

07/07/17  
18:11:43

TOWN OF HOWEY-IN-THE-HILLS  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2017 - 2018

Page: 2 of 30  
Report ID: B240

1 GENERAL FUND

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		13-14	14-15	15-16	16-17	Budget	Exp.	Budget	Changes	Budget	Budget
						16-17	16-17	17-18	17-18	17-18	17-18
513000	Financial And Administrative										
110	Executive Salaries @ 17.50HR	56,575	56,618	58,795	45,467	57,750	79%	36,400		36,400	63%
120	Salaries Accounting Tech, Admin II & Part Time (25 Hrs ) Admin I	36,572	39,889	39,257	28,632	47,449	60%	58,396		58,396	123%
140	Overtime Wages If clerk is not salaried and makes up to \$17.50HR 6HRS a month x's 12 months= 1260	533	268	217	380	500	76%	1,260		1,260	252%
210	Fica	5,409	5,660	5,677	4,135	6,534	63%	5,879		5,879	90%
211	Medicare	1,270	1,324	1,328	967	1,528	63%	1,375		1,375	90%
225	ICMA Retirement Contribut Town Clerk & Admin II	3,284	3,537	4,355	3,410	5,120	67%	4,758		4,758	93%
230	Life & Health Ins.	10,395	10,830	12,157	9,740	18,045	54%	18,045		18,045	100%
240	Workers' Compensation			-1		0	0%			0	0%
321	Bank Fees	8	30	49	35	30	117%	30		30	100%
325	Late fees / Finance Charg			71		0	0%			0	0%
340	Other Contractual Service Janitorial Services @ \$300 a month, Pest Control @2500 Year,	1,413	1,236	2,442	367	3,000	12%	6,100		6,100	203%
342	Software & Annual Mainten	2,326	2,942	2,383	145	2,500	6%	3,613		3,613	145%
350	Pre Employment Screening	45	60		146	60	243%	95		95	158%
400	Travel & Per Diem	978	419	274		800	0%	800		800	100%
410	Telephone & Communication	1,818	1,545	1,652	890	1,400	64%	1,400		1,400	100%
420	Freight/Postage/Shipping	428	425	323	308	400	77%	400		400	100%
440	Rentals & Leases	1,650	1,093	599	510	1,800	28%	1,800		1,800	100%
451	Insurance		203			0	0%			0	0%
460	R & M - Equipment	193	49			250	0%	250		250	100%
461	R & M - Computer Maint IT Services	254	1,498	214	209	1,000	21%	1,000		1,000	100%

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1 GENERAL FUND

Account	Object	Actuals				Current		Prelim. Budget	Budget Changes	Final Budget	% Old Budget
		13-14	14-15	15-16	16-17	Budget	% Exp.				
462 R & M - Building		995	1,501	1,328		0	0%			0	0%
470 Printing - General		41	289		207	100	207%	150		150	150%
490 Miscellaneous Expenses		100	41	20		100	0%	100		100	100%
492 Advertising				62	269	0	***%	150		150	****%
510 Office Supplies		1,200	1,262	747	244	800	31%	800		800	100%
520 Operating Supplies		1,623	1,568	669	163	1,500	11%	1,500		1,500	100%
523 Uniforms				13	91	200	46%	312		312	156%
4 Shirts for the TC, Admin II & I @\$25.98 a piece											
540 Dues and Subscriptions		644	465	850	248	500	50%	500		500	100%
550 Training/Education/Tuitio CMC		400	90	162	56	800	7%	1,000		1,000	125%
640 Cap Outlay - Equipment				1,049		0	0%			0	0%
Account:		128,154	132,842	134,692	96,619	152,166	63%	146,113	0	146,113	96%



## STAFF REPORT

TO: Honorable Mayor and Town Council  
FROM: Chief Rick Thomas  
DATE: June 12, 2017  
RE: 2017-2018 Proposed Budget

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### **PROPOSED BUDGET HIGHLIGHTS**

The following categories are the highlights of our proposed budget. We seem to experience the same three categories through-out all budgets. The categories are Personnel, Police Pension and Capital Outlay.

- Personnel category revolves a healthy job market and competitive wages for lake County.
- The police pension was affected this fiscal year due to under performing last two years and a change in Morality Rates by the state. This caused an increase in the pension this fiscal year.
- Capital Outlay covers three independent topics, equipment, vehicles and building.
  - I will cover two of the three topics below: Vehicles & Equipment.

