

City of Seminole




Annual Budget Fiscal Year 2012

Frank Edmunds, City Manager
Harry Kyne, Director of Administration

City of Seminole
MEMORANDUM
Achieving Service Through Dedication

TO: City Council

RE: Proposed Fiscal Year 2012 Operating Budget

FROM: Frank Edmunds, City Manager 

DATE: June 28, 2011

In accordance with Section 5.04(f) of the City Charter and Section 42-241(a) of the Code of Ordinances, attached is the proposed Fiscal Year 2012 (FY12) Operating Budget. The proposed budget total of \$15,144,919 is \$756,952 less than the current FY11 approved budget. This budget submission is consistent with the fiscal philosophy and direction of the City Council.

The FY2012 budget does not propose a property tax millage rate increase. With a continuation of declining assessed property values, no increase to the millage rate will result in our taxpayers paying less for city services. This budget does not propose an increase in service fees and does not require the use of reserve funds. The proposed FY2012 budget is balanced to forecast revenues.

This budget submission represents our collective efforts to provide good quality services to our citizens and continues our focus to deliver efficient services.

I look forward to an opportunity to review this budget submission with the City Council during a workshop scheduled for Wednesday, July 13, 2011 beginning at 6:00 p.m.



Mission Statement

The City of Seminole is dedicated to excellence, professionalism and integrity in the delivery of community services for an enhanced quality of life for those living, working and visiting our community.

Core Values

Accountability: *Accepting responsibility for decisions and actions; assuming legal and moral obligations “to do the right thing.”*

Professionalism: *Committed to high standards of education, training, and public service. Demonstrate knowledge of public service delivery with emphasis on customer service and satisfaction.*

Ethics & Integrity: *Committed to the concept of public trust and use of public funds with demonstrated honesty, sincerity, and high personal values.*

Trust & Respect: *Firm commitment to honesty, integrity, reliability, and justice. Hold in high regards those whom we interact with; show consideration and be courteous in our daily activities.*

Social Responsibility: *Providing municipal services in a manner which recognizes individual uniqueness and addresses common welfare for all; working together to achieve long term community success.*



CITY
OF
SEMINOLE

**GENERAL FUND
REVENUES**

FY12 GENERAL FUND REVENUES

Account #	DESCRIPTION	FY07	FY08	FY09	FY10	FY11	FY12	% Change FY10/FY11
		Actual	Actual	Actual	Actual	Budget	Budget	
01 03-11 1000	Ad Valorem Tax	3,486,135	3,321,794	3,080,711	2,750,186	2,432,136	2,332,601	-4.1%
01 03 11 2000	Ad Valorem Tax - Delinquent	5,926	111,638	50,284	6,018	2,000	2,000	0.0%
	Total Ad Valorem	3,492,061	3,433,432	3,130,995	2,756,204	2,434,136	2,334,601	-15.3%
01 03 12 4100	Local Option Gas Tax	88,496	234,543	231,030	229,246	217,000	217,000	0.0%
	Total Local SalesTax	88,496	234,543	231,030	229,246	217,000	217,000	-5.3%
01 03 23 1000	Franchise Fee-Elect	1,365,355	1,335,388	1,466,842	1,513,549	1,409,971	1,413,500	0.3%
01 03 23 4000	Franchise Fee-Gas	30,643	28,282	29,365	36,195	28,000	28,000	0.0%
	Total - Franchise	1,395,998	1,363,670	1,496,207	1,549,744	1,437,971	1,441,500	-7.0%
01 03 14 1000	Utility Tax-Elect	954,512	969,311	1,003,105	1,137,362	970,000	1,037,000	6.9%
01 03 14 4000	Utility Tax-Gas	21,961	25,642	25,275	36,195	25,000	25,000	0.0%
	Total -Utility Tax	976,473	994,953	1,028,380	1,173,557	995,000	1,062,000	-9.5%
01 03 23 2000	Communications Services Tax	824,314	801,449	856,569	791,165	800,000	700,000	-12.5%
	Total -Communications Tax	824,314	801,449	856,569	791,165	800,000	700,000	-11.5%
01 03 16 0000	Local Business Tax	156,535	153,256	152,295	145,129	150,000	145,000	-3.3%
01 03 22 1000	Building Permits	377,413	131,520	110,395	165,157	115,000	115,000	0.0%
01 03 29 3000	Plan Review	35,705	22,617	16,304	9,777	22,500	19,000	-15.6%
	Total-Licences & Permits	569,703	307,393	278,994	320,063	287,500	279,000	-12.8%
01 03 35 1200	Revenue Sharing - Sales Tax	312,698	288,497	249,251	247,849	225,000	225,000	0.0%
01 03 35 1220	Revenue Sharing - Fuel Tax	116,541	107,534	99,303	98,744	89,000	89,000	0.0%
01 03 35 1400	Mobile Home Licences	6,022	6,113	5,688	5,513	4,500	4,500	0.0%
01 03 35 1500	Alcoholic Bev Lic	11,382	12,230	10,903	10,661	10,000	10,000	0.0%
01 03 35 1810	One Half Cent Sales Tax	1,016,802	988,793	900,367	897,505	850,000	888,000	4.5%
01 03 35 2000	Education Reimbursement Fire	25,776	24,968	21,900	21,380	25,000	21,900	-12.4%
01 03 35 4901	Fuel Tax Refund	2,012	1,922	1,845	1,775	1,500	1,500	0.0%
01 03 37 3000	Recycling Grant	13,498	14,017	14,103	14,221	0	14,000	#DIV/0!
01 03 38 9000	Library Coop	298,524	283,935	249,437	213,128	185,861	185,037	-0.4%
	Total-Intergovernmental Revenues	1,803,255	1,739,531	1,552,797	1,510,776	1,390,861	1,438,937	-4.8%
01 03 41 4000	Certs, Copies, Record Search	834	575	493	1,301	400	400	0.0%
01 03 41 8400	Radon Gas Admn. Fee	160	27	2	20	100	20	-80.0%
01 03 41 8500	Trans. Impact Admn. Fee	6,138	936	1,000	0	1,000	1,000	0.0%
01 03 41 9001	General Governmental Charges	384,847	394,050	424,562	368,170	365,135	365,135	0.0%
01 03 41 9100	Filing Fees	275	315	145	441	270	270	0.0%
01 03 41 9200	Board of Adjustment	1,750	1,750	1,000	1,050	1,500	1,500	0.0%
01 03 42 2000	Fire Protection Service - County	5,726,035	5,647,427	4,694,216	4,205,375	4,043,105	4,082,712	1.0%
01 03 42 2001	Fire Contract - Bay Pines	0	15,469	92,924	92,884	89,903	89,903	0.0%
01 03 42 2002	Fire Contract - Beach Contracts	192,873	200,588	210,616	217,356	217,356	221,486	1.9%
01 03 44 9001	State Traffic Signal Maint	20,000	38,078	39,435	41,586	20,000	12,100	-39.5%
01 03 42 4000	Emergency Service fees	1,650,100	1,928,839	2,020,552	1,878,060	1,842,936	2,058,591	11.7%
01 03 42 9001	HazMat Training Reimbursement	55,400	56,400	56,400	25,810	0	0	#DIV/0!
01 03 42 9002	HazMat physical Reimbursement	0	0	0	7,200	7,600	2,177	-71.4%
	Total Service Fees	8,057,872	8,289,660	7,541,345	6,839,253	6,589,305	6,835,294	-0.1%
01 03 47 1100	Library SPC Staff Funding	45,485	50,034	47,037	43,242	47,936	48,147	0.4%
01 03 47 2000	Recreation- Membership Cards	324,844	146,659	122,546	108,935	120,000	108,000	-10.0%
01 03 47 2100	Recreation Classes- Contracted	145,067	138,660	111,807	107,588	111,400	111,400	0.0%
01 03 47 2200	Camp Fees- Summer	183,431	153,826	172,577	157,422	160,500	155,750	-3.0%
01 03 47 2300	Camps-Break	10,138	6,042	4,812	3,188	3,640	4,750	30.5%
01 03 47 2400	Recreation-Staff Instructed	12,157	8,517	4,412	13,205	10,200	10,200	0.0%
01 03 47 2700	Pool Facility Fees	21,625	19,820	18,934	16,219	14,000	16,000	14.3%
01 03 47 2900	Athletic Programs	14,244	13,590	10,910	14,544	13,570	16,000	17.9%
	Total-Leisure Fees	781,920	537,148	496,535	464,343	481,246	470,247	1.3%
01 03 51 1000	Fines & Forfeitures	261,146	246,127	238,048	201,121	195,000	195,000	0.0%
01 03 52 0000	Library Fines	20,660	24,016	23,383	22,829	20,000	25,000	25.0%
	Total-Fines & Forfeitures	281,806	272,743	261,431	223,950	215,000	220,000	-1.8%
01 03 61 1000	Interest on Investments	368,127	182,128	50,997	42,549	48,866	42,500	-13.0%
01 03 61 3900	Interest Other	9,537	5,834	825	757	0	500	0.0%
	Total Interest	380,458	187,962	51,822	43,306	48,866	43,000	-0.7%
01 03 62 1000	Rental Income	15,811	14,357	13,527	14,489	14,000	14,000	-3.4%
	Total-Rentals	15,811	14,357	13,527	14,489	14,000	14,000	-3.4%
01 03 64 3200	Insurance Proceeds	3,091	10,644	12,289	7,727	1,000	1,000	0.0%
01 03 64 4100	Sale of Fixed Assets - City	1,170	810	9,165	7,425	100	100	0.0%
01 03 64 4101	Sale of Fixed Assets - Fire	1,170	5,679	1,440	8,100	100	100	0.0%
	Total-Sales	5,431	17,133	22,894	23,252	1,200	1,200	-94.8%
01 03 69 3000	Refund Prior Year	0	0	37,975	27,708	25,800	20,640	-20.0%
01 03 69 6000	Other - S.F.D. Maint. Contract	79,087	66,610	70,671	56,735	70,000	60,000	-14.3%
01 03 69 8000	Miscellaneous Income - Other	2,054	2,034	2,157	2,356	2,000	2,000	0.0%
	Total-Misc. Revenues	81,141	86,009	111,249	86,799	97,800	82,640	-4.8%
TOTAL - REVENUES		18,754,739	18,282,263	17,073,775	16,026,147	15,009,885	15,139,419	-5.5%
01 03 89 9000	Transfer- Fire Fund Balance	0	50,000	0	0	0	5,500	#DIV/0!
01 03 89 9001	Transfer - General Fund Balance	532,477	320,463	23,639	993,619	0	0	#DIV/0!
01 03 81 3500	Interfund Transfer EMS CIP	0	0	0	0	184,920	0	-100.0%
	Total - Unreserved Fund	532,477	370,463	23,639	993,619	184,920	5,500	0.0%
TOTAL - ALL FUNDING SOURCES		19,287,216	18,652,726	17,097,414	17,019,766	15,194,805	15,144,919	-11.0%



CITY
OF
SEMINOLE

**GENERAL FUND
EXPENDITURES**

BUDGET SUMMARY

Charter Positions	Actual	Budgeted	Budgeted	% +/-	% +/-
	FY10	FY11	FY12		
Legislative	126,090	143,274	124,401	-13.2%	(18,873)
City Clerk	93,120	106,528	99,128	-6.9%	(7,400)
City Attorney	44,267	57,945	52,945	-8.6%	(5,000)
City Manager/Contingency	235,559	272,194	265,694	-2.4%	(6,500)
Law Enforcement	1,766,399	1,712,363	1,723,265	0.6%	10,902
Charter Positions	2,265,435	2,292,304	2,265,433	-1.2%	-26,871

Administrative Department	FY10	FY11	FY12	% +/-	% +/-
Administration	394,425	409,060	384,485	-6.0%	(24,575)
Finance	103,378	108,591	92,335	-15.0%	(16,256)
Library	938,201	946,968	871,079	-8.0%	(75,889)
Recreation	1,483,311	1,590,508	1,151,479	-27.6%	(439,029)
Administration Department Total	2,919,315	3,055,127	2,499,378	-18.2%	-555,749

Community Development Department	FY10	FY11	FY12	% +/-	% +/-
Administration/Planning	236,307	227,489	192,058	-15.6%	(35,431)
Code Administration & Inspection	480,548	440,839	403,149	-8.5%	(37,690)
Community Development Dept. Total	716,855	668,328	595,207	-10.9%	-73,121

Public Works Department	FY10	FY11	FY12	% +/-	% +/-
Administration	754,752	916,359	665,145	-27.4%	(251,214)
Facilities	149,231	153,959	118,838	-22.8%	(35,121)
Parks	250,670	272,122	343,859	26.4%	71,737
Transportation	474,326	461,528	477,588	3.5%	16,060
Public Works Department Total	1,628,979	1,803,968	1,605,430	-11.0%	-198,538

Fire Department	FY10	FY11	FY12	% +/-	% +/-
Administration	940,534	670,525	687,410	2.5%	16,885
Life Safety Services	242,891	204,284	213,640	4.6%	9,356
Fleet Maintenance	241,457	222,107	225,240	1.4%	3,133
Training	149,673	150,386	155,260	3.2%	4,874
Operations	5,061,569	4,806,986	4,839,330	0.7%	32,344
EMS	1,878,060	2,027,856	2,058,591	1.5%	30,735
Fire Department Total	8,514,184	8,082,144	8,179,471	1.2%	97,327

FY10 to FY12 CITY WIDE BUDGET COMPARISONS

City Total	FY10	FY11	FY12	% +/-	% +/-
Charter Positions	499,036	579,941	542,168	-6.5%	(37,773)
Law Enforcement	1,766,399	1,712,363	1,723,265	0.6%	10,902
Administration	2,919,315	3,055,127	2,499,378	-18.2%	(555,749)
Community Development/Planning Department	716,855	668,328	595,207	-10.9%	(73,121)
Public Works Department	1,628,979	1,803,968	1,605,430	-11.0%	(198,538)
Fire Department	8,514,184	8,082,144	8,179,471	1.2%	97,327
City Total	16,044,768	15,901,871	15,144,919	-4.8%	-756,952

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY

POSITION	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY11/FY12 Change
City Clerk	1	1	1	1	1	1	1	0
City Manager	2	2	2	2	2	2	2	0
Administration Division	6.375	6.375	5.375	5.375	5.375	5.375	5.375	0
Finance Division	3	3	3	2	2	2	2	0
Library Division	16.75	17.55	17.55	17.55	17.55	17.8	17.8	0
Recreation Division	11.26	11.5	11.5	11.5	11.5	11.5	11.5	0
Community Dev/ Adm. Plann.	3	3	2	2	2	1.5	1.5	0
Code Admin. & Inspections	7	7	6	5	3.6	3.5	3.5	0
Public Works Admin	1.625	2	2	2	2	2	2	0
Public Works Transportation	6	8	8	7	6	6	6	0
Facilities	1	1	1	1	1	1	1	0
Parks	3	3	3	2.625	2.625	2.625	3	0.375
Fire Administration	3.625	3.625	3	2	2	2	2	0
Fire Life Safety Services	4	4.5	4	3	3	2.5	2.5	0
Training	2.85	2.85	3	2	1	1	1	0
Maintenance	3	3	3	2	2	2	2	0
Emergency Medical Services	37.15	37.15	0	0	16	16	16	0
Operations	36	36	73	67	52	51	51	0
Total Employees - In Full Time Equivalents	148.635	152.55	148.425	135.05	132.65	130.8	131.175	0.375
Seasonal								
Recreation Counselor	13	13	13	13	13	13	13	0
WSI/Lifeguard	4	4	4	4	4	4	4	0
Recreation Lifeguard	3	3	3	3	3	3	3	0
Rec. Seasonal Work Pool	1	1	1	1	1	1	1	0
Finance Intern	0	0	0	1	0	0	0	0
Maintenance I	0	0	0	0	2	2	2	0
Library Aide	1	1	1	1	1	1	1	0
Total Summer	22	22	22	23	24	24	24	0.0



**CITY
OF
SEMINOLE**

**CHARTER SECTION
LEGISLATIVE**

CITY OF SEMINOLE
FY12 BUDGET
Legislative

ACCOUNT	Dept/Div Acct. # 511	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change FY11 TO FY12
		Actual	Actual	Actual	Actual	Adopted	Final Budget	03/31/11	Adopted	
Salaries - Regular	1100	42,351	43,000	42,622	42,836	42,672	42,672	21,336	42,672	0.0%
Uniform Purchase Allowance	1514	0	0	358	196	275	275	0	275	0.0%
FICA	2100	3,240	3,290	3,286	3,294	3,265	3,265	1,632	3,265	0.0%
FRS	2210	7,036	7,072	7,117	6,769	7,517	7,517	3,758	6,408	-14.8%
Workers Compensation	2400	132	109	85	78	106	106	61	106	0.0%
People Costs		52,759	53,471	53,468	53,173	53,835	53,835	26,787	52,726	-2.1%
Professional Services	3190	116	0	0	0	2,000	2,000	0	250	-87.5%
Travel & Training - Counts	4003	2,408	121	2,458	77	2,500	2,500	1,938	2,500	0.0%
Travel & Training - Johnson	4005	2,768	3,087	2,897	3,394	4,500	4,500	131	4,500	0.0%
Travel & Training - Matthews	4007	1,032	217	1,074	1,790	2,500	2,500	115	2,500	0.0%
Travel & Training - Barnhorn	4009	4,759	3,188	2,232	0	0	0	0	0	#DIV/0!
Travel & Training - Plantamura	4012	0	0	1,367	3,300	2,500	2,500	1,945	2,500	0.0%
Travel & Training - Waters	4013	0	0	0	0	2,500	2,500	0	2,500	0.0%
Travel & Training - Barnhorn	4014	0	0	1,259	3,300	2,500	2,500	1,256	2,500	0.0%
Travel & Training - Quinn	4015	0	0	0	1,994	2,500	2,500	1,023	2,500	0.0%
Postage/UPS	4120	145	188	66	93	500	500	86	250	-50.0%
Promotional Activities	4800	8,245	5,602	6,245	5,109	6,675	6,675	3,496	6,675	0.0%
Office Supplies	5110	916	438	837	1,254	1,000	1,000	226	750	-25.0%
Operating Supplies Uniforms	5250	279	0	0	0	0	0	0	0	#DIV/0!
Operating Supplies -General	5290	1,146	1,087	1,195	2,141	1,500	1,500	274	1,250	-16.7%
Subscriptions	5420	100	0	0	640	150	150	0	150	0.0%
Dues/Memberships	5430	6,391	10,763	4,953	8,091	6,964	6,964	4,287	6,500	-6.7%
Operational Costs		33,212	27,183	24,738	31,183	38,289	38,289	14,777	35,325	-7.7%
Computers	6401	0	548	0	0	0	0	0	0	#DIV/0!
Capital Equipment - Other	6490	66,834	0	0	0	0	0	0	0	#DIV/0!
Capital Outlay		66,834	548	0	0	0	0	0	0	#DIV/0!
Aid To Private Organization:	8200	34,370	27,350	37,170	26,934	36,350	36,350	22,369	36,350	0.0%
Interfund Transfer	6900	10,700	24,700	0	14,800	0	14,800	0	0	-100.0%
DEPARTMENT TOTAL		197,875	133,252	115,376	126,090	128,474	143,274	63,933	124,401	-3.2%

CITY OF SEMINOLE
Fiscal Year 2012
Legislative

PERSONNEL COSTS

Salaries and Wages – 1100

\$42,672 – This category covers salaries for the Mayor (\$9,300) and Members of City Council (\$5,562). Compensation is directed by the City Charter and Code of Ordinance.

Uniform Purchase Allowance – 1514

\$275 – This category reimburses the Mayor and Council for the purchase of uniforms utilized during the performance of city business.

FICA - 2100

\$3,265 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement - 2200

\$6,408– This category is for Florida Retirement System benefits for elected officials.

Workers' Compensation - 2400

\$106 – The contribution rate for Workers' Compensation is .25% of salaries.

OPERATIONAL COSTS

Professional Services - 3190

\$250 – This category is for the services of a professional photographer..

Travel & Training - Councilor Counts– 4003

\$2,500 – Training and expenses related to city business for Councilor Counts.

Travel & Training – Mayor Johnson – 4005

\$4,500 – Training and expenses related to city business for Mayor Johnson.

CITY OF SEMINOLE
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Travel & Training - Councilor Matthews- 4007

\$2,500 – Training and expenses related to city business for Councilor Matthews.

Travel & Training - Councilor Plantamura - 4012

\$2,500 – Training and expenses related to city business for Councilor Plantamura.

Travel & Training - Councilor Waters - 4013

\$2,500 – Training and expenses related to city business for Councilor Waters.

Travel & Training - Councilor Barnhorn - 4014

\$2,500 – Training and expenses related to city business for Councilor Barnhorn.

Travel & Training - Councilor Quinn - 4015

\$2,500 – Training and expenses related to city business for Councilor Quinn.

Postage/UPS - 4120

\$250 – Costs associated with postage for Mayor and Council activities.

Promotional Activities - 4800

\$6,675 – Costs are associated with:

Annual Holiday volunteer recognition dinner \$5,000

Flowers/Condolences \$500

Suncoast League of Cities Host Luncheon \$375

Annual Ad for Florida League of Cities \$800

Office Supplies – 5100

\$750 – Costs associated with the printing of invitations, business cards, nameplates, note pads, proclamation plaques, etc.

Operating Supplies – 5200

\$1,250 – Costs associated with the Council's annual retreat, quarterly meetings and incidental supplies to support the activities of the Mayor and Council.

CITY OF SEMINOLE
Fiscal Year 2012
Legislative

Subscriptions– 5420

\$150 – This category covers subscriptions to periodicals that provide resource materials for the Mayor and Council.

Dues and Memberships– 5430

\$6,500 – This category includes dues and membership to various Associations for the Mayor and Council including: Pinellas County Mayors Council \$150; Suncoast League of Cities \$500; Florida League of Cities \$2,037; Florida Mayor’s Council \$385; Tampa Bay Regional Planning Council \$2,000; National Arbor Day Foundation \$15; National League of Cities \$1,377.

