**	**$0**

EXPENDITURES

	551: Training/Meetings/Education	552: Supervision/Discipline	553: Employee Life Cycle	554: Permitting/Records	556: Asset/Fleet Mgmt
PERSONNEL					
51000 INCENTIVE PAY			$650		
51200 SALARIES	$74,900	$35,200	$18,650	$6,750	$30,550
51201 PT SALARIES	$5,450				
51400 OVERTIME					$4,400
51500 SICK LEAVE			$23,900		
52100 FICA	$5,750	$2,700	$1,450	$550	$2,350
52200 RETIREMENT-401K GENERAL PENSION					$1,350
52220 RETIREMENT-POLICE OFFICERS	$5,900	$3,000	$1,500	$1,500	$3,000
52300 LIFE/HOSP. INS.	$6,350	$1,100	$1,050		$1,600
52301 MEDICAL BENEFIT	$1,300	$550	$250	$100	$650
TOTAL	**$99,650**	**$42,550**	**$47,450**	**$8,900**	**$43,900**
OPERATING					
52900 CODE ENFORCE.					
53100 PHYSICAL EXAMS			$1,500		
53151 PROF. SERVICES	$600	$300	$150	$150	$450
54000 TRAV & PER DIEM	$1,000				
54100 TELEPHONE			$7,000		
54200 POSTAGE			$800		
54401 EQUIP LEASING			$5,000		
54620 MAIN. - VEHICLE					
54650 MAINT. - RADIOS	$200	$200			$100
55100 OFFICE SUPPLIES			$2,350		
55209 CRIME PREVENTIO					
55210 OPERATING SUPPL	$450				
55221 TOOLS			$550		
55240 UNIFORMS			$9,700		
55260 PROTECT. CLOTH.			$8,100		
55410 MEMBERSHIPS	$700				
55420 TRAINING, AIDS	$200				
TOTAL	**$3,150**	**$500**	**$35,150**	**$150**	**$550**
CAPITAL					
57001 VEHICLE DEBT SERVICE			$23,250		
58102 TRANSFER TO 301			$62,500		
TOTAL	**$0**	**$0**	**$85,750**	**$0**	**$0**
PROGRAM TOTALS	**$102,800**	**$43,050**	**$168,350**	**$9,050**	**$44,450**

PUBLIC WORKS

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

EMPLOYEE ADMINISTRATION

EXPENDITURES

		811: Employee Management	812: Customer Service	813: Capital Improvement
PERSONNEL				
51200	SALARIES	$32,550.00	$14,650.00	$24,300.00
51400	OVERTIME	$850.00		
51500	SICK LEAVE	$5,200		
52100	FICA	$2,500	$1,100	$1,850.00
52200	RETIREMENT-401K GENERAL PENSION	$2,950	$1,300	$2,200.00
52300	LIFE/HOSP. INS.	$6,550	$3,150	$4,750.00
52301	MEDICAL BENEFIT	$650	$300	$450.00
53100	PHYSICAL EXAMS	$500		
	TOTAL	**$51,750**	**$20,500**	**$33,550**
OPERATING				
53151	PROF. SERVICES		$19,000.00	
53160	CONTRAC. LABOR			$15,000.00
53410	STREET SWEEPING			
54000	TRAV & PER DIEM	$2,000		
54100	TELEPHONE	$2,050		
54310	ENERGY			$40,250.00
54601	MAINT.-HUNTER PARK			
54618	TENNIS COURTS-MAINT			
54619	FIELDS/COURTS			
54620	MAIN. - VEHICLE			
54670	MAINT. - EQUIP			
54680	MAINT.-GROUNDS			
54682	TREE TRIMMING			
54686	HOLIDAY LIGHTIN			
54910	PLANTINGS			
55100	OFFICE SUPPLIES	$800		
55210	OPERATING SUPPL	$2,200		
55221	TOOLS			
55230	CHEMICALS			
55240	UNIFORMS	$1,900		
55260	PROTECT. CLOTH.	$1,700		
55300	ROAD MATERIALS & SUPPLIES			
55410	MEMBERSHIPS	$3,050		
55420	TRAINING, AIDS	$3,200		
56405	COMPUTER SYSTEM	$500		
	TOTAL	**$17,400**	**$19,000**	**$55,250**
CAPITAL				

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

57001	VEHICLE DEBT SERVICE	$26,700.00		
58102	TRANSFER TO 301	$34,650.00		
	TOTAL	**$61,350**	**$0**	**$0**
	PROGRAM TOTALS	**$130,500**	**$39,500**	**$88,800**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

BEAUTIFICATION

EXPENDITURES

	821: Contract Mowing	822: Park Maintenance	823: Park Irrigation	824: Chemicals	825: Holiday Lights
PERSONNEL					
51200 SALARIES	$5,650.00	$33,400.00	$9,200.00	$7,500.00	$7,300.00
51400 OVERTIME					
51500 SICK LEAVE					
52100 FICA	$450	$2,550	$700.00	$600.00	$550.00
52200 RETIREMENT-401K GENERAL PENSION	$500	$3,000	$800.00	$700.00	$650.00
52300 LIFE/HOSP. INS.	$1,350	$8,750	$2,150.00	$1,850.00	$1,750.00
52301 MEDICAL BENEFIT	$150	$1,000	$250.00	$200.00	$200.00
53100 PHYSICAL EXAMS					
TOTAL	**$8,100**	**$48,700**	**$13,100**	**$10,850**	**$10,450**
OPERATING					
53151 PROF. SERVICES					
53160 CONTRAC. LABOR	$29,200.00				
53410 STREET SWEEPING					
54000 TRAV & PER DIEM					
54100 TELEPHONE					
54310 ENERGY					
54601 MAINT.-HUNTER PARK		$5,600			
54618 TENNIS COURTS-MAINT					
54619 FIELDS/COURTS					
54620 MAIN. - VEHICLE		$150	$150.00	$150.00	
54670 MAINT. - EQUIP		$350	$350.00	$350.00	
54680 MAINT.-GROUNDS		$10,600		$1,400.00	
54682 TREE TRIMMING					
54686 HOLIDAY LIGHTIN					$8,000.00
54910 PLANTINGS		$4,700			
55100 OFFICE SUPPLIES					
55210 OPERATING SUPPL		$2,250	$1,050.00		
55221 TOOLS		$200	$200.00		
55230 CHEMICALS				$10,000.00	
55240 UNIFORMS					
55260 PROTECT. CLOTH.					
55300 ROAD MATERIALS & SUPPLIES					
55410 MEMBERSHIPS					
55420 TRAINING, AIDS					
56405 COMPUTER SYSTEM					
TOTAL	**$29,200**	**$23,850**	**$1,750**	**$11,900**	**$8,000**
CAPITAL					
57001 VEHICLE DEBT SERVICE					
58102 TRANSFER TO 301					
TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$37,300**	**$72,550**	**$14,850**	**$22,750**	**$18,450**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

