

City of Seminole

Fiscal Year 2025 Adopted Budget



October 1, 2024 – September 30, 2025

City of Seminole, Florida
FY 2025 Adopted Budget
October 1, 2024 – September 30, 2025

Elected Officials:

Leslie Waters	Mayor
Chris Burke	Vice Mayor
Thom Barnhorn	Councilor
Ray Beliveau	Councilor
Mark Ely	Councilor
Jim Quinn	Councilor
Trish Springer	Councilor

Charter Officers:

Ann Toney-Deal	City Manager
Jay Daigneault	City Attorney
Ann Marie Mancuso	City Clerk

Management Staff:

Rodney Due	Public Works Director
Glenn Ferdman	Library Director
Becky Gunter	Recreation Director
Erica Ottman	Human Resources Director
William Schobel	Fire Chief
Vince Tenaglia	Assistant City Manager/CFO
Wesley Wright	Community Development Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Seminole
Florida**

For the Fiscal Year Beginning

October 01, 2023

Christopher P. Morrell

Executive Director

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CITY OF SEMINOLE

October 1, 2024

Honorable Mayor and Members of the City Council,

It is my pleasure to present you with the Fiscal Year 2024-2025 (FY25) Budget for the City of Seminole. The FY25 Budget continues to reflect the priorities established by City Council. The General Fund is balanced with a millage rate of 2.4793, one of the lowest rates in Pinellas County, adopted for the 18th consecutive year. This budget serves as a financial and operational plan for the upcoming fiscal year and represents the culmination of many months of collaboration by staff from all City Departments to align fiscal resources with the service levels our residents have come to expect.

FY25 Budget Priorities:

Recruitment and Retention

Like all sectors of government and business, employee recruitment and retention has been one of the City's highest priorities. Through the efforts of our dedicated and well-trained workforce, the City is able to sustain and enhance the high level of services our residents need and expect. This has never been more evident than the past four years, as the City of Seminole maintained all operations and service levels throughout the Covid-19 pandemic and the ever-challenging labor market. This would not have been possible without the commitment of our employees.

The City of Seminole strives to be an "Employer of Choice," supporting both employee retention and recruitment of new talent with competitive compensation and employee benefit packages. City staff continues to be strategic in evaluating and recommending enhancements to the City's Compensation Plan to address changes in the labor market and the FY25 Budget reflects that effort.

The FY25 Budget provides funding for employees to receive a one-time pay increase of \$1/hour or 2%, whichever is greater, on October 1, 2024, in addition to a merit increase of up to 5% on the employee's anniversary date.

The City also recognizes the value of employee benefits and provides a generous package to regular, full-time employees including paying the full insurance premium for employee participation in the health, dental, vision, life and long-term disability insurance programs. The City also provides a generous contribution of 60% to dependent premiums for health insurance.

The City offers attractive retirement plans for employees, including traditional pensions and investment style plans, and access to optional, employee-funded, deferred compensation plans. Per the Fire Collective Bargaining Agreement, the City has reduced the members' pension contribution rate from 11% to 10%, effective October 1, 2024. In addition, the City supports employee well-being and work/life balance by providing both full-time and part-time employees with paid sick, vacation, and holiday leave.

Strategic Plan

City Council recently adopted a Strategic Plan, which was based on participation from City Councilors, Department Directors, and key members of the community from the business and education sectors; nonprofits; civic groups; neighborhood associations; and volunteers who serve on City Boards and Committees. Four “Pillars” were identified to help position the City for transformation, as we embark on monumental investments in our community that will benefit Seminole residents for generations to come. Each Pillar includes a goal for 2030 and success strategies for achievement. This budget assigns tasks and financial resources to the City’s Departments related to each priority, as identified below and further described in the Departmental section of the Budget:

Quality of Life

2030 Goal: The City no one wants to leave.

Success Strategies:

1. Become a true destination by fostering business development.
2. Create a City identity by developing a “downtown district”.
3. Become a lifelong learning hub featuring St. Petersburg College, City Hall, the Library, and the Recreation Center.
4. Promote an environment of health and safety through prevention, education, and service delivery.
5. Accentuate (emphasize) physical and mental wellness through recreation, parks, and library activities and programs.

Infrastructure

2030 Goal: Serve the Seminole community through enhanced infrastructure investment.

Success Strategies:

1. Create a City Stormwater Utility.
2. Refine and execute the Pavement Management Plan.
3. Plan and develop a new state of the art recreation complex.

Financial and Operational

2030 Goal: Responsibly support ongoing community growth and sustainability.

Success Strategies:

1. Develop and refine flexible financial strategies to foster growth in a dynamic environment.
2. Maintain strong fiscal stewardship while promoting community growth and evolution.
3. Enhance partnerships to support mutual success.
4. Effectively use City resources for maximum community impact.

Community Partnerships

2030 Goal: Creating synergy through partnerships to enhance the community.

Success Strategies:

1. To enhance communication citywide through marketing efforts.
2. Encourage continual collaboration amongst community wide organizations.
3. Find ways to engage the future generations of potential partnerships.

As I look at the FY25 Budget as an operational plan for this fiscal year, I am inspired and excited by the transformational projects that are currently underway and proposed for the future. These are both historic and important steps forward for our community. I am confident that through the

leadership of our City Council, the City of Seminole will continue to thrive and be a community that residents and businesses are proud to call “home”: “The City No One Wants to Leave!”

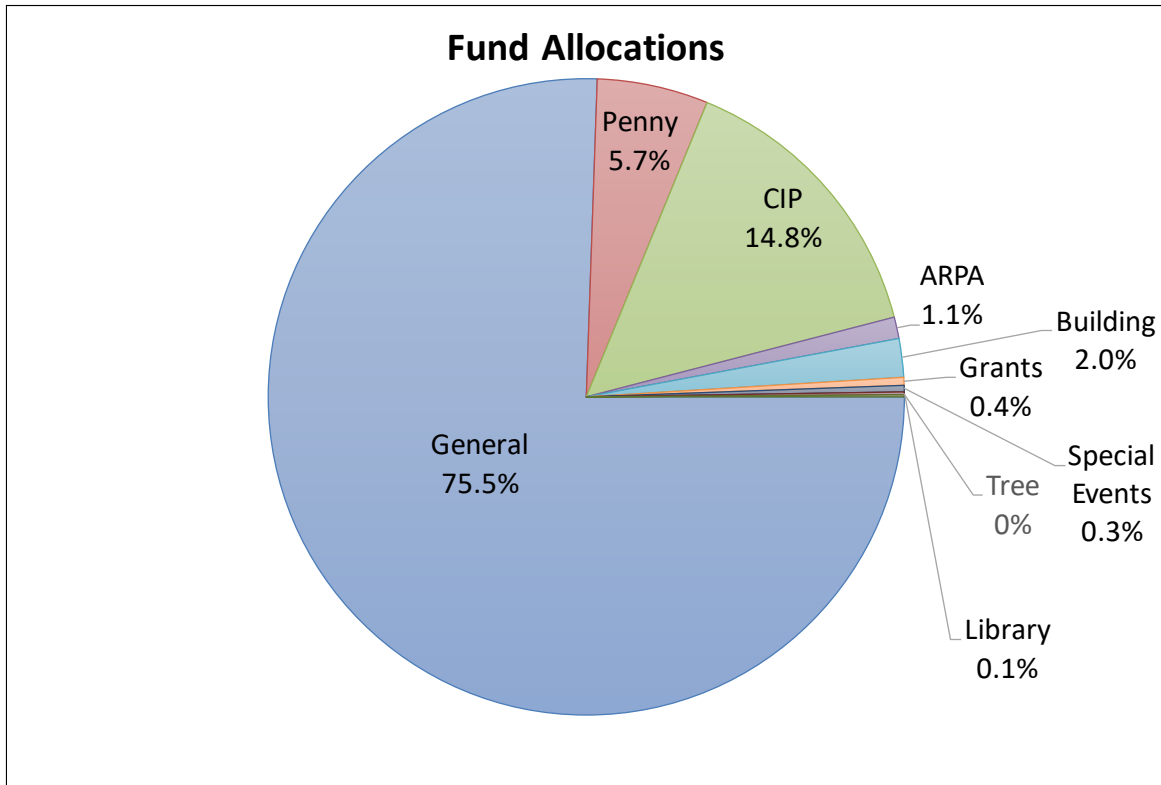
Sincerely,

A handwritten signature in cursive script that reads "Ann Toney-Deal". The signature is written in dark ink on a white background.

Ann Toney-Deal, ICMA-CM
City Manager

Executive Summary

The annual budget process begins by evaluating the City's financial position to determine current and future resource constraints. Fund balance is the primary indicator as to whether the City's financial position is improving or deteriorating. The City accounts for its operations and improvements using various funds, each with its own distinct purpose. Each fund's financial position is assessed in the context of annual budgetary decisions, but the General Fund is the primary focal point for analyzing ongoing operations.



Financial Position

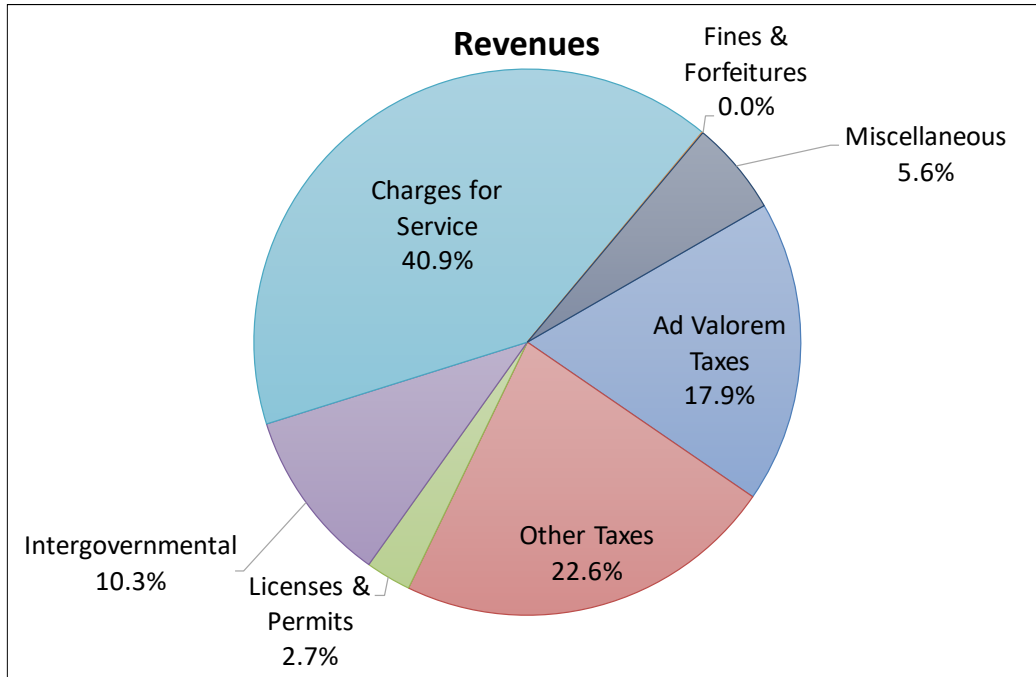
The City's fund balance policy goal is to maintain unassigned balance equivalent to at least three months (25%) of General Fund personnel and operating costs. The FY25 budget complies with the fund balance policy, with an estimated unassigned fund balance equivalent to 4.2 months (35%).

Funding Sources and Uses

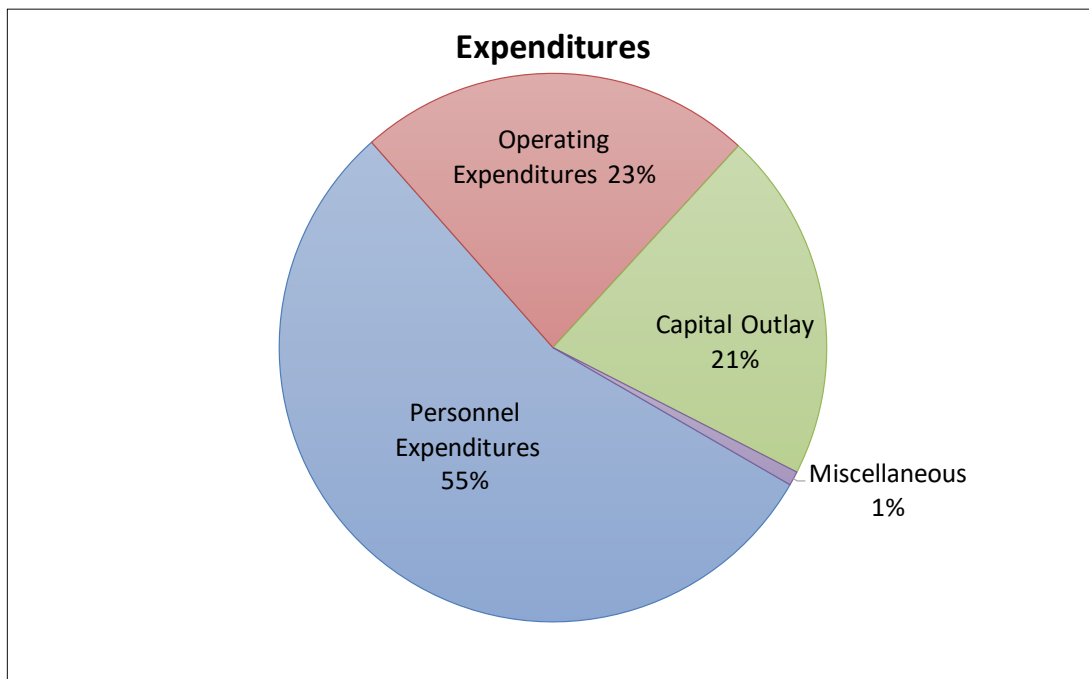
Throughout the budget document, all references to "funding sources" include both revenue and "other financing," such as transfers in or debt proceeds, while the term "funding uses" refers to both expenditures and "other financing," such as transfers out or debt service. Transfers are often incorporated into the budget via amendment following completion of the annual audit, in connection with the capital improvement planning process.

Executive Summary

Less than 20% of the City's budget is funded via property tax. Due to the high concentration of unincorporated property serviced by the Seminole Fire Rescue Department, approximately 70% of the City's Fire Suppression costs are funded by Pinellas County. Emergency Medical Services are entirely funded by Pinellas County. Both sources are reflected in Charges for Service revenue.



The majority of the City's budget is dedicated to personnel costs, including wages, insurance benefits, retirement contributions, and workers' compensation insurance premiums.






Executive Summary

Balanced Budget

The FY25 budget is balanced, meaning current revenues and available fund balances (i.e., “reserves”) meet or exceed planned expenditures. The General Fund budget is balanced utilizing only current revenues.

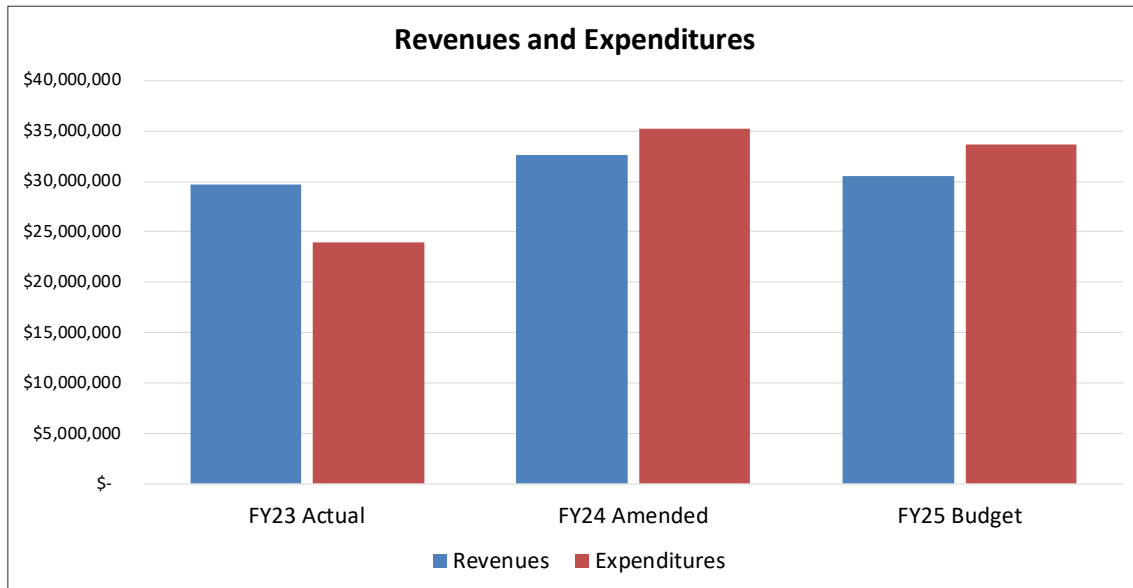
Budget Comparison

Annual comparisons are provided throughout the budget document to compare financials from year-to-year, including FY23 actual year-end values, FY24 amended budget values, FY25 adopted budget values, and changes from FY24 amended to FY25 adopted values. Key changes over the last three years include the following:

-  American Rescue Plan Act (ARPA) Funding
 - The City received approximately \$9.4 million in ARPA funding, of which \$4.1 million was used to reimburse capital improvement expenditures and \$5.3 million was used to reimburse General Fund personnel expenditures. Revenue was recognized over a multi-year period corresponding to the date of expenditures having been incurred.
-  Transfer Activity
 - Due to the significance of the ARPA contributions, the need for interfund transfers to balance individual fund activity has varied significantly from year to year and temporarily changed the manner in which the City funded the Capital Improvements Plan.
-  Capital Improvements Plan (CIP)
 - Capital outlay reflects the planned CIP schedule, with major initiatives including a \$2.35 million preliminary design budget for reconstruction of the City’s Recreation Center and \$4 million for construction of the Bay Pines Fire Station in FY24. Major projects for FY25 include supplemental funding for the Bay Pines Fire Station, fleet replacements (including \$2.1 million for Fire Truck 29), and continuation of the annual Pavement Management Plan and Stormwater Infrastructure Improvement schedule.

	FY23 Actual	FY24 Amended	FY25 Budget
ARPA Revenue	\$1,241,057	\$5,349,470	\$0
Transfers	\$3,339,107	\$7,429,970	\$524,900
Capital Outlay	\$2,450,640	\$10,688,940	\$6,961,000

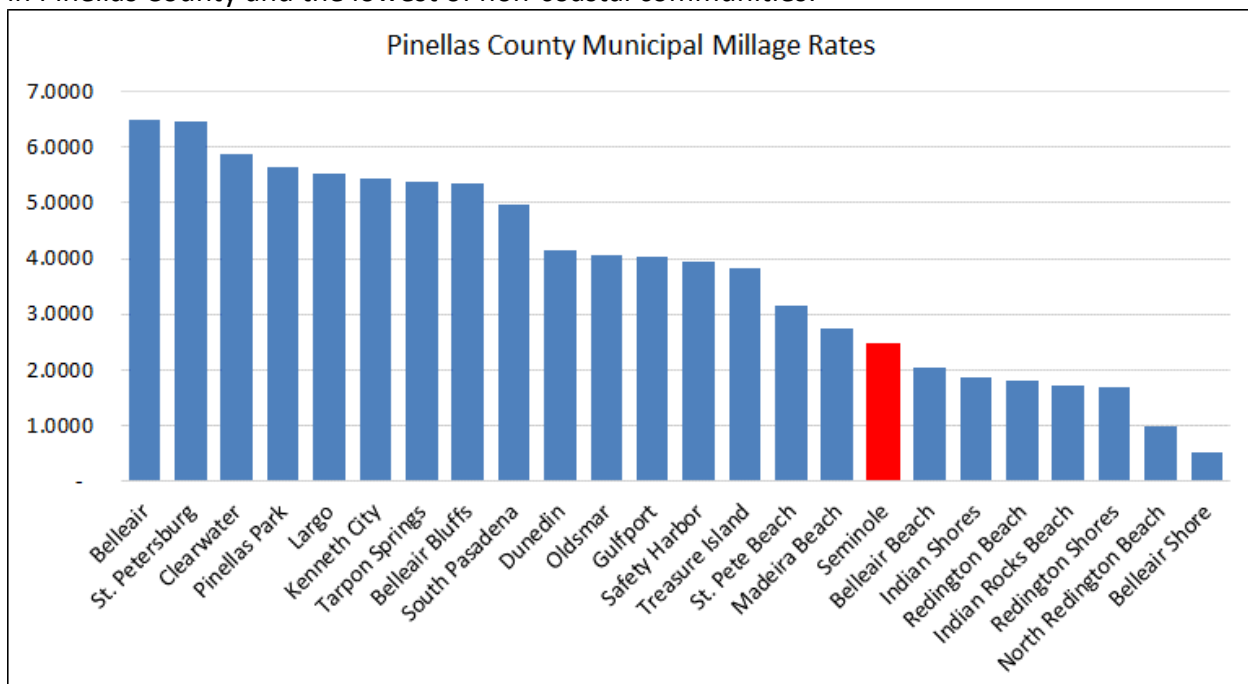
Executive Summary



Revenues:

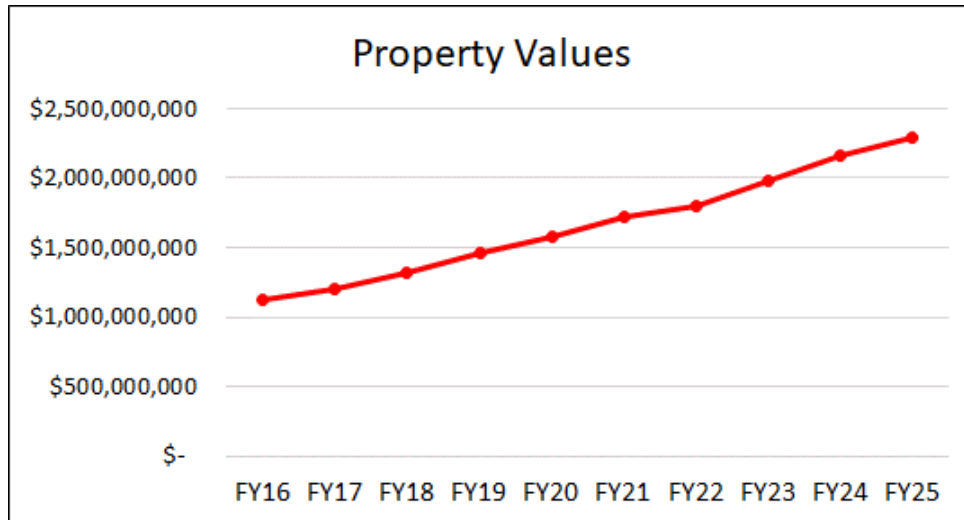
FY25 revenues (which exclude transfers) are estimated at \$30,505,300, a decrease of \$2,075,570 (6%). Ad Valorem tax, Fire Rescue reimbursements, intergovernmental sources, interest earnings, and building permits all contributed favorably as described in the Key Revenue Sources section of the budget document. The anticipated gain associated with each of these revenue sources was offset by a decrease in one-time ARPA revenue.

The budget reflects the City of Seminole's fiscal discipline, with a millage rate of 2.4793 adopted for the 18th consecutive year. The City continues to operate with one of the lowest millage rates in Pinellas County and the lowest of non-coastal communities:



Executive Summary

Though the millage rate remains unchanged, property values continued to rise, contributing to an Ad Valorem tax revenue increase of \$322,400 (6%). Ad Valorem revenue is a product of taxable values and the millage rate.



Expenditures:

FY25 expenditures (which exclude transfers) total \$33,698,000, a decrease of \$1,486,468 (4%).

Personnel Expenditures:

The personnel budget reflects the City's budget priorities, up by \$1,660,900 (10%), with several pay increases and benefit changes as described in the Transmittal Letter, and an 11% estimated increase in health insurance premiums. Despite rising costs, staffing levels remain relatively stable, with a net increase of only 2.88 full time equivalent (FTE) positions, 1.5 of which are funded entirely by Pinellas County.

FY25 Position Changes		
Position	Department	FTE
Assistant City Manager/CFO	Administrative Services	1.00
Director of Administration	Administrative Services	-1.00
Full-time Information Clerk	Administrative Services	0.50
Full-time Information Clerk	Community Development	0.50
Part-time Information Clerk	Administrative Services	-0.63
Part-time Information Clerk	Community Development	-0.50
District Chief - Logistics	Fire Rescue	1.00
Firefighter/Paramedic	Fire Rescue	1.50
Fire Inspector	Fire Rescue	0.50
Training Technician	Fire Rescue	-0.50
Recreation Leader II	Recreation	1.00
Part-time Recreation Leader I	Recreation	-0.50
Total		2.87

Executive Summary

Operating Expenditures:

Operating expenditures are anticipated to increase by \$438,372 (6%), largely due to contractual services, repair and maintenance (R&M), and updates to the City's indirect cost allocation model to reflect current costs.

Contractual services include an increase of \$311,497 (10%). The annual Pinellas County Sheriff's Office (PCSO) contract for law enforcement services includes an 8% cost increase due to inflationary pressures experienced by PCSO including wages, pension, fuel, and insurance costs. Public Works contractual services include supplemental funding of \$80,000 for contingency purposes, with several long-term contracts due to be re-opened in FY25.

Several repair and maintenance accounts have been updated based on expenditure trends, including an increase of \$35,800 in the Fire Operations Division for vehicle and building maintenance.

The City negotiated favorable property and casualty insurance terms in September 2023, with a budgetary decrease of 5% anticipated for FY25. The recurring impact of the property and casualty insurance savings allowed for additional funds to be directed to employee recruitment and retention.

Capital Improvements:

The capital outlay budget reflects a decrease of \$3,727,940 (35%) due to several major projects having been budgeted in the prior year, including design of the Recreation Center (\$2,352,000) and construction of the Bay Pines Fire Station (\$4,000,000). Following is a summary of major projects scheduled for FY25:

Project	FY25 Budget
Fleet Replacements	\$2,175,000
Bay Pines Fire Station Supplemental Funding	\$1,300,000
Fleet Additions	\$625,000
Pavement Management Plan	\$571,000
Stormwater Infrastructure Improvements	\$556,000
Waterfront Park	\$350,000
Portable and Mobile Radio Replacements	\$347,100
City Hall Rehabilitation	\$250,000
City Park	\$118,000
City Hall Parking Lot Resurfacing	\$115,000
Fuel Pump Replacements	\$110,000
Stormwater Rate Study	\$75,000
HVAC Replacements	\$50,000
Monument Signs – Medians	\$50,000
Repetto Property	\$50,000

Executive Summary

Strategic Plan

The following pillars, goals, and success strategies have been established pursuant to the City's Strategic Plan. Success strategies are referenced throughout the budget, with budget-related action plans and tasks identified at the applicable department level.

Pillar #1	2030 Goal
Quality of Life	"The City no one wants to leave."
Success Strategies:	
1. Become a true destination by fostering business development.	
2. Create a City identity by developing a downtown district.	
3. Become a lifelong learning hub featuring St. Petersburg College, City Hall, the library, and the recreation center.	
4. Promote an environment of health and safety through prevention, education, and service delivery.	
5. Emphasize physical and mental wellness through recreation, parks, and library activities and programs.	
Pillar #2	2030 Goal
Infrastructure	Serve the Seminole community through enhanced infrastructure investment.
Success Strategies:	
1. Create a Stormwater utility.	
2. Refine and execute the Pavement Management Plan.	
3. Plan and develop a new state of the art Recreational Complex.	
Pillar #3	2030 Goal
Community Partnerships	Create synergy through partnerships to enhance the community.
Success Strategies:	
1. Enhance communication citywide.	
2. Encourage continual collaboration amongst community wide organizations.	
3. Find ways to engage the future generations of potential partnerships.	
Pillar #4	2030 Goal
Financial and Operational	Responsibly support ongoing community growth and sustainability.
Success Strategies:	
1. Develop and refine flexible financial strategies to foster growth in a dynamic environment.	
2. Maintain strong fiscal stewardship while promoting community growth and evolution.	
3. Enhance partnerships to support mutual success.	
4. Effectively use City resources for maximum community impact.	

Budget Reconciliation

The proposed budget was originally provided to City Council on July 8, 2024. The following page includes a schedule of all changes recorded between July 8 and final adoption of the budget.

Reconciliation: Proposed to Adopted Budget

Description	Account	Fund	Amount
Funding Sources:			
Revenue			
Municipal revenue sharing reduction - sales tax	01.0335.1201	General	(60,500)
Municipal revenue sharing increase - fuel tax	01.0335.1221	General	11,600
Building permit fee increase	10-0322-1022	Building	150,000
Building plan review fee increase	10-0322-1023	Building	25,000
Transfers In			
Eliminate transfer from General Fund	10-0381-0012	Building	(125,000)
Increase transfer from General Fund	35-0381-0002	Capital	82,000
Total Funding Sources			<u>\$ 83,100</u>

Funding Uses:

Expenditures

Audio/visual software and maintenance	01-0511-3430	General	9,000
City Attorney retainer and hourly fee increase	01-0514-3130	General	7,500
City Attorney retainer and hourly fee increase	01-1522-3130	General	7,500
City Council supplemental travel/training funds	01-0511-4025	General	4,000
VPN software licenses	01-0516-3430	General	1,100
Reduce grant contributions	01-0511-8200	General	(9,000)
EMS budget contingency reduction	01-1622-1200	General	(26,000)
Tuition assistance program	11-0571-5440	Library	5,000
Library software reduction	11-0571-3430	Library	(2,000)
Tree Fund annual operating expenditures	34-0539-5273	Tree	50,000
Fire Station 29 kitchen renovations	35-0522-6200	Capital	120,000
Capital project contingency	35-0581-9900	Capital	82,000

Transfers Out

Eliminate transfer to Building Fund	01-0581-9101	General	(125,000)
Increase transfer to Capital Fund	01-0581-9101	General	82,000

Total Funding Uses **\$ 206,100**

Net Budgetary Gain (Loss) by Fund:

General	\$ -
Building	\$ 50,000
Capital	\$ (120,000)
Tree	\$ (50,000)
Library	\$ (3,000)

Total Net Budgetary Gain (Loss): **\$ (123,000)**

FY 2025 Budget Summary Matrix

	Major Funds				Non-Major Funds						Total Funds
	General Fund	Penny Fund	CIP Fund	Building Fund	ARPA Fund	Grants Fund	Multi-Modal	Special Events	Tree Fund	Library Fund	
Beginning Balance:	\$ 8,835,600	\$ 10,685,900	\$ 10,967,000	\$ 70,000	\$ 373,700	\$ 140,200	\$ 279,200	\$ 162,600	\$ 234,100	\$ 1,217,600	\$ 32,965,900
Funding Sources:											
Revenue:											
Ad Valorem Taxes	\$ 5,464,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,464,000
Other Taxes	4,387,500	2,500,000	-	-	-	-	-	-	-	-	6,887,500
Licenses & Permits	160,900	-	-	660,000	-	-	-	-	-	-	820,900
Intergovernmental	2,757,500	-	-	-	-	137,500	250,000	-	-	-	3,145,000
Charges for Service	12,346,400	-	-	-	-	-	-	125,000	-	-	12,471,400
Fines & Forfeitures	15,000	-	-	-	-	-	-	-	-	-	15,000
Miscellaneous	723,900	400,000	527,600	-	-	-	-	-	-	50,000	1,701,500
Total Revenue	25,855,200	2,900,000	527,600	660,000	-	137,500	250,000	125,000	-	50,000	30,505,300
Other Sources:											
Transfers In	-	-	524,900	-	-	-	-	-	-	-	524,900
Total Funding Sources	\$ 25,855,200	\$ 2,900,000	\$ 1,052,500	\$ 660,000	\$ -	\$ 137,500	\$ 250,000	\$ 125,000	\$ -	\$ 50,000	\$ 31,030,200
Funding Uses:											
Expenditures:											
City Council	\$ 292,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 292,300
City Manager's Office	571,100	-	-	-	-	-	-	-	-	-	571,100
City Attorney's Office	54,600	-	-	-	-	-	-	-	-	-	54,600
City Clerk's Office	210,300	-	-	-	-	-	-	-	-	-	210,300
Community Development	427,400	-	-	670,900	-	-	-	-	-	-	1,098,300
Administrative Services	822,200	-	-	-	-	-	-	-	-	-	822,200
Fire Rescue	14,517,400	1,300,000	3,095,600	-	-	-	-	-	-	-	18,913,000
Human Resources	164,500	-	-	-	-	-	-	-	-	-	164,500
Law Enforcement	2,425,700	-	-	-	-	-	-	-	-	-	2,425,700
Library	1,446,400	-	-	-	-	-	-	-	-	35,000	1,481,400
Public Works	2,684,400	633,800	1,738,700	-	-	137,500	-	-	50,000	-	5,244,400
Recreation	2,087,700	-	69,000	-	-	-	-	112,300	-	-	2,269,000
Non-Departmental	-	-	151,200	-	-	-	-	-	-	-	151,200
Total Expenditures	25,704,000	1,933,800	5,054,500	670,900	-	137,500	-	112,300	50,000	35,000	33,698,000
Other Uses:											
Transfers Out	151,200	-	-	-	373,700	-	-	-	-	-	524,900
Total Funding Uses	\$ 25,855,200	\$ 1,933,800	\$ 5,054,500	\$ 670,900	\$ 373,700	\$ 137,500	\$ -	\$ 112,300	\$ 50,000	\$ 35,000	\$ 34,222,900
Ending Balance:	\$ 8,835,600	\$ 11,652,100	\$ 6,965,000	\$ 59,100	\$ -	\$ 140,200	\$ 529,200	\$ 175,300	\$ 184,100	\$ 1,232,600	\$ 29,773,200
Change in fund balance:	0%	9%	-36%	-16%	-100%	0%	90%	8%	-21%	1%	-10%

Notes:

- 1) Non-Departmental expenditures include a contingency appropriation of \$151,200 and transfers out totaling \$524,900. The total Non-Departmental division budget is \$676,100.
- 2) Major funds with projected fund balance changes exceeding 10% include: 1) CIP Fund, which is capital intensive and heavily predicated on project schedules, and 2) Building Fund, which is forecasted to intentionally draw upon reserves. These changes are further described in the long-range operating financial plan section of this document.

Budget Summary

Total Funding Sources

	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Fund:					
General	24,712,728	23,215,600	25,855,200	2,639,600	11%
Penny	3,813,121	2,700,000	2,900,000	200,000	7%
CIP	2,579,982	7,931,070	1,052,500	(6,878,570)	-87%
Building	-	360,000	660,000	300,000	83%
ARPA	1,345,712	5,399,470	-	(5,399,470)	-100%
Grants	313,238	164,500	137,500	(27,000)	-16%
Multimodal	22,423	94,400	250,000	155,600	165%
Special Events	117,751	120,800	125,000	4,200	3%
Tree	71,884	25,000	-	(25,000)	-100%
Library	49,037	-	50,000	50,000	-
Total by Fund	\$ 33,025,876	\$ 40,010,840	\$ 31,030,200	\$ (8,980,640)	-22%
Category:					
Revenue:					
Ad Valorem Taxes	4,757,085	5,141,600	5,464,000	322,400	6%
Other Taxes	7,578,491	6,727,500	6,887,500	160,000	2%
Licenses & Permits	624,931	545,900	820,900	275,000	50%
Intergovernmental	4,476,020	8,324,870	3,145,000	(5,179,870)	-62%
Charges for Service	10,488,151	10,791,300	12,471,400	1,680,100	16%
Fines & Forfeitures	44,165	15,000	15,000	-	0%
Miscellaneous	1,717,926	1,034,700	1,701,500	666,800	64%
Total Revenue	29,686,769	32,580,870	30,505,300	(2,075,570)	-6%
Other Financing:					
Transfers In	3,339,107	7,429,970	524,900	(6,905,070)	-93%
Total Other Financing	3,339,107	7,429,970	524,900	(6,905,070)	-93%
Total by Category	\$ 33,025,876	\$ 40,010,840	\$ 31,030,200	\$ (8,980,640)	-22%

Budget Summary

Total Funding Uses

	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Fund:					
General	23,297,919	25,660,228	25,855,200	194,972	1%
Penny	458,609	7,355,923	1,933,800	(5,422,123)	-74%
CIP	1,894,825	3,513,828	5,054,500	1,540,672	44%
Building	-	360,000	670,900	310,900	86%
ARPA	1,241,137	5,349,470	373,700	(4,975,770)	-93%
Grants	169,171	219,889	137,500	(82,389)	-37%
Multimodal	98,315	-	-	-	-
Special Events	82,148	105,100	112,300	7,200	7%
Tree	1,628	50,000	50,000	-	0%
Library	-	-	35,000	35,000	-
Total by Fund	\$ 27,243,752	\$ 42,614,438	\$ 34,222,900	\$ (8,391,538)	-20%

Category:

Expenditures:					
Personnel	14,691,795	16,919,000	18,579,900	1,660,900	10%
Operating	6,723,910	7,438,228	7,876,600	438,372	6%
Capital Outlay	2,450,640	10,688,940	6,961,000	(3,727,940)	-35%
Miscellaneous	38,300	138,300	280,500	142,200	103%
Total Expenditures	23,904,645	35,184,468	33,698,000	(1,486,468)	-4%
Other Financing:					
Transfers Out	3,339,107	7,429,970	524,900	(6,905,070)	-93%
Total Other Financing	3,339,107	7,429,970	524,900	(6,905,070)	-93%
Total by Category	\$ 27,243,752	\$ 42,614,438	\$ 34,222,900	\$ (8,391,538)	-20%

Department:

City Council	283,957	294,700	292,300	(2,400)	-1%
City Manager's Office	288,949	534,600	571,100	36,500	7%
City Attorney's Office	33,000	40,100	54,600	14,500	36%
City Clerk's Office	148,745	179,803	210,300	30,497	17%
Community Development	928,464	887,600	1,098,300	210,700	24%
Administrative Services	577,733	874,300	822,200	(52,100)	-6%
Fire Rescue	13,085,342	19,041,218	18,913,000	(128,218)	-1%
Human Resources	86,212	446,600	164,500	(282,100)	-63%
Law Enforcement	2,046,429	2,257,900	2,425,700	167,800	7%
Library	1,110,736	1,280,900	1,481,400	200,500	16%
Public Works	3,499,188	4,875,376	5,244,400	369,024	8%
Recreation	1,815,890	4,471,371	2,269,000	(2,202,371)	-49%
Non-Departmental	3,339,107	7,429,970	676,100	(6,753,870)	-91%
Total by Department	\$ 27,243,752	\$ 42,614,438	\$ 34,222,900	\$ (8,391,538)	-20%

Budget Summary					
Itemized Funding Sources - All Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Revenue:					
Ad Valorem Tax	4,743,297	5,139,100	5,461,500	322,400	6%
Ad Valorem Tax - Delinquent	13,788	2,500	2,500	-	0%
Total Ad Valorem Taxes	\$ 4,757,085	\$ 5,141,600	\$ 5,464,000	\$ 322,400	6%
Utility Tax-Electric	1,589,461	1,400,000	1,400,000	-	0%
Utility Tax-Gas	29,328	30,000	30,000	-	0%
Franchise Fee-Electric	1,773,655	1,600,000	1,600,000	-	0%
Franchise Fee-Gas	36,099	40,000	40,000	-	0%
Communications Services Tax	785,448	650,000	800,000	150,000	23%
Penny for Pinellas	2,762,455	2,500,000	2,500,000	-	0%
Local Option Gas Tax	239,329	210,000	220,000	10,000	5%
Fire Pension Excise Tax	362,716	297,500	297,500	-	0%
Total Other Taxes	\$ 7,578,491	\$ 6,727,500	\$ 6,887,500	\$ 160,000	2%
Local Business Tax	162,906	150,000	160,000	10,000	7%
Building Permits	430,534	360,000	610,000	250,000	69%
Plan Review	5,868	10,000	50,000	40,000	400%
Tree Mitigation Fee	24,124	25,000	-	(25,000)	-100%
Permit Surcharge Fee	1,499	900	900	-	0%
Total Licenses & Permits	\$ 624,931	\$ 545,900	\$ 820,900	\$ 275,000	50%
Municipal Revenue Sharing - Sales Tax	710,486	620,000	650,000	30,000	5%
Municipal Revenue Sharing - Fuel Tax	178,417	170,000	190,000	20,000	12%
Mobile Home Licenses	6,201	6,000	6,000	-	0%
Alcoholic Beverage Licenses	12,296	10,000	10,000	-	0%
Half Cent Sales Tax	1,634,196	1,489,000	1,530,000	41,000	3%
Education Reimbursement - Fire Rescue	24,168	20,000	20,000	-	0%
Fuel Tax Refund	1,696	1,500	1,500	-	0%
Recycling Grant	13,988	14,000	14,000	-	0%
Pinellas Public Library Cooperative	283,441	283,000	283,000	-	0%
State Traffic Signal Maintenance	52,850	53,000	53,000	-	0%
Multi-Modal Impact Fee	3,986	94,400	250,000	155,600	165%
State Grants	313,238	214,500	137,500	(77,000)	-36%
American Rescue Plan Act (ARPA)	1,241,057	5,349,470	-	(5,349,470)	-100%
Total Intergovernmental	\$ 4,476,020	\$ 8,324,870	\$ 3,145,000	\$ (5,179,870)	-62%
Copies, Record Searches	19,187	20,000	20,000	-	0%
Transportation Impact Administration Fee	333	-	-	-	-
General Governmental Charges	523,600	466,200	696,300	230,100	49%
Election Filing Fees	500	-	-	-	-
Development Review Board	250	1,000	1,000	-	0%
Lawn and Tree Service	7,900	8,500	8,500	-	0%

Budget Summary					
Itemized Funding Sources - All Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Library SPC Staff Funding	38,784	40,000	46,300	6,300	16%
Total Charges for Service - General	\$ 590,554	\$ 535,700	\$ 772,100	\$ 236,400	44%
Fire Education Reimbursement	3,206	1,000	1,000	-	0%
Fire Protection - County	5,676,610	6,109,400	6,803,900	694,500	11%
Fire Contract - Bay Pines	121,219	127,800	132,700	4,900	4%
CME & MB Review Reimbursement	81,404	-	30,000	30,000	-
Fire Contract - Beach Contracts	284,708	299,000	310,600	11,600	4%
Emergency Medical Service Fees	3,119,890	3,219,400	3,750,100	530,700	16%
HazMat Training Reimbursement	62,627	25,000	25,000	-	0%
HazMat Physical Reimbursement	11,400	7,600	7,600	-	0%
Fire Water Rescue Funding	5,000	5,000	5,000	-	0%
Total Charges for Service - Fire/EMS Fees	\$ 9,366,064	\$ 9,794,200	\$ 11,065,900	\$ 1,271,700	13%
Recreation - Memberships	85,115	76,800	77,000	200	0%
Recreation Classes - Contracted	42,807	52,100	38,000	(14,100)	-27%
Camp Fees - Summer	129,819	113,900	245,400	131,500	115%
Camps Fees - Spring & Winter Break	16,440	16,500	17,000	500	3%
Recreation Classes - Staff Instructed	32,161	10,600	29,000	18,400	174%
Pool Facility Fees	19,520	16,500	17,000	500	3%
Pool - Staff Instructed	16,000	10,800	11,000	200	2%
Athletics - Staff Instructed	40,492	34,000	39,000	5,000	15%
Athletics - Contractual	31,428	9,400	35,000	25,600	272%
Special Events	117,751	120,800	125,000	4,200	3%
Total Charges for Service - Recreation Fees	\$ 531,533	\$ 461,400	\$ 633,400	\$ 172,000	37%
Fines & Forfeitures	20,226	10,000	10,000	-	0%
Library Fines	7,039	3,000	3,000	-	0%
Liens & Assessments	16,900	2,000	2,000	-	0%
Total Fines & Forfeitures	\$ 44,165	\$ 15,000	\$ 15,000	\$ -	0%
Interest Earnings (General Fund)	724,736	200,000	600,000	400,000	200%
Interest Earnings (Multi-Modal Fund)	18,436	-	-	-	-
Interest Earnings (Penny Fund)	466,170	200,000	400,000	200,000	100%
Interest Earnings (Library Fund)	49,036	-	50,000	50,000	-
Interest Earnings (ARPA Fund)	104,655	50,000	-	(50,000)	-100%
Rental Income	95,758	62,600	75,000	12,400	20%
Insurance Proceeds	113,720	2,000	-	(2,000)	-100%
Sale of Fixed Assets - Fire	37,882	1,000	-	(1,000)	-100%
Sale of Fixed Assets - City	33,276	1,000	-	(1,000)	-100%
Library Donations	15,500	15,300	17,700	2,400	16%
Fleet Maintenance Contractual	-	1,000	-	(1,000)	-100%
EMS Overhead	26,281	31,200	31,200	-	0%
Miscellaneous Income	31,336	500	-	(500)	-100%

Budget Summary					
Itemized Funding Sources - All Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Fire Donation	1,140	1,000	-	(1,000)	-100%
Opioid Settlement	-	18,000	-	(18,000)	-100%
Fire CIP Reimbursements	-	451,100	527,600	76,500	17%
Total Miscellaneous	\$ 1,717,926	\$ 1,034,700	\$ 1,701,500	\$ 666,800	64%
Total Revenue	\$ 29,686,769	\$ 32,580,870	\$ 30,505,300	\$ (2,075,570)	-6%
Other Financing:					
Transfer In (General Fund)	126,868	-	-	-	-
Transfer In (CIP Fund)	2,579,982	7,429,970	524,900	(6,905,070)	-93%
Transfer In (Multi-Modal Fund)	584,497	-	-	-	-
Transfer In (Penny Fund)	-	-	-	-	-
Transfer In (Tree Fund)	47,760	-	-	-	-
Total Interfund Transfers	\$ 3,339,107	\$ 7,429,970	\$ 524,900	\$ (6,905,070)	-93%
Total Other Financing	\$ 3,339,107	\$ 7,429,970	\$ 524,900	\$ (6,905,070)	-93%
Total Funding Sources	\$ 33,025,876	\$ 40,010,840	\$ 31,030,200	\$ (8,980,640)	-22%

Budget Summary					
Itemized Funding Uses - All Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Expenditures:					
Salaries- Regular	7,966,849	9,486,300	10,486,300	1,000,000	19%
Salaries- Seasonal	101,079	177,600	220,800	43,200	76%
Salaries- Part Time	421,932	581,100	533,800	(47,300)	38%
Overtime	714,588	720,500	830,400	109,900	1%
Special Pay/Allowances	169,613	183,200	243,600	60,400	8%
FICA	691,148	764,300	917,400	153,100	11%
Retirement	3,130,463	2,875,800	2,817,300	(58,500)	-8%
Health/Dental/Vision Insurance	1,346,338	1,804,000	2,167,400	363,400	34%
Long-Term Disability	13,033	20,900	20,800	(100)	0%
Workers' Compensation	136,752	288,300	327,100	38,800	13%
Unemployment Compensation	-	17,000	15,000	(2,000)	-12%
Total Personnel	\$ 14,691,795	\$ 16,919,000	\$ 18,579,900	\$ 1,660,900	10%
Professional Services	272,463	625,800	473,800	(152,000)	-24%
Contractual Services	2,986,141	3,133,503	3,445,000	311,497	10%
Allocated Costs	425,500	368,100	606,300	238,200	65%
Travel/Per Diem	31,692	70,400	72,100	1,700	2%
Communications	95,077	101,200	132,900	31,700	31%
Postage/UPS	8,090	17,300	16,000	(1,300)	-8%
Electric	668,632	776,000	739,000	(37,000)	-5%
Stormwater	1,820	2,000	3,000	1,000	50%
Water/Sewer	66,380	52,600	68,000	15,400	29%
Natural Gas/Propane	8,509	8,100	9,000	900	11%
Rental/Lease	142,464	136,300	159,700	23,400	17%
Insurance	201,993	292,100	277,100	(15,000)	-5%
Repair/Maintenance	886,159	699,300	584,300	(115,000)	-16%
Printing	14,465	23,000	26,000	3,000	13%
Promotional Activities	9,960	77,225	62,600	(14,625)	-19%
Other Current Charges	60,320	81,700	89,900	8,200	10%
Office Supplies	23,114	38,900	43,900	5,000	13%
Fuel	153,425	154,000	148,800	(5,200)	-3%
Operating Supplies	494,934	610,500	655,100	44,600	7%
Road Materials	46,148	50,000	75,000	25,000	50%
Publications & Memberships	29,985	40,300	43,300	3,000	7%
Training/Education	96,639	79,900	145,800	65,900	82%
Total Operating	\$ 6,723,910	\$ 7,438,228	\$ 7,876,600	\$ 438,372	6%
Capital Improvements	1,291,806	8,600,412	3,545,000	(5,055,412)	-59%
Capital Equipment	1,045,808	1,976,028	3,286,100	1,310,072	66%