Aid to Organizations – 8200

\$36,350 – This category includes grants, subsidies and contributions made to a variety of community organizations which provide services to the citizens of Seminole. Donations include:

Chamber of Commerce grant (\$20,000) included in this grant amount;

Annual dues \$315

Co-sponsorship of Holiday Parade \$1,500

Directory Sponsor photograph \$500

Business Assistance Program \$17,685

Neighborly Senior Services \$3,000

\$250 each to Seminole Community Schools (Bauder, Seminole, Orange Grove, Starkey) \$1,000

SYAA - \$5,000

Society for the Prevention of Cruelty to Animals \$1,000

Relay for Life \$850

Catholic Charities for Pinellas Hope or Pinellas Safe Harbor \$5,000

Misc. \$500



CITY
OF
SEMINOLE

Office of the
CITY MANAGER

CITY OF SEMINOLE
FY12 BUDGET
City Manager's Office

ACCOUNT	Dept/Div	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change
	Acct. #512	Actual	Actual	Actual	Actual	Adopted	Final Budget	3/1/2011	Proposed	
Salaries - Regular	1200	37,162	39,157	20,818	21,767	34,136	34,136	17,283	34,105	-0.1%
City Manager	1210	124,354	125,289	127,628	126,693	122,265	122,265	61,457	122,265	0.0%
Special Education	1503	1,320	1,320	1,320	1,870	2,640	2,640	0	2,640	0.0%
Phone Allowance	1509	0	400	480	480	480	480	240	480	0.0%
FICA	2100	10,709	11,019	10,068	10,710	11,138	11,138	4,721	11,136	0.0%
FRS	2210	3,677	3,900	2,120	2,834	3,819	3,819	1,638	1,890	-50.5%
ICMA	2220	20,926	13,760	13,363	11,811	12,359	12,359	6,146	12,359	0.0%
ICMA Employee Deferred	2221	527	13,169	15,060	13,900	13,928	13,928	6,926	13,928	0.0%
Health/Life Insurance	2310	11,129	10,941	7,915	12,727	9,440	9,440	6,143	10,904	15.5%
L/T Disability Insurance	2320	827	840	658	645	820	820	386	820	0.0%
Workers Compensation	2400	412	296	314	187	220	220	127	218	-0.9%
People Costs		211,043	220,531	200,449	210,686	211,245	211,245	105,067	210,745	-0.2%
Travel/Per Diem	4000	2,840	3,619	4,117	2,207	5,500	5,500	2,288	5,500	0.0%
Communications	4110	1,715	1,765	1,884	2,500	2,449	2,449	1,130	2,449	0.0%
Postage/UPS	4120	53	124	92	112	300	300	15	300	0.0%
Insurance - vehicle	4520	585	473	214	258	400	400	195	400	0.0%
Maintenance - Copier	4610	243	488	102	88	500	500	53	500	0.0%
R&M - Vehicle	4660	87	1,720	698	3,405	750	750	29	750	0.0%
Printing	4700	0	0	130	0	100	100	0	100	0.0%
Office Supplies	5110	2,240	1,942	2,477	2,696	3,000	3,000	543	3,000	0.0%
Fuel	5240	2,656	4,105	2,023	2,593	3,000	3,000	1,010	3,000	0.0%
Operating Supplies- General	5290	204	325	211	385	750	750	186	750	0.0%
Books/Publications/Subscript	5410	338	112	0	143	500	500	-70	500	0.0%
Dues/Memberships	5430	1,476	1,853	1,652	1,676	1,850	1,850	1,093	1,850	0.0%
Conf./ Training/Education	5440	704	2,242	1,646	960	3,350	3,350	1,965	3,350	0.0%
Lead Training	5441	458	0	0	0	0	0	0	0	0.0%
Tuition Reimbursement	5490	3,456	3,235	500	0	2,500	2,500	0	2,500	0.0%
Operational Costs		17,055	22,003	15,746	17,023	24,949	24,949	8,437	24,949	0.0%
Capital Outlay - Equip.	6410	59	0	0	0	0	0	0	0	0.0%
Capital Outlay		59	0	0	0	0	0	0	0	0.0%
Interfund Transfer	6900	5,000	5,250	0	6,000	0	6,000	0	0	-100.0%
Contingency	9900	10,750	53,213	14,288	1,850	30,000	30,000	27,150	30,000	0.0%
DEPARTMENT TOTAL		243,907	300,997	230,483	235,559	266,194	272,194	140,654	265,694	-2.4%

CITY OF SEMINOLE
Fiscal Year 2012
City Manager's Office

PERSONNEL COSTS

Salaries and Wages – 1200

\$34,105 - This category covers wages for an Administrative Assistant.

Salaries and Wages – 1210

\$122,265 - This category covers wages for the City Manager.

Education Special – 1503

\$2,640 – This category covers education special pay for two employees with a Bachelor degree at \$110 per month.

Phone Allowance – 1509

\$480 – This category covers expenses associated with a \$40 per month allowance for business use of cell phone.

FICA - 2100

\$11,136 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement - 2200

\$14,249 – This category covers the cost of pension benefits for the ICMA-401a plan (\$12,359) and FRS plan (\$1,890).

Employee Deferred Salary- 2221

\$13,928 – This category covers an 11.27% contribution to the ICMA-401a for the City Manager which was previously deferred by the City Manager in lieu of salary.

Health/Life Insurance - 2300

\$11,724 - This category covers the cost of the City's health (\$9,904) and disability insurance (\$820).

Worker's Compensation - 2400

\$218 – The estimated contribution rate for office personnel is .14% of salaries

CITY OF SEMINOLE
Fiscal Year 2012
City Manager's Office

OPERATIONAL COSTS

Travel and Per Diem - 4000

\$5,500 – City Manager activities include: ICMA Annual Conference \$1,700, FCCMA Annual Conference \$600, Specialized training/conferences \$1,000, Pinellas County City Manager meetings \$400, staffing meetings \$800 and Chamber related activities \$250, Misc. training \$750.

Communications - 4110

\$2,449 - This category covers telephone and internet access costs.

Postage - 4120

\$300 - This category covers the cost of postage for routine and special delivery mail service.

Insurance - 4500

\$400- This category covers the cost of auto insurance for one vehicle.

Equipment Repairs and Maintenance - 4610

\$500 - These funds are for repair and maintenance of the office copier.

Repairs and Maintenance-Vehicle – 4660

\$750 – Vehicle repairs and maintenance for the City Manager's vehicle.

Printing - 4700

\$100 - These funds are for printing of business cards.

Office Supplies - 5110

\$3,000 - These funds are for miscellaneous expendable computer supplies \$1,500, copier supplies \$500 and general office supplies \$1,000.

Operating Supplies Fuel- 5240

\$3,000 - These funds are for fuel for the City Manager's vehicle.

Operating Supplies General- 5290

CITY OF SEMINOLE
Fiscal Year 2012
City Manager's Office

\$750 - These funds are for the purchase of miscellaneous items.

Books & Publications - 5410

\$500 – These funds are for misc. publications and textbooks.

Dues & Memberships - 5430

\$1,850 – Includes professional memberships in the following organizations:
City Manager: ICMA \$1,130, FCCMA \$320, GFOA \$50 and Misc. \$350.

Conference Training & Education - 5440

\$3,350 –Registration and class costs for professional development activities.
City Manager: ICMA annual conference \$1,350, FCCMA annual conference \$500,
Specialized training or conferences \$1000, and misc. training \$500.

Tuition Reimbursement - 5490

\$2,500 – Costs for Master's Degree related program \$2,500.

Contingency - 9900

\$30,000 – Funds will be used to cover unanticipated expenditures.



CITY
OF
SEMINOLE

Office of the
CITY ATTORNEY

CITY OF SEMINOLE
FY12 BUDGET
City Attorney

ACCOUNT	Dept/Div Acct. # 514	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 03/31/11	FY12 Proposed	% Change FY11 TO FY12
Retainer/John Elias *	3130	29,540	30,094	30,696	30,696	30,971	30,971	12,790	30,971	0.0%
Professional Fees John Elias	3140	25,449	1,868	471	545	10,000	10,000	44	5,000	-50.0%
Professional Services Other	3190	3,798	2,621	22,742	390	5,000	5,000	880	5,000	0.0%
Prof. Services Special Master	3191	4,350	4,718	1,995	4,620	5,000	5,000	2,152	5,000	0.0%
Prof. Services Development	3192	19,556	4,151	6,255	7,777	5,000	5,000	0	5,000	0.0%
Professional Services FS 175	3193	0	3,362	288	0	0	0	0	0	0.0%
Travel/Per Diem	4000	0	85	468	0	500	500	0	500	0.0%
Books/Publications	5410	1,049	0	0	239	1,049	1,049	0	1,049	0.0%
Conf./ Training/Education	5440	784	0	250	0	425	425	0	425	0.0%
Operational Costs		84,526	46,899	63,165	44,267	57,945	57,945	15,866	52,945	-8.6%
TOTAL		84,526	46,899	63,165	44,267	57,945	57,945	15,866	52,945	-8.6%

* Retainer of \$61,942 / yr is shared with Fire/Rescue Department.

CITY OF SEMINOLE
Fiscal Year 2012
City Attorney

PROFESSIONAL FEES

Retainer – 3130

\$30,971 - This category covers the professional services provided by City Attorney John Elias. The \$61,942 retainer is shared equally with the Fire Rescue Department.

Professional Fees – 3140

\$5,000 – This category is for the City Attorney charges for litigation.

Professional Fees - Other - 3190

\$5,000 – This category is for special legal counsel covering personnel/labor issues and other specialized legal topics. (Thompson, Sizemore & Gonzalez, etc.)

Professional Fees – Special Master - 3191

\$5,000 – This category is to support the Code Enforcement Special Master process for Code Enforcement hearings.

Professional Fees – Development - 3192

\$5,000 – This category is for special legal counsel Attorney Robert Lincoln covering development related issues.

Travel and Per Diem - 4000

\$500 – Costs are associated with the City Attorney's attendance at the Florida Municipal Attorney's Association Annual Conference and other municipal law training programs.

Books and Publications – 5410

\$1,049 – This category includes the purchase of law books.

Conference/ Training/ Education - 5440

\$425 – Costs are associated with the City Attorney's attendance at the Florida Municipal Attorney's Association Conference and other training programs dealing with municipal law.



CITY
OF
SEMINOLE

Office of the
CITY CLERK

CITY OF SEMINOLE
FY12 BUDGET
City Clerk

ACCOUNT	Dept/Div	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change
	Acct. # 510	Actual	Actual	Actual	Actual	Adopted	Final Budget	03/31/11	Proposed	FY11 To FY12
Salaries - Regular	1200	63,339	66,685	55,370	29,562	41,531	41,531	20,705	42,181	1.6%
Salaries - Part Time	1310	0	0	105	3,756	0	0	0	0	0.0%
Overtime	1400	259	111	5,020	0	0	0	0	0	0.0%
Special Education	1503	0	0	0	300	600	600	0	600	0.0%
FICA	2100	4,564	4,809	4,543	2,575	3,177	3,177	1,584	3,227	1.6%
FRS	2210	8,319	8,760	7,828	4,160	5,639	5,639	2,714	3,468	-38.5%
Health/Life Insurance	2310	9,996	10,941	7,968	368	445	445	329	519	16.7%
L/T Disability Insurance	2320	525	512	419	206	345	345	155	350	1.4%
Workers Compensation	2400	181	150	133	70	104	104	60	106	1.9%
People Costs		87,183	92,328	81,920	41,037	51,841	51,841	25,547	50,451	-2.7%
Professional Services	3190	116	0	0	864	0	0	0	0	0.0%
Contract Svce. - Election	3410	45	14,365	20,000	19,078	20,000	20,000	18,228	19,000	-5.0%
Contract Svce. - Codification	3450	4,267	29	3,360	8,975	7,000	9,945	7,780	5,000	-49.7%
Contract Svce. - Other	3490	3,403	12,207	4,401	7,681	5,000	5,000	7,177	5,000	0.0%
Travel/Per Diem	4000	943	1,614	182	774	2,050	2,050	1,085	2,050	0.0%
Telephone	4110	1,177	884	291	463	537	537	202	537	0.0%
Postage/UPS	4120	257	385	408	411	500	500	222	500	0.0%
Maintenance - Copier	4610	0	0	292	116	350	350	71	350	0.0%
Printing	4700	0	0	327	77	200	200	0	100	-50.0%
Legal Advertisements	4910	11,059	10,018	13,819	9,857	13,000	13,000	6,056	13,000	0.0%
Office Supplies	5110	957	675	782	1,537	1,000	1,000	1,131	1,000	0.0%
Operating Supplies -General	5290	328	283	564	978	700	700	22	700	0.0%
Books/Publications	5410	365	310	341	402	500	500	216	500	0.0%
Dues/Memberships	5430	396	360	379	295	250	250	512	290	16.0%
Conf./ Training/Education	5440	729	584	100	575	655	655	195	650	-0.8%
Tuition Reimbursement	5490	230	0	1,000	0	0	0	0	0	0.0%
Operational Costs		24,272	41,714	46,246	52,083	51,742	54,687	42,897	48,677	-11.0%
Computers	6401	130	2,000		0	0	0	0	0	0.0%
Capital Outlay		130	2,000	0	0	0	0	0	0	0.0%
Interfund Transfer	6900	0	0	0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		111,585	136,042	128,166	93,120	103,583	106,528	68,444	99,128	-6.9%

CITY OF SEMINOLE
Fiscal Year 2012
City Clerk

PERSONNEL COSTS

Salaries – 1200

\$42,181 - This category covers salary and health buyout for the City Clerk.

Education Special – 1503

\$600 - This category covers education special pay for employee who holds an Associate's Degree.

FICA - 2100

\$3,227 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement - 2200

\$3,468 – This category covers FRS Retirement costs for the City Clerk.

Insurance - 2300

\$869- This category covers the cost of health and long term disability insurance.

Worker's Compensation - 2400

\$106 – The estimated contribution rate for office personnel is .25% of salaries

OPERATIONAL COSTS

Contract Services (Election) - 3410

\$19,000 – This category covers the cost of one citywide election. Costs include transportation and rental fee for voting equipment, poll workers salary, absentee ballots, election notices, etc.

Contract Services (Codification) - 3450

\$5,000 – This category covers the cost of codification of City Ordinances.

Contract Services (Other) - 3490

\$5,000 – This category covers the cost of maintaining records retention program, yearly updates,

CITY OF SEMINOLE
Fiscal Year 2012
City Clerk

the cost of shredding/destruction of city documents and Laserfiche licensing.

Travel and Per Diem - 4000

\$2,050 - Costs for City Clerk to attend Florida Association of City Clerks conference (\$664) and Florida City Clerk's Certification Academy (\$1,074). City Clerk to attend Pinellas County Municipal Clerks Association monthly meetings (\$240) and misc. expenses (\$72).

Telephone - 4110

\$537 - This category covers telephone costs for local and long distance phone service.

Postage - 4120

\$500 - This category covers costs for regular office postage, public notices, and pre-sort mail permit.

Equipment Repairs and Maintenance - 4610

\$350 - These funds are for a prorated share of the repair and maintenance of the city hall copier.

Printing - 4720

\$100 - These funds are for printing of business cards.

Advertisements - 4900

\$13,000 – Legal advertisements and document recording fees.

Office Supplies - 5110

\$1,000 - These funds are for office supplies.

Operating Supplies - 5200

\$700 - These funds are for supplies used to support the position job tasks; such as CD Rom read/write, and misc.

Books/Publications/Subscriptions - 5410

\$500 – These funds include newspaper subscription, books, and publications. St Petersburg Times \$135; Sunshine Law Manuals \$155; Misc. \$210

CITY OF SEMINOLE
Fiscal Year 2012
City Clerk

Dues & Memberships - 5430

\$290 – Includes professional memberships for the City Clerk in the following organizations: IIMC \$125; FRMA \$80; PCMCA \$25; FACC \$60

Conference Training & Education - 5440

\$650 – Registration fees for the City Clerk at professional development conferences and seminars. FACC State Conference \$220, Florida City Clerk's Institute \$200 and Misc. \$200.



**CITY
OF
SEMINOLE**

**LAW ENFORCEMENT
SECTION**

CITY OF SEMINOLE
FY12 BUDGET
Law Enforcement

ACCOUNT	Dept/Div Acct. # 521	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 03/31/11	FY12 Proposed	% Change FY11 TO FY12
Contract Svc - Sheriff	3440	1,563,415	1,622,313	1,712,755	1,762,868	1,707,013	1,707,013	995,757	1,716,415	0.6%
Travel/Per diem	4000	84	0	24	0	100	100	0	100	0.0%
Communications	4110	709	0	751	759	900	900	601	900	0.0%
Utilities/Elec DPW Bldg	4310	0	0	0	0	2,600	2,600	1,024	2,600	0.0%
R & M Equipment	4690	1,746	1,000	1,108	1,033	1,000	1,000	500	1,000	0.0%
Office Supplies	5110	0	130	66	0	100	100	0	100	0.0%
Operating Supplies	5290	162	800	400	339	500	500	43	500	0.0%
Conferences/Training	5440	0	150	0	0	150	150	0	150	0.0%
Operational Costs		1,566,116	1,624,393	1,715,104	1,764,999	1,712,363	1,712,363	997,925	1,721,765	0.5%
Equipment Other	6490	4,695	0	0	1,400	0	0	1,400	1,500	0.0%
Capital Outlay		4,695	0	0	1,400	0	0	1,400	1,500	0.0%
TOTAL		1,570,811	1,624,393	1,715,104	1,766,399	1,712,363	1,712,363	999,325	1,723,265	0.6%

CITY OF SEMINOLE
Fiscal Year 2012
Law Enforcement

OPERATIONAL COSTS

Contract Services - Sheriff – 3400

\$1,792,364 – Costs associated with a contract for law enforcement services between the City of Seminole and the Pinellas County Sheriff's Office. Services include routine patrols, specialized police services, two dedicated traffic units and one Community Policing Officer.

Travel/Per Diem 4000

\$100 – Cost associated with City related events.

Communications 4110

\$900 – Cost associated telephone at police substation at City Park.

Electric 4310

\$2,600 – Cost of electric at Sheriff substation at City Park.

Repair and Management of Equipment 4690

\$1,000 – Cost associated with repair of radar equipment

Office Supplies 5110

\$100 – These funds are for office supplies such as labels, cassettes, batteries, and special paper.

Operating Supplies - Tickets – 5290

\$500 – Costs to process and collect traffic violations.

Conference/Training/Education – 5440

\$150 – Costs associated with training for Community Police Officer.

CAPITAL OUTLAY

Other Equipment – 6490

\$1,500 – Costs associated with the purchase of a bicycle training for Community Police Office.



**CITY
OF
SEMINOLE**

**ADMINISTRATION
DEPARTMENT**

**ADMINISTRATION
DIVISION**

**CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
ADMINISTRATION DEPARTMENT**

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Director of Administration	1	1	1	1	1	1	1	1
Administrative Assistant II	1	1	1	0	0	0	0	0
Administrative Assistant	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Administrative Assistant	0	0.625	0.625	0.625	0.625	0.625	0.625	0.625
Administrative Assistant	0	0	0	0	0	0	0	0
MIS *	1	1	1	1	1	1	1	1
MIS *	1	1	1	1	1	1	1	1
Human Resource **	1	1	1	1	1	1	1	1
TOTAL FTE	5.75	6.375	6.375	5.375	5.375	5.375	5.375	5.375

* Position expense shared with Fire Administration

**Position expense paid by Fire Administration

CITY OF SEMINOLE
FY12 BUDGET
Administration Department -Administration Division

ACCOUNT	Dept/Div Acct. #	FY07	FY08	FY09	FY10	FY11	FY11 Final	Y.T.D.	FY12	% Change
	516	Actual	Actual	Actual	Actual	Adopted	Budget	3/31/11	Proposed	FY11 TO FY12
Salaries - Regular	1200	168,583	150,646	154,782	155,208	157,853	157,853	78,326	159,134	0.8%
Salaries- PT	1310	47,983	49,491	50,803	51,572	51,834	51,834	26,772	51,953	0.2%
Education Special	1503	2,155	2,280	2,280	2,280	2,280	2,280	0	2,280	0.0%
Phone Allowance	1509	0	920	960	1,440	960	960	480	960	0.0%
FICA	2100	16,520	15,418	15,855	15,940	16,041	16,041	8,034	16,148	0.7%
FRS	2210	24,422	22,936	23,531	24,312	25,980	25,980	12,971	14,540	-44.0%
Health/Life Insurance	2310	17,232	13,260	13,475	14,332	15,385	15,385	7,710	16,511	7.3%
L/T Disability Insurance	2320	1,383	1,181	1,202	1,207	1,227	1,227	603	1,397	13.9%
Workers Compensation	2400	522	359	398	286	447	447	213	440	-1.6%
Unemployment Compensatic	2500	12,838	7,294	16,137	8,776	10,000	10,000	0	10,000	0.0%
People Costs		291,645	263,785	279,423	275,353	282,007	282,007	135,109	273,363	-3.1%
Prof. Svcs - Medical	3101	2,818	2,987	1,862	3,585	3,000	3,000	1,006	3,000	0.0%
Prof. Svcs - Personnel	3110	1,048	1,244	2,602	5,072	5,000	5,000	174	5,000	0.0%
Contract Svce - Computer	3430	0	608	637	0	725	725	574	725	0.0%
Contract Svce - Other	3490	6,141	6,379	5,409	5,472	5,210	5,210	5,313	7,210	38.4%
Travel/Per Diem	4000	2,143	1,746	1,821	1,550	2,870	2,870	1,666	2,870	0.0%
Telecommunications	4110	4,846	4,619	3,416	2,743	2,681	2,681	1,093	2,500	-6.8%
Postage/UPS	4120	189	3,719	5,224	3,632	5,200	5,200	2,071	3,200	-38.5%
Electric	4310	29,835	23,801	21,032	23,850	24,000	24,000	10,175	24,000	0.0%
Water & Sewer	4320	292	200	198	201	390	390	64	390	0.0%
Rental Lease Postage Meter	4410	3,674	2,499	3,215	2,301	2,176	2,176	1,333	2,176	0.0%
Insurance	4500	40,888	32,416	30,496	20,347	29,500	29,500	21,814	28,000	-5.1%
Insurance property	4510	4,037	4,264	3,778	2,719	3,550	3,550	2,042	3,500	-1.4%
Insurance Vehicle	4520	972	1,228	651	437	1,100	1,100	408	1,000	-9.1%
R & M - Copier	4610	665	462	345	550	850	850	252	850	0.0%
R & M -Telephone	4641	0	0	0	0	250	250	0	0	-100.0%
R & M - Vehicles	4660	1,838	1,660	2,891	1,017	2,000	2,000	217	2,000	0.0%
R&M Other	4690	0	0	0	595	650	650	0	650	0.0%
Printing - Other	4790	5,632	8,459	9,408	9,064	10,606	10,606	4,768	7,106	-33.0%
Promotional Activities	4800	1,367	628	347	870	1,300	1,300	468	1,000	-23.1%
Employment Advertisement	4920	7,032	3,605	3,359	2,491	6,000	6,000	2,856	6,000	0.0%
Other Current Charges	4990	856	665	680	715	695	695	280	695	0.0%
Office Supplies	5110	1,961	1,047	1,237	1,134	1,950	1,950	380	1,950	0.0%
Operating Supplies-Cleaning	5210	533	641	194	320	650	650	281	650	0.0%
Fuel	5240	1,443	2,014	1,011	1,270	1,500	1,500	385	1,500	0.0%
Operating Supplies- General	5290	2,300	1,702	1,277	1,836	2,400	2,400	1,804	2,350	-2.1%
Books/Publications	5410	55	159	0	0	200	200	0	200	0.0%
Dues/Memberships	5430	372	58	260	378	300	300	332	300	0.0%

CITY OF SEMINOLE
FY12 BUDGET
Administration Department -Administration Division

ACCOUNT	Dept/Div Acct. # 516	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 TO FY12
Conf./ Training/Education	5440	1,262	881	786	689	1,100	1,100	739	1,100	0.0%
Tuition Reimbursement	5490	505	0	473	150	1,400	1,400	150	1,200	-14.3%
Operational Costs		124,092	110,191	102,609	92,988	117,253	117,253	60,645	111,122	-5.2%
Capital Outlay - Computers	6401	2,190	0	0	764	0	0	2,575	0	0.0%
Capital Outlay		2,190	0	0	764	0	0	2,575	0	0.0%
Interfund Transfer	6900	13,449	22,110	0	25,320	0	9,800	0	0	-100.0%
DEPARTMENT TOTAL		431,376	396,086	382,032	394,425	399,260	409,060	198,329	384,485	-6.0%

CITY OF SEMINOLE
Fiscal Year 2012
Administration Department – Administration Division

PERSONNEL COSTS

Salaries and Wages - 1200

\$159,134 - This category covers wages for the Director of Administration and ½ the cost of two Technology Specialists; which are shared cost positions with the Fire/Rescue Department.

Part-time 1300

\$51,953 – This category covers wages for two part-time Administrative Assistant I positions. (one at 25 hrs/wk and one at 30 hrs./wk.)

Education Special 1503

\$2,280 – This category covers education special pay for one and ½ employees who hold a Bachelors Degree @ \$110 per month and 1/2 employee who holds an Associates Degree @ \$50 per month.

Phone Allowance 1509

\$960 – This category covers a \$40 per month allowance for business use of cell phones for the Director and 1/2 the cost for two IT specialists (cost for IT specialists shared with fire).

FICA – 2100

\$16,148 – FICA is budgeted at a rate of 7.65% of salary.

Retirement – 2200

\$14,540 - This category covers the cost of pension benefits for the FRS plan.