URBAN FORESTRY

EXPENDITURES

		831: Tree Trimming	832: Contract Trimming	833: Permit & Tree Assessment
PERSONNEL				
51200	SALARIES	$35,850.00	$3,700.00	$4,350.00
51400	OVERTIME			
51500	SICK LEAVE			
52100	FICA	$2,750	$300	$350.00
52200	RETIREMENT-401K GENERAL PENSION	$3,250	$350	$400.00
52300	LIFE/HOSP. INS.	$9,300	$750	$900.00
52301	MEDICAL BENEFIT	$1,050	$50	$50.00
53100	PHYSICAL EXAMS			
	TOTAL	**$52,200**	**$5,150**	**$6,050**
OPERATING				
53151	PROF. SERVICES			
53160	CONTRAC. LABOR			
53410	STREET SWEEPING			
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54310	ENERGY			
54601	MAINT.-HUNTER PARK			
54618	TENNIS COURTS-MAINT			
54619	FIELDS/COURTS			
54620	MAIN. - VEHICLE	$150		$150.00
54670	MAINT. - EQUIP	$350		$350.00
54680	MAINT.-GROUNDS	$800		$200.00
54682	TREE TRIMMING	$4,000	$32,550	
54686	HOLIDAY LIGHTIN			
54910	PLANTINGS			
55100	OFFICE SUPPLIES			
55210	OPERATING SUPPL			
55221	TOOLS			
55230	CHEMICALS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55300	ROAD MATERIALS & SUPPLIES			
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
	TOTAL	**$5,300**	**$32,550**	**$700**
CAPITAL				

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

57001 VEHICLE DEBT SERVICE

58102 TRANSFER TO 301

TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$57,500**	**$37,700**	**$6,750**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

SPORTSFIELDS

EXPENDITURES

	841: Sod Maintenance	842: Irrigation	843: Contract Service
PERSONNEL			
51200 SALARIES	$20,600.00	$12,000.00	$2,750.00
51400 OVERTIME			
51500 SICK LEAVE			
52100 FICA	$1,600	$900	$200.00
52200 RETIREMENT-401K GENERAL PENSION	$1,850	$1,100	$250.00
52300 LIFE/HOSP. INS.	$5,100	$2,700	$600.00
52301 MEDICAL BENEFIT	$550	$300	$50.00
53100 PHYSICAL EXAMS			
TOTAL	**$29,700**	**$17,000**	**$3,850**
OPERATING			
53151 PROF. SERVICES			
53160 CONTRAC. LABOR	$12,600.00		$7,000.00
53410 STREET SWEEPING			
54000 TRAV & PER DIEM			
54100 TELEPHONE			
54310 ENERGY			
54601 MAINT.-HUNTER PARK			
54618 TENNIS COURTS-MAINT	$2,000		
54619 FIELDS/COURTS	$3,000		$12,000.00
54620 MAIN. - VEHICLE	$150	$150	
54670 MAINT. - EQUIP	$350	$350	
54680 MAINT.-GROUNDS	$3,000	$4,000	
54682 TREE TRIMMING			
54686 HOLIDAY LIGHTIN			
54910 PLANTINGS			
55100 OFFICE SUPPLIES			
55210 OPERATING SUPPL			
55221 TOOLS			
55230 CHEMICALS			
55240 UNIFORMS			
55260 PROTECT. CLOTH.			
55300 ROAD MATERIALS & SUPPLIES			
55410 MEMBERSHIPS			
55420 TRAINING, AIDS			
56405 COMPUTER SYSTEM			
TOTAL	**$21,100**	**$4,500**	**$19,000**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

CAPITAL

57001 VEHICLE DEBT SERVICE

58102 TRANSFER TO 301

TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$50,800**	**$21,500**	**$22,850**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

HARDSCAPE PAVING

EXPENDITURES

PERSONNEL		851: Streets	852: Sidewalk	853: Miscellaneous
51200	SALARIES	$16,900.00	$16,900.00	$13,700.00
51400	OVERTIME			
51500	SICK LEAVE			
52100	FICA	$1,300	$1,300	$1,050.00
52200	RETIREMENT-401K GENERAL PENSION	$1,500	$1,500	$1,250.00
52300	LIFE/HOSP. INS.	$4,350	$4,350	$3,600.00
52301	MEDICAL BENEFIT	$500	$500	$400.00
53100	PHYSICAL EXAMS			
	TOTAL	**$24,550**	**$24,550**	**$20,000**
OPERATING				
53151	PROF. SERVICES			
53160	CONTRAC. LABOR			
53410	STREET SWEEPING			
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54310	ENERGY			
54601	MAINT.-HUNTER PARK			
54618	TENNIS COURTS-MAINT			
54619	FIELDS/COURTS			
54620	MAIN. - VEHICLE	$150	$150	$150.00
54670	MAINT. - EQUIP	$350	$350	$350.00
54680	MAINT.-GROUNDS			
54682	TREE TRIMMING			
54686	HOLIDAY LIGHTIN			
54910	PLANTINGS			
55100	OFFICE SUPPLIES			
55210	OPERATING SUPPL			
55221	TOOLS			
55230	CHEMICALS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55300	ROAD MATERIALS & SUPPLIES	$11,400		$2,100.00
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
	TOTAL	**$11,900**	**$500**	**$2,600**
CAPITAL				
57001	VEHICLE DEBT SERVICE			

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

58102 TRANSFER TO 301

TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$36,450**	**$25,050**	**$22,600**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

STORMWATER

EXPENDITURES

		861: NPDES	862: Maintenance	863: Debris Maintenance
PERSONNEL				
51200	SALARIES	$32,150.00	$36,700.00	$26,450.00
51400	OVERTIME			
51500	SICK LEAVE			
52100	FICA	$2,450	$2,800	$2,000.00
52200	RETIREMENT-401K GENERAL PENSION	$2,900	$3,300	$2,400.00
52300	LIFE/HOSP. INS.	$8,150	$9,800	$7,150.00
52301	MEDICAL BENEFIT	$950	$1,150	$850.00
53100	PHYSICAL EXAMS			
	TOTAL	**$46,600**	**$53,750**	**$38,850**
OPERATING				
53151	PROF. SERVICES			
53160	CONTRAC. LABOR			
53410	STREET SWEEPING			$19,500.00
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54310	ENERGY			
54601	MAINT.-HUNTER PARK			
54618	TENNIS COURTS-MAINT			
54619	FIELDS/COURTS			
54620	MAIN. - VEHICLE	$150	$150	$150.00
54670	MAINT. - EQUIP	$350	$350	$350.00
54680	MAINT.-GROUNDS			
54682	TREE TRIMMING			
54686	HOLIDAY LIGHTIN			
54910	PLANTINGS			
55100	OFFICE SUPPLIES			
55210	OPERATING SUPPL			
55221	TOOLS		$350	
55230	CHEMICALS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55300	ROAD MATERIALS & SUPPLIES	$6,000		
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
	TOTAL	**$6,500**	**$850**	**$20,000**
CAPITAL				

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

57001 VEHICLE DEBT SERVICE

58102 TRANSFER TO 301

TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$53,100**	**$54,600**	**$58,850**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