Budget Summary					
Itemized Funding Uses - All Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Library Materials	113,026	112,500	129,900	17,400	15%
Total Capital Outlay	\$ 2,450,640	\$ 10,688,940	\$ 6,961,000	\$ (3,727,940)	-35%
Aid to Organizations	38,300	38,300	29,300	(9,000)	-23%
Contingency	-	100,000	251,200	151,200	151%
Total Miscellaneous	\$ 38,300	\$ 138,300	\$ 280,500	\$ 142,200	103%
Total Expenditures	\$ 23,904,645	\$ 35,184,468	\$ 33,698,000	\$ (1,486,468)	-4%
Other Financing:					
Transfers Out	3,339,107	7,429,970	524,900	(6,905,070)	-93%
Total Interfund Transfers	\$ 3,339,107	\$ 7,429,970	\$ 524,900	\$ (6,905,070)	-93%
Total Other Financing	\$ 3,339,107	\$ 7,429,970	\$ 524,900	\$ (6,905,070)	-93%
Total Funding Uses	\$ 27,243,752	\$ 42,614,438	\$ 34,222,900	\$ (8,391,538)	-20%

Budget Summary					
General Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Revenue:					
Ad Valorem Tax	4,743,297	5,139,100	5,461,500	322,400	6%
Ad Valorem Tax: Delinquent	13,788	2,500	2,500	-	0%
Total Ad Valorem Taxes	\$ 4,757,085	\$ 5,141,600	\$ 5,464,000	\$ 322,400	6%
Utility Tax: Electric	1,589,461	1,400,000	1,400,000	-	0%
Utility Tax: Gas	29,328	30,000	30,000	-	0%
Franchise Fee: Electric	1,773,654	1,600,000	1,600,000	-	0%
Franchise Fee: Gas	36,099	40,000	40,000	-	0%
Communications Services Tax	785,448	650,000	800,000	150,000	23%
Local Option Gas Tax	239,329	210,000	220,000	10,000	5%
Fire Pension Excise Tax	362,716	297,500	297,500	-	0%
Total Other Taxes	\$ 4,816,035	\$ 4,227,500	\$ 4,387,500	\$ 160,000	4%
Local Business Tax	162,906	150,000	160,000	10,000	7%
Building Permits	430,534	-	-	-	-
Plan Review	5,868	10,000	-	(10,000)	-100%
Permit Surcharge Fee	1,499	900	900	-	0%
Total Licenses and Permits	\$ 600,807	\$ 160,900	\$ 160,900	\$ -	0%
Municipal Revenue Sharing: Sales Tax	710,486	620,000	650,000	30,000	5%
Municipal Revenue Sharing: Fuel Tax	178,417	170,000	190,000	20,000	12%
Mobile Home Licenses	6,201	6,000	6,000	-	0%
Alcoholic Beverage Licenses	12,296	10,000	10,000	-	0%
Half Cent Sales Tax	1,634,196	1,489,000	1,530,000	41,000	3%
Education Reimbursement: Fire Rescue	24,168	20,000	20,000	-	0%
Fuel Tax Refund	1,696	1,500	1,500	-	0%
Recycling Grant	13,988	14,000	14,000	-	0%
Library Co-op	283,441	283,000	283,000	-	0%
State Traffic Signal Maintenance	52,850	53,000	53,000	-	0%
Total Intergovernmental	\$ 2,917,739	\$ 2,666,500	\$ 2,757,500	\$ 91,000	3%
Copies, Record Searches	19,187	20,000	20,000	-	0%
Multimodal Administration Fee	333	-	-	-	-
General Governmental Charges	523,600	466,200	696,300	230,100	49%
Election Filing Fees	500	-	-	-	-
Development Review Board	250	1,000	1,000	-	0%
Lawn and Tree Service	7,900	8,500	8,500	-	0%
Library SPC Staff Funding	38,784	40,000	46,300	6,300	16%
Total Charges for Service - General	\$ 590,554	\$ 535,700	\$ 772,100	\$ 236,400	44%

Budget Summary					
General Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Fire Education Reimbursement	3,206	1,000	1,000	-	0%
Fire Protection: County	5,676,610	6,109,400	6,803,900	694,500	11%
Fire Contract: Bay Pines	121,219	127,800	132,700	4,900	4%
CME and MB Review Reimbursement	81,404	-	30,000	30,000	-
Fire Contract: Beach Contracts	284,708	299,000	310,600	11,600	4%
Emergency Medical Service Fees	3,119,890	3,219,400	3,750,100	530,700	16%
HazMat Training Reimbursement	62,627	25,000	25,000	-	0%
HazMat Physical Reimbursement	11,400	7,600	7,600	-	0%
Fire Water Rescue Funding	5,000	5,000	5,000	-	0%
Total Charges for Service - Fire/EMS	\$ 9,366,064	\$ 9,794,200	\$ 11,065,900	\$ 1,271,700	13%
Recreation: Memberships	85,115	76,800	77,000	200	0%
Recreation Classes: Contracted	42,807	52,100	38,000	(14,100)	-27%
Camp Fees: Summer	129,819	113,900	245,400	131,500	115%
Camps Fees: Spring and Winter Break	16,440	16,500	17,000	500	3%
Recreation Classes: Staff Instructed	32,161	10,600	29,000	18,400	174%
Pool Facility Fees	19,520	16,500	17,000	500	3%
Pool: Staff Instructed	16,000	10,800	11,000	200	2%
Athletics: Staff Instructed	40,492	34,000	39,000	5,000	15%
Athletics: Contractual	31,428	9,400	35,000	25,600	272%
Total Charges for Service - Recreation	\$ 413,782	\$ 340,600	\$ 508,400	\$ 167,800	49%
Fines and Forfeitures	20,226	10,000	10,000	-	0%
Library Fines	7,039	3,000	3,000	-	0%
Liens and Assessments	16,900	2,000	2,000	-	0%
Total Fines and Forfeitures	\$ 44,165	\$ 15,000	\$ 15,000	\$ -	0%
Interest Earnings	724,736	200,000	600,000	400,000	200%
Rental Income	95,758	62,600	75,000	12,400	20%
Insurance Proceeds	113,720	2,000	-	(2,000)	-100%
Sale of Fixed Assets: Fire	37,882	1,000	-	(1,000)	-100%
Sale of Fixed Assets: City	33,276	1,000	-	(1,000)	-100%
Library Donations	15,500	15,300	17,700	2,400	16%
Fleet Maintenance Contractual	-	1,000	-	(1,000)	-100%
EMS Allowable Overhead	26,281	31,200	31,200	-	0%
Miscellaneous Income	31,336	500	-	(500)	-100%
Fire Donation	1,140	1,000	-	(1,000)	-100%
Opioid Settlement	-	18,000	-	(18,000)	-100%
Total Miscellaneous	\$ 1,079,629	\$ 333,600	\$ 723,900	\$ 390,300	117%
Total Revenue	\$ 24,585,860	\$ 23,215,600	\$ 25,855,200	\$ 2,639,600	11%

Budget Summary					
General Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Other Financing:					
Transfer In	126,868	-	-	-	-
Total Interfund Transfers	\$ 126,868			\$ -	-
Total Other Financing	\$ 126,868		\$ -	\$ -	-
Total Funding Sources	\$ 24,712,728	\$ 23,215,600	\$ 25,855,200	\$ 2,639,600	11%
Expenditures:					
Salaries- Regular	7,966,849	9,326,400	10,178,700	852,300	9%
Salaries- Seasonal	101,079	176,800	220,800	44,000	25%
Salaries- Part Time	421,932	581,100	533,800	(47,300)	-8%
Relief Staffing Allowance	311,000	523,400	637,500	114,100	22%
Overtime	399,583	192,800	192,900	100	0%
Special Pay/Allowances	169,613	183,200	241,900	58,700	32%
FICA	691,148	751,500	893,600	142,100	19%
Retirement	3,130,913	2,853,600	2,774,700	(78,900)	-3%
Health/Dental/Vision Insurance	1,346,338	1,782,600	2,094,500	311,900	17%
Long-Term Disability	13,033	20,500	20,200	(300)	-1%
Workers' Compensation	136,752	287,000	328,700	41,700	15%
Unemployment Compensation	-	17,000	15,000	(2,000)	-12%
Total Personnel	14,688,240	16,695,900	18,132,300	1,436,400	9%
Professional Services	270,858	320,800	353,800	33,000	10%
Contractual Services	2,937,364	2,978,703	3,235,800	257,097	9%
Allocated Costs	425,500	368,100	562,000	193,900	53%
Travel/Per Diem	31,692	69,400	71,100	1,700	2%
Communications	94,985	97,400	128,500	31,100	32%
Postage	8,090	17,200	15,900	(1,300)	-8%
Electric	668,632	773,400	739,000	(34,400)	-4%
Stormwater	1,820	2,000	3,000	1,000	50%
Water/Sewer	66,380	52,600	68,000	15,400	29%
Natural Gas/Propane	8,509	8,100	9,000	900	11%
Rental/Lease	142,464	110,200	129,700	19,500	18%
Insurance	200,411	285,700	270,900	(14,800)	-5%
Repair/Maintenance	474,590	480,200	558,300	78,100	16%
Printing	14,465	23,000	26,000	3,000	13%
Promotional Activities	9,960	77,225	62,600	(14,625)	-19%
Other Current Charges	57,769	80,100	81,900	1,800	2%
Office Supplies	23,034	38,900	42,900	4,000	10%
Fuel	153,425	152,900	147,600	(5,300)	-3%
Operating Supplies	448,628	510,400	568,400	58,000	11%

Budget Summary					
General Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Road Materials	46,148	50,000	75,000	25,000	50%
Publications & Memberships	143,011	40,300	43,300	3,000	7%
Training/Education	104,945	90,300	113,300	23,000	25%
Total Operating	6,332,680	6,626,928	7,306,000	679,072	10%
Capital Improvements	8,985	-	-	-	-
Capital Equipment	18,638	6,100	16,500	10,400	170%
Library Materials	113,026	112,500	119,900	7,400	7%
Total Capital Outlay	140,649	118,600	136,400	17,800	15%
Aid to Organizations	38,300	38,300	29,300	(9,000)	-23%
Contingency	-	100,000	100,000	-	0%
Total Miscellaneous	38,300	138,300	129,300	(9,000)	-7%
Total Expenditures	\$ 21,199,869	\$ 23,579,728	\$ 25,704,000	\$ 2,124,272	9%
Other Financing:					
Transfers Out	2,098,050	2,080,500	151,200	(1,929,300)	-93%
Total Interfund Transfers	\$ 2,098,050	\$ 2,080,500	\$ 151,200	(1,929,300)	-93%
Total Other Financing	\$ 2,098,050	\$ 2,080,500	\$ 151,200	\$ (1,929,300)	-93%
Total Funding Uses	\$ 23,297,919	\$ 25,660,228	\$ 25,855,200	\$ 194,972	1%

Budget Summary					
Penny Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Revenue:					
Penny for Pinellas	2,762,454	2,500,000	2,500,000	-	0%
Total Other Taxes	\$ 2,762,454	\$ 2,500,000	\$ 2,500,000	\$ -	0%
Interest Earnings	466,170	200,000	400,000	200,000	100%
Total Miscellaneous	\$ 466,170	\$ 200,000	\$ 400,000	\$ 200,000	100%
Total Revenue	\$ 3,228,624	\$ 2,700,000	\$ 2,900,000	\$ 200,000	7%
Other Financing:					
Transfer In	584,497	-	-	-	-
Total Interfund Transfers	\$ 584,497	\$ -	\$ -	\$ -	-
Total Other Financing	\$ 584,497	\$ -	\$ -	\$ -	-
Total Funding Sources	\$ 3,813,121	\$ 2,700,000	\$ 2,900,000	\$ 200,000	7%
Expenditures:					
Operating Supplies	-	300	-	(300)	-100%
Total Operating	\$ -	\$ 300	\$ -	\$ (300)	-100%
Capital Improvements	458,609	7,355,623	1,933,800	(5,421,823)	-74%
Total Capital Outlay	\$ 458,609	\$ 7,355,623	\$ 1,933,800	\$ (5,421,823)	-74%
Total Expenditures	\$ 458,609	\$ 7,355,923	\$ 1,933,800	\$ (5,422,123)	-74%
Total Funding Uses	\$ 458,609	\$ 7,355,923	\$ 1,933,800	\$ (5,422,423)	74%

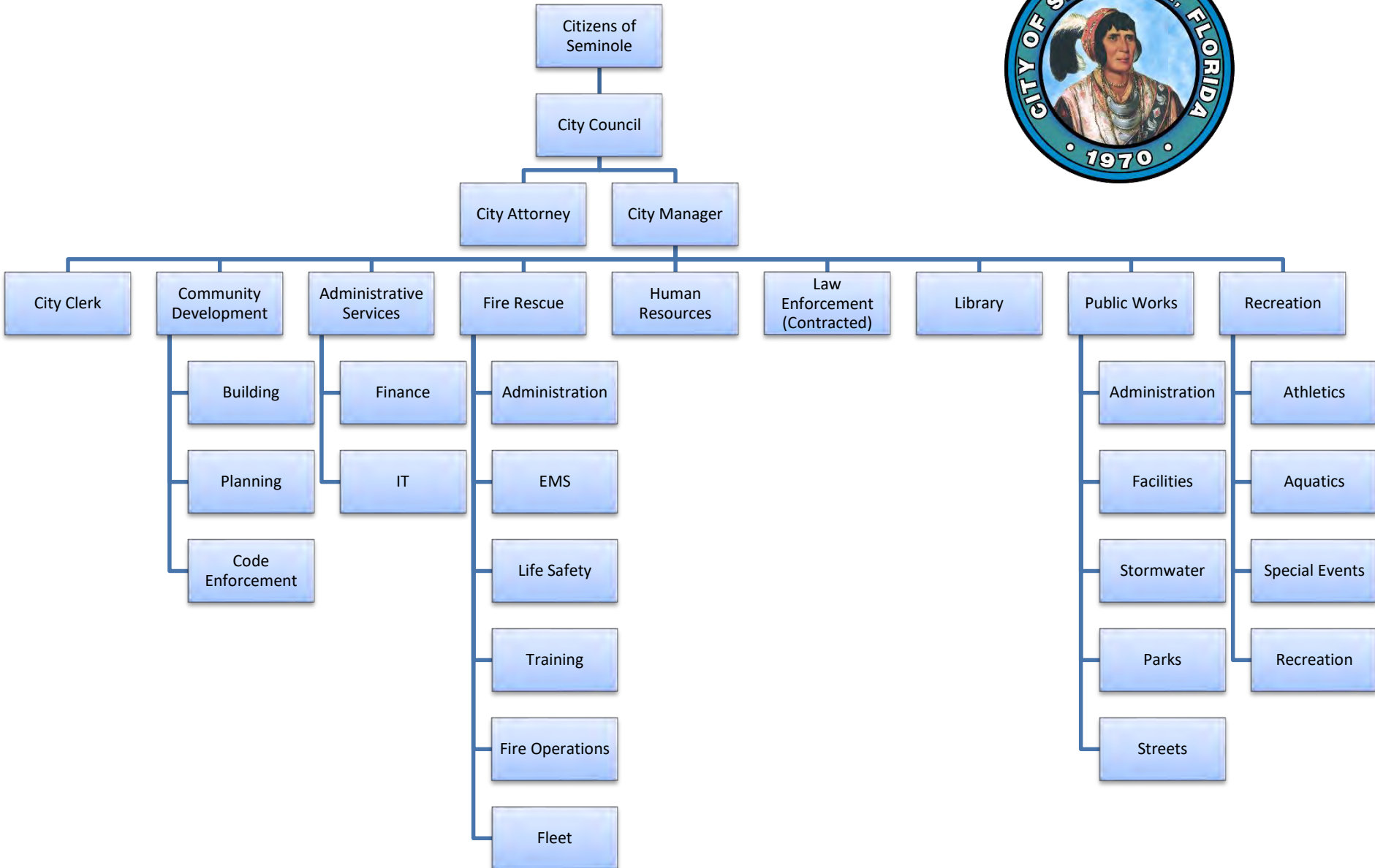
Budget Summary					
CIP Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Revenue:					
Fire CIP Reimbursements	-	451,100	527,600	76,500	17%
State Grants	-	50,000	-	(50,000)	-100%
Total Miscellaneous	\$ -	\$ 501,100	\$ 527,600	\$ 26,500	5%
Total Revenue	\$ -	\$ 501,100	\$ 527,600	\$ 26,500	5%
Other Financing:					
Transfer In	2,579,982	7,429,970	524,900	(6,905,070)	-93%
Total Interfund Transfers	\$ 2,579,982	\$ 7,429,970	\$ 524,900	\$ (6,905,070)	-93%
Total Other Financing	\$ 2,579,982	\$ 7,429,970	\$ 524,900	\$ (6,905,070)	-93%
Total Funding Sources	\$ 2,579,982	\$ 7,931,070	\$ 1,052,500	\$ (6,878,570)	-87%
Expenditures:					
Professional Services	1,000	137,500	140,000	2,500	2%
Repair/Maintenance	411,568	217,000		(217,000)	-100%
Operating Supplies	7,783	-	-	-	-
Total Operating	\$ 420,351	\$ 354,500	\$ 140,000	\$ (214,500)	-61%
Capital Improvements	560,330	1,176,400	1,611,200	434,800	37%
Capital Equipment	914,144	1,982,928	3,152,100	1,169,172	59%
Total Capital Outlay	\$ 1,474,474	\$ 3,159,328	\$ 4,763,300	\$ 1,603,972	51%
Contingency	-	-	151,200	151,200	-
Other	\$ -	\$ -	\$ 151,200	\$ 151,200	-
Total Expenditures	\$ 1,894,825	\$ 3,513,828	\$ 5,054,500	\$ 1,540,672	44%
Total Other Financing	\$ -	\$ -	\$ -	\$ -	-
Total Funding Uses	\$ 1,894,825	\$ 3,513,828	\$ 5,054,500	\$ 1,540,672	44%

Budget Summary					
Building Fund					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Revenue:					
Building Permits	-	360,000	610,000	250,000	69%
Plan Review	-	-	50,000	50,000	-
Total Licenses & Permits	\$ -	\$ 360,000	\$ 660,000	\$ 300,000	83%
Total Revenue	\$ -	\$ 360,000	\$ 660,000	\$ 300,000	83%
Total Other Financing	\$ -	\$ -	\$ -	\$ -	-
Total Funding Sources	\$ -	\$ 360,000	\$ 660,000	\$ 300,000	83%
Expenditures:					
Salaries- Regular	-	159,900	302,600	142,700	89%
Special Pay/Allowances	-	-	2,700	2,700	-
FICA	-	12,300	23,400	11,100	90%
Retirement	-	22,000	41,900	19,900	90%
Health/Dental/Vision Insurance	-	21,400	76,900	55,500	259%
Long-Term Disability	-	400	600	200	50%
Workers' Compensation	-	1,300	2,400	1,100	85%
Total Personnel	\$ -	\$ 217,300	\$ 450,500	\$ 233,200	664%
Legal Services	-	-	15,000	15,000	-
Software	-	32,100	26,100	(6,000)	-19%
Contractual Services	-	67,900	85,000	17,100	25%
Allocated Costs	-	-	44,300	44,300	-
Travel/Per Diem	-	1,000	1,000	-	0%
Communications	-	3,500	-	(3,500)	-100%
Postage	-	100	100	-	0%
Electric	-	2,600	-	(2,600)	-100%
Rental/Lease	-	26,100	30,000	3,900	15%
Insurance	-	3,400	4,200	800	24%
Repair/Maintenance	-	2,100	1,000	(1,100)	-52%
Office Supplies	-	-	1,000	1,000	-
Fuel	-	1,100	1,200	100	9%
Operating Supplies	-	2,800	9,000	6,200	221%
Training/Education	-	-	2,500	2,500	-
Total Operating	\$ -	\$ 142,700	\$ 220,400	\$ 77,700	54%
Total Expenditures	\$ -	\$ 360,000	\$ 670,900	\$ 310,900	86%
Total Other Financing	\$ -	\$ -	\$ -	\$ -	-
Total Funding Uses	\$ -	\$ 360,000	\$ 670,900	\$ 310,900	86%

Budget Summary					
Combined Non-Major Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Revenue:					
Tree Mitigation Fee	24,124	25,000	-	(25,000)	-100%
Total Licenses & Permits	\$ 24,124	\$ 25,000	\$ -	\$ (25,000)	-100%
Multi-Modal Impact Fee	3,990	94,400	250,000	155,600	165%
State Grants	313,238	164,500	137,500	(27,000)	-16%
ARPA Funds	1,241,057	5,349,470	-	(5,349,470)	-100%
Total Intergovernmental	\$ 1,558,285	\$ 5,608,370	\$ 387,500	\$ (5,220,870)	-93%
Special Events	117,751	120,800	125,000	4,200	3%
Total Charges for Service - Recreation Fees	\$ 117,751	\$ 120,800	\$ 125,000	\$ 4,200	3%
Interest Earnings	172,125	50,000	50,000	-	0%
Total Miscellaneous	\$ 172,125	\$ 50,000	\$ 50,000	\$ -	0%
Total Revenue	\$ 1,872,285	\$ 5,804,170	\$ 562,500	\$ (5,241,670)	-90%
Other Financing:					
Transfer In	47,760	-	-	-	-
Total Interfund Transfers	\$ 47,760	\$ -	\$ -	\$ -	-
Total Other Financing	\$ 47,760	\$ -	\$ -	\$ -	-
Total Funding Sources	\$ 1,920,045	\$ 5,804,170	\$ 562,500	\$ (5,241,670)	90%
Expenditures:					
Salaries- Regular	-	-	5,000	5,000	-
Salaries- Seasonal	-	800	-	(800)	-100%
Overtime	4,005	4,300	-	(4,300)	-100%
FICA	-	500	400	(100)	-20%
Retirement	-	200	700	500	250%
Total Personnel	\$ 4,005	\$ 5,800	\$ 6,100	\$ 300	5%
Professional Services	605	167,500	15,000	(152,500)	-91%
Contractual Services	48,772	54,800	73,100	18,300	33%
Communications	92	300	400	100	33%
Insurance	1,582	3,000	2,000	(1,000)	-33%
Other Current Charges	2,105	1,600	8,000	6,400	400%
Operating Supplies	30,300	86,600	77,700	(8,900)	-10%
Training/Education	-	-	25,000	25,000	-
Total Operating	\$ 83,456	\$ 313,800	\$ 201,200	\$ (112,600)	-36%

Budget Summary					
Combined Non-Major Funds					
	FY 2023	FY 2024	FY 2025	Change	Change
	Actual	Amended	Budget	(\$)	(%)
Capital Improvements	263,881	55,389	-	(55,389)	-100%
Capital Equipment	-	-	117,500	117,500	-
Library Materials	-	-	10,000	10,000	-
Total Capital Outlay	\$ 263,881	\$ 55,389	\$ 127,500	\$ 72,111	130%
Total Expenditures	\$ 351,342	\$ 374,989	\$ 334,800	\$ (40,189)	-11%
Other Financing:					
Transfers Out	1,241,057	5,349,470	373,700	(4,975,770)	-93%
Total Interfund Transfers	\$ 1,241,057	\$ 5,349,470	\$ 373,700	\$ (4,975,770)	-93%
Total Other Financing	\$ 1,241,057	\$ 5,349,470	\$ 373,700	\$ (4,975,770)	-93%
Total Funding Uses	\$ 1,592,399	\$ 5,724,459	\$ 708,500	\$ (5,015,959)	88%

Organizational Chart



Full-time Equivalent (FTE) Positions

Position	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FTE Change
City Council				
Mayor	0.50	0.50	0.50	-
Vice Mayor	0.50	0.50	0.50	-
Councilor	2.50	2.50	2.50	-
Total	3.50	3.50	3.50	-
City Manager's Office				
City Manager	1.00	1.00	1.00	-
Executive Assistant to City Manager	1.00	1.00	1.00	-
Public Policy Management Associate	1.00	1.00	1.00	-
Total	3.00	3.00	3.00	-
City Clerk's Office				
City Clerk	1.00	1.00	1.00	-
Total	1.00	1.00	1.00	-
Community Development Department				
Community Development Director	1.00	1.00	1.00	-
Building Official	1.00	1.00	1.00	-
Multi-Certified Inspector	1.00	1.00	1.00	-
Senior Permit/Licensing Technician	1.00	1.00	1.00	-
Permit/Licensing Technician	1.00	1.00	1.00	-
Planner	0.50	0.50	0.50	-
Code Enforcement Officer	1.00	1.00	1.00	-
Information Clerk	0.50	0.50	0.50	-
Total	7.00	7.00	7.00	-
Administrative Services				
Assistant City Manager/CFO	-	-	1.00	1.00
Director of Administration	-	1.00	-	(1.00)
Finance Director	1.00	-	-	-
Senior Accountant	1.00	1.00	1.00	-
IT/IS Manager	0.50	0.50	0.50	-
Information Technology Specialist	0.50	0.50	0.50	-
A/P Technician	0.50	0.50	0.50	-
Information Clerk	0.63	0.63	0.50	(0.13)
Total	4.13	4.13	4.00	(0.13)

Full-time Equivalent (FTE) Positions

Position	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FTE Change
Fire Rescue Department				
Fire Chief	1.00	1.00	1.00	-
Administrative Assistant II	1.00	1.00	1.00	-
Assistant Fire Chief - EMS	1.00	1.00	1.00	-
Division Chief - Operations	1.00	1.00	1.00	-
District Chief	3.00	3.00	3.00	-
District Chief - EMS	1.00	1.00	1.00	-
District Chief - Logistics	-	-	1.00	1.00
District Chief - Training	1.00	1.00	1.00	-
Lieutenant	18.00	18.00	18.00	-
Firefighter/Paramedic	24.00	24.00	25.50	1.50
Firefighter/EMT	27.00	27.00	27.00	-
Fire Marshal	1.00	1.00	1.00	-
Fire Inspectors	1.00	1.00	1.50	0.50
Communications Specialist	1.00	1.00	1.00	-
Maintenance Supervisor	1.00	1.00	1.00	-
Mechanic	1.00	1.00	1.00	-
Payroll Specialist II	1.00	1.00	1.00	-
Human Resource Director	0.75	0.75	0.75	-
Human Resources Analyst	0.75	0.75	0.75	-
IT/IS Manager	0.50	0.50	0.50	-
Information Technology Specialist	0.50	0.50	0.50	-
Facilities Maintenance Supervisor	0.50	0.50	0.50	-
Building Maintenance II	0.50	0.50	0.50	-
Training Technician	0.50	0.50	-	(0.50)
Fleet Counter Clerk	0.50	0.50	0.50	-
EMS Technician	0.50	0.50	0.50	-
Total	89.00	89.00	91.50	2.50
Human Resources Department				
Human Resources Director	0.25	0.25	0.25	-
Human Resources Analyst	0.25	0.25	0.25	-
Total	0.50	0.50	0.50	-

Full-time Equivalent (FTE) Positions

Position	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FTE Change
Library Department				
Library Director	1.00	1.00	1.00	-
Circulation Supervisor	1.00	1.00	1.00	-
Librarian III	2.00	2.00	2.00	-
Librarian II	2.00	2.00	2.00	-
Librarian I	2.00	2.00	2.00	-
Library Assistant III	2.00	2.00	2.00	-
Part-time Librarian I	0.50	0.50	0.50	-
Library Assistant II	1.25	1.25	1.25	-
Library Assistant I	4.38	4.13	4.13	-
Library Aide	1.05	1.00	1.00	-
Total	17.18	16.88	16.88	-
Public Works Department				
Public Works Director	1.00	1.00	1.00	-
Administrative Clerk	1.00	1.00	1.00	-
Facilities Maintenance Supervisor	0.50	0.50	0.50	-
Parks Maintenance Supervisor	1.00	1.00	1.00	-
Streets & Stormwater Supervisor	1.00	1.00	1.00	-
Building Maintenance II	0.50	0.50	0.50	-
Parks Technician	1.00	1.00	1.00	-
Streets & Stormwater Technician	1.00	1.00	1.00	-
Maintenance I	2.00	2.00	2.00	-
Maintenance II	5.00	5.00	5.00	-
Part-time Maintenance I	1.10	1.20	1.20	-
Total	15.10	15.20	15.20	-
Recreation Department				
Recreation Director	1.00	1.00	1.00	-
Recreation Superintendent	-	1.00	1.00	-
Recreation Program Coordinator	4.00	3.00	3.00	-
Administrative Assistant II	1.00	1.00	1.00	-
Recreation Leader II	1.00	2.00	3.00	1.00
Event Coordinator	1.00	1.00	1.00	-
Custodian	2.00	2.00	2.00	-
Part-time/Seasonal Recreation Leader I	6.00	5.63	5.13	(0.50)
Lifeguard/Pool Staff	2.50	2.50	2.50	-
Total	18.50	19.13	19.63	0.50
Total FTE	158.91	159.33	162.20	2.87

Budget Calendar

Date	Action
Monday, March 18	Fire and EMS budgets submitted to Pinellas County
Monday, March 25	Budget forms distributed to departments
Thursday, March 28	Annual Comprehensive Financial Report (ACFR) published
Monday, April 8 - Friday, May 3	Finance completes base budget
Tuesday, April 23	ACFR presentation to City Council
Friday, May 3	All budget requests due from departments
Monday, May 20 - Friday, May 31	Departmental budget meetings with Administration
Monday, July 1	Property Appraiser publishes certified taxable value
Monday, July 8	Proposed budget published
Friday, July 19	City Council workshop to review budget and CIP
Tuesday, July 23	City Council meeting - establish proposed millage rate
Monday, August 5	Form DR 420 due to Property Appraiser
Monday, August 19	Property Appraiser's Office mails TRIM notices
Tuesday, September 3	City of Seminole millage and budget - first public hearing
Wednesday, September 4	TRIM advertisements submitted
Thursday, September 5	Pinellas County millage and budget - first public hearing
Tuesday, September 10	School Board millage and budget - public hearing
Wednesday, September 11	TRIM advertisements published
Monday, September 16	City of Seminole millage and budget - second public hearing
Thursday, September 19	Pinellas County millage and budget - second public hearing

Budget Process

The basic purpose of the annual budget is to appropriate expenditures for government services, but it also communicates the City's vision and provides a plan for operations. Accordingly, the budget process includes the following stages, involving input from various stakeholders.

Preparation

Departments update their respective Capital Improvements Plan (CIP) projects in January. Management prioritizes projects based on need and funding availability. The Proposed CIP is delivered to the City Council on or before June 1, as required by the *Code of Ordinances*. Departments submit operating budgetary requests to Finance in May. The City Manager meets with Departments to review priorities and evaluate initial budget requests. The City Manager's Proposed Budget is submitted to City Council on or before July 8, as required by the *Code of Ordinances*.

Adoption

City Council conducts a public workshop to review the Proposed Budget in July. The City Manager reviews the budget with Council and the meeting is open for public input. This spending plan serves as the basis for the proposed millage rate approved by Council in late July. Two public hearings are held in September to approve the final millage rate and adopt the final budget, for the fiscal year beginning October 1. The final budget is adopted by Ordinance.

Adjustment

The City Manager is authorized to administratively approve transfers within the same department. Supplemental appropriations increasing total expenditures require City Council approval by Ordinance.

Estimates

Revenue forecasts that differ from budgeted values are not typically incorporated into a budget amendment, unless there is a need for supplemental expenditure appropriation(s). In such case, staff will first seek to offset additional expenditure appropriation(s) against funding source(s) confidently projected to exceed budgetary estimates.

Expenditure forecasts, primarily based on year-to-date spending and year-over-year comparisons, are updated quarterly internally. Unless staff forecasts the need for supplemental expenditure appropriations, there may be differences between the budget and working staff estimates. Estimates are excluded from budgetary comparison schedules or itemized budgets in this document but are reflected in long-range financial operating plans by category.

Review

Appropriations lapse at fiscal year-end (September 30). Encumbrances and unexpended appropriations may be carried into the next fiscal year via Ordinance. A financial audit is conducted by an independent accounting firm appointed by City Council.

Funds

Funds may be classified as “major” based on their importance to the City, either in terms of relative size or qualitative factors. Major funds are presented separately in the Basic Financial Statements section of the Annual Comprehensive Financial Report (ACFR) whereas nonmajor funds are combined. Fiduciary funds are held in trust and not used in City operations; they are reported in the ACFR but not budgeted.

Major Funds (effective FY25):

- General
- Penny
- Capital Improvement Plan (CIP)
- Building

Non-Major (effective FY25):

- American Rescue Plan Act (ARPA)
- Grants
- Multimodal
- Special Events
- Tree Mitigation
- Library

Fiduciary:

- Firefighters' Pension Trust Fund

General Fund

The General Fund accounts for the City’s primary operations including Law Enforcement, Fire Suppression, Emergency Medical Service, Public Works, Parks and Recreation, Code Enforcement, and Administration. It accounts for all current financial resources not required to be reported in another fund.

Sales Tax Surcharge (Penny) Fund

The Penny Fund is a special revenue fund that reports the City’s allocation of Pinellas County’s local option infrastructure sales surtax. Proceeds are restricted for public safety vehicle acquisitions and infrastructure improvements.

Capital Improvement Plan (CIP) Fund

The CIP Fund is a capital projects fund that accounts for capital improvements not eligible for Penny funding or otherwise requiring direct support from the City. The primary funding source for the CIP Fund has traditionally been General Fund interfund transfers. Recently, CIP Fund expenditures have been reimbursed by American Rescue Plan Act (ARPA) contributions.

Building Fund

The Building Fund is a special revenue fund reporting the proceeds generated and costs incurred by the City’s administration of the Florida Building Code.

Funds

ARPA Fund

Federal funding provided via the American Rescue Plan Act (ARPA) was initially reported in the ARPA Fund as a special revenue fund. This fund will be closed after FY25.

Grants Fund

The Grants Fund is a standalone special revenue fund intended to report offsetting grant revenues and expenditures, minimizing volatility within the General Fund. Balances carried forward within the fund result from timing discrepancies between expenditures as they are incurred and revenues as they are earned and available.

Multimodal Impact Fee Fund

The Multimodal Impact Fee Fund is a special revenue fund that reports activity related to development or reconstruction that impacts transportation capacity. Revenue is based on Pinellas County's fee schedule and expenditures are restricted to capacity improvement projects. No expenditures are appropriated in this fund for FY25.

Special Events Fund

The City's goal is to provide and manage special events on a collective breakeven basis, reported in the Special Events Fund as a special revenue fund. While each individual event is not necessarily expected to cover its costs, the intent is to minimize impacts on the General Fund with a productive portfolio of special event offerings.

Tree Mitigation Fund

The City charges a fee for the removal of large hardwood trees and greenery, reported in the Tree Mitigation Fund as a special revenue fund. As balances are accumulated from development-related activity, funds are expended for new tree plantings in City parks and rights-of-way.

Library Fund

The Library Fund is a special revenue fund that accounts for restricted-use donations.

Expenditure Categories

Personnel Expenditures

Personnel expenditures include wages and allowances, FICA taxes, insurance contributions, workers' compensation premiums, and retirement benefits. All regular full-time and most part-time employees are eligible to participate in one of three separate retirement programs:

- Firefighters' Florida Statute Chapter 175 Defined Benefit Pension Plan
 - Normal retirement - the earlier of age 52 with 10 years of service, or 25 years of service
 - Benefit calculation: $3.0\% \times \text{Years of Service} \times \text{Average salary of 5 highest-paid years}$
 - Fire employees contribute 50% of the annual cost of the pension with a cap at 11% of covered payroll.
- Florida Retirement System (FRS) Pension Plan
 - Normal retirement age - the earlier of age 65 and vested, or 33 years of creditable service regardless of age
 - Employees are required to contribute 3% of covered salary and may select FRS Defined Benefit Plan or FRS Defined Contribution Plan.
 - FRS Defined Benefit Plan: Participants fully vested after 8 years.
 - Benefit calculation: $1.60\% \text{ Regular Class} / 2.0\% \text{ Senior Management Class} \times \text{Years of Service} \times \text{Average Final Compensation}$
 - FRS Defined Contribution Plan: Employees may elect to participate in a self-directed Investment Plan option. Full vesting after one year of service.
- 401a Plan
 - Some employees self-selected into a 401a plan, instead of enrolling into the FRS plan when the City reinstated membership in the plan. In the 401a Plan, the City contributes 10% of salary and vesting is immediate.

Operating Expenditures

Operating expenditures include professional and contractual services, utilities, repair and maintenance costs, advertising, printing, office supplies, operating supplies, travel, and training costs.

Capital Outlay

Capital outlay is defined as an expenditure with a unit cost of \$5,000 or more and a useful life of at least one year. The threshold for capital outlay inclusion in the Capital Improvements Plan (CIP) is \$10,000.

Fund Balance Policy

Fund balance is the difference between assets and liabilities in governmental funds. The City of Seminole has only governmental and fiduciary funds in its account structure. The definitions below provide context for the City's Fund Balance Policy described in the Executive Summary:

- **Non-spendable:** Includes items that are not expected to be converted to cash, such as inventory and prepaid items.
- **Restricted:** Funds that can only be spent for specific purposes stipulated by external resource providers such as creditors through bond covenants, grantors, contributors, or laws.
- **Committed:** Funds committed by formal action of City Council for specific projects, reserves, or future obligations.
- **Assigned:** Funds assigned to be used for a specific purpose, including previously appropriated funds that have not yet been spent or encumbered.
- **Unassigned:** Residual fund balance including all spendable funds not contained in the other classifications, only available in General Fund because special revenue and fiduciary funds have restrictions on the use of funds. Unassigned balance is the level applicable to the City's fund balance policy. The policy goal is to maintain unassigned balance equivalent to at least three months (25%) of General Fund personnel and operating expenditures.

Budget Policies

Balanced Budget

Per Florida Truth in Millage (TRIM) requirements, City Council is required to adopt a balanced budget, in which current revenues and available fund balances meet or exceed planned expenditures.

Basis of Budgeting

Budgets for funds that have formal appropriation are prepared in accordance with Generally Accepted Accounting Principles (GAAP). This includes an original appropriation in the budget ordinance, a subsequent budget amendment ordinance for outstanding encumbrances from the prior year, and any other budget amendment ordinances as needed, adopted by City Council. All appropriations expire at the end of each fiscal year.

Budgets for governmental funds are adopted using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized when they are incurred. Capital items are budgeted as an expenditure in the year they are purchased and reported as fixed assets.

Budgetary Control

The legal level of budgetary control is the Department level. Management is not authorized to increase total Departmental appropriations without Council approval via Ordinance. Department level control is defined as:

- City Council
- City Manager's Office
- City Attorney's Office
- City Clerk's Office
- Community Development
- Administrative Services
- Fire Rescue
- Human Resources
- Law Enforcement
- Library
- Public Works
- Recreation
- Non-Departmental

Accounting Policies

Fund Structure

A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. The City of Seminole budget includes only governmental type funds, which are used to account for the City's general government activities.

Measurement Focus and Basis of Accounting

Governmental fund types are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they are measurable and available; “measurable” meaning the amount of the transaction can be determined, and “available” meaning collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers revenues to be “available” if they are collectible within 60 days of the current period. Property taxes, franchise fees, utility taxes, sales and use taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and are recognized as revenues.

Expenditures are recorded when the related fund liability is incurred, except for certain compensated absences, claims, and judgments, which are recognized when the obligations are expected to be liquidated with expendable, available financial resources and, when applicable, unmatured interest on general long-term debt, which is recognized when due.

The primary differences between the basis of budgeting and the basis of accounting include the treatment of capital asset sales and transfers. Capital asset sales represent inflows of budgetary resources but are not considered revenue for financial reporting. Transfers in and out are not considered revenue or expenditures, respectively, for financial reporting. The budget addresses this by distinguishing revenues and expenditures from “other financing sources” and “other financing uses”, which include transfers.

The Pension Trust Fund, which is a fiduciary fund for which the City appropriates no expenditures, is maintained on an accrual basis with revenues being recognized when earned and expenses recognized when incurred.

Debt Policy

Per *City Charter*, the City may borrow money, contract loans and issue bonds pursuant to the provisions of Florida Statutes, provided that:

- Any one proposal to obligate the City for more than 50% of the previous year's tax revenue shall be put to referendum (except revenue bonds for public health, safety or industrial development). Tax revenue is defined to include taxes, license fees, permit revenues and intergovernmental revenues.
- Total indebtedness shall not exceed 10% of the last certified assessed taxable value of the real property located in the City.

Per management practice:

- Long term borrowing will not be used to finance current operations or routine maintenance.
- The City will strive to maintain a high reliance on pay-as-you-go financing for its capital improvements.

The City of Seminole has no outstanding debt.

Investment Policy

The City's surplus cash balances may be invested pursuant to *Florida Statute 218.415* in any of the following:

- The Local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act of 1969, as provided in s. 163.01.
- Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency.
- Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in s. 280.02.
- Direct obligations of the U.S. Treasury.

Per management practice, direct obligations of the U.S. Treasury are held to maturity.

Community Profile

History

In 1842, troops from Ft. Brooke, Tampa were fishing and found the remains of an Indian village where the City of Seminole stands today. This discovery shows the first settlers in Seminole were Native American Indians. They took advantage of the high ground and proximity to the bay and its resources to establish their settlement.

In the later part of the 19th century, houses were developed along 74th Avenue down to 113th Street by Colonel Rhodes and six friends. There was a corporation formed called Park Ridge, and they developed the area as Ridgewood Village. It was known as the High Oaks area.

The Meares brothers settled at Meares Lake, now Seminole City Park, and “Aunt Bell” named the area Oakhurst. The house on the 160 acre homestead in the area known as Oakhurst has gone away, but the lake formed to accommodate the natural spring is located in Seminole City Park and shown on the maps as Meares Lake. Thus we have a permanent reminder of this family’s impact on the early Seminole area. One of the main purposes of going to Albert and Dell Meares’ house was to get the mail as their home was the John’s Pass Post Office around 1879.



Historic structures within the City include the log cabin on 54th Street, Seminole Methodist Church which is over 100 years old, and Seminole Elementary School which opened in 1925 at its current location on 74th Avenue. The location of Seminole City Center was Jessie Johnson’s vegetable garden. The area included hundreds of acres of citrus groves when Al Repetto was the “citrus king”. With the exception of one small grove, the groves have been replaced with homes.

Pioneer homesteader families of the area included the Johnsons, Campbells, Meares, McMullens, Walsinghams, O’Quinns, Hutchinsons, Repettos, Lees, Mohneys, Browns and Cobbs. Through marriage, business partnerships, and a sense of community, this section of Pinellas County grew from timber and sawmills, to citrus groves, to the suburban neighborhoods and commercial corridors of today.

Community Profile

The City of Seminole was incorporated on November 15, 1970, and Jessie Johnson was named Honorary Mayor. The first elected Mayor was Russell Stewart. In March 1995, the Seminole City Council voted to change from a Council/Strong Mayor form of government to a Council/Manager form of government. The City Council appointed Frank Edmunds as its first City Manager in 1995. During the early 2000's, the City of Seminole experienced significant growth through annexation, doubling in geographic size and population. Ann Toney-Deal was hired in 2015, by the City Council, to be the second City Manager the City has had since its inception. Residents and staff celebrated the City's 50th Anniversary in 2020 and 2021.



Half a Century of Change

Albert and Dell Meares and their ten children homestead what is now known as Seminole City Park. Their home served as the local post office.

1879

1957

Seminole Volunteer Fire Department is established.



Oakhurst Water Tower is put in service. The tower was in operation for several decades, before being demolished in 2017.

1959

1967

Seminole has its first Seminole Pow Wow Festival & Parade.



City of Seminole is incorporated as a municipality at a community meeting held at Seminole Mall, attended by more than 800 freeholders, at 5:00 p.m., November 15, 1970.

1970

1990

Seminole Library becomes a member of the newly County (PCLC) established Pinellas Library Cooperative.



St. Petersburg College, Seminole Campus, opens.

1998

2000

City of Seminole's population and land area doubles through nine large annexation referendums.

Grand Opening Celebration and Ribbon Cutting Ceremony for the 40 acre Seminole City Center on November 18, 2017.

2017

2020

City of Seminole celebrates its 50th Anniversary!



Community Profile

Geography

Located in Pinellas County, Seminole lies on the west coast of Florida, 25 miles west of Tampa with a land area of 5.68 square miles. Seminole is bordered on the north by Largo, on the south by St. Petersburg, on the east by Pinellas Park, and on the west by Boca Ciega Bay and the intercoastal waters of the Gulf of Mexico. In the heart of the City lies the picturesque waterfront of Lake Seminole, the second largest lake in Pinellas County with a surface area of more than one square mile, and Waterfront Park located on the Tampa Bay Aquatic Preserve with canoe/kayak access to the waters of the preserve and the Gulf of Mexico.

Seminole's access to freshwater and saltwater provides for an abundance of recreational opportunities. The City holds a variety of family-friendly special events annually, such as the Pow Wow festival celebrating the City's heritage, Music in the Park, and WinterFest. The Fred Marquis Pinellas Trail, a 38-mile recreational trail stretching from north to south Pinellas County, runs through the City. Seminole also has an active Chamber of Commerce and is home to many independent businesses.



Local Economy

The City's local economy is dependent upon retail, services, and retirement living as 32% of Seminole residents are age 65 and over. Seminole has several condominiums, apartments, and retirement communities to accommodate retirees. The City's largest employers also reflect the large senior citizen demographic of the community. Top ten employers including senior living communities and major retail chains. St. Petersburg College's (SPC) Seminole campus is adjacent to the City Recreation Center and City Hall. The SPC campus provides unique opportunities for partnerships with the City, which include the Seminole Community Library, that serves as the College's Library as well as the City's Library. This educational center brings in numerous commuters to the City and provides workforce education, both of which enhance the local economy, and contribute to the quality of life of the community.