Insurance – 2300

\$17,908 - This category covers health insurance (\$16,511) and disability insurance (\$1,397).

Worker's Compensation– 2400

\$440 - This covers the cost for workman's compensation at the rate of .14% (clerical).

Unemployment Compensation– 2500

\$10,000 - This covers the cost for unemployment compensation for all City Departments.

CITY OF SEMINOLE
Fiscal Year 2012
Administration Department – Administration Division

OPERATIONAL COSTS

Professional Services – 3100

\$8,000 – Employee physical & drug screening (\$3,000), Personnel Consultant (\$5,000).

Contract Services Computer - 3430

\$725 – Computer support from outside contractors.

Contract Services Other - 3490

\$5,210 – Carpet cleaning quarterly and the cleaning contract for the City Hall Complex. Cost shared with the Community Development and Fire Departments. Disaster recovery assistance contract (\$2,000).

Travel and Per Diem - 4000

\$2,870 - Costs are for Director and staff to attend conferences and training seminars. FGFOA State Conference (\$675), GFOA Conference (\$1,085), state sponsored educational workshops for staff (\$350), local FGFOA Meetings (\$80) and misc. staff training (\$500).

Communications - 4100

\$5,700 - This category covers telephone costs for local and long distance service and internet (\$2,500), postage (\$200) and the mailing of the one citywide newsletter (\$3,000).

Electric – 4310

\$24,000 – This category covers 35% of the electric for the City Hall Complex.

Water & Sewer – 4320

\$390 – This category covers 35% of the sewer & water costs for the City Hall Complex.

Rentals and Leases – 4400

\$2,176 – This category covers the rental cost of the postage meter.

Insurance - 4530

CITY OF SEMINOLE
Fiscal Year 2012
Administration Department – Administration Division

\$32,500 - These funds are for insurance costs of the city wide general liability insurance (\$27,500), property insurance for the City Hall complex (\$3,500), bonding of Director of Administration's position (\$500) and vehicle insurance for Administration vehicles (\$1,000).

Equipment Repairs and Maintenance - 4600

\$3,500 - This category also covers maintenance for a 1998 Taurus, a 2002 Taurus, a 2009 Escape and 1/2 of a 2003 Explorer (\$2,000), copier (\$850), and fire extinguishers (\$650).

Printing - 4700

\$7,106 - Printing of tabs and budget document for 35 budgets (\$1,200), printing of stationary and envelopes (\$1,000), Biannual Newsletter (\$4,656) and Misc. items (\$250).

Promotional Activities – 4800

\$1,000 – Flowers and miscellaneous awards.

Advertisement, Other Current Charges - 4900

\$6,695 – City-wide summer/vacant positions (\$6,000), Application fee for Award for Financial Reporting Achievement (\$415) and Distinguished Budget Presentation Award (\$280).

Office Supplies - 5110

\$1,950 - These funds are for supplies used to support Administration Division job tasks including computer related supplies.

Operating Supplies -Cleaning – 5210

\$650 – Janitorial and cleaning supplies for the City Hall Complex.

Operating Supplies – 5200

\$3,850 – Fuel for Ford Taurus, Ford Explorer and two pool cars (\$1,500), Water Cooler (\$800) and misc. (\$1,550).

Books and Publications - 5410

\$200 - This category includes purchase of books and subscriptions to periodicals that provide resource materials for the Administration Division.

Dues and Memberships – 5430

CITY OF SEMINOLE
Fiscal Year 2012
Administration Department – Administration Division

\$300 – This category includes professional memberships to various organizations that provide resource materials for Administration Division’s development Gulfcoast FGFOA Chapter membership (\$20), FGFOA (\$25), GFOA (\$190), and Florida Local Government Information Systems Association (\$65).

Conferences, Training and Education - 5440

\$1,100 – FGFOA State Conference (\$200), GFOA National Conference (\$370) and staff training (\$530).

Tuition Reimbursement - 5490

\$1,200 – Tuition expense for one employee for a Computer Science Degree and one employee for Microsoft Certification Certificate. Expense of tuition shared with Fire Administration.



**CITY
OF
SEMINOLE**

**ADMINISTRATION
DEPARTMENT**

**FINANCE
DIVISION**

**CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
FINANCE**

POSITION	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11
Senior Accountant	1	1	1	1	1	1	1	1
Account Specialist	1	1	1	1	0	0	0	0
Account Specialist II*	1	1	1	1	1	1	1	1
TOTAL	3	3	3	3	2	2	2	2

Seasonal Intern	0	0	0	0	1	0	0	0
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* Position expense paid by Fire Administration

CITY OF SEMINOLE
FY12 BUDGET
Administration Department - Finance Division

ACCOUNT	Dept/Div	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change
	Acct. #513	Actual	Actual	Actual	Actual	Adopted	Final Budget	3/31/11	Proposed	FY11 TO FY12
Salaries - Regular	1200	80,299	62,330	64,715	65,270	65,771	65,771	32,420	55,073	-16.3%
Education Special	1503	1,320	1,320	1,320	1,320	1,320	1,320	0	1,320	0.0%
FICA	2100	6,215	4,809	5,004	5,036	5,132	5,132	2,472	4,214	-17.9%
FRS	2210	8,073	6,269	6,504	6,728	7,226	7,226	3,159	2,905	-59.8%
Health/Life Insurance	2310	9,200	5,471	5,587	5,949	6,368	6,368	2,134	6,836	7.4%
L/T Disability Insurance	2320	680	511	519	519	526	526	159	526	0.0%
Workers Compensation	2400	241	204	134	108	153	153	88	126	-17.6%
People Costs		106,365	80,914	83,783	84,930	86,496	86,496	40,432	71,000	-17.9%
Prof. Svcs - Acct/Audit	3200	8,140	10,841	10,361	11,659	11,200	11,200	11,200	11,520	2.9%
Contract Svce - Computer	3430	1,582	1,483	1,483	1,611	1,690	1,690	1,611	1,690	0.0%
Travel/Per Diem	4000	1,268	576	228	735	1,700	1,700	564	1,025	-39.7%
Telecommunications	4110	1,569	1,164	486	772	892	892	337	680	-23.8%
Postage/UPS	4120	2,011	1,949	1,723	1,773	2,000	2,000	988	2,000	0.0%
Printing - Other	4790	965	1,208	545	235	1,930	1,930	269	1,925	-0.3%
Office Supplies	5110	909	440	535	487	1,063	1,063	163	1,050	-1.2%
Operating Supplies - Checks	5230	356	392	656	0	500	500	0	500	0.0%
Operating Supplies -General	5290	698	61	12	412	50	50	0	50	0.0%
Books/Publications	5410	230	301	230	230	250	250	230	250	0.0%
Dues/Memberships	5430	65	45	85	45	45	45	45	45	0.0%
Conf./ Training/Education	5440	593	449	461	489	775	775	515	600	-22.6%
Tuition Reimbursement	5490	972	4,238	0	0	0	0	0	0	0.0%
Operational Costs		19,358	23,147	16,805	18,448	22,095	22,095	15,922	21,335	-3.4%
Computers	6401	0	0	0	0	0	0	0	0	0.0%
Capital Outlay		0	0	0	0	0	0	0	0	0.0%
Interfund Transfer	6900	0	0	0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		125,723	104,061	100,588	103,378	108,591	108,591	56,354	92,335	-15.0%

CITY OF SEMINOLE
Fiscal Year 2012
Administration Department – Finance Division

PERSONNEL COSTS

Salaries and Wages - 1200

\$55,073 - This category covers wages for the Senior Accountant.

Education Special – 1503

\$1,320 – Education Special pay is a benefit paid to employees for completed work related degree programs.

FICA – 2100

\$4,214 – FICA is budgeted at a rate of 7.65% of salary.

Retirement – 2200

\$2,905 - This category covers the cost of pension benefits for the FRS plan.

Insurance – 2300

\$7,362 - This category covers the City's health (\$6,836) and disability insurance (\$526) costs.

Worker's Compensation– 2400

\$126 - This covers the cost for workman's compensation at the rate of .14% (clerical) times salaries.

OPERATING COSTS

Professional Services – 3100

\$11,520 – Audit fee, annual state report, and preliminary work toward Comprehensive Annual Financial Report (CAFR) by Wells, Houser, Schatzel & Thomas, P.A, split 40% Finance/ 60% Fire (estimated new contract price of \$28,800).

Contract Services Computer - 3430

\$1,690 – Kintera Fundware Full Support (\$3,725), Accufund, Inc. maintenance on report writer software (\$500). These are split 40% Finance 60% Fire.

CITY OF SEMINOLE
Fiscal Year 2012
Administration Department – Finance Division

Travel and Per Diem - 4000

\$1,025 - Costs are for Finance personnel to attend conferences and seminars not held locally. FGFOA Annual State Conference (\$675), Fundware User group meeting (\$350).

Communications - 4110

\$680 - This category covers telephone costs for local and long distance service.

Postage – 4120

\$2,000 – This category covers postage, certified mailings, as well as \$1,530 for A/P checks.

Printing - 4700

\$1,925 - These funds are for the printing of office forms such as Purchase Order and Requisition forms (\$1,275), misc. printing (\$650).

Office Supplies - 5110

\$1,050 - These funds are for supplies used to support Finance Division job tasks including supplies required by the payroll and accounts payable functions, and computer related supplies.

Operating Supplies – 5200

\$550 – These funds are for Payroll checks (\$100), A/P checks (\$400), and bank charges (\$50).

Books and Publications - 5410

\$250 - This category includes purchase of books and subscriptions to periodicals that provide resource materials for the Finance Division.

Dues and Memberships – 5430

\$45 – This category includes professional memberships to various organizations that provide resource materials for Finance Division development. Gulfcoast Chapter one membership at (\$20) and one FGFOA membership at (\$25).

Conferences, Training and Education - 5440

\$600 – FGFOA Annual State Conference (\$200), Fundware User group meeting (\$200), FGFOA Gulfcoast local seminars (\$80) and FGFOA local meetings (\$120).



**CITY
OF
SEMINOLE**

**ADMINISTRATION
DEPARTMENT**

**LIBRARY
DIVISION**

CITY OF SEMINOLE
FY12 BUDGET
Administration Department - Library Division

ACCOUNT	Dept/Div Acct. #571	FY 07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change
		Actual	Actual	Actual	Actual	Adopted	Final Budget	3/31/11	Adopted	FY11 TO FY12
Salaries - Regular	1200	367,858	363,100	392,171	377,133	395,225	395,225	202,036	423,615	7.2%
Salaries- Seasonal	1300	3,182	2,831	3,144	3,323	3,404	3,404	0	3,404	0.0%
Salaries - Part Time	1310	233,916	241,764	243,594	245,280	242,475	242,475	127,588	206,434	-14.9%
Salaries- Overtime	1400	444	1,050	922	747	1,485	1,485	405	1,288	-13.3%
Special Education	1503	10,560	9,020	10,230	10,450	10,560	10,560	0	11,880	12.5%
FICA	2100	46,452	46,591	49,062	48,061	49,923	49,923	24,899	49,704	-0.4%
FRS	2210	60,134	60,220	63,462	63,935	69,347	69,347	34,545	34,236	-50.6%
Health/Life Insurance	2310	50,370	47,660	54,682	61,130	67,159	67,159	33,381	79,607	18.5%
L/T Disability Insurance	2320	2,966	2,771	3,054	3,018	3,258	3,258	1,511	3,557	9.2%
Workers Compensation	2400	1,606	1,144	1,234	910	1,508	1,508	720	1,480	-1.9%
People Costs		777,488	776,151	821,555	813,987	844,344	844,344	425,085	815,205	-3.5%
Prof. Svcs - Cataloging	3170	4,996	0	430	0	0	0	0	0	0.0%
Prof. Svcs - Other*	3190	804	5,838	7,274	4,637	8,430	8,430	4,809	8,430	0.0%
Travel/Per Diem	4000	1,261	587	947	1,083	750	750	147	750	0.0%
Telephone	4110	0	0	0	0	500	500	0	500	0.0%
Postage/UPS	4120	2,753	2,518	842	771	3,000	3,000	338	3,000	0.0%
Rental/Lease - Brodart *	4450	0	3,810	3,586	978	0	0	0	0	0.0%
Insurance	4500	1,544	1,463	1,258	940	1,459	1,459	439	1,459	0.0%
Insurance - vehicles	4520	296	233	178	131	235	235	0	235	0.0%
R & M - Copiers	4610	0	424	1,178	2,313	2,000	2,000	1,005	2,000	0.0%
R & M - Computer	4620	111	16	480	0	500	500	0	500	0.0%
R & M - Computer Software	4630	0	0	0	0	350	350	447	350	0.0%
R & M - Vehicles	4660	75	40	958	273	450	450	13	0	-100.0%
Printing	4790	539	1,909	819	866	2,000	2,000	225	2,000	0.0%
Office Supplies*	5110	10,440	9,602	8,033	7,227	11,000	11,000	4,121	11,000	0.0%
Operating Supplies Children	5221	1,641	2,071	1,486	1,177	1,500	1,500	772	1,500	0.0%
Operating Supplies Teen prc	5222	1,243	830	741	500	750	750	329	750	0.0%
Operating Supplies Adult prc	5223	3,626	4,011	3,706	4,772	3,500	3,500	1,883	3,500	0.0%
Fuel	5240	307	332	257	76	300	300	0	0	-100.0%
Operating Supplies- General	5290	8,604	10,190	11,078	10,281	12,500	12,500	4,482	12,500	0.0%
Books/Publications	5410	300	331	384	498	400	400	269	400	0.0%
Subscriptions	5420	8,565	10,497	10,050	3,895	3,500	3,500	1,102	4,500	28.6%
Dues/Memberships	5430	1,295	1,260	1,425	1,060	1,500	1,500	845	1,500	0.0%
Conf./ Training/Education	5440	575	640	700	745	1,000	1,000	115	1,000	0.0%
Operational Costs		48,975	56,602	55,810	42,223	55,624	55,624	21,341	55,874	0.4%
Capital Outlay - Computers	6401	0	699	0	0	0	0	2,590	0	0.0%
Books/Publications & Lib Ma	6600	71,630	76,092	68,566	72,280	45,000	45,000	25,436	0	-100.0%
Capital Outlay		71,630	76,791	68,566	72,280	45,000	45,000	28,026	0	-100.0%
Interfund Transfer	6900	10,190	11,908	12,283	9,711	0	2,000	0	0	-100.0%
DEPARTMENT TOTAL		908,283	921,452	958,214	938,201	944,968	946,968	474,452	871,079	-8.0%

* Expenses previously funded entirely or in part by State Aid to Libraries program. This program was eliminated by the legislature in FY08.

** Expenses in this account funded by SPC

CITY OF SEMINOLE
Fiscal Year 2012
Library Division

PERSONNEL COSTS

Salaries -- Regular – 1200

\$423,615 -- Wages for nine full-time employee positions in the Library Division.

Salaries – Seasonal – 1300

\$3,404 – Wages for one full-time employee for 10 weeks in the Library Division.

Salaries – Part Time - 1310

\$206,434 – Wages for 15 part-time employee positions in the Library Division.

Salaries – Overtime - 1400

\$1,288 – Overtime needed due to illness, vacations, and attendance at staff meetings and workshops.

Special Education – 1503

\$11,880 – Education Special Pay is for completed work related degree programs.

FICA - 2100

\$49,704 – FICA is budgeted at a rate of 7.65% of salary.

FRS - 2210

\$34,236 – Pension benefits for the Florida Retirement plan.

Health/Life Insurance - 2310

\$79,607 – Health and Life insurance coverage for Library Division employees.

L/T Disability Insurance – 2320

\$3,557 – Long Term Disability insurance coverage for Library Division employees.

Workers' Compensation - 2400

\$1,480 – Workers' compensation at a rate of .25% for clerical positions.

CITY OF SEMINOLE
Fiscal Year 2012
Library Division

OPERATIONAL COSTS

Professional Services/Other – 3190

\$8,430 – Adding bibliographic records of new material to the OCLC database (\$2,830); interlibrary loan searches in OCLC database (\$5,600).

Travel/Per Diem – 4000

\$750 – Travel, lodging, and meals for staff attendance at meetings, conferences, classes, and continuing education workshops sponsored by the Chamber of Commerce (\$100), Florida Library Association (\$300), and Library Days Legislative Advocacy (\$100).

Telephone – 4110

\$500 – Toll and long distance telephone service. *Cost of local telephone service assumed by St. Petersburg College under terms of Intergovernmental Agreement.*

Postage/UPS – 4120

\$3,000 – Postage and package delivery for overdue notices, correspondence, orders, inter-library loan, OCLC orders and returns, borrow service.

Insurance - 4500

\$1,459 – Estimated cost for insurance coverage for the Library.

Insurance / Vehicles – 4520

\$235 – Insurance for vehicle assigned to the Library Division.

R & M / Copiers – 4610

\$2,000 – Repair and maintenance service for the main staff copier/printer.

R&M / Computer Hardware – 4620

\$500 – Repair and maintenance of staff computers.

R & M / Computer Software – 4630

\$350 – Covers computer software upgrades.

R & M / Vehicles – 4660

CITY OF SEMINOLE
Fiscal Year 2012
Library Division

\$450 – Estimated repair costs on City vehicle shared by Library and Recreation Divisions.

Printing – 4790

\$2,000 – Printing of library bookmarks, brochures, stationery, business cards.

Office Supplies – 5110

\$11,000 – Copier paper, copier/printer supplies, pens, pencils, labels, tape, rubber stamps and pads, binders, adhesives, batteries, file folders, cash register tape, poster board, foam board, etc.

Operating Supplies / Children's Programming – 5221

\$1,500 – Programming expenses for children: summer reading club materials, refreshments, prizes, game and craft materials, decorations, promotional materials, special guests and entertainers.

Operating Supplies / Teen Programming – 5222

\$750 – Programming expenses for teens: summer reading club materials, refreshments, prizes, decorations, promotional materials, special guests and entertainers.

Operating Supplies / Adult Programming – 5223

\$3,500 – Friends of the Library Luncheon (\$1,500); Volunteer Appreciation Luncheon (\$2,000).

Operating Supplies / General – 5290

\$12,500 – Library supplies: audio and video cases, signage, bottled water and cups, signs and badges, barcode readers, security cases, tags, and detacher, date due cards, book carts, disposal of used electronic equipment, book pockets, labels, sign and brochure holders, bookends, batteries, flags, coffee, cups, refreshments from Cherubs Café for meetings hosted by the library.

Books/Publications/Subscriptions – 5410

\$400 – Professional publications for continuing education for staff.

Subscriptions – 5420

\$3,500 – Subscriptions to magazines, newspapers, book reviews, and journals for the public and staff.

Dues/Memberships – 5430

CITY OF SEMINOLE
Fiscal Year 2012
Library Division

\$1,500 – Memberships for supervisory and professional staff in the American Library Association (6 staff -- \$1,000) and Florida Library Association (9 staff -- \$500).

Conferences/Training/Education – 5440

\$1,000 – Registration and tuition fees for staff attendance at conferences, classes, and continuing education workshops sponsored by St. Petersburg College (3-4 staff -- \$200), Florida Library Association (2 staff -- \$300), annual staff development day (\$500).



**CITY
OF
SEMINOLE**

**ADMINISTRATION
DEPARTMENT**

**RECREATION
DIVISION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Recreation Division

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Recreation Director	1	1	1	1	1	1	1	1
Recreation Supervisor	1	1	1	1	1	0	0	0
Program Coordinator	1	1	1	1	1	1	1	1
Program Coordinator	0	0	0	0	0	1	1	1
Program Coordinator	0	0	0	0	0	1	1	1
Administrative Asst.	1	1	1	1	1	1	1	1
Recreation Leader II	1	1	1	1	1	1	1	1
Recreation Leader II	1	1	1	1	1	1	1	1
Recreation Leader I	1	1	1	1	1	1	1	1
Recreation Leader I	0.63	0.63	0.75	0.75	0.75	0.75	0.75	0.75
Recreation Leader I	0.63	0.63	0.75	0.75	0.75	0.75	0.75	0.75
Head Lifeguard	1	1	1	1	1	0	0	0
Custodian	1	1	1	1	1	1	1	1
Custodian	1	1	1	1	1	1	1	1
TOTAL FTE	11.26	11.26	11.50	11.50	11.50	11.50	11.50	11.50
Summer Staff *								
Rec Leader II	1	1	1	1	1	1	1	1
Rec Leader I	12	12	12	12	12	12	12	12
Seasonal Work pool	1	1	1	1	1	1	1	1
WSI/Lifeguard **	4	4	4	4	4	4	4	4
Lifeguard	3	3	3	3	3	3	3	3
Total Summer	21	21	21	21	21	21	21	21
Total Of All FTE	32.26	32.26	32.5	32.5	32.5	32.5	32.5	32.5

* Summer Staff works 40 hours per week for 10 week season

** Increase in number of Water Safety Instructors to allow for an increase in available swimming lessons

*** Majority of Seasonal Work Pool staffing funded in special events fund.

CITY OF SEMINOLE
FY11 BUDGET
Administration Department - Recreation Division

ACCOUNT	Dept/Div Acct. #575	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Adopted	% Change FY11 to FY12
Salaries - Regular	1200	352,684	376,358	379,911	374,574	372,454	372,454	193,313	370,607	-0.5%
Salaries - Seasonal	1300	117,456	99,673	115,805	107,910	109,892	109,892	9,729	120,170	9.4%
Salaries - Part Time	1310	34,464	34,769	37,569	35,678	38,410	38,410	19,291	37,535	-2.3%
Salaries - Overtime	1400	14,540	11,602	9,571	8,359	6,791	6,791	3,388	6,288	-7.4%
Education Special	1503	7,360	7,800	7,640	6,500	7,800	7,800	0	7,800	0.0%
Cell Phone Allowance	1509	0	360	480	480	480	480	240	480	0.0%
Uniform Purchase Allowance	1514	0	3,287	1,422	1,359	5,545	5,545	0	5,545	0.0%
FICA	2100	39,946	40,271	42,021	40,730	41,058	41,058	17,244	41,590	1.3%
FRS	2210	36,640	38,508	39,272	38,952	41,319	41,319	20,786	20,394	-50.6%
ICMA	2220	2,836	2,992	3,155	2,973	2,943	2,943	1,683	2,954	0.4%
Health/Life Insurance	2310	42,482	46,438	46,297	45,150	51,926	51,926	23,153	67,651	30.3%
L/T Disability Insurance	2320	2,793	2,971	2,964	2,840	2,933	2,933	1,442	2,938	0.2%
Workers Compensation	2400	10,850	5,117	4,215	3,599	8,328	8,328	3,881	8,285	-0.5%
People Costs		662,051	670,146	690,322	669,104	689,879	689,879	294,150	692,237	0.3%
Prof. Svcs - Personnel	3110	0	0	375	225	1,210	1,210	1,218	480	-60.3%
Contract Svce - Instructors	3485	100,937	84,008	79,352	76,198	77,980	77,980	28,507	77,980	0.0%
Contract Svce - Other	3490	21,414	18,842	15,642	10,639	14,500	14,500	8,921	16,500	13.8%
Camps	3491	22,079	21,065	18,980	18,091	22,500	22,500	0	22,640	0.6%
Trips Program	3494	7,130	4,529	951	513	1,600	1,600	264	1,600	0.0%
Sports Officials	3495	6,878	6,591	5,127	5,474	5,382	5,382	2,534	5,382	0.0%
Travel/Per Diem	4000	2,781	2,740	716	1,970	3,350	3,350	342	3,300	-1.5%
Telecommunications	4110	7,891	7,352	8,038	8,126	8,195	8,195	3,630	8,300	1.3%
Postage/UPS	4120	714	718	681	744	800	800	312	800	0.0%
Electric	4310	181,220	186,227	228,168	181,169	228,000	228,000	134,232	208,000	-8.8%
Water/Sewer	4320	7,034	4,195	7,061	6,605	7,000	7,000	1,366	7,000	0.0%
R & L - Buses Summer	4460	23,040	9,262	9,124	11,241	11,808	11,808	0	11,808	0.0%
R & L - Buses Trips	4461	4,495	2,741	712	200	1,600	1,600	177	1,600	0.0%
Rental/Lease - Other	4490	1,820	0	0	0	0	0	0	0	0.0%
Insurance	4500	37,243	26,979	11,116	15,461	16,300	16,300	11,564	16,500	1.2%
Insurance - vehicles	4520	1,264	924	657	379	700	700	258	700	0.0%
Maintenance - Copier	4610	599	584	868	851	1,070	1,070	508	1,070	0.0%
R & M - Computer Software	4630	2,301	2,343	2,268	2,277	2,368	2,368	1,728	2,368	0.0%
R & M - Vehicles	4660	77	662	1,062	914	1,000	1,000	135	1,000	0.0%
R & M - Other	4690	1,528	3,579	3,133	8,273	3,000	3,000	1,302	3,000	0.0%
Printing - Brochures	4710	7,189	7,384	4,275	6,142	7,800	7,800	3,004	7,800	0.0%
Printing - Office Forms	4720	2,036	1,853	1,565	1,136	2,400	2,400	240	2,000	-16.7%
Promotional - Other	4890	200	0	0	650	500	500	0	500	0.0%
Licenses & Permits	4912	460	744	1,671	1,657	1,650	1,650	911	1,650	0.0%
Advertisement	4920	1,169	521	642	48	1,000	1,000	0	0	-100.0%
Office Supplies	5110	5,115	5,795	5,425	7,293	6,700	6,700	2,669	7,000	4.5%
Operating Supplies - Cleanin	5210	9,866	10,094	7,524	6,814	8,000	8,000	2,136	9,200	15.0%