REGULATORY SIGNS

EXPENDITURES

		871: Street Name Signs	872: Traffic Signs	873: MOT
PERSONNEL				
51200	SALARIES	$6,350.00	$6,950.00	$3,350.00
51400	OVERTIME			
51500	SICK LEAVE			
52100	FICA	$500	$550	$250.00
52200	RETIREMENT-401K GENERAL PENSION	$550	$650	$300.00
52300	LIFE/HOSP. INS.	$1,650	$1,750	$850.00
52301	MEDICAL BENEFIT	$200	$200	$100.00
53100	PHYSICAL EXAMS			
	TOTAL	**$9,250**	**$10,100**	**$4,850**
OPERATING				
53151	PROF. SERVICES			
53160	CONTRAC. LABOR			
53410	STREET SWEEPING			
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54310	ENERGY			
54601	MAINT.-HUNTER PARK			
54618	TENNIS COURTS-MAINT			
54619	FIELDS/COURTS			
54620	MAIN. - VEHICLE	$150	$150	
54670	MAINT. - EQUIP	$350	$350	
54680	MAINT.-GROUNDS			
54682	TREE TRIMMING			
54686	HOLIDAY LIGHTIN			
54910	PLANTINGS			
55100	OFFICE SUPPLIES			
55210	OPERATING SUPPL			
55221	TOOLS			
55230	CHEMICALS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55300	ROAD MATERIALS & SUPPLIES	$1,200	$1,800	$300.00
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
	TOTAL	**$1,700**	**$2,300**	**$300**
CAPITAL				

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
PUBLIC WORKS DEPARTMENT

57001 VEHICLE DEBT SERVICE			
58102 TRANSFER TO 301			
TOTAL	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$10,950**	**$12,400**	**$5,150**

RECREATION

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

EMPLOYEE ADMINISTRATION

REVENUES

ACCOUNT		911: Employee Management	912: Contract Management	913: Customer Service	914: Training	915: Recreation Facilities
300320	Tennis Permits					
347210	Recreation Program Activity		$1,150			
347211	Recreation Permits			$21,800		
347213	Recreation Vending			$500		
347214	Concession					
347530	Merchandise		$6,150			
347540	Athletic Programs		$19,200			
362000	Rental Income		$4,800			
366902	Donations		$15,000			
366911	Special Events					
	REVENUE TOTAL	**$0**	**$46,300**	**$22,300**	**0**	**0**

EXPENDITURES

PERSONNEL		911: Employee Management	912: Contract Management	913: Customer Service	914: Training	915: Recreation Facilities
51200	SALARIES	$46,200	$9,500	$58,650	$7,800.00	
51201	PT SALARIES		$2,150	$15,700		
51400	OVERTIME	$850				
51500	SICK LEAVE	$11,800				
52100	FICA	$3,550	$750	$4,500	$600.00	
52200	RETIREMENT-401K GENERAL PENSION	$4,150	$850	$5,300	$700.00	
52300	LIFE/HOSP. INS.	$10,100	$2,200	$19,550	$1,850.00	
52301	MEDICAL BENEFIT	$850	$250	$2,200	$200.00	
53100	PHYSICAL EXAMS	$650				
	TOTAL	**$78,150**	**$15,700**	**$105,900**	**$11,150**	**$0**

OPERATING						
53151	PROF. SERVICES					
53153	COPIES					$5,000.00
53154	FOOD SERVICE					
54000	TRAV & PER DIEM	$5,200				
54100	TELEPHONE					$4,600.00
54300	ELECTRICITY					$21,200.00
54670	MAINT. - EQUIP					
55100	OFFICE SUPPLIES					$1,300.00
55210	OPERATING SUPPL					$6,500.00
55221	TOOLS					$200.00
55231	SUMMER CAMP					
55232	TEEN CAMP					
55233	SPORTS LEAGUES					
55234	SPECIAL EVENTS					
55237	DAY CAMPS					
55238	FUNKY FRIDAY					
55239	SPECIALTY CAMPS					
55240	UNIFORMS	$1,700				
55260	PROTECT. CLOTH.	$250				

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

55410	MEMBERSHIPS	$1,800				
55420	TRAINING, AIDS	$4,400				
56405	COMPUTER SYSTEM					$6,000.00
57201	REC-VENDING					$3,000
	TOTAL	**$13,350**	**$0**	**$0**	**$0**	**$47,800**
CAPITAL						
57001	VEHICLE DEBT SERVICE					$8,800
58102	TRANSFER TO 301					$16,150
	TOTAL	**$0**	**$0**	**$0**	**$0**	**$24,950**
	Grand Total	**$91,500**	**$15,700**	**$105,900**	**$11,150**	**$72,750**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

SPECIAL EVENTS

REVENUES

ACCOUNT		921: Leisure Events	922: Community Outreach	923: Athletic Events
300320	Tennis Permits			
347210	Recreation Program Activity			
347211	Recreation Permits			
347213	Recreation Vending			
347214	Concession			
347530	Merchandise			
347540	Athletic Programs			
362000	Rental Income			
366902	Donations			
366911	Special Events	$69,300	$2,000	$82,000
	REVENUE TOTAL	**$69,300**	**$2,000**	**$82,000**

EXPENDITURES

PERSONNEL		921: Leisure Events	922: Community Outreach	923: Athletic Events
51200	SALARIES	$8,950	$26,350	$13,400
51201	PT SALARIES	$5,750	$6,650	$3,250
51400	OVERTIME			
51500	SICK LEAVE			
52100	FICA	$700	$2,000	$1,050
52200	RETIREMENT-401K GENERAL PENSION	$800	$2,350	$1,200
52300	LIFE/HOSP. INS.	$1,900	$5,550	$2,850
52301	MEDICAL BENEFIT	$200	$600	$350
53100	PHYSICAL EXAMS			
	TOTAL	**$18,300**	**$43,500**	**$22,100**

OPERATING

53151	PROF. SERVICES
53153	COPIES
53154	FOOD SERVICE
54000	TRAV & PER DIEM
54100	TELEPHONE
54300	ELECTRICITY
54670	MAINT. - EQUIP
55100	OFFICE SUPPLIES
55210	OPERATING SUPPL

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

55221	TOOLS			
55231	SUMMER CAMP			
55232	TEEN CAMP			
55233	SPORTS LEAGUES			
55234	SPECIAL EVENTS	$63,050	$17,750	$51,050
55237	DAY CAMPS			
55238	FUNKY FRIDAY			
55239	SPECIALTY CAMPS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
57201	REC-VENDING			
	TOTAL	**$63,050**	**$17,750**	**$51,050**

CAPITAL

57001	VEHICLE DEBT SERVICE			
58102	TRANSFER TO 301			
	TOTAL	**$0**	**$0**	**$0**
	Grand Total	**$81,350**	**$61,250**	**$73,150**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

SPORTS LEAGUES

REVENUES

ACCOUNT		931: Flag Football	932: Basketball
300320	Tennis Permits		
347210	Recreation Program Activity	$18,200	$17,850
347211	Recreation Permits		
347213	Recreation Vending		
347214	Concession	$1,200	
347530	Merchandise		
347540	Athletic Programs		
362000	Rental Income		
366902	Donations		
366911	Special Events		
	REVENUE TOTAL	**$19,400**	**$17,850**