Community Profile

Principal Employers

<u>Employer</u>	<u>Employees</u>	<u>Industry</u>
Freedom Square	640	Senior Living Community
Walmart	345	Retail
Target	260	Retail
Home Depot	170	Retail
City of Seminole	162	Government
St. Petersburg College	155	Education
Publix	145	Retail
Suncoast Chrysler	95	Retail
US Postal Service	90	Government
Winn Dixie	85	Retail

Source:

Seminole Chamber of Commerce

Housing Market

Median Price September 2023 to September 2024 Change:

Single Family Home	+2.8%
Townhome & Condominium	-18.9%

Inventory

Single Family Home	+55.2%
Townhome & Condominium	+63.8%

Monthly Sales

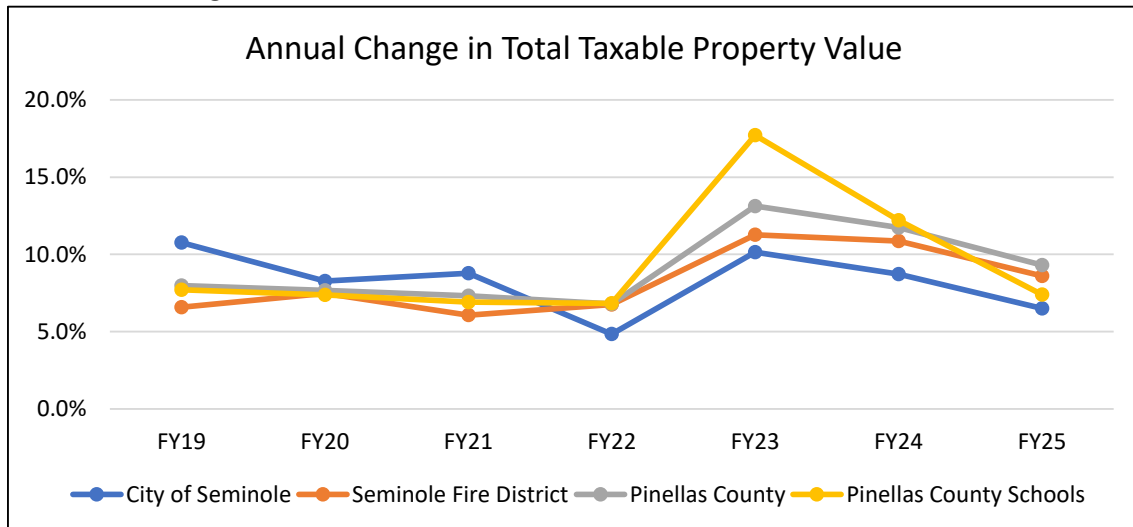
Single Family Home	-22.8%
Townhome & Condominium	-46.2%

New Listings

Single Family Home	-23.6%
Townhome & Condominium	-22.5%

Source:

Pinellas Realtor Organization



Community Profile

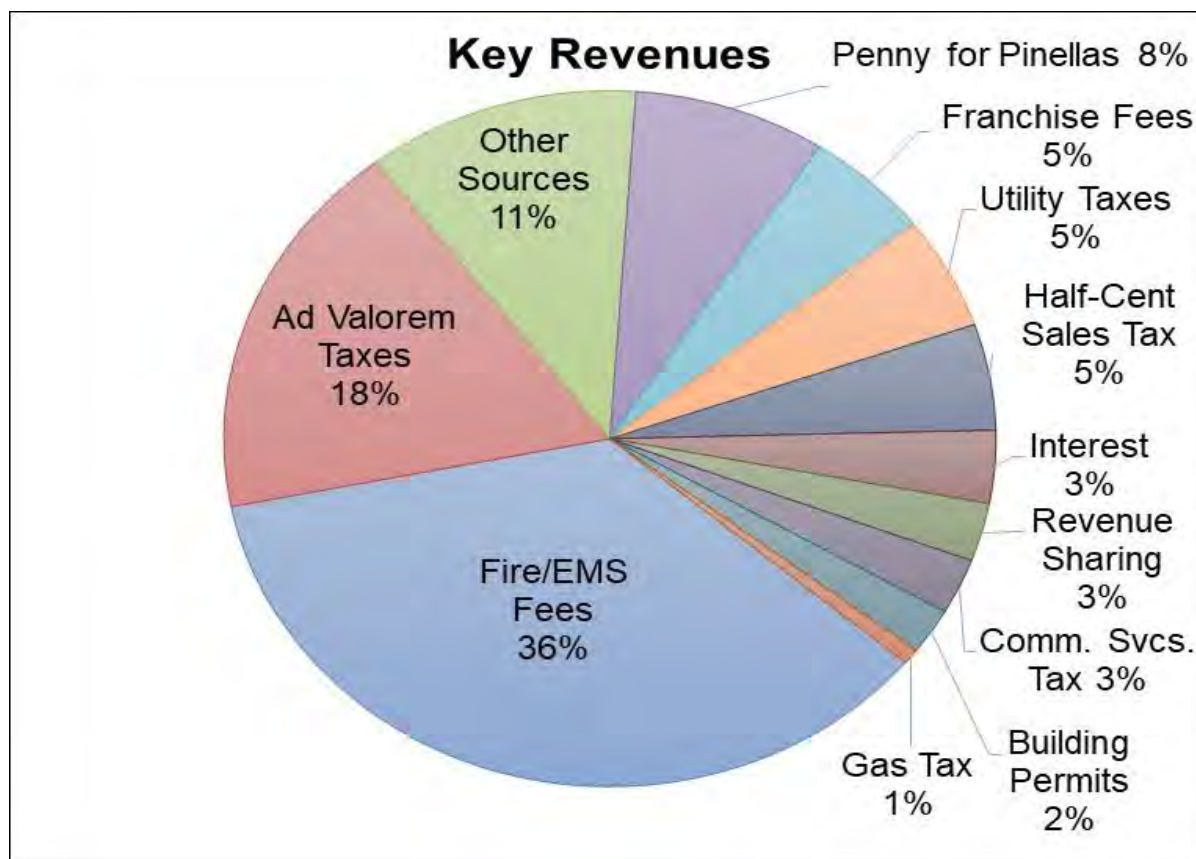
Demographics	City of Seminole	Pinellas County	State of Florida	United States
Population	19,364	959,107	21,538,187	331,449,281
Median age	53.8	49.4	42.8	39.2
Employment rate	53.7%	56.7%	57.2%	60.3%
Home ownership rate	71.1%	69.2%	68.1%	65.2%
Median household income	\$69,417	\$70,768	\$73,311	\$77,719
Median single family home value	\$279,000	\$382,400	\$381,000	\$340,200
Median gross rent	\$1,417	\$1,776	\$1,719	\$1,406
Military veteran population	10.6%	8.2%	7.3%	6.1%
School enrolled population	63.0%	64.9%	66.2%	67.8%
Poverty rate	10.5%	11.2%	12.3%	12.5%
Population without health care coverage	8.2%	10.8%	10.7%	8.0%
Foreign born population	10.9%	12.4%	22.1%	14.3%

Source:

United States Census Bureau

Key Revenue Sources

City staff regularly monitors and updates forecasts for the individual revenue sources listed in this section due to their quantitative or qualitative significance. Each source is forecasted individually based on its applicable characteristics.



Fire/EMS Fees

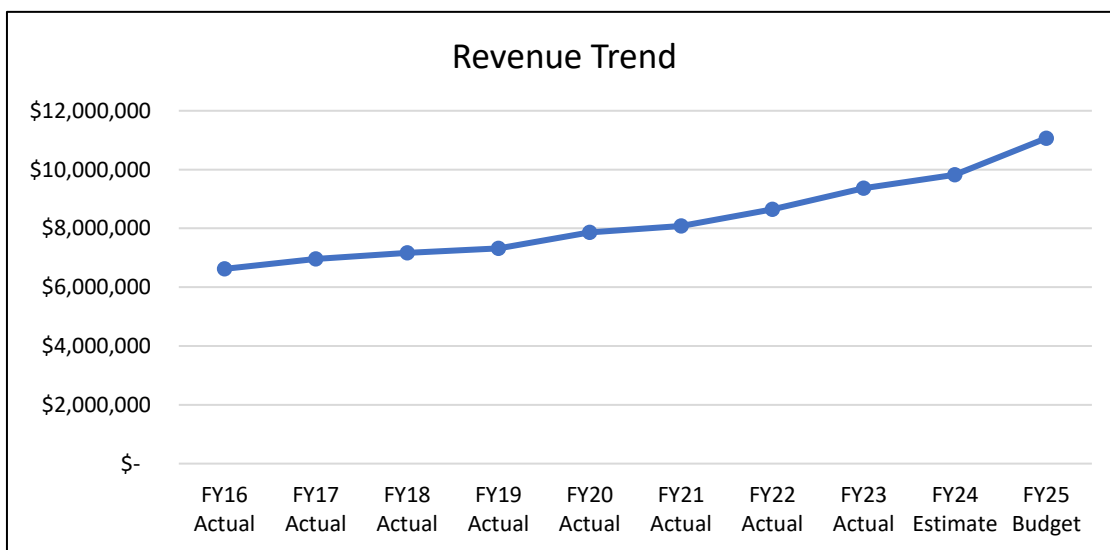
Reporting Category:	Charges for Service
Fund:	General
Estimation Source:	Contractual
Percent of FY25 Total Revenue:	36%

Revenue Summary:

This source represents the sum of various individual line items relating to the provision of Fire Suppression and Emergency Medical Services (EMS) to the City of Seminole and areas outside the City. The City provides fire suppression service to the Seminole Fire District, which is an area of unincorporated Pinellas County, based on an interlocal agreement that allocates funding relative to the property values of the City versus the unincorporated Fire District. The funding allocation typically reimburses the City for approximately 70% of its fire suppression costs, with annual fluctuations based on the relative property values of the City versus the unincorporated Fire District. The Fire Department's EMS division costs are funded 100% by Pinellas County based on an Advanced Life Support contract. There is typically little volatility in this revenue source; budgets are established in advance of the fiscal year with distributions provided at regular intervals.

FY25 Estimation Summary:

Collectively, these sources are estimated at \$11,065,900. Fire Protection Services revenue of \$6,803,900 represents 70% of the City's allocable net operating fire suppression budget, consistent with the budget submittal to the County. Advanced Life Support revenue of \$3,750,100 represents 100% of the City's allocable Emergency Medical Services budget, also consistent with the budget submittal. Fire suppression service fees for the Bay Pines VA Hospital Campus and services to three (3) beachfront municipalities stand to increase 3.9% each, based on CPI.



Ad Valorem Tax

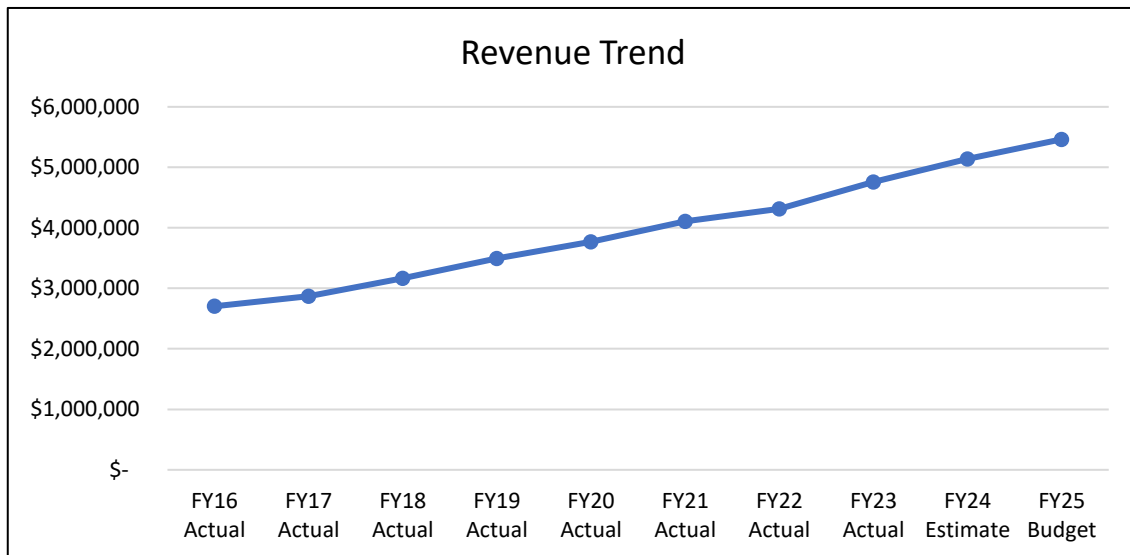
Reporting Category:	Ad Valorem
Fund:	General
Estimation Source:	Pinellas County Property Appraiser's Office
Percent of FY25 Total Revenue:	18%

Revenue Summary:

Property tax revenue is based on certified taxable values from the Pinellas County Property Appraiser's Office, though such values are subject to Pinellas County's Value Adjustment Board's petition process. The millage rate is adopted pursuant to *Florida Statute* 200.065 ("Method of Fixing Millage"). This is considered a lagging source in terms of its relation to the broader economy due to property values for the fiscal year beginning October 1 being based on the preceding January 1 appraisals.

FY25 Estimation Summary:

Revenue of \$5,464,000 is based on total taxable value of \$2,294,643,999 divided by 1,000, multiplied by the 2.4793 millage rate, discounted by approximately 4% to account for early payments.



Penny for Pinellas ("Penny")

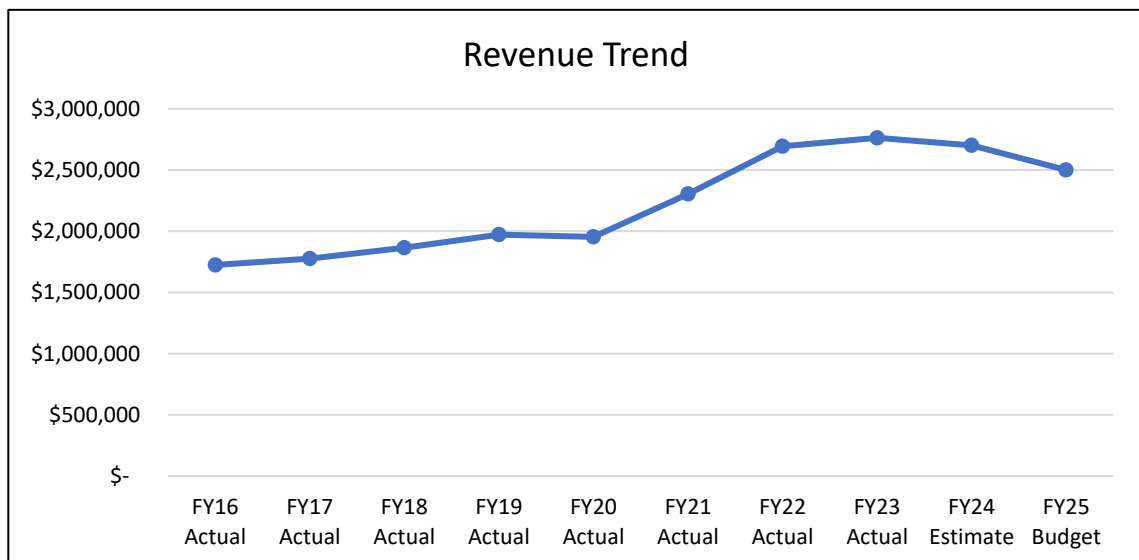
Reporting Category:	Other Taxes
Fund:	Penny
Estimation Source:	City Staff
Percent of FY25 Total Revenue:	8%

Revenue Summary:

This is a voter-approved, one-cent Countywide sales tax used to pay for projects to improve infrastructure. Approximately 89% of the derived revenue is split between the County and municipalities based on population, with the remaining 11% intended for specific County initiatives. The State of Florida Office of Economic and Demographic Research (OEDR) publishes an annual allocation estimate for this source, but it is not utilized by staff given the unique aspects of the Pinellas County interlocal agreement. Revenue forecasts are instead based on qualitative and quantitative factors prepared by staff. Year-over-year monthly collections are evaluated in the context of the broader economy, particularly the likelihood of tourism activity throughout the County, to estimate future revenues.

FY25 Estimation Summary:

Based on collections observed from June through September 2023, staff estimates projected a decline of 1.3% in FY24, which proved to be accurate. The latest twelve-month collections from April 2023 to March 2024 declined 1.4% from the preceding year. Staff estimates conservatively assume further contraction in FY25, with a 7% decline off the FY24 estimate of \$2,700,000. This is generally consistent with declining data points observed in Half-Cent Sales Tax, Municipal Revenue Sharing, and Local Option Gas Tax sources.



Half-Cent Sales Tax

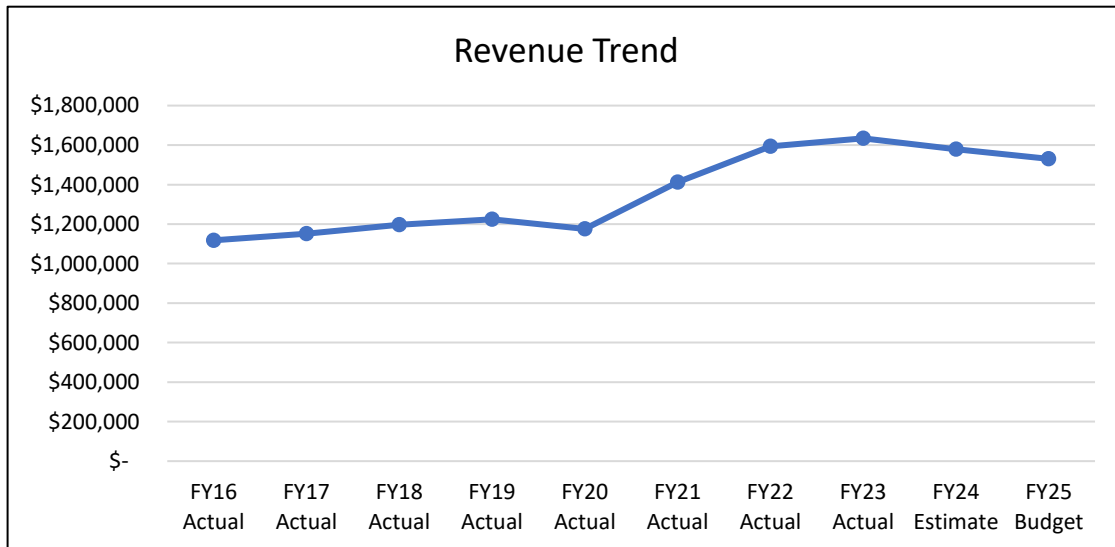
Reporting Category:	Intergovernmental
Fund:	General
Estimation Source:	OEDR / City Staff
Percent of FY25 Total Revenue:	5%

Revenue Summary:

This is a distribution of State of Florida sales tax revenues provided to county and municipal governments based on allocation formulas. The primary purpose is to provide relief from ad valorem and utility taxes and to provide revenues for local programs. OEDR publishes an annual allocation estimate for this source, which is given significant consideration for budgeting purposes. Prior to the Covid-19 pandemic, revenues never varied by more than 2.3% versus the OEDR estimate. Due to the degree of variance experienced since then, staff has conducted its own analysis for comparative purposes based on year-over-year monthly collection trends. Budgeted values reflect a qualitative balancing of the OEDR report and staff's analysis.

FY25 Estimation Summary:

The FY25 revenue estimate of \$1,530,000 allows for a 3.1% decline from the FY24 staff estimate of \$1,579,000 based on declining collections observed from the November 2023 to June 2024 period, averaging -4.1%.



Communication Services Tax (CST)

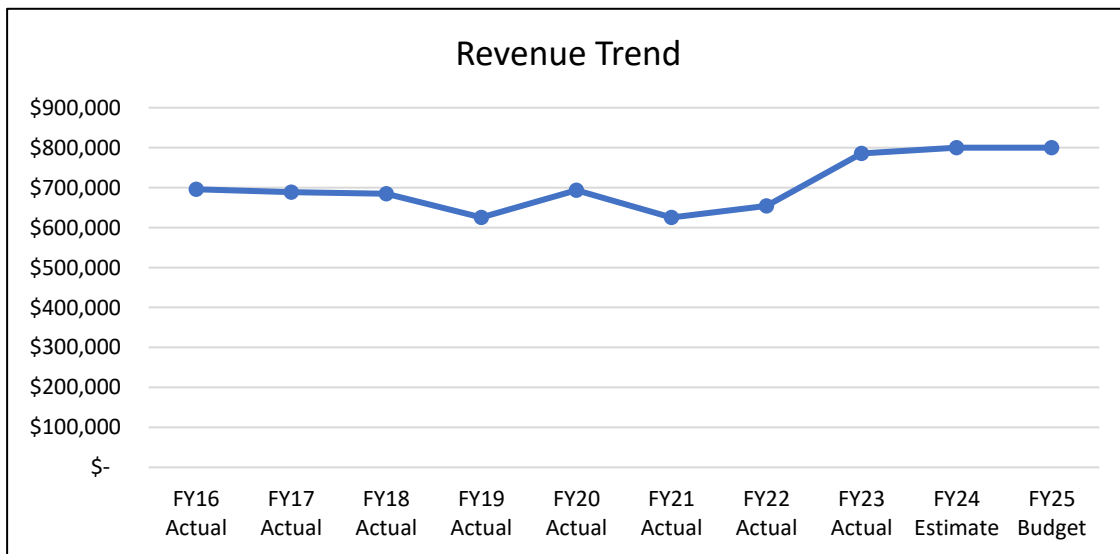
Reporting Category:	Other Taxes
Fund:	General
Estimation Source:	OEDR / City Staff
Percent of FY25 Total Revenue:	3%

Revenue Summary:

This tax applies to telecommunications, video, direct-to-home satellite, and other related services originating and terminating in the State of Florida, or billed to an address within the State. It includes both a state levy (4.92% tax rate) and local levy (5.22% tax rate). Proceeds from the state levy are distributed to county and municipal governments based on population, while the local proceeds are retained for the City of Seminole. Proceeds may be used for any public purpose. OEDR publishes an annual allocation estimate for this source. It has historically been less accurate than the Half-Cent Sales Tax estimate. Staff therefore conducts its own analysis as a secondary source, using year-over-year monthly collections in the context of behavioral trends such as remote work demands and shifts to on-demand video content services. Budgeted values reflect a qualitative balancing of the OEDR report and staff's analysis.

FY25 Estimation Summary:

This source experienced 20% growth in FY23, which City staff has discussed with OEDR staff. The growth appears to have been organic and comprehensive in nature rather than a result of a jurisdictional audit or one-time correction. Future forecasts are therefore steady. FY25 revenue of \$800,000 is unchanged from the FY24 staff estimate and is in line with the OEDR estimate.



Municipal Revenue Sharing

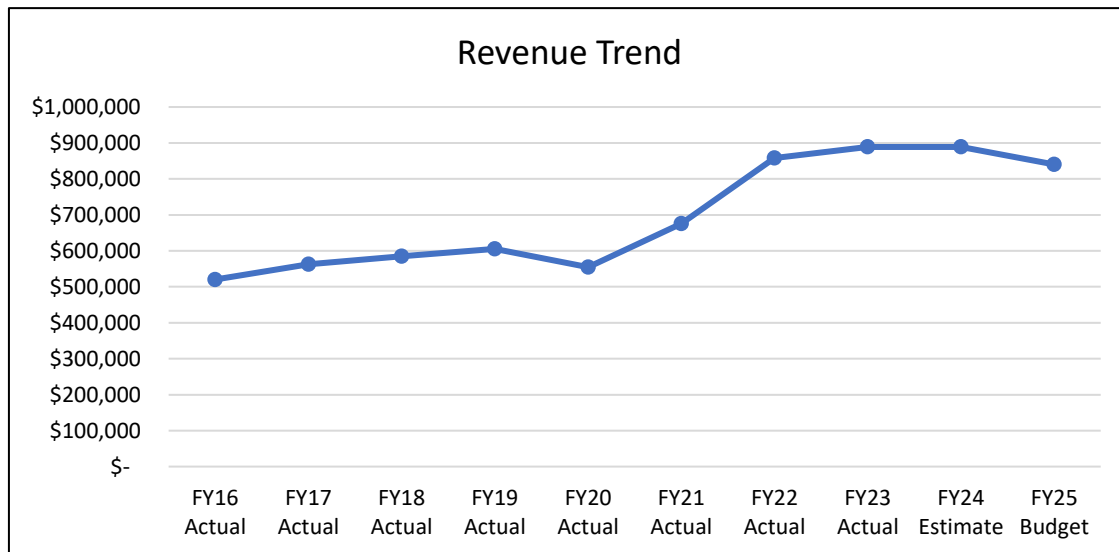
Reporting Category:	Intergovernmental
Fund:	General
Estimation Source:	OEDR
Percent of FY25 Total Revenue:	3%

Revenue Summary:

This program was created to ensure a minimum level of revenue parity across various units of government throughout the State of Florida. It is based on a percentage of net sales and use tax collections and distributed to municipalities based on an allocation formula. A portion of the tax is derived from the one-cent fuel tax, which must be spent on transportation-related expenditures. Revenue forecasts are based on the OEDR report due to the fact that the State allocation is typically fixed in nature. With the exception of FY20 and the Covid-19 pandemic, any revenue variance historically has been positive, representing a true-up over the original OEDR allocation estimate.

FY25 Estimation Summary:

FY25 estimated revenue is based exclusively on the OEDR forecast of approximately \$840,000, which marks a 6% decline from the FY24 staff estimate.



Building Permits

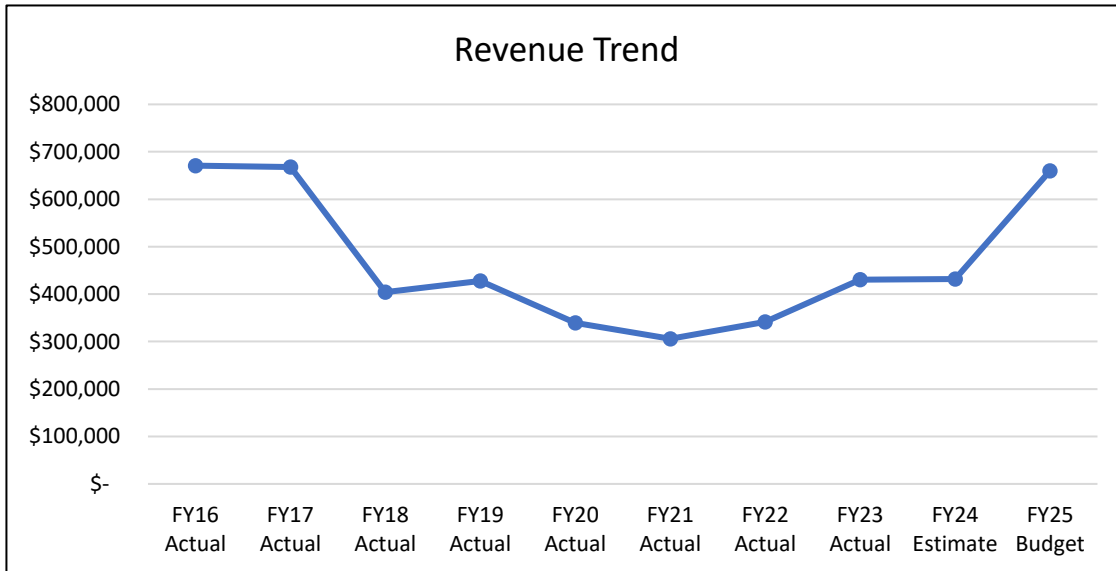
Reporting Category:	Licenses and Permits
Fund:	Building
Estimation Source:	City Staff
Percent of FY25 Total Revenue:	2%

Revenue Summary:

This revenue source includes locally assessed fees to administer the Florida Building Code. Effective FY24, a new fund was created to account for the related revenues and expenditures. Revenue forecasts reflect a qualitative effort to net out any significant one-time commercial construction to establish an anticipated baseline of activity. Any known or pending development projects are factored into revenue forecasts as non-recurring sources of additional revenue.

FY25 Estimation Summary:

Effective October 1, 2024, a building permit fee increase is proposed for cost recovery purposes, which is estimated to generate additional revenue of approximately \$225,000. The fee increase ranges from 25% to 50% depending on valuation. The fee was last updated in 2003.



Interest Earnings

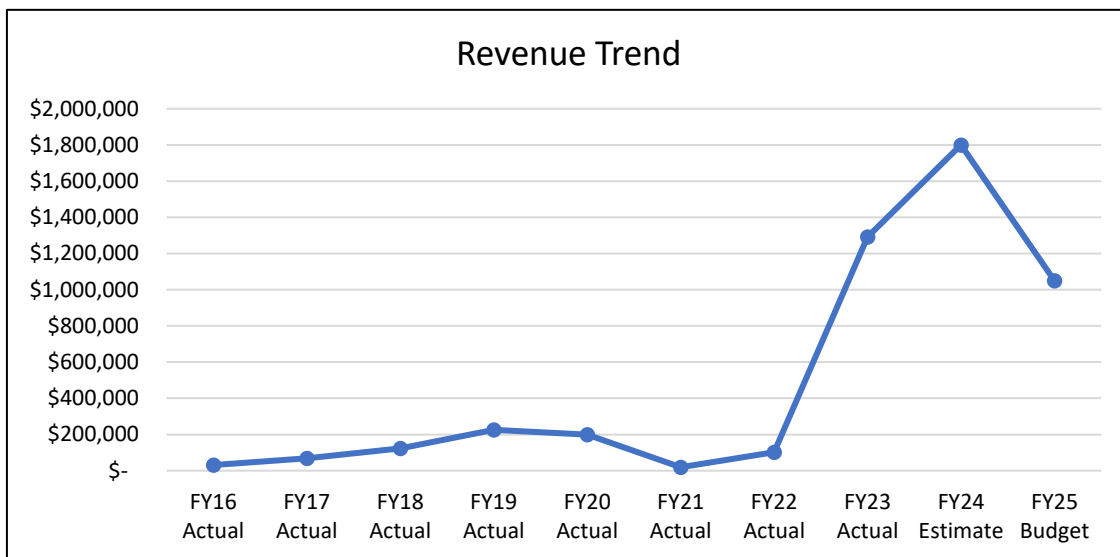
Reporting Category:	Miscellaneous
Fund:	Various
Estimation Source:	City Staff
Percent of FY25 Total Revenue:	3%

Revenue Summary:

This source accounts for income earned on the City's idle cash. Funds are invested per *Florida Statute* 218.415. Revenue is estimated based on forecasted cash balances and estimated prevailing interest rates. The portfolio allocation held in laddered securities or time deposits represents "known" future revenue, which is netted out from the interest rate-sensitive portfolio in projecting future earnings.

FY25 Estimation Summary:

The budget includes \$1,050,000 in total interest earnings. The laddered portion of the portfolio will provide approximately \$417,000 in FY25 revenue assuming all securities are held to maturity, as is the City's practice. The remaining \$633,000 is based on conservative assumptions regarding the prevailing interest rate environment and planned cash drawdowns for the Bay Pines Fire Station construction project.



Local Option Gas Tax (LOGT)

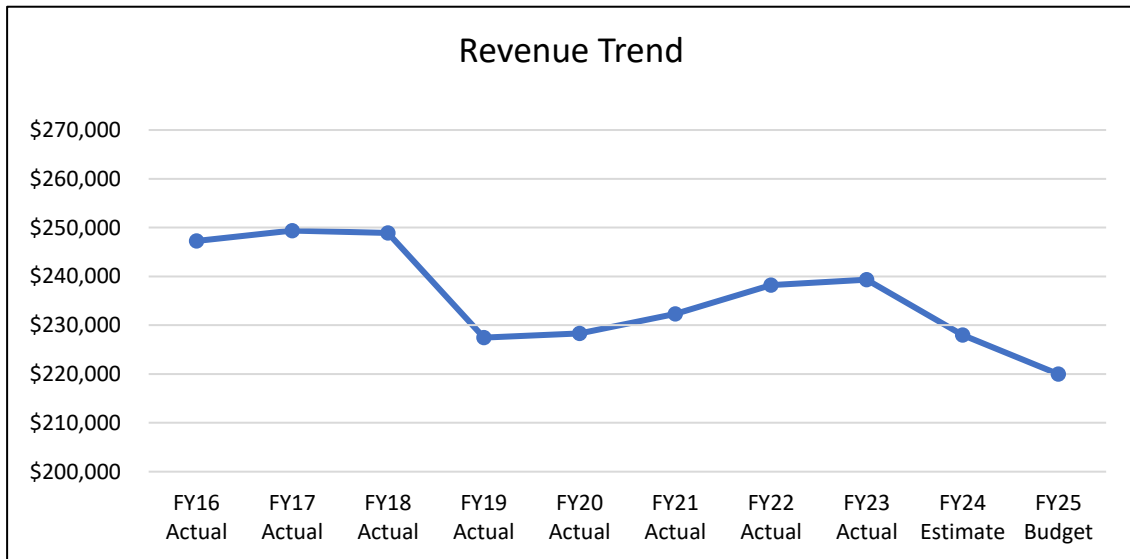
Reporting Category:	Other Taxes
Fund:	General
Estimation Source:	City Staff
Percent of FY25 Total Revenue:	1%

Revenue Summary:

The six-cent local option tax is levied pursuant to *Florida Statute* 336.025 on each gallon of motor and diesel fuel sold in Pinellas County and is distributed to municipalities based on population. Proceeds are used to fund transportation-related expenditures. Forecasts generally mirror Penny for Pinellas estimates. Because it is based on gallons sold rather than the price of fuel, it is assumed to reflect broader trends including tourism, ride-sharing, and electrical vehicle preferences.

FY25 Estimation Summary:

FY24 estimates forecast a 4.7% decline from FY23 based on declining monthly collections observed from November 2023 through March 2024, averaging -7% year-over-year. The FY25 estimate assumes continued decline of -7%, with revenue totaling \$220,000.



City Council

Responsibilities

The City Council consists of a Mayor and six Council members, elected at-large, who hold all legislative authority of the City. The City Council adopts all City policies, appoints the City Manager, appropriates funds for expenditure, approves the millage rate and budget, authorizes the City Manager to execute contracts, and approves any debt issuance. Council is required to meet at least twice monthly per *City Charter*.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
City Council	\$283,957	\$294,700	\$292,300	\$(2,400)	-1%

Budget Notes

The City Council's departmental budget decreased due to the absence of budgeted Opioid Settlement funds from FY24. City Council approved a partnership agreement with Pinellas County in which the City's funds were and will continue to be assigned to Pinellas County to maximize the value of Opioid Settlement funds while minimizing the City's time and costs to administer the program.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Financial and Operational	Enhance partnerships to support mutual success.	Identify and provide support to public and non-profit partners that fulfill the broader needs of the Seminole community.	The Seminole community directory of nonprofits/services has been completed. City Council direction will be requested to identify next action steps.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Effectiveness:			
Strategic Plan tasks completed	N/A	1	1

City Council - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0511-1200	Salaries: Regular	63,873	68,500	71,000	2,500	4%
01-0511-2100	FICA	3,974	5,400	5,500	100	2%
01-0511-2210	Florida Retirement System	35,694	40,200	42,100	1,900	5%
01-0511-2310	Group Insurance	45,184	49,800	56,900	7,100	14%
01-0511-2400	Workers' Compensation	84	200	100	(100)	-50%
Personnel		\$ 148,809	\$ 164,100	\$ 175,600	\$ 11,500	7%
01-0511-3190	Pinellas County Opioid Fund	-	18,000	-	(18,000)	-100%
01-0511-3430	Software	4,800	2,300	9,000	6,700	291%
01-0511-3490	Contractual Services	18,223	400	500	100	25%
01-0511-4011	Ely: Discretionary	-	4,460	4,500	40	1%
01-0511-4014	Barnhorn: Discretionary	4,400	4,500	4,500	-	0%
01-0511-4015	Quinn: Discretionary	2,850	4,500	4,500	-	0%
01-0511-4016	Beliveau: Discretionary	-	4,500	4,500	-	0%
01-0511-4018	Waters: Discretionary	25	4,500	5,000	500	11%
01-0511-4019	Burke: Discretionary	512	4,500	4,500	-	0%
01-0511-4020	Edelman: Discretionary	2,472	-	-	-	-
01-0511-4022	Springer: Discretionary	4,500	4,500	4,500	-	0%
01-0511-4023	Olliver: Discretionary	1,144	40	-	(40)	-100%
01-0511-4024	Christy: Discretionary	144	-	-	-	-
01-0511-4025	City Council: Discretionary	-	-	4,000	4,000	-
01-0511-4120	Postage	51	5,800	5,800	-	0%
01-0511-4520	Insurance: Vehicles	470	800	1,000	200	25%
01-0511-4660	R&M: Vehicles	336	1,200	1,200	-	0%
01-0511-4790	Printing	417	6,000	6,000	-	0%
01-0511-4800	Promotional	6,777	14,200	14,200	-	0%
01-0511-4912	Licenses & Permits	-	300	300	-	0%
01-0511-5110	Office Supplies	356	1,500	1,500	-	0%
01-0511-5290	Operating Supplies	1,525	1,500	2,600	1,100	73%
01-0511-5430	Dues/Memberships	8,938	8,800	9,300	500	6%
Operating		\$ 57,940	\$ 92,300	\$ 87,400	\$ (4,900)	-5%

City Council - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-0511-8200	Aid to Private Organizations	38,300	38,300	29,300	(9,000)	-23%
Other		\$ 38,300	\$ 38,300	\$ 29,300	\$ (9,000)	-23%
Total General Fund		\$ 245,049	\$ 294,700	\$ 292,300	\$ (2,400)	-1%
Capital Projects Fund						
35-0511-6952	Vehicles	38,908	-	-	-	-
Capital		\$ 38,908	\$ -	\$ -	\$ -	-
Total Capital Projects Fund		\$ 38,908	\$ -	\$ -	\$ -	-
Total All Funds		\$ 283,957	\$ 294,700	\$ 292,300	\$ (2,400)	1%

City Council - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0511-1200	Salaries: Regular	3.50 FTE salaries	71,000
01-0511-2100	FICA Tax	FICA contributions at 7.65% of wages	5,500
01-0511-2210	Florida Retirement System	FRS employer pension contributions at 59.27% of wages	42,100
01-0511-2310	Group Insurance	Health, dental, vision, and life insurance including 11% assumed health insurance increase	56,900
01-0511-2400	Workers' Compensation	Workers' compensation insurance policy	100
Personnel			\$ 175,600
01-0511-3430	Software	Council Chambers A/V software	9,000
01-0511-3490	Contractual Services	Photography services	500
01-0511-4011	Ely: Discretionary	Travel, training, and professional association costs	4,500
01-0511-4014	Barnhorn: Discretionary	Travel, training, and professional association costs	4,500
01-0511-4015	Quinn: Discretionary	Travel, training, and professional association costs	4,500
01-0511-4016	Beliveau: Discretionary	Travel, training, and professional association costs	4,500
01-0511-4018	Waters: Discretionary	Travel, training, and professional association costs	5,000
01-0511-4019	Burke: Discretionary	Travel, training, and professional association costs	4,500
01-0511-4022	Springer: Discretionary	Travel, training, and professional association costs	4,500
01-0511-4025	City Council: Discretionary	Supplemental funds available to reallocate to individual Councilors subject to Council approval	4,000
01-0511-4120	Postage	Allocated postage meter lease cost	5,800
01-0511-4520	Insurance: Vehicles	Pooled vehicle insurance policy	1,000
01-0511-4660	R&M: Vehicles	Vehicle maintenance expenditures	1,200
01-0511-4790	Printing	Community newsletter printing services	6,000
01-0511-4800	Promotional	Citizens' Academy (\$3,000); flowers/condolences (\$500); Holiday volunteer recognition dinner (\$8,000); parade float (\$2,200); Suncoast League of Cities hosting (\$500)	14,200
01-0511-4912	Licenses & Permits	Bulk mail permit	300
01-0511-5110	Office Supplies	Office supplies for City Council office and City Council Chambers	1,500
01-0511-5290	Operating Supplies	Operating supplies for City Council office and City Council Chambers (\$1,500); scheduled PC replacement (\$1,050)	2,600
01-0511-5430	Dues/Memberships	FL League of Cities (\$3,200); FL League of Mayors (\$650); Mayors Council of Pinellas County (\$750); National League of Cities (\$1,700); Suncoast League of Cities (\$1,000); Tampa Bay Regional Planning Council (\$2,000)	9,300
Operating			\$ 87,400
01-0511-8200	Aid to Private Organizations	Grant distributions to non-profit agencies subject to Council approval	29,300
Other			\$ 29,300
Total General Fund			\$ 292,300

City Manager's Office

Responsibilities

The City Manager serves as the Chief Administrative Officer per *City Charter* and is responsible to City Council for administration of all operations, including the appointment of all employees, execution of contracts, intergovernmental relations, and policy development.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
City Manager's Office	\$288,949	\$534,600	\$571,100	\$36,500	7%

Budget Notes

The departmental budget increased 7%, primarily based on the proposed compensation package described in the Transmittal Letter.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Community Partnerships	Enhance communication Citywide through marketing efforts.	Publish semi-annual Community Newsletters, to include updates on City operations, business profiles, volunteer association recognition, community police officer notes, and event calendars.	Community Newsletters are published routinely. Staff will seek to grow the distribution list with each publication.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Effectiveness:			
Strategic Plan tasks completed	N/A	34	Oversee the completion of all Strategic Plan tasks identified at the Department level

City Manager's Office - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0512-1200	Salaries: Regular	174,512	265,200	284,500	19,300	7%
01-0512-1503	Education/Special Pay	1,320	2,600	4,400	1,800	69%
01-0512-1509	Cell Phone Allowance	600	600	600	-	0%
01-0512-1510	Vehicle Allowance	6,000	6,000	6,000	-	0%
01-0512-2100	FICA Tax	12,331	20,500	22,600	2,100	10%
01-0512-2210	Florida Retirement System	56,996	74,100	83,600	9,500	13%
01-0512-2220	401a Contributions	8,792	8,800	10,200	1,400	16%
01-0512-2310	Group Insurance	17,395	37,000	42,300	5,300	14%
01-0512-2320	L/T Disability Insurance	122	600	400	(200)	-33%
01-0512-2400	Workers' Compensation	326	500	300	(200)	-40%
Personnel		\$ 278,394	\$ 415,900	\$ 454,900	\$ 39,000	9%
01-0512-3430	Software	-	200	-	(200)	-100%
01-0512-4000	Travel/Per Diem	3,449	7,000	7,500	500	7%
01-0512-4110	Communications	2,709	2,800	-	(2,800)	-100%
01-0512-4120	Postage	-	100	-	(100)	-100%
01-0512-4610	R&M: Copier	348	1,000	1,000	-	0%
01-0512-4700	Printing	-	500	-	(500)	-100%
01-0512-5110	Office Supplies	591	1,200	1,500	300	25%
01-0512-5290	Operating Supplies	915	800	1,000	200	25%
01-0512-5410	Books/Publications	-	300	-	(300)	-100%
01-0512-5430	Dues/Memberships	1,668	2,000	2,200	200	10%
01-0512-5440	Conferences/Training/Education	875	2,800	3,000	200	7%
Operating		\$ 10,555	\$ 18,700	\$ 16,200	\$ (2,500)	-13%
01-0512-9900	Contingency	-	100,000	100,000	-	0%
Other		\$ -	\$ 100,000	\$ 100,000	\$ -	0%
Total General Fund		\$ 288,949	\$ 534,600	\$ 571,100	\$ 36,500	7%

City Manager's Office - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0512-1200	Salaries: Regular	3.00 FTE salaries	284,500
01-0512-1503	Education/Special Pay	Education and longevity incentive payments	4,400
01-0512-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$50/month) per contract	600
01-0512-1510	Vehicle Allowance	City Manager's vehicle allowance per contract	6,000
01-0512-2100	FICA Tax	FICA contributions at 7.65% of salaries	22,600
01-0512-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	83,600
01-0512-2220	401a Contributions	City Manager's 5% defined contribution benefit per contract	10,200
01-0512-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	42,300
01-0512-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	400
01-0512-2400	Workers' Compensation	Workers' compensation insurance policy	300
Personnel			\$ 454,900
01-0512-4000	Travel/Per Diem	Chamber of Commerce activities (\$1,000); FCCMA annual conference (\$600); FLC annual conference (\$1,050); FLC legislative action (\$550); FLC legislative committee (\$300); ICMA annual conference (\$2,500); Pinellas City/County Manager meetings (\$400); SCRAM/miscellaneous luncheons (\$500); specialized training/conferences (\$1,000)	7,500
01-0512-4610	R&M: Copier	Office copier printing costs per page	1,000
01-0512-5110	Office Supplies	Copier supplies (\$500); office supplies (\$1,000)	1,500
01-0512-5290	Operating Supplies	Computer supplies (\$700); miscellaneous (\$300)	1,000
01-0512-5430	Dues/Memberships	FCCMA (\$600); ICMA (\$1,400); miscellaneous (\$200)	2,200
01-0512-5440	Conferences/Training/Education	FCCMA annual conference (\$650); ICMA annual conference (\$850); miscellaneous training (\$500); specialized training/conferences (\$1,000)	3,000
Operating			\$ 16,200
01-0512-9900	Contingency	As-needed funding for non-budgeted items	100,000
Other			\$ 100,000
Total General Fund			\$ 571,100

City Attorney's Office

Responsibilities

The City Attorney serves as appointed legal counsel to the City Council, City Manager, and all City departments. Trask Daigneault, LLP serves as the contractual service provider. The firm reviews all legal documents on the City's behalf including contracts, interlocal agreements, and attends all City Council meetings. The City Attorney also represents the City in the event of any legal complaints or lawsuits.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
City Attorney's Office	\$33,000	\$40,100	\$54,600	\$14,500	36%

Budget Notes

City Council authorized a three-year renewal agreement to Trask Daigneault, LLP, which included the first annual retainer increase in nine years. The annual retainer will increase by 18% and the hourly rate for non-retainer services will increase on a graduated basis over the three-year period. The budget for non-retainer services also includes supplemental funding unrelated to the rate increase, for contingency planning purposes.

City Attorney's Office - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0514-3130	Legal Services	33,000	40,100	54,600	14,500	36%
Operating		\$ 33,000	\$ 40,100	\$ 54,600	\$ 14,500	36%
Total General Fund		\$ 33,000	\$ 40,100	\$ 54,600	\$ 14,500	36%

City Attorney's Office - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0514-3130	Legal Services	Annual retainer of \$78,000 is split 50% with Fire Department. Additional funding (\$15,600) is provided for non-retainer services, per contract.	54,600
Operating			\$ 54,600
Total General Fund			\$ 54,600

City Clerk's Office

Responsibilities

The City Manager appoints the City Clerk, a *Charter* officer, to serve as the formal custodian of public records. The City Clerk maintains the formal record of City Council meeting proceedings and ensures public meetings are properly noticed. The City Clerk serves as the central point of contact for all public record requests and coordinates municipal elections with the County Supervisor of Elections.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
City Clerk's Office	\$148,745	\$179,803	\$210,300	\$30,497	17%

Budget Notes

The departmental budget increased 17% primarily due to the proposed compensation package described in the Transmittal Letter and the addition of \$10,000 for the November 2024 election, which includes three City Council seats and proposed *City Charter* amendments.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Community Partnerships	Encourage continue collaboration amongst community wide organizations.	Identify and update civic groups and organizations master list.	The report has been completed and will be maintained with updates.
Financial and Operational	Effectively use City resources for maximum impact.	Optimize software applications for efficiency and user experience.	Phase one of the agenda management software replacement project is complete. Phase two is scheduled to be complete by September 30, 2025.