CITY OF SEMINOLE
FY11 BUDGET
Administration Department - Recreation Division

ACCOUNT	Dept/Div Acct. #575	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Adopted	% Change FY11 to FY12
Operating Supplies - Pool	5211	7,458	8,342	6,056	6,634	8,000	8,000	2,795	8,000	0.0%
Fuel	5240	844	1,119	639	732	800	800	225	1,055	31.9%
Op Supplies - Break Camps	5261	836	461	317	363	240	240	146	360	50.0%
OP Supplies - Teen Board	5262	761	841	657	0	0	0	0	0	0.0%
Op Supplies - Summer Camp	5266	9,248	9,883	9,304	8,735	10,280	10,280	1,700	9,280	-9.7%
Op Supplies - Athletics	5270	3,647	4,250	4,774	6,896	5,786	5,786	4,300	6,114	5.7%
Op Supplies - Sports Equip	5280	4,300	3,817	3,230	2,047	5,000	5,000	2,078	4,500	-10.0%
Operating Supplies -General	5290	11,047	6,908	5,821	9,521	7,220	7,220	4,301	7,760	7.5%
Books/Publications	5410	66	78	217	35	300	300	0	300	0.0%
Dues/Memberships	5430	1,285	1,265	1,220	1,409	1,330	1,330	630	1,195	-10.2%
Conf./ Training/Education	5440	3,476	2,929	1,531	1,703	2,600	2,600	1,491	2,500	-3.8%
Operational Costs		538,193	449,625	448,899	411,165	477,969	477,969	223,624	459,242	-3.9%
Capital Outlay - Equip.	6410	16,042	600	0	1,970	4,800	4,800	21,457	0	-100.0%
Computers	6401	1,295	0	0	0	0	0	2,590	0	0.0%
Capital Outlay		17,337	600	0	1,970	4,800	4,800	24,047	0	-100.0%
Interfund Transfer CIP/SRF	6900	151,410	154,529	0	401,072	0	417,860	0	0	-100.0%
DEPARTMENT TOTAL		1,368,991	1,274,900	1,139,221	1,483,311	1,172,648	1,590,508	541,821	1,151,479	-27.6%

CITY OF SEMINOLE
Fiscal Year 2012
RECREATION

PERSONNEL COSTS

Salaries and Wages – 1200

\$370,607 - This category covers wages for ten full-time employees.

Salaries Seasonal - 1300

\$120,170 - This category covers wages for 21 seasonal employees.

Salaries Part Time - 1310

\$37,535 - This category covers wages for two part-time employees.

Salaries Overtime - 1400

\$6,288 - This category covers overtime needed to staff holiday operating hours, facility rentals and/or unforeseen situations.

Education Special 1503

\$7,800 – This category covers an allowance for completion of a work related Degree.

Phone Allowance 1509

\$480 – This category covers the \$40 per month allowance for business use of cell phones

Uniform Allowance 1509

\$5,545 – This category reimburses employees for the purchase of uniforms required by the city.

FICA – 2100

\$41,590 – FICA is budgeted at of 7.65% of salaries.

Retirement - 2200

\$23,348 – This category covers pension benefits for the ICMA and the FRS plans.

Health/Life Insurance - 2300

\$70,589 - This category covers the health and disability insurance costs.

CITY OF SEMINOLE
Fiscal Year 2012
RECREATION

Worker's Compensation - 2400

\$8,285 - This category covers the cost for worker's compensation for Parks & Recreation employees.

OPERATING COSTS

Professional Services, Personnel – 3110

\$480 – This includes background screenings for volunteer coaches, general volunteers, and instructors as follows. It is estimated that Recreation Division will conduct twenty summer staff screenings in FY12.

Contract Services – 3485

\$77,980 – This includes payments for class instructors based on a contractual split of revenues with instructors at 70% and the City of Seminole City at 30%.

Contract Services, Other – 3490

\$16,500 – This includes annual gym and stage floor re-finishing (\$3,000), bi-annual carpet cleaning (\$3,200), bi-annual window cleaning (\$500), monthly preventative maintenance for fitness room (\$3,000) and Aquatic Center (\$1,200). Annual VCT floor re-finishing (\$2,000), monthly lobby plant maintenance (\$1,200), and CPR/First Aid Instructor (\$400).

Contract Services, Camp Trips – 3491

\$22,640 – This includes trip admission fees for camps (\$19,500), and summer camp guest speakers (\$3,000).

Contract Services, Adult Trips – 3494

\$1,600 – This includes admission and/or entrance fees for adult day trip program.

Contract Services, Sports Officials – 3495

\$5,382 – This includes referee fees for youth basketball (\$3,220), and adult basketball (\$2,162).

Travel/Per Diem - 4000

\$3,300 – This includes costs for the Recreation Director, Recreation Supervisor, Aquatics Coordinator, Recreation Leader II's and staff to attend various FRPA trainings including State Conference and local workshops, Florida Festivals & Events conference.

CITY OF SEMINOLE
Fiscal Year 2012
RECREATION

Communications/Postage - 4100

\$9,100 - This category covers telephone costs, local, long distance, internet, cell phone services (\$8,300), and postage costs, for recreation mail-outs, throughout the year (\$800).

Utility Services – 4300

\$215,000 – This includes electric (\$208,000) and water/sewer service (\$7,000). The increase is based on averaging costs from the current and past fiscal year for our commercial account.

Rentals and Leases – 4400

\$13,408 – This includes buses for summer camp field trips (\$11,808), and senior adult day trips (\$1,600).

Insurance – 4500

\$17,200 – This is the estimated cost for insurance for the recreation facilities (\$16,500) and recreation division F-150 (\$700).

Repairs and Maintenance - 4600

\$7,438 – This includes monthly maintenance and supply service for copier and duplicator (\$1,070), computer software maintenance (\$2,368), vehicle maintenance (\$1,000), Recreation Center maintenance including fitness center, and Aquatic Center (\$3,000).

Printing/Binding – 4700

\$9,800 – This includes the printing three recreation brochures, one summer camp brochure, Family Aquatic Center brochures (\$7,800), and office forms to include; letterhead, envelopes, registration forms, and receipt paper (\$2,000).

Promotional Activities – 4800

\$ 500 – This includes special promotions activities and programs related to Recreation Center and Family Aquatic Center.

Other- Miscellaneous Advertisement – 4900

\$1,650 – This includes various licenses & permits (Health, Pool Operators, Pinellas County Childcare, ASCAP, SCSAP, MPLC) (\$1,650).

CITY OF SEMINOLE

Fiscal Year 2012

RECREATION

Office Supplies - 5110

\$7,000 – This includes general office supplies along with the increased costs of paper to be used for general recreation, aquatic program and special events.

Operating Supplies - 5200

\$46,269 – This includes pool chemicals (\$6,000), pool equipment and training supplies (\$2,000), general cleaning supplies (\$9,200), fuel (\$1,055), summer camp (\$9,280), break camps (\$360), athletic program supplies (\$6,114), general sports and games equipment (\$4,500) and general operational supplies (\$7,760).

Books and Publications - 5410

\$300 – This category includes the purchase of books and publications.

Dues and Memberships - 5430

\$1,195 – This includes one agency and five individual memberships to FRPA (\$640), one individual membership to NRPA (\$150), one agency membership to FRPA (\$350), one agency membership to FFEA (\$200).

Professional Development - 5400

\$2,500 – This includes staff training & education programs.



**CITY
OF
SEMINOLE**

**COMMUNITY
DEVELOPMENT /
PLANNING DEPARTMENT**

**ADMINISTRATION /
PLANNING
DIVISION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Community Development Department - Administration Division

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Director	1	1	1	1	1	1	1	1
Administrative Assistant II	1	1	1	0	0	0	0	0
Administrative Assistant	0	0	0	0	0	0	0	0
Senior Planner	1	1	1	1	1	1	0.5	0
Planner	0	0	0	0	0	0	0	0.5
TOTAL FTE	3	3	3	2	2	2	1.5	1.5

CITY OF SEMINOLE
FY12 BUDGET
Community Development Department - Administration Division

ACCOUNT 1/5/2005	Dept/Div Acct. #530	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 03/31/11	FY12 Proposed	% Change FY11 to FY12
Salaries - Regular	1200	142,135	149,718	155,318	155,142	89,703	89,703	45,136	92,295	2.9%
Salaries- Part Time	1310	0	0	0	715	33,467	33,467	17,359	21,610	-35.4%
Education - Special	1503	2,310	2,640	2,640	2,640	1,320	1,320	0	1,320	0.0%
Phone Allowance	1509	0	360	480	480	480	480	240	480	0.0%
FICA	2100	11,109	11,646	12,073	11,973	9,600	9,600	4,799	8,892	-7.4%
FRS	2210	16,941	17,875	18,528	19,121	16,937	16,937	8,339	9,561	-43.5%
Health/Life Insurance	2310	9,119	10,876	11,109	15,738	6,368	6,368	3,200	6,836	7.4%
L/T Disability Insurance	2320	931	1,035	1,037	1,037	526	526	259	526	0.0%
Workers Compensation	2400	478	284	302	258	310	310	179	310	0.0%
People Costs		183,023	194,434	201,487	207,104	158,711	158,711	79,511	141,830	-10.6%
Prof. Service - Engineering	3140	84,543	41,079	25,917	12,204	40,500	40,500	11,248	25,000	-38.3%
Contract Svce - Other	3490	5,308	4,678	1,527	1,474	1,873	1,873	1,648	1,873	0.0%
Travel/Per Diem	4000	1,788	2,428	691	59	2,000	2,000	0	1,500	-25.0%
Telecommunications	4110	3,012	2,646	1,839	1,808	1,609	1,609	676	1,609	0.0%
Postage/UPS	4120	466	480	291	443	500	500	460	500	0.0%
Electric	4310	29,835	20,053	5,946	6,814	6,500	6,500	2,751	6,500	0.0%
Water & Sewer	4320	274	151	56	57	179	179	18	179	0.0%
Insurance - Property	4510	5,387	4,264	1,348	1,608	2,250	2,250	1,095	2,250	0.0%
R & M - Copier	4610	864	1,050	1,441	0	567	567	0	567	0.0%
Printing	4700	922	2,146	872	1,714	2,300	2,300	148	2,150	-6.5%
Promotional Activities	4800	0	69	0	0	4,500	4,500	0	2,500	-44.4%
Office Supplies	5110	1,243	617	1,087	679	1,250	1,250	83	1,250	0.0%
Cleaning Supplies	5210	533	514	54	90	630	630	79	630	0.0%
Operating Supplies -General	5290	741	996	493	537	1,660	1,660	351	1,660	0.0%
Dues/Memberships	5430	789	886	938	951	1,060	1,060	840	1,060	0.0%
Conf./ Training/Education	5440	1,515	1,352	1,230	765	1,400	1,400	115	1,000	-28.6%
Operational Costs		138,051	83,409	43,730	29,203	68,778	68,778	19,512	50,228	-27.0%
Capital Outlay		189	0	0	0	0	0	0	0	0.0%
Interfund Transfer	6900	102,473	0	4,266	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		423,736	277,843	249,483	236,307	227,489	227,489	99,023	192,058	-15.6%

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department – Administration Division

PERSONNEL COSTS

Salaries and Wages - 1200

\$92,295 - This category covers wages for the Director.

Part Time- 1310

\$21,610 - This category covers wages for one part time Planner

Education Special – 1503

\$1,320 – The Education Special Program is a benefit paid to employees for possessing a work-related Bachelor’s or Associate’s degree.

Phone Allowance – 1509

\$480 – This category covers expenses associated with a \$40 per month allowance for business use of a cell phone.

FICA- 2100

\$8,892 - FICA is budgeted at 7.65% of salaries and overtime.

Retirement – 2200

\$9,561 – This category covers the cost of pension benefits for the FRS plan.

Health/Life Insurance – 2300

\$7,362 - This category covers the cost of the city’s health and disability insurance.

Worker’s Compensation – 2400

\$310 – The contribution rate for clerical positions is 0.14% of salaries.

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department – Administration Division

OPERATIONAL COSTS

Professional Services - 3140

\$ 25,000 - This category covers expenses associated with Tampa Bay Engineering and other specialists to provide required technical and engineering support. These costs are offset, in part, from fees received from the development community.

Contract Services – 3400

\$1,873 – This category provides for janitorial services (\$1,489) and the water cooler for City Hall (\$384).

Travel and Training - 4000

\$1,500 – Costs for Director to attend one in state conference (\$750) and the Senior Planner to attend the State APA conference (\$750) for community planning related training.

Communications – 4100

\$2,109 - This category covers the annual cost of office telephones and internet access (\$1,609) as well as estimated postage (\$500).

Electric – 4310

\$6,500 - This category covers the annual cost of 13% of the electric for the City Hall Complex.

Water & Sewer – 4320

\$179 - This category covers the annual cost of 13% of the water & sewer for the City Hall Complex.

Insurance – 4510

\$2,250 – This category covers insurance cost for 13% of the property insurance for City Hall.

Equipment Repairs and Maintenance - 4600

\$ 567 – These funds are for the repair and maintenance of department copier.

Printing – 4700

\$2,150 – These funds cover costs associated with reproduction of various planning maps, flyers, brochures and any other printing needs.

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department – Administration Division

Promotional Activities – 4800

\$2,500 – These are costs associated with promoting economic development and voluntary annexation within the City.

Office Supplies – 5110

\$1,250 - These funds are for miscellaneous expendable supplies used to support daily activities.

Operating Supplies – 5200

\$2,290 - This category provides funds for cleaning supplies for City Hall (\$630) and general operating supplies (\$1,660).

Dues/Memberships - 5430

\$1,060 – Professional membership dues to American Planning Association (APA) (\$510), Florida Chapter APA (\$235), and American Institute of Certified Planners (AICP) (\$255) for the Director and for the Senior Planner; Yearly dues for City employee access to Pinellas County Clerk of the Circuit Court, Florida Public Records (\$60). These dues / memberships provide resources for training, professional development, and public records information.

Training / Education – 5440

\$1,000 – This category includes registration costs for formal professional development activities. Director: State Conference (\$500); Senior Planner: State APA Conference (\$500).



**CITY
OF
SEMINOLE**

**COMMUNITY
DEVELOPMENT /
PLANNING DEPARTMENT**

**CODE ADMINISTRATION &
INSPECTION
DIVISION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Code Administration & Inspections

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Code Administrator	1	1	1	1	1	0.8	1	1
Administrative Assistant	1	1	1	0	0	0	0	0
Building Inspector	1	1	1	1	1	0.8	0.5	0.5
Building Inspector	1	1	1	1	1	0	0	0
Building Inspector	1	1	1	1	0	0	0	0
Customer Service Rep.	1	1	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	1	1	1
TOTAL	7	7	7	6	5	3.6	3.5	3.5

CITY OF SEMINOLE
FY12 BUDGET
Community Development Department
Code Administration & Inspections Division

ACCOUNT	Dept/Div	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D	FY12	% Change
	Acct. #524	Actual	Actual	Actual	Actual	Adopted	Final Budget	3/31/2011	Adopted	FY11 to FY12
Salaries - Regular	1200	316,615	300,534	255,700	201,127	133,664	133,664	72,769	154,674	15.7%
Salaries - Part-Time	1310	0	0	0	749	30,413	30,413	16,386	0	-100.0%
Salaries- Overtime	1400	895	820	0	0	0	0	0	0	0.0%
Uniform Purchase Allowance	1514	0	816	1,429	0	535	535	208	535	0.0%
FICA	2100	23,947	22,729	19,300	15,035	12,557	12,557	6,806	12,126	-3.4%
FRS	2210	30,835	28,710	24,927	20,103	17,367	17,367	9,288	8,230	-52.6%
Health/Life Insurance	2310	31,502	28,602	29,160	26,584	16,300	16,300	8,198	16,100	-1.2%
L/T Disability Insurance	2320	2,527	2,257	1,991	1,607	1,109	1,109	533	1,276	15.1%
Workers Compensation	2400	19,629	10,350	4,091	2,320	4,331	4,331	1,623	4,310	-0.5%
People Costs		427,270	396,138	336,598	267,525	216,276	216,276	115,811	197,251	-8.8%
Inspections- County	3410	0	0	38	2,793	9,555	9,555	4,698	2,750	-71.2%
Data Processing	3460	1,076	1,102	1,155	1,298	1,200	1,200	1,339	1,200	0.0%
Contract Services - Other	3490	6,141	5,735	2,755	3,727	5,274	5,274	2,427	5,274	0.0%
Administrative Fee	3701	135,715	138,005	134,820	134,820	131,785	131,785	65,892	131,785	0.0%
Travel/Per Diem	4000	2,872	4,007	1,838	843	1,937	1,937	258	1,937	0.0%
Telecommunications	4110	7,284	3,771	2,858	2,766	2,145	2,145	1,205	2,040	-4.9%
Postage/UPS	4120	1,675	2,042	1,730	1,778	1,675	1,675	373	1,675	0.0%
Electric	4310	20,965	14,629	10,702	12,266	11,250	11,250	5,127	11,250	0.0%
Water/Sewer	4320	205	127	101	103	262	262	32	262	0.0%
Rental/Lease - Other	4490	68,289	70,289	70,289	21,795	21,795	21,795	10,897	21,795	0.0%
Insurance	4500	6,012	5,083	3,832	2,521	4,050	4,050	2,428	4,050	0.0%
Insurance - Property	4510	4,731	3,670	1,971	1,081	1,700	1,700	978	1,700	0.0%
Insurance - Vehicles	4520	4,362	2,852	747	780	1,950	1,950	690	1,625	-16.7%
Maintenance - Copier	4610	2,322	1,310	1,724	260	2,300	2,300	217	2,300	0.0%
R&M - Vehicles	4660	3,775	3,619	4,074	2,809	3,185	3,185	427	2,655	-16.6%
Printing- Occup. Licenses	4740	75	488	294	175	660	660	240	660	0.0%
Printing- Other	4790	884	425	917	313	900	900	215	900	0.0%
Office Supplies	5110	3,942	2,041	2,813	2,979	3,500	3,500	926	3,500	0.0%
Fuel	5240	6,658	8,495	5,306	4,547	6,650	6,650	1,415	5,550	-16.5%
Operating Supplies - Uniform	5250	252	24	0	0	0	0	0	0	0.0%
Operating Supplies -General	5290	1,798	1,383	1,036	1,413	750	750	1,443	750	0.0%
Books/Publications	5410	3,134	1,362	1,693	271	500	500	329	500	0.0%
Dues/Memberships	5430	1,145	845	350	595	750	750	385	750	0.0%
Conf./ Training/Education	5440	2,230	1,650	1,100	290	990	990	445	990	0.0%
Operational Costs		285,619	272,954	252,218	200,223	214,763	214,763	102,386	205,898	-4.1%
Computers	6401	497	0	0	0	0	0	1,287	0	0.0%
Capital Outlay		497	0	0	0	0	0	1,287	0	0.0%
Interfund Transfer	6900	9,780	29,980	0	12,800	0	9,800	0	0	-100.0%
DEPARTMENT TOTAL		723,166	699,072	588,816	480,548	431,039	440,839	219,484	403,149	-8.5%

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department
Code Administration & Inspections Division

PERSONNEL COSTS

Salaries and Wages – 1200

\$154,674 – This category covers wages for a Code Enforcement Officer, a Permit/Licensing Technician and a Building Inspector shared with Building Life Services.

Uniform Purchase Allowance – 1514

\$535– This category covers the reimbursement for the purchase of uniforms required by the city.

FICA - 2100

\$12,126 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement – 2200

\$8,230 – This category covers the cost of pension benefits with the FRS.

Health Insurance – 2300

\$16,100 - This category covers the annual cost of the city's health insurance premiums.

Disability Insurance – 2320

\$1,276 - This category covers the annual cost of the city's disability insurance premiums.

Workers' Compensation – 2400

\$4,310 - The estimated contribution rate for office personnel at .14% of salaries and municipal inspectors at 1.65% of salaries.

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department
Code Administration & Inspections Division

OPERATING COSTS

Contract Services (Inspections) – 3410

\$ 2,750 – This category provides for Pinellas County to perform specialty or over-run inspections and at least one special plan review within the City.

Contract Services (Data Processing) – 3460

\$1,200 – This Category provides the prorated share of the MCCI annual support fee.

Contract Services – Other – 3490

\$5,274 – This category provides for Code Enforcement cleanups and demolition/securing of unsafe structures (\$2,594) and janitorial expense (\$2,680).

Administrative Fee – 3701

\$131,785 – This category covers the city administrative costs associated with running the Division.

Travel and Per Diem – 4000

\$1,937 - For the travel expenses, meals, lodging, and vehicle reimbursement for inspection personnel in the maintenance and recertification of mandatory state license certifications.

Communications - 4100

\$2,040 - This category covers the annual costs of telephone and internet services for the division.

Postage - 4120

\$1,675- This category covers the annual costs of postage for the Building Division.

Electric – 4310

\$11,250 – This category covers 18% of the electric for the City Hall Complex.

Water/Sewer - 4320

\$262 – This category covers 18% of the sewer and water costs for the City Hall Complex.

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department
Code Administration & Inspections Division

Rental/Lease - Other - 4490

\$21,795 – This category covers office space rental costs for the Code Administration and Inspection Division.

Insurance - 4500

\$7,375 - These funds cover the section's share of auto insurance (\$1,625), property insurance (\$1,700), and liability insurance (\$4,050).

Repairs and Maintenance – 4600

\$3,925 - These funds are for repairs and preventative maintenance of the four section vehicles (\$1,625) and the copier (\$2,300).

Printing - Occupational Licensing – 4740

\$660 – These funds cover the costs of printing the Renewal Notices and annual Occupational Licenses.

Printing – Other - 4790

\$900 – These funds are for printing the various forms used on a daily basis for: building inspection cards and permits, violation notices, inspection tags, stop work orders, business cards, and other similar items.

Office Supplies – General - 5110

\$3,500 – This line item is for supplies used to provide the office support for the licensing, permitting, inspection, and code enforcement functions; items such as computer and printer supplies, paper, filing supplies, etc.

Operating Supplies – Fuel - 5240

\$5,550 – This is the cost of fuel to operate the four vehicles assigned to the Division.