EXPENDITURES

PERSONNEL		931: Flag Football	932: Basketball
51200	SALARIES	$8,200	$8,200
51201	PT SALARIES	$4,800	$1,850
51400	OVERTIME		
51500	SICK LEAVE		
52100	FICA	$650	$650
52200	RETIREMENT-401K GENERAL PENSION	$750	$750
52300	LIFE/HOSP. INS.	$2,300	$2,300
52301	MEDICAL BENEFIT	$250	$250
53100	PHYSICAL EXAMS		
	TOTAL	**$16,950**	**$14,000**

OPERATING

53151	PROF. SERVICES
53153	COPIES
53154	FOOD SERVICE
54000	TRAV & PER DIEM
54100	TELEPHONE
54300	ELECTRICITY
54670	MAINT. - EQUIP

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL		
55221	TOOLS		
55231	SUMMER CAMP		
55232	TEEN CAMP		
55233	SPORTS LEAGUES	$9,000	$14,200
55234	SPECIAL EVENTS		
55237	DAY CAMPS		
55238	FUNKY FRIDAY		
55239	SPECIALTY CAMPS		
55240	UNIFORMS		
55260	PROTECT. CLOTH.		
55410	MEMBERSHIPS		
55420	TRAINING, AIDS		
56405	COMPUTER SYSTEM		
57201	REC-VENDING		
	TOTAL	**$9,000**	**$14,200**

CAPITAL

57001	VEHICLE DEBT SERVICE		
58102	TRANSFER TO 301		
	TOTAL	**$0**	**$0**
	Grand Total	**$25,950**	**$28,200**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

YOUTH ACTIVITIES

REVENUES

ACCOUNT		941: Enrichment	942: Afterschool	943: Day Camps	944: Summer Camps
300320	Tennis Permits				
347210	Recreation Program Activity	$15,000	$73,300	$16,050	$161,850
347211	Recreation Permits	$750			
347213	Recreation Vending		$2,850		$800
347214	Concession			$2,300	$6,200
347530	Merchandise				
347540	Athletic Programs				
362000	Rental Income				
366902	Donations				
366911	Special Events				
	REVENUE TOTAL	**$15,750**	**$76,150**	**$18,350**	**168850**

EXPENDITURES

PERSONNEL		941: Enrichment	942: Afterschool	943: Day Camps	944: Summer Camps
51200	SALARIES	$1,500	$15,150	$5,350	$28,550.00
51201	PT SALARIES	$6,700	$37,000	$2,850	$41,250.00
51400	OVERTIME				
51500	SICK LEAVE				
52100	FICA	$100	$1,150	$400	$2,200.00
52200	RETIREMENT-401K GENERAL PENSION	$150	$1,350	$500	$2,550.00
52300	LIFE/HOSP. INS.	$400	$4,450	$1,500	$7,950.00
52301	MEDICAL BENEFIT	$50	$500	$150	$950.00
53100	PHYSICAL EXAMS				
	TOTAL	**$8,900**	**$59,600**	**$10,750**	**$83,450**

OPERATING					
53151	PROF. SERVICES	$7,000			$38,000.00
53153	COPIES				
53154	FOOD SERVICE				$3,000.00
54000	TRAV & PER DIEM				
54100	TELEPHONE				
54300	ELECTRICITY				
54670	MAINT. - EQUIP		$2,000		
55100	OFFICE SUPPLIES				
55210	OPERATING SUPPL				
55221	TOOLS				
55231	SUMMER CAMP				$30,000.00
55232	TEEN CAMP				$10,500.00
55233	SPORTS LEAGUES				
55234	SPECIAL EVENTS				
55237	DAY CAMPS		$2,200	$1,800	

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

55238	FUNKY FRIDAY	$3,000			
55239	SPECIALTY CAMPS				$5,200.00
55240	UNIFORMS				
55260	PROTECT. CLOTH.				
55410	MEMBERSHIPS				
55420	TRAINING, AIDS				
56405	COMPUTER SYSTEM				
57201	REC-VENDING				
	TOTAL	**$10,000**	**$4,200**	**$1,800**	**$86,700**

CAPITAL

57001	VEHICLE DEBT SERVICE				
58102	TRANSFER TO 301				
	TOTAL	**$0**	**$0**	**$0**	**$0**
	Grand Total	**$18,900**	**$63,800**	**$12,550**	**$170,150**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
RECREATION DEPARTMENT

ADULT ACTIVITIES

REVENUES

ACCOUNT		951: Contractual	952: Community Health	953: Tennis
300320	Tennis Permits			$2,500
347210	Recreation Program Activity	$9,600	$3,400	
347211	Recreation Permits			
347213	Recreation Vending			
347214	Concession			
347530	Merchandise			
347540	Athletic Programs			
362000	Rental Income			
366902	Donations			
366911	Special Events			
	REVENUE TOTAL	**$9,600**	**$3,400**	**$2,500**

EXPENDITURES

PERSONNEL		951: Contractual	952: Community Health	953: Tennis
51200	SALARIES	$5,600	$2,000	$1,050
51201	PT SALARIES			
51400	OVERTIME			
51500	SICK LEAVE			
52100	FICA	$450	$150	$100
52200	RETIREMENT-401K GENERAL PENSION	$500	$200	$100
52300	LIFE/HOSP. INS.	$1,500	$550	$300
52301	MEDICAL BENEFIT	$150	$50	$50
53100	PHYSICAL EXAMS			
	TOTAL	**$8,200**	**$2,950**	**$1,600**

OPERATING		
53151	PROF. SERVICES	$8,000
53153	COPIES	
53154	FOOD SERVICE	
54000	TRAV & PER DIEM	
54100	TELEPHONE	
54300	ELECTRICITY	
54670	MAINT. - EQUIP	
55100	OFFICE SUPPLIES	
55210	OPERATING SUPPL	

55221	TOOLS			
55231	SUMMER CAMP			
55232	TEEN CAMP			
55233	SPORTS LEAGUES			
55234	SPECIAL EVENTS			
55237	DAY CAMPS			
55238	FUNKY FRIDAY			
55239	SPECIALTY CAMPS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.			
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
57201	REC-VENDING			
	TOTAL	**$8,000**	**$0**	**$0**

CAPITAL

57001	VEHICLE DEBT SERVICE			
58102	TRANSFER TO 301			
	TOTAL	**$0**	**$0**	**$0**
	Grand Total	**$16,200**	**$2,950**	**$1,600**

WATER

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

GENERATION

REVENUES

		611: Wells	612: Maintenance	613: Aeration	614: Process Control Testing
342103	Water Utility Revenue				
351100	Water Tap Fees				
331201	Interest				
	TOTAL	**$0**	**$0**	**$0**	**$0**