City Clerk's Office

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Public records requests processed	219	230	230
Code liens and searches processed	506	600	600
Council meeting packets published to website	29	30	30
Ordinances/resolutions adopted and archived	16/11	15/10	15/10
Public notices posted	26	25	25
Public records requests fulfilled within 10 business days	99%	99%	99%
Effectiveness:			
Strategic Plan tasks completed	N/A	2	2

City Clerk's Office - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0510-1200	Salaries: Regular	71,056	75,900	89,300	13,400	18%
01-0510-1503	Education/Special Pay	1,320	1,400	1,400	-	0%
01-0510-2100	FICA Tax	5,190	5,900	7,000	1,100	19%
01-0510-2210	Florida Retirement System	23,470	25,800	31,600	5,800	22%
01-0510-2310	Group Insurance	15,177	17,600	18,800	1,200	7%
01-0510-2320	L/T Disability Insurance	122	200	200	-	0%
01-0510-2400	Workers' Compensation	87	100	100	-	0%
Personnel		\$ 116,422	\$ 126,900	\$ 148,400	\$ 21,500	17%
01-0510-3410	Election Expenditures	150	-	10,000	10,000	-
01-0510-3430	Software	12,906	14,800	18,000	3,200	22%
01-0510-3450	Codification Services	350	6,503	3,500	(3,003)	-46%
01-0510-3490	Contractual Services	5,043	4,200	4,200	-	0%
01-0510-4000	Travel/Per Diem	130	1,900	2,000	100	5%
01-0510-4110	Communications	764	800	-	(800)	-100%
01-0510-4120	Postage	30	2,900	200	(2,700)	-93%
01-0510-4610	R&M: Copier	348	1,000	1,000	-	0%
01-0510-4700	Printing	-	100	100	-	0%
01-0510-4910	Legal Ads/Recordings	9,022	17,800	17,800	-	0%
01-0510-5110	Office Supplies	679	1,000	1,000	-	0%
01-0510-5290	Operating Supplies	1,691	600	2,500	1,900	317%
01-0510-5430	Dues/Memberships	335	300	400	100	33%
01-0510-5440	Conferences/Training/Education	875	1,000	1,200	200	20%
Operating		\$ 32,323	\$ 52,903	\$ 61,900	\$ 8,997	17%
Total General Fund		\$ 148,745	\$ 179,803	\$ 210,300	\$ 30,497	17%

City Clerk's Office - Line Item Detail			
Account	Account Description	Litem Item Description	FY 2025 Budget
General Fund			
01-0510-1200	Salaries: Regular	1.00 FTE salary	89,300
01-0510-1503	Education/Special Pay	Education and longevity incentive payments	1,400
01-0510-2100	FICA Tax	FICA contributions at 7.65% of salaries	7,000
01-0510-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class	31,600
01-0510-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	18,800
01-0510-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	200
01-0510-2400	Workers' Compensation	Workers' compensation insurance policy	100
Personnel			\$ 148,400
01-0510-3410	Election Expenditures	November 2024 election costs for three seats	10,000
01-0510-3430	Software	MuniCode (\$1,400); CivicClerk agenda management (\$7,900); LaserFiche (\$8,700)	18,000
01-0510-3450	Codification Services	Codification services	3,500
01-0510-3490	Contractual Services	Annual record retention services (\$3,000); annual shredding services (\$1,200)	4,200
01-0510-4000	Travel/Per Diem	FL Assoc. of City Clerks summer conference (\$700); FL Assoc. of City Clerks fall academy (\$1,000); County Municipal Clerks Assoc. meetings (\$200); miscellaneous (\$100)	2,000
01-0510-4120	Postage	Allocated postage meter lease cost	200
01-0510-4610	R&M: Copier	Office copier printing costs per page	1,000
01-0510-4700	Printing	Business cards	100
01-0510-4910	Legal Ads/Recordings	Centralized costs for Citywide legal ads and legal recordings	17,800
01-0510-5110	Office Supplies	As-needed office, printer, and paper supplies	1,000
01-0510-5290	Operating Supplies	Computer supplies including new laptop	2,500
01-0510-5430	Dues/Memberships	FL Association of City Clerks (\$100); International Institute of Municipal Clerks (\$200); Pinellas County Municipal Clerks Association (\$50)	400
01-0510-5440	Conferences/Training/Education	FL Assoc. of City Clerks summer conference (\$500); FL Assoc. of City Clerks fall academy (\$500); miscellaneous training (\$200)	1,200
Operating			\$ 61,900
Total General Fund			\$ 210,300

Community Development

Responsibilities

The responsibilities of the Community Development Department include community planning, development and redevelopment project reviews and approvals, code enforcement, and building construction permitting and inspections. The Department includes two divisions, Building and Planning/Code Enforcement.

Budget Summary

Division	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Building	\$730,092	\$360,000	\$670,900	\$310,900	86%
Planning/ Code Enforcement	\$198,372	\$527,600	\$427,400	\$(100,200)	-19%
Department	\$928,464	\$887,600	\$1,098,300	\$210,700	24%

Budget Notes

Effective FY24, the Building division was reported in a new special revenue fund, but only to the extent that estimated building permit revenue could offset its expenditures. Effective FY25, the Building Fund will reflect all applicable costs to administer the Florida Building Code, including increased fees for administrative overhead. To properly balance the Building Fund over a long-term period, a fee increase will be required. Additional changes include \$20,000 in the Planning/Code Enforcement Division for consulting services to complete an Evaluation and Appraisal Review (EAR) of the Comprehensive Plan and \$35,000 in the Building Division to begin digitizing all paper-based building plans.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Quality of Life	Become a true destination by fostering business development	Explore creating incentive program to draw new businesses.	Potential incentive program framework has been developed by staff and is ready to be advanced.
Quality of Life	Create a City identity by developing a downtown district.	Identify areas for possible "downtown" district.	The proposed budget does not include funding for any advanced planning studies of this nature. Funding could be added via budget amendment if so desired by City Council.
Community Partnerships	Encourage continual collaboration amongst communitywide organizations.	List all the Churches in the City.	The report has been completed and will be maintained with updates.

Community Development

Pillar	Success Strategy	Action Plan	Status
Financial and Operational	Maintain strong fiscal stewardship while promoting community growth and evolution.	Ensure cost recovery for applicable services and programs.	City staff has proposed a building permit fee increase for City Council's consideration, effective FY25.
Financial and Operational	Effectively use City resources for maximum community impact.	Optimize software applications for efficiency and user experience.	Phase one of the building software implementation is complete. Phase two is scheduled to be complete by September 30, 2025.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Permits issued	1,600	1,700	1,700
Permit valuation	\$43,826,498	\$45,000,000	\$45,000,000
Building inspections	5,415	5,500	5,500
Business tax receipts	996	1,100	1,100
Effectiveness:			
Strategic Plan tasks completed	N/A	6	5

Community Development: Building Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Building Fund						
10-0524-1200	Salaries: Regular	108,019	159,900	302,600	142,700	89%
10-0524-1310	Salaries: Part-time	20,403	-	-	-	-
10-0524-1400	Overtime	6,462	-	-	-	-
10-0524-1503	Education/Special Pay	-	-	2,700	2,700	-
10-0524-2100	FICA Tax	10,321	12,300	23,400	11,100	90%
10-0524-2210	Florida Retirement System	15,693	22,000	41,900	19,900	90%
10-0524-2310	Group Insurance	8,656	21,400	76,900	55,500	259%
10-0524-2320	L/T Disability Insurance	210	400	600	200	50%
10-0524-2400	Workers' Compensation	2,535	1,300	2,400	1,100	85%
Personnel		\$ 172,299	\$ 217,300	\$ 450,500	\$ 233,200	107%
10-0524-3131	Legal Services	20,979	-	15,000	15,000	-
10-0524-3438	Inspection Services	304,483	65,000	50,000	(15,000)	-23%
10-0524-3462	Software	24,795	32,100	26,100	(6,000)	-19%
10-0524-3490	Contractual Services	3,701	2,900	35,000	32,100	1107%
10-0524-3701	Allocated Costs	132,000	-	44,300	44,300	-
10-0524-4000	Travel/Per Diem	285	1,000	1,000	-	0%
10-0524-4110	Communications	6,858	3,500	-	(3,500)	-100%
10-0524-4120	Postage	1,856	100	100	-	0%
10-0524-4310	Electric	9,111	2,600	-	(2,600)	-100%
10-0524-4490	Rental/Lease	26,100	26,100	30,000	3,900	15%
10-0524-4500	Insurance: Liability	1,371	-	-	-	-
10-0524-4512	Insurance: Property	4,579	2,500	3,100	600	24%
10-0524-4520	Insurance: Vehicles	1,008	900	1,100	200	22%
10-0524-4610	R&M: Copier	1,470	1,100	-	(1,100)	-100%
10-0524-4660	R&M: Vehicles	234	1,000	1,000	-	0%
10-0524-4790	Printing	681	-	-	-	-
10-0524-5110	Office Supplies	2,799	-	1,000	1,000	-
10-0524-5240	Fuel	1,630	1,100	1,200	100	9%
10-0524-5250	Uniforms	487	-	1,000	1,000	-
10-0524-5290	Operating Supplies	2,681	2,800	8,000	5,200	186%
10-0524-5430	Dues/Memberships	390	-	-	-	-
10-0524-5440	Conferences/Training/Education	1,925	-	2,500	2,500	-
Operating		\$ 549,423	\$ 142,700	\$ 220,400	\$ 9,800	54%
10-0524-6410	Equipment	8,370	-	-	-	-
Capital		\$ 8,370	\$ -	\$ -	\$ 18,500	-
Total Building Fund		\$ 730,092	\$ 360,000	\$ 670,900	\$ 310,900	86%

Community Development: Building Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
Building Fund			
10-0524-1200	Salaries: Regular	4.50 FTE salaries	302,600
10-0524-1503	Education/Special Pay	Education and longevity incentive payments	2,700
10-0524-2100	FICA Tax	FICA contributions at 7.65% of salaries	23,400
10-0524-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	41,900
10-0524-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	76,900
10-0524-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	600
10-0524-2400	Workers' Compensation	Workers' compensation insurance policy	2,400
Personnel			\$ 450,500
10-0524-3131	Legal Services	Florida Building Code-related non-retainer services as needed	15,000
10-0524-3438	Inspection Services	Supplemental inspection services to supplement staff level funding	50,000
10-0524-3462	Software	CitizenServe recurring fees	26,100
10-0524-3490	Contractual Services	Scanning services to convert all paper-based building plans to electronic format (phase 1 of 2)	35,000
10-0524-3701	Allocated Costs	Indirect cost allocation charges	44,300
10-0524-4000	Travel/Per Diem	Building Official (\$500); Building Inspector (\$500) reimbursements	1,000
10-0524-4120	Postage	Routine office mailing expenditures	100
10-0524-4490	Rental/Lease	Building Division office space charges, last updated in FY21	30,000
10-0524-4512	Insurance: Property	Property insurance policy allocation for Building Division office space	3,100
10-0524-4520	Insurance: Vehicles	Vehicle insurance policy	1,100
10-0524-4660	R&M: Vehicles	Building vehicle repairs as needed	1,000
10-0524-5110	Office Supplies	As-needed office supplies	1,000
10-0524-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	1,200
10-0524-5250	Uniforms	Staff uniforms	1,000
10-0524-5290	Operating Supplies	Scheduled PC replacements (2 at \$1,400 each), plan review monitors (\$5,200)	8,000
10-0524-5440	Conferences/Training/Education	Building Official and Building Inspector training opportunities	2,500
Operating			\$ 220,400
Total Building Fund			\$ 670,900

Community Development Department: Planning/Code Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0530-1200	Salaries: Regular	103,258	202,100	171,600	(30,500)	-15%
01-0530-1310	Salaries: Part-time	1,866	92,400	34,800	(57,600)	-62%
01-0530-1400	Overtime	-	-	-	-	-
01-0530-1503	Education/Special Pay	1,320	1,400	2,700	1,300	93%
01-0530-1509	Cell Phone Allowance	-	-	1,000	1,000	-
01-0530-2100	FICA Tax	7,775	20,500	16,100	(4,400)	-21%
01-0530-2210	Florida Retirement System	34,087	59,700	53,900	(5,800)	-10%
01-0530-2310	Group Insurance	14,792	31,600	41,900	10,300	33%
01-0530-2320	L/T Disability Insurance	61	500	300	(200)	-40%
01-0530-2400	Workers' Compensation	166	700	800	100	14%
Personnel		\$ 163,325	\$ 408,900	\$ 323,100	\$ (85,800)	-21%
01-0530-3131	Legal Services	1,698	16,000	16,000	-	0%
01-0530-3143	Professional Services	18,352	20,200	40,000	19,800	98%
01-0530-3438	Inspection Services	-	17,200	-	(17,200)	-100%
01-0530-3490	Contractual Services	760	3,800	1,500	(2,300)	-61%
01-0530-4000	Travel/Per Diem	20	1,700	1,700	-	0%
01-0530-4110	Communications	1,513	8,200	-	(8,200)	-100%
01-0530-4120	Postage	5	2,400	2,400	-	0%
01-0530-4310	Electric	2,655	4,800	-	(4,800)	-100%
01-0530-4320	Water/Sewer	92	300	-	(300)	-100%
01-0530-4500	Insurance: Liability	-	1,500	1,800	300	20%
01-0530-4512	Insurance: Property	-	2,500	3,100	600	24%
01-0530-4520	Insurance: Vehicles	-	900	1,100	200	22%
01-0530-4610	R&M: Copier	-	2,000	1,000	(1,000)	-50%
01-0530-4700	Printing	55	2,900	2,900	-	0%
01-0530-4800	Promotional	-	2,400	2,400	-	0%
01-0530-4990	Other Current Charges	9,692	16,500	15,000	(1,500)	-9%
01-0530-5110	Office Supplies	-	5,800	5,800	-	0%
01-0530-5250	Uniforms	-	300	300	-	0%
01-0530-5290	Operating Supplies	205	5,200	5,200	-	0%
01-0530-5410	Books/Publications	-	1,300	1,300	-	0%
01-0530-5430	Dues/Memberships	-	1,000	1,000	-	0%
01-0530-5440	Conferences/Training/Education	-	1,800	1,800	-	0%
Operating		\$ 35,047	\$ 118,700	\$ 104,300	\$ (14,400)	-12%
Total General Fund		\$ 198,372	\$ 527,600	\$ 427,400	\$ (100,200)	-19%

Community Development Department: Planning/Code Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0530-1200	Salaries: Regular	2.00 FTE salaries	171,600
01-0530-1310	Salaries: Part-time	0.50 FTE salaries	34,800
01-0530-1503	Education/Special Pay	Education and longevity incentive payments	2,700
01-0530-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month)	1,000
01-0530-2100	FICA Tax	FICA contributions at 7.65% of salaries	16,100
01-0530-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	53,900
01-0530-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	41,900
01-0530-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	300
01-0530-2400	Workers' Compensation	Workers' compensation insurance policy	800
Personnel			\$ 323,100
01-0530-3131	Legal Services	Non-retainer legal services including zoning/development agreements (\$5,000); code enforcement (\$3,000); special magistrate (\$5,000); miscellaneous (\$3,000)	16,000
01-0530-3143	Professional Services	Annual funding for outsourced planning services (\$20,000); one-time funding for Evaluation and Appraisal Review (EAR) of the Comprehensive Plan (\$20,000)	40,000
01-0530-3490	Contractual Services	As-needed lawn maintenance services to achieve code compliance	1,500
01-0530-4000	Travel/Per Diem	State Conference for Director (\$800); FL Assoc Business Tax Officials (\$500); FL Assoc Code of Enforcement (\$400)	1,700
01-0530-4120	Postage	Routine office mailing expenditures	2,400
01-0530-4500	Insurance: Liability	General liability insurance policy	1,800
01-0530-4512	Insurance: Property	Centralized building property insurance policy for various facilities	3,100
01-0530-4520	Insurance: Vehicles	Vehicle insurance policy	1,100
01-0530-4610	R&M: Copier	Office copier printing costs per page	1,000
01-0530-4700	Printing	Direct mailing print costs	2,900
01-0530-4800	Promotional	Annexation informational materials	2,400
01-0530-4990	Other Current Charges	Qualified Tax Industry pass-through expenditure	15,000
01-0530-5110	Office Supplies	As-needed office supplies and replacements	5,800
01-0530-5250	Uniforms	Community Development staff uniforms and replacements	300
01-0530-5290	Operating Supplies	Computer supplies including scheduled PC replacement	5,200
01-0530-5410	Books/Publications	Staff training materials	1,300
01-0530-5430	Dues/Memberships	APA (\$500); FL AICP (\$500)	1,000

Community Development Department: Planning/Code Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0530-5440	Conferences/Training/Education	Continuing education and staff training opportunities	1,800
Operating			\$ 104,300
Total General Fund			\$ 427,400

Administrative Services

Responsibilities

The Administrative Services Department includes two divisions: Finance and Information Technology (IT). Responsibilities of the Finance Division include budget development, accounting and financial reporting, treasury and investment management, and procurement related services. The IT Division manages the City's network infrastructure of physical and virtual servers and user endpoints and supports the City's software applications and on-premise solutions.

Budget Summary

Division	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Finance	\$344,402	\$530,800	\$531,100	\$300	0%
IT	\$233,331	\$343,500	\$291,100	\$(52,400)	-15%
Department	\$577,733	\$874,300	\$822,200	\$(52,100)	-6%

Budget Notes

The Finance Division personnel budget includes several changes. Funds that had previously been budgeted for a planned staff retirement (i.e., compensated absences) have been removed from the budget based on Florida Retirement System changes for the Deferred Retirement Option Program (DROP) that will allow for continued employment. The Information Clerk position, which is split between the Administrative Services and Community Development Departments, was reallocated from the IT Division to the Finance Division. Finally, the Director of Administration position was eliminated and replaced with the Assistant City Manager/CFO position.

The IT Division budget decrease primarily reflects the re-allocation of the Information Clerk position and the absence of one-time funds associated with the FY24 Community Development software replacement project.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Infrastructure	Create a Stormwater Utility.	Stormwater rate study.	The FY25 proposed budget includes \$75,000 for consulting services to develop an equivalent residential unit (ERU) and rate model.
Community Partnerships	Find ways to engage the future generations of potential partnerships.	Re-introduce "Citizens' Academy" program.	This program is scheduled for Spring 2025.

Administrative Services

Pillar	Success Strategy	Action Plan	Status
Financial and Operational	Maintain strong fiscal stewardship while promoting community growth and evolution.	Ensure cost recovery for applicable services and programs.	City staff has proposed a building permit fee increase for City Council's consideration, effective FY25.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Purchase orders issued	2,770	2,700	2,600
Payroll direct deposit transactions	4,869	4,800	4,800
Technology devices supported	318	320	320
Website home page visits	157,644	157,000	160,000
Efficiency:			
Payroll processed by direct deposit	100%	100%	100%
Voided checks as % of checks issued	1.7%	1.5%	1.0%
ACH payments vs. checks issued	37%	40%	50%
Effectiveness:			
GFOA Distinguished Budget Award	Yes	Yes	Yes
GFOA Excellence in Financial Reporting Award	Yes	Yes	Yes
Website scores by SiteImprove			
Digital certainty index	92	93	94
Quality assurance	98	98	99
ADA accessibility	95	95	95
Search engine optimization	86	86	90
Strategic Plan tasks completed	N/A	2	3

Administrative Services Department: Finance Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0513-1200	Salaries: Regular	161,277	262,200	265,600	3,400	1%
01-0513-1310	Salaries: Part-time	15,908	22,400	21,400	(1,000)	-4%
01-0513-1503	Education/Special Pay	2,640	2,700	4,400	1,700	63%
01-0513-1509	Cell Phone Allowance	-	-	500	500	-
01-0513-2100	FICA Tax	12,997	19,100	22,400	3,300	17%
01-0513-2210	Florida Retirement System	43,373	71,800	59,100	(12,700)	-18%
01-0513-2310	Group Insurance	29,364	39,500	51,500	12,000	30%
01-0513-2320	L/T Disability Insurance	220	500	400	(100)	-20%
01-0513-2400	Workers' Compensation	257	500	300	(200)	-40%
Personnel		\$ 266,036	\$ 418,700	\$ 425,600	\$ 6,900	2%
01-0513-3200	Accounting/Auditing	19,841	16,200	43,300	27,100	167%
01-0513-3430	Software	10,767	18,300	27,300	9,000	49%
01-0513-3490	Contractual Services	12,290	10,400	6,500	(3,900)	-38%
01-0513-4000	Travel/Per Diem	-	600	800	200	33%
01-0513-4110	Communications	2,055	2,100	-	(2,100)	-100%
01-0513-4120	Postage	2,951	2,000	3,000	1,000	50%
01-0513-4320	Water/Sewer	415	300	-	(300)	-100%
01-0513-4500	Insurance: Liability	1,965	8,600	10,600	2,000	23%
01-0513-4512	Insurance: Property	204	200	200	-	0%
01-0513-4660	R&M: Vehicles	277	300	-	(300)	-100%
01-0513-4690	R&M: Copier	883	300	300	-	0%
01-0513-4790	Printing	436	2,700	3,000	300	11%
01-0513-4909	Bank Fees	10,553	3,000	-	(3,000)	-100%
01-0513-4990	Other Current Charges	-	1,000	1,700	700	70%
01-0513-5110	Office Supplies	1,451	1,000	1,000	-	0%
01-0513-5240	Fuel	408	-	300	300	-
01-0513-5290	Operating Supplies	5,595	42,300	2,800	(39,500)	-93%
01-0513-5430	Dues/Memberships	1,225	1,500	2,700	1,200	80%
01-0513-5440	Conferences/Training/Education	1,194	1,000	2,000	1,000	100%
Operating		\$ 72,510	\$ 111,800	\$ 105,500	\$ 1,000	-6%

Administrative Services Department: Finance Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-0513-6410	Equipment	5,776	-	-	-	-
Capital		\$ 5,776	\$ -	\$ -	\$ -	-
Total General Fund		\$ 344,322	\$ 530,500	\$ 531,100	\$ 600	0%
Penny Fund						
21-0513-5290	Operating Supplies	-	300	-	(300)	-100%
Operating		\$ -	\$ 300	\$ -	\$ (300)	-100%
Total Penny Fund		\$ -	\$ 300	\$ -	\$ (300)	-100%
ARPA Fund						
36-0513-5110	Office Supplies	80	-	-	-	-
Operating		\$ 80	\$ -	\$ -	\$ -	-
Total ARPA Fund		\$ 80	\$ -	\$ -	\$ -	-
Total All Funds		\$ 344,402	\$ 530,800	\$ 531,100	\$ 300	0%

Administrative Services Department: Finance Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0513-1200	Salaries: Regular	3.00 FTE salaries	265,600
01-0513-1310	Salaries: Part-time	0.50 FTE salaries	21,400
01-0513-1503	Education/Special Pay	Education and longevity incentive payments	4,400
01-0513-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month)	500
01-0513-2100	FICA Tax	FICA contributions at 7.65% of salaries	22,400
01-0513-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	59,100
01-0513-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	51,500
01-0513-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	400
01-0513-2400	Workers' Compensation	Workers' compensation insurance policy	300
Personnel			\$ 425,600
01-0513-3200	Accounting/Auditing	Financial audit services (\$36,000); GASB 75 disclosure services (\$3,700); OPEB actuarial report (\$3,600)	43,300
01-0513-3430	Software	Employee Self Service Time and Attendance (\$2,400); Tyler Financials Incode (\$24,900)	27,300
01-0513-3490	Contractual Services	Grant writing services	6,500
01-0513-4000	Travel/Per Diem	FGFOA conference	800
01-0513-4120	Postage	A/P checks, TRIM compliance packet, tax forms	3,000
01-0513-4500	Insurance: Liability	General liability insurance policy	10,600
01-0513-4512	Insurance: Property	Property insurance policy for various facilities	200
01-0513-4690	R&M: Copier	Office copier printing costs per page	300
01-0513-4790	Printing	A/P envelopes (\$500); annual budget (\$2,000); tax forms (\$500)	3,000
01-0513-4990	Other Current Charges	GFOA award application fees (\$1,000); shredding service (\$700)	1,700
01-0513-5110	Office Supplies	Routine office supply expenditures	1,000
01-0513-5240	Fuel	Allocated fuel costs for training and off-site functions	300
01-0513-5290	Operating Supplies	Scheduled PC replacements (2 at \$1,400 each)	2,800
01-0513-5430	Dues/Memberships	Amazon Prime membership (\$1,500); FGFOA (\$400); GFOA (\$600); Gulfcoast FGFOA (\$100); Sam's Club (\$100)	2,700
01-0513-5440	Conferences/Training/Education	FGFOA conference (\$750); GFOA webinars (\$750); Gulfcoast FGFOA seminars (\$500)	2,000
Operating			\$ 105,500
Total General Fund			\$ 531,100

Administrative Services Department: IT Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0516-1200	Salaries: Regular	130,991	96,800	102,300	5,500	6%
01-0516-1310	Salaries: Part-time	15,669	19,600	-	(19,600)	-100%
01-0516-1503	Education/Special Pay	1,320	1,400	4,500	3,100	221%
01-0516-1509	Cell Phone Allowance	640	500	500	-	0%
01-0516-2100	FICA Tax	11,119	9,100	8,300	(800)	-9%
01-0516-2210	Florida Retirement System	27,156	16,000	14,800	(1,200)	-8%
01-0516-2310	Group Insurance	15,031	13,700	14,900	1,200	9%
01-0516-2320	L/T Disability Insurance	196	200	200	-	0%
01-0516-2400	Workers' Compensation	136	200	100	(100)	-50%
Personnel		\$ 202,258	\$ 157,500	\$ 145,600	\$ (11,900)	-8%
01-0516-3430	Software	8,148	51,900	32,300	(19,600)	-38%
01-0516-4000	Travel/Per Diem	471	900	900	-	0%
01-0516-4110	Communications	1,441	1,400	80,000	78,600	5614%
01-0516-4120	Postage	85	300	300	-	0%
01-0516-4310	Electric	11,947	10,400	-	(10,400)	-100%
01-0516-4520	Insurance: Vehicles	155	400	500	100	25%
01-0516-4660	R&M: Vehicles	-	300	300	-	0%
01-0516-4690	R&M: Other	-	500	-	(500)	-100%
01-0516-4990	Other Current Charges	-	30,000	20,000	(10,000)	-33%
01-0516-5110	Office Supplies	104	300	300	-	0%
01-0516-5210	Cleaning Supplies	80	-	-	-	-
01-0516-5240	Fuel	404	200	300	100	50%
01-0516-5290	Operating Supplies	4,082	2,500	7,800	5,300	212%
01-0516-5410	Books/Publications	-	200	-	(200)	-100%
01-0516-5430	Dues/Memberships	100	100	300	200	200%
01-0516-5440	Conferences/Training/Education	600	1,600	2,500	900	56%
Operating		\$ 27,617	\$ 101,000	\$ 145,500	\$ 6,200	44%
01-0516-6401	Computers	3,456	\$ -	\$ -	-	-
Capital		\$ 3,456	\$ -	\$ -	\$ 7,100	-
Total General Fund		\$ 233,331	\$ 258,500	\$ 291,100	\$ 1,400	13%

Administrative Services Department: IT Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Capital Projects Fund						
35-0516-6400	Equipment	-	85,000	-	(85,000)	-100%
Capital Outlay		\$ -	\$ 85,000	\$ -	\$ (70,300)	-100%
Total Capital Projects Fund		\$ -	\$ 85,000	\$ -	\$ (155,300)	-100%
Total All Funds		\$ 233,331	\$ 343,500	\$ 291,100	\$ (52,400)	15%

Administrative Services Department: IT Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0516-1200	Salaries: Regular	1.00 FTE salaries (50% allocation of 2.00 FTE)	102,300
01-0516-1503	Education/Special Pay	Education and longevity incentive payments	4,500
01-0516-1509	Cell Phone Allowance	Staff cell phone stipends (50% allocation of 2 @ \$40/month)	500
01-0516-2100	FICA Tax	FICA contributions at 7.65% of salaries	8,300
01-0516-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	14,800
01-0516-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	14,900
01-0516-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	200
01-0516-2400	Workers' Compensation	Workers' compensation insurance policy	100
Personnel			\$ 145,600
01-0516-3430	Software	Ransomware (\$5,700); cloud backups (\$3,600); firewall (\$9,100); sonic wall (\$9,400); VPN (\$1,100)	32,300
01-0516-4000	Travel/Per Diem	FLGISA (\$800); State of Florida educational workshops (\$100)	900
01-0516-4110	Communications	Centralized Charter, Frontier, AT&T and Verizon allocations, previously budgeted in various divisions	80,000
01-0516-4120	Postage	Routine office mailing expenditures	300
01-0516-4520	Insurance: Vehicles	Vehicle insurance policy	500
01-0516-4660	R&M: Vehicles	Vehicle maintenance expenditures	300
01-0516-4990	Other Current Charges	Contingency items and cybersecurity tools	20,000
01-0516-5110	Office Supplies	As-needed office supplies	300
01-0516-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	300
01-0516-5290	Operating Supplies	Battery backups and IT supplies (\$5,000); scheduled PC replacements (2 at \$1,400/each)	7,800
01-0516-5430	Dues/Memberships	FL Government Information Systems Association	300
01-0516-5440	Conferences/Training/Education	FLGISA (\$200); staff training (\$300)	2,500
Operating			\$ 145,500
Total General Fund			\$ 291,100

Human Resources

Responsibilities

The Human Resources (HR) Department manages the programs and activities associated with employee recruitment and retention, benefits administration, and risk management.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Human Resources	\$86,212	\$446,600	\$164,500	\$(282,100)	-63%

Budget Notes

The FY24 HR Department budget included centralized funding for wage adjustments and insurance contingencies that were still pending prior to the final budget hearing in September 2023. Without these contingency items in FY25, the salary and insurance line items decreased by \$242,400 and \$65,000, respectively.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Financial and Operational	Effectively use City resources for maximum community input.	Optimize software applications for efficiency and user experience.	Phase one of the HR software application project is complete. Phase two is scheduled to be complete by September 30, 2025.

Human Resources

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
New employees hired	38	40	40
Employment applications processed	717	650	650
Workers' compensation claims filed	4	5	5
Employee training sessions completed	22	22	23
Efficiency:			
% electronic forms completed within one week	78%	80%	82%
City turnover rate / state and local government benchmark	22% / 19%	22% / 19%	22% / 19%
Effectiveness:			
Health insurance program participation rate	88%	92%	95%
Retirement savings participation rate	33%	33%	35%
Workers' compensation mod rate	.84	.97	.90
Strategic Plan tasks completed	N/A	1	1

Human Resources Department - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-1513-1200	Salaries: Regular	34,723	282,000	39,600	(242,400)	-86%
01-1513-1400	Overtime	3	-	-	-	-
01-1513-1503	Education/Special Pay	150	1,000	2,400	1,400	140%
01-1513-2100	FICA Tax	2,517	2,900	3,300	400	14%
01-1513-2210	Florida Retirement System	9,099	10,400	11,800	1,400	13%
01-1513-2310	Group Insurance	6,952	8,000	8,600	600	8%
01-1513-2320	L/T Disability Insurance	82	100	100	-	0%
01-1513-2400	Workers' Compensation	43	100	100	-	0%
01-1513-2500	Unemployment Compensation	-	15,000	15,000	-	0%
Personnel		\$ 53,569	\$ 319,500	\$ 80,900	\$ (238,600)	-75%
01-1513-3101	Medical Services	8,662	13,000	13,500	500	4%
01-1513-3110	Pre-employment Services	9,528	10,000	12,000	2,000	20%
01-1513-3190	Legal Services	735	5,000	5,000	-	0%
01-1513-3430	Software	1,445	9,600	23,900	14,300	149%
01-1513-3490	Contractual Services	5,195	1,000	-	(1,000)	-100%
01-1513-4000	Travel/Per Diem	20	300	600	300	100%
01-1513-4120	Postage	11	100	100	-	0%
01-1513-4512	Insurance: Property	-	65,000	-	(65,000)	-100%
01-1513-4800	Promotional	1,652	9,500	13,300	3,800	40%
01-1513-4920	Employment Advertisements	4,516	4,000	4,500	500	13%
01-1513-4990	Other Current Charges	-	-	300	300	-
01-1513-5110	Office Supplies	90	600	600	-	0%
01-1513-5210	Cleaning Supplies	80	300	-	(300)	-100%
01-1513-5240	Fuel	43	-	100	100	-
01-1513-5290	Operating Supplies	233	500	500	-	0%
01-1513-5430	Dues/Memberships	102	200	400	200	100%
01-1513-5440	Conferences/Training/Education	331	8,000	8,800	800	10%
Operating		\$ 32,643	\$ 127,100	\$ 83,600	\$ (43,500)	-34%
Total General Fund		\$ 86,212	\$ 446,600	\$ 164,500	\$ (282,100)	-63%

Human Resources Department - Line Item Detail			
Account	Account Description	Line Item Requests	FY 2025 Budget
General Fund			
01-1513-1200	Salaries: Regular	0.50 FTE salaries (25% allocation of 2.00 FTE)	39,600
01-1513-1503	Education/Special Pay	Education and longevity incentive payments	2,400
01-1513-2100	FICA Tax	FICA contributions at 7.65% of salaries	3,300
01-1513-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	11,800
01-1513-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	8,600
01-1513-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	100
01-1513-2400	Workers' Compensation	Workers' compensation insurance policy	100
01-1513-2500	Unemployment Compensation	Contingency funding for unemployment benefits	15,000
Personnel			\$ 80,900
01-1513-3101	Medical Services	Pre-employment physicals for non-Fire Department staff	13,500
01-1513-3110	Pre-employment Services	Background screening for non-Fire Department via HireRight and Intelius; FDLE screenings; National Student Clearinghouse education verifications	12,000
01-1513-3190	Legal Services	Non-Fire Department labor attorney services	5,000
01-1513-3430	Software	NEOGOV recruitment software (\$13,900); Target Solutions online employee training platform (\$6,000); DocuSign electronic signature software (\$4,000)	23,900
01-1513-4000	Travel/Per Diem	FPERLA annual conference (\$240); FPHRA conference (\$360)	600
01-1513-4120	Postage	Routine office mailing expenditures	100
01-1513-4800	Promotional	Employee appreciation (\$7,500); flowers/longevity (\$2,000); employee wellness program (\$3,750)	13,300
01-1513-4920	Employment Advertisements	Centralized recruiting costs for all non-Fire Department positions	4,500
01-1513-4990	Other Current Charges	Form 1095 electronic reporting	300
01-1513-5110	Office Supplies	As-needed office, printer, and paper supplies	600
01-1513-5240	Fuel	Allocated fuel costs for training and off-site functions	100
01-1513-5290	Operating Supplies	Computer supplies including Zoom remote meeting subscription	500
01-1513-5430	Dues/Memberships	SHRM memberships (\$300); FPHRA membership (\$40); FPERLA membership (\$60)	400

Human Resources Department - Line Item Detail			
Account	Account Description	Line Item Requests	FY 2025 Budget
01-1513-5440	Conferences/Training/Education	Department Director retreat (\$7,500); FPERLA annual conference (\$300); FPHRA annual conference (\$300); SHRM certification/prep exam (\$700)	8,800
Operating			\$ 83,600
Total General Fund			\$ 164,500

Fire Rescue

Responsibilities

The Fire Rescue Department includes six divisions: Fire Administration, Emergency Medical Services (EMS), Life Safety Services, Fire Training, Fleet Maintenance, and Fire Operations. The Department operates four fire stations providing comprehensive public safety services including emergency fire, rescue, hazardous materials mitigation, medical services, fire prevention, and public education.

Budget Summary

Division	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Administration	\$1,747,930	\$7,022,918	\$5,113,000	\$(1,909,918)	-27%
EMS	\$3,213,107	\$3,328,300	\$4,178,100	\$849,800	26%
Life Safety	\$216,442	\$323,800	\$365,000	\$41,200	13%
Training	\$273,886	\$248,100	\$396,000	\$147,900	60%
Fleet Maintenance	\$269,135	\$283,100	\$291,900	\$8,800	3%
Fire Operations	\$7,364,842	\$7,835,000	\$8,569,000	\$734,000	9%
Department	\$13,085,342	\$19,041,218	\$18,913,000	\$(128,218)	-1%

Budget Notes

The Fire Department personnel budget increased by \$1,266,700 (11%). In addition to the compensation package described in the Transmittal Letter, the departmental budget includes the addition of 2.5 full-time equivalent (FTE) positions, summarized below:

- One part-time Fire Inspector position has been corrected to a full-time Fire Inspector position. This change was approved in FY23 but had not been reflected in the budget.
- The part-time Training Technician position has been eliminated and replaced with a full-time District Chief of Logistics position.
- Pinellas County has approved the addition of one Rescue Unit and one County-funded Firefighter/Paramedic effective April 1, 2025. The net addition includes one position per shift funded for six months of the fiscal year (1.50 FTE).

The capital outlay budget declined by \$1,617,418 (27%) primarily due to the budget status of the Bay Pines Fire Station, which was funded in the amount of \$4 million in FY24. Major projects for FY25 include the following:

- Truck 29 Replacement: \$2.1 million
- Bay Pines Fire Station (supplemental funding): \$1.3 million
- Rescue 29 (funded by Pinellas County): \$350,000
- Portable and Mobile Radio Replacements: \$347,100
- Fire Station 29 Kitchen Improvements: \$120,000
- Fuel Pump Replacements: \$110,000

Fire Rescue

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Quality of Life	Promote an environment of health and safety through prevention, education, and service delivery.	Leverage personnel and volunteers to deliver health and safety programs and messaging.	The Hurricane Expo is complete and the Fire Department will host an Open House in November 2024.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Total responses	13,552	13,700	14,000
Fire inspections completed	699	700	700
Fire safety education program participants	4,500	5,000	5,000
CPR, AED, First Aid program participants	138	200	200
Efficiency:			
Personnel and operating costs per capita	\$123	\$130	\$145
Effectiveness:			
Response time compliance	89%	89%	95%
Responses by first due apparatus	79%	79%	80%
ISO fire insurance rating	1	1	1
Strategic Plan tasks completed	N/A	1	1

Fire Rescue Department: Administration Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-1522-1200	Salaries: Regular	472,526	491,700	543,200	51,500	10%
01-1522-1400	Overtime	719	2,200	2,200	-	0%
01-1522-1503	Education/Special Pay	8,361	3,600	8,600	5,000	139%
01-1522-1504	Uniform Cleaning Allowance	22	300	300	-	0%
01-1522-1509	Cell Phone Allowance	1,400	1,500	2,000	500	33%
01-1522-2100	FICA Tax	35,690	38,000	41,500	3,500	9%
01-1522-2210	Florida Retirement System	56,677	66,000	72,800	6,800	10%
01-1522-2220	401a Contributions	5,095	13,300	13,900	600	5%
01-1522-2310	Group Insurance	74,807	89,900	113,600	23,700	26%
01-1522-2320	L/T Disability Insurance	477	1,200	1,100	(100)	-8%
01-1522-2400	Workers' Compensation	5,243	6,400	7,400	1,000	16%
Personnel		\$ 661,017	\$ 714,100	\$ 806,600	\$ 92,500	13%
01-1522-3101	Medical Services	3,749	800	800	-	0%
01-1522-3130	Legal Services	33,000	37,100	44,600	7,500	20%
01-1522-3145	Labor Attorney Services	6,753	4,500	4,500	-	0%
01-1522-3190	Professional Services	4,158	1,800	3,000	1,200	67%
01-1522-3200	Accounting/Auditing	9,296	8,700	-	(8,700)	-100%
01-1522-3462	Software	30,364	52,200	-	(52,200)	-4%
01-1522-3490	Contractual Services	24,189	5,900	5,900	-	0%
01-1522-4000	Travel/Per Diem	1,523	4,100	1,600	(2,500)	-61%
01-1522-4110	Communications	14,020	14,500	30,000	15,500	107%
01-1522-4120	Postage	1,438	1,200	1,500	300	25%
01-1522-4310	Electric	20,797	21,800	-	(21,800)	-100%
01-1522-4320	Water/Sewer	768	600	-	(600)	-100%
01-1522-4400	Rentals & Leases	19,660	-	-	-	-
01-1522-4490	Rentals & Leases	72,000	72,000	90,000	18,000	25%
01-1522-4500	Insurance: Liability	8,224	9,100	11,200	2,100	23%
01-1522-4512	Insurance: Property	9,200	10,100	12,400	2,300	23%
01-1522-4520	Insurance: Vehicles	1,319	1,600	2,000	400	25%
01-1522-4610	R&M: Copier	1,470	2,100	2,000	(100)	-5%
01-1522-4620	R&M: Computer	701	5,400	5,000	(400)	-7%
01-1522-4660	R&M: Vehicles	95	1,200	1,200	-	0%
35-0522-4690	R&M: Other	97,126	-	-	-	-
01-1522-4721	Printing	485	400	500	100	25%
01-1522-4910	Legal Advertisements	174	1,000	1,000	-	0%
01-1522-4920	Employment Advertisements	2,564	-	-	-	-
01-1522-5110	Office Supplies	4,180	5,300	5,300	-	0%

Fire Rescue Department: Administration Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-1522-5210	Cleaning Supplies	875	1,000	1,000	-	0%
01-1522-5240	Fuel	5,875	1,300	6,400	5,100	392%
01-1522-5250	Uniforms	596	1,300	1,300	-	0%
01-1522-5260	Awards & Recognition	1,891	2,500	2,500	-	0%
01-1522-5290	Operating Supplies	18,530	20,700	15,000	(5,700)	-28%
01-1522-5410	Books/Publications	-	800	800	-	0%
01-1522-5430	Dues/Memberships	2,314	1,300	1,500	200	15%
01-1522-5440	Conferences/Training/Education	1,921	4,500	9,800	5,300	118%
Operating		\$ 399,255	\$ 294,800	\$ 260,800	\$ (34,000)	-12%
Total General Fund		\$ 1,060,272	\$ 1,008,900	\$ 1,067,400	\$ 58,500	6%
Grants Fund						
13-0522-5239	Operating Supplies	-	1,000	-	(1,000)	-100%
Operating		\$ -	\$ 1,000	\$ -	\$ (1,000)	-100%
Total Grants Fund		\$ -	\$ 1,000	\$ -	\$ (1,000)	-100%
Penny Fund						
21-0522-6200	Buildings	-	4,360,000	1,300,000	(3,060,000)	-70%
Capital Outlay		\$ -	\$ 4,360,000	\$ 1,300,000	\$ (3,060,000)	-70%
Total Penny Fund		\$ -	\$ 4,360,000	\$ 1,300,000	\$ (3,060,000)	-70%
Capital Projects Fund						
35-0522-6200	Buildings	39,400	177,000	170,000	(7,000)	-4%
35-0522-6400	Equipment	562,147	274,773	475,600	200,827	73%
35-0522-6917	Apparatus	86,111	1,201,245	2,100,000	898,755	75%
Capital Outlay		\$ 687,658	\$ 1,653,018	\$ 2,745,600	\$ 1,092,582	66%
Total Capital Projects Fund		\$ 687,658	\$ 1,653,018	\$ 2,745,600	\$ 1,092,582	66%
Total All Funds		\$ 1,747,930	\$ 7,022,918	\$ 5,113,000	\$ (1,909,918)	-27%

Fire Rescue Department: Administration Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-1522-1200	Salaries: Regular	6.50 FTE salaries	543,200
01-1522-1400	Overtime	Estimated overtime expenditures for allocated maintenance positions	2,200
01-1522-1503	Education/Special Pay	Education and longevity incentive payments	8,600
01-1522-1504	Uniform Cleaning Allowance	Fire Chief's uniform cleaning allowance	300
01-1522-1509	Cell Phone Allowance	Staff cell phone stipends (4 @ \$40/month)	2,000
01-1522-2100	FICA Tax	FICA contributions at 7.65% of salaries	41,500
01-1522-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	72,800
01-1522-2220	401a Contributions	Fire Chief's defined contribution retirement benefit	13,900
01-1522-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	113,600
01-1522-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	1,100
01-1522-2400	Workers' Compensation	Workers' compensation insurance policy	7,400
Personnel			\$ 806,600
01-1522-3101	Medical Services	Annual physicals (\$700); return to duty (\$100)	800
01-1522-3130	Legal Services	50% City Attorney retainer allocation	44,600
01-1522-3145	Labor Attorney Services	Specialized labor attorney services contracted with Gray Robinson, PA	4,500
01-1522-3190	Professional Services	FDLE background screens	3,000
01-1522-3490	Contractual Services	Janitorial services (\$5,100); HVAC control inspections (\$800)	5,900
01-1522-4000	Travel/Per Diem	Fire Chief travel	1,600
01-1522-4110	Communications	AT&T, satellite phones, Frontier and Charter allocations	30,000
01-1522-4120	Postage	Allocated postage meter lease cost	1,500
01-1522-4490	Rentals & Leases	Fire Administration office space charges, last updated in FY 2021	90,000
01-1522-4500	Insurance: Liability	General liability insurance policy	11,200
01-1522-4512	Insurance: Property	Allocated Fire Administration office insurance policy	12,400
01-1522-4520	Insurance: Vehicles	Vehicle insurance policy	2,000
01-1522-4610	R&M: Copier	Office copier printing costs per page	2,000
01-1522-4620	R&M: Computer	Fire Administration office computer maintenance	5,000
01-1522-4660	R&M: Vehicles	Fire Administration office vehicle maintenance	1,200
01-1522-4721	Printing	Business cards	500
01-1522-4910	Legal Advertisements	As-needed legal advertisements	1,000
01-1522-5110	Office Supplies	As-needed office supplies	5,300
01-1522-5210	Cleaning Supplies	As-needed cleaning supplies	1,000
01-1522-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	6,400
01-1522-5250	Uniforms	Fire Administration officers' uniforms and uniform replacements	1,300

Fire Rescue Department: Administration Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-1522-5260	Education/Special Pay	Fire Department employee recognition	2,500
01-1522-5290	Operating Supplies	Water cooler service; Microsoft Teams subscription costs; computer, printer, paper, and mailing supplies	15,000
01-1522-5410	Books/Publications	Management publications and training materials	800
01-1522-5430	Dues/Memberships	Fire Administration officers' professional associations (e.g., NFPA, IAFC, FFCA)	1,500
01-1522-5440	Conferences/Training/Education	Fire Administration officers' professional training opportunities including Fire Rescue International (FRI) Conference	9,800
Operating			\$ 260,800
Total General Fund			\$ 1,067,400
Penny Fund			
21-0522-6200	Buildings	Fire Station 129 supplemental funding	1,300,000
Capital			\$ 1,300,000
Total Penny Fund			\$ 1,300,000
Capital Projects Fund			
35-0522-6200	Buildings	FS29 kitchen improvements (\$120,000); EOC HVAC replacement (\$50,000)	170,000
35-0522-6400	Equipment	Portable/mobile radio replacement (\$347,100); fuel pump replacement (\$110,000); hose replacement (\$18,500)	475,600
35-0522-6917	Apparatus	2016 Rosenbauer T29 replacement	2,100,000
Capital			\$ 2,745,600
Total Capital Projects Fund			\$ 2,745,600
Total All Funds			\$ 5,113,000

Fire Rescue Department: EMS Division - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-1622-1200	Salaries: Regular	1,467,994	1,465,200	1,707,800	242,600	17%
01-1622-1202	Relief Staffing Allowance	311,000	523,400	637,500	114,100	22%
01-1622-1402	Premium Overtime	214,019	-	-	-	-
01-1622-1404	HazMat Overtime	872	-	-	-	-
01-1622-1503	Education/Special Pay	-	7,600	19,800	12,200	161%
01-1622-1504	Uniform Cleaning Allowance	4,247	3,900	4,900	1,000	26%
01-1622-1506	Acting Pay	6,498	6,800	7,500	700	10%
01-1622-1507	Drivers Pay	1,267	11,400	5,500	(5,900)	-52%
01-1622-1508	EMS Supplier	725	700	700	-	0%
01-1622-1509	Cell Phone Allowance	480	1,000	1,000	-	0%
01-1622-2100	FICA Tax	108,096	113,000	150,800	37,800	33%
01-1622-2230	F.S. 175 Pension Plan: Local	356,000	462,800	458,200	(4,600)	-1%
01-1622-2250	F.S. 175 Pension Plan: State	93,044	77,500	78,000	500	1%
01-1622-2310	Group Insurance	264,865	271,700	340,500	68,800	25%
01-1622-2320	L/T Disability Insurance	1,946	3,400	2,900	(500)	-15%
01-1622-2400	Workers' Compensation	63,868	59,500	82,300	22,800	38%
01-1622-2500	Unemployment Compensation	-	2,000	-	(2,000)	-100%
Personnel		\$ 2,894,921	\$ 3,009,900	\$ 3,497,400	\$ 487,500	16%
01-1622-3101	Medical Services	18,000	21,000	24,000	3,000	14%
01-1622-3200	Accounting/Auditing	10,598	8,200	-	(8,200)	-100%
01-1622-4500	Insurance: Liability	37,792	41,700	51,200	9,500	23%
01-1622-4520	Insurance: Vehicles	1,014	900	1,100	200	22%
01-1622-4660	R&M: Vehicles	127,619	118,500	125,000	6,500	5%
01-1622-4912	Licenses & Permits	3,182	1,000	4,000	3,000	300%
01-1622-5240	Fuel	88,993	94,400	88,500	(5,900)	-6%
01-1622-5250	Uniforms	14,998	15,700	16,100	400	3%
01-1622-5252	Protective Gear	15,400	16,200	20,000	3,800	23%
01-1622-5430	Dues/Memberships	590	800	800	-	0%
Operating		\$ 318,186	\$ 318,400	\$ 330,700	\$ 12,300	4%
Total General Fund		\$ 3,213,107	\$ 3,328,300	\$ 3,828,100	\$ 29,800	15%