Operating Supplies – General - 5290

\$750 – This category covers the cost of equipment used by inspectors in the performance of their duties, such as: hand tools, safety equipment, audiometric, grade, and other measuring devices, film, and ladders, etc.

Books and Publications - 5410

CITY OF SEMINOLE
Fiscal Year 2012
Community Development Department
Code Administration & Inspections Division

\$500 - This category includes various professional memberships to organizations that provide resource materials for building, health, safety, and handicapped access. Examples include: Florida Building Codes, Building Rehabilitation Standards and Codes, International Plumbing and Mechanical Codes, ICC, etc.

Dues/Memberships – 5430

\$750 – These funds are for memberships for the Building Official and Division staff in organizations that sponsor or write the codes, standards, and regulations that affect operations. Included are: NFPA (Fire), ICC (Building Construction), State of Florida (Building, Fire), IAEE (Electrical), Florida Association Plumbing/Gas/Mechanical Inspectors, Florida Association of Code Enforcement, FAOLO (Occupational Licenses), Building Officials Association of Florida etc. Also included is the cost of certifying the Customer Service Representative as a Notary Public for four years.

Training & Education – 5440

\$990 – This line item covers tuition for the mandatory training, certification for the Division staff, as well as the costs of registering those professionals with the State of Florida and other certifying entities.



**CITY
OF
SEMINOLE**

**PUBLIC WORKS
DEPARTMENT**

**ADMINISTRATION
DIVISION**

**CITY OF SEMINOLE
 FY 12 PERSONNEL SUMMARY
 PUBLIC WORKS ADMINISTRATION**

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Public Works Director	0	1	1	1	1	1	1	1
Administrative Assistant II	0	0.625	1	1	1	1	1	1
TOTAL	0	1.625	2	2	2	2	2	2

*Department created in FY06

CITY OF SEMINOLE
FY12 BUDGET
Public Works Department - Administration Division

ACCOUNT	Dept/Div Acct. # 549	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Adopted	% Change FY11 TO FY12
Salaries - Regular	1200	101,862	118,647	98,700	99,837	100,555	100,555	50,827	103,484	2.9%
Salaries - Part time	1310	8,667	0	0	0	0	0	0	0	0.0%
Salaries- Overtime	1400	505	277	423	230	0	0	127	0	0.0%
Education Special	1503	1,320	1,320	770	1,320	1,320	1,320	0	1,320	0.0%
Phone Allowance	1509	0	360	440	480	480	480	240	480	0.0%
Uniform Purchase Allowance	1514	0	0	50	0	0	0	0	0	0.0%
FICA	2100	8,551	8,799	7,423	7,524	7,854	7,854	3,721	7,978	1.6%
FRS	2210	11,987	13,174	12,059	12,608	13,608	11,693	6,652	8,042	-31.2%
ICMA	2220	368	856	0	0	0	0	0	0	0.0%
Health/Life Insurance	2310	8,591	13,032	14,052	18,029	19,511	19,511	9,712	20,957	7.4%
L/T Disability Insurance	2320	681	836	692	779	796	796	389	799	0.4%
Workers Compensation	2400	2,587	2,933	1,755	2,056	1,615	2,916	1,307	1,615	-44.6%
People Costs		145,119	160,234	136,364	142,863	145,739	145,125	72,975	144,675	-0.3%
Professional Services	3100	14,913	28,914	39,214	43,484	36,200	37,242	19,085	38,425	3.2%
Contract Svce - Recycle	3461	81,647	82,837	88,078	88,151	92,500	92,500	37,666	92,500	0.0%
Contract Svce - Trash Collect	3470	18,935	11,007	12,152	15,032	15,000	15,000	6,836	15,000	0.0%
Contract Svce - Striping	3480	1,386	6,428	2,424	0	3,000	3,000	0	12,000	300.0%
Contract Svce - P/C Traf. Lts	3481	60,564	73,524	74,343	69,373	73,500	73,500	71,157	78,500	6.8%
Contract Svce - P/C Lk Sem	3487	0	0	0	0	33,000	0	0	0	0.0%
Contract Svce - Other	3490	15,918	8,278	16,049	6,479	6,320	6,320	6,319	6,320	0.0%
Contract Svce - Drainage	3496	0	1,800	8,521	0	10,000	8,175	0	10,000	22.3%
Travel/Per Diem	4000	1,781	1,707	811	1,551	2,000	2,000	557	2,000	0.0%
Communications	4110	5,427	5,363	5,185	5,020	2,600	2,600	673	1,400	-46.2%
Postage/UPS	4120	95	177	257	237	500	500	177	500	0.0%
Electric - Street Lights	4330	202,456	203,388	224,155	228,960	245,000	245,000	104,203	230,000	-6.1%
Electric - Traffic Lights	4340	28,915	24,020	17,781	13,189	21,000	21,000	5,715	14,000	-33.3%
Insurance Buildings	4510	15,534	13,254	8,223	9,913	13,500	13,500	11,191	13,500	0.0%
Insurance Vehicles	4520	6,240	4,454	3,922	1,520	3,625	3,625	1,161	3,625	0.0%
Office Supplies	5110	1,365	1,404	1,785	1,564	1,200	1,200	1,308	1,200	0.0%
Operating Supplies- Uniforms	5250	103	30	0	0	0	0	0	0	0.0%
Operating supplies General	5290	0	0	1,325	195	0	0	1,126	0	0.0%
Books/Publications	5410	229	54	0	282	0	0	0	0	0.0%
Dues/Memberships	5430	182	785	616	335	500	500	250	500	0.0%
Conf./ Training/Education	5440	772	391	3,285	700	1,000	1,000	310	1,000	0.0%
Operational Costs		456,462	467,815	508,126	485,985	560,445	526,662	267,734	520,470	-1.2%
CIP in Progress	6500	0	0	0	0	0	0	0	0	0.0%
Capital Outlay		0	0	0	0	0	0	0	0	0.0%
Interfund Transfer	6900	541,012	229,072	0	125,904	0	244,572	0	0	-100.0%
DEPARTMENT TOTAL		1,142,593	857,121	644,490	754,752	706,184	916,359	340,709	665,145	-27.4%

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Administration Division

PERSONNEL COSTS

Salaries and Wages - 1200

\$103,484 – This category covers wages for the department Director and one Administrative Assistant II.

Education Special – 1503

\$1,320 – The Education Special Program is a benefit paid to one employee for possessing a work-related Bachelor's Degree.

Phone Allowance– 1509

\$480 – This category covers a \$40 per month allowance for business use of cell phones.

FICA - 2100

\$7,978 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement – 2200

\$8,042 – This category covers the cost of the FRS plan.

Health/Life Insurance - 2300

\$21,756– This category covers the cost of the City's health and long term disability insurance.

Worker's Compensation - 2400

\$1,615 – This category covers the cost of worker's compensation insurance.

OPERATIONAL COSTS

Professional Services - 3100

\$38,425 – This category covers expenses associated with Tampa Bay Engineering and others to provide civil engineering and land survey assistance (\$15,000), SWFWMD Stormwater Retention O&M Certification (\$8,375), NPDES regulatory fee (\$1,000), Ambient Water Quality Fee (\$7,750), and Report Preparation(\$6,300).

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Administration Division

Contract Services – 3400

\$214,320 – This category provides for contracted services such as citywide recycle (\$92,500), trash collection (\$15,000), Street Striping (\$12,000), Pinellas County maintenance of traffic signals (\$78,500), Street Sweeping four times a year (\$6,320), and storm drain repairs (\$10,000).

Travel and Per Diem - 4000

\$2,000 – Attendance for the PW Director to the APWA State Conference, ISA Trees Florida Conference, CEU training, and FSA Conference and Training.

Communications - 4100

\$1,900 - This category covers office local and long distance service (\$1,400) and postage (\$500).

Utility Services – 4300

\$244,000 - This category covers electrical costs for streetlights (\$230,000) and traffic signals within the City (\$21,000).

Insurance – 4500

\$17,125 - These funds are for insurance for the Public Works building (\$13,500), and vehicles assigned to the Public Works Department (\$3,625).

Office Supplies - 5100

\$1,200 - These funds are for miscellaneous expendable supplies used to support Department operations.

Dues/Memberships - 5430

\$500- Professional memberships such as Public Works Academy (\$165), APWA (\$150), ISA (\$135), Arbor Day Foundation (\$15).

Training/Education - 5440

\$1,000– This category covers the APWA State (\$250), FL Stormwater Association (\$450), and ISA & Trees Florida conference (\$300) for the Director of Public Works.



**CITY
OF
SEMINOLE**

**PUBLIC WORKS
DEPARTMENT**

**FACILITIES
SECTION**

CITY OF SEMINOLE
FY12 BUDGET
Public Works Department - Facilities Section

ACCOUNT	Dept/Div Acct #519	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 to FY12
Salaries - Regular	1200	11,829	14,284	14,718	14,805	14,983	15,105	15,105	7,801	14,977	-0.8%
Salaries- Overtime	1400	1,005	1,167	1,450	1,046	1,224	1,102	1,102	699	1,096	-0.5%
Phone Allowance	1509	0	0	0	0	0	0	0	120	240	0.0%
Uniform purchase Allowance	1514	0	167	291	329	84	372	372	103	372	0.0%
FICA	2100	890	1,080	1,143	1,222	1,172	1,250	1,250	879	1,235	-1.2%
FRS	2210	1,264	1,522	1,593	1,777	1,647	1,627	1,627	916	836	-48.6%
Health/Life Insurance	2310	5,068	4,345	4,089	4,396	4,364	4,416	4,416	2,362	5,070	14.8%
L/T Disability Insurance	2320	184	115	121	123	123	125	125	61	125	0.0%
Workers Compensation	2400	1,082	448	507	440	285	407	407	235	405	-0.5%
People Costs		21,322	23,128	23,912	24,138	23,882	24,404	24,404	13,176	24,356	-0.2%
Contract Svce - Other	3490	1,106	1,040	1,316	1,486	1,524	0	0	318	150	0.0%
Contract Svce - Rec. Center	3491	14,167	15,232	14,643	16,161	17,459	16,155	16,155	15,823	15,112	-6.5%
Contract Svce - City Hall	3492	9,810	9,023	8,127	10,225	8,094	10,150	10,150	8,874	10,525	3.7%
Contract Svce - PW Adm	3493	0	0	0	0	0	3,500	3,500	3,442	5,980	70.9%
Contract Svce - PW Ops	3494	0	0	0	0	0	4,150	4,150	3,783	3,905	-5.9%
Travel Per Diem	4000	0	0	16	0	0	0	0	0	0	0.0%
Utilities/Elec	4310	6,320	6,094	6,695	7,600	5,359	0	0	-185	0	0.0%
Utilities/Elec PWA/EOC	4311	0	0	0	0	3,623	10,000	10,000	2,985	6,500	-35.0%
Utilities/Elec PW Ops	4312	0	0	0	0	23	0	0	257	160	0.0%
Utilities/Water & Sewer	4320	1,048	885	1,413	1,500	1,021	2,500	2,500	237	700	-72.0%
Utilities/Natural Gas	4330	0	0	0	0	865	2,160	2,160	476	1,500	-30.6%
Rental/Lease - Equipment	4440	798	498	698	1,000	39,452	800	35,715	56,398	800	-97.8%
Insurance	4500	410	502	439	685	287	575	575	292	575	0.0%
R & M - Vehicles	4660	2,244	606	374	1,400	62	650	650	46	500	-23.1%
R & M - Other	4690	28,924	44,792	41,163	32,000	38,913	35,500	35,500	13,564	38,000	7.0%
Fuel	5240	1,627	3,381	2,573	2,610	2,579	2,600	2,600	459	3,525	35.6%
Small Tools & Supplies	5245	447	50	128	300	120	200	200	20	200	0.0%
Operating Supplies- Uniform	5250	427	70	5	0	0	0	0	145	0	0.0%
Operating Supplies-General	5290	6,384	8,233	3,178	8,000	5,388	5,000	5,000	285	5,000	0.0%
Books/Publications	5410	0	0	0	100	0	100	100	0	100	0.0%
Conf./ Training/Education	5440	0	435	515	800	0	600	600	65	1,250	108.3%
Operational Costs		73,712	90,841	81,283	83,867	124,769	94,640	129,555	107,284	94,482	-27.1%
Capital Outlay - Other	6490	0	1,213	2,730	0	0	0	0	0	0	0.0%
Improvements in Progress	6500	0	0	100,000	0	580	0	0	0	0	0.0%
Capital Outlay		0	1,213	102,730	0	580	0	0	0	0	0.0%
DEPARTMENT TOTAL		95,034	115,182	207,925	108,005	149,231	119,044	153,959	120,460	118,838	-22.8%

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department - Facilities Section

PERSONNEL COSTS

Salaries and Wages - 1200

\$14,977 – This category covers wages for one Maintenance Technician. The cost of this position is shared with the Fire Department

Overtime – 1400

\$1,096 – This category covers 98 hours of overtime for division employees as the result of special City activities and emergencies.

Phone Allowance – 1509

\$240 – This category covers a \$40 per month allowance for business use of cell phones for the Maintenance Technician. This expense is shared with Fire Administration.

Uniform Allowance – 1514

\$372 – This category reimburses employees for the expense of purchasing uniforms required by the city.

FICA - 2100

\$1,235 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement – 2200

\$836 – This category covers the cost of pension benefits for the FRS.

Health/Life Insurance - 2300

\$5,195 – This category covers the cost of the City's health and long term disability insurance.

Worker's Compensation – 2400

\$405 – The contribution worker's compensation rate for employees in this category is 2.73% of salaries.

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department - Facilities Section

OPERATIONAL COSTS

Contract Services – 3400

\$35,672– This category provides for the HVAC preventative maintenance, fire alarm monitoring, pest control, fire sprinkler inspection, fire extinguisher certification, and generator service agreement for the old Public Works facility(\$150) Recreation Center (\$15,112), City Hall (\$8,955), Public Works Administration/EOC (\$5,980) and the Public Works Operations Facility (\$3,905)

Utilities – 4300

\$8,860 – Cost of electricity for Public Works Administration/EOC Bldg (\$6,500), and Public Works Operational Bldg(\$160); Water/Sewer for the PW Administration/EOC, & PW Operations Facility (\$700);TECO gas for PW Admin/ EOC Bldg and PW Ops Facility (\$1,500)

Rentals/Leases – 4400

\$800 - Cost associated with rental of equipment such as a jackhammer, sewer line snake, and trencher and cement haulers used to perform maintenance activities (\$300). This category also covers propane tank rental for City Hall and the existing Public Works Bldg (\$500).

Insurance – 4500

\$575 - These funds are for insurance for vehicle assigned to the Facilities Section.

Equipment Repairs and Maintenance – 4600

\$38,500 – These funds are for the repair and maintenance of department vehicle (\$500) and plumbing, electrical HVAC, and miscellaneous costs for maintaining City buildings (\$38,000).

Operating Supplies - 5200

\$8,725 – This category provides supplies for building maintenance services. Costs include fuel for vehicle (\$2,125), fuel for PW, City Hall & Recreation Center generators (\$1,400), small tools and supplies (\$200) and miscellaneous items such as ceiling and floor replacement tiles, door hardware, plumbing fixtures, etc. (\$5,000).

Books/Publications - 5410

\$100 – This category includes the purchase of books and magazines related to facility maintenance.

Training/Education - 5440

\$1250– This category covers courses for attaining/maintaining job related skills, and partial reimbursement for undergraduate courses to obtain an associate degree.



**CITY
OF
SEMINOLE**

**PUBLIC WORKS
DEPARTMENT**

**PARKS
SECTION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Parks

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Parks Technician	1	1	1	1	1	1	1	1
Maintenance I	1	1	1	1	1	1	1	1
Maintenance I	0	0	0	0	0	0	0	0.5
Maintenance I	1	1	1	1	0.625	0.625	0.625	0.5
TOTAL	3	3	3	3	2.625	2.625	2.625	3

CITY OF SEMINOLE
FY12 BUDGET
Public Works Department - Parks Section

ACCOUNT	Dept/Div Acct. # 539	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 TO FY12
Salaries - Regular	1200	59,583	48,763	42,676	32,793	54,349	54,349	12,963	54,533	0.3%
Salaries-Part time	1310	0	7,198	15,132	14,811	15,766	15,766	3,530	25,416	61.2%
Salaries- Overtime	1400	4,340	2,363	645	1,352	1,989	1,989	1,191	1,806	-9.2%
Uniform Allowance	1514	0	872	1,636	532	2,228	2,228	336	2,228	0.0%
FICA	2100	4,725	4,249	4,287	3,530	5,536	5,536	1,237	6,289	13.6%
FRS	2210	6,296	5,745	5,628	4,833	7,362	6,383	1,845	4,326	-41.2%
Health/Life Insurance	2310	12,903	12,783	8,441	13,458	18,756	18,756	8,871	20,143	7.4%
L/T Disability Insurance	2320	477	404	317	417	450	450	224	453	0.7%
Workers Compensation	2400	3,300	2,626	1,446	1,882	2,683	2,683	1,173	2,603	-3.0%
People Costs		91,624	85,003	80,208	73,608	109,119	108,140	31,370	117,797	8.0%
Professional Services	3100	0	0	0	0	150	150	0	150	0.0%
Contract Svce - Lawn Svc.	3420	78,528	72,608	50,300	42,863	41,253	41,253	40,593	46,183	12.0%
Contract Svce -Pest Control	3422	11,194	10,680	10,673	16,409	18,729	18,729	17,229	18,729	0.0%
Contract Svce - Other	3490	3,578	6,307	4,100	6,060	6,000	6,000	0	27,000	350.0%
Travel/Per Diem	4000	0	0	64	34	0	0	45	0	0.0%
Electric-Parks	4310	13,277	18,175	20,349	21,249	22,500	22,500	9,363	22,500	0.0%
Water/Sewer - Parks	4320	6,406	4,938	5,388	4,924	6,000	6,000	4,145	6,000	0.0%
Rental/Lease - Other	4490	12	0	0	0	800	800	0	800	0.0%
Insurance - Facilities	4510	1,798	1,969	1,668	2,093	2,500	2,500	1,438	2,500	0.0%
Insurance - vehicles	4520	1,068	598	464	442	650	650	330	650	0.0%
R & M - Park Equipment	4631	25,675	21,361	16,637	23,597	20,000	20,000	17,105	20,000	0.0%
R & M - Vehicles	4660	318	673	2,139	1,001	600	600	170	600	0.0%
Licenses & Permits	4912	0	75	0	88	0	0	25	0	0.0%
Op Supplies - Restrooms	5210	5,388	5,489	4,440	4,071	5,000	5,000	1,836	5,000	0.0%
Fuel	5240	1,997	2,559	1,650	2,042	1,500	1,500	671	2,650	76.7%
Op Supplies-Uniforms	5250	992	152	4	0	0	0	267	0	#DIV/0!
Op Supplies-Chemicals	5260	9,276	4,363	9,466	10,147	10,000	10,000	3,151	10,000	0.0%
Op Supplies-Plants/Trees/So	5265	39,463	24,029	27,653	30,144	25,000	25,000	4,775	25,000	0.0%
Op Supplies-General	5290	2,487	2,274	4,445	2,308	2,600	2,600	7,639	2,600	0.0%
Books/Publications	5410	0	0	141	40	100	100	193	100	0.0%
Conf./ Training/Education	5440	0	125	600	264	600	600	396	600	0.0%
Operational Costs		201,457	176,375	160,181	167,776	163,982	163,982	109,371	191,062	16.5%
Capital Outlay - Equipment	6410	9,049	0	16,971	5,347	0	0	0	10,000	0.0%
Improvement in Progress	6500	17,884	0	0	3,939	0	0	0	25,000	0.0%
Capital Outlay		26,933	0	16,971	9,286	0	0	0	35,000	0.0%
DEPARTMENT TOTAL		320,014	261,378	257,360	250,670	273,101	272,122	140,741	343,859	25.9%

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Parks Section

PERSONNEL COSTS

Salaries and Wages - 1200

\$54,533 – This category covers wages for 1 Parks Technician and 1 Maintenance I positions.

Salaries and Wages - Part Time- 1310

\$25,416 – This category covers wages for 2 PT Maintenance I positions at 20 hours per week.

Overtime – 1400

\$1,806 – This category covers 97 hours of overtime for each division employee resulting from special city activities and emergencies.

Uniform Allowance - 1514

\$2,228 – This category reimburses employees for the purchase of uniforms required by the city.

FICA - 2100

\$6,289 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement – 2200

\$4,326 – This category covers the cost of pension benefits for the FRS plan.

Health/Life Insurance - 2300

\$20,143 – This category covers the cost of the City's health and life insurance.

Disability Insurance - 2300

\$453 – This category covers the cost of the City's health and disability insurance.

Worker's Compensation - 2400

\$2,603 – The contribution rate for employees is 3.69% of salaries.

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Parks Section

OPERATIONAL COSTS

Professional Services - 3100

\$150 – This category covers expenses associated with horticulturist consultants, soil samples, water tests, etc.

Contract Services – 3400

\$88,332 – This category provides for contracted lawn services for Recreation Center athletic fields and common area, Blossom Lake Park, sod replacement for the Recreation Center athletic field (\$42,603), lawn/pest control for all city facilities(\$18,729), & facility fence repairs and tennis/ basketball court surface repairs(\$6,000) and Seminole Blvd landscape refurbishment(\$21,000 FDOT grant reimbursement).

Utility Services – 4300

\$28,500- This category covers electrical and lighting costs (\$22,500) and water/sewer service for the parks (\$6,000).

Rentals/Leases – 4400

\$800 - Charges associated with rental of seldom-used equipment to perform landscaping activities, such as verticutters, tillers and stump grinders.

Insurance – 4500

\$3,150 - These funds are for insurance for park structures (\$2,500) and vehicles (\$650).

Equipment Repairs and Maintenance – 4600

\$20,600 - These funds are for the repair and maintenance of park equipment, pumps for fountains, irrigation systems, electrical equipment and tennis court nets (\$20,000); and vehicles (\$600).

Operating Supplies - 5200

\$ 45,250 – This category provides funds to maintain the parks including restroom supplies (\$5,000); fuel for vehicle (\$2,650); fertilizer, herbicides and pesticides for parks and roadway medians (\$10,000); sod, grass seed, plants and trees for replacements city wide (\$25,000); and miscellaneous supplies (\$2,600).

Books, Publications - 5410

\$100 - This category includes book purchases and magazine subscriptions related to lawn or horticulture information.

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Parks Section

Training/Education - 5440

\$600 – This category covers PTEC or Pinellas County Extension courses for attaining/maintaining required licenses and job related knowledge.

CAPITAL OUTLAY

Other Equipment - 6490

\$10,000 – This is designed to cover the cost of a Gator for general use in the parks.

Improvement in Progress - 6500

\$25,000 – This is designed to cover the construction of a Gazebo at City Park.