EXPENDITURES

		611: Wells	612: Maintenance	613: Aeration	614: Process Control Testing
PERSONNEL					
51200	SALARIES	$15,700	$17,900	$3,000	$16,600
51201	PT SALARIES	$0	$0	$0	$0
51400	OVERTIME	$0	$0	$0	$0
51500	SICK LEAVE	$350	$250	$100	$100
52100	FICA	$1,200	$1,350	$250	$1,250
52200	RETIREMENT-401K GENERAL PENSION	$1,400	$1,600	$250	$1,500
52300	LIFE/HOSP. INS.	$3,850	$3,600	$750	$4,100
52301	MEDICAL BENEFIT	$450	$400	$100	$500
53100	PHYSICAL EXAMS	$0	$0	$0	$0
	TOTAL	**$22,950**	**$25,100**	**$4,450**	**$24,050**
OPERATING					
53151	PROF. SERVICES	$5,750.00	$5,750		
54000	TRAV & PER DIEM				
54100	TELEPHONE				
54200	POSTAGE				
54300	ELECTRICITY	$0	$0	$0	$0
54301	WATER	$0	$0	$0	$0
54302	SANITATION	$0	$0	$0	$0
54303	SEWER	$0	$0	$0	$0
54315	ENERGY-STREET LIGHT				
54400	EQUIP. RENTAL				
54614	DRAINAGE				
54620	MAIN. - VEHICLE	$500	$500		
54630	MAINT.-BLDG.				
54670	MAINT. - EQUIP				
54900	ORDINANCE CODES				
55100	OFFICE SUPPLIES				
55210	OPERATING SUPPL				$2,000
55213	METER REPLACE.				$10,000
55214	METER REPLACE.				$4,250
55220	GASOLINE & OIL	$0	$0		
55221	TOOLS		$800		
55230	CHEMICALS				
55240	UNIFORMS				
55260	PROTECT. CLOTH.		$700		
55410	MEMBERSHIPS				
55420	TRAINING, AIDS				
56405	COMPUTER SYSTEM				

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

57301	MISCELLANEOUS				
59200	REPAY LOAN GF				
	TOTAL	**$6,250**	**$7,750**	**$0**	**$16,250**
CAPITAL					
58101	CAPITAL PURCH.	$0.00			
59900	DEPRECIATION				
	TOTAL	**$0**	**$0**	**$0**	**$0**
FEES					
59904	SS FEES				
59906	ADMIN FEES				
	TOTAL	**$0**	**$0**	**$0**	**$0**
	PROGRAM TOTALS	**$29,200**	**$32,850**	**$4,450**	**$40,300**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

TREATMENT AND TESTING

REVENUES

		621: Chemical Processing	622: Chlorine Management	623: Chart Records
342103	Water Utility Revenue	$975,650		
351100	Water Tap Fees			
331201	Interest			
	TOTAL	**$975,650**	**$0**	**$0**

EXPENDITURES

		621: Chemical Processing	622: Chlorine Management	623: Chart Records
PERSONNEL				
51200	SALARIES	$4,200	$6,300	$6,300
51201	PT SALARIES	$0	$0	$0
51400	OVERTIME	$0	$0	$0
51500	SICK LEAVE	$100	$100	$50
52100	FICA	$300	$500	$500
52200	RETIREMENT-401K GENERAL PENSION	$400	$550	$550
52300	LIFE/HOSP. INS.	$1,000	$1,550	$1,550
52301	MEDICAL BENEFIT	$100	$200	$200
53100	PHYSICAL EXAMS	$0	$0	$0
	TOTAL	**$6,100**	**$9,200**	**$9,150**
OPERATING				
53151	PROF. SERVICES			
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54200	POSTAGE			
54300	ELECTRICITY	$0	$0	$0
54301	WATER	$0	$0	$0
54302	SANITATION	$0	$0	$0
54303	SEWER	$0	$0	$0
54315	ENERGY-STREET LIGHT			
54400	EQUIP. RENTAL			
54614	DRAINAGE			
54620	MAIN. - VEHICLE			
54630	MAINT.-BLDG.			
54670	MAINT. - EQUIP	$7,000	$7,000	
54900	ORDINANCE CODES			
55100	OFFICE SUPPLIES			$0
55210	OPERATING SUPPL			$2,000
55213	METER REPLACE.	$10,000		
55214	METER REPLACE.	$2,150	$2,150	

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

55220	GASOLINE & OIL			
55221	TOOLS			
55230	CHEMICALS	$14,500	$14,500	
55240	UNIFORMS			
55260	PROTECT. CLOTH.	$700		
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
57301	MISCELLANEOUS			
59200	REPAY LOAN GF			
	TOTAL	**$34,350**	**$23,650**	**$2,000**
CAPITAL				
58101	CAPITAL PURCH.		$70,000	
59900	DEPRECIATION			
	TOTAL	**$0**	**$70,000**	**$0**
FEES				
59904	SS FEES			
59906	ADMIN FEES			
	TOTAL	**$0**	**$0**	**$0**
	PROGRAM TOTALS	**$40,450**	**$102,850**	**$11,150**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

METER MANAGEMENT

REVENUES

	631: Meter Maintenance	632: Testing	633: Usage/Leak Checks	634: Upgrades/Additions	635: Billing
342103 Water Utility Revenue					
351100 Water Tap Fees	$5,000				
331201 Interest					
TOTAL	**$5,000**	**$0**	**$0**		**$0**

EXPENDITURES

PERSONNEL	631: Meter Maintenance	632: Testing	633: Usage/Leak Checks	634: Upgrades/Additions	635: Billing
51200 SALARIES	$63,800	$16,550	$34,550	$12,800	$11,550
51201 PT SALARIES	$6,800	$1,750	$3,250	$450	$900
51400 OVERTIME	$0	$0	$0	$0	$0
51500 SICK LEAVE	$400	$150	$850	$450	$200
52100 FICA	$5,400	$1,250	$2,900	$1,000	$900
52200 RETIREMENT-401K GENERAL PENSION	$5,750	$1,500	$5,100	$1,150	$1,050
52300 LIFE/HOSP. INS.	$16,700	$3,700	$11,650	$2,800	$2,400
52301 MEDICAL BENEFIT	$1,950	$450	$1,350	$350	$450
53100 PHYSICAL EXAMS	$0	$0	$0	$0	$0
TOTAL	**$100,800**	**$25,350**	**$59,650**	**$19,000**	**$17,450**
OPERATING					
53151 PROF. SERVICES	$33,500.00				
54000 TRAV & PER DIEM					
54100 TELEPHONE					
54200 POSTAGE					$6,000
54300 ELECTRICITY	$0	$0	$0	$0	$0
54301 WATER	$0	$0	$0	$0	$0
54302 SANITATION	$0	$0	$0	$0	$0
54303 SEWER	$0	$0	$0	$0	$0
54315 ENERGY-STREET LIGHT					
54400 EQUIP. RENTAL					
54614 DRAINAGE	$52,000	$2,500	$2,500		
54620 MAIN. - VEHICLE			$1,000		
54630 MAINT.-BLDG.					
54670 MAINT. - EQUIP					
54900 ORDINANCE CODES					
55100 OFFICE SUPPLIES			$0		$0
55210 OPERATING SUPPL	$1,000	$1,000			
55213 METER REPLACE.					
55214 METER REPLACE.					
55220 GASOLINE & OIL			$0		
55221 TOOLS	$550				
55230 CHEMICALS					
55240 UNIFORMS					
55260 PROTECT. CLOTH.			$700		
55410 MEMBERSHIPS					
55420 TRAINING, AIDS					
56405 COMPUTER SYSTEM					
57301 MISCELLANEOUS	$8,000				
59200 REPAY LOAN GF					
TOTAL	**$95,050**	**$3,500**	**$4,200**	**$0**	**$6,000**
CAPITAL					
58101 CAPITAL PURCH.					
59900 DEPRECIATION					
TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