Fire Rescue Department: EMS Division - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Capital Projects Fund						
35-1622-6400	Equipment	-	-	350,000	350,000	-
Capital Outlay		\$ -	\$ -	\$ 350,000	\$ 390,400	-
Total Capital Projects Fund		\$ -	\$ -	\$ 350,000	\$ 390,400	-
Total All Funds		\$ 3,213,107	\$ 3,328,300	\$ 4,178,100	\$ 849,800	26%

Fire Rescue Department: EMS Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-1622-1200	Salaries: Regular	18.50 FTE salaries including 3.00 FTE addition (funded as of April 1, 2025)	1,707,800
01-1622-1202	Relief Staffing Allowance	Overtime funding allowance for EMS Authority-funded positions	637,500
01-1622-1503	Education/Special Pay	Education and longevity incentive payments	19,800
01-1622-1504	Uniform Cleaning Allowance	Uniform cleaning allowance per Collective Bargaining Agreement (CBA)	4,900
01-1622-1506	Acting Pay	Incentive pay per CBA	7,500
01-1622-1507	Drivers Pay	Incentive pay per CBA	5,500
01-1622-1508	EMS Supplier	Incentive pay per CBA	700
01-1622-1509	Cell Phone Allowance	Staff cell phone stipends (2 @ \$40/month)	1,000
01-1622-2100	FICA Tax	FICA contributions at 7.65% of salaries	150,800
01-1622-2230	F.S. 175 Pension Plan: Local	City's contribution to the Firefighter's Pension Plan at 24.35% of payroll	458,200
01-1622-2250	F.S. 175 Pension Plan: State	Pass-through contribution from the State of Florida into the Firefighter's Pension Plan	78,000
01-1622-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	340,500
01-1622-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	2,900
01-1622-2400	Workers' Compensation	Workers' compensation insurance policy	82,300
Personnel			\$ 3,497,400
01-1622-3101	Medical Services	Mental health services (\$3,000); physicals (\$17,000); drug screens, shots, bloodborne consult (\$4,000)	24,000
01-1622-4500	Insurance: Liability	General liability insurance policy	51,200
01-1622-4520	Insurance: Vehicles	Vehicle insurance policy	1,100
01-1622-4660	R&M: Vehicles	Repairs to EMS Authority apparatus and vehicles	125,000
01-1622-4912	Licenses & Permits	Federal and State lab certification fees	4,000
01-1622-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	88,500
01-1622-5250	Uniforms	Staff uniforms per CBA	16,100
01-1622-5252	Protective Gear	Turnout gear replacements, including two sets for each Firefighter	20,000
01-1622-5430	Dues/Memberships	FFCA (\$300); IAFC (\$500)	800
Operating			\$ 330,700
Total General Fund			\$ 3,828,100

Fire Rescue Department: EMS Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
Capital Projects Fund			
35-1622-6400	Equipment	New unit: Rescue 29 funded by Pinellas County	\$ 350,000
Capital Outlay			\$ 350,000
Total Capital Projects Fund			\$ 350,000
Total All Funds			\$ 4,178,100

Fire Rescue Department: Life Safety Division - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-1722-1200	Salaries: Regular	105,322	168,900	196,600	27,700	16%
01-1722-1310	Salaries: Part-time	25,770	25,600	29,400	3,800	15%
01-1722-1400	Overtime	236	1,300	-	(1,300)	-100%
01-1722-1503	Education/Special Pay	600	600	800	200	33%
01-1722-1504	Uniform Cleaning Allowance	260	800	300	(500)	-63%
01-1722-1509	Cell Phone Allowance	480	500	500	-	0%
01-1722-2100	FICA Tax	9,310	13,100	17,400	4,300	33%
01-1722-2210	Florida Retirement System	16,221	23,400	31,200	7,800	33%
01-1722-2310	Group Insurance	28,924	49,600	52,900	3,300	7%
01-1722-2320	L/T Disability Insurance	158	300	500	200	67%
01-1722-2400	Workers' Compensation	1,593	2,200	2,200	-	0%
Personnel		\$ 188,874	\$ 286,300	\$ 331,800	\$ 45,500	16%
01-1722-3101	Medical Services	800	800	900	100	13%
01-1722-3430	Software	2,266	2,800	-	(2,800)	-100%
01-1722-4000	Travel/Per Diem	-	2,500	3,000	500	20%
01-1722-4110	Communications	4,117	4,400	-	(4,400)	-100%
01-1722-4120	Postage	-	200	200	-	0%
01-1722-4520	Insurance: Vehicles	787	1,300	1,600	300	23%
01-1722-4660	R&M: Vehicles	3,643	2,300	2,500	200	9%
01-1722-4721	Printing	98	500	500	-	0%
01-1722-5110	Office Supplies	40	700	700	-	0%
01-1722-5240	Fuel	4,911	3,000	3,700	700	23%
01-1722-5245	Small Tools	351	500	500	-	0%
01-1722-5250	Uniforms	-	2,000	2,000	-	0%
01-1722-5252	Protective Gear	-	700	1,000	300	43%
01-1722-5255	Safety Equipment	478	500	500	-	0%
01-1722-5290	Operating Supplies	1,504	1,500	1,400	(100)	-7%
01-1722-5410	Books/Publications	1,346	2,500	3,000	500	20%
01-1722-5430	Dues/Memberships	75	500	500	-	0%
01-1722-5440	Conferences/Training/Education	-	1,200	1,200	-	0%

Fire Rescue Department: Life Safety Division - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-1722-5444	Instructional Materials	7,152	9,600	10,000	400	4%
Operating		\$ 27,568	\$ 37,500	\$ 33,200	\$ (4,300)	-11%
Total General Fund		\$ 216,442	\$ 323,800	\$ 365,000	\$ 41,200	13%

Fire Rescue Department: Life Safety Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-1722-1200	Salaries: Regular	3.50 FTE salaries	196,600
01-1722-1310	Salaries: Part-time	0.50 FTE salaries	29,400
01-1722-1503	Education/Special Pay	Education and longevity incentive payments	800
01-1722-1504	Uniform Cleaning Allowance	Fire Marshal's uniform cleaning allowance	300
01-1722-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month)	500
01-1722-2100	FICA Tax	FICA contributions at 7.65% of salaries	17,400
01-1722-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	31,200
01-1722-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	52,900
01-1722-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	500
01-1722-2400	Workers' Compensation	Workers' compensation insurance policy	2,200
Personnel			\$ 331,800
01-1722-3101	Medical Services	Fire Marshal physical (\$800); post-accident, return to duty (\$100)	900
01-1722-4000	Travel/Per Diem	Hurricane conference (\$1,100); In-State conferences (\$900); FL State Fire College/Ricky Rescue (\$1,000)	3,000
01-1722-4120	Postage	Routine office mailing expenditures	200
01-1722-4520	Insurance: Vehicles	Vehicle insurance policy	1,600
01-1722-4660	R&M: Vehicles	Life Safety vehicle maintenance	2,500
01-1722-4721	Printing	Fire inspection/violation reports	500
01-1722-5110	Office Supplies	As-needed office supplies	700
01-1722-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	3,700
01-1722-5245	Small Tools	Fire extinguishers, smoke detectors, flashlights	500
01-1722-5250	Uniforms	Inspection staff uniforms	2,000
01-1722-5252	Protective Gear	Safety supplies for inspection staff	1,000
01-1722-5255	Safety Equipment	Safety equipment for inspection staff	500
01-1722-5290	Operating Supplies	Open House materials and computer supplies	1,400
01-1722-5410	Books/Publications	Code books and publications (\$1,200); National Fire Protection Association (\$1,800)	3,000
01-1722-5430	Dues/Memberships	Fire Marshal professional association	500
01-1722-5440	Conferences/Training/Education	FSF College Inspector renewal courses (\$450); National Hurricane Conference (\$750)	1,200
01-1722-5444	Instructional Materials	Public education program supplies (\$7,500); CPR & First Aid training (\$2,500)	10,000
Operating			\$ 33,200
Total General Fund			\$ 365,000

Fire Rescue Department: Training Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-1822-1200	Salaries: Regular	91,563	94,800	181,800	87,000	92%
01-1822-1310	Salaries: Part-time	16,225	16,800	-	(16,800)	-100%
01-1822-1503	Education/Special Pay	625	600	2,500	1,900	317%
01-1822-1504	Uniform Cleaning Allowance	260	500	600	100	20%
01-1822-1509	Cell Phone Allowance	480	500	1,000	500	100%
01-1822-2100	FICA Tax	7,749	8,500	14,300	5,800	68%
01-1822-2210	Florida Retirement System	2,010	2,300	-	(2,300)	-100%
01-1822-2220	401 Contributions	-	-	-	-	-
01-1822-2230	F.S. 175 Pension Plan: Local	18,400	27,200	45,300	18,100	67%
01-1822-2250	F.S. 175 Pension Plan: State	4,809	3,000	3,000	-	0%
01-1822-2310	Group Insurance	18,636	21,800	41,900	20,100	92%
01-1822-2320	L/T Disability Insurance	122	200	300	100	50%
01-1822-2400	Workers' Compensation	3,251	4,100	8,100	4,000	98%
Personnel		\$ 164,130	\$ 180,300	\$ 298,800	\$ 118,500	66%
01-1822-3101	Medical Services	800	900	900	-	0%
01-1822-3430	Software	-	1,000	200	(800)	-80%
01-1822-4000	Travel/Per Diem	3,208	4,500	6,400	1,900	42%
01-1822-4110	Communications	2,252	2,500	-	(2,500)	-100%
01-1822-4120	Postage	-	100	100	-	0%
01-1822-4520	Insurance: Vehicles	690	1,100	1,400	300	27%
01-1822-4642	R&M: Equipment	-	1,200	1,200	-	0%
01-1822-4660	R&M: Vehicles	12,079	1,900	5,000	3,100	163%
01-1822-5110	Office Supplies	279	400	6,300	5,900	1475%
01-1822-5240	Fuel	1,447	1,900	1,700	(200)	-11%
01-1822-5245	Small Tools	593	1,000	2,500	1,500	150%
01-1822-5250	Uniforms	-	900	900	-	0%
01-1822-5252	Protective Gear	-	200	200	-	0%
01-1822-5255	Safety Equipment	-	700	700	-	0%
01-1822-5290	Operating Supplies	9,692	13,200	16,000	2,800	21%
01-1822-5410	Books/Publications	139	1,200	1,600	400	33%
01-1822-5430	Dues/Memberships	250	400	400	-	0%
01-1822-5440	Conferences/Training/Education	77,173	23,900	10,200	(13,700)	-57%
01-1822-5444	Instructional Materials	1,154	800	1,500	700	88%

Fire Rescue Department: Training Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-1822-5490	Tuition Reimbursement	-	10,000	40,000	30,000	300%
Operating		\$ 109,756	\$ 67,800	\$ 97,200	\$ 29,400	43%
Total General Fund		\$ 273,886	\$ 248,100	\$ 396,000	\$ 147,900	60%

Fire Rescue Department: Training Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-1822-1200	Salaries: Regular	2.00 FTE salaries	181,800
01-1822-1503	Education/Special Pay	Education and longevity incentive payments	2,500
01-1822-1504	Uniform Cleaning Allowance	Training staff uniform cleaning allowance	600
01-1822-1509	Cell Phone Allowance	Staff cell phone stipends (2 @ \$40/month)	1,000
01-1822-2100	FICA Tax	FICA contributions at 7.65% of salaries	14,300
01-1822-2230	F.S. 175 Pension Plan: Local	City's contribution to the Firefighter's Pension Plan at 24.35% of payroll	45,300
01-1822-2250	F.S. 175 Pension Plan: State	Pass-through contribution from the State of Florida into the Firefighter's Pension Plan	3,000
01-1822-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	41,900
01-1822-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	300
01-1822-2400	Workers' Compensation	Workers' compensation insurance policy	8,100
Personnel			\$ 298,800
01-1822-3101	Medical Services	Annual physical (\$800); return to work, accident (\$100)	900
01-1822-3430	Software	SimUShare simulation training software	200
01-1822-4000	Travel/Per Diem	Orlando Fire Conference (\$2,600); FDIC lodging (\$1,800); FDIC transportation (\$1,100); FDIC per diem (\$900)	6,400
01-1822-4120	Postage	Routine office mailing expenditures	100
01-1822-4520	Insurance: Vehicles	Vehicle insurance policy	1,400
01-1822-4642	R&M: Equipment	Fitness equipment maintenance	1,200
01-1822-4660	R&M: Vehicles	Training vehicle maintenance	5,000
01-1822-5110	Office Supplies	Smartboard (\$2,500); training laptop (\$3,000); in-person academy materials (\$800)	6,300
01-1822-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	1,700
01-1822-5245	Small Tools	Training props	2,500
01-1822-5250	Uniforms	Uniforms for training officer	900
01-1822-5252	Protective Gear	Turnout gear replacements, including two sets for each Firefighter	200
01-1822-5255	Safety Equipment	Miscellaneous training safety supplies	700
01-1822-5290	Operating Supplies	Fitness equipment (\$12,000); training supplies (\$4,000)	16,000
01-1822-5410	Books/Publications	Miscellaneous training-related training materials	1,600
01-1822-5430	Dues/Memberships	IAFC membership	400
01-1822-5440	Conferences/Training/Education	FDIC Conference (\$3,800); Orlando Fire Conference (\$1,400); Peer fitness certifications (\$5,000)	10,200
01-1822-5444	Instructional Materials	Tutorials, outlines, workbooks	1,500

Fire Rescue Department: Training Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-1822-5490	Tuition Reimbursement	Paramedic school (\$30,000) tuition reimbursement per Collective Bargaining Agreement (\$10,000)	40,000
Operating			\$ 97,200
Total General Fund			\$ 396,000

Fire Rescue Department: Fleet Maintenance Division - Budget Summary

Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-1922-1200	Salaries: Regular	152,768	147,100	150,600	3,500	2%
01-1922-1310	Salaries: Part-time	18,108	19,300	22,300	3,000	16%
01-1922-1400	Overtime	2,107	1,300	2,000	700	54%
01-1922-1503	Education/Special Pay	-	-	1,600	1,600	-
01-1922-1504	Uniform Cleaning Allowance	390	600	300	(300)	-50%
01-1922-1509	Cell Phone Allowance	400	500	500	-	0%
01-1922-2100	FICA Tax	12,932	12,800	13,600	800	6%
01-1922-2210	Florida Retirement System	11,422	14,300	24,300	10,000	70%
01-1922-2220	401a Contributions	6,260	6,700	-	(6,700)	-100%
01-1922-2310	Group Insurance	17,319	22,900	24,900	2,000	9%
01-1922-2320	L/T Disability Insurance	198	300	300	-	0%
01-1922-2400	Workers' Compensation	2,725	3,800	1,700	(2,100)	-55%
Personnel		\$ 224,629	\$ 229,600	\$ 242,100	\$ 12,500	5%
01-1922-3424	Alarm System	870	1,000	1,000	-	0%
01-1922-3430	Software	4,741	10,000	13,300	3,300	33%
01-1922-3490	Contractual Services	5,830	2,000	-	(2,000)	-100%
01-1922-4000	Travel/Per Diem	37	100	100	-	0%
01-1922-4110	Communications	2,841	3,000	-	(3,000)	-100%
01-1922-4120	Postage	-	200	-	(200)	-100%
01-1922-4310	Electric	6,416	12,600	6,700	(5,900)	-47%
01-1922-4320	Water/Sewer	744	800	900	100	13%
01-1922-4333	Natural Gas	-	200	-	(200)	-100%
01-1922-4512	Insurance: Property	5,307	5,800	7,100	1,300	22%
01-1922-4520	Insurance: Vehicles	2,709	700	900	200	29%
01-1922-4650	R&M: Buildings	3,814	5,200	5,200	-	0%
01-1922-4660	R&M: Vehicles	651	1,600	1,600	-	0%
01-1922-4922	Licenses & Permits	125	200	200	-	0%
01-1922-5110	Office Supplies	519	700	1,900	1,200	171%
01-1922-5240	Fuel	2,880	500	3,000	2,500	500%
01-1922-5245	Small Tools	6,750	6,500	6,500	-	0%
01-1922-5250	Uniforms	272	1,200	1,200	-	0%
01-1922-5292	Outside Contracts: Parts	-	1,000	-	(1,000)	-100%
01-1922-5440	Conferences/Training/Education	-	200	200	-	0%
Operating		\$ 44,506	\$ 53,500	\$ 49,800	\$ (3,700)	-7%
Total General Fund		\$ 269,135	\$ 283,100	\$ 291,900	\$ 8,800	3%

Fire Rescue Department: Fleet Maintenance Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-1922-1200	Salaries: Regular	2.00 FTE salaries	150,600
01-1922-1310	Salaries: Part-time	0.50 FTE salaries	22,300
01-1922-1400	Overtime	Fleet staff overtime	2,000
01-1922-1503	Education/Special Pay	Education and longevity incentive payments	1,600
01-1922-1504	Uniform Cleaning Allowance	Fleet staff uniform cleaning allowance	300
01-1922-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month)	500
01-1922-2100	FICA Tax	FICA contributions at 7.65% of salaries	13,600
01-1922-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	24,300
01-1922-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	24,900
01-1922-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	300
01-1922-2400	Workers' Compensation	Workers' compensation insurance policy	1,700
Personnel			\$ 242,100
01-1922-3424	Alarm System	Fleet maintenance garage alarm system	1,000
01-1922-3430	Software	Fuel inventory management system (\$11,300); Autel MaxiSys (\$1,000); Cummins QuickServe Online Kit (\$1,000)	13,300
01-1922-4000	Travel/Per Diem	SunPass fees	100
01-1922-4310	Electric	Fleet maintenance garage electric costs	6,700
01-1922-4320	Water/Sewer	Fleet maintenance garage water and sewer expenditures	900
01-1922-4512	Insurance: Property	Allocated fleet maintenance garage insurance policy	7,100
01-1922-4520	Insurance: Vehicles	Vehicle insurance policy	900
01-1922-4650	R&M: Buildings	Fleet maintenance garage A/C repairs, lighting fixtures, etc.	5,200
01-1922-4660	R&M: Vehicles	Vehicle maintenance (\$800); generator maintenance (\$800)	1,600
01-1922-4922	Licenses & Permits	FDEP fuel tank license	200
01-1922-5110	Office Supplies	Office and computer supplies including scheduled Fleet Shop PC replacement	1,900
01-1922-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	3,000
01-1922-5245	Small Tools	As-needed tools and replacements for in-house repair service	6,500
01-1922-5250	Uniforms	Staff uniforms and replacements	1,200
01-1922-5440	Conferences/Training/Education	Staff training opportunities	200
Operating			\$ 49,800
Total General Fund			\$ 291,900

Fire Rescue Department: Fire Operations Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-2522-1200	Salaries: Regular	3,277,821	3,851,700	4,313,200	461,500	12%
01-2522-1310	Salaries: Part-time	20,750	22,400	25,200	2,800	13%
01-2522-1402	Premium Overtime	118,586	134,000	134,900	900	1%
01-2522-1404	HazMat Overtime	38,510	35,000	32,000	(3,000)	-9%
01-2522-1503	Education/Special Pay	20,308	15,900	29,700	13,800	87%
01-2522-1504	Uniform Cleaning Allowance	13,845	15,900	14,100	(1,800)	-11%
01-2522-1505	HazMat Pay	11,554	11,700	11,900	200	2%
01-2522-1506	Acting Pay	9,352	13,000	13,700	700	5%
01-2522-1507	Drivers Pay	50,369	41,000	49,800	8,800	21%
01-2522-1509	Cell Phone Allowance	280	500	500	-	0%
01-2522-2100	FICA Tax	303,468	299,800	361,400	61,600	21%
01-2522-2230	F.S. 175 Pension Plan: Local	1,753,113	1,287,900	1,106,900	(181,000)	-14%
01-2522-2250	F.S. 175 Pension Plan: State	264,863	217,000	217,000	-	0%
01-2522-2310	Group Insurance	465,779	693,800	812,800	119,000	17%
01-2522-2320	L/T Disability Insurance	6,513	8,700	8,600	(100)	-1%
01-2522-2400	Workers' Compensation	33,820	171,500	198,300	26,800	16%
Personnel		\$ 6,388,931	\$ 6,819,800	\$ 7,330,000	\$ 510,200	7%
01-2522-3101	Medical Services	44,470	54,500	45,000	(9,500)	-17%
01-2522-3420	Lawn Service	7,900	8,100	8,100	-	0%
01-2522-3421	Lawn Spraying	1,130	1,400	1,400	-	0%
01-2522-3422	Pest Control	912	1,200	1,200	-	0%
01-2522-3424	Alarm System	4,005	7,200	7,200	-	0%
01-2522-3426	A/C System	13,326	8,600	14,000	5,400	63%
01-2522-3430	Software	-	300	-	(300)	-100%
01-2522-3484	Elevator System	1,920	1,900	2,000	100	5%
01-2522-3490	Contractual Services	16,703	21,700	21,700	-	0%
01-2522-3701	Allocated Costs	293,500	368,100	562,000	193,900	53%
01-2522-4000	Travel/Per Diem	343	4,000	4,000	-	0%
01-2522-4110	Communications	24,919	23,500	-	(23,500)	-100%
01-2522-4120	Postage	434	600	600	-	0%
01-2522-4311	Electric	81,570	125,000	89,700	(35,300)	-28%
01-2522-4318	Stormwater Fee	1,820	2,000	3,000	1,000	50%
01-2522-4321	Water/Sewer	19,639	17,100	16,300	(800)	-5%
01-2522-4331	Natural Gas	5,137	5,500	5,500	-	0%
01-2522-4333	Propane	2,332	1,400	2,500	1,100	79%
01-2522-4512	Insurance: Property	20,876	23,000	28,200	5,200	23%

Fire Rescue Department: Fire Operations Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-2522-4520	Insurance: Vehicles	6,501	8,600	10,600	2,000	23%
01-2522-4600	R&M: Equipment	9,953	11,200	11,200	-	0%
01-2522-4620	R&M: Computer	-	200	-	(200)	-100%
01-2522-4645	R&M: Radios	8,328	11,000	11,000	-	0%
01-2522-4660	R&M: Vehicles	55,611	20,200	40,000	19,800	98%
01-2522-4665	R&M: Buildings	78,067	49,000	65,000	16,000	33%
01-2522-4670	R&M: Garage Doors	4,025	3,500	5,000	1,500	43%
01-2522-4671	R&M: SCBA	-	5,000	5,000	-	0%
01-2522-4672	R & M: General	6,185	4,000	4,000	-	0%
01-2522-4721	Printing	50	300	300	-	0%
01-2522-4912	Licenses & Permits	2,519	1,500	5,500	4,000	267%
01-2522-5110	Office Supplies	985	2,800	2,500	(300)	-11%
01-2522-5190	CERT Supplies	2,313	2,000	2,000	-	0%
01-2522-5210	Cleaning Supplies	20,776	21,000	21,000	-	0%
01-2522-5240	Fuel	14,823	15,000	11,800	(3,200)	-21%
01-2522-5245	Small Tools	26,490	24,800	25,000	200	1%
01-2522-5250	Uniforms	27,617	32,200	32,400	200	1%
01-2522-5252	Protective Gear	49,060	75,400	121,800	46,400	62%
01-2522-5255	Safety Equipment	8,388	11,100	7,200	(3,900)	-35%
01-2522-5271	Medical Supplies	548	2,700	2,700	-	0%
01-2522-5290	Operating Supplies	75,982	30,900	35,000	4,100	13%
01-2522-5410	Books/Publications	-	500	500	-	0%
01-2522-5430	Dues/Memberships	490	1,700	1,600	(100)	-6%
01-2522-5440	Conferences/Training/Education	834	5,500	5,500	-	0%
Operating		\$ 940,481	\$ 1,015,200	\$ 1,239,000	\$ 223,800	22%
01-2522-6200	Improvements	8,985	-	-	-	-
01-2522-6400	Equipment	26,445	-	-	-	-
Capital		\$ 35,430	\$ -	\$ -	\$ -	-
Total General Fund		\$ 7,364,842	\$ 7,835,000	\$ 8,569,000	\$ 734,000	9%

Fire Rescue Department: Fire Operations Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-2522-1200	Salaries: Regular	58.00 FTE salaries	4,313,200
01-2522-1310	Salaries: Part-time	0.50 FTE salaries	25,200
01-2522-1402	Premium Overtime	Premium overtime	134,900
01-2522-1404	HazMat Overtime	HazMat overtime	32,000
01-2522-1503	Education/Special Pay	Education and longevity incentive payments	29,700
01-2522-1504	Uniform Cleaning Allowance	Uniform cleaning allowance per Collective Bargaining Agreement (CBA)	14,100
01-2522-1505	HazMat Pay	Incentive pay per CBA	11,900
01-2522-1506	Acting Pay	Incentive pay per CBA	13,700
01-2522-1507	Drivers Pay	Incentive pay per CBA	49,800
01-2522-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month)	500
01-2522-2100	FICA Tax	FICA contributions at 7.65% of salaries	361,400
01-2522-2230	F.S. 175 Pension Plan: Local	City's contribution to the Firefighter's Pension Plan at 24.35% of payroll	1,106,900
01-2522-2250	F.S. 175 Pension Plan: State	Pass-through contribution from the State of Florida into the Firefighter's Pension Plan	217,000
01-2522-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	812,800
01-2522-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	8,600
01-2522-2400	Workers' Compensation	Workers' compensation insurance policy	198,300
Personnel			\$ 7,330,000
01-2522-3101	Medical Services	Pre-employment physicals, annual physicals, drug testing, physician services, psychology services	45,000
01-2522-3420	Lawn Service	Internal service fee for monthly lawn and tree service	8,100
01-2522-3421	Lawn Spraying	Fire Station turf fertilization and weed control	1,400
01-2522-3422	Pest Control	Fire Station pest control	1,200
01-2522-3424	Alarm System	Maintenance (\$1,300/station) and monitoring (\$2,000 total)	7,200
01-2522-3426	A/C System	A/C service contract (\$6,200); A/C monitoring (\$2,400)	14,000
01-2522-3484	Elevator System	Station 29 quarterly elevator maintenance	2,000
01-2522-3490	Contractual Services	Pinellas County traffic management (\$8,600); PSTrax (\$6,600); Aladtec (\$5,200); Verify Network (\$1,300)	21,700
01-2522-3701	Allocated Costs	Indirect cost allocation charges	562,000
01-2522-4000	Travel/Per Diem	National Fire Academy; Florida Hurricane Conference	4,000
01-2522-4120	Postage	Routine office mailing and shipping expenditures	600

Fire Rescue Department: Fire Operations Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-2522-4311	Electric	Combined electric costs for each of the City's Fire Stations	89,700
01-2522-4318	Stormwater Fee	Pinellas County surface water utility annual fee at Fire Stations 30, 31, 32	3,000
01-2522-4321	Water/Sewer	Combined water and sewer expenditures for each of the City's fire stations	16,300
01-2522-4331	Natural Gas	Station 29 and 30 generators	5,500
01-2522-4333	Propane	Station 31 and 32 generators	2,500
01-2522-4512	Insurance: Property	Allocated Fleet Maintenance insurance policy	28,200
01-2522-4520	Insurance: Vehicles	Vehicle insurance policy	10,600
01-2522-4600	R&M: Equipment	Annual hose testing (\$7,200); gas monitoring equipment (\$2,500); equipment repairs (\$1,500)	11,200
01-2522-4645	R&M: Radios	Headsets (\$3,000); Motorola portable microphones (\$3,000); radio and pagers (\$2,200); Motorola portable batteries (\$1,800); radio/cellular maintenance (\$1,000)	11,000
01-2522-4660	R&M: Vehicles	As-needed Fire apparatus repairs	40,000
01-2522-4665	R&M: Buildings	As-needed Fire Station repairs	65,000
01-2522-4670	R&M: Garage Doors	As-needed Fire Station garage door repairs	5,000
01-2522-4671	R&M: SCBA	SCBA bottle and air mask repairs	5,000
01-2522-4672	R & M: General	Monthly fitness equipment maintenance; as-needed maintenance of Fire Station appliances	4,000
01-2522-4721	Printing	Business cards	300
01-2522-4912	Licenses & Permits	EMT and Paramedic certification renewals; CPR instruction renewals; National Registry testing fees; elevator license renewal	5,500
01-2522-5110	Office Supplies	As-needed office supplies and replacements	2,500
01-2522-5190	CERT Supplies	CERT Level II background checks and CERT team supplies	2,000
01-2522-5210	Cleaning Supplies	Combined cleaning supplies for each of the City's fire stations	21,000
01-2522-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	11,800
01-2522-5245	Small Tools	As-needed tools and replacements for in-house repairs	25,000
01-2522-5250	Uniforms	Firefighting staff uniforms and replacements	32,400
01-2522-5252	Protective Gear	Turnout gear replacements, including two sets for each Firefighter	121,800
01-2522-5255	Safety Equipment	Personal protective equipment (PPE)	7,200
01-2522-5271	Medical Supplies	First Aid and AED supplies	2,700
01-2522-5290	Operating Supplies	Computer supplies and replacements; hose replacements; firefighting foam replacement	35,000
01-2522-5410	Books/Publications	Florida Health and Safety texts	500
01-2522-5430	Dues/Memberships	IAFC membership: \$600; FFCA - Division and 3 District Chiefs (\$500); ISFSI membership (\$300); NTN annual renewal (\$200)	1,600

Fire Rescue Department: Fire Operations Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-2522-5440	Conferences/Training/Education	NFA programs (\$1,500); Fire Rescue East (\$1,200); Blue Card (\$1,200); local seminars (\$1,000); Florida Hurricane Conference(\$600)	5,500
Operating			\$ 1,239,000
Total General Fund			\$ 8,569,000

Law Enforcement

Responsibilities

Law enforcement services are provided via contract with the Pinellas County Sheriff's Office. Services include a full range of traditional police services such as patrol, traffic enforcement, community policing, investigations, and community outreach. Special law enforcement services are also provided as needed, such as canine, drug intervention, and special operations.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Law Enforcement	\$2,046,429	\$2,257,900	\$2,425,700	\$167,800	7%

Budget Notes

The annual Pinellas County Sheriff's Office (PCSO) contract for law enforcement services includes an 8% cost increase due to inflationary pressures experienced by PCSO including wages, pension, fuel, and insurance costs.

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Quality of Life	Promote an environment of health and safety through prevention, education, and service delivery.	Leverage personnel and volunteers to deliver health and safety programs and messaging.	The Community Policing Deputy now provides monthly reports to City Council. This will continue in FY25.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Dispatched calls for service	19,498	19,500	19,500
Citations and warnings	4,144	4,200	4,200
Arrests	782	800	800
Effectiveness:			
Strategic Plan tasks completed	N/A	1	1

Law Enforcement Department - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0521-3440	Law Enforcement Services	1,986,504	2,144,300	2,313,100	168,800	8%
01-0521-3490	Contractual Services	59,925	112,600	112,600	-	0%
01-0521-3490	Communications	-	1,000	-	(1,000)	-100%
Operating		\$ 2,046,429	\$ 2,257,900	\$ 2,425,700	\$ 167,800	7%
Total General Fund		\$ 2,046,429	\$ 2,257,900	\$ 2,425,700	\$ 167,800	7%

Law Enforcement Department - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0521-3440	Law Enforcement Services	Pinellas County Sheriff's Office proposed contract	2,313,100
01-0521-3490	Contractual Services	Neighborhood patrols (\$56,300); traffic enforcement (\$56,300)	112,600
Operating			\$ 2,425,700
Total General Fund			\$ 2,425,700

Library

Responsibilities

The Library Department strives to deliver excellent service in dynamic, innovative, and technologically advanced ways based on a unique partnership arrangement between the City of Seminole and St. Petersburg College. The Seminole Community Library at St. Petersburg College serves as both a public library and collegiate library in one integrated facility, drawing award-winning attention for its merging of both high-end technology and digital information with traditional library collections and services.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Library	\$1,110,736	\$1,280,900	\$1,481,400	\$200,500	16%

Budget Notes

The FY25 Library Department budget increased by 16%, primarily due to personnel costs and the proposed compensation package described in the Transmittal Letter. Effective FY25, the following new initiatives are proposed to be funded from the Library Fund rather than the General Fund, utilizing only the proceeds from interest earnings accumulated from donations:

- New staff education incentive program, including paid college tuition
- Supplemental funding for on demand app-based services due to high user demand

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Quality of Life	Become a lifelong learning hub featuring St. Petersburg College, City Hall, the Library, and Recreation Center.	Evaluate existing programs and activities to provide educational services for the community.	Success metrics have been identified and programs will continue to be offered utilizing existing budget resources.
Quality of Life	Emphasize physical and mental wellness through recreation, parks, and library activities and programs.	Leverage personnel and volunteers to deliver physical and mental wellness programs and messaging.	Success metrics have been identified. \$1,000 is included in the budget for new activity materials.

Library

Pillar	Success Strategy	Action Plan	Status
Quality of Life	Emphasize physical and mental wellness through recreation, parks, and library activities and programs.	Implement a Citywide initiative in observance of Mental Health awareness month.	Success metrics have been identified. \$1,000 is included in the budget for new activity materials.
Community Partnerships	Find ways to encourage the future generations of potential partnerships.	Set up meetings with Library, Recreation and St. Petersburg College teen and young professional groups to discuss opportunities for partnerships. Establish a task force of leadership staff and young professionals to attract and engage users.	Library and Recreation staff will work with St. Petersburg College to establish quarterly meetings beginning in FY25.
Community Partnerships	Find ways to encourage the future generations of potential partnerships.	Establish a task force of leadership staff and young professionals to attract and engage users.	Library and Recreation staff will work with St. Petersburg College to establish quarterly meetings beginning in FY25.
Community Partnerships	Find ways to encourage the future generations of potential partnerships.	Establish a task force comprised of Library, Recreation and St. Petersburg College leadership staff and young professionals to discuss efforts to attract and engage users.	Library and Recreation staff will work with St. Petersburg College to establish quarterly meetings beginning in FY25.
Community Partnerships	Find ways to encourage the future generations of potential partnerships.	Plan a series of events geared toward young professionals in the community.	Recreation and Library staff are scheduled to coordinate a Fall 2024 series.

Library

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Hours open to the public	3,640	3,490	3,490
Print and digital circulation	291,721	295,000	300,000
Library visits	156,218	157,000	160,000
Programs held	624	625	625
Program attendance	21,871	22,000	22,000
Volunteer hours	7,024	7,100	7,100
Registered cardholders	29,203	30,000	31,000
Efficiency:			
Library website hits	62,028	65,000	70,000
Effectiveness:			
Annual circulation rate per cardholder	10	10	10
Summer reading participants	6,017	6,100	6,100
Strategic Plan tasks completed	N/A	6	7

Library Department - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0571-1200	Salaries: Regular	448,838	501,500	590,300	88,800	18%
01-0571-1310	Salaries: Part-time	214,065	269,100	286,800	17,700	7%
01-0571-1400	Overtime	1,618	1,500	1,500	-	0%
01-0571-1503	Education/Special Pay	6,130	7,200	9,100	1,900	26%
01-0571-2100	FICA Tax	49,859	59,200	67,200	8,000	14%
01-0571-2210	Florida Retirement System	96,365	105,200	143,000	37,800	36%
01-0571-2310	Group Insurance	95,617	126,200	134,500	8,300	7%
01-0571-2320	L/T Disability Insurance	693	1,200	1,300	100	8%
01-0571-2400	Workers' Compensation	911	1,300	700	(600)	-46%
Personnel		\$ 914,096	\$ 1,072,400	\$ 1,234,400	\$ 162,000	15%
01-0571-3190	Professional Services	655	700	700	-	0%
01-0571-3430	Software	10,611	14,000	14,500	500	4%
01-0571-3490	Contractual Services	14,047	12,300	13,300	1,000	8%
01-0571-4000	Travel/Per Diem	2,532	1,700	2,000	300	18%
01-0571-4120	Postage	1,121	800	1,400	600	75%
01-0571-4410	Rental/Lease	11,143	11,200	4,700	(6,500)	-58%
01-0571-4610	R&M: Copier	3,731	2,500	3,500	1,000	40%
01-0571-4790	Printing	98	900	1,700	800	89%
01-0571-4990	Other Current Charges	-	-	3,500	3,500	-
01-0571-5110	Office Supplies	4,046	8,000	5,000	(3,000)	-38%
01-0571-5221	Children's Programming	3,968	4,000	6,300	2,300	58%
01-0571-5223	Adult Programming	4,465	4,300	1,800	(2,500)	-58%
01-0571-5240	Fuel	-	-	100	100	-
01-0571-5290	Operating Supplies	10,370	18,000	15,000	(3,000)	-17%
01-0571-5410	Books/Publications	-	100	100	-	0%
01-0571-5420	Subscriptions	8,645	9,000	9,500	500	6%
01-0571-5430	Dues/Memberships	924	1,600	1,000	(600)	-38%
01-0571-5440	Conferences/Training/Education	630	800	1,500	700	88%
Operating		\$ 76,986	\$ 89,900	\$ 85,600	\$ (4,300)	-5%
01-0571-6410	Equipment	-	6,100	6,500	400	7%
01-0571-6600	Books, Publications & Library Materials	113,026	112,500	119,900	7,400	7%
Capital		\$ 113,026	\$ 118,600	\$ 126,400	\$ 7,800	7%
Total General Fund		\$ 1,104,108	\$ 1,280,900	\$ 1,446,400	\$ 165,500	13%

Library Department - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Library Fund						
32-0571-5440	Conferences/Training/Education	-	-	25,000	25,000	-
Operating		\$ -	\$ -	\$ 25,000	\$ 25,000	-
32-0571-6600	Books, Publications & Library Materials	-	-	10,000	10,000	-
Capital		\$ -	\$ -	\$ 10,000	\$ 10,000	-
Total Library Fund		\$ -	\$ -	\$ 35,000	\$ 35,000	-
Capital Projects Fund						
35-0571-6937	Equipment	6,628	-		-	-
Capital		\$ 6,628	\$ -	\$ -	\$ -	-
Total Capital Projects Fund		\$ 6,628	\$ -	\$ -	\$ -	-
Total All Funds		\$ 1,110,736	\$ 1,280,900	\$ 1,481,400	\$ 200,500	16%

Library Department - Line Item Detail

Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0571-1200	Salaries: Regular	10.00 FTE salaries	590,300
01-0571-1310	Salaries: Part-time	6.88 FTE salaries	286,800
01-0571-1400	Overtime	Estimated overtime expenditures	1,500
01-0571-1503	Education/Special Pay	Education and longevity incentive payments	9,100
01-0571-2100	FICA Tax	FICA contributions at 7.65% of salaries	67,200
01-0571-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	143,000
01-0571-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	134,500
01-0571-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	1,300
01-0571-2400	Workers' Compensation	Workers' compensation insurance policy	700
Personnel			\$ 1,234,400
01-0571-3190	Professional Services	Shredding services	700
01-0571-3430	Software	OCLC WorldShare ILL subscription (\$3,600); PPLC Sirsi Dynix (\$4,000); self check-out maintenance (\$1,200); CAT express (\$1,000); FT ILL subscription (\$600); OCLC Web Dewey (\$400); Zoom annual subscription (\$200); Event Calendar (\$1,500)	14,500
01-0571-3490	Contractual Services	Processing and cataloging (\$13,000); Constant Contact (\$300)	13,300
01-0571-4000	Travel/Per Diem	FL Library Association annual conference (\$1,400); FL Public Library Directors conference (\$200); local staff training (\$400)	2,000
01-0571-4120	Postage	ILL postage (\$1,300); general postage (\$100)	1,400
01-0571-4410	Rental/Lease	Leased books via State of Florida contract	4,700
01-0571-4610	R&M: Copier	Office copier printing costs per page	3,500
01-0571-4790	Printing	Bookmarks (\$500); promotional brochures (\$1,100); business cards (\$100)	1,700
01-0571-4990	Other Current Charges	Volunteer appreciation luncheon, previously included in Adult Programming line item	3,500
01-0571-5110	Office Supplies	Routine office supply expenditures	5,000
01-0571-5221	Children's Programming	Youth programming supplies partially reimbursed via Friends of the Library	6,300
01-0571-5223	Adult Programming	Adult programming supplies partially reimbursed via Friends of the Library	1,800
01-0571-5240	Fuel	Allocated fuel costs for training and off-site functions	100
01-0571-5290	Operating Supplies	Scheduled PC replacements (5 at \$1,400 each); monitor replacements (\$5,000); Strategic Plan initiatives (\$1,000); miscellaneous (\$2,000)	15,000
01-0571-5410	Books/Publications	Staff training materials	100

Library Department - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0571-5420	Subscriptions	Circulating periodical materials partially reimbursed via Friends of the Library	9,500
01-0571-5430	Dues/Memberships	American Library Association memberships (\$400); Florida Library Association membership (\$600)	1,000
01-0571-5440	Conferences/Training/Education	Florida Library Association conference (\$700); Florida Library Directors conference (\$200); miscellaneous staff training (\$600)	1,500
Operating			\$ 85,600
01-0571-6410	Equipment	Copier replacement	6,500
01-0571-6600	Books, Publications & Library Materials	Circulation materials (\$79,500); PPLC digital resource sharing fees (\$15,300); local digital resources (\$25,100)	119,900
Capital			\$ 126,400
Total General Fund			\$ 1,446,400
Library Fund			
11-0571-5440	Conferences/Training/Education	Employee tuition paid via bequest interest earnings (new program)	\$ 25,000
Operating			\$ 25,000
01-0571-6600	Books, Publications & Library Materials	On demand app-based services (e.g., Hoopla) paid via bequest interest earnings (supplemental funding)	\$ 10,000
Capital			\$ 10,000
Total Library Fund			\$ 35,000
Total All Funds			\$ 1,481,400

Public Works

Responsibilities

The Public Works Department is responsible for the construction, maintenance, and repair of the City's roadway infrastructure, stormwater systems, sidewalks, signs, and streetlights. The Department maintains all City facilities and manages a safe and attractive parks system, grounds, and equipment to enhance the quality of life for the City's residents and visitors.

Budget Summary

Division	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Administration	\$277,439	\$324,300	\$378,600	\$54,300	17%
Facilities	\$332,297	\$905,204	\$825,900	\$(79,304)	-9%
Stormwater	\$703,186	\$1,136,500	\$1,219,400	\$82,900	7%
Parks	\$788,710	\$954,269	\$1,446,000	\$491,731	52%
Streets	\$1,397,556	\$1,555,103	\$1,374,500	\$(180,603)	-12%
Department	\$3,499,188	\$4,875,376	\$5,244,400	\$369,024	8%

Budget Notes

The Public Works operating budget reflects several changes related to the City's indirect cost allocation model. Direct costs have been reallocated from the Facilities Division to applicable departments where appropriate (e.g., Recreation Center contractual services are now budgeted in the Recreation Department). Indirect costs (e.g., utility costs for shared facilities) have been centralized in the Facilities Division and incorporated into the indirect cost allocation.

The Administration Division includes funding for a new software application to improve asset management and work order tasking. The Stormwater Division includes funding for a street sweeper truck as a potential alternative to contractual service, which is otherwise scheduled to increase by \$25,000 annually. Contractual services include additional contingency items as described in the Executive Summary.

The 8% departmental increase is primarily due to the effect of scheduled capital improvement projects. Budgeted projects in FY25 include:

- Pavement Management Plan: \$571,000
- Stormwater Infrastructure Improvements: \$556,000
- Waterfront Park Improvements: \$350,000
- Fleet Additions: \$275,000
- City Hall Rehabilitation: \$250,000
- City Park Improvements: \$118,000
- City Hall Parking Lot Resurfacing: \$115,000
- Fleet Replacements: \$75,000

Public Works

- Stormwater Rate Study: \$75,000
- Monument Signs – Medians: \$50,000
- Asset Management Software: \$25,000
- Blossom Lake Park Improvements: \$15,000

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Infrastructure	Create a Stormwater Utility.	Stormwater master plan.	The Stormwater Master Plan was adopted by City Council in FY24. FY25 efforts will involve synchronizing the Master Plan with the previously approved Stormwater Infrastructure Assessment Report.
Infrastructure	Create a Stormwater Utility.	Stormwater infrastructure project plan.	The budget continues to advance the projects identified by the Stormwater Infrastructure Assessment Report.
Infrastructure	Create a Stormwater Utility.	Stormwater rate study.	The budget includes \$75,000 for consulting services to develop an equivalent residential unit (ERU) and rate model.
Infrastructure	Refine and execute the Pavement Management Plan.	Adopt extended pavement management plan through 2030.	The budget continues to advance the Pavement Management Plan, which will bring the City's Pavement Condition Index from 76 to 86 by FY29.
Financial and Operational	Effectively use City resources for maximum community impact.	Optimize software applications for efficiency and user experience.	Complete implementation of asset management software replacement project by September 30, 2025.