**CITY
OF
SEMINOLE**

**PUBLIC WORKS
DEPARTMENT**

**TRANSPORTATION
DIVISION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Transportation

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
PW Director	1	0	0	0	0	0	0	0
PW Foreman	1	1	1	1	1	1	1	1
PW Foreman	0	0	1	1	1	1	1	1
Maintenance II	1	1	1	1	1	1	1	1
" "	1	1	1	1	1	1	1	1
" "	1	1	1	1	1	1	1	1
" "	1	1	1	1	1	1	1	1
Maintenance I *	1	1	1	1	1	0	0	0
" "	0	0	1	1	0	0	0	0
Admin. Assistant (PT)	0.625	0	0	0	0	0	0	0
TOTAL	7.625	6	8	8	7	6	6	6

Seasonal Positions **								
Maintenance I	0	0	0	0	0	2	2	2
Total Seasonal	0	0	0	0	0	2	2	2

* Position changed to seasonal

CITY OF SEMINOLE
FY12 BUDGET
Public Works Department - Transportation Division

ACCOUNT	Dept/Div Acct. # 541	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/1/2011	FY12 Proposed	% Change FY11 TO FY12
Salaries - Regular	1200	243,321	233,364	248,336	255,985	230,444	230,444	132,057	230,497	0.0%
Salaries-Seasonal	1300	0	0	0	15,976	20,696	20,696	764	21,150	2.2%
Salaries- Overtime	1400	11,634	12,749	9,937	10,274	9,407	9,407	6,809	9,380	-0.3%
Education Special	1503	600	600	600	600	600	600	0	600	0.0%
Phone Allowance	1509	0	0	0	0	0	0	240	960	0.0%
Uniform Allowance	1514	0	2,033	3,971	2,268	5,301	5,301	1,668	5,301	0.0%
FICA	2100	19,082	18,607	19,453	21,249	20,041	20,041	10,627	20,080	0.2%
FRS	2210	18,768	17,832	18,868	20,028	17,340	16,566	11,025	9,106	-45.0%
ICMA	2220	6,003	6,301	6,742	6,791	6,320	6,320	3,470	6,267	-0.8%
Health/Life Insurance	2310	36,509	36,600	40,552	41,841	46,397	46,397	19,032	45,437	-2.1%
L/T Disability Insurance	2320	1,852	1,831	1,994	1,930	1,894	1,894	925	1,893	-0.1%
Workers Compensation	2400	11,231	8,846	4,531	6,452	8,587	8,587	4,203	8,367	-2.6%
People Costs		349,000	338,763	354,984	383,394	367,027	366,253	190,820	359,038	-2.2%
Travel/Per Diem	4000	88	61	117	163	200	200	150	200	0.0%
Communications	4100	0	0	0	48	0	0	499	0	0.0%
Rental/Lease - Equipment	4400	3,648	1,453	705	611	1,200	1,200	289	1,200	0.0%
R & M - Vehicles	4660	8,559	18,066	15,348	19,672	18,000	18,000	9,084	15,000	-16.7%
Maintenance - Other	4690	3,807	4,127	5,536	3,217	4,000	4,000	2,242	4,000	0.0%
Promotional Activities	4800	17,917	7,071	10,267	23,162	12,550	12,550	8,558	11,150	-11.2%
Fuel	5240	19,719	25,100	16,619	19,433	19,500	19,500	6,235	24,000	23.1%
Small Tools & Supplies	5245	4,057	4,005	3,054	2,886	4,000	4,000	822	4,000	0.0%
Operating Supplies- Uniforms	5250	2,311	699	6	0	0	0	374	0	0.0%
Operating Supplies-Signs	5254	3,150	5,576	4,703	5,330	5,000	5,000	999	30,000	500.0%
Operating Supplies-General	5290	6,667	6,857	4,189	4,866	7,000	7,000	3,205	7,000	0.0%
Road Material & Supplies	5300	19,736	23,277	16,765	8,712	20,000	21,825	13,207	20,000	-8.4%
Conf./ Training/Education	5440	165	1,251	1,256	2,018	2,000	2,000	454	2,000	0.0%
Operational Costs		93,065	97,543	78,565	90,118	93,450	95,275	46,118	118,550	26.9%
Vehicle	6421	0	0	0	0	0	0	0	0	0.0%
Capital Outlay - Other Equip.	6450	14,295	2,314	10,725	0	0	0	4,426	0	0.0%
CIP in Progress	6500	4,933	0	0	814	0	0	0	0	0.0%
Capital Outlay		19,228	2,314	10,725	814	0	0	4,426	0	0.0%
DEPARTMENT TOTAL		461,293	438,620	444,274	474,326	460,477	461,528	241,364	477,588	3.7%

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Transportation Division

PERSONNEL COSTS

Salaries and Wages - 1200

\$230,497 – This category covers wages for four Maintenance II positions and two Public Works Foremen.

Salaries and Wages Seasonal- 1300

\$21,150 – This category covers wages for two seasonal Maintenance I positions for 21 weeks at 40 hours per week.

Overtime – 1400

\$9,380 – This category covers 361 hours of overtime for the full-time staff in this division. This time is required to provide the personnel for unscheduled events and emergencies.

Education Special – 1503

\$600 – The Education Special Program is a benefit paid to employees for possessing a work-related Bachelor's or Associate's degree.

Phone Allowance – 1509

\$960– This category covers a \$40 allowance for business use of two cell phones.

Uniform Allowance – 1514

\$5,301– This category reimburses employees for the expense of purchasing uniforms required by the city.

FICA - 2100

\$20,080 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement – 2200

\$15,373 – This category covers the cost of pension benefits for the FRS and ICMA plans.

Health/Life Insurance - 2300

\$47,330 – This category covers the cost of the City's health and disability insurance.

CITY OF SEMINOLE
Fiscal Year 2012
Public Works Department – Transportation Division

Worker's Compensation - 2400

\$8,367– The contribution rate for roadway employees.

OPERATIONAL COSTS

Travel and Per Diem - 4000

\$200 – Seminar and trade show attendance.

Rentals/Leases – 4400

\$1,200– Valley Gas- \$ 16/ month fee for tank rental and charges associated with rental of seldom-used equipment to perform maintenance activities, such as stump grinders, chippers and cement haulers.

Equipment Repairs and Maintenance - 4600

\$19,000 - These funds are for the repair and maintenance of Division vehicles (\$15,000) and miscellaneous equipment such as weed eaters, edgers, trimmers, mowers, etc. (\$4,000).

Promotional Activities – 4800

\$11,150 – This category includes repair and replacement of City banner hangers (\$1,000), rebuilding / replacing risers for holiday decorations (\$3,000), refurbish Christmas decorations (\$3,750), installation of 15 risers (\$2,400) and American flag replacement (\$1,000).

Operating Supplies – 5200

\$40,000 – This category provides necessary funds for fuel for vehicles (\$24,000), operating supplies including small hand tools (\$4,000), street signs (\$5,000), and miscellaneous supplies (\$7,000).

Roadway Materials and Supplies – 5300

\$20,000 – This category provides funds for roadway and sidewalk materials needed for necessary repairs (\$8,500), Citywide emergency stormwater drainage repairs (\$10,000) and miscellaneous supplies (\$1,500).

Training/Education - 5440

\$2,000 – This category covers miscellaneous PTEC courses such as Maintenance of Traffic and Public Works Academy. This also covers the needed NPDES stormwater trainings.



**CITY
OF
SEMINOLE**

FIRE DEPARTMENT

**ADMINISTRATION
DIVISION**

**CITY OF SEMINOLE
 FY12 PERSONNEL SUMMARY
 FIRE ADMINISTRATION DIVISION**

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Fire Chief	1	1	1	1	1	1	1	1
Administrative Assistant II	1	1	1	1	1	1	1	1
Administrative Assistant	0.625	0.625	0.625	0	0	0	0	0
Custodian	1	1	1	1	0	0	0	0
TOTAL	3.625	3.625	3.625	3	2	2	2	2

CITY OF SEMINOLE
FY12 BUDGET
Fire Department Administration

ACCOUNT	Dept/Div Acct. #1522	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change
		Actual	Actual	Actual	Actual	Adopted	Final Budget	3/31/11	Proposed	FY11 to FY12
Salaries Regular	1200	309,913	312,223	310,345	325,155	291,116	291,116	133,880	294,154	1.0%
Overtime	1400	3,518	4,789	4,389	3,743	3,406	3,406	2,561	3,450	1.3%
Education Special	1503	4,075	4,200	4,200	3,980	4,260	4,260	440	4,260	0.0%
Uniform Cleaning Allowance	1504	576	301	258	150	301	301	258	150	-50.2%
Phone Allowance	1509	0	360	960	400	960	960	400	960	0.0%
Uniform Purchase Allowanc	1514	0	527	846	3,752	640	640	103	640	0.0%
FICA Tax	2100	23,691	23,728	23,535	24,596	23,984	23,984	10,134	24,233	1.0%
FRS	2210	21,383	20,892	20,289	20,878	21,895	21,895	11,106	10,140	-53.7%
Retirement (F.S. 175)	2230	42,485	41,897	20,936	14,870	13,459	13,459	0	25,941	92.7%
Health/Life Insurance	2310	45,120	52,355	57,150	46,372	45,493	45,493	23,095	56,140	23.4%
Long Term Disability	2320	2,401	1,885	1,809	1,727	2,080	2,080	648	2,109	1.4%
Workers Compensation	2400	7,588	6,758	6,273	3,472	5,646	4,189	3,706	5,300	26.5%
Unemployment Compensati	2500	0	6,748	550	-575	8,000	8,000	0	2,500	-68.8%
People Costs		463,757	476,663	451,540	448,520	421,240	419,783	186,331	429,977	2.4%
Medical	3101	122	472	1,053	564	500	500	50	500	0.0%
Personnel Consultant	3110	23	61	1,949	6,599	5,000	5,000	340	5,000	0.0%
Fire Station Consultant	3120	0	55,756	39,877	227,710	0	0	4,922	0	0.0%
Legal - Elias	3130	29,503	30,094	30,696	30,696	32,832	32,832	12,790	32,840	0.0%
Legal - Other	3145	25,433	3,216	5,249	1,574	4,000	4,000	316	4,000	0.0%
Other	3190	5,466	20,699	6,297	12,045	6,832	6,832	2,323	5,200	-23.9%
Prof. Svcs - Acct/Audit	3200	12,510	18,762	15,430	12,561	11,872	11,872	16,800	12,870	8.4%
Data Processing	3460	2,224	2,224	2,224	2,817	2,500	2,500	2,830	2,500	0.0%
Other	3490	2,450	22,643	5,785	7,564	5,510	5,510	6,455	6,510	18.1%
Travel/Per Diem	4000	8,745	1,324	1,615	426	2,704	2,704	65	4,030	49.0%
Telecommunications	4110	8,948	12,197	14,901	15,245	14,850	14,850	7,372	14,850	0.0%
Postage/UPS	4120	610	531	579	643	700	700	237	700	0.0%
Electric Service	4310	15,571	15,868	24,824	28,170	20,400	20,400	12,549	25,693	25.9%
Water/Sewer	4320	620	578	325	213	430	430	71	430	0.0%
Rental/Lease Other	4490	0	0	42,450	42,450	42,450	42,450	21,225	42,450	0.0%
General Liability Insurance	4500	104,412	92,302	78,984	65,169	64,000	64,000	49,778	64,500	0.8%
Building Insurance	4510	14,827	10,279	3,216	2,957	4,000	4,000	2,501	4,000	0.0%
Vehicle Insurance	4520	2,760	1,786	1,248	282	1,200	1,200	234	1,200	0.0%
R&M Equipment	4600	0	0	0	263	300	300	465	300	0.0%
Copier	4610	1,742	531	278	546	1,000	1,000	174	1,000	0.0%
R&M Computer Hardware	4620	327	3,561	125	3,657	1,000	1,000	219	3,500	250.0%
R&M Computer Software	4630	607	7,105	430	2,502	2,000	2,000	0	2,000	0.0%
Vehicle maintenance	4660	3,208	1,166	1,009	1,302	1,000	1,000	0	870	-13.0%
Office Forms	4720	246	208	1,994	412	500	500	188	500	0.0%
Legal Advertisements	4910	1,761	688	1,151	2,035	1,500	1,500	249	1,500	0.0%
Licenses & Permits	4912	779	0	65	476	100	100	0	100	0.0%
Office Supplies	5110	4,834	4,674	4,015	3,792	5,000	5,000	1,592	4,000	-20.0%

CITY OF SEMINOLE
FY12 BUDGET
Fire Department Administration

ACCOUNT	Dept/Div Acct. #1522	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 to FY12
Cleaning Supplies	5210	570	1,038	197	336	800	800	293	800	0.0%
Fuel	5240	1,244	1,518	1,268	1,693	2,067	2,067	420	2,070	0.1%
Uniforms	5250	120	0	-76	0	0	0	142	0	0.0%
Awards/Recognition	5260	3,374	3,679	755	2,438	3,000	3,000	2,014	3,000	0.0%
Operating Supplies	5290	5,317	3,557	1,767	3,297	4,575	4,575	4,370	4,000	-12.6%
Books/Publications	5410	1,230	978	0	0	1,500	1,500	0	1,000	-33.3%
Dues/Memberships	5430	1,062	1,235	1,060	877	1,400	1,400	393	1,100	-21.4%
Conferences/Training	5440	1,346	1,238	1,066	230	1,420	1,420	472	1,020	-28.2%
Tuition Reimbursement	5490	755	0	473	150	1,400	1,400	150	1,000	-28.6%
Operational Costs		275,776	328,716	293,495	481,691	248,342	248,342	151,999	255,033	2.7%
Computers	6401	69,709	790	3,132	13,275	2,400	2,400	3,359	2,400	0.0%
Other Equipment	6490	0	6,220	15,760	7,929	0	0	0	0	0.0%
Capital Outlay		111,768	54,688	24,238	26,956	2,400	2,400	3,359	2,400	0.0%
Aid to Private Organization	8200	0	0	0	500	0	0	0	0	0.0%
DEPARTMENT TOTAL		851,301	860,067	769,273	957,667	671,982	670,525	341,689	687,410	2.5%

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Fire Administration

PERSONNEL COSTS

Salaries and Wages - 1200

\$294,154 - These costs are for salaries and wages for five and one half employees: Fire Chief and one Administrative Assistant II, the salaries and operating costs for one Human Resources Officer, one Account Specialist II, ½ the cost of two Technology Specialists and ½ the cost of one building maintenance employee. Salaries are determined by a citywide pay plan.

Overtime - 1400

\$3,450 - This is to pay for time worked outside of normal working hours. Budgeted 183 hours of overtime to cover staff personnel who work after hours, on weekends, and during natural and/or man made disasters/emergencies.

Special Pays - 1500

\$6,010 - Special pays are paid to employees for uniform cleaning allowance (\$150), phone allowance for business use of personal cell phone (\$960), for the purchase of uniforms required by the city (\$640) and education special pay for degreed employees (\$4,260).

FICA - 2100

\$24,233 – FICA is budgeted at a rate of 7.65% of salary.

Retirement - 2200

\$41,580 – Retirement covers employees assigned to this Division who are participating in either the FRS plan (\$10,140) or the Firefighter Chapter 175 plan (\$25,941).

Insurance - 2300

\$58,249 – Employee health (\$56,140) and long-term disability premiums (\$2,109).

Worker's Compensation - 2400

\$5,300 – Line of duty injury insurance premiums.

Unemployment Compensation - 2500

\$2,500 – This covers the cost for unemployment compensation for all Fire Department employees.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Fire Administration

OPERATIONAL COSTS

Professional Services - 3100

\$49,164– This covers the annual physical for the Fire Chief, post accident drug and alcohol tests (\$500), personnel consultant (\$5,000), legal (\$36,840), CISM fees (\$500), EAP (\$3,000), filling fee for the Center for Public Excellence (\$1,200) and other services as needed (\$500).

Professional Services/Audit – 3200

\$12,870 – This covers a prorated cost of the annual audit required each fiscal year.

Contract Services - 3400

\$9,010 – This covers Fire Administration’s cost of data processing (\$2,500) and other office cleaning maintenance contracts (\$6,510).

Travel and Per Diem - 4000

\$4,030– This covers the cost for personnel to attend conferences and seminars not locally provided, allowing personnel to maintain certifications and competency. Florida Fire Chiefs’ Executive Development Conference, Governor’s Hurricane Conference, County Fire Chiefs’ meetings and miscellaneous community events. This category also covers the educational activities for the Department Chaplain in providing him with training in dealing with post-event traumatic counseling of employees and the public. This line item also covers the expenses for the Human Resource Officer to attend local Human Resources Association meetings and a local HR law seminar. This line item covers the attendance of the Account Specialist II to attend local FGFOA meetings.

Communications - 4100

\$15,550 –This covers telephone costs (\$14,850) and postage and shipping costs (\$700).

Utilities - 4300

\$26,123 – This will cover utility costs for electric (\$25,693) and water and sewer (\$430).

Rental/Lease Other - 4490

\$42,450 – This will cover Fire Administration and Training rent of administrative office space.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Fire Administration

Insurance - 4500

\$69,200 –Liability insurance for department operations (\$64,000), property insurance for share of City Hall building (\$4,000), and auto insurance for Division’s vehicles (\$1,200).

Equipment Repairs and Maintenance - 4600

\$7,6700 – This will cover the R&M of office equipment (\$300), computer hardware (\$3,500), copier maintenance contract (\$1,000), computer software (\$2,000) and vehicle maintenance (\$870).

Printing - 4700

\$500 –This is for printing of forms, letters, and stationary.

Other Charges - 4900

\$1,600 – This covers legal advertisements and notices for bids, new employee recruitment as required by law (\$1,500), and one notary public license (\$100).

Office Supplies - 5100

\$4,000 – This is for general office supplies, computer data processing supplies, and equipment.

Operating Supplies - 5200

\$10,442 – This includes cleaning supplies (\$800), fuel (\$2,070), employee and citizen awards (\$3,000), and other general operating supplies and equipment (\$4,000).

Books & Publications - 5410

\$1,000 – These funds are dedicated to providing publications for codes, standards, Emergency Management, Fire Services Personnel Law, and labor law references.

Dues & Memberships - 5430

\$1,100 – These cover dues and memberships in the following: Fire Chief: International Association of Fire Chiefs, Pinellas County Fire Chiefs Association, Fla. Fire Chiefs Association, National Fire Protection Association, Human Resource Officer: Society of Human Resource Management, Suncoast Human Resource Management Association, Fla. Public Personnel Association. Account Specialist II: FGFOA, American Payroll Association. IT Specialists: Fla. Local Gov. Info Systems Association. Chaplain: Critical Incident Stress Management Association

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Fire Administration

Training & Education - 5440

\$1,020 – These funds cover registration fees to technical and educational conferences and seminars for personnel to attend to attain/maintain their certifications and technical competence.

Training Reimbursement - 5490

\$1,000 – These funds cover the costs of the tuition reimbursement of professional employees for advanced degrees.

CAPITAL OUTLAY

Computers – 6400

\$2,400 – Replacement of department computers as needed.



**CITY
OF
SEMINOLE**

**FIRE DEPARTMENT
LIFE SAFETY SERVICES
SECTION**

**CITY OF SEMINOLE
 FY12 PERSONNEL SUMMARY
 FIRE LIFE SAFETY SERVICES**

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Fire Marshall	1	1	1	1	1	1	1	1
Inspector	1	1	1	1	1	1	0.5	0.5
Inspector	1	1	1	1	0	0	0	0
Inspector	0	0	0.5	0	0	0	0	0
Public Education	1	1	1	1	1	1	1	1
TOTAL	4	4	4.5	4	3	3	2.5	2.5

CITY OF SEMINOLE
FY12 BUDGET
Fire Department Life Safety Services

ACCOUNT	Dept/Div Acct. #1722	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 03/31/11	FY12 Proposed	% Change FY11 to FY12
Salaries - Regular	1200	217,224	178,935	151,836	155,033	108,351	108,351	60,414	133,610	23.3%
Saleries - Part-time	1310	0	0	0	0	20,307	20,307	0	0	-100.0%
Salaries - Overtime	1400	2,637	1,924	1,945	2,539	1,240	1,240	3,793	1,240	0.0%
Educ/Special Pay	1503	2,640	1,714	1,320	1,420	1,920	1,920	0	1,920	0.0%
Uniform Cleaning Allowance	1504	1,062	795	774	774	775	775	473	780	0.6%
Phone Allowance	1509	0	640	1,400	1,440	1,440	1,440	480	960	-33.3%
Uniform Purchase Allowance	1514	0	835	1,599	652	1,026	1,026	0	720	-29.8%
FICA	2100	16,980	14,085	12,130	12,383	10,084	10,084	5,024	10,470	3.8%
FRS	2210	9,537	9,225	9,561	10,179	14,064	14,064	5,893	14,600	3.8%
F.S. 175	2230	51,564	30,743	10,767	10,026	0	0	669	0	0.0%
Health/Life Insurance	2310	22,329	19,170	16,761	17,846	12,736	12,736	6,934	15,540	22.0%
L/T Disability Insurance	2320	1,650	1,364	1,242	1,251	915	915	498	1,130	23.5%
Workers Compensation	2400	17,768	15,282	11,586	4,421	6,987	6,987	4,030	6,990	0.0%
People Costs		344,512	275,584	220,886	217,964	179,845	179,845	88,208	187,960	4.5%
Prof. Svcs - Medical	3101	755	267	460	505	1,681	1,681	140	1,190	-29.2%
Travel/Per Diem	4000	1,262	699	116	214	2,280	2,280	122	2,280	0.0%
Telephone	4110	790	740	1,667	2,269	900	900	955	1,360	51.1%
Cellular Service	4115	2,488	454	0	0	0	0	0	0	0.0%
Postage/UPS	4120	507	493	350	351	500	500	104	500	0.0%
Insurance - Vehicles	4520	3,685	2,706	1,792	236	1,900	1,900	740	1,900	0.0%
R & M - Vehicles	4660	2,551	3,261	3,117	545	1,540	1,540	42	1,490	-3.2%
Office Forms/Materials	4720	604	0	749	0	750	750	673	750	0.0%
License & Permits	4912	0	72	30	110	100	100	0	100	0.0%
Office supplies	5110	705	657	1,031	303	1,000	1,000	40	1,000	0.0%
Fuel	5240	2,361	2,562	2,048	1,602	2,543	2,543	303	3,860	51.8%
Small Tools/Supplies	5245	235	83	653	240	450	450	191	450	0.0%
Protective Gear	5252	0	0	127	76	450	450	100	450	0.0%
Safety Equipment	5255	0	5	0	225	400	400	0	400	0.0%
Operating Supplies-General	5290	550	149	870	1,027	1,000	1,000	408	1,000	0.0%
Books/Publications	5410	975	698	2,530	1,010	1,000	1,000	181	1,000	0.0%
Dues/Memberships	5430	480	410	135	520	670	670	290	670	0.0%
Conferences/Training	5440	287	1,408	175	400	1,275	1,275	400	1,280	0.4%
Instructional supplies	5444	6,571	5,347	5,266	5,986	6,000	6,000	3,837	6,000	0.0%
Operational Costs		27,263	20,560	20,466	15,619	24,439	24,439	8,526	25,680	5.1%
Capital Outlay		0	0	0	0	0	0	0	0	0.0%
DEPARTMENT TOTAL		371,775	296,144	241,352	233,583	204,284	204,284	96,734	213,640	4.6%

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Life Safety Services Section

PERSONNEL COSTS

Salaries and Wages - 1200

\$133,610 - These costs are for salaries and wages for two full time personnel, one Fire Marshal, one Public Education Officer/Inspector and one Fire Inspector shared with Code Enforcement.

Overtime - 1400

\$1,240 – This is to pay for time worked outside normal working hours.

Special Pays - 1500

\$4,380 – Special pays include state funded educational pay (\$1,920), uniform cleaning allowance (\$780), Phone Allowance (\$960) and Uniform Purchase Allowance (\$720).

FICA - 2100

\$10,470 – FICA is budgeted at a rate of 7.65% of salary.

Retirement - 2200

\$14,600 – This category covers the cost of pension benefits for the FRS plan.

Insurance - 2300

\$16,670 – This category covers the City's health (\$15,540) and disability insurance costs (\$1,130).

Workers' Compensation - 2400

\$6,990 – This category covers the cost of workers' compensation insurance.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Life Safety Services Section

OPERATIONAL COSTS

Professional Services - 3100

\$1,190 – The National Fire Protection Agency (NFPA) dictates that fire service employees will receive a medical physical annually. Employees are required to submit to a drug and alcohol test if they are involved in an accident. The costs of three physicals, one return-to-duty physical, one drug screen, and the cost of four flu shots are covered in this line item.

Travel and Per Diem - 4000

\$2,280 – This funds living expenses for personnel to attend conferences and seminars not available in-house allowing personnel to maintain certifications and competency. Fire Marshals' Conference (\$710), Florida State Fire College (\$400), National Fire Academy (\$670), and miscellaneous in-state conference and seminars (\$500)

Communications - 4100

\$1,400 – This will cover Life Safety Services' portion of telephone costs (\$1,360), postage and shipping of equipment purchased or sent for repairs, p/u and delivery of plans from county building department (\$500).