FEES

59904 SS FEES

59906 ADMIN FEES

TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**
PROGRAM TOTALS	**$195,850**	**$28,850**	**$63,850**	**$19,000**	**$23,450**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

DISTRIBUTION

REVENUES

		641: Water Lines	642: Valves	643: Fire Hydrant Maintenance
342103	Water Utility Revenue	$588,350		
351100	Water Tap Fees		$600	
331201	Interest			
	TOTAL	**$588,350**	**$600**	**$0**

EXPENDITURES

		641: Water Lines	642: Valves	643: Fire Hydrant Maintenance
PERSONNEL				
51200	SALARIES	$65,050	$25,050	$9,650
51201	PT SALARIES	$2,750	$1,750	$0
51400	OVERTIME	$0	$0	$0
51500	SICK LEAVE	$450	$450	$250
52100	FICA	$5,000	$2,050	$750
52200	RETIREMENT-401K GENERAL PENSION	$5,850	$2,250	$850
52300	LIFE/HOSP. INS.	$15,150	$5,200	$2,150
52301	MEDICAL BENEFIT	$1,800	$600	$250
53100	PHYSICAL EXAMS	$0	$0	$0
	TOTAL	**$96,050**	**$37,350**	**$13,900**
OPERATING				
53151	PROF. SERVICES			
54000	TRAV & PER DIEM			
54100	TELEPHONE			
54200	POSTAGE			
54300	ELECTRICITY	$0	$0	$0
54301	WATER	$0	$0	$0
54302	SANITATION	$0	$0	$0
54303	SEWER	$0	$0	$0
54315	ENERGY-STREET LIGHT	$18,000		
54400	EQUIP. RENTAL	$2,750		
54614	DRAINAGE			
54620	MAIN. - VEHICLE	$1,000		
54630	MAINT.-BLDG.			
54670	MAINT. - EQUIP	$10,000		
54900	ORDINANCE CODES			
55100	OFFICE SUPPLIES			
55210	OPERATING SUPPL			
55213	METER REPLACE.			
55214	METER REPLACE.			

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

55220	GASOLINE & OIL	$0		
55221	TOOLS	$3,000		
55230	CHEMICALS			
55240	UNIFORMS			
55260	PROTECT. CLOTH.	$700		
55410	MEMBERSHIPS			
55420	TRAINING, AIDS			
56405	COMPUTER SYSTEM			
57301	MISCELLANEOUS			
59200	REPAY LOAN GF			
	TOTAL	**$35,450**	**$0**	**$0**
CAPITAL				
58101	CAPITAL PURCH.			
59900	DEPRECIATION			
	TOTAL	**$0**	**$0**	**$0**
FEES				
59904	SS FEES			
59906	ADMIN FEES			
	TOTAL	**$0**	**$0**	**$0**
	PROGRAM TOTALS	**$131,500**	**$37,350**	**$13,900**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

EMPLOYEE ADMINISTRATION

REVENUES

	651: Plant Maintenance	652: Meetings/Communications	653: Trainings/Certifications	654: Scheduling/Payroll
342103 Water Utility Revenue				
351100 Water Tap Fees				
331201 Interest	$1,000			
TOTAL	**$1,000**	**$0**	**$0**	**$0**

EXPENDITURES

	651: Plant Maintenance	652: Meetings/Communications	653: Trainings/Certifications	654: Scheduling/Payroll
PERSONNEL				
51200 SALARIES	$16,700	$14,950	$7,600	$16,800
51201 PT SALARIES	$2,500	$0	$0	$0
51400 OVERTIME	$0	$0	$0	$8,000
51500 SICK LEAVE	$200	$250	$150	$150
52100 FICA	$1,300	$1,150	$600	$1,400
52200 RETIREMENT-401K GENERAL PENSION	$1,500	$1,350	$700	$1,500
52300 LIFE/HOSP. INS.	$3,500	$2,950	$1,500	$2,900
52301 MEDICAL BENEFIT	$400	$350	$150	$350
53100 PHYSICAL EXAMS	$0	$0	$300	$0
TOTAL	**$26,100**	**$21,000**	**$11,000**	**$31,100**
OPERATING				
53151 PROF. SERVICES				
54000 TRAV & PER DIEM			$2,500	
54100 TELEPHONE		$4,000		
54200 POSTAGE				
54300 ELECTRICITY	$60,000	$0	$0	$0
54301 WATER	$300	$0	$0	$0
54302 SANITATION	$2,300	$0	$0	$0
54303 SEWER	$200	$0	$0	$0
54315 ENERGY-STREET LIGHT				
54400 EQUIP. RENTAL				
54614 DRAINAGE				
54620 MAIN. - VEHICLE			$1,000	
54630 MAINT.-BLDG.	$8,000			
54670 MAINT. - EQUIP	$10,000			
54900 ORDINANCE CODES				$400
55100 OFFICE SUPPLIES		$2,500		
55210 OPERATING SUPPL	$1,000	$1,000		
55213 METER REPLACE.				
55214 METER REPLACE.				
55220 GASOLINE & OIL			$7,500	
55221 TOOLS	$3,000			
55230 CHEMICALS				
55240 UNIFORMS				$2,000
55260 PROTECT. CLOTH.	$700			
55410 MEMBERSHIPS			$3,000	
55420 TRAINING, AIDS			$5,000	

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
WATER DEPARTMENT

56405	COMPUTER SYSTEM		$13,250		
57301	MISCELLANEOUS				
59200	REPAY LOAN GF				$40,000
	TOTAL	**$85,500**	**$20,750**	**$19,000**	**$42,400**
CAPITAL					
58001	TRANSFER OF RESERVES	$32,700.00			
58101	CAPITAL PURCH.				
59900	DEPRECIATION				$142,000
	TOTAL	**$32,700**	**$0**	**$0**	**$142,000**
FEES					
59904	SS FEES	$275,300.00			
59906	ADMIN FEES	$88,750			
	TOTAL	**$364,050**	**$0**	**$0**	**$0**
	PROGRAM TOTALS	**$508,350**	**$41,750**	**$30,000**	**$215,500**

SOLID WASTE

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

DISPOSAL

REVENUES

ACCOUNT		711: Disposal - Residential	712: Disposal - Commercial
337300	Recycling Grant		
343400	Sanitation	$200,300	$58,500
361000	Interest		
343401	Permit Roll Off Fees		
364000	Sale of Assets		
381000	Reserves		
	TOTAL	**$200,300**	**$58,500**

EXPENDITURES

PERSONNEL		711: Disposal - Residential	712: Disposal - Commercial
51200	SALARIES	$8,600	$8,000
51400	OVERTIME	$0	$0
51500	SICK LEAVE	$300	$50
52100	FICA	$650	$600
52200	RETIREMENT-401K GENERAL PENSION	$800	$700
52300	LIFE/HOSP. INS.	$2,400	$2,250
52301	MEDICAL BENEFIT	$300	$250
53100	PHYSICAL EXAMS		
	TOTAL	**$13,050**	**$11,850**