Public Works

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Storm drain lined or replaced (LF)	5,518	5,600	6,000
Sidewalk repaired (LF)	1,150	1,200	1,250
Curb and gutter repaired (LF)	300	310	320
Pothole and patch fill material used (tons)	37	38	39
Crack seal treatment completed (lane miles)	5.3	5.5	6.0
Asphalt resurfacing (lane miles)	1.4	1.5	1.5
Efficiency:			
Park maintenance cost per acre	\$17,701	\$20,900	\$24,400
Facility maintenance cost per SF	\$4.27	\$5.11	\$5.97
Effectiveness:			
Citywide Pavement Condition Index	74	75	76
Strategic Plan tasks completed	N/A	3	5

Public Works Department: Administration Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0549-1200	Salaries: Regular	170,437	180,900	193,000	12,100	7%
01-0549-1400	Overtime	126	300	300	-	0%
01-0549-1503	Education/Special Pay	1,320	1,400	2,500	1,100	79%
01-0549-1509	Cell Phone Allowance	480	500	500	-	0%
01-0549-2100	FICA Tax	13,175	14,000	15,100	1,100	8%
01-0549-2210	Florida Retirement System	45,129	50,200	55,200	5,000	10%
01-0549-2310	Group Insurance	18,026	21,000	22,100	1,100	5%
01-0549-2320	L/T Disability Insurance	223	400	300	(100)	-25%
01-0549-2400	Workers' Compensation	208	300	200	(100)	-33%
Personnel		\$ 249,124	\$ 269,000	\$ 289,200	\$ 20,200	8%
01-0549-3100	Professional Services	528	8,000	8,000	-	0%
01-0549-3430	Software	2,426	2,800	-	(2,800)	-100%
01-0549-3465	Contractual Services	-	-	11,000	11,000	-
01-0549-3470	Construction and Demolition	2,218	10,000	5,000	(5,000)	-50%
01-0549-4000	Travel/Pier Diem	41	1,100	2,800	1,700	155%
01-0549-4110	Communications	7,605	8,300	-	(8,300)	-100%
01-0549-4120	Postage	22	300	200	(100)	-33%
01-0549-4312	Electric	-	-	8,900	8,900	-
01-0549-4512	Insurance: Property	8,465	9,300	11,400	2,100	23%
01-0549-4520	Insurance: Vehicles	1,208	600	700	100	17%
01-0549-4610	R&M: Copier	349	500	500	-	0%
01-0549-4660	R&M: Vehicles	1,942	900	1,000	100	11%
01-0549-5110	Office Supplies	1,674	2,400	2,000	(400)	-17%
01-0549-5240	Fuel	441	600	600	-	0%
01-0549-5250	Uniforms	-	600	300	(300)	-50%
01-0549-5290	Operating Supplies	887	2,400	1,900	(500)	-21%
01-0549-5410	Books/Publications	-	-	600	600	-
01-0549-5430	Dues/Memberships	239	1,000	2,000	1,000	100%
01-0549-5440	Conferences/Training/Education	270	6,500	7,500	1,000	15%
Operating		\$ 28,315	\$ 55,300	\$ 64,400	\$ 9,100	16%
Total General Fund		\$ 277,439	\$ 324,300	\$ 353,600	\$ 29,300	9%

Public Works Department: Administration Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Capital Projects Fund						
35-0549-3430	Software	-	-	25,000	25,000	-
Operating		\$ -	\$ -	\$ 25,000	\$ 25,000	-
Total Capital Projects Fund		\$ -	\$ -	\$ 25,000	\$ 25,000	-
Total All Funds		\$ 277,439	\$ 324,300	\$ 378,600	\$ 54,300	17%

Public Works Department: Administration Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0549-1200	Salaries: Regular	2.0 FTE salaries	193,000
01-0549-1400	Overtime	Estimated overtime expenditures	300
01-0549-1503	Education/Special Pay	Education and longevity incentive payments	2,500
01-0549-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month)	500
01-0549-2100	FICA Tax	FICA contributions at 7.65% of salaries	15,100
01-0549-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	55,200
01-0549-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	22,100
01-0549-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	300
01-0549-2400	Workers' Compensation	Workers' compensation insurance policy	200
Personnel			\$ 289,200
01-0549-3100	Professional Services	Architectural, engineering, arborist, and surveys as needed	8,000
01-0549-3465	Contractual Services	HVAC preventive maintenance, HVAC control inspections, janitorial services, and biannual floor cleaning for PW Administration building (\$5,000) and PW Operations building (\$6,000) - all previously reported in Facilities Maintenance Division	11,000
01-0549-3470	Construction and Demolition	As-needed collections and hauling performed outside the scope of the City's contractual franchise agreement	5,000
01-0549-4000	Travel/Pier Diem	Centralized travel reimbursements for all Public Works divisions, previously reported in individual divisions	2,800
01-0549-4120	Postage	Routine office mailing expenditures	200
01-0549-4312	Electric	Public Works operations building electric expenditures	8,900
01-0549-4512	Insurance: Property	Public Works Administration building property insurance policy	11,400
01-0549-4520	Insurance: Vehicles	Public Works Director's vehicle insurance policy	700
01-0549-4610	R&M: Copier	Office copier printing costs per page	500
01-0549-4660	R&M: Vehicles	Public Works Director's vehicle maintenance	1,000
01-0549-5110	Office Supplies	Routine office supply expenditures	2,000
01-0549-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	600
01-0549-5250	Uniforms	Public Works Director's clothing allowance	300
01-0549-5290	Operating Supplies	Computer supplies including one scheduled PC replacement	1,900

Public Works Department: Administration Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0549-5410	Books/Publications	Centralized reference materials for all Public Works divisions, previously reported in individual divisions	600
01-0549-5430	Dues/Memberships	Centralized dues/memberships for all Public Works divisions, previously reported in individual divisions	2,000
01-0549-5440	Conferences/Training/Education	Centralized continuing education and staff training opportunities for all Public Works divisions, previously reported in individual divisions	7,500
Operating			\$ 64,400
Total General Fund			\$ 353,600
Capital Projects Fund			
35-0549-3430	Software	Asset management software application per CIP	25,000
Operating			\$ 25,000
Total Capital Projects Fund			\$ 25,000
Total All Funds			\$ 378,600

Public Works Department: Facilities Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0519-1200	Salaries: Regular	54,473	57,100	54,400	(2,700)	-5%
01-0519-1310	Salaries: Part-time	16,674	41,500	49,300	7,800	19%
01-0519-1400	Overtime	1,600	2,000	2,000	-	0%
01-0519-1503	Education/Special Pay	-	-	800	800	-
01-0519-1509	Cell Phone Allowance	480	500	500	-	0%
01-0519-2100	FICA Tax	5,369	7,400	8,200	800	11%
01-0519-2210	Florida Retirement System	8,856	13,300	14,700	1,400	11%
01-0519-2310	Group Insurance	9,472	13,400	23,700	10,300	77%
01-0519-2320	L/T Disability Insurance	88	200	200	-	0%
01-0519-2400	Workers' Compensation	988	1,300	1,800	500	38%
Personnel		\$ 98,000	\$ 136,700	\$ 155,600	\$ 18,900	14%
01-0519-3464	Contractual Services: City Hall	13,424	9,000	22,600	13,600	151%
01-0519-3465	Contractual Services: PW Admin	4,542	6,800	-	(6,800)	-100%
01-0519-3472	Contractual Services: Repetto Property	1,590	1,600	-	(1,600)	-100%
01-0519-3490	Contractual Services: Park View	6,505	4,200	-	(4,200)	-100%
01-0519-3503	Contractual Services: Rec Center	12,127	13,300	-	(13,300)	-100%
01-0519-3510	Contractual Services: PW Operations	5,658	7,800	-	(7,800)	-100%
01-0519-4000	Travel/Per Diem	-	200	-	(200)	-100%
01-0519-4110	Communications	4,065	4,200	-	(4,200)	-100%
01-0519-4310	Electric: Community Building	10,516	14,300	15,800	1,500	10%
01-0519-4311	Electric: Various	-	-	51,300	51,300	-
01-0519-4312	Electric: PW Operations	6,413	11,000	-	(11,000)	-100%
01-0519-4316	Electric: PW Admin/EOC	20,218	28,500	26,500	(2,000)	-7%
01-0519-4320	Water/Sewer: PW Admin/EOC/Operations	2,849	2,300	5,300	3,000	130%
01-0519-4321	Water/Sewer: Community Building	2,422	4,400	2,800	(1,600)	-36%
01-0519-4322	Water/Sewer: Various	-	-	1,700	1,700	-
01-0519-4337	Natural Gas	1,040	1,000	1,000	-	0%
01-0519-4440	Rental/Lease	-	2,000	2,000	-	0%
01-0519-4500	Insurance: Liability	2,393	2,400	2,900	500	21%
01-0519-4512	Insurance: Property	11,498	12,600	15,500	2,900	23%
01-0519-4520	Insurance: Vehicles	361	600	700	100	17%
01-0519-4660	R&M: Vehicles	6,377	2,000	2,000	-	0%
01-0519-4690	R&M: Other	70,691	75,000	92,000	17,000	23%
01-0519-4912	Licenses & Permits	50	-	-	-	-
01-0519-5240	Fuel	2,389	2,600	3,500	900	35%
01-0519-5245	Small Tools	1,212	1,500	2,000	500	33%
01-0519-5250	Uniforms	1,464	1,800	1,800	-	0%
01-0519-5290	Operating Supplies	6,949	4,500	5,900	1,400	31%
01-0519-5410	Books/Publications	-	100	-	(100)	-100%

Public Works Department: Facilities Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-0519-5440	Conferences/Training/Education	950	1,000	-	(1,000)	-100%
Operating		\$ 195,703	\$ 214,700	\$ 255,300	\$ 40,600	19%
Total General Fund		\$ 293,703	\$ 351,400	\$ 410,900	\$ 59,500	17%
Penny Fund						
21-0519-6300	Improvements	7,049	8,204	-	(8,204)	-100%
Capital		\$ 7,049	\$ 8,204	\$ -	\$ (8,204)	-100%
Total Penny Fund		\$ 7,049	\$ 8,204	\$ -	\$ (8,204)	-100%
Capital Projects Fund						
35-0519-3100	Professional Services	1,000	100,000	-	(100,000)	-100%
35-0519-4690	R&M: Other	11,945	157,000	-	(157,000)	-100%
Operating		\$ 12,945	\$ 257,000	\$ -	\$ (257,000)	-100%
35-0519-6200	Improvements	18,600	243,600	365,000	121,400	50%
35-0519-6935	Vehicles		45,000	50,000	5,000	11%
Capital		\$ 18,600	\$ 288,600	\$ 415,000	\$ 126,400	44%
Total Capital Projects Fund		\$ 31,545	\$ 545,600	\$ 415,000	\$ (130,600)	-24%
Total All Funds		\$ 332,297	\$ 905,204	\$ 825,900	\$ (79,304)	9%

Public Works Department: Facilities Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0519-1200	Salaries: Regular	1.00 FTE salaries (50% allocation of 2.00 FTE)	54,400
01-0519-1310	Salaries: Part-time	1.20 FTE salaries including merit increases up to 4% paid on anniversary dates	49,300
01-0519-1400	Overtime	Estimated overtime expenditures	2,000
01-0519-1503	Education/Special Pay	Education and longevity incentive payments	800
01-0519-1509	Cell Phone Allowance	Staff cell phone stipends (50% allocation of 2 @ \$40/month)	500
01-0519-2100	FICA Tax	FICA contributions at 7.65% of salaries	8,200
01-0519-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	14,700
01-0519-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	23,700
01-0519-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	200
01-0519-2400	Workers' Compensation	Workers' compensation insurance policy	1,800
Personnel			\$ 155,600
01-0519-3464	Contractual Services: City Hall	City Hall maintenance including: pest control, HVAC preventive maintenance, HVAC control inspections, and biannual floor cleaning (collectively, \$14,000); entrance mats (\$750); janitorial services (\$6,000); water cooler service (\$200); cleaning supplies (\$800); entrance mat cleaning (\$800)	22,600
01-0519-4310	Electric: Community Building	Community Building electric expenditures (Park View Room, museum, PCSO)	15,800
01-0519-4311	Electric: Various	Centralized electric expenditures for various facilities, previously allocated to multiple divisions	51,300
01-0519-4316	Electric: PW Admin/EOC	Public Works Administration building and Emergency Operations Center building electric expenditures	26,500
01-0519-4320	Water/Sewer: PW Admin/EOC/Operations	Public Works Administration, Emergency Operations Center, and Public Works operations property water and sewer expenditures	5,300
01-0519-4321	Water/Sewer: Community Building	Community Building water and sewer expenditures (Park View Room, museum, PCSO)	2,800
01-0519-4322	Water/Sewer: Various	Centralized water and sewer expenditures for various properties, previously allocated to multiple divisions	1,700
01-0519-4337	Natural Gas	Backup generator natural gas expenditures	1,000
01-0519-4440	Rental/Lease	As-needed equipment rentals	2,000
01-0519-4500	Insurance: Liability	General liability insurance policy	2,900
01-0519-4512	Insurance: Property	Allocated building property insurance policy	15,500
01-0519-4520	Insurance: Vehicles	Vehicle insurance policy	700

Public Works Department: Facilities Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0519-4660	R&M: Vehicles	Fleet maintenance staff vehicle maintenance expenditures	2,000
01-0519-4690	R&M: Other	As-needed Citywide property maintenance for non-Fire Department facilities	92,000
01-0519-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	3,500
01-0519-5245	Small Tools	As-needed equipment for maintenance performed in-house	2,000
01-0519-5250	Uniforms	Facilities staff uniforms and replacements	1,800
01-0519-5290	Operating Supplies	As-needed supplies for in-house maintenance (\$4,500); EOC computer replacement (\$1,400)	5,900
Operating			\$ 255,300
Total General Fund			\$ 410,900
Capital Projects Fund			
35-0519-6200	Improvements	City Hall parking lot resurfacing (\$115,000); City Hall exterior rehabilitation (\$250,000)	365,000
35-0519-6935	Vehicles	2014 Ford Transit van replacement	50,000
Capital			\$ 415,000
Total Capital Projects Fund			\$ 415,000
Total All Funds			\$ 825,900

Public Works Department: Stormwater Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0538-1200	Salaries: Regular	77,020	103,700	112,400	8,700	8%
01-0538-1400	Overtime	2,451	500	500	-	0%
01-0538-1503	Education/Special Pay	1,320	1,400	1,800	400	29%
01-0538-1509	Cell Phone Allowance	492	500	700	200	40%
01-0538-2100	FICA Tax	6,116	7,700	8,900	1,200	16%
01-0538-2210	Florida Retirement System	9,950	13,700	15,800	2,100	15%
01-0538-2310	Group Insurance	17,524	24,700	28,100	3,400	14%
01-0538-2320	L/T Disability Insurance	-	200	300	100	50%
01-0538-2400	Workers' Compensation	4,508	8,000	4,500	(3,500)	-44%
Personnel		\$ 119,381	\$ 160,400	\$ 173,000	\$ 12,600	8%
01-0538-3100	Professional Services	19,300	28,800	30,000	1,200	4%
01-0538-3433	Pond Maintenance	4,656	5,100	5,100	-	0%
01-0538-3476	Lake Seminole Maintenance	16,947	17,500	18,000	500	3%
01-0538-3490	Street Sweeping Service	14,659	24,500	50,000	25,500	104%
01-0538-3496	Contractual Services	4,338	5,000	20,000	15,000	300%
01-0538-4000	Travel/Per Diem	549	500	-	(500)	-100%
01-0538-4110	Communications	433	900	-	(900)	-100%
01-0538-4402	Rental/Lease	-	-	-	-	-
01-0538-4520	Insurance: Vehicles	-	600	700	100	17%
01-0538-4660	R&M: Vehicles	48	500	500	-	0%
01-0538-4690	R&M: Other	305	50,000	50,000	-	0%
01-0538-4790	Printing	3,079	-	-	-	-
01-0538-4800	Promotional	-	-	1,000	1,000	-
01-0538-5240	Fuel	604	700	500	(200)	-29%
01-0538-5250	Uniforms	482	600	600	-	0%
01-0538-5290	Operating Supplies	3,733	-	4,000	4,000	-
01-0538-5300	Road Materials	4,822	-	-	-	-
01-0538-5410	Books/Publications	-	100	-	(100)	-100%
01-0538-5430	Dues/Memberships	680	300	-	(300)	-100%
01-0538-5440	Conferences/Training/Education	1,466	1,000	-	(1,000)	-100%
Operating		\$ 76,101	\$ 136,100	\$ 180,400	\$ 44,300	33%
01-0538-6400	Improvements	44,500	-	-	-	-
Capital		\$ 44,500	\$ -	\$ -	\$ -	-
Total General Fund		\$ 239,982	\$ 296,500	\$ 353,400	\$ 56,900	19%

Public Works Department: Stormwater Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Grants Fund						
13-0538-3100	Professional Services	-	157,500	-	(157,500)	-100%
Operating		\$ -	\$ 157,500	\$ -	\$ (157,500)	-100%
13-0538-6400	Equipment	-	-	117,500	117,500	-
Capital		\$ -	\$ -	\$ 117,500	\$ 117,500	-
Total Grants Fund		\$ -	\$ 157,500	\$ 117,500	\$ (40,000)	-25%
Capital Projects Fund						
35-0538-3140	Professional Services	-	37,500	75,000	37,500	100%
Operating		\$ -	\$ 37,500	\$ 75,000	\$ 37,500	100%
35-0538-6300	Improvements	463,204	645,000	556,000	(89,000)	-14%
35-0538-6400	Equipment	-	-	117,500	117,500	-
Capital		\$ 463,204	\$ 645,000	\$ 673,500	\$ 28,500	4%
Total Capital Projects Fund		\$ 463,204	\$ 682,500	\$ 748,500	\$ 66,000	10%
Total All Funds		\$ 703,186	\$ 1,136,500	\$ 1,219,400	\$ 82,900	7%

Public Works Department: Stormwater Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0538-1200	Salaries: Regular	2.20 FTE salaries	112,400
01-0538-1400	Overtime	Estimated overtime expenditures	500
01-0538-1503	Education/Special Pay	Education and longevity incentive payments	1,800
01-0538-1509	Cell Phone Allowance	Staff cell phone stipends (1 @ \$40/month; 30% allocation of 1 @ \$40/month)	700
01-0538-2100	FICA Tax	FICA contributions at 7.65% of salaries	8,900
01-0538-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	15,800
01-0538-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	28,100
01-0538-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	300
01-0538-2400	Workers' Compensation	Workers' compensation insurance policy	4,500
Personnel			\$ 173,000
01-0538-3100	Professional Services	Ambient water quality monitoring service	30,000
01-0538-3433	Pond Maintenance	Aquatic weed and algae control at Dogleg Pond and Blossom Lake	5,100
01-0538-3476	Lake Seminole Maintenance	Lake Seminole alum stormwater treatment per interlocal agreement with Pinellas County	18,000
01-0538-3490	Street Sweeping Service	Contractual street sweeping services and disposal, including a planned 100% scope of work increase based on new NPDES permit requirements	50,000
01-0538-3496	Contractual Services	Storm pipe vacuuming, televising, jetting, and cleaning, including an update of existing televising records	20,000
01-0538-4520	Insurance: Vehicles	Vehicle insurance policy	700
01-0538-4660	R&M: Vehicles	Vehicle maintenance expenditures	500
01-0538-4690	R&M: Other	Emergency stormwater system repairs	50,000
01-0538-4800	Promotional	Stormwater awareness materials for Kid's Appreciation Day and Open House	1,000
01-0538-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	500
01-0538-5250	Uniforms	Stormwater staff uniforms and replacements	600
01-0538-5290	Operating Supplies	Stormwater pipe inspection supplies, safety products, disposable gloves, etc.	4,000
Operating			\$ 180,400
Total General Fund			\$ 353,400

Public Works Department: Stormwater Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
Grants Fund			
13-0538-6400	Equipment	Street sweeper (50% share if grant application is approved)	117,500
Capital			\$ 117,500
Total Grants Fund			\$ 117,500
Capital Projects Fund			
35-0538-3140	Professional Services	Stormwater utility rate study	75,000
Operating			\$ 75,000
35-0538-6300	Improvements	Stormwater improvements	556,000
35-0538-6400	Equipment	Street sweeper (50% match if grant application is approved)	117,500
Capital			\$ 673,500
Total Capital Projects Fund			\$ 748,500
Total All Funds			\$ 1,219,400

Public Works Department: Parks Division - Budget Summary

Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0539-1200	Salaries: Regular	176,393	243,000	268,100	25,100	10%
01-0539-1400	Overtime	2,736	4,000	4,000	-	0%
01-0539-1503	Education/Special Pay	550	-	1,400	1,400	-
01-0539-1509	Cell Phone Allowance	480	500	1,000	500	100%
01-0539-2100	FICA Tax	12,978	17,700	21,000	3,300	19%
01-0539-2210	Florida Retirement System	22,572	31,700	37,600	5,900	19%
01-0539-2310	Group Insurance	55,562	80,400	69,600	(10,800)	-13%
01-0539-2320	L/T Disability Insurance	323	500	700	200	40%
01-0539-2400	Workers' Compensation	4,442	8,400	4,800	(3,600)	-43%
Personnel		\$ 276,036	\$ 386,200	\$ 408,200	\$ 22,000	6%
01-0539-3100	Professional Services	151	500	500	-	0%
01-0539-3420	Lawn Service	31,200	31,200	31,200	-	0%
01-0539-3422	Pest Control	4,259	5,900	10,000	4,100	69%
01-0539-3427	Median Maintenance	64,668	70,000	70,000	-	0%
01-0539-3473	Tree Maintenance	-	5,500	7,500	2,000	36%
01-0539-3490	Contractual Services	31,929	2,500	82,500	80,000	3200%
01-0539-4000	Travel/Per Diem	42	600	-	(600)	-100%
01-0539-4110	Communications	433	400	-	(400)	-100%
01-0539-4310	Electric	16,223	28,000	18,600	(9,400)	-34%
01-0539-4320	Water/Sewer	28,338	17,100	30,000	12,900	75%
01-0539-4490	Rentals/Leases	825	1,500	1,500	-	0%
01-0539-4500	Insurance: Liability	6,550	2,700	3,300	600	22%
01-0539-4512	Insurance: Property	21,301	22,800	28,000	5,200	23%
01-0539-4520	Insurance: Vehicles	1,456	3,400	4,200	800	24%
01-0539-4633	R&M: Equipment	49,279	70,000	89,000	19,000	27%
01-0539-4660	R&M: Vehicles	6,276	5,200	5,000	(200)	-4%
01-0539-4690	R&M: Other	9,153	7,500	-	(7,500)	-100%
01-0539-4912	Licenses & Permits	-	500	500	-	0%
01-0539-5240	Fuel	14,047	14,000	13,400	(600)	-4%
01-0539-5245	Small Tools	-	-	1,000		
01-0539-5250	Uniforms	2,563	3,600	3,600	-	0%
01-0539-5272	Chemicals	2,173	3,000	3,000	-	0%
01-0539-5273	Plants/Trees/Sod	25,870	20,000	15,000	(5,000)	-25%
01-0539-5287	Restroom Supplies	9,016	11,000	11,000	-	0%
01-0539-5290	Operating Supplies	5,335	5,400	6,000	600	11%

Public Works Department: Parks Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-0539-5410	Books/Publications	145	500	-	(500)	-100%
01-0539-5440	Conferences/Training/Education	3,266	3,000	-	(3,000)	-100%
Operating		\$ 334,498	\$ 335,800	\$ 434,800	\$ 99,000	29%
Total General Fund		\$ 610,534	\$ 722,000	\$ 843,000	\$ 121,000	17%
Grants Fund						
13-0539-3100	Professional Services	-	-	15,000	15,000	-
Operating		\$ -	\$ -	\$ 15,000	\$ 15,000	-
13-0539-6300	Improvements	55,248	-	-	-	-
Capital		\$ 55,248	\$ -	\$ -	\$ -	-
Total Grants Fund		\$ 55,248	\$ -	\$ 15,000	\$ 15,000	-
Penny Fund						
21-0539-6300	Improvements	59,793	44,759	350,000	305,241	682%
Capital		\$ 59,793	\$ 44,759	\$ 350,000	\$ 305,241	682%
Total Penny Fund		\$ 59,793	\$ 44,759	\$ 350,000	\$ 305,241	682%
Tree Fund						
34-0539-3100	Professional Services	-	10,000	-	(10,000)	-100%
34-0539-5273	Plants/Trees/Sod	1,628	40,000	50,000	10,000	25%
Operating		\$ 1,628	\$ 50,000	\$ 50,000	\$ -	0%
Total Tree Fund		\$ 1,628	\$ 50,000	\$ 50,000	\$ -	0%
Capital Projects Fund						
35-0539-3100	Professional Services	-	-	15,000	15,000	-
35-0539-4690	R&M: Other	-	60,000	-	(60,000)	-100%
Operating		\$ -	\$ 60,000	\$ 15,000	\$ (45,000)	-75%
35-0539-6340	Improvements	-	-	133,000	133,000	-
35-0539-6400	Equipment		25,000	40,000	15,000	60%

Public Works Department: Parks Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
35-0539-6962	Vehicles	61,507	52,510	-	(52,510)	-100%
Capital		\$ 61,507	\$ 77,510	\$ 173,000	\$ 95,490	123%
Total Capital Projects Fund		\$ 61,507	\$ 137,510	\$ 188,000	\$ 50,490	37%
Total All Funds		\$ 788,710	\$ 954,269	\$ 1,446,000	\$ 491,731	52%

Public Works Department: Parks Division - Line Item Detail

Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0539-1200	Salaries: Regular	6.00 FTE salaries	268,100
01-0539-1400	Overtime	Estimated overtime expenditures	4,000
01-0539-1509	Education/Special Pay	Education and longevity incentive payments	1,400
01-0539-1509	Cell Phone Allowance	Staff cell phone stipends (2 @ \$40/month)	1,000
01-0539-2100	FICA Tax	FICA contributions at 7.65% of salaries	21,000
01-0539-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	37,600
01-0539-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	69,600
01-0539-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	700
01-0539-2400	Workers' Compensation	Workers' compensation insurance policy	4,800
Personnel			\$ 408,200
01-0539-3100	Professional Services	Soil samples, horticulture consultant services	500
01-0539-3420	Lawn Service	Recreation Center athletic field maintenance	31,200
01-0539-3422	Pest Control	Turf fertilization, pest and weed control	10,000
01-0539-3427	Median Maintenance	Median landscaping services, including planned funding increase for potential contract renewal	70,000
01-0539-3473	Tree Maintenance	As-needed tree removal services	7,500
01-0539-3490	Contractual Services	Allowance for miscellaneous contract increases (\$80,000); Citywide park restroom janitorial services (\$2,500)	82,500
01-0539-4310	Electric	Park facility electric expenditures	18,600
01-0539-4320	Water/Sewer	Park facility water and sewer expenditures, including two reclaimed water meters	30,000
01-0539-4490	Rentals/Leases	Verticutters, tillers, stump grinder	1,500
01-0539-4500	Insurance: Liability	General liability insurance policy	3,300
01-0539-4512	Insurance: Property	Centralized building property insurance policy for various facilities	28,000
01-0539-4520	Insurance: Vehicles	Vehicle insurance policy	4,200
01-0539-4633	R&M: Equipment	Electric, plumbing, irrigation (collectively, \$80,000); parks equipment (\$9,000)	89,000
01-0539-4660	R&M: Vehicles	Vehicle maintenance expenditures	5,000
01-0539-4912	Licenses & Permits	BMP and pesticide certification license	500
01-0539-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	13,400
01-0539-5245	Small Tools	New account to be used for parks operating tools	1,000
01-0539-5250	Uniforms	Parks staff uniforms and replacements	3,600
01-0539-5272	Chemicals	Fertilizer, herbicide, pesticide	3,000
01-0539-5273	Plants/Trees/Sod	As-needed plant and tree replacement	15,000
01-0539-5287	Restroom Supplies	Cleaning and janitorial supplies, disposable gloves	11,000

Public Works Department: Parks Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0539-5290	Operating Supplies	Safety equipment, mowing equipment, batteries	6,000
Operating			\$ 434,800
Total General Fund			\$ 843,000
Grants Fund			
13-0539-3100	Professional Services	Tree inventory (50% grant)	15,000
Operating			\$ 15,000
Total Grants Fund			\$ 15,000
Penny Fund			
21-0539-6300	Improvements	Waterfront Park: Gazebo, Veteran's Memorial, gutter replacement	350,000
Capital			\$ 350,000
Total Penny Fund			\$ 350,000
Tree Fund			
34-0539-5273	Plants/Trees/Sod	Tree plantings at various City-owned properties	50,000
Operating			\$ 50,000
Total Tree Fund			\$ 50,000
Capital Projects Fund			
35-0539-3100	Professional Services	Tree inventory (50% match)	\$ 15,000
Operating			\$ 15,000
35-0539-6340	Improvements	City Park: restrooms (\$60,000); bandshell rehabilitation (\$50,000); entrance gate (\$8,000); Blossom Lake Park entrance gate (\$15,000)	133,000
35-0539-6400	Equipment	Walk-behind Skid Steer	40,000
Capital			\$ 173,000
Total Capital Projects Fund			\$ 188,000
Total All Funds			\$ 1,446,000

Public Works Department: Streets Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0541-1200	Salaries: Regular	102,538	126,700	135,000	8,300	7%
01-0541-1400	Overtime	1,952	3,500	3,500	-	0%
01-0541-1503	Education/Special Pay	-	-	-	-	-
01-0541-1509	Cell Phone Allowance	228	500	400	(100)	-20%
01-0541-2100	FICA Tax	7,692	9,300	10,700	1,400	15%
01-0541-2210	Florida Retirement System	12,745	16,700	19,100	2,400	14%
01-0541-2310	Group Insurance	23,158	33,600	36,600	3,000	9%
01-0541-2320	L/T Disability Insurance	340	300	400	100	33%
01-0541-2400	Workers' Compensation	5,289	8,600	5,000	(3,600)	-42%
Personnel		\$ 153,942	\$ 199,200	\$ 210,700	\$ 11,500	6%
01-0541-3100	Professional Services	4,995	5,000	5,000	-	0%
01-0541-3479	Road Striping	-	5,000	-	(5,000)	-100%
01-0541-3481	Traffic Lights	23,625	25,000	25,000	-	0%
01-0541-3490	Contractual Services	19,575	20,000	20,000	-	0%
01-0541-4000	Travel/Per Diem	25	400	-	(400)	-100%
01-0541-4110	Communications	537	400	-	(400)	-100%
01-0541-4336	Electric: Street Lights	269,355	300,000	302,700	2,700	1%
01-0541-4340	Electric: Traffic Lights	4,263	2,000	4,500	2,500	125%
01-0541-4402	Rental/Lease	1,514	5,000	5,000	-	0%
01-0541-4500	Insurance: Liability	3,930	3,000	3,700	700	23%
01-0541-4512	Insurance: Property	215	200	200	-	0%
01-0541-4520	Insurance: Vehicles	2,861	4,100	5,000	900	22%
01-0541-4660	R&M: Vehicles	7,665	6,000	6,000	-	0%
01-0541-4690	R&M: Other	271	1,000	1,000	-	0%
01-0541-4800	Promotional	1,702	49,425	30,000	(19,425)	-39%
01-0541-5240	Fuel	12,812	15,800	11,300	(4,500)	-28%
01-0541-5245	Small Tools	4,005	4,000	4,000	-	0%
01-0541-5250	Uniforms	1,607	2,400	2,400	-	0%
01-0541-5254	Street Signs	2,671	5,000	5,000	-	0%
01-0541-5290	Operating Supplies	4,385	5,000	7,000	2,000	40%
01-0541-5300	Road Materials	41,325	50,000	75,000	25,000	50%
01-0541-5430	Dues/Memberships	-	400	-	(400)	-100%
01-0541-5440	Conferences/Training/Education	1,850	2,000	-	(2,000)	-100%
Operating		\$ 409,188	\$ 511,125	\$ 512,800	\$ 1,675	0%
Total General Fund		\$ 563,130	\$ 710,325	\$ 723,500	\$ 13,175	2%

Public Works Department: Streets Division - Budget Summary						
Account	Description/Itemization	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Multimodal Fund						
11-0541-6300	Improvements	98,315	-		-	-
Capital		\$ 98,315	\$ -	\$ -	\$ -	-
Total Multimodal Fund		\$ 98,315	\$ -	\$ -	\$ -	-
Grants Fund						
13-0541-5290	Operating Supplies	3,000	6,000	5,000	(1,000)	-17%
Operating		\$ 3,000	\$ 6,000	\$ 5,000	\$ (1,000)	-17%
13-0541-6980	Improvements	110,924	55,389		(55,389)	-100%
Capital		\$ 110,924	\$ 55,389	\$ -	\$ (55,389)	-100%
Total Grants Fund		\$ 113,924	\$ 61,389	\$ 5,000	\$ (56,389)	-92%
Penny Fund						
21-0541-6300	Improvements	278,071	512,589	283,800	(228,789)	-45%
Capital		\$ 278,071	\$ 512,589	\$ 283,800	\$ (228,789)	-45%
Total Penny Fund		\$ 278,071	\$ 512,589	\$ 283,800	\$ (228,789)	-45%
Capital Projects Fund						
35-0541-4690	R&M: Other	341,625	-	25,000	25,000	-
35-0541-5290	Operating Supplies	2,491	-		-	-
Operating		\$ 344,116	\$ -	\$ 25,000	\$ 25,000	-
35-0541-6300	Improvements	-	110,800	337,200	226,400	204%
35-0541-6962	Vehicles	-	160,000	-	(160,000)	-100%
Capital		\$ -	\$ 270,800	\$ 337,200	\$ 66,400	25%
Total Capital Projects Fund		\$ 344,116	\$ 270,800	\$ 362,200	\$ 91,400	34%
Total All Funds		\$ 1,397,556	\$ 1,555,103	\$ 1,374,500	\$ (180,603)	12%

Public Works Department: Streets Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0541-1200	Salaries: Regular	2.80 FTE salaries	135,000
01-0541-1400	Overtime	Estimated overtime expenditures	3,500
01-0541-1509	Cell Phone Allowance	Staff cell phone stipends (70% allocation of 1 @ \$40/month)	400
01-0541-2100	FICA Tax	FICA contributions at 7.65% of salaries	10,700
01-0541-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	19,100
01-0541-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	36,600
01-0541-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	400
01-0541-2400	Workers' Compensation	Workers' compensation insurance policy	5,000
Personnel			\$ 210,700
01-0541-3100	Professional Services	Bid document preparation services provided by consultants	5,000
01-0541-3481	Traffic Lights	Traffic signal maintenance per interlocal agreement with Pinellas County	25,000
01-0541-3490	Contractual Services	Holiday lighting decoration services	20,000
01-0541-4336	Electric: Street Lights	Street light electric expenditures	302,700
01-0541-4340	Electric: Traffic Lights	Traffic light electric expenditures	4,500
01-0541-4402	Rental/Lease	As-needed stump grinder, chipper, and tamper equipment rentals	5,000
01-0541-4500	Insurance: Liability	General liability insurance policy	3,700
01-0541-4512	Insurance: Property	Centralized building property insurance policy for various facilities	200
01-0541-4520	Insurance: Vehicles	Vehicle insurance policy	5,000
01-0541-4660	R&M: Vehicles	Vehicle maintenance expenditures	6,000
01-0541-4690	R&M: Other	Equipment repairs (backhoe, blowers, concrete saw, etc.)	1,000
01-0541-4800	Promotional	Holiday decorations and risers (\$25,000); City banners (\$3,000); American flags (\$2,000)	30,000
01-0541-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	11,300
01-0541-5245	Small Tools	Operating tools such as pressure washers, circular saws, reciprocating saws, drills, etc.	4,000
01-0541-5250	Uniforms	Streets staff uniforms and replacements	2,400
01-0541-5254	Street Signs	As-needed sign replacements and repairs	5,000
01-0541-5290	Operating Supplies	Traffic control supplies, safety vests, rain gear, safety glasses, gloves, etc.	7,000

Public Works Department: Streets Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0541-5300	Road Materials	Asphalt and concrete	75,000
Operating			\$ 512,800
Total General Fund			\$ 723,500
Grants Fund			
13-0541-5290	Operating Supplies	Public Works safety grant	5,000
Operating			\$ 5,000
Total Grants Fund			\$ 5,000
Penny Fund			
21-0541-6300	Improvements	Pavement Management Plan	283,800
Capital			\$ 283,800
Total Penny Fund			\$ 283,800
Capital Projects Fund			
35-0541-4690	R&M: Other	Dump truck bed replacement	25,000
Operating			\$ 25,000
35-0541-6300	Improvements	Pavement Management Plan (\$287,200); median monument signs (\$50,000)	337,200
Capital			\$ 337,200
Total Capital Projects Fund			\$ 362,200
Total All Funds			\$ 1,374,500

Recreation

Responsibilities

The Recreation Department provides leisure services to the community to enhance quality of life. Program offerings include:

- Children's break program care: Holiday, Spring, and Summer Enrichment programs include organized activities for children while schools are closed.
- Athletic leagues and programs including adult basketball and volleyball, youth basketball, soccer, flag football, swimming, cross country, and volleyball.
- Classes including athletics, art, hobbies, crafts, instructional courses, fitness, and art.
- Special events: Halloween Field of Screams, Music in the Park Series, Winterfest, Holiday Night Parade, Breakfast with Santa, Pow Wow Festival and Parade, Food Truck Rally, Taco Fest, Holiday Craft Fair, Art in the Park, Teen Freaky Fridays, and Yard Sales.

Budget Summary

Division	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Athletics	\$132,306	\$167,000	\$172,100	\$5,100	3%
Aquatics	\$111,293	\$148,400	\$218,200	\$69,800	47%
Special Events	\$82,148	\$105,100	\$112,300	\$7,200	7%
Recreation	\$1,490,143	\$4,050,871	\$1,766,400	\$(2,284,471)	-56%
Department	\$1,815,890	\$4,471,371	\$2,269,000	\$(2,202,371)	-49%

Budget Notes

The departmental budget decreased 49% due to the funding status of the Recreation Center Replacement project. The FY24 budget included \$2,352,000 for design services, which will remain unexpended in FY24 and be re-appropriated at a future date to FY25. A request for proposals (RFP) will be issued for architectural, design, and engineering services in FY25.

The budget continues to advance equipment replacement schedules despite the direction to proceed with the Recreation Center Replacement project. All scheduled replacements will be closely scrutinized to determine if existing equipment can be prolonged to help minimize the need for equipment replacement prior to construction. The Recreation Division includes \$19,000 for the replacement of elliptical machines as previously scheduled in the CIP.

The budget includes a net increase of 0.50 full-time equivalent (FTE) positions. One part-time Recreation Leader I position was eliminated and replaced with a full-time Recreation Leader II position to improve staffing capacity for Aquatics and Athletics.

Recreation

Strategic Plan Initiatives

Pillar	Success Strategy	Action Plan	Status
Quality of Life	Emphasize physical and mental wellness through Recreation, Parks, and Library activities and programs.	Leverage personnel and volunteers to deliver physical and mental wellness programs and messaging.	Success metrics have been identified. \$1,000 is included in the budget for new activity materials.
Quality of Life	Emphasize physical and mental wellness through Recreation, Parks, and Library activities and programs.	Implement a Citywide initiative in observance of mental health awareness month.	Success metrics have been identified. \$1,000 is included in the budget for new activity materials.
Infrastructure	Plan and develop a new state of the art recreational complex.	Complete recreation master plan.	City Council adopted the Recreation Master Plan and provided direction to replace the existing facility. The proposed funding method is included in the long-range financial planning section of the budget.
Community Partnerships	Encourage continual collaboration amongst community wide organizations.	Set up annual meetings with civic groups and organizations.	The budget includes \$1,000 in funding for a new, annual "State of the City" event.
Community Partnerships	Find ways to engage the future generations of potential partnerships.	Set up meetings with Library, Recreation and St. Petersburg College teen and young professional groups to discuss opportunities for partnerships.	Library and Recreation staff will work with St. Petersburg College to establish quarterly meetings beginning in FY25.

Recreation

Pillar	Success Strategy	Action Plan	Status
Community Partnerships	Find ways to engage the future generations of potential partnerships.	Establish a task force comprised of Library, Recreation and St. Petersburg College leadership staff and young professionals to discuss efforts to attract and engage users.	Library and Recreation staff will work with St. Petersburg College to establish quarterly meetings beginning in FY25.
Community Partnerships	Find ways to engage the future generations of potential partnerships.	Plan a series of events geared toward young professionals in the community.	Recreation and Library staff are scheduled to coordinate a Fall 2024 series.

Performance Measures

	FY 2023 Actual	FY 2024 Estimate	FY 2025 Goal
Outputs:			
Recreation Center visits	53,779	55,000	55,000
Recreation cards issued	2,341	2,400	2,450
Special event attendees	24,164	25,000	26,000
Pool visitors	9,518	9,600	9,800
Summer camp enrollees	1,481	1,500	1,500
Programs offered	204	210	215
Athletics enrollees	388	400	500
Facility rentals	1,291	1,300	1,350
Efficiency:			
% of residents with recreation cards	88%	88%	90%
Personnel and operating costs per capita	\$107	\$100	\$100
Effectiveness:			
Facility rental income	\$95,758	\$100,000	\$105,000
Strategic Plan tasks completed	N/A	6	7

Recreation Department: Athletics Division - Budget Summary

Account	Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Proposed	Change (\$)	Change (%)
General Fund						
01-0572-1200	Salaries: Regular	52,203	54,600	54,000	(600)	-1%
01-0572-1310	Salaries: Part-time	10,212	20,200	20,800	600	3%
01-0572-1503	Education/Special Pay	1,320	1,400	-	(1,400)	-100%
01-0572-1509	Cell Phone Allowance	480	500	-	(500)	-100%
01-0572-2100	FICA Tax	4,912	5,900	5,800	(100)	-2%
01-0572-2210	Florida Retirement System	7,867	10,300	10,300	-	0%
01-0572-2310	Group Insurance	9,056	10,400	11,100	700	7%
01-0572-2320	L/T Disability Insurance	108	100	200	100	100%
01-0572-2400	Workers' Compensation	87	900	500	(400)	-44%
Personnel		\$ 86,245	\$ 104,300	\$ 102,700	\$ (1,600)	-2%
01-0572-3100	Professional Services	510	600	1,000	400	67%
01-0572-3485	Contractual Instructors	21,572	27,500	32,100	4,600	17%
01-0572-3490	Contractual Services	3,000	4,100	4,500	400	10%
01-0572-3495	Sports Officials	5,528	10,200	10,400	200	2%
01-0572-4000	Travel/Per Diem	-	1,000	300	(700)	-70%
01-0572-4890	Promotional	-	100	100	-	0%
01-0572-4912	Licenses & Permits	710	800	1,000	200	25%
01-0572-5250	Uniforms	83	100	100	-	0%
01-0572-5275	Athletic Programs	13,035	16,700	17,300	600	4%
01-0572-5281	Sports Equipment	1,463	1,000	1,500	500	50%
01-0572-5430	Dues/Memberships	160	200	200	-	0%
01-0572-5440	Conferences/Training/Education	-	400	900	500	125%
Operating		\$ 46,061	\$ 62,700	\$ 69,400	\$ 6,700	11%
Total General Fund		\$ 132,306	\$ 167,000	\$ 172,100	\$ 5,100	3%

Recreation Department: Athletics Division - Line Item Detail

Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0572-1200	Salaries: Regular	1.00 FTE salary	54,000
01-0572-1310	Salaries: Part-time	0.50 FTE salary	20,800
01-0572-2100	FICA Tax	FICA contributions at 7.65% of salaries	5,800
01-0572-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	10,300
01-0572-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	11,100
01-0572-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	200
01-0572-2400	Workers' Compensation	Workers' compensation insurance policy	500
Personnel			\$ 102,700
01-0572-3100	Professional Services	Level 1 background checks for coaches, assistant coaches and officials	1,000
01-0572-3485	Contractual Instructors	Group fitness/PT instructors (\$23,000); youth lacrosse coach (\$2,000); volleyball coach (\$1,400); track and field coach (\$1,300); cross country coach (\$800); cheerleading coach (\$600); pickleball instructor (\$3,000)	32,100
01-0572-3490	Contractual Services	Fitness center preventive maintenance: \$4,000; Fitness Center repairs: \$500	4,500
01-0572-3495	Sports Officials	Youth basketball officials: \$4,300; Youth flag football sports official: \$3,600; Intramurals/Adult Athletics : \$2,500	10,400
01-0572-4000	Travel/Per Diem	Meals (4 days x 1 staff) for Leadership Program	300
01-0572-4890	Promotional	Advertisements	100
01-0572-4912	Licenses & Permits	Soccer field lighting software (\$500); outdoor court lighting software (\$500)	1,000
01-0572-5250	Uniforms	Uniform allowance (1 Program Coordinator, 1 Rec Leader)	100
01-0572-5275	Athletic Programs	Youth cross country (\$1,010); youth basketball (\$5,672); youth track & field (\$965); youth flag football (\$3,928); youth volleyball (\$1,115); youth swim team (\$2,042); youth cheerleading (\$810); adult athletics/intramurals (\$1,198); pickleball tournaments - 3x (\$550)	17,300
01-0572-5281	Sports Equipment	Fitness studio equipment (\$600); pickleball replacement net set (\$600); basketball nets - indoor and outdoor (\$50); replacement pickleball paddle (\$100); replacement pickleballs - 24 balls (\$100)	1,500
01-0572-5430	Dues/Memberships	Athletics staff professional association	200

Recreation Department: Athletics Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0572-5440	Conferences/Training/Education	Leadership School (Middle Management Leadership)	900
Operating			\$ 69,400
Total General Fund			\$ 172,100

Recreation Department: Aquatics Division - Budget Summary						
Account	Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0573-1200	Salaries: Regular	25,792	22,800	48,400	25,600	112%
01-0573-1300	Salaries: Seasonal	42,371	83,200	100,800	17,600	21%
01-0573-1400	Overtime	60	-	-	-	-
01-0573-1503	Education/Special Pay	510	300	-	(300)	-100%
01-0573-1509	Cell Phone Allowance	240	300	-	(300)	-100%
01-0573-2100	FICA Tax	5,278	8,200	11,500	3,300	40%
01-0573-2210	Florida Retirement System	3,258	3,200	6,700	3,500	109%
01-0573-2310	Group Insurance	4,574	5,200	9,700	4,500	87%
01-0573-2320	L/T Disability Insurance	99	100	100	-	0%
01-0573-2400	Workers' Compensation	2,270	3,000	2,700	(300)	-10%
Personnel		\$ 84,452	\$ 126,300	\$ 179,900	\$ 53,600	42%
01-0573-4000	Travel/Per Diem	456	1,000	1,000	-	0%
01-0573-4690	R&M: Pool	1,573	4,000	7,000	3,000	75%
01-0573-4912	Licenses & Permits	775	900	900	-	0%
01-0573-5211	Chemicals	14,087	12,600	15,100	2,500	20%
01-0573-5250	Uniforms	13	100	100	-	0%
01-0573-5290	Operating Supplies	3,924	2,700	3,400	700	26%
01-0573-5430	Dues/Memberships	200	200	200	-	0%
01-0573-5440	Conferences/Training/Education	464	600	600	-	0%
Operating		\$ 21,492	\$ 22,100	\$ 28,300	\$ 6,200	28%
01-0573-6400	Equipment	5,349	-	10,000	10,000	-
Capital		\$ 5,349	\$ -	\$ 10,000	\$ 10,000	-
Total General Fund		\$ 111,293	\$ 148,400	\$ 218,200	\$ 69,800	47%

Recreation Department: Aquatics Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0573-1200	Salaries: Regular	1.50 FTE salaries	48,400
01-0573-1300	Salaries: Seasonal	2.50 FTE salaries	100,800
01-0573-2100	FICA Tax	FICA contributions at 7.65% of salaries	11,500
01-0573-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	6,700
01-0573-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	9,700
01-0573-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	100
01-0573-2400	Workers' Compensation	Workers' compensation insurance policy	2,700
Personnel			\$ 179,900
01-0573-4000	Travel/Per Diem	Conference hotel, meals (4 days x 1 staff)	1,000
01-0573-4690	R&M: Pool	Miscellaneous repairs (\$2,500); pool pump replacement (\$1,800); replace filter sand (\$2,700)	7,000
01-0573-4912	Licenses & Permits	Health Department permits (\$600); American Red Cross licensing (\$300)	900
01-0573-5211	Chemicals	Chemicals (\$15,000); pool testing reagents (\$100)	15,100
01-0573-5250	Uniforms	Lifeguard uniforms	100
01-0573-5290	Operating Supplies	Rescue and training equipment (\$1,000); Lifeguard uniforms - suits/whistle/shirt (\$1,275); swim lesson equipment/supplies (\$600); First Aid supplies (\$200); Lifeguard Certifications (\$500)	3,400
01-0573-5430	Dues/Memberships	Association of Aquatic Professionals (\$50); FRPA (\$150)	200
01-0573-5440	Conferences/Training/Education	FRPA (\$400); American Red Cross certification (\$100); CPO renewal (\$100)	600
Operating			\$ 28,300
01-0573-6400	Equipment	Pool aerator	10,000
Capital			\$ 10,000
Total General Fund			\$ 218,200