#### **Personnel Services Category (estimated costs):**

**Salaries:** proposed 12 % raises for all employees. We must maintain a competitive pay scale for Lake County. I have spoken with several other chiefs regarding raises, they will be asking from 5% to 15% raises this year. We lost a young officer already for a lack of competitive salary.

Due to the economies up swing we have had no qualified applicants apply here. Those that do, usually have baggage and we usually do not hire those candidates.

**Note:** FICA, Medicare, Life & Health Insurance, the exact figures are unknown. The Town Clerk updates this information as he/she receives it.

#### **Police Pension:**

The actuary report has given us preliminary numbers of approximately \$92,000 as the Town's contribution. The increase is the result of:

- a. Under performing years 15/16
- b. State mandated new morality rates, added life span years.

**Operating Expenses Category:**

**Contractual Services:** This increase is due to the cost of new servers based on a 4 year lease.

**Notes:**

1. Gas and Oil is another item that will fluctuate based on fuel costs, which seems to fluctuate daily.

**Capital Outlay Category:**

1. Vehicles: Estimated costs for the lease purchase of 2 new vehicles, using a 4-year lease.

**Note:** The Town council agreed last year to implement the vehicle purchasing plan with 2 cars every year.

2. The police department must comply with CJIS mandates and keep updated software. The software we need to replace or buy is Backup Exec and Antivirus.
  - a. Backup Exec.: allows servers to automatically backup our files. There is a conflict occurring currently and we are backing up manually now.
  - b. **CJIS Mandates are not optional**, we must meet their requirements. We traditionally have been using free anti-virus software. The free version is limited in what it protects. With the amount of cyber hacking in the world today, no one is safe without the best protection possible.
3. We need to start replacing the office computers due to their age.

## LAW ENFORCEMENT - 521

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6/7/2017

LAW ENFORCEMENT BUDGET PLANNING

\$4,266.00  
\$1,000.00

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ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE #NAME? BUDGET	COMMENTS/JUSTIFICATIONS	
521 -	OPERATING EXPENSES						
310	PROFESSIONAL SERVICES	2,200	2,500	0	-2,500		
321	Late Fee/Finance charges	0	0	0	0		
340	CONTRACTUAL SERVICES	9,699	19,521	11,200	-8,321	INCREASE - Maint. Agreements increase	\$3,200.00
	SOUTHERN SOFTWARE				3,200	2800 J.T. Service	\$2,800.00
	IT Support				2,700	2500.00 a year	\$2,700.00
	RADIO MAINT FEES				2500.00 a year	Moved to leases 440	\$2,500.00
	Pest Control				0	Moved to leases 440	\$11,200.00
350	Pre-Employment Screening	600	300	600	300	New requirement medical review for drug screens	
400	TRAVEL & PER DIEM	1,000	1,000	1,500	500		
410	COMMUNICATIONS	7,000	8,000	8,000	0	Had to change our plan with the upgraded phone system	
420	PD Office Phones, cell phone, air cards	1,000	600	300	-300		\$0.00
430	POSTAGE	3,700	3,700	3,700	0		\$300.00
440	RENTALS & LEASES	200	350	12,138	11,788		\$10,500.00
	Propane tank refil				1338 / 36 months 2015 to 2018		\$1,338.00
	SERVERS						
	LAPTOP LEASE						
450	INSURANCE	0	0	0	0		
460	REPAIR/MAINT. EQUIPMENT	4,800	4,400	4,400	0		\$12,138.00
461	REPAIR/MAINT. COMPUTERS	1,000	500	500	0		
462	REPAIR/MAINT. BUILDING	1,500	0	0	0		
463	REPAIR/MAINT. VEHICLES	16,000	12,000	12,000	0		
464	RADIO REPAIRS & SUPPLIES	0	0	0	0		
470	PRINTING	0	0	0	0		
490	MISCELLANEOUS CHARGES	100	100	100	0		
510	OFFICE SUPPLIES	1,500	1,500	1,500	0	Paper products, toners	
520	OPERATING SUPPLIES	3,100	3,168	2,000	-1,168	Cleaning, water dispenser, misc. products, toiletries	
521	AMMUNITION	0	0	0	0		
522	GAS AND OIL	20,000	18,000	18,000	0		
523	UNIFORMS	3,000	1,800	3,500	1,700	Uniforms and duty gear	
524	INVESTIGATIVE SUPPLIES	0	0	0	0		
525	AMMO/WEAPONS	5,000	2,000	2,000	0		
540	DUES AND SUBSCRIPTIONS	60	300	500	200		
550	Training / Education / Tuition	2,000	2,000	3,000	1,000	Memberships with police organizations	
	TOTAL OPERATING	83,559	81,739	84,938	3,199		
521 -	CAPITAL OUTLAY						
640	CAP OUTLAY-EQUIPMENT	2,100	0	10,000	10,000	new office computers, need new back up software for servers, antivirus software	\$3,000.00
650	CAP OUTLAY-VEHICLES	30,603	30,603	31,724	1,121	\$3,000 / Back up software	\$3,000.00
650	CAP OUTLAY-VEHICLES	20,000	20,000	25,000	5,000	\$4,000 / Office Computers	\$10,408.20
660	CAP OUTLAY-BLDG. IMPROV	0	0	0	0	2015 \$10,408.20	\$10,451.63
670	CAP OUTLAY-IMPACT FEES	0	0	0	0	2017 Ford \$10,863.62, 2017-2020	\$10,863.62
804	PD VEST GRANT	0	0	0	0	2017 Ford \$10,863.62, 2017-2020	\$25,000.00
807	BYRNE GRANT - TBA	3,000	3,000	4,000	1,000	vests replacement / 50% reimbursement	\$56,723.45
808	BYRNE BLOCK - TBA	1,000	4,266	1,000	-3,266	Reimbursement grants / 100% reimbursement	
101 PM	BYRNE BLOCK - TBA	3,119	1,000	1,000	0	Reimbursement grants / 100% reimbursement	