OPERATING			
53151	PROF. SERVICES		
54100	TELEPHONE		
54200	POSTAGE		
54340	DISPOSAL	$113,700	$20,050
54342	RECYCLING		
54620	MAIN. - VEHICLE	$2,050	$350
54670	MAINT. - EQUIP	$500	$150
54900	ORDINANCE CODES		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$2,050	$350
55220	GASOLINE & OIL	$1,600	$300
55221	TOOLS	$0	$0

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

55240	UNIFORMS		
55260	PROTECT. CLOTH.	$650	$100
56405	COMPUTER SYSTEM		
	TOTAL	**$120,550**	**$21,300**

CAPITAL

59900	DEPRECIATION		
	TOTAL	**$0**	**$0**

FEES AND TRANSFERS

59904	SS FEES		
59906	ADMIN FEES		
	TOTAL	**$0**	**$0**
	Grand Total	**$133,600**	**$33,150**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

RECYCLING

REVENUES

ACCOUNT		721: Recycling - Residential	722: Recycling - Commercial
337300	Recycling Grant		$3,300
343400	Sanitation		
361000	Interest		
343401	Permit Roll Off Fees		
364000	Sale of Assets		
381000	Reserves		
	TOTAL	**$0**	**$3,300**

EXPENDITURES

PERSONNEL		721: Recycling - Residential	722: Recycling - Commercial
51200	SALARIES	$6,800	$6,800
51400	OVERTIME		
51500	SICK LEAVE	$200	$50
52100	FICA	$500	$500
52200	RETIREMENT-401K GENERAL PENSION	$600	$600
52300	LIFE/HOSP. INS.	$1,300	$1,300
52301	MEDICAL BENEFIT	$150	$150
53100	PHYSICAL EXAMS		
	TOTAL	**$9,550**	**$9,400**

OPERATING			
53151	PROF. SERVICES		
54100	TELEPHONE		
54200	POSTAGE	$0	$0
54340	DISPOSAL		
54342	RECYCLING	$116,500	$1,500
54620	MAIN. - VEHICLE	$100	
54670	MAINT. - EQUIP	$500	$150
54900	ORDINANCE CODES		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL		
55220	GASOLINE & OIL		
55221	TOOLS		

55240	UNIFORMS			
55260	PROTECT. CLOTH.			
56405	COMPUTER SYSTEM			
		TOTAL	**$117,100**	**$1,650**

CAPITAL

59900	DEPRECIATION			
		TOTAL	**$0**	**$0**

FEES AND TRANSFERS

59904	SS FEES			
59906	ADMIN FEES			
		TOTAL	**$0**	**$0**
		Grand Total	**$126,650**	**$11,050**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

COLLECTION

REVENUES

ACCOUNT		731: Collection - Residential	732: Collection - Commercial
337300	Recycling Grant		
343400	Sanitation	$525,900	$92,850
361000	Interest		
343401	Permit Roll Off Fees	$500	
364000	Sale of Assets		
381000	Reserves		
	TOTAL	**$526,400**	**$92,850**

EXPENDITURES

PERSONNEL		731: Collection - Residential	732: Collection - Commercial
51200	SALARIES	$87,650	$17,900
51400	OVERTIME	$0	$0
51500	SICK LEAVE	$1,800	$300
52100	FICA	$6,700	$1,350
52200	RETIREMENT-401K GENERAL PENSION	$7,900	$1,600
52300	LIFE/HOSP. INS.	$25,800	$4,900
52301	MEDICAL BENEFIT	$3,050	$550
53100	PHYSICAL EXAMS		
	TOTAL	**$132,900**	**$26,600**

OPERATING			
53151	PROF. SERVICES	$6,400	$1,150
54100	TELEPHONE		
54200	POSTAGE		
54340	DISPOSAL		
54342	RECYCLING		
54620	MAIN. - VEHICLE	$14,450	$2,550
54670	MAINT. - EQUIP	$500	$150
54900	ORDINANCE CODES		
55100	OFFICE SUPPLIES		
55210	OPERATING SUPPL	$2,050	$350
55220	GASOLINE & OIL	$11,750	$2,050
55221	TOOLS	$0	$0

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

55240	UNIFORMS		
55260	PROTECT. CLOTH.	$650	$100
56405	COMPUTER SYSTEM		
	TOTAL	**$35,800**	**$6,350**

CAPITAL

59900	DEPRECIATION	$128,900	$13,300
	TOTAL	**$128,900**	**$13,300**

FEES AND TRANSFERS

59904	SS FEES		
59906	ADMIN FEES		
	TOTAL	**$0**	**$0**
	Grand Total	**$297,600**	**$46,250**

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

EMPLOYEE ADMINISTRATION

REVENUES

ACCOUNT		741: Employee Administration - Internal	742: Employee Administration - External
337300	Recycling Grant		
343400	Sanitation		
361000	Interest	$500	
343401	Permit Roll Off Fees		
364000	Sale of Assets		
381000	Reserves	$105,700	
	TOTAL	**$106,200**	**$0**

EXPENDITURES

PERSONNEL		741: Employee Administration - Internal	742: Employee Administration - External
51200	SALARIES	$39,450	$39,450
51400	OVERTIME	$0	$2,500
51500	SICK LEAVE	$1,150	$100
52100	FICA	$3,000	$3,000
52200	RETIREMENT-401K GENERAL PENSION	$3,550	$3,550
52300	LIFE/HOSP. INS.	$9,150	$9,150
52301	MEDICAL BENEFIT	$1,100	$1,100
53100	PHYSICAL EXAMS	$500	$0
	TOTAL	**$57,900**	**$58,850**

OPERATING			
53151	PROF. SERVICES		
54100	TELEPHONE	$1,450	
54200	POSTAGE	$1,750	$750
54340	DISPOSAL		
54342	RECYCLING		
54620	MAIN. - VEHICLE	$500	
54670	MAINT. - EQUIP	$650	
54900	ORDINANCE CODES	$500	
55100	OFFICE SUPPLIES	$500	
55210	OPERATING SUPPL	$1,700	
55220	GASOLINE & OIL	$300	

TOWN OF BELLEAIR
MINOR PROGRAMMATIC DETAIL
SOLID WASTE DEPARTMENT

55221	TOOLS		$400	$0
55240	UNIFORMS		$2,350	
55260	PROTECT. CLOTH.		$700	$150
56405	COMPUTER SYSTEM		$1,200	
		TOTAL	**$12,000**	**$900**

CAPITAL

59900	DEPRECIATION			
		TOTAL	**$0**	**$0**

FEES AND TRANSFERS

59904	SS FEES		$158,500	
59906	ADMIN FEES		$51,100	
		TOTAL	**$209,600**	**$0**
		Grand Total	**$279,500**	**$59,750**

TOWN OF BELLEAIR, FLORIDA
DEMOGRAPHIC STATISTICS
LAST TEN FISCAL YEARS

Year	Population(1)	Number of Households(2)	Per Capita Income(3)	Median Age(1)	Unemployment Rate(1)
2008	4,151		71,221	51.6	4.5
2009	4,145		78,242	52.7	4.3
2010	4,145		84,280	54.9	11.8
2011	3,869		57,740	57.4	9.8
2012	3,888		57,097	54.9	8.6
2013	3,795	*1,783	50,011	56.7	8.5
2014	3,887	2,323	53,133	53.6	7.1
2015	3,958	2,238	57,307	44.7	5.8
2016	4,022	2,163	59,164	53	3.7
2017	4,088	2,230	66,244	53.1	3.8
2018	4,217	2,437	64,467	55	3.3

1 U.S. Bureau of Census estimate.

2 New Statistic As of 2013, Estimate provided by factfinder.census.gov, 2013 did not include condos

3 Data is for Pinellas County.Published by the Office of Economic & Demographic Research

NOTE:Data is for an unspecified point each year, not specifically September 30.