Recreation Department: Special Events Division - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Special Events Fund						
33-0574-1300	Salaries: Seasonal	-	800	-	(800)	-100%
33-0574-1400	Overtime	4,005	4,300	5,000	700	16%
33-0574-2100	FICA Tax	-	500	400	(100)	-20%
33-0574-2210	Florida Retirement System	-	200	700	500	250%
Personnel		\$ 4,005	\$ 5,800	\$ 6,100	\$ 300	5%
33-0574-3406	Kids' Night Out	1,486	2,100	2,100	-	0%
33-0574-3409	Movie Series	527	700	700	-	0%
33-0574-3411	Field of Screams	4,756	5,000	5,300	300	6%
33-0574-3414	Tri if U Date	3,161	4,500	5,300	800	18%
33-0574-3417	Winter Fest	13,304	14,000	14,900	900	6%
33-0574-3425	Taco Fest	2,884	3,600	2,800	(800)	-22%
33-0574-3428	Pow Wow	20,410	21,700	23,200	1,500	7%
33-0574-3429	Music in the Park	6,186	8,300	9,200	900	11%
33-0574-3435	Holiday Parade	1,260	2,800	2,800	-	0%
33-0574-3436	Food Truck Rally	1,767	3,600	2,800	(800)	-22%
33-0574-3439	Murder Mystery	3,158	4,700	4,000	(700)	-15%
33-0574-4110	Communications	92	700	400	(300)	-43%
33-0574-4500	Insurance	1,582	3,000	2,000	(1,000)	-33%
33-0574-4909	Bank Fees	1,321	800	7,200	6,400	800%
33-0574-4912	Licenses & Permits	784	800	800	-	0%
33-0574-5202	Daddy Daughter	667	1,500	-	(1,500)	-100%
33-0574-5204	Rec Teen Board	9,058	11,000	12,000	1,000	9%
33-0574-5205	Breakfast with Santa	329	600	700	100	17%
33-0574-5212	Senior Adult Lounge	952	900	-	(900)	-100%
33-0574-5218	Doggy Derby	262	200	300	100	50%
33-0574-5222	Family Fun Night	705	2,100	2,200	100	5%
33-0574-5234	Craft Fair	55	1,500	1,500	-	0%
33-0574-5239	Art in the Park	69	1,400	1,800	400	29%
33-0574-5247	Cost of Goods Sold	3,368	3,800	4,200	400	11%
Operating		\$ 78,143	\$ 99,300	\$ 106,200	\$ 6,900	7%
Total Special Events Fund		\$ 82,148	\$ 105,100	\$ 112,300	\$ 7,200	7%

Recreation Department: Special Events Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
Special Events Fund			
33-0574-1400	Overtime	Staff overtime to run special events	5,000
33-0574-2100	FICA Tax	FICA contributions at 7.65% of salaries	400
33-0574-2210	Florida Retirement System	FRS contributions estimated at 13.71% of salaries	700
Personnel			\$ 6,100
33-0574-3406	Kids' Night Out	Contractual services and operating supplies	2,100
33-0574-3409	Movie Series	Contractual services and operating supplies	700
33-0574-3411	Field of Screams	Contractual services and operating supplies	5,300
33-0574-3414	Tri if U Date	Contractual services and operating supplies	5,300
33-0574-3417	Winter Fest	Contractual services and operating supplies	14,900
33-0574-3425	Taco Fest	Contractual services and operating supplies	2,800
33-0574-3428	Pow Wow	Fireworks (\$9,000); bands and audio (\$4,500); Pinellas County Sheriff's Office (\$4,100); Explorers donation (\$450)	23,200
33-0574-3429	Music in the Park	Contractual services and operating supplies	9,200
33-0574-3435	Holiday Parade	Contractual services and operating supplies	2,800
33-0574-3436	Food Truck Rally	Contractual services and operating supplies	2,800
33-0574-3439	Murder Mystery	Contractual services and operating supplies	4,000
33-0574-4110	Communications	Credit card processing mobile services	400
33-0574-4500	Insurance	Contractual services and operating supplies	2,000
33-0574-4909	Bank Fees	Credit card processing fees	7,200
33-0574-4912	Licenses & Permits	License to sell alcohol	800
33-0574-5204	Rec Teen Board	Contractual services and operating supplies	12,000
33-0574-5205	Breakfast with Santa	Contractual services and operating supplies	700
33-0574-5218	Doggy Derby	Contractual services and operating supplies	300
33-0574-5222	Family Fun Night	Contractual services and operating supplies	2,200
33-0574-5234	Craft Fair	Contractual services and operating supplies	1,500
33-0574-5239	Art in the Park	Contractual services and operating supplies	1,800
33-0574-5247	Cost of Goods Sold	Direct cost of alcoholic beverages, including Music in the Park (\$600); Food Truck Rally (\$900); Pow Wow (\$1,400); Taco Fest (\$1,200); Murder Mystery (\$100)	4,200
Operating			\$ 106,200
Total Special Events Fund			\$ 112,300

Recreation Department: Recreation Division - Budget Summary

Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0575-1200	Salaries: Regular	443,454	564,000	606,000	42,000	7%
01-0575-1300	Salaries: Seasonal	58,708	93,600	120,000	26,400	28%
01-0575-1310	Salaries: Part-time	46,282	31,800	43,800	12,000	38%
01-0575-1400	Overtime	7,526	7,200	10,000	2,800	39%
01-0575-1503	Education/Special Pay	6,390	9,200	14,300	5,100	55%
01-0575-1509	Cell Phone Allowance	1,680	2,000	2,400	400	20%
01-0575-2100	FICA Tax	42,301	53,500	61,000	7,500	14%
01-0575-2210	Florida Retirement System	77,206	96,400	109,700	13,300	14%
01-0575-2220	401a Contributions	4,239	4,700	4,900	200	4%
01-0575-2310	Group Insurance	90,470	120,800	137,600	16,800	14%
01-0575-2320	L/T Disability Insurance	730	1,300	1,400	100	8%
01-0575-2400	Workers' Compensation	3,916	5,400	6,700	1,300	24%
Personnel		\$ 782,902	\$ 989,900	\$ 1,117,800	\$ 127,900	13%
01-0575-3100	Professional Services	300	400	500	100	25%
01-0575-3430	Software	-	3,900	3,800	(100)	-3%
01-0575-3485	Contractual Instructors	28,194	60,000	55,000	(5,000)	-8%
01-0575-3490	Contractual Services	10,657	13,000	33,600	20,600	158%
01-0575-3491	Camp Trips & Events	16,982	35,200	44,800	9,600	27%
01-0575-3511	Senior Trips & Programs	6,080	8,000	7,500	(500)	-6%
01-0575-4000	Travel/Per Diem	2,505	3,800	4,400	600	16%
01-0575-4110	Communications	18,424	19,000	18,500	(500)	-3%
01-0575-4120	Postage	88	200	100	(100)	-50%
01-0575-4310	Electric	209,408	215,000	214,300	(700)	0%
01-0575-4320	Water/Sewer	10,854	9,700	11,000	1,300	13%
01-0575-4440	Rental/Lease	264	-	-	-	-
01-0575-4460	Bus Trips: Camps	10,958	18,500	26,500	8,000	43%
01-0575-4500	Insurance: Liability	3,275	3,200	3,900	700	22%
01-0575-4512	Insurance: Property	31,912	35,100	43,100	8,000	23%
01-0575-4520	Insurance: Vehicles	815	1,300	1,600	300	23%
01-0575-4610	R&M: Copier	1,687	2,000	2,400	400	20%
01-0575-4660	R&M: Vehicles	1,262	1,500	2,200	700	47%
01-0575-4690	R&M: Equipment	6,013	1,500	1,500	-	0%
01-0575-4704	Printing	8,896	8,700	11,000	2,300	26%
01-0575-4890	Promotional	-	1,600	1,600	-	0%
01-0575-4909	Bank Fees	7,530	-	2,500	2,500	-
01-0575-4912	Licenses & Permits	5,409	3,100	3,200	100	3%
01-0575-5110	Office Supplies	3,157	5,500	5,500	-	0%
01-0575-5210	Cleaning Supplies	9,836	13,000	13,200	200	2%
01-0575-5240	Fuel	1,718	1,900	2,400	500	26%
01-0575-5250	Uniforms	78	1,000	1,000	-	0%

Recreation Department: Recreation Division - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
01-0575-5261	Break Camp Supplies	766	1,900	1,900	-	0%
01-0575-5266	Summer Camp Supplies	7,442	10,000	10,500	500	5%
01-0575-5281	Sports Equipment	501	1,000	1,000	-	0%
01-0575-5290	Operating Supplies	17,183	10,000	48,600	38,600	386%
01-0575-5410	Books/Publications	-	100	100	-	0%
01-0575-5430	Dues/Memberships	1,030	1,300	1,300	-	0%
01-0575-5440	Conferences/Training/Education	2,015	1,100	1,100	-	0%
Operating		\$ 425,239	\$ 491,500	\$ 579,600	\$ 88,100	18%
01-0575-6410	Equipment	5,722	-	-	-	-
Capital Outlay		\$ 5,722	\$ -	\$ -	\$ -	-
Total General Fund		\$ 1,213,863	\$ 1,481,400	\$ 1,697,400	\$ 216,000	15%
Capital Projects Fund						
35-0575-6300	Improvements	-	-	50,000	50,000	-
35-0575-6400	Equipment	29,010	120,400	-	(120,400)	-100%
35-0575-6962	Vehicles	86,939	-	-	-	-
35-0575-6965	Equipment	46,636	19,000	19,000	-	0%
Capital Outlay		\$ 162,585	\$ 139,400	\$ 69,000	\$ (70,400)	-51%
Total Capital Projects Fund		\$ 162,585	\$ 139,400	\$ 69,000	\$ (70,400)	-51%
Penny Fund						
21-0575-6200	Buildings	80,243	2,391,457	-	(2,391,457)	-100%
21-0575-6300	Improvements	33,452	38,614	-	(38,614)	-100%
Capital Outlay		\$ 113,695	\$ 2,430,071	\$ -	\$ (2,430,071)	-100%
Total Penny Fund		\$ 113,695	\$ 2,430,071	\$ -	\$ (2,430,071)	-100%
Total All Funds		\$ 1,490,143	\$ 4,050,871	\$ 1,766,400	\$ (2,284,471)	-56%

Recreation Department: Recreation Division - Line Item Detail

Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0575-1200	Salaries: Regular	10.50 FTE salaries	606,000
01-0575-1300	Salaries: Seasonal	3.00 FTE salaries	120,000
01-0575-1310	Salaries: Part-time	1.13 FTE salaries	43,800
01-0575-1400	Overtime	Estimated overtime expenditures	10,000
01-0575-1503	Education/Special Pay	Education and longevity incentive payments	14,300
01-0575-1509	Cell Phone Allowance	Staff cell phone stipends (5 @ \$40/month)	2,400
01-0575-2100	FICA Tax	FICA contributions at 7.65% of salaries	61,000
01-0575-2210	Florida Retirement System	FRS contributions estimated at 34.87% for Senior Management Class and 13.71% for staff	109,700
01-0575-2220	401a Contributions	Defined contribution expenditures at 10% of salaries	4,900
01-0575-2310	Group Insurance	Employee insurance policies including estimated premium increases of 11% for health insurance, 4% for dental insurance, 3% for vision insurance, and 1.5% for life insurance	137,600
01-0575-2320	L/T Disability Insurance	Long-term disability insurance including estimated 1.5% premium increase	1,400
01-0575-2400	Workers' Compensation	Workers' compensation insurance policy	6,700
Personnel			\$ 1,117,800
01-0575-3100	Professional Services	Background screenings for camp events (\$250) and instructors (\$250)	500
01-0575-3430	Software	Rec Trac annual software license	3,800
01-0575-3485	Contractual Instructors	Contractual instructors paid at 70% of gross revenue	55,000
01-0575-3490	Contractual Services	Fitness studio, racquetball floor resurfacing (\$8,000); annual carpet cleaning (\$4,000); miscellaneous repairs (\$1,000). New allocations previously reported in Facilities Maintenance Division include: Repetto property pest control and HVAC preventive maintenance (\$1,000); Rec Center pest control, HVAC preventive maintenance, HVAC control inspections, and quarterly elevator service (\$14,560); and Park View Room HVAC preventive maintenance, HVAC control inspections, fire extinguisher inspections, and biannual floor cleaning (\$5,000)	33,600
01-0575-3491	Camp Trips & Events	Summer K-5th trips - 225 kids x 9 trips x \$14 (\$28,350); Summer Teen trips - 45 kids x 16 trips x \$16 (\$11,520); Summer Camp special events (\$3,500); Winter Camp trips - 45 campers x \$14/trip (\$700); miscellaneous (\$700)	44,800
01-0575-3511	Senior Trips & Programs	Daytrip entrance fees (40 trips/year)	7,500
01-0575-4000	Travel/Per Diem	FRPA state conference - hotel - 4 nights, 2 rooms (\$3,100); FRPA state conference - meals - 4 days, 2 staff (\$600); Agency summit - hotel (\$600); Agency summit - fuel (\$100)	4,400
01-0575-4110	Communications	Charter and Frontier services	18,500

Recreation Department: Recreation Division - Line Item Detail

Account	Account Description	Line Item Description	FY 2025 Budget
01-0575-4120	Postage	Routine office mailing expenditures	100
01-0575-4310	Electric	Recreation Center and Aquatics electric expenditures	214,300
01-0575-4320	Water/Sewer	Recreation Center, Aquatics and Repetto property water/sewer expenditures	11,000
01-0575-4460	Bus Trips: Camps	Summer Camp bus (\$25,000); Break Camp bus (\$1,500)	26,500
01-0575-4500	Insurance: Liability	General liability insurance policy	3,900
01-0575-4512	Insurance: Property	Recreation Center and Aquatics property insurance policy	43,100
01-0575-4520	Insurance: Vehicles	Vehicle insurance policy	1,600
01-0575-4610	R&M: Copier	Office copier printing costs per page	2,400
01-0575-4660	R&M: Vehicles	Vehicle maintenance expenditures	2,200
01-0575-4690	R&M: Equipment	Ice machine repair - Recreation & Park View (\$1,000); Custodial equipment repair (\$500)	1,500
01-0575-4704	Printing	PlayZone brochures (\$9,000); miscellaneous posters and business cards (\$2,000)	11,000
01-0575-4890	Promotional	Constant Contact (\$1,200); promotion items (\$200); social media marketing (\$200)	1,600
01-0575-4909	Bank Fees	Credit card fees	2,500
01-0575-4912	Licenses & Permits	Motion picture license (\$1,000); BMI - music (\$1,000); health permits - Recreation & Park View (\$1,000); ASCAP (\$200)	3,200
01-0575-5110	Office Supplies	Office supplies (\$4,500); miscellaneous IT supplies (\$1,000)	5,500
01-0575-5210	Cleaning Supplies	Janitorial supplies (\$10,000); gym wipes (\$3,200)	13,200
01-0575-5240	Fuel	Vehicle fuel expenditures based on forecasted average price of \$3.47/gallon	2,400
01-0575-5250	Uniforms	As-needed replacement shirts (\$370); uniforms - 2 Program Coordinators, 2 Rec II, 1 Rec I (\$350); custodian shirts (\$140); Director & Administrative Assistant (\$140)	1,000
01-0575-5261	Break Camp Supplies	School Days Out supplies (\$1,100); Spring Break Camp supplies (\$400); Winter Break supplies (\$400)	1,900
01-0575-5266	Summer Camp Supplies	General supplies and equipment (\$4,325); camp shirts (\$2,295); special activities - \$165 per group x 11 groups (\$2,000); teen intern program (\$840); camp staff shirts (\$540); miscellaneous (\$500)	10,500
01-0575-5281	Sports Equipment	As-needed sports equipment and supplies	1,000

Recreation Department: Recreation Division - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
01-0575-5290	Operating Supplies	Adult Programs - 2 prog x 10 participants x \$8 (\$200); Drone Racing (\$400); E-sports (\$8,920); IT (\$200); "Lil" Programs - 12 prog x 8 participants (\$600); miscellaneous supplies (\$1,300); party packages (7 parties (\$1,000); Senior Socials - 4 prog x 15 participants x \$2 (\$120); youth programs - 8 prog x 8 participants (\$700); homeschool programs - 10 months x 8 participants (\$300); Agents of Discover (\$6,000 one-time set up, \$1,000 recurring thereafter); Senior Adult Lounge (\$900); E-sports computer replacements (\$9,000); 17 replacement radios (\$8,000); scheduled PC replacements (6 at \$1,400 each); Strategic Plan initiatives (\$1,000)	48,600
01-0575-5410	Books/Publications	Management training materials	100
01-0575-5430	Dues/Memberships	FRPA Silver Agency membership: \$900; NRPA Agency membership: \$400	1,300
01-0575-5440	Conferences/Training/Education	FRPA annual conference: \$800; Agency summit: \$300	1,100
Operating			\$ 579,600
Total General Fund			\$ 1,697,400
Capital Projects Fund			
35-0575-6300	Improvements	Repetto Property improvements	50,000
35-0575-6965	Equipment	Fitness equipment replacement schedule	19,000
Capital Outlay			\$ 69,000
Total Capital Projects Fund			\$ 69,000
Total All Funds			\$ 1,766,400

Non-Departmental

Other financing uses, such as transfers, are reported in this section.

Budget Summary

Department	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
Non-Departmental	\$3,339,107	\$7,429,970	\$676,100	\$(6,753,870)	-91%

Budget Notes

The following transfers are budgeted, effective FY25:

- \$151,200 transfer out from the General Fund to the Capital Projects Funds to establish a working contingency for capital improvements projects.
- \$373,300 transfer out from the ARPA Fund to the Capital Projects Fund to close out the ARPA Fund.

Non-Departmental - Budget Summary						
Account	Account Description	FY 2023 Actual	FY 2024 Amended	FY 2025 Budget	Change (\$)	Change (%)
General Fund						
01-0581-9101	Transfers Out	2,098,050	2,080,500	151,200	(1,929,300)	-93%
Interfund Transfers		\$ 2,098,050	\$ 2,080,500	\$ 151,200	\$ (1,929,300)	-
Total General Fund		2,098,050	2,080,500	151,200	\$ (1,929,300)	-93%
Capital Projects Fund						
35-0581-9900	Contingency	-	-	151,200	151,200	-
Other		\$ -	\$ -	\$ 151,200	\$ 151,200	-
Total Capital Projects Fund		-	-	151,200	\$ 151,200	-
ARPA Fund						
36-0581-9100	Transfers Out	1,241,057	5,349,470	373,700	(4,975,770)	-93%
Interfund Transfers		\$ 1,241,057	\$ 5,349,470	\$ 373,700	\$ (4,975,770)	-93%
Total ARPA Fund		1,241,057	5,349,470	373,700	\$ (4,975,770)	-93%
Total All Funds		\$ 3,339,107	\$ 7,429,970	\$ 676,100	\$ (6,753,870)	91%

Non-Departmental - Line Item Detail			
Account	Account Description	Line Item Description	FY 2025 Budget
General Fund			
01-0581-9101	Transfers Out	Transfer out to CIP Fund	151,200
Interfund Transfers			151,200
Total General Fund			\$ 151,200
Capital Projects Fund			
01-0512-9900	Contingency	Contingency for unanticipated capital project cost increases	151,200
Operating			151,200
Total Capital Projects Fund			\$ 151,200
ARPA Fund			
36-0581-9101	Transfers Out	Estimated final transfer to close out ARPA Fund	373,700
Interfund Transfers			373,700
Total ARPA Fund			\$ 373,700
Total All Funds			\$ 676,100

Long-Range Operating Financial Plans

Forecasted revenues and operating expenditures for major funds over the next five years are included in this section to ensure the current year is balanced while maintaining a long-term perspective. Capital improvements are then scheduled, per the CIP, based on funding availability. Many underlying assumptions for FY25 budget drivers are described in the Executive Summary and/or Key Revenue Sources section of this document. Longer-term assumptions and forecasts beginning in FY26 are described in this section.

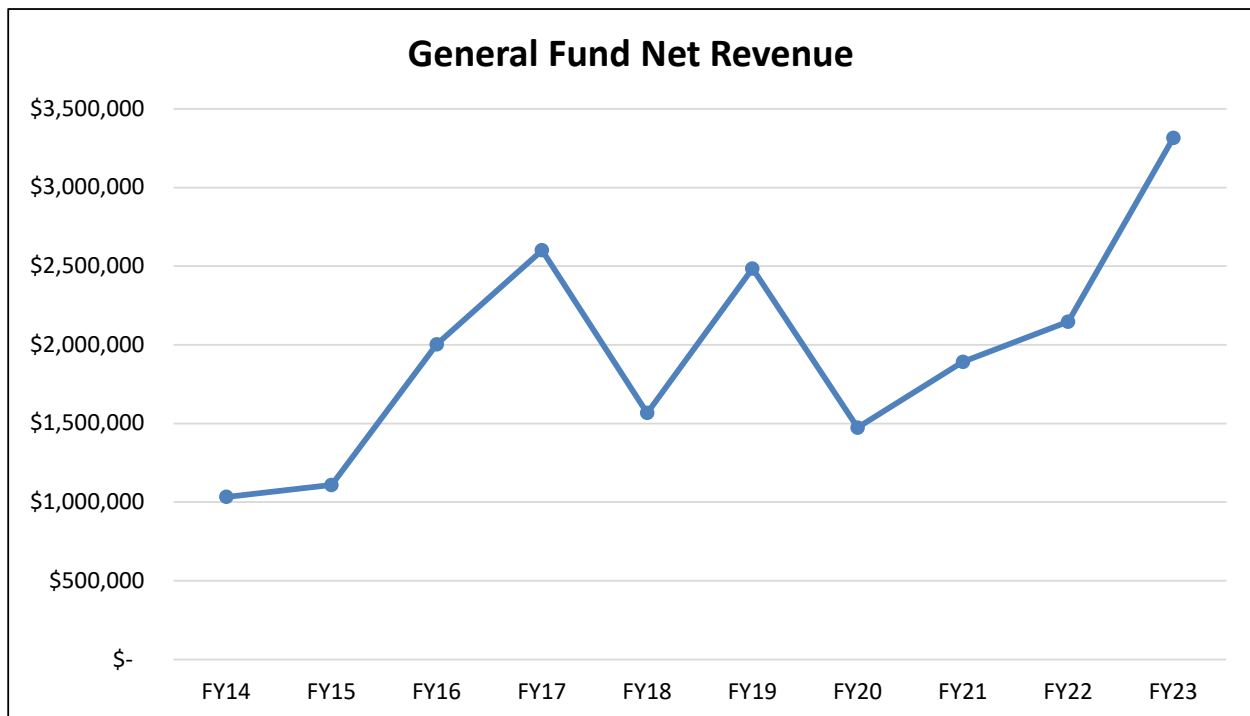
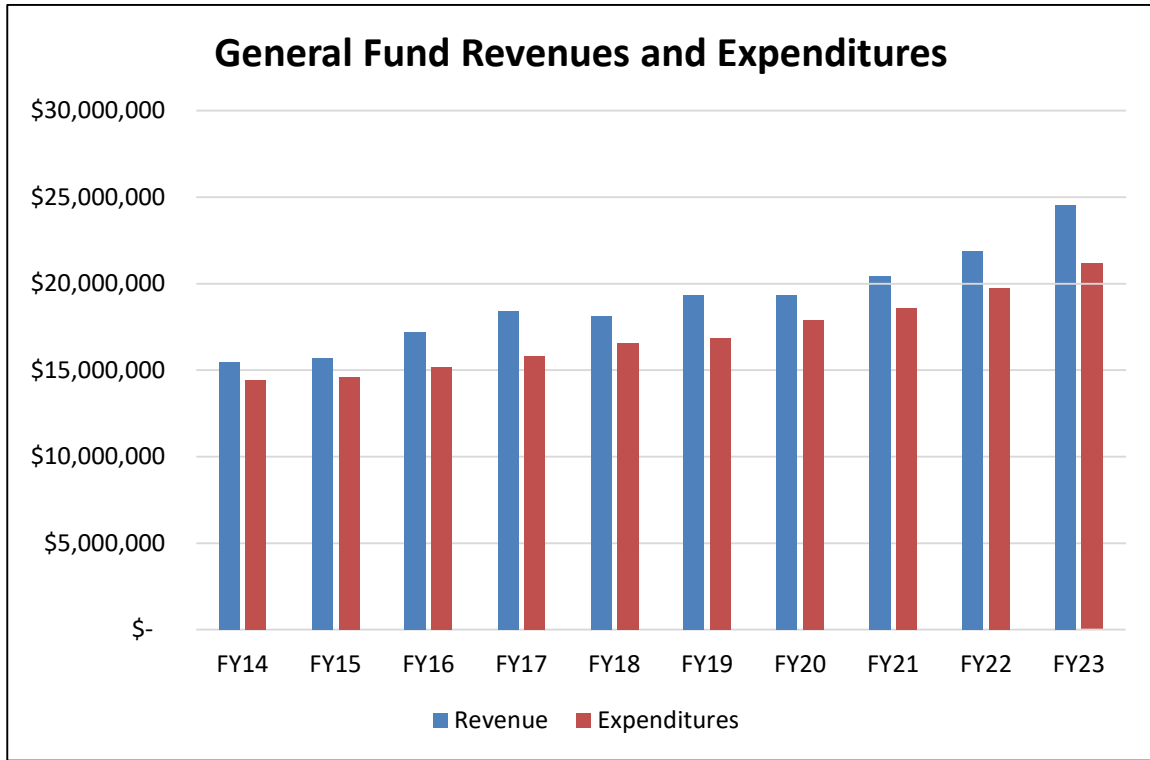
The success strategies contemplated by the City's Strategic Plan include action plans and tasks primarily focused on FY25. However, the four pillars (Quality of Life, Infrastructure, Community Partnerships, and Financial and Operational) are inherently long-term in nature, with aspirational goals established through the year 2030. As the Strategic Plan evolves, resource requirements for upcoming budget periods will be identified and reflected in long-range operating financial plans.

General Fund

	FY 2023 Actual	FY 2024 Amended	FY 2024 Estimated	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
Beginning Fund Balance	\$ 8,066,499	\$ 9,481,308	\$ 9,481,308	\$ 8,835,601	\$ 8,835,601	\$ 9,641,501	\$ 10,484,201	\$ 10,341,201
Revenues								
Ad Valorem Taxes	4,757,085	5,141,600	5,141,600	5,464,000	5,669,000	5,825,000	5,927,000	5,972,000
Other Taxes	4,816,035	4,227,500	4,512,500	4,387,500	4,431,000	4,475,000	4,520,000	4,565,000
Licenses & Permits	600,807	160,900	160,900	160,900	160,900	160,900	160,900	160,900
Intergovernmental	2,917,739	2,666,500	2,756,500	2,757,500	2,757,500	2,757,500	2,757,500	2,757,500
Charges for Service	10,370,400	10,670,500	10,760,500	12,346,400	13,211,000	14,004,000	14,704,000	15,292,000
Fines and Forfeitures	44,165	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Miscellaneous	1,079,629	333,600	1,233,600	723,900	362,000	362,000	362,000	362,000
Other Financing								
Transfers In	126,868	-	-	-	-	-	-	-
Debt Proceeds		-		-	-	-	-	-
Total Funding Sources	\$ 24,712,728	\$ 23,215,600	\$ 24,580,600	\$ 25,855,200	\$ 26,606,400	\$ 27,599,400	\$ 28,446,400	\$ 29,124,400
Expenditures								
Personnel	14,688,240	16,695,900	16,361,982	18,132,300	18,009,000	18,729,400	19,478,600	20,257,700
Operating	6,332,680	6,626,928	6,626,928	7,306,000	7,525,200	7,751,000	7,983,500	8,223,000
Capital	140,649	118,600	118,600	136,400	137,000	147,000	148,000	150,000
Miscellaneous	38,300	138,300	38,300	129,300	129,300	129,300	129,300	129,300
Other Financing								
Transfers Out	2,098,050	2,080,500	2,080,497	151,200	-	-	850,000	1,900,000
Total Funding Uses	\$ 23,297,919	\$ 25,660,228	\$ 25,226,307	\$ 25,855,200	\$ 25,800,500	\$ 26,756,700	\$ 28,589,400	\$ 30,660,000
Ending Fund Balance	\$ 9,481,308	\$ 7,036,680	\$ 8,835,601	\$ 8,835,601	\$ 9,641,501	\$ 10,484,201	\$ 10,341,201	\$ 8,805,601

General Fund

Over the ten-year period from FY14 to FY23, General Fund revenue grew steadily and in excess of rising expenditures, returning average annual net revenue of \$1.9 million.



General Fund

Despite this strong recent history, forward looking projections are prepared conservatively. Fund balance is projected to continue growing through FY27 before declining significantly in FY28 and FY29. The latter years include fund transfers of \$850,000 and \$1,900,000, respectively, to balance the CIP Fund, primarily related to the Recreation Center reconstruction project.

The City's fund balance policy goal is to maintain unassigned balance equivalent to at least three months (25%) of General Fund personnel and operating expenditures. Each of the next five years is projected to comply with the fund balance policy:

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Beginning fund balance:	\$8,835,601	\$8,835,601	\$9,641,501	\$10,484,201	\$10,341,201
Ending fund balance:	\$8,835,601	\$9,641,501	\$10,484,201	\$10,341,201	\$8,805,601
Unassigned balance as percent of expenditures:	35%	38%	40%	38%	31%
Months of expenditures:	4.2	4.5	4.8	4.5	3.7

Ad Valorem Taxes

FY25 Ad Valorem Tax revenue will increase by 6.3% versus FY24 budgeted revenue, down from the prior year growth rate of 10%. Property values are based on January 1, 2024 appraised values. More recently, the Pinellas Realtor Organization's "monthly market detail" dated September 2024 reported a 2.8% year-to-date increase in single family home median prices and an 18.9% reduction in townhome and condominium median prices. Staff estimates therefore assume continued moderation and slowing rates of growth: 3.8% effective FY26, 2.8% effective FY27, 1.8% effective FY28, and 0.8% effective FY29. Forecasts do not assume a contraction in housing prices. There are no projected changes to the millage rate forecasted in the five-year planning period.

Other Taxes

FY25 Other Taxes are estimated to increase 3.8% over FY24 budgeted revenue. Future projections include sustained 1% annual growth from FY26 through FY29, with an underlying assumption that franchise fees and utility services taxes, which are assessed on a fixed percentage basis, will benefit from utility companies recovering their own costs via fee increases. Communication Services Tax (CST) revenue experienced rapid growth in the initial pandemic environment, driven by remote work demands, but future estimates assume the revenue impacts associated with work trend transitions have already been realized.

Licenses and Permits

The significant reduction reflected in Licenses and Permits from FY23 Actual to FY24 Amended is due only to the reallocation of building permit revenue to a new fund. Offsetting expenditures were also reallocated, with no net impact to the General Fund. Remaining revenue sources within this category are forecasted to remain unchanged through FY29.

General Fund

Intergovernmental Revenue

Intergovernmental revenue is primarily driven by the Half-Cent Sales Tax and Municipal Revenue Sharing collections. Half-Cent Sales Tax revenue has grown by 5% on average since FY17, while Municipal Revenue Sharing has grown by an average of 7%. More recent trends portend potential contraction in both sources. Half-Cent Sales Tax experienced monthly declines averaging -4.1% from November 2023 to June 2024. Municipal Revenue Sharing, as estimated by the State of Florida Office of Economic and Demographic Research, is projected to decline 6% in FY25. Until more data is available and longer-term trends are confirmed, no growth is projected throughout the five-year planning period in Intergovernmental sources.

Charges for Service

Approximately 90% of General Fund Charges for Service revenue is related to the Fire Rescue program, with the City's costs reimbursed pursuant to contractual agreements. FY25 revenue reflects a 13% increase from FY24 due to the employee compensation package described in the Transmittal Letter. Longer-term forecasts assume reimbursements will continue to reflect future expenditure trends at declining rates of growth (7% in FY26, 6% in FY27, 5% in FY28, 4% in FY29). There are no assumed changes to contract provisions reflected in the five-year planning period.

Miscellaneous Revenue

FY25 and FY26 revenue forecasts assume steady, sequential declines in the Federal Funds rate, consistent with the September 2024 Federal Open Market Committee dot plot model. No assumption is made for longer-term rates due to the inherent uncertainty of such a forecast, with revenue estimates unchanged after FY26.

Personnel Expenditures

FY25 budgeted personnel expenditures reflect the pay raises described in the Transmittal Letter, with 100% of personnel costs funded. FY26 expenditure projections begin to incorporate moderate levels of staff turnover and vacancy assumptions (i.e., projecting 95.5% of full personnel costs), with underlying pay and benefit growth rates of 4%. FY26 forecasted personnel expenditures are calculated as follows, while FY27 – FY29 estimates include sustained annual 4% gross increases applied to this base:

FY25 budgeted personnel expenditures	\$18,132,300
Less: turnover and vacancy assumption (4.5%)	\$816,000
Total	\$17,316,300
Plus: 4% gross increase (wages, retirement, insurance)	\$692,700
FY26 personnel expenditures	\$18,009,000

General Fund

Operating Expenditures

FY25 operating expenditures are based on departmental itemized budgets. Forward looking operating costs assume continued upward pressure on utility costs, fuel prices, and insurance premiums, with 4% sustained annual increases from FY26 to FY29. This is considered a conservative assumption, as the average annual expenditure growth rate for all General Fund expenditures collectively (including personnel, operating, and recurring capital outlay) from FY14 to FY23 was 3.9%.

Capital Outlay

General Fund capital items typically include only library circulation materials and relatively minor equipment replacement that does not rise to the level of the CIP. FY25 capital items are based on departmental itemized budget requests. The capital outlay budget from FY26 through FY29 projects minor rates of growth on these items.

Future Issues

Hurricane Helene made landfall on September 26, 2024, followed by Hurricane Milton on October 9, 2024. The storms were unprecedented for Pinellas County and the City of Seminole and as of budget publication, the long-term financial consequences of the events are unknown. Property values will be negatively impacted and the outlook for tourism is likely to be challenged. Expenditures for unanticipated overtime, facility water damage mitigation, debris removal and monitoring will negatively impact fund balance until FEMA reimbursement funding is received.

The City of Seminole regularly monitors developments in the State of Florida Legislature to be prepared for any potential consequences of new legislation. Ad Valorem Taxes may be impacted by the November 2024 election, which includes a proposed ballot measure to adjust the value of homestead property tax exemption for inflation. If approved, this would reduce the City's Ad Valorem revenue by an estimated \$10,000 annually.

Prioritizing Pillar #4 of the City's Strategic Plan is critical to managing the City's long-term financial resiliency. The Finance Division is focused on achieving operational efficiency improvements and flexible financial strategies to maintain a nimble posture. The City's history of financial conservatism is reflected in future revenue assumptions, continuing the longstanding practice of operating on a 2.4793 millage rate.

Sales Tax Surcharge ("Penny") Fund

	FY 2023 Actual	FY 2024 Amended	FY 2024 Estimated	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
Beginning Fund Balance	\$ 11,387,026	\$ 14,741,538	\$ 14,741,538	\$ 10,685,915	\$ 11,652,115	\$ 1,587,115	\$ 1,537,115	\$ 3,212,115
Revenues								
Ad Valorem Taxes	-	-	-	-	-	-	-	-
Other Taxes	2,762,454	2,500,000	2,700,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
Licenses & Permits	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	3,710,000	-	-	-
Charges for Service	-	-	-	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-	-
Miscellaneous	466,170	200,000	600,000	400,000	300,000	50,000	50,000	50,000
Other Financing								
Transfers In	584,497	-	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-	-	-
Total Funding Sources	\$ 3,813,121	\$ 2,700,000	\$ 3,300,000	\$ 2,900,000	\$ 6,510,000	\$ 2,550,000	\$ 2,550,000	\$ 2,550,000
Expenditures								
Personnel	-	-	-	-	-	-	-	-
Operating	-	300	-	-	-	-	-	-
Capital	458,609	7,355,623	7,355,623	1,933,800	16,575,000	2,600,000	875,000	-
Miscellaneous	-	-	-	-	-	-	-	-
Other Financing								
Transfers Out	-	-	-	-	-	-	-	-
Total Funding Uses	\$ 458,609	\$ 7,355,923	\$ 7,355,623	\$ 1,933,800	\$ 16,575,000	\$ 2,600,000	\$ 875,000	\$ -
Ending Fund Balance	\$ 14,741,538	\$ 10,085,615	\$ 10,685,915	\$ 11,652,115	\$ 1,587,115	\$ 1,537,115	\$ 3,212,115	\$ 5,762,115

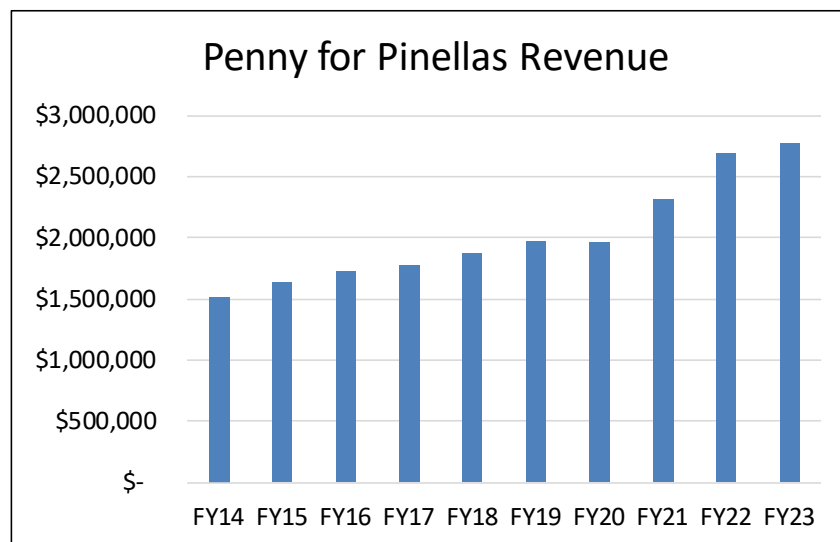
Sales Tax Surcharge (“Penny”) Fund

Penny Fund expenditures are restricted by interlocal agreement to those that represent significant infrastructure improvements as opposed to routine or scheduled maintenance. Expenditures are based on both eligibility and the CIP schedule. No personnel or operating expenditures are included in the Penny Fund.

Fund balance has been methodically accumulated to utilize cash resources to the greatest extent possible for the City’s upcoming Recreation Center reconstruction project. While the proposed utilization of fund balance is not inherently unfavorable, any drawdown of Penny Fund balance potentially affects the schedule or funding source of other future projects. Both the General Fund and CIP Fund could therefore be affected by any significant variances experienced in the Penny Fund.

Other Taxes

The “Penny for Pinellas” sales tax surcharge is reported in Other Taxes. This revenue source has experienced 8% average annual growth over the last ten years.



Collections increased dramatically following the worst of the Covid-19 pandemic in FY20, but based on declining growth trends observed more recently, future forecasts are projected conservatively. FY25 budgeted revenue assumes a decline of 7% versus FY24 estimated revenue, as described in the Key Revenue Sources section. Until more data is available and longer-term trends are confirmed, no growth is projected throughout the five-year planning period in Other Taxes.

Capital Outlay

The CIP includes \$34 million for replacement of the City’s Recreation Center, as contemplated by the Strategic Plan. The current financing plan is to utilize cash resources to the greatest extent possible in the Penny Fund and CIP Fund and to finance the remaining balance over a 20-year term. Approximately \$25 million is currently anticipated to be available and the remaining \$9

Sales Tax Surcharge (“Penny”) Fund

million will be borrowed. Given this key assumption, fund balance is sufficient to manage the CIP over the five-year planning period.

Future Issues

As of budget publication, Pinellas County and the City of Seminole were managing the immediate response to Hurricane Helene and Hurricane Milton. The outlook for tourism, and therefore Penny for Pinellas revenue, is unknown but likely to be challenged.

Several alternative financing plans have been discussed in support of the City’s Recreation Center reconstruction project. The plan as reflected in this document contemplates heavy utilization of cash resources so as to minimize the extent of any borrowing. While this approach is consistent with the City’s history of financial conservatism, it would limit the City’s agility in the event of any future unanticipated challenges.

Capital Improvements Plan (CIP) Fund

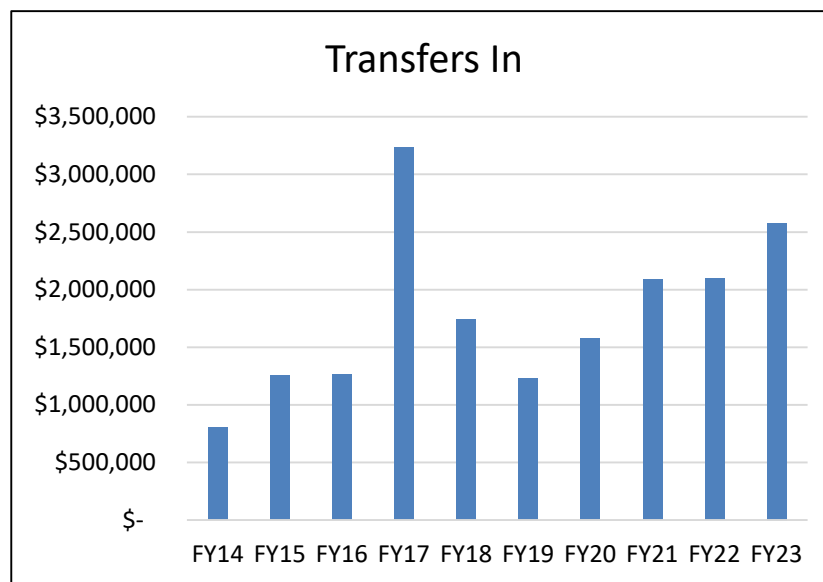
	FY 2023 Actual	FY 2024 Amended	FY 2024 Estimated	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
Beginning Fund Balance	\$ 5,565,689	\$ 6,250,846	\$ 6,250,846	\$ 10,966,985	\$ 6,964,985	\$ 3,651,685	\$ 1,158,933	\$ 457,581
Revenues								
Ad Valorem Taxes	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-	-
Charges for Service	-	-	-	-	-	-	-	-
Fines and Forfeitures	-	-	-	-	-	-	-	-
Miscellaneous	-	501,100	800,000	527,600	2,112,700	84,000	573,700	560,000
Other Financing								
Transfers In	2,579,982	7,429,970	7,429,967	524,900	-	-	850,000	1,900,000
Debt Proceeds	-	-	-	-	9,000,000	-	-	-
Total Funding Sources	\$ 2,579,982	\$ 7,931,070	\$ 8,229,967	\$ 1,052,500	\$ 11,112,700	\$ 84,000	\$ 1,423,700	\$ 2,460,000
Expenditures								
Personnel	-	-	-	-	-	-	-	-
Operating	420,351	354,500	354,500	140,000	-	-	-	-
Capital	1,474,474	3,159,328	3,159,328	4,763,300	14,426,000	1,729,000	1,412,300	1,734,131
Miscellaneous	-	-	-	151,200	-	-	-	-
Other Financing								
Transfers Out	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	847,752	712,752	712,752
Total Funding Uses	\$ 1,894,825	\$ 3,513,828	\$ 3,513,828	\$ 5,054,500	\$ 14,426,000	\$ 2,576,752	\$ 2,125,052	\$ 2,446,883
Ending Fund Balance	\$ 6,250,846	\$ 10,668,088	\$ 10,966,985	\$ 6,964,985	\$ 3,651,685	\$ 1,158,933	\$ 457,581	\$ 470,697

Capital Improvements Plan (CIP) Fund

The CIP Fund is the default funding mechanism for infrastructure improvements ineligible for Penny funding or not available for Penny funding based on scheduled funding drawdowns. Operating expenditures reflected in the FY25 CIP Fund include only projects that are not anticipated to be capitalized. The Fund includes no recurring personnel or operating expenditures for which fund balance must be retained, and no independent revenue sources. Funding sources include transfers in from other funds and reimbursement of capital outlay expenditures, typically pursuant to Fire Service contracts. Funds are therefore accumulated or drawn upon based entirely on the CIP schedule and the 36% fund balance decline is not considered inherently unfavorable.

Transfers In

The CIP Fund is primarily funded via interfund transfers, which have averaged \$1.8 million over the last ten years.



Based on the impact of the American Rescue Plan Act, the CIP Fund is currently balanced over the five-year planning period without the need for fund transfers in FY26 or FY27. Fund transfers are anticipated to resume in FY28 due to the magnitude of the planned Recreation Center reconstruction project.

Future Issues

The Stormwater Infrastructure Improvements project is currently projected to be funded via the CIP Fund. Meanwhile, the Stormwater Master Plan has identified recommendations for rehabilitation at a greater scale than has been historically funded. A stormwater rate study is planned for FY25, which will establish a supplemental funding mechanism for future stormwater rehabilitation projects. This effort is directly related to the Strategic Plan and remains an evolving issue.

Building Fund

	FY 2023 Actual	FY 2024 Amended	FY 2024 Estimated	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 70,000	\$ 59,100	\$ 53,700	\$ 42,700	\$ 25,700
Revenues								
Ad Valorem Taxes	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-
Licenses & Permits	-	360,000	415,000	660,000	660,000	660,000	660,000	660,000
Intergovernmental	-	-	-	-	-	-	-	-
Charges for Service	-	-	-	-	-	-	-	-
Fines	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
Other Funding Sources								
Transfers In	-	-	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-	-	-
Total Funding Sources	\$ -	\$ 360,000	\$ 415,000	\$ 660,000	\$ 660,000	\$ 660,000	\$ 660,000	\$ 660,000
Expenditures								
Personnel	-	217,300	-	450,500	455,000	460,000	465,000	470,000
Operating	-	142,700	345,000	220,400	210,400	211,000	212,000	213,000
Capital	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
Other Funding Uses								
Transfers Out	-	-	-	-	-	-	-	-
Total Funding Uses	\$ -	\$ 360,000	\$ 345,000	\$ 670,900	\$ 665,400	\$ 671,000	\$ 677,000	\$ 683,000
Ending Fund Balance	\$ -	\$ -	\$ 70,000	\$ 59,100	\$ 53,700	\$ 42,700	\$ 25,700	\$ 2,700

Building Fund

Prior to FY25, the Building Fund was reported as a non-major fund. Due to its significance on a qualitative basis to City operations, it will be reported a major fund effective FY25.

Licenses and Permits

Building permit fees and plan review fees are reported in Licenses and Permits. Building permit fees have not been updated since 2003. FY25 building permit revenue assumes final adoption of a new building permit fee schedule, summarized as follows:

Total Job Valuation:	Building Permit Fees:
\$0.00 to \$1,000	\$35 <u>\$50</u> base fee
\$1,001 to \$20,000	\$35 <u>\$50</u> for the first \$1,000, plus \$6.00 <u>\$9.00</u> for each additional \$1,000 or fraction thereof, up to and including \$20,000.
\$20,001 to \$40,000	\$149 <u>\$225</u> for the first \$20,000, plus \$7.00 <u>\$10.50</u> for each additional \$1,000 or fraction thereof, up to and including \$40,000.
\$40,001 to \$60,000	\$282 <u>\$425</u> for the first \$40,000, plus \$8.00 <u>\$12.00</u> for each additional \$1,000 or fraction thereof, up to and including \$60,000.
\$60,001 to \$100,000	\$434 <u>\$650</u> for the first \$60,000, plus \$9.00 <u>\$13.50</u> for each additional \$1,000 or fraction thereof, up to and including \$100,000.
\$100,001 to \$500,000	\$785 <u>\$1,000</u> for the first \$100,000, plus \$8.00 <u>\$10.00</u> for each additional \$1,000 or fraction thereof, up to and including \$500,000.
\$500,001 to \$1,000,000	\$3,977 <u>\$5,000</u> for the first \$500,000, plus \$7.00 <u>\$8.75</u> for each additional \$1,000 or fraction thereof, up to and including \$1,000,000.
\$1,000,001 and above	\$7,470 <u>\$9,500</u> for the first \$1,000,000, plus \$6.00 <u>\$7.50</u> for each additional \$1,000 or fraction thereof.