TOTAL CAPITAL OUTLAY	39,822	58,869	72,724	8,855	13,855.00
TOTAL LAW ENFORCEMENT	539,218	572,557	641,791	64,234	69,234

556,220

10.79%



OLD Rate ADMIN 27 380000 23 46000	POSITION 80 CHIEF Lieutenant	HR RATE 30.665600 26.275200	INCREASE: 12.0%		NEW ANNUAL 63,764.45 54,652.42	INCNT 1,560.00 960.00	66 HDAVLOT 0	BUDGET SALARY 65,344.45 55,612.42	0.062 FICA 4,051.36 3,447.97	0.0145 MED 947.49 806.38	5% DEF COMP 515.00 9,452.00 9,452.00									
			CURRENT ANNUAL 2080 63,764.45 54,652.42	HDAVIST 66																
TOTAL EXEC. SALARIES												118,436.86	-	2,520.00	-	120,956.86	7,499.33	1,753.87	-	18,904.00
OFFICERS																				
16 750000	CPL Brown		18,760000		1,238.16	43,185.52	1,080.00	1,857.24	46,122.76	2,859.61	668.78	9,452.00								
15 840000	Cpl Hamelink		17,740800		1,170.89	40,839.32	1,200.00	1,756.34	43,795.66	2,715.33	635.04	9,452.00								
15 000000	Olc Knox		16,800000		1,108.80	37,564.80	300.00	1,663.20	40,636.80	2,519.48	589.23	9,452.00								
15 000000	Olc Scott		16,800000		1,108.80	37,564.80	300.00	1,663.20	40,636.80	2,519.48	589.23	9,452.00								
10 50000	Reserves		11,760000		0.00															
0.000000	CUSTODIAN		0.000000		0.00															
TOTAL REG. SALARIES			156,745.39		4,626.65	161,372.04	2,880.00	6,939.98		11,816.95	2,763.64	37,808.00								
all totals						279,808.94	5,400.00		311,552.88	19,316.28	4,517.52	56,712.00								