TOWN OF BELLEAIR, FLORIDA
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

FUNCTION	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Police:											
Physical arrests	39	41	26	31	46	56	45	125	146	70	72
Parking violations	24	20	22	12	142	140	10	12	9	23	1
Traffic violations	230	116	76	110	157	7	397	397	133	156	328
							194				
Transportation:											
Resurfacing	0.77	0.77	0.7	0.5	0.5	4.5 miles	0.5	1	-	-	-
Pothole repaired	50	50	50	110	120	150	~100	240	184	150	110
Culture and Recreation:											
Athletic permits issued	800	800	800	800	822	832	600	600	600	400	510
Water:											
New connections	11	6	3	6	5	0	2	2	3	2	8
Main breaks	3	4	9	0	0	10	12	12	8	11	6
Average consumption	700,515	818,622	767,968	699,957	517,567	681,789	693,150	768,950	692,830	807,000	911,000
Solid Waste Management:											
Refuse collected tons per/day	8.42	10.03	10.5	7.12	7.19	7.78	11.83	8.01	10.06	10.75	11.95
Recyclables collected	1.22	0.95	2.78	0.6	1.19	0.43	0.8	0.75	0.76	1.14	0.91

TOWN OF BELLEAIR, FLORIDA
CAPITAL ASSETS STATISTICS
LAST TEN FISCAL YEARS

FUNCTION	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Public Safety:											
Police:											
Stations	1	1	1	1	1	1	1	1	1	1	1
Patrol un	9	7	9	5	5	5	6	6	5	5	4
Transportation:											
Streets (Miles)	22	22	22	22	22	22	22	22	22	22	22
Traffic signs	250	250	250	250	250	250	0.5	0.5	0.5	0.5	0.5
Culture and Recreation:											
Park acreage	24	24	24	33	33	33	33	33	33	33	32
Parks	19	17	17	19	19	19	19	19	19	19	19
Tennis Courts	3	3	3	3	3	3	3	3	3	3	4
Community Centers	1	1	1	1	1	1	1	1	1	1	1
Water Mains (Miles)	36	36	36	36	36	36	80	80	80	80	80
Fire hydrants	138	135	135	135	135	135	135	135	135	135	135
Maximum daily cap											
(thousan	2.2MGD	2.2MGD	2.2 MGD	2.2 MGD	2.2 MGD	2.2 MGD	2.2 MGD	2.2 MGD	2.2 MGD	2.2 MGD	2.2 MGD
Solid Waste Management:											
Trucks	8	8	8	8	8	9	9	10	10	10	10

TOWN OF BELLEAIR, FLORIDA
PROPERTY VALUE, CONSTRUCTION AND BANK DEPOSITS
LAST TEN FISCAL YEARS

	New Commercial Construction		New Residential Construction		Additions, Improvements and Miscellaneous Construction		
Fiscal Year	Number of Permits	Value	Number of Permits	Value	Permits(1)	Value	Bank Deposits(2) (In Thousands)
2006	-	-	6	3,995,471	777	11,781,729	13,652,970
2007	-	-	7	4,763,613	657	7,168,298	13,552,327
2008	-	-	5	5,373,430	600	9,612,837	13,453,426
2009	-	-	7	6,807,298	462	5,047,852	13,789,762
2010	-	-	-	810,000	570	7,140,071	13,513,967
2011	-	-	-	817,398	584	8,069,923	Not Available
2012	-	-	3	1,319,123	550	8,022,895	Not Available
2013	-	-	1	392,000	555	8,372,952	Not Available
2014	-	-	7	6,465,452	683	16,508,591	Not Available
2015	-	-	7	6,649,064	721	9,943,615	Not Available
2016	-	-	18	14,863,390	641	9,758,896	Not Available
2017	2	9,682,000	6	18,143,720	733	19,812,585	Not Available
2018	3	6,581,000	12	15,124,133	881	15,226,265	Not Available

1 Includes institutional, seawalls, pools, and non-valued building permits.

2 Includes balances in commercial, savings, savings and loan, and building and loan banking institutions for Pinellas County.Data from the Tampa Bay Times Research Bureau.Subsequent to 2010, the Tampa Bay Times is no longer providing this information.

3 Significant increase is caused by destruction and rebuilding of many residential homes during the fiscal year.

TOWN OF BELLEAIR, FLORIDA
MISCELLANEOUS STATISTICAL DATA
September 30, 2018

Date of Incorporation	1925
Date First Charter Adopted	1925
Date Present Charter Adopted	1970

Form of Government: Commission-Manager
Commission Composed of: Mayor and Four Commissioners

Term of Office:
Mayor - 3 Years
Commissioners - 3 Years
Manager - Appointed by Commissio
Average Annual Temperature - 84 d
Average Annual Rainfall - 51.4inches
Area -2.50 square miles

MUNICIPAL UTILITIES, SERVICES AND EVENTS

Police Protection	
Number of Employees	14
Number of Vehicular PatrolL	9
Number of Law Violations:	
Physical Arrests	39
Traffic Violations	230
Parking Violations	24

Parks and Recreation	
Community Centers	1
Playgrounds	2
Athletic Fields	2
Parkland Acreage	24
Walking Trails	1
Tennis Courts	3
Basketball Courts	1
Restroom Building	1
Picnic Shelter	1

Sanitation Service System:	
Number of accounts	1,588
Annual tonnage	2,290

Transporation:	
Paved Street	22 miles
Stormwater Lines	18 miles
Sidewalks	23 miles

Water System:	
Miles of Water Mains	36
Daily Average Consumption (MGD)	0.7
Number of Lift Stations	0
Plant Capacity (MGD)	2.2 MGD
Number of Service Collections	1612
Deep Wells Active	7
Number of Fire Hydrants	138
Number of customers	1,565
Major Annual Community Events:People Attending	
Halloween Party	1000
Springfest & Arbor Day Celebration	1000
Belleair Sunset 5k & Fun Run	1000
Concerts	6000

Cultural Facilities Available in Belleai
and the Tampa Bay Area:
Florida Gulf Coast Art Center, Inc.,
Largo, Florida
Performing Arts Center and Theatre
Clearwater, Florida
Bayfront Center, Mahaffey Theater,
St. Petersburg, Florida
Tampa Bay Performing Arts Center,
Tampa, FloridaSt. Petersburg, Florid
Asolo Performing Arts Cent
Sarasota, Florida
Ruth Eckerd Hall,
Clearwater, Florida

1)Police data is for 2017 calandar year (January 1, 2017 - December 31, 2018)