No further increases are planned for the remaining five-year period and no underlying revenue growth is assumed subsequent to implementation of the new fees. The revenue associated with the fee increase is anticipated to offset expenditures associated with enforcement of the Florida Building Code throughout the duration of the five-year planning period.

Building Fund

Fund balance is projected to decline by 16% in FY25, which is consistent with the City's plan to utilize accumulated resources and minimize the extent of the permit fee increase.

Personnel Expenditures

Effective FY25, 2.5 FTE will be reallocated from the Planning/Code Enforcement Division to the Building Division. Key positions within the Building Fund are currently outsourced and contracted, including the Building Official and Multi-Certified Inspector positions. The FY25 personnel budget reflects the funding level that would be required to fill all positions internally. There is therefore no assumed discounting of the personnel budget for anticipated vacancies in subsequent years, as is projected in the General Fund.

Operating Expenditures

FY24 Estimated expenditures represent the entirety of the Building Fund operation being contracted and reflects a \$217,300 budget transfer from personnel line items to contractual services. The 36% decrease from FY24 Estimated to FY25 Budget reflects only the personnel budget being funded as described above.

Future Issues

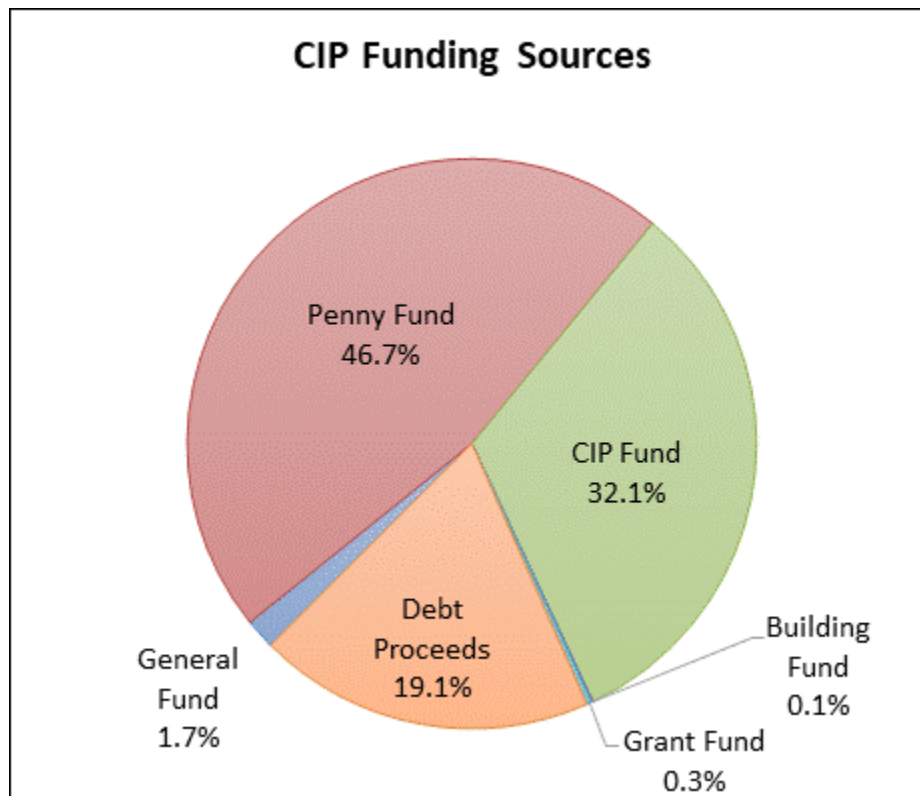
Following Hurricane Ian and Hurricane Nicole in 2022, *Florida Statutes* s. 553.80 precluded local governments located in areas designated in the Federal Emergency Management Agency disaster declarations from raising building permit fees. As of budget publication, Hurricane Helene and Hurricane Milton have caused unprecedented damage in Pinellas County and the City of Seminole. Staff will be monitoring any new legislative developments that might similarly affect the City's ability to control its building fee schedule as a result of these storms.

Capital Improvements Plan (CIP)

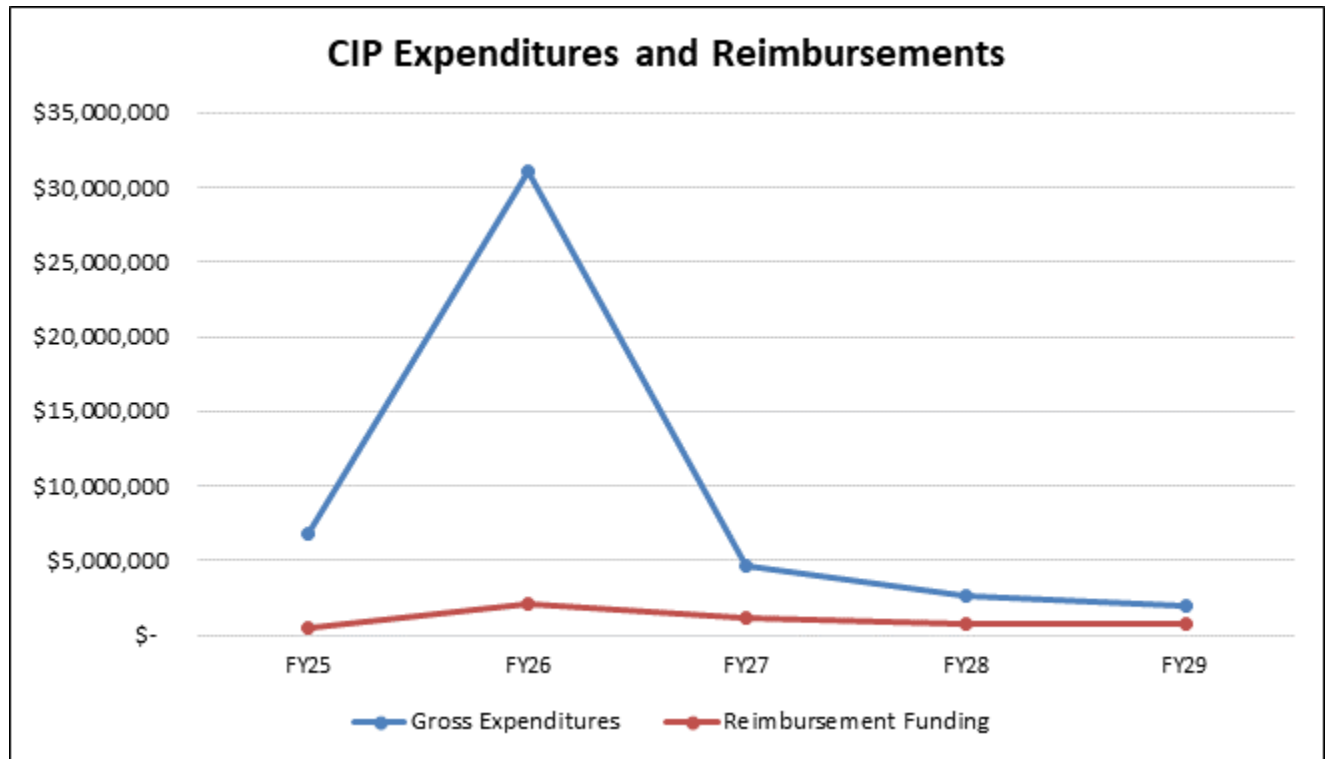
The *Code of Ordinances* requires the City Manager to annually prepare and submit a Capital Improvements budget for the ensuing year and the next four years by July 8. The process begins by the Finance Department calculating detailed revenue, expenditure, and working capital projections to evaluate available funding levels. The Capital Improvements Plan (CIP) then facilitates the prioritization of capital investments based on funding availability. Projects are developed based on replacement cycles and useful life assumptions. The CIP is discussed with City Council in draft format at an annual budget workshop in July.

The CIP includes non-recurring capital expenditures valued at \$10,000 or more, scheduled over the next five years. The first year of the five-year plan is budgeted, while the remaining years are scheduled for planning purposes. If applicable, any anticipated net operating expenditure increases associated with scheduled CIP projects are identified and included in long-range operating financial plans. Based on the City's Fire Protection Services Agreement with Pinellas County, many Fire Rescue-related projects include partially reimbursable expenditures.

Individual project worksheets are provided to identify the type of project, estimate any applicable net operating budget impacts, and indicate any anticipated funding reimbursements.



Capital Improvements Plan (CIP)



FY25 - FY29 CIP Summary

	FY25	FY26	FY27	FY28	FY29	Total
Project:						
Recreation Center Replacement	-	29,648,000	2,000,000	-	-	31,648,000
Fleet Replacements	2,175,000	230,000	935,000	942,000	185,000	4,467,000
Pavement Management Plan	571,000	660,000	600,000	625,000	622,100	3,078,100
Stormwater Infrastructure Improvements	556,000	358,000	644,000	578,000	754,000	2,890,000
Bay Pines Fire Station	1,300,000	-	200,000	200,000	200,000	1,900,000
Fleet Additions	625,000	13,000	14,400	15,800	17,300	685,500
Facility Rehabilitation	250,000	50,000	-	20,000	145,000	465,000
Waterfront Park	350,000	1,000	1,000	1,000	1,000	354,000
Portable and Mobile Radio Replacements	347,100	-	-	-	-	347,100
HVAC Replacements	50,000	-	70,000	115,000	-	235,000
City Park	118,000	-	-	-	-	118,000
Parking Lot Resurfacing	115,000	-	-	-	-	115,000
Fuel Pump Replacements	110,000	-	-	-	-	110,000
Microsoft Office Upgrade	-	27,500	27,500	27,500	27,500	110,000
Blossom Lake Park	15,000	25,000	50,000	-	-	90,000
Stormwater Rate Study	75,000	-	-	-	-	75,000
Fitness Center Equipment Replacement	19,000	-	15,000	22,800	10,000	66,800
Monument Signs - Medians	50,000	500	500	500	500	52,000
Repetto Property	50,000	1,000	1,000	1,000	1,000	54,000
Asset Management Software	25,000	5,000	5,300	5,600	5,900	46,800
Firefighting Hose Replacement	18,500	-	-	19,500	-	38,000
Server Replacements	-	-	15,000	-	18,000	33,000
City Website	-	30,000	5,000	5,300	5,600	45,900
Tree Inventory	30,000	-	-	-	-	30,000
Total	\$ 6,849,600	\$ 31,049,000	\$ 4,583,700	\$ 2,579,000	\$ 1,992,900	\$ 47,054,200
Funding Source:						
General Fund	-	48,000	254,700	256,700	258,800	818,200
Penny Fund	1,933,800	16,575,000	2,600,000	875,000	-	21,983,800
CIP Fund	4,783,300	5,426,000	1,729,000	1,412,300	1,734,100	15,084,700
Building Fund	-	-	-	35,000	-	35,000
Grant Fund	132,500	-	-	-	-	132,500
Debt Proceeds	-	9,000,000	-	-	-	9,000,000
Total	\$ 6,849,600	\$ 31,049,000	\$ 4,583,700	\$ 2,579,000	\$ 1,992,900	\$ 47,054,200
Estimated Reimbursement:						
Fire Service Revenue	\$ (527,600)	\$ (2,120,200)	\$ (1,154,900)	\$ (722,000)	\$ (708,800)	(5,233,500)
Net Cost	\$ 6,322,000	\$ 28,928,800	\$ 3,428,800	\$ 1,857,000	\$ 1,284,100	\$ 41,820,700

Anticipated Net Operating Budget Impacts						
	FY25	FY26	FY27	FY28	FY29	Total
Project:						
Recreation Center Replacement	-	-	TBD	TBD	TBD	-
Fleet Replacements	-	-	-	-	-	-
Pavement Management Plan	-	-	-	-	-	-
Stormwater Infrastructure Improvements	-	-	-	-	-	-
Bay Pines Fire Station	-	-	60,000	60,000	60,000	180,000
Fleet Additions	-	5,500	6,500	7,500	8,500	28,000
Facility Rehabilitation	-	-	-	-	-	-
Waterfront Park	-	1,000	1,000	1,000	1,000	4,000
Portable and Mobile Radio Replacements	-	-	-	-	-	-
HVAC Replacements	-	-	-	-	-	-
City Park	-	-	-	-	-	-
Parking Lot Resurfacing	-	-	-	-	-	-
Fuel Pump Replacements	-	-	-	-	-	-
Microsoft Office Upgrade	-	27,500	27,500	27,500	27,500	110,000
Blossom Lake Park	-	-	-	-	-	-
Stormwater Rate Study	-	-	-	-	-	-
Fitness Center Equipment Replacement	-	-	-	-	-	-
Monument Signs - Medians	-	500	500	500	500	2,000
Repetto Property	-	1,000	1,000	1,000	1,000	4,000
Asset Management Software	-	5,000	5,300	5,600	5,900	21,800
Firefighting Hose Replacement	-	-	-	-	-	-
Server Replacements	-	-	-	-	-	-
City Website	-	-	5,000	5,300	5,600	15,900
Tree Inventory	-	-	-	-	-	-
Total	\$ -	\$ 40,500	\$ 106,800	\$ 108,400	\$ 110,000	\$ 365,700
Note: All costs are estimated only and presented net of existing expenditures or net of anticipated Fire Service revenue. Recreation Center Replacement project's operating costs are to be determined (TBD) pursuant to the architectural design and engineering process, with the goal of optimizing space planning for maximum efficiency.						

Recreation Center Replacement

Department:	Recreation
Strategic Plan Success Strategy:	2.3
Life Expectancy:	50 years
Cost Estimate Source:	OPC
Cost Estimate Date:	2024

Description:

City Council adopted the Recreation Master Plan in May 2024, including plans to demolish and replace the current Recreation Center facility. The total estimated project cost is \$34,000,000, including \$2,000,000 for design, \$30,000,000 for construction and \$2,000,000 for furniture, fixtures, and equipment (FF&E). The FY24 budget includes \$2,352,000 for architectural design and engineering services. The remaining \$31,648,000 is proposed to be phased in FY26 (construction) and FY27 (FF&E). All but \$9,000,000 is currently anticipated to be available to fund with cash. Staff will apply for grant funding as a supplemental source and the remaining balance will be financed over a 15-20 year term utilizing available General Fund net revenues as a debt service pledge.

Any new potential operating costs are currently unidentified but will be evaluated pursuant to the architectural design and engineering process, with the goal of optimizing space planning for maximum efficiency.

This project is directly related to Strategic Plan Success Strategy 2.3: Plan and develop a new state of the art Recreational Complex.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Construction	-	29,648,000	-	-	-	29,648,000
Furniture, Fixtures & Equipment	-	-	2,000,000	-	-	2,000,000
Total	\$ -	\$ 29,648,000	\$ 2,000,000	\$ -	\$ -	\$ 31,648,000
Funding Source:						
Penny Fund	-	16,000,000	2,000,000	-	-	18,000,000
Debt Proceeds	-	9,000,000	-	-	-	9,000,000
CIP Fund	-	4,648,000	-	-	-	4,648,000
Total	\$ -	\$ 29,648,000	\$ 2,000,000	\$ -	\$ -	\$ 31,648,000

Fleet Replacements

Department: Various
Strategic Plan Success Strategy: N/A
Life Expectancy: 10 - 12 years
Cost Estimate Source: Staff
Cost Estimate Date: 2024

Description:

Scheduled replacement of existing City vehicles and apparatus, including the full cost of outfitting (i.e., equipment, lighting, etc.). Each item listed will have reached the end of its useful life by the time it is replaced, with no operating budget impact. Any requested new vehicles (i.e., additions to the fleet rather than replacement of existing) are presented as separate, standalone items and not reflected on this worksheet.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Public Works:						
2010 Ford F350 Dump Bed	25,000	-	-	-	-	25,000
2015 Nissan Frontier	-	-	-	37,000	-	37,000
2014 Ford Transit	50,000	-	-	-	-	50,000
2011 John Deere Excavator	-	45,000	-	-	-	45,000
2016 Ford F150 Pickup 4x4	-	-	40,000	-	-	40,000
2020 John Deere Mower	-	-	15,000	-	-	15,000
2019 John Deere Mower	-	15,000	-	-	-	15,000
2016 Ford F350	-	-	-	70,000	-	70,000
2012 Ford F750 Water Truck	-	-	80,000	-	-	80,000
2016 Ford F350 W/Lift Gate	-	-	-	-	60,000	60,000
2021 F-150 Ford Supercab	-	-	-	-	35,000	35,000
2015 Ford F750 Dump Truck	-	-	-	-	90,000	90,000
Recreation:						-
2016 Ford F150 4x4	-	35,000	-	-	-	35,000
2016 Kawasaki Mule	-	15,000	-	-	-	15,000
Community Development:						-
2018 Dodge Journey	-	-	-	35,000	-	35,000
Fire Rescue:						-
2016 Rosenbauer T29	2,100,000	-	-	-	-	2,100,000
2015 Nissan Frontier	-	60,000	-	-	-	60,000
2015 Nissan Frontier	-	60,000	-	-	-	60,000
2018 Rosenbauer E31	-	-	800,000	-	-	800,000
2018 Rosenbauer Sq29	-	-	-	800,000	-	800,000
Total	\$ 2,175,000	\$ 230,000	\$ 935,000	\$ 942,000	\$ 185,000	\$ 4,467,000
Funding Source:						
CIP Fund	2,175,000	230,000	935,000	107,000	185,000	3,632,000
Penny Fund	-	-	-	800,000	-	800,000
Building Fund	-	-	-	35,000	-	35,000
Total	\$ 2,175,000	\$ 230,000	\$ 935,000	\$ 942,000	\$ 185,000	\$ 4,467,000
Estimated Reimbursement:						
Fire Service Revenue	(514,600)	(1,470,000)	(84,000)	(560,000)	(560,000)	\$ (3,188,600)
Net Cost	\$ 1,660,400	\$ (1,240,000)	\$ 851,000	\$ 382,000	\$ (375,000)	\$ 1,278,400

Pavement Management Plan

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>2.2</u>
Life Expectancy:	<u>20 years</u>
Cost Estimate Source:	<u>OPC</u>
Cost Estimate Date:	<u>2023</u>

Description:

City-owned roadways that are at the end of their useful life are treated through mill, grade and surfacing, or full-depth reclamation. City Council adopted a seven-year pavement management plan scheduled through FY29. Implementation of the plan increased average roadway funding by approximately \$40,000 per year versus historical costs, but strategically preserves roadways before they deteriorate to a point where more costly reconstruction is necessary. The funding schedule below will bring the citywide Pavement Condition Index up from a score of 76 (current) to 86 by FY29, and provide for more cost effective life cycle management of the City's roadways. Scheduled roadway projects for FY25 include the following:

106th Ave. N	Marla Lane	107th Ave. N
118th Way	Seminole Forest St.	121st St. N
119th Way	100th Ave. N	Quail Ridge
120th Court	101st Ave. N	Frank Estates
121st Court	101st Lane N	Oaks Lane
98th Ave. N	104th Ave. N	Park Place Dr.
99th Ave. N	106th Ave. N	Windtree Estates

This project is directly related to Strategic Plan Success Strategy 2.2: Refine and execute the Pavement Management Plan.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Preventive Maintenance	287,200	85,000	-	550,000	622,100	1,544,300
Capital Improvement	283,800	575,000	600,000	75,000	-	1,533,800
Total	\$ 571,000	\$ 660,000	\$ 600,000	\$ 625,000	\$ 622,100	\$ 3,078,100
Funding Source:						
CIP Fund	287,200	85,000	-	550,000	622,100	1,544,300
Penny Fund	283,800	575,000	600,000	75,000	-	1,533,800
Total	\$ 571,000	\$ 660,000	\$ 600,000	\$ 625,000	\$ 622,100	\$ 3,078,100

Stormwater Infrastructure Improvements

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>2.1</u>
Life Expectancy:	<u>20 years</u>
Cost Estimate Source:	<u>OPC</u>
Cost Estimate Date:	<u>2024</u>

Description:

This project includes scheduled improvements to the City's stormwater drainage infrastructure. City Council adopted a Stormwater Infrastructure Assessment report, which identified the project schedule listed below. Estimated costs were updated in 2024 for cost escalation purposes.

FY25: Marla Lane Improvements	\$264,000
FY25: Park Place Estates Improvements	\$292,000
FY26: 111th Street N. Improvements	\$132,000
FY26: Blossom Lake Village Improvements	\$105,000
FY26: Ronick / Country Estates Manhole Installation and CCTV	\$121,000
FY27: Thurston Groves Pipe Lining	\$644,000
FY28: Seminole Grove Estates Pond Rehabilitation	\$341,000
FY28: 82nd Avenue N. Stormwater Piping Replacement	\$237,000
FY29: Baywood Park Drive Improvements	\$374,000
FY29: Burning Tree Circle Improvements	\$160,000
FY29: Burning Tree Drive Improvements	\$220,000

This project is directly related to Strategic Plan Success Strategy 2.1: Create a Stormwater utility.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	556,000	358,000	644,000	578,000	754,000	2,890,000
Total	\$ 556,000	\$ 358,000	\$ 644,000	\$ 578,000	\$ 754,000	\$ 2,890,000
Funding Source:						
CIP Fund	556,000	358,000	644,000	578,000	754,000	2,890,000
Total	\$ 556,000	\$ 358,000	\$ 644,000	\$ 578,000	\$ 754,000	\$ 2,890,000

Bay Pines Fire Station

Department:	<u>Fire Rescue</u>
Strategic Plan Success Strategy:	<u>1.4</u>
Life Expectancy:	<u>50 years</u>
Cost Estimate Source:	<u>OPC</u>
Cost Estimate Date:	<u>2024</u>

Description:

The FY 2024 budget currently includes \$4 million for the construction of the Bay Pines Fire Station. Supplemental funding of \$1.3 million will provide for anticipated cost escalation, furniture, fixtures, and equipment (FF&E), and contingency. The total estimate of \$5.3 million is consistent with the 30% schematic design opinion of probable cost. Estimated operating costs for the new station are based on existing costs for the City's four other fire stations and will be reimbursed at approximately 70% pursuant to the Fire Protection Services Agreement with Pinellas County.

This project is consistent with Strategic Plan Success Strategy 1.4: Promote an environment of health and safety through prevention, education, and service delivery. Seminole Fire Rescue not only serves the City of Seminole but is the contracted service provider for both Fire Rescue and EMS services in the Seminole Fire District, with a service population exceeding 110,000. Calls for Fire/EMS continue to grow and thus the need to construct a fifth Fire Station, in partnership with Pinellas County.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Construction	1,300,000	-	-	-	-	1,300,000
Operating	-	-	200,000	200,000	200,000	600,000
Total	\$ 1,300,000	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,900,000
Funding Source:						
Penny Fund	1,300,000	-	-	-	-	1,300,000
General Fund	-	-	200,000	200,000	200,000	600,000
Total	\$ 1,300,000	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,900,000
Estimated Reimbursement:						
Fire Service Revenue	-	-	(1,063,000)	(140,000)	(140,000)	(1,343,000)
Net Cost	\$ 1,300,000	\$ -	\$ (863,000)	\$ 60,000	\$ 60,000	\$ 557,000

Fleet Additions

Department:	<u>Various</u>
Strategic Plan Success Strategy:	<u>4.4</u>
Life Expectancy:	<u>10 - 12 years</u>
Cost Estimate Source:	<u>Quotes</u>
Cost Estimate Date:	<u>2024</u>

Description:

Any requested new vehicles (i.e., additions to the fleet rather than replacement of existing) are presented as separate, standalone items and not reflected on the previous replacement schedule. New requests include a Rescue Unit (\$350,000), Street Sweeper (\$235,000) and walk-behind Skid Steer (\$40,000). Operating costs for each are identified in FY26 and beyond.

Rescue 29 will be fully reimbursed by Pinellas County pursuant to the Advanced Life Support (ALS) Agreement, including one additional Firefighter/Paramedic (3.00 FTE) funded by the County as of April 1, 2025. The operating costs associated with the new unit (e.g., fuel, insurance, and maintenance) will also be fully reimbursed by Pinellas County.

The Street Sweeper is proposed as a long-term cost effectiveness measure. The City currently contracts for street sweeping services at an annual cost of \$25,000 for bi-monthly service. New standards for stormwater runoff nutrient removal treatment require escalation of the existing service at an additional cost of \$25,000 annually. Acquisition of the Street Sweeper, including estimated insurance, fuel, and maintenance costs, has a breakeven period of 5.4 years versus the contractual service cost of \$50,000 annually. The estimated useful life of the Street Sweeper is 10 years. Staff will apply for grant funding for the Street Sweeper, which is proposed to include a 50% match.

The walk-behind Skid Steer is proposed to improve operational efficiency. The proposed equipment can access job locations where the City's backhoe cannot reach and minimize ground disruption. Skid steer attachments including a stump grinder and auger allow for greater versatility in performing in-house work.

This project is consistent with Strategic Plan Success Strategy 4.4: Effectively use City resources for maximum community impact. It reflects the City's disciplined approach to new asset acquisition and focus on controlling operating expenses.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Fire Rescue:						
Rescue 29	350,000	7,500	7,900	8,300	8,800	382,500
Public Works:						
Street Sweeper	235,000	4,000	5,000	6,000	7,000	257,000
Skid Steer	40,000	1,500	1,500	1,500	1,500	46,000
Total	\$ 625,000	\$ 13,000	\$ 14,400	\$ 15,800	\$ 17,300	\$ 685,500
Funding Source:						
CIP Fund	507,500	-	-	-	-	507,500
Grant Fund	117,500	-	-	-	-	117,500
General Fund	-	13,000	14,400	15,800	17,300	60,500
Total	\$ 625,000	\$ 13,000	\$ 14,400	\$ 15,800	\$ 17,300	\$ 685,500
Estimated Reimbursement:						
Fire Service Revenue	-	(357,500)	(7,900)	(8,300)	(8,800)	(382,500)
Net Cost	\$ 625,000	\$ (344,500)	\$ 6,500	\$ 7,500	\$ 8,500	\$ 303,000

Facility Rehabilitation

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>N/A</u>
Life Expectancy:	<u>10 - 15 years</u>
Cost Estimate Source:	<u>Staff</u>
Cost Estimate Date:	<u>2023</u>

Description:

This project is intended to fund proactive facility maintenance at various locations to optimize life cycle costs and reduce the need for costly, unanticipated repairs. Following is the anticipated schedule:

FY25:

City Hall - windows, sealant, exterior finishes, exterior tile replacement, and painting (\$250,000)

FY26:

Community Building (Park View Room, museum, PCSO) - gutter replacement (\$50,000)

FY28:

Fleet Maintenance Building - exterior rehabilitation (\$20,000)

FY29:

Emergency Operations Center/Public Works Operations Building - roof replacement (\$105,000); exterior rehabilitation (\$40,000)

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Preventive Maintenance	250,000	50,000	-	20,000	145,000	465,000
Total	\$ 250,000	\$ 50,000	\$ -	\$ 20,000	\$ 145,000	\$ 465,000
Funding Source:						
CIP Fund	250,000	50,000	-	20,000	145,000	465,000
Total	\$ 250,000	\$ 50,000	\$ -	\$ 20,000	\$ 145,000	\$ 465,000

Waterfront Park

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>1.5</u>
Life Expectancy:	<u>25 years</u>
Cost Estimate Source:	<u>Staff</u>
Cost Estimate Date:	<u>2024</u>

Description:

The City purchased land for Waterfront Park in 2012. Over the past several years, the City has prepared the site, secured grant funding, and developed the property into a community centerpiece. The final elements of the park master plan to be completed include the construction of a gazebo (\$250,000) and Veterans' Memorial (\$75,000). FY25 funding also includes \$25,000 for a new gutter system at the restroom building. New operating costs will include additional maintenance requirements, estimated at \$1,000 annually.

This project is consistent with Strategic Plan Success Strategy 1.5: Emphasize physical and mental wellness through recreation, parks, and library activities and programs. The gazebo addition would be intended to facilitate community gatherings while the Veterans' Memorial is consistent with other community events honoring military service, such as the Field of Honor flag display.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	350,000	-	-	-	-	350,000
Operating	-	1,000	1,000	1,000	1,000	4,000
Total	\$ 350,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 354,000
Funding Source:						
Penny Fund	350,000	-	-	-	-	350,000
General Fund	-	1,000	1,000	1,000	1,000	4,000
Total	\$ 350,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 354,000

Portable and Mobile Radio Replacements

Department: Fire Rescue
Strategic Plan Success Strategy: N/A
Life Expectancy: 15 years
Cost Estimate Source: Quote
Cost Estimate Date: 2023

Description:

This project will replace portable and mobile 800 MHz radios used for emergency operations. The Fire Rescue Department currently maintains 20 mobile radios mounted in fire apparatus and vehicles and 60 portable, hand-held radios used during incidents. The equipment was acquired in 2012 and has a 15 year life expectancy.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Equipment	347,100	-	-	-	-	347,100
Total	\$ 347,100	\$ -	\$ -	\$ -	\$ -	\$ 347,100
Funding Source:						
CIP Fund	347,100	-	-	-	-	347,100
Total	\$ 347,100	\$ -	\$ -	\$ -	\$ -	\$ 347,100
Estimated Reimbursement:						
Pinellas County Revenue	-	(243,000)	-	-	-	(243,000)
Net Cost	\$ 347,100	\$ (243,000)	\$ -	\$ -	\$ -	\$ 104,100

HVAC Replacements

Department: Various
Strategic Plan Success Strategy: N/A
Life Expectancy: 10 years
Cost Estimate Source: Quote
Cost Estimate Date: 2024

Description:

This project will replace air conditioning units, chillers, and condensers that have reached the end of their useful life at various City facilities. Staff has developed a replacement plan for all City facilities based on a 15-year life cycle for buildings and 10-year life cycle for 24-hour use Fire Stations. If a unit is still in good condition, replacement will be postponed. The following replacements are scheduled over the next five-year planning period: EOC (FY25), PW Operations (FY27), and the Community Building (FY28).

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Equipment	50,000	-	70,000	115,000	-	235,000
Total	\$ 50,000	\$ -	\$ 70,000	\$ 115,000	\$ -	\$ 235,000
Funding Source:						
CIP Fund	50,000	-	70,000	115,000	-	235,000
Total	\$ 50,000	\$ -	\$ 70,000	\$ 115,000	\$ -	\$ 235,000

City Park

Department: Public Works
Strategic Plan Success Strategy: N/A
Life Expectancy: 25 years
Cost Estimate Source: Quote
Cost Estimate Date: 2024

Description:

This project includes several proposed improvements at City Park: restrooms, including the removal of exterior wood panels, addition of stucco, new partitions, and flooring (\$60,000); band shell rehabilitation (\$50,000); and entrance gate replacement (\$8,000).

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	118,000	-	-	-	-	118,000
Total	\$ 118,000	\$ -	\$ -	\$ -	\$ -	\$ 118,000
Funding Source:						
CIP Fund	118,000	-	-	-	-	118,000
Total	\$ 118,000	\$ -	\$ -	\$ -	\$ -	\$ 118,000

Parking Lot Resurfacing

Department: Public Works
Strategic Plan Success Strategy: N/A
Life Expectancy: 5 years
Cost Estimate Source: Staff
Cost Estimate Date: 2024

Description:

This project provides for the repair, seal coating, and striping of City-owned parking lots on a scheduled basis. The FY25 schedule includes mill and overlay and re-striping of the City Hall parking lot.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	115,000	-	-	-	-	115,000
Total	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000
Funding Source:						
CIP Fund	115,000	-	-	-	-	115,000
Total	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ 115,000

Fuel Pump Replacements

Department: Various
Strategic Plan Success Strategy: N/A
Life Expectancy: 25 years
Cost Estimate Source: Staff
Cost Estimate Date: 2023

Description:

The City owns two fuel pump stations, located at the Fleet Maintenance Garage (\$70,000) and the Public Works Operations Garage (\$40,000). The dispensers have reached the end of their useful life and are due for replacement. The Fleet Maintenance Garage pump will be partially reimbursed by Pinellas County per the Fire Protection Services Agreement.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Equipment	110,000	-	-	-	-	110,000
Total	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Funding Source:						
CIP Fund	110,000	-	-	-	-	110,000
Total	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Estimated Reimbursement:						
Fire Service Revenue	-	(49,700)	-	-	-	(49,700)
Net Cost	\$ 110,000	\$ (49,700)	\$ -	\$ -	\$ -	\$ 60,300

Microsoft Office Upgrade

Department:	Finance
Strategic Plan Success Strategy:	4.4
Life Expectancy:	1 year
Cost Estimate Source:	Staff
Cost Estimate Date:	2024

Description:

Support for the City's current version of Microsoft Office ends in October 2025. Rather than replacing existing licenses with the then-current equivalent on a one-time basis, this project would upgrade all users to a recurring cloud-based suite of Office products. The project stands to improve operational efficiency in terms of both IT infrastructure requirements and user experience, with new features to improve file sharing capability.

This project is consistent with Strategic Plan Success Strategy 4.4: Effectively use City resources for maximum community impact. It reflects the City's intent to modernize resources for the purpose of long-term resiliency and operational efficiency.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Operating	-	27,500	27,500	27,500	27,500	110,000
Total	\$ -	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 110,000
Funding Source:						
General Fund	-	27,500	27,500	27,500	27,500	110,000
Total	\$ -	\$ 27,500	\$ 27,500	\$ 27,500	\$ 27,500	\$ 110,000

Blossom Lake Park

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>N/A</u>
Life Expectancy:	<u>25 years</u>
Cost Estimate Source:	<u>Quote</u>
Cost Estimate Date:	<u>2024</u>

Description:

This project includes several proposed improvements at Blossom Lake Park phased in over a three-year period: replacement of the entrance gate (FY25); rehabilitation of the irrigation well (FY26); and rehabilitation of the bathrooms (FY27).

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	15,000	25,000	50,000	-	-	90,000
Total	\$ 15,000	\$ 25,000	\$ 50,000	\$ -	\$ -	\$ 90,000
Funding Source:						
CIP Fund	15,000	25,000	50,000	-	-	90,000
Total	\$ 15,000	\$ 25,000	\$ 50,000	\$ -	\$ -	\$ 90,000

Stormwater Rate Study

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>2.1</u>
Life Expectancy:	<u>10 years</u>
Cost Estimate Source:	<u>Quote</u>
Cost Estimate Date:	<u>2024</u>

Description:

The Stormwater Master Plan was approved by City Council in FY24. The final action item required to establish a Stormwater Utility will be to develop an equivalent residential unit (ERU) for billing purposes and adopt a non-ad valorem assessment fee. The fee will serve as a dedicated source of revenue for stormwater infrastructure improvements and help ensure General Fund balance is preserved for City services. A formal analysis and rate model will be developed by consultants.

This project is directly related to Strategic Plan Success Strategy 2.1: Create a Stormwater utility.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Professional Service	75,000	-	-	-	-	75,000
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Funding Source:						
CIP Fund	75,000	-	-	-	-	75,000
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

Fitness Center Equipment Replacement

Department:	<u>Recreation</u>
Strategic Plan Success Strategy:	<u>N/A</u>
Life Expectancy:	<u>7-15 years</u>
Cost Estimate Source:	<u>Staff</u>
Cost Estimate Date:	<u>2024</u>

Description:

Recreation Center equipment is regularly scheduled for replacement as items reach the end of their useful life. The current schedule was developed prior to adoption of the Recreation Master Plan and the direction to proceed with replacement of the Recreation Center facility. Staff will therefore closely analyze all scheduled replacements to determine if existing equipment can be prolonged to help minimize the need for equipment replacement prior to construction.

FY25: Three elliptical machines

FY27: Fitness studio free weights

FY28: Four recumbent bikes and two upright bikes

FY29: Rowing machine and stair mill

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Equipment	19,000	-	15,000	22,800	10,000	66,800
Total	\$ 19,000	\$ -	\$ 15,000	\$ 22,800	\$ 10,000	\$ 66,800
Funding Source:						
CIP Fund	19,000	-	15,000	22,800	10,000	66,800
Total	\$ 19,000	\$ -	\$ 15,000	\$ 22,800	\$ 10,000	\$ 66,800

Monument Signs - Medians

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>4.4</u>
Life Expectancy:	<u>10 Years</u>
Cost Estimate Source:	<u>Staff</u>
Cost Estimate Date:	<u>2024</u>

Description:

This project is intended to continue the Citywide monument sign project. The two remaining signs to be completed are both located on Park Blvd., within roadway medians. The cost estimate is based on comparable pricing from the sign completed at Blossom Lake Park. Staff will directly purchase materials to reduce costs where feasible. New operating costs will include additional maintenance.

This project is consistent with Strategic Plan Success Strategy 4.4: Effectively use City resources for maximum community impact. Roadway medians represent assets the City can showcase for aesthetic and beautification purposes.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	50,000	-	-	-	-	50,000
Operating	-	500	500	500	500	2,000
Total	\$ 50,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 52,000
Funding Source:						
CIP Fund	50,000	-	-	-	-	50,000
General	-	500	500	500	500	2,000
Total	\$ 50,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 52,000

Repetto Property

Department:	<u>Recreation</u>
Strategic Plan Success Strategy:	<u>1.5</u>
Life Expectancy:	<u>25 years</u>
Cost Estimate Source:	<u>Staff</u>
Cost Estimate Date:	<u>2023</u>

Description:

This City-owned property includes a vacant home on a six-acre lot adjacent to City Park and the Pinellas Trail. The Recreation Master Plan identified several potential uses for the site, including a formal Pinellas Trail trailhead, basketball/pickleball courts, an outdoor classroom, fitness parcourse, and a picnic area. The FY24 budget currently includes funding of \$225,000 for renovations on the site, primarily intended for interior renovations and ADA bathroom modifications. Additional funding of \$50,000 is requested in FY25 for a metal roof replacement. Operating costs include basic maintenance requirements and recurring utility expenditures.

This project is consistent with Strategic Plan Success Strategy 1.5: Emphasize physical and mental wellness through recreation, parks, and library activities and programs. This project offers an opportunity to establish a vision for a multitude of new potential recreation services or amenities.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Improvement	50,000	-	-	-	-	50,000
Operating	-	1,000	1,000	1,000	1,000	4,000
Total	\$ 50,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 54,000
Funding Source:						
CIP Fund	50,000	-	-	-	-	50,000
General Fund	-	1,000	1,000	1,000	1,000	4,000
Total	\$ 50,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 54,000

Asset Management Software

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>4.4</u>
Life Expectancy:	<u>10 Years</u>
Cost Estimate Source:	<u>Quote</u>
Cost Estimate Date:	<u>2024</u>

Description:

This project seeks to upgrade the current software system used by Public Works to manage all work order requests. The proposed solution includes a more robust asset management database, GIS viewer, and maintenance management system. The intended outcome is to ensure responsiveness to work order requirements and improve staff's ability to perform infrastructure lifecycle planning. The proposed solution is a cloud-based software application that can be accessed from the field and would require minimal staff support from IT. The cost estimate includes \$25,000 for year-one implementation and recurring annual services thereafter.

This project is consistent with Strategic Plan Success Strategy 4.4: Effectively use City resources for maximum community impact. The software application will be intended to improve feedback regarding work order requests and provide better data for financial decision making.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Software Service	25,000	-	-	-	-	25,000
Operating	-	5,000	5,300	5,600	5,900	21,800
Total	\$ 25,000	\$ 5,000	\$ 5,300	\$ 5,600	\$ 5,900	\$ 46,800
Funding Source:						
CIP Fund	25,000	-	-	-	-	25,000
General Fund	-	5,000	5,300	5,600	5,900	21,800
Total	\$ 25,000	\$ 5,000	\$ 5,300	\$ 5,600	\$ 5,900	\$ 46,800

Firefighting Hose Replacement

Department:	<u>Fire Rescue</u>
Strategic Plan Success Strategy:	<u>N/A</u>
Life Expectancy:	<u>10 years</u>
Cost Estimate Source:	<u>Staff</u>
Cost Estimate Date:	<u>2023</u>

Description:

Seminole Fire Rescue has more than one mile of hose, of various size, to meet service needs. The National Fire Protection Association requires annual hose testing and replacement every ten years, or upon failure of annual testing. This project will replace aged hoses used in firefighting operations. Each firefighting apparatus carries a variety of types and sizes of hose including large diameter hose (LDH) for supply lines and hand held lines for extinguishment. This project will be partially reimbursed by Pinellas County per the Fire Protection Services Agreement.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Equipment	18,500	-	-	19,500	-	38,000
Total	\$ 18,500	\$ -	\$ -	\$ 19,500	\$ -	\$ 38,000
Funding Source:						
CIP Fund	18,500	-	-	19,500	-	38,000
Total	\$ 18,500	\$ -	\$ -	\$ 19,500	\$ -	\$ 38,000
Estimated Reimbursement:						
Fire Service Revenue	(13,000)	-	-	(13,700)	-	(26,700)
Net Cost	\$ 5,500	\$ -	\$ -	\$ 5,800	\$ -	\$ 11,300

Server Replacements

Department: Finance
Strategic Plan Success Strategy: N/A
Life Expectancy: 8 - 11 years
Cost Estimate Source: Staff
Cost Estimate Date: 2024

Description:

The City currently has 11 servers and 3 storage area networks (SANs) to support City operations. Servers are covered under warranty for five years and the City seeks 8-11 useful years of service from each unit. When servers are replaced, they are repurposed as back-ups until they are retired. There are no additional operating costs once servers are replaced. The schedule provides for replacement of the Emergency Operations Center's server in FY27 and the City Hall SQL server in FY29.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Capital Equipment	-	-	15,000	-	18,000	33,000
Total	\$ -	\$ -	\$ 15,000	\$ -	\$ 18,000	\$ 33,000
Funding Source:						
CIP Fund	-	-	15,000	-	18,000	33,000
Total	\$ -	\$ -	\$ 15,000	\$ -	\$ 18,000	\$ 33,000

City Website

Department: IT
Strategic Plan Success Strategy: 3.1
Life Expectancy: 5 Years
Cost Estimate Source: Quote
Cost Estimate Date: 2024

Description:

The City website was last updated in 2019 by IT staff. An upgraded website would seek to address Strategic Plan objectives, including enhanced communications. Potential solutions would allow for a more efficient content management process and more streamlined information between departmental pages and the main City homepage. An improved website service may also offer direct synchronization with the City's other software applications.

This project is directly related to Strategic Plan Success Strategy 3.1: Enhance communication citywide.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Software Service	-	30,000	-	-	-	30,000
Operating	-	-	5,000	5,300	5,600	15,900
Total	\$ -	\$ 30,000	\$ 5,000	\$ 5,300	\$ 5,600	\$ 45,900
Funding Source:						
CIP Fund	-	30,000	-	-	-	30,000
General Fund	-	-	5,000	5,300	5,600	15,900
Total	\$ -	\$ 30,000	\$ 5,000	\$ 5,300	\$ 5,600	\$ 45,900

Tree Inventory

Department:	<u>Public Works</u>
Strategic Plan Success Strategy:	<u>N/A</u>
Life Expectancy:	<u>10 Years</u>
Cost Estimate Source:	<u>Quote</u>
Cost Estimate Date:	<u>2024</u>

Description:

This project seeks to provide an up-to-date tree inventory that will allow the City to better manage its tree population and provide critical data for more efficient and effective storm response. The project will be contingent upon approval of a grant application to the Florida Department of Agriculture and Community Services via the Urban and Community Forestry Grant Program.

	FY25	FY26	FY27	FY28	FY29	Total
Cost Schedule:						
Professional Services	30,000	-	-	-	-	30,000
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Funding Source:						
CIP Fund	15,000	-	-	-	-	15,000
Grant Fund	15,000	-	-	-	-	15,000
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Glossary

Accrual basis: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad valorem tax: A tax levied on the assessed value of real property. This tax is also known as property tax.

Amortization: Gradual reduction, redemption or liquidation of the balance of an account according to a specified schedule of times and amounts.

Appropriation: An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

Assessed valuation: A valuation set upon real estate or other property by a government as a basis for levying taxes.

Budgetary control: The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital outlay: The purchase, acquisition or construction of any item having a unit cost of \$5,000 or more with a useful life of at least one year.

Capital Improvements Plan (CIP): A comprehensive long-range schedule of approved capital improvement projects indicating priority in terms of need and ability to finance.

Debt limit: The maximum amount of gross or net debt which is legally permitted.

Debt service: The payment of principal and interest on borrowed funds, such as bonds.

Department: An organizational unit responsible for carrying out a major governmental function, such as Fire Rescue or Recreation.

Encumbrance: An amount of money committed for the payment of goods and services not yet received or paid for.

Fiduciary fund: Used to account for funds held in trust for others that cannot be used to support the government's programs (e.g., pension fund).

Fiscal year: A 12-month period to which the annual operating budget applies, which may differ from the calendar year. For the City of Seminole, this ranges from October 1 through September 30.

Fixed assets: Items such as land, buildings, improvements, machinery or equipment, with a unit cost of \$5,000 or more and useful life of at least one year.

Glossary

Franchise: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Full faith and credit: A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds.

Full-time position: A position which qualifies for full City benefits, usually required to work 40 hours per week for regular employees or 56 hours per week for Fire Rescue personnel. All regular (non-Fire Rescue) part-time personnel working more than 30 hours per week are granted health insurance benefits.

Fund: A set of interrelated, self-balancing accounts to record revenues and expenditures associated with a specific purpose.

Fund balance: Accumulated resources that may be included as a funding source for appropriations.

Fund transfer: Contribution from one fund to another fund for specific functions or expenditures.

Fund type: In governmental accounting, all funds are classified into fund types, including: General; Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, Trust, and Agency.

“FY”: Fiscal year.

GAAP: Generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board.

Grants: Contributions or other assets from another entity to be used or expended for a specific purpose.

Impact Fee: A charge for capacity improvements that must be completed by the local government to ensure resources are available for new development.

Intergovernmental revenues: Revenues from other governments in the form of allocations, grants, entitlement, or shared revenues.

Major Fund: Fund reported in a separate column in the basic fund financial statements of the Annual Comprehensive Financial Report based on its qualitative or quantitative significance in relation to the entity as a whole.

Millage: The tax rate on real property based on \$1 per \$1,000 of assessed property value.

Non-major Fund: Fund combined in the basic fund financial statements of the Annual Comprehensive Financial Report due to not meeting the threshold or significance of a major fund.

Glossary

OPC: Engineer's opinion of probable cost.

Operating expenditure: Recurring costs such as supplies, contractual services, repairs, and utilities.

Ordinance: A formal legislative enactment by the governing board of a municipality.

Part-time position: Performs less than 30 hours per week and not entitled to full-time employee benefits.

Personnel expenditure: Refers to costs directly associated with employees, including salaries and benefits.

"R&M": Repairs and maintenance.

Reclassification: Moving an existing position from one personnel classification to another based on job duties.

Resolution: A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue: Addition to the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or internal service funds.

Rolled-back rate: Under Florida law, the millage rate which, when applied to the tax base, exclusive of new construction and annexations, would provide the same tax revenue to the City as was levied in the prior year.

Special assessment: A compulsory levy made against certain properties to defray part or all costs of a specific improvement or service deemed to primarily benefit those properties.

Special revenue fund: Fund used to account for the proceeds of a specific revenue source that are restricted to expenditures for specified purposes.

Taxable value: The assessed value of property less the homestead exemption and any other exemptions which may be applicable.

Temporary position: Filled for a specified period or schedule, not permanent in nature, and does not qualify for regular City benefits.

TRIM: Truth in Millage. The Truth in Millage Act, incorporated in Florida Statutes 200.065, includes specific requirements for budget balancing, advertisements, and budget hearing content.

Utility tax: A tax levied on the customers of utilities such as electricity, telephone, gas and water.