## REVENUES

## GENERAL FUND BUDGET FISCAL YEAR: 2017-2018

## REVENUES

5

ACCT. #	ACCOUNT DESCRIPTION	2016-2017 COUNCIL REQUEST	% USED #DIV/0!	2016-2017 AS OF 5/14/2014	REVENUE TO BE RECEIVED	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
310000 - TAXES								
311100	AD VALOREM TAXES	0	#DIV/0!	587,486.00	-587,486.00	0	0	
312300	COUNTY NINTH-CENT GAS TAX	0	#DIV/0!	5,964.00	-5,964.00	0	0	
312410	LOCAL OPTION FUEL TAX	0	#DIV/0!	9,433.00	-9,433.00	0	0	
312600	INFRASTRUCTURE TAX	0	#DIV/0!	45,714.00	-45,714.00	0	0	
314100	UTILITY TAX - ELECTRIC	0	#DIV/0!	35,534.00	-35,534.00	0	0	
314300	UTILITY TAX - WATER	0	#DIV/0!	0.00	0.00	0	0	
314800	UTILITY TAX - NAT GAS	0	#DIV/0!	0.00	0.00	0	0	
315000	CST - COMMUNICATION SERVICE TAX	0	#DIV/0!	0.00	0.00	0	0	
<b>TOTAL TAXES</b>		<b>0</b>	#DIV/0!	<b>684,131.00</b>	<b>-684,131.00</b>	<b>0</b>	<b>0</b>	
320000 - LICENSES & PERMITS								
321100	OCCUPATIONAL LICENSE	0	#DIV/0!	0.00	0.00	0	0	
322100	ZONING APPLICATIONS	0	#DIV/0!	0.00	0.00	0	0	
322101	PLAN REVIEW (RON-100%)(Bldg Off)	0	#DIV/0!	0.00	0.00	0	0	
322102	ADMIN FEE (TOWN-100%)	0	#DIV/0!	0.00	0.00	0	0	
322103	SURCHARGE FEE - BLDG OFFICIAL	0	#DIV/0!	0.00	0.00	0	0	
322200	PERMITS - TREES	0	#DIV/0!	0.00	0.00	0	0	
322201	DEVELOPERS FEES PD TO TOWN	0	#DIV/0!	0.00	0.00	0	0	
322202	VARIANCE FEES	0	#DIV/0!	0.00	0.00	0	0	
322203	ANNEXATION FEES	0	#DIV/0!	0.00	0.00	0	0	
322205	DRC FEES	0	#DIV/0!	0.00	0.00	0	0	
322206	VENEZIA SOUTH INSPECTION FEES	0	#DIV/0!	0.00	0.00	0	0	
322207	THE RESERVE DEVELOPER FEES	0	#DIV/0!	0.00	0.00	0	0	
322208	HOWEY SELF STORAGE - DEV FEES	0	#DIV/0!	0.00	0.00	0	0	
322209	MISSION RISE DEVELOPER	0	#DIV/0!	0.00	0.00	0	0	
322210	WHISPERING PINES DEV. FEES	0	#DIV/0!	0.00	0.00	0	0	
322211	VENEZIA DEV. FEES	0	#DIV/0!	0.00	0.00	0	0	
322212	DEVELOPER FEES - GERLING	0	#DIV/0!	0.00	0.00	0	0	
322213	BOUIS/COLEMAN-CLINE	0	#DIV/0!	0.00	0.00	0	0	
322214	JB BOONDOKS - Developer	0	#DIV/0!	0.00	0.00	0	0	
322250	SIGN PERMIT	0	#DIV/0!	0.00	0.00	0	0	
322300	IMPACT FEES	0	#DIV/0!	0.00	0.00	0	0	
322301	3% TOWN RETAINAGE	0	#DIV/0!	0.00	0.00	0	0	
322302	IMPACT FEES - POLICE	0	#DIV/0!	0.00	0.00	0	0	
322303	IMPACT FEES - PARKS	0	#DIV/0!	0.00	0.00	0	0	
322304	INSPECTION FEES COLL DUE CONTR	0	#DIV/0!	0.00	0.00	0	0	
322305	PERMITS - 30%	0	#DIV/0!	0.00	0.00	0	0	
322306	WATER IMPACT FEES	0	#DIV/0!	0.00	0.00	0	0	
322307	FEES INCOME - DCA/DBPR	0	#DIV/0!	0.00	0.00	0	0	
322308	IMPACT FEE SEWER	0	#DIV/0!	0.00	0.00	0	0	
323100	FRANCHISE - ELECTRIC	0	#DIV/0!	0.00	0.00	0	0	
323202	SPRINT TOWER LEASE	0	#DIV/0!	0.00	0.00	0	0	
323203	VERIZON TOWER LEASE	0	#DIV/0!	0.00	0.00	0	0	
323400	FRANCHISE - NAT GAS	0	#DIV/0!	0.00	0.00	0	0	
329150	PLAT APP. FEE - PUD REVIEW DEPOSIT	0	#DIV/0!	0.00	0.00	0	0	
<b>TOTAL LICSPERMITS</b>		<b>0</b>	#DIV/0!	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	