Insurance - 4500

\$1,900 – These funds are for the vehicle insurance for the three assigned vehicles.

Equipment Repairs and Maintenance - 4600

\$1,490 – These funds are used for the repair and maintenance of the three assigned vehicles.

Printing - 4700

\$750 – This is for printing items such as fire, inspection and violation reports, and citations.

Other Charges - 4900

\$100 – This covers the costs of re-certifying the three Fire Safety Inspectors

Office Supplies - 5100

\$1,000 – This is for general office supplies and computer related supplies.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Life Safety Services Section

Operating Supplies - 5200

\$6,160 – This includes fuel (\$3,860), non-capital small tools and supplies (\$450), protective equipment/gear (\$450), safety equipment (\$400), and other operating supplies and equipment (\$1,000).

Books & Publications - 5410

\$1,000 – These funds are dedicated to providing fire prevention/protection publications for codes, standards, and references, NFPA National Fire Codes, and other reference texts for the fire investigation, engineering, and inspection library.

Dues & Memberships - 5430

\$670 – These funds are for dues and memberships in the Professional Arson Co-op of Florida, Tampa Bay Fire Marshals' Association, Florida Fire Marshals' Association, and Florida Fire Chiefs' Association.

Training & Education - 5440

\$1,280 – These funds cover registration fees to technical and educational conferences and seminars for personnel to attend, attain, and maintain their certifications and technical competence: Fire Marshals' Conference (\$275), Florida State Fire College (\$400), In-State education Florida Fire Code, NFPA, Fire Investigations (\$250), Computers, SPC, etc. (\$350).

Instructional Supplies - 5444

\$6,000 - These funds cover the supplies for public safety education programs such as: Fire/Rescue Open House, Spring Safety Expo, Public School Safety Education programs, Drowning Prevention, and other essential public prevention education programs.



**CITY
OF
SEMINOLE**

FIRE DEPARTMENT

**MAINTENANCE
SECTION**

**CITY OF SEMINOLE
 FY12 PERSONNEL SUMMARY
 FIRE MAINTENANCE SECTION**

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Maintenance Supervisor	1	1	1	1	1	1	1	1
Mechanic	1	1	1	1	1	1	1	1
" "	1	1	1	1	0	0	0	0
TOTAL	3	3	3	3	2	2	2	2

CITY OF SEMINOLE
FY12 BUDGET
Fire Department - Maintenance

ACCOUNT	Dept/Div Acct. #1922	FY07	FY08	FY09	FY10	FY11	FY11	Y.T.D.	FY12	% Change FY11 to FY12
		Actual	Actual	Actual	Actual	Adopted	Final Budget	03/31/11	Proposed	
Salaries - Regular	1200	146,251	143,018	122,266	122,313	121,847	121,847	61,754	122,200	0.3%
Salaries - Overtime	1400	7,569	2,855	1,052	1,364	1,577	1,577	234	1,590	0.8%
Uniform Cleaning Allowance	1504	688	623	516	516	516	516	516	520	0.8%
Phone Allowance	1509	0	320	480	480	480	480	240	480	0.0%
Uniform Purchase Allowance	1514	0	126	435	858	1,000	1,000	0	1,000	0.0%
FICA	2100	10,972	10,492	8,922	8,949	9,442	9,442	4,501	9,470	0.3%
FRS	2210	6,339	6,539	6,641	6,815	7,235	7,235	3,671	7,240	0.1%
ICMA	2220	9,706	7,864	5,796	5,417	5,467	5,467	2,790	5,500	0.6%
Health/Life Insurance	2310	24,239	25,072	20,528	21,934	22,272	22,272	11,821	25,600	14.9%
L/T Disability Insurance	2320	1,205	1,117	964	964	973	973	482	980	0.7%
Workers Compensation	2400	5,550	4,353	3,000	1,971	2,700	2,390	1,537	2,700	13.0%
People Costs		212,519	202,379	170,600	171,581	173,509	173,199	87,546	177,280	2.4%
Prof. Svcs - Medial	3101	98	208	87	50	150	150	50	150	0.0%
Alarm System	3424	1,741	995	1,120	1,608	845	845	995	850	0.6%
Contract Svce - Air Condition	3426	660	660	697	697	780	780	770	780	0.0%
Contract Svce - Computer	3452	6,400	0	1,900	0	1,900	1,900	1,900	1,900	0.0%
Telephone	4110	1,465	1,181	1,045	2,372	2,554	2,554	1,076	1,930	-24.4%
Postage/UPS	4120	232	138	112	170	100	100	8	100	0.0%
Electric	4310	5,872	5,423	6,257	7,214	5,900	5,900	2,663	5,900	0.0%
Water/Sewer	4320	23	313	267	381	500	500	124	500	0.0%
Propane	4330	37	355	0	0	300	300	0	300	0.0%
Insurance - Buildings	4510	13,846	9,226	6,815	4,830	7,200	7,200	4,315	7,200	0.0%
Insurance - Vehicles	4520	2,534	2,361	1,713	1,217	1,285	1,285	1,367	1,290	0.4%
Repair & Maintenance	4600	0	496	0	0	500	500	0	1,000	100.0%
R & M - Computer Software	4630	2,756	2,004	1,587	3,631	3,800	3,800	0	2,700	-28.9%
Building & Grounds	4650	3,420	1,897	9,388	3,007	4,000	4,000	4,650	4,000	0.0%
R & M - Vehicles	4660	3,053	1,643	698	983	1,150	1,150	8,859	900	-21.7%
License & Permits	4920	50	50	50	90	100	100	0	150	50.0%
Office Supplies	5110	626	345	58	42	200	200	0	200	0.0%
Operating Supplies - Cleaning	5210	585	1,574	0	0	960	960	0	960	0.0%
Fuel	5240	3,546	1,774	412	134	1,084	1,084	334	1,150	6.1%
Small Tools/Supplies	5245	904	1,212	1,745	240	1,000	1,000	0	1,000	0.0%
Outside Contracts - Parts	5292	15,598	13,562	27,068	22,105	13,500	13,500	7,736	13,000	-3.7%
Books/Publications	5410	155	93	0	0	200	200	0	200	0.0%
Conferences/Training	5440	617	350	570	322	900	900	130	500	-44.4%
Operational Costs		65,167	47,273	62,180	49,093	48,908	48,908	34,977	46,660	-4.6%
Capital Outlay - Computers	6401	0	0		1,735	0	0	0	1,300	#DIV/0!
Capital Outlay		10,982	27,939	13,419	18,615	0	0	0	1,300	0.0%
DEPARTMENT TOTAL		288,668	277,591	246,199	239,289	222,417	222,107	122,523	225,240	1.4%

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Maintenance Section

PERSONNEL COSTS

Salaries and Wages - 1200

\$122,200 - This category covers salaries and wages for two personnel. Salaries are determined by a citywide pay plan.

Overtime - 1400

\$1,590 - This account is to pay for time worked outside normal working hours.

Special Pays - 1500

\$2,000 - Special pays are benefits paid to employees. This category covers uniform cleaning allowance for two employees (\$520), phone allowance (\$480) and a uniform purchase allowance (\$1,000).

FICA - 2100

\$9,470 - FICA is budgeted at 7.65% of salaries and overtime.

Retirement - 2200

\$12,740 - This category covers the cost of pension benefits for the ICMA plan (\$5,500) of salary and FRS at (\$7,240)

Insurance - 2300

\$26,580 - This category covers the cost of the City's health (\$25,600) and disability insurance (\$980).

Worker's Compensation - 2400

\$2,700 - This covers the cost for worker's compensation insurance.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Maintenance Section

OPERATIONAL COSTS

Professional Service – 3100

\$150 - This category covers possible return-to-duty physicals, and alcohol and drug testing required by D.O.T.

Contract Services - 3400

\$3,530 - This category covers telephone updates of inside computer software for Fleet Maintenance system (\$1,900) Building alarm service contract (\$850) and air conditioning maintenance contract and repairs (\$780)

Communications - 4100

\$2,030 - This category covers telephone costs for maintenance facility (\$1,930) and postage/UPS (\$100).

Utilities - 4300

\$6,700 - These funds are for Section's portion of electric (\$5,900) water/sewer (\$500) and propane (\$300).

Insurance - 4500

\$8,490 - These funds are for building/contents (\$7,200) and vehicle insurance (\$1,290).

Equipment Repairs and Maintenance - 4600

\$8,600 - These funds are for repair and maintenance of shop equipment (\$1,000), Computer software (\$2,700), building and grounds maintenance and repairs (\$4,000) and repair and maintenance of shop vehicles (\$900).

Other Charges - 4900

\$150 - This category covers required licenses and permits.

Office Supplies - 5100

\$200 - This is for computer supplies, copier supplies, and general office supplies for the Maintenance Section.

Operating Supplies - 5200

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Maintenance Section

\$3,110 - This category includes cleaning supplies (\$960), fuel (\$1,150) non-capital small tools and supplies (\$1,000).

Outside Contracts - Parts - 5290

\$13,000 - This category includes parts for the vehicle of other cities and districts. This expenditure is offset by revenue received from contractual work performed on the vehicles of other Fire Department cities and districts.

Books & Publications - 5410

\$200 - This category covers subscription and technical training materials such as motors and fire pump manuals for heavy duty trucks.

Conference & Training - 5440

\$500 - This category covers technical training and education for the mechanics.

CAPITAL OUTLAY

Computers - 6400

\$1,300 - This category covers replacement of department computers as needed.



**CITY
OF
SEMINOLE**

FIRE DEPARTMENT

**TRAINING
SECTION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Fire Training

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Training Coordinator	0.85	0.85	0.85	1	1	0	0	0
Training Officer	1	1	1	1	1	1	1	1
Administrative Assistant II	0	0	0	1	0	0	0	0
Administrative Assistant	1	1	1	0	0	0	0	0
TOTAL	2.85	2.85	2.85	3	2	1	1	1

* position transferred to EMS in FY10

CITY OF SEMINOLE
FY12 BUDGET
Fire Department Training

ACCOUNT	Dept/Div Acct. #1822	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 03/31/11	FY11 Proposed	% Change FY11 to FY12
Salaries - Regular	1200	181,841	139,043	148,898	75,986	76,199	76,199	45,378	69,540	-8.7%
Educ/Special Pay	1503	600	1,495	1,870	710	600	600	208	600	0.0%
Uniform Cleaning Allowance	1504	468	322	516	258	258	258	236	260	0.8%
Phone Allowance	1509	0	320	920	520	480	480	200	480	0.0%
Uniform Purchase Allowance	1514	0	1,475	1,216	140	446	446	443	360	-19.3%
FICA	2100	13,342	10,214	11,074	5,555	5,829	5,829	3,455	5,370	-7.9%
F.S. 175	2230	59,770	44,607	14,167	13,321	11,049	11,049	1,128	16,840	52.4%
Health/Life Insurance	2310	24,351	20,670	22,789	11,883	12,283	12,283	2,578	10,140	-17.4%
L/T Disability Insurance	2320	1,280	922	1,037	519	518	518	130	520	0.4%
Workers Compensation	2400	9,130	8,352	7,134	2,256	6,064	3,284	1,519	5,500	67.5%
People Costs		294,563	229,821	209,621	111,148	113,726	110,946	55,275	109,610	-1.2%
Prof. Svcs - Medial	3101	279	452	810	460	535	535	0	540	0.9%
Travel/Per Diem	4000	3,011	24	1,566	1,305	1,500	1,500	745	1,510	0.7%
Telephone	4110	564	841	983	1,290	1,590	1,590	538	1,980	24.5%
Postage/UPS	4120	8	100	116	126	100	100	10	150	50.0%
Insurance - Vehicles	4520	1,574	1,191	775	244	1,050	1,050	308	1,050	0.0%
Repair & Maintenance	4600	672	0	257	0	570	570	0	570	0.0%
R & M - Computer Software	4630	494	498	1,559	0	1,000	1,000	0	1,000	0.0%
Maintenance - Fitness Equip.	4640	695	939	498	1,327	1,060	1,060	1,000	1,250	17.9%
R & M - Vehicles	4660	554	4,356	1,730	34	625	625	0	610	-2.4%
Office Supplies	5110	294	157	230	528	586	586	165	590	0.7%
Photography Supplies	5220	110	20	0	0	100	100	0	50	-50.0%
Fuel	5240	670	915	1,393	1,257	1,165	1,165	396	1,350	15.9%
Small Tools/Supplies	5245	522	544	69	589	600	600	89	600	0.0%
Uniforms	5250	71	107	0	0	0	0	-172	0	0.0%
Protective Gear	5252	460	0	62	49	300	300	0	300	0.0%
Safety Equipment & Supplies	5255	1,014	0	2,515	466	1,004	1,004	0	1,000	-0.4%
Operating Supplies -General	5290	970	223	6,152	1,126	1,000	1,000	0	1,160	16.0%
Books/Publications	5410	372	742	442	389	820	820	0	600	-26.8%
Dues/Memberships	5430	395	230	0	325	255	255	75	260	2.0%
Conferences/Training	5440	18,189	8,478	7,969	10,817	17,280	17,280	13,508	17,280	0.0%
Instructional Supplies	5444	4,524	5,447	2,018	763	1,500	1,500	0	1,500	0.0%
Tuition Reimbursement	5490	5,754	3,261	13,975	3,660	6,800	6,800	1,722	6,800	0.0%
Operational Costs		41,699	28,803	43,119	24,755	39,440	39,440	18,384	40,150	1.8%
Capital Outlay - Other Equip.	6490	0	6,031	4,098	0	0	0	0	5,500	0.0%
Capital Outlay		0	6,031	4,098	0	0	0	0	5,500	0.0%
DEPARTMENT TOTAL		336,262	264,655	256,838	135,903	153,166	150,386	73,659	155,260	3.2%

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department - Training Section

PERSONNEL COSTS

Salaries and Wages - 1200

\$69,540 - This category covers the wages for the Training/EMS Officer. Salaries are determined by the citywide pay plan.

Special Pays – 1500

\$1,700 - Special pays are benefits paid to employees. This includes education pay (\$600) and a (\$360) uniform allowance for the expense of purchasing uniforms required by the city, uniform cleaning allowance (\$260) cleaning allowance for the Training/EMS Officer. Phone allowance of (\$480) to cover expenses associated business use of personal cell phones. Education pay is a benefit paid to employees with degrees in fire service related fields. The educational payment cost is reimbursed by the State of Florida.

FICA - 2100

\$5,370 – FICA is budgeted at 7.65% of salary for the Training/EMS Officer.

Retirement – 2200

\$16,840 – This category covers the cost of pension benefits for the Training/EMS Officer in the F.S. 175 pension plan.

Insurance – 2300

\$10,660 – This category covers the cost of the City's health (\$10,140) and Long Term disability insurance (\$520) for the Training/EMS Officer.

Worker's Compensation – 2400

\$5,500 – This category covers the estimated contribution for Worker's Compensation insurance for the Training/EMS Officer.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department - Training Section

OPERATIONAL COSTS

Professional Services - 3100

\$540 - The National Fire Protection Agency (NFPA) dictates that fire service employees will receive a medical physical annually. These funds provide for that requirement. This category includes the balance of cost of a physical for Training/EMS Officer which exceeds the Haz Mat physical provided by County and one Return- to-Duty Physical.

Travel and Training - 4000

\$1,510 - Training/EMS Officer to attend conferences and seminars not locally provided:

Communications - 4100

\$2,130 - This category covers telephone costs for local and long distance phone service (\$1,980) and postage needs estimated at (\$150).

Insurance - 4500

\$1,050 - These funds are for insurance for the vehicle assigned to the Training Section.

Equipment Repairs and Maintenance - 4600

\$3,430 - These funds are for the repair and maintenance of all department audio/visual equipment (\$570), purchase/update of testing software programs (\$1,000), fitness equipment (\$1,250), and the assigned vehicle (\$610).

Office Supplies - 5100

\$590 - These funds are for supplies used to support Training Section daily activities.

Operating Supplies - 5200

\$4,460 - These funds are for photo supplies (\$50), fuel (\$1,350), small tools (\$600), protective gear (\$300), safety equipment (\$1,000), and general operating supplies (\$1,160).

Books & Publications - 5410

\$600 - This category includes subscriptions to periodicals that provide resource materials for training program development such as fire rescue, and fire engineering. Provides for replacement and upgrades to the department's library and purchase of all books.

Dues & Memberships - 5430

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department - Training Section

\$260 - This category includes professional memberships to organizations that provide resource materials for training program development. Memberships include a Fire Department Safety Officers' Association membership (\$85), an ISFSI membership (\$75), and a FSFSI membership (\$90).

Conference & Training - 5440

\$17,280 - This category includes funds that are specifically allocated for the training of department personnel. This includes online web based training and training database

Instructional Supplies - 5444

\$1,500- This category includes video and slide presentations, professionally developed programs, computer tutorials, outlines and workbooks.

Tuition Reimbursement – 5490

\$6,800 - This category includes funds for education reimbursement for department personnel as agreed to in the CBA.

CAPITAL OUTLAY

Other Equipment – 6490

\$5,500 - This category is for replacement of a piece of fitness equipment. ie. Treadmill, Elliptical, or other similar machines.



**CITY
OF
SEMINOLE**

FIRE DEPARTMENT

**EMS
SECTION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Fire EMS

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
EMS Coordinator	0.15	0.15	0.15	0	0	1	1	1
Lt. Paramedic	7	10	10	0	0	8	5	6
Paramedics	24	27	27	0	0	7	10	9
TOTAL	31.15	37.15	37.15	0	0	16	16	16

CITY OF SEMINOLE
FY12 BUDGET
Fire Department EMS

ACCOUNT	Dept/Div Acct. #1622	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 to FY12
Salaries - Regular	1200	796,049	0	0	1,019,633	955,108	955,108	524,699	953,730	-0.1%
Relief Staffing Allowance	1201	0	0	0	248,524	392,198	392,198	0	397,241	1.3%
Salaries - Overtime	1402	48,390	0	0	0	0	0	39,932	0	0.0%
Hazmat Overtime	1404	0	0	0	0	0	0	234	0	0.0%
Educ/Special Pay	1503	7,222	0	0	0	0	0	4,286	0	0.0%
Uniform Cleaning Allowance	1504	5,148	0	0	4,384	5,039	5,039	3,933	5,040	0.0%
Acting Pay	1506	0	0	0	2,000	2,000	2,000	0	2,000	0.0%
Phone Allowance	1509	0	0	0	480	480	480	240	480	0.0%
Uniform Purchase Allowance	1514	7,379	0	0	5,617	6,538	6,538	140	6,610	1.1%
FICA	2100	64,600	0	0	80,307	74,981	74,981	42,632	74,970	0.0%
F.S. 175	2230	261,631	0	0	152,289	215,744	215,744	34,301	238,530	10.6%
Health/Life Insurance	2310	95,094	0	0	143,711	162,324	162,324	77,594	168,600	3.9%
L/T Disability Insurance	2320	6,607	0	0	10,020	10,688	10,688	3,673	8,960	-16.2%
Workers Compensation	2400	63,048	0	0	51,054	48,769	48,769	36,577	45,400	-6.9%
Unemployment Compensation	2500	0	0	0	1,950	1,950	1,950	0	2,000	2.6%
People Costs		1,355,168	0	0	1,720,624	1,875,819	1,875,819	768,241	1,903,561	1.5%
Prof. Svcs - Medical	3101	10,863	0	0	10,995	11,087	11,087	25	11,090	0.0%
Accounting & Auditing	3200	0	0	0	4,928	4,928	4,928	0	5,260	6.7%
Insurance - Liability	4500	0	0	0	10,792	11,219	11,219	8,014	11,110	-1.0%
Insurance - Vehicles	4520	2,125	0	0	17,336	15,300	15,300	10,725	15,020	-1.8%
R & M - Radios	4645	1,515	0	0	0	0	0		0	#DIV/0!
R & M - Vehicles	4660	2,650	0	0	53,362	55,668	55,668		52,010	-6.6%
Licenses & Permits	4912	4,170	0	0	2,014	2,734	2,734	2,245	210	-92.3%
Office Supplies	5110	545	0	0	0	0	0		0	#DIV/0!
Fuel	5240	1,560	0	0	47,528	46,214	46,214	0	51,640	11.7%
Protective Gear	5252	20,388	0	0	6,910	4,887	4,887	1,640	8,690	77.8%
Operational Costs		242,503	0		153,865	152,037	152,037	22,649	155,030	2.0%
Capital Outlay		3,675	0		0	0	0	0	0	0.0%
Interfund Transfer CIP	6900	36,650	53,800		3,571	0	0	0	0	0.0%
DEPARTMENT TOTAL		1,637,996	53,800		1,878,060	2,027,856	2,027,856	790,890	2,058,591	1.5%

Section separated from Fire Operation starting in FY10 at the direction of the Pinellas County Fire/EMS Administration

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – EMS Section

PERSONNEL COSTS

Salaries and Wages - 1200

\$953,730 - These costs are for salaries and wages for sixteen (15) Firemedics and one (1) Training/EMS Coordinator. Collective Bargaining Agreement determines salaries.

Relief Staffing Allowance - 1201

\$397,241 – Relief Staffing Allowance is provided in EMS contract to maintain the required minimum staffing of fifteen (15) county certified paramedics when regularly funded paramedics are on vacation, sick, or worker’s compensation injury leave and to cover special events.

Special Pays - 1500

\$14,130 – Special pays are benefits paid to employees per the CBA. This includes a uniform allowance (\$5,040), acting supervisor pay (\$2,000), phone allowance (\$480), and uniform purchase allowance (\$6,610).

FICA - 2100

\$74,970 – FICA is budgeted at 7.65% of salaries and overtime.

Retirement - 2230

\$238,530 – This category covers the cost of pension benefits for the FS 175 pension plan.

Insurance - 2300

\$177,560 – This category covers the cost of the City’s health and disability insurance.

Worker’s Compensation - 2400

\$45,400 – This category covers the estimated contribution for Worker’s Compensation insurance.

Unemployment Compensation – 2500

\$2,000 - This covers the cost for unemployment compensation for all paramedics assigned to the EMS section.

OPERATIONAL COSTS

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – EMS Section

Professional Service – 3100

\$11,090 – The National Fire Protection Agency (NFPA) dictates that fire service employees will receive a medical physical annually. This category also covers hepatitis shots, boosters, and titers as required by OSHA regulations. These funds provide for that requirement.

Accounting and Auditing – 3200

\$5,260 – These costs are for the costs associated with auditing services for the EMS section.

Insurance - 4500

\$26,130 – Costs are for liability insurance (\$11,110) and vehicles insurance (\$15,020) for five (5) ALS Units and one (1) EMS Coordinator vehicle assigned to the EMS Section.

Equipment Repairs and Maintenance - 4660

\$52,010– These funds are to cover the cost of repairs and maintenance for five (5) ALS Units and one (1) EMS Coordinator vehicle.

Licenses & Permits - 4912

\$210 – These are costs associated with State of Florida ALS Licenses and Vehicle Permits, Laboratory Certificates and fees (state and federal), Paramedic certifications ACLS and ITLS recertification for 16 employees.

Operating Supplies - 5200

\$60,330 – These funds are for fuel for rescue vehicles and EMS Coordinator's vehicle (\$51,640), protective EMS gear (\$8,690) which is replaced on a five year schedule.



**CITY
OF
SEMINOLE**

FIRE DEPARTMENT

**OPERATIONS
DIVISION**

CITY OF SEMINOLE
FY12 PERSONNEL SUMMARY
Fire Operations

POSITION	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Assistant Fire Chief	1	1	1	1	1	1	0	0
District Chief (3)	1	1	1	1	1	1	1	1
	1	1	1	1	1	1	1	1
	1	1	1	1	1	1	1	1
Lieutenant Paramedic	0	0	0	10	8	0	4	3
Lieutenant	11	8	8	8	7	7	6	6
Paramedics	0	0	0	27	24	18	15	15
Firefighter	27	24	24	24	24	23	23	24
TOTAL	42	36	36	73	67	52	51	51

CITY OF SEMINOLE
FY12 BUDGET
Fire Department Operations

ACCOUNT	Dept/Div Acct. #2522	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 to FY12
Salaries - Regular *	1200	3,872,963	3,890,195	3,692,713	2,652,534	2,460,529	2,460,529	1,267,272	2,232,910	-9.3%
Salaries - Overtime *	1402	230,932	153,656	114,687	71,838	73,032	73,032	73,879	69,900	-4.3%
Salaries - Hazmat Overtime	1404	0	0	39,646	0	0	0	27,506	0	0.0%
Educ/Special Pay	1503	23,087	20,159	18,085	22,000	22,406	22,406	4,644	22,410	0.0%
Uniform Cleaning Allowance	1504	17,736	17,730	16,397	13,410	13,410	13,410	12,034	13,410	0.0%
Hazmat Pay	1505	12,007	11,638	11,725	12,020	12,020	12,020	6,125	12,020	0.0%
Acting Pay	1506	13,407	14,066	12,552	13,700	13,700	13,700	6,487	13,700	0.0%
Drivers Pay	1507	39,015	38,654	38,055	39,700	39,700	39,700	19,323	39,700	0.0%
EMS supplier	1508	652	655	652	655	655	655	325	660	0.8%
Phone Allowance	1509	0	320	560	480	480	480	80	0	-100.0%
Uniform Purchase Allowanc	1514	0	13,381	22,189	15,288	12,555	12,555	1,306	12,560	0.0%
FICA	2100	309,073	301,823	289,604	217,834	220,190	220,190	102,967	202,440	-8.1%
F.S. 175	2230	1,583,933	1,547,311	737,047	157,319	421,559	421,559	86,196	662,590	57.2%
Health/Life Insurance	2310	484,913	529,467	490,082	414,832	478,509	478,509	217,154	507,270	6.0%
L/T Disability Insurance	2320	29,916	29,944	28,013	20,548	22,304	22,304	10,086	20,740	-7.0%
Workers Compensation	2400	240,024	212,527	164,934	129,194	119,159	119,159	92,710	115,060	-3.4%
People Costs		6,857,658	6,781,526	5,676,941	3,781,352	3,910,208	3,910,208	1,928,094	3,925,370	0.4%
Prof. Svcs - Medical	3101	22,409	19,641	29,101	21,671	29,859	29,859	34,020	28,380	-5.0%
Lawn Service	3420	6,480	8,020	3,000	7,760	7,760	7,760	4,425	7,990	3.0%
Lawn Spraying	3421	0	0	1,494	2,550	1,792	1,792	2,128	2,240	25.0%
Pest Control	3422	1,956	1,636	1,279	2,144	2,208	2,208	1,200	2,210	0.1%
Contract Svce - Phone	3423	0	0	0	800	800	800	0	800	0.0%
Alarm System	3424	5,976	4,652	5,360	4,091	4,017	4,017	3,688	4,200	4.6%
Contract Svs. Radio	3425	8,465	11,352	4,975	0	0	0	0	0	0.0%
Contract Svce - Air Conditio	3426	8,489	8,524	5,800	14,653	8,292	8,292	8,292	8,660	4.4%
Elevator Service	3484	2,633	3,072	2,949	3,162	3,413	3,413	3,500	3,300	-3.3%
Contract Svce - Other	3490	15,674	16,552	30,021	17,929	20,048	20,048	21,190	21,120	5.3%
Contract Svce - Tree Svce	3491	3,900	2,845	1,500	4,750	4,750	4,750	0	3,000	-36.8%
Allocated Costs-Admin	3701	180,843	203,328	177,003	169,105	169,105	169,105	84,552	169,110	0.0%
Travel/Per Diem	4000	8,983	212	1,352	3,559	3,545	3,545	921	3,030	-14.5%
Cab Service	4010	1,455	1,690	1,512	1,545	1,545	1,545	300	1,550	0.3%
Telephone - Stations	4111	10,867	11,782	14,828	11,908	10,920	10,920	7,137	23,240	112.8%
Cellular Service	4115	1,483	922	1,184	1,680	1,680	1,680	679	1,680	0.0%
Postage/UPS	4120	326	736	65	500	500	500	317	500	0.0%
Electric - Stations	4311	48,624	47,598	52,190	49,700	49,700	49,700	17,925	49,700	0.0%
Water/Sewer - Stations	4321	6,900	6,688	6,035	7,100	7,100	7,100	1,754	7,100	0.0%
Natural Gas - Stations	4331	4,346	9,164	4,479	7,300	7,300	7,300	0	7,300	0.0%
Propane - Stations	4333	1,498	4,049	1,891	2,650	2,650	2,650	2,876	2,650	0.0%
Insurance - Buildings	4510	55,659	41,355	50,539	42,513	35,500	35,500	22,091	35,500	0.0%
Insurance - Vehicles	4520	18,502	14,480	13,441	4,125	4,000	4,000	1,481	4,000	0.0%
Repair & Maintenance	4600	5,634	4,534	5,870	6,850	6,850	6,850	2,686	6,850	0.0%

CITY OF SEMINOLE
FY12 BUDGET
Fire Department Operations

ACCOUNT	Dept/Div Acct. #2522	FY07 Actual	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Adopted	FY11 Final Budget	Y.T.D. 3/31/11	FY12 Proposed	% Change FY11 to FY12
R&M Computer Software	4630	0	20	150	500	500	500	0	500	0.0%
R & M - Radios	4645	5,364	6,989	3,973	20,319	15,710	15,710	9,231	16,500	5.0%
Bldg. Maint. - Station 29	4651	25,700	14,402	25,425	13,460	13,460	13,460	3,401	26,490	96.8%
Bldg. Maint. - Station 30	4652	4,417	4,317	9,908	4,532	4,532	4,532	4,356	0	-100.0%
Bldg. Maint. - Station 31	4653	1,748	5,116	3,840	3,348	3,348	3,348	1,880	0	-100.0%
Bldg. Maint - Station 32	4654	4,088	4,516	1,604	5,150	5,150	5,150	762	0	-100.0%
R & M - Vehicles	4660	115,419	131,887	161,194	37,587	37,280	37,280	21,259	49,020	31.5%
Garage Doors/Other	4670	2,630	2,488	2,565	3,605	3,705	3,705	3,000	3,710	0.1%
SCBA Testing	4671	7,365	2,330	9,963	12,500	17,620	17,620	10,474	18,260	3.6%
Generator Maintenance	4672	0	0	0	7,900	4,130	4,130	0	4,130	0.0%
Office Forms/Materials	4720	369	612	14	550	550	550	140	550	0.0%
Licenses & Permits	4912	3,885	1,210	5,633	0	0	1,575	1,575	90	-94.3%
Office Supplies	5110	2,345	2,222	3,239	3,001	1,500	1,500	981	3,000	100.0%
Operating Supplies - Clean	5210	12,681	7,620	14,290	10,000	10,000	10,000	21,829	10,000	0.0%
Fuel	5240	45,703	63,764	43,049	7,654	25,663	25,663	17,537	24,970	-2.7%
Small Tools/Supplies	5245	13,825	4,843	43,990	18,800	15,000	15,000	9,348	20,080	33.9%
Protective Gear	5252	58,886	25,376	76,074	47,605	47,978	46,403	5,368	47,980	3.4%
Safety Equip. & Supplies	5255	461	229	1,384	3,070	3,070	3,070	769	3,070	0.0%
Medical Supplies	5271	450	1,404	1,596	1,785	1,500	1,500	188	1,500	0.0%
Operating Supplies -Genera	5290	11,640	6,217	4,314	10,100	10,000	10,000	0	10,000	0.0%
Books/Publications	5410	1,444	909	156	2,145	1,000	1,000	0	1,000	0.0%
Dues/Memberships	5430	1,416	595	480	690	690	690	100	610	-11.6%
Conferences/Training	5440	3,721	5,422	3,697	2,596	2,596	2,596	245	2,030	-21.8%
Operational Costs		762,275	715,504	835,140	604,942	608,316	608,316	333,605	637,600	4.8%
Computers	6401	0	18,440	28,780	13,432	13,432	13,432	0	0	-100.0%
Capital Outlay - Other Equip	6490	49,253	409,036	120,550	17,850	18,000	18,000	15,667	0	-100.0%
Capital Improvements	6500	18,083	18,460	20,888	0	0	0	0	0	0.0%
Capital Outlay		67,336	445,936	170,218	31,282	31,432	31,432	15,667	0	-100.0%
Interfund Transfer CIP	6900	291,870	444,390	802,143	643,993	257,030	257,030	803	276,360	7.5%
DEPARTMENT TOTAL		7,979,139	8,387,356	7,484,442	5,061,569	4,806,986	4,806,986	2,278,169	4,839,330	0.7%

* Budget allocation reduced due to anticipated offset from EMS relief staffing allowance.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Operations Division

PERSONNEL COSTS

Salaries and Wages - 1200

\$2,232,910 - These costs are for salaries and wages for fifty two (52) personnel. Salaries are determined by the citywide Compensation Plan or Collective Bargaining Agreement (CBA) between the City and Local 2896 of the IAFF.

Overtime - 1400

\$69,900 - This account is to pay for time worked outside normal working hours. These hours ensure minimum staffing for fire rescue vehicles.

Special Pays - 1500

\$114,460 - Special pays are benefits paid to employees per the CBA. This includes educational incentive (\$22,410), a uniform allowance (\$13,410), hazardous material technician incentive (\$12,020), acting supervisor pay (\$13,700), EMS supplier pay (\$660), uniform purchase allowance (\$12,560) and driver's pay (\$39,700). Included are monies distributed to Fire Rescue Department personnel from a State educational reimbursement fund for an Associate or Bachelor's degree and meeting the current City's Personnel Policies and Procedures or Collective Bargaining Agreement between the City and Local 2896 of the IAFF.

FICA – 2100

\$202,440 - FICA for salaries and overtime.

Retirement - 2200

\$662,590 - Retirement for the employees in the F.S. 175 pension plan.

Insurance - 2300

\$528,010 - This category covers the cost of the City's health and disability insurance.

Worker's Compensation - 2400

\$115,060 - This is for line-of-duty injury insurance premiums.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Operations Division

OPERATIONAL COSTS

Professional Services - 3100

\$28,380 - The National Fire Protection Agency (NFPA) dictates that fire service employees receive a medical physical annually. The NFPA standards allow for periodic abbreviated physicals on some employees and this category allows for repeat tests for return to duty physicals, new employees cardiac referrals, drug screening for post accident drug testing. Pinellas County has an agreement to reimburse for Haz Mat team members (\$7,600).

Contract Services - 3400

\$29,400 - This category covers lawn service (\$7,990), lawn spraying (\$2,240), pest control (\$2,210), telephone contracts (\$800), fire alarms (\$4,200), air conditioning maintenance contract (\$8,660), state required elevator maintenance agreement (\$3,300), Opticom and miscellaneous parts (\$21,120), and preventive hurricane tree cutting (\$3,000).

Travel and Training - 4000

\$3,030 - These are costs to be incurred that will allow personnel to attend conferences and seminars for the District Fire Chiefs (\$1,550), as well as costs for the EMS Coordinator to attend State EMS Advisory Meetings not provided locally (\$1,480).

Cab Service - 4010

\$1,550 - These are costs incurred to return Seminole paramedics from a hospital to their station by taxi cab after they escort a patient in an ambulance to the hospital.

Communications - 4100

\$25,420 - This category will cover telephone costs for four fire stations (\$23,240) providing voice and computer communications, a cellular phone for the District Chief (\$1,680), and shipping/postage expenses (\$500).

Utilities - 4300

\$66,750 - These funds are for electric (\$49,700), water/sewer (\$7,100), and propane/ natural gas (\$9,950), for four fire stations.

Insurance – 4500

\$39,500 - These funds are for building/contents (\$35,500) and vehicle insurance (\$4,000). This includes four fire stations and ten vehicles assigned to this Division.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Operations Division

Equipment Repairs and Maintenance - 4600

\$6,850 - These funds are to be used for the repair and maintenance of small tools and EMS equipment repairs (\$4,750) and to calibrate our gas monitoring equipment (\$2,100).

Computer Software - 4630

\$500 - These funds are for the annual support and upgrades of the laptop computer program “FD on Scene” used by District Chiefs to manage emergency scenes.

Radios Repairs and Maintenance – 4645

\$16,500 – These funds are for the repair of our current fire and EMS vehicle and fire station radio systems to include repair and replacement parts for radios, phones and pagers (\$10,000), headsets (\$3,000), batteries (\$3,000) and miscellaneous radio/ cellular maintenance (\$500).

Building Repairs and Maintenance - 4650

\$26,490 - These funds are to be used for the repair and maintenance of electrical appliances, plumbing, water heaters, painting, and air conditioning at the various fire stations.

Vehicle Maintenance - 4660

\$49,020 - These funds are to be used for the repair and maintenance of the Division vehicles.

Garage Door Maintenance/Other – 4670

\$3,710 – These funds cover the repair and maintenance for the garage doors on each fire station.

SCBA Testing – 4671

\$18,260 – Required repair and maintenance of 45 SCBAs (\$15,560), hydrostatic testing of bottles (\$1,800) and calibration of flow tester (\$900) and mask fit tester (\$700).

Generator Maintenance – 4672

\$4,130 – These funds are for the repair and maintenance of 6 fixed and 3 portable generators.

Printing and Binding - 4700

\$550 - This is for printing of forms as necessary, to include, but not limited to: fire reports, lost/damaged equipment forms, SOP, casualty reports, budgets, Haz Mat reports, etc.

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Operations Division

Licenses & Permits - 4912

\$90 - This is for ACLS and ITLS recertification's.

Office Supplies - 5100

\$3,000 - This is for general office and computer supplies for the Operations Division including all emergency and local printers, printer paper, printer ink, and other related office supply items.

Cleaning Supplies - 5210

\$10,000 - This category includes cleaning supplies for Station #29 (\$4,000), Station #30 (\$2,000), Station #31 (\$2,000), and Station #32 (\$2,000).

Fuel - 5240

\$24,970 - This is for diesel and gasoline costs for vehicles assigned to the Operations Division.

Small Tools & Supplies - 5245

\$20,080 - This category covers small tools and supplies used in the station such as washers and dryers (\$6,000), chairs (\$1,000), TV's (\$800) and station furniture (\$4,120) and on emergency vehicles such as salvage covers(\$250), personal safety devices (\$240), rope (\$500), tool boxes (\$250), personal escape rope systems (\$5,420) and miscellaneous supplies (\$1,500) used by the Operations Division.

Protective Gear - 5252

\$47,980- This category covers protective gear for fifty three employees in the Operations Division to conform to current NFPA standards.

Safety Equipment – 5255

\$3,070 - This category includes general safety equipment supplies.

Medical Supplies – 5271

\$1,500 - This category includes general medical supplies such as respiratory bags, Lifepak 12 supplies, Broslow bags and misc. items not provided by Pinellas County.

Operating Supplies - Other - 5290

\$10,000 - This category includes maps & supplies (\$500), absorbent material used in the absorption

CITY OF SEMINOLE
Fiscal Year 2012
Fire Rescue Department – Operations Division

and storage of petroleum products (\$1,000), AFFF/ATC Foam (\$1,000), Class A Foam (\$2,400), extrication tools and expendable items (\$1,200), and Opticom Components (\$3,000). EMS Supply cabinet and misc items (\$900).

Books & Publications - 5410

\$1,000 - These funds are for renewals for each station to Fire Engineering. And medical books and publications including Drug Handbooks, EMT textbooks, JEMS, BLS/CPR publications.

Dues & Memberships - 5430

\$610 – This is for membership in the International Association of Fire Chiefs for the Assistant Chief (\$205) and the Florida Fire Chiefs' Association for three District Chiefs and EMS/Training Coordinator (\$300), and one FDSOA membership (\$105).

Conference & Training - 5440

\$2,030 - These funds are for registration fees to several conferences and seminars for Operations Division personnel to attend the Hurricane Conference (\$180), Fire Rescue East (\$850), local National Fire Academy courses (\$1,000), all designed to improve management and technical skills

CAPITAL OUTLAY

Capital Reserves - 6900

\$276,360 – Interfund Transfers to Fire Department CIP per Capital and Equipment Improvement Plan.



CITY
OF
SEMINOLE

SPECIAL EVENTS
FUND

FY12 SPECIAL EVENTS FUND REVENUES

Account #	DESCRIPTION	FY07 Actual *	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Budget	Y.T.D. 3/31/2009	FY12 Proposed	% Change FY11/FY12
33-03-47-4901	Diaper Derby	0	155	190	275	200	0	0	-100.0%
33-03-47-4902	Daddy Daughter	0	2,125	1,670	1,905	2,000	2,165	2,000	0.0%
33-03-47-4903	Teen Board Activities	0	5,101	3,472	4,804	5,000	3,701	5,000	0.0%
33-03-47-4905	Breakfast w/Santa	0	460	515	696	500	570	500	0.0%
33-03-47-4906	Freaky Fridays	0	8,511	6,790	5,910	7,200	4,266	7,200	0.0%
33-03-47-4907	Senior Adult Luncheons	0	5,071	4,093	3,296	4,000	2,542	4,000	0.0%
33-03-47-4908	Fit over 50	0	1,295	1,770	1,665	1,400	2,805	1,500	7.1%
33-03-47-4909	Movies under the Stars	0	125	0	250	250	0	250	0.0%
33-03-47-4910	Pow Wow Festival & Parade	0	47,393	35,521	37,240	33,050	41,760	39,000	18.0%
33-03-47-4911	Haunted Halloween	0	3,240	2,008	6,723	4,500	6,059	6,000	33.3%
33-03-47-4912	Senior Lounge	0	0	0	1,150	0	0	1,200	0.0%
33-03-47-4913	Family Fitness Festival	0	540	2,175	185	1,000	0	1,000	0.0%
33-03-47-4914	Fit Kids Triathlon	0	9,080	7,795	9,826	7,000	2,240	8,000	14.3%
33-03-47-4915	Music in the Park	0	10,275	11,395	8,655	10,500	749	10,000	-4.8%
33-03-47-4917	Winterfest/Tree Lighting	0	0	75	0	0	225	0	0.0%
33-03-47-4918	Doggie Derby	0	0	305	691	300	0	500	66.7%
33-03-69-9200	Misc Revenue	0	3,330	3,453	3,816	4,000	1,265	3,382	-15.5%
TOTAL - REVENUES		0	96,701	81,227	87,087	80,900	68,347	89,532	2.8%
33-03-81-5000	Interfund Transfer from Recre	0	0	0	0	0	0	0	0.0%
TOTAL - ALL FUNDING SOURCES		0	96,701	81,227	87,087	80,900	68,347	89,532	2.8%

* Fund created in FY08

CITY OF SEMINOLE
Special Events

ACCOUNT	Dept/Div Acct. #574	FY07 *	FY08	FY09	FY10	FY11	Y.T.D.	FY12	% Change
		Actual	Actual	Actual	Actual	Budget	03/31/11	Proposed	FY11 TO FY12
Salaries - Seasonal	1300	0	0	0	0	0	2,146	4,657	0.0%
Salaries - Overtime	1400	0	0	0	0	0	4,145	2,425	0.0%
FICA	2100	0	0	0	0	0	435	500	0.0%
FRS	2210	0	0	0	0	0	307	0	0.0%
Health/Life Ins	2310	0	0	0	0	0	-113	0	0.0%
Daddy Dghtr-Contract Svce	3402	0	350	450	0	500	0	500	0.0%
Teen Board Activities	3404	0	539	403	514	1,500	132	1,500	0.0%
Brkfst w/Santa-Contract Svce	3405	0	185	185	0	200	0	100	-50.0%
Freaky Fri-Contract Svce	3406	0	2,519	1,820	1,414	2,700	955	1,800	-33.3%
Sr Adult Lunch-Contract Svce	3407	0	839	900	575	1,000	1,055	1,000	0.0%
Movies U Strs-Contract Svce	3409	0	1,183	1,159	1,109	1,250	0	1,200	-4.0%
Pow Wow-Contract Svce	3410	0	20,334	17,518	17,676	17,000	17,054	18,000	5.9%
Haunted Hallown-Contract Svce	3411	0	2,024	0	2,258	3,000	1,430	2,000	-33.3%
Family Fitness-Contract Svce	3413	0	450	1,200	0	1,000	0	500	-50.0%
Fit Kids Triathlon-Contract Svce	3414	0	880	1,295	1,496	1,650	1,050	1,500	-9.1%
Music in the Park-Contract Svce	3415	0	10,601	10,833	11,681	10,500	7,685	10,500	0.0%
Winterfest/Tree-Contract Svce	3417	0	3,116	2,661	2,756	2,750	2,480	2,500	-9.1%
Liability Insurance	4500	0	0	0	1,045	1,050	0	1,050	0.0%
Diaper Derby-Oper Supp	5201	0	146	125	133	200	0	0	-100.0%
Daddy Dghtr-Oper Supp	5202	0	1,710	1,095	1,705	1,500	1,836	1,500	0.0%
Teen Board Activities	5204	0	3,577	3,909	3,887	3,500	1,734	3,500	0.0%
Brkfst w/Santa-Oper Supp	5205	0	152	207	545	300	277	400	33.3%
Freaky Fri-Oper Supp	5206	0	1,337	1,587	1,783	1,800	935	2,700	50.0%
Sr Adult Lunch-Oper Supp	5207	0	3,694	4,334	3,755	3,000	2,523	3,000	0.0%
Fit over 50-Oper Supp	5208	0	775	1,489	1,524	1,400	1,276	1,200	-14.3%
Movies U Strs-Oper Supp	5209	0	118	122	222	400	0	0	-100.0%
Pow Wow-Oper Supp	5210	0	17,704	8,923	10,786	8,000	8,586	8,300	3.8%
Haunted Hallown-Oper Supp	5211	0	1,808	1,871	2,463	1,500	3,474	2,000	33.3%
Family Fitness-Oper Supp	5213	0	273	435	180	1,000	0	500	-50.0%
Fit Kids Triathlon-Oper Supp	5214	0	4,910	6,701	5,545	4,500	1,879	5,500	22.2%
Music in the Park-Oper Supp	5215	0	2,757	1,395	1,958	3,400	317	3,400	0.0%
Winterfest/Tree-Oper Supp	5217	0	4,024	4,859	2,842	6,000	7,456	7,500	25.0%
Doggie Derby	5218	0	656	156	203	300	102	300	0.0%
SPECIAL EVENT TOTAL		0	88,503	77,540	78,055	80,900	69,156	89,532	10.7%

* Fund created in FY08



CITY
OF
SEMINOLE

DEBT FUNDS

FY12 DEBT SERVICE FUND REVENUE

Account #	DESCRIPTION	FY07 Actual *	FY08 Actual	FY09 Actual	FY10 Actual	FY11 Budget	FY12 Budget	% Change FY11/FY12
12-03-12-6000	One Cent Surtax	0	0	0	716,000	713,659	713,659	0.0%
TOTAL - REVENUES		0	0	0	716,000	713,659	713,659	0.0%

* Fund created in FY10

CITY OF SEMINOLE
FY12 BUDGET
Debt Service

ACCOUNT	Dept/Div	FY07 *	FY08	FY09	FY10	FY11	Y.T.D.	FY12	% Change
	Acct. #574	Actual	Actual	Actual	Actual	Adopted	3/31/11	Proposed	FY11 TO FY12
Principal	12-05-19-7000	0	0	0	435,500	458,961	0	482,093	10.7%
Interest	12-05-19-7001	0	0	0	280,500	254,698	0	231,566	-17.4%
SPECIAL EVENT TOTAL		0	0	0	716,000	713,659	0	713,659	-0.3%

* Fund created in FY10