3% increase - based on Contract  
3% increase - based on Contract



ACCT. #	ACCOUNT DESCRIPTION	2016-2017 COUNCIL REQUEST	% USED #DIV/0!	2016-2017 AS OF 5/14/2014	REVENUE TO BE RECEIVED	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
333000 -	INTERGOVERNMENTAL REVENUE							
334200	STATE GRANT DIGITAL	0	#DIV/0!	0.00	0.00	0	0	
335110	MUN. 2 CENT CIGARETTE TAX	0	#DIV/0!	0.00	0.00	0	0	
335120	SRS-11 CENT GAS TAX	0	#DIV/0!	0.00	0.00	0	0	
335150	ALCOHOL BEVERAGE LIC.	0	#DIV/0!	0.00	0.00	0	0	
335180	LOCAL GOVT. 1/2 CENT	0	#DIV/0!	0.00	0.00	0	0	
335410	CST - COMMUNICATION SERVICE TAX	0	#DIV/0!	0.00	0.00	0	0	
337100	09-10 BYRNE GRANT - EQUIP. UPGRADE	0	#DIV/0!	0.00	0.00	0	0	
337400	LOCAL GOVT. UNIT GRANT - TRANSPORT	0	#DIV/0!	0.00	0.00	0	0	
337710	LIBRARY INTERLOCAL AGREEMENT	0	#DIV/0!	0.00	0.00	0	0	
337720	LIBRARY EXPANSION	0	#DIV/0!	0.00	0.00	0	0	
338200	OCCUPATIONAL LIC. COUNTY	0	#DIV/0!	0.00	0.00	0	0	
338300	ONE CENT GAS TAX COUNTY	0	#DIV/0!	0.00	0.00	0	0	
338900	INTEREST FROM TAX COLLECTOR	0	#DIV/0!	0.00	0.00	0	0	
	<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>0</b>	#DIV/0!	<b>0.00</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	
340000 -	CHARGES FOR SERVICES							
341900	TH COPIES / FAXES	0	#DIV/0!	0.00	0.00	0	0	
341901	PUBLIC RECORDS REQUEST	0	#DIV/0!	0.00	0.00	0	0	
341902	POSTAGE FEES	0	#DIV/0!	0.00	0.00	0	0	
341903	SMOKER RENTAL - NON	0	#DIV/0!	0.00	0.00	0	0	
341904	LDR	0	#DIV/0!	0.00	0.00	0	0	
341910	SPECIAL MASTER FEE	0	#DIV/0!	0.00	0.00	0	0	
341920	Lien Search Charges	0	#DIV/0!	0.00	0.00	0	0	
343305	STORM WATER MAINTENANCE	0	#DIV/0!	0.00	0.00	0	0	
343400	RECYCLING	0	#DIV/0!	0.00	0.00	0	0	
343610	RETURN CHECK CHARGES	0	#DIV/0!	0.00	0.00	0	0	
343800	WATER TURN ON/OFF CHARGES	0	#DIV/0!	0.00	0.00	0	0	
343850	TRASH PICK-UP FEES	0	#DIV/0!	0.00	0.00	0	0	
343900	LOT MOWING	0	#DIV/0!	0.00	0.00	0	0	
343920	BOAT RAMP DECALS	0	#DIV/0!	0.00	0.00	0	0	
343930	GOLF CART PERMITS	0	#DIV/0!	0.00	0.00	0	0	
343998	REIMBURMENT - PARK/SMOKER DEPOSIT	500	0%	0.00	500.00	750	250	Estimated 30 carts at \$25.00 each
343999	MISCELLANEOUS SALES	0	#DIV/0!	0.00	0.00	0	0	
347100	LIBRARY FEES	0	#DIV/0!	0.00	0.00	0	0	
347101	LIBRARY COPIES	0	#DIV/0!	0.00	0.00	0	0	
347400	SERVICE CHARGE - SPECIAL EVENTS	0	#DIV/0!	0.00	0.00	0	0	
	<b>TOTAL CHG/SERVICES</b>	<b>500</b>	0%	<b>0.00</b>	<b>500.00</b>	<b>750</b>	<b>250</b>	
350000 -	FINES & FORFEITURES							
351100	COURT FINES/FORFEITURES	10,000	0%	0.00	10,000.00	10,000	0	Generated from traffic & investigative fines
351120	AUTOMATION SYSTEM FUND	0	#DIV/0!	0.00	0.00	0	0	
351200	CODE ENFORCEMENT	0	#DIV/0!	0.00	0.00	0	0	
352100	LIBRARY FINES	0	#DIV/0!	0.00	0.00	0	0	
	<b>TOTAL FINES/FORFEIT.</b>	<b>10,000</b>	0%	<b>0.00</b>	<b>10,000.00</b>	<b>10,000</b>	<b>0</b>	



ACCT. #	ACCOUNT DESCRIPTION	2016-2017 COUNCIL REQUEST	% USED #DIV/0!	2016-2017 AS OF 5/14/2014	REVENUE TO BE RECEIVED	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
360000 -	MISCELLANEOUS REVENUE							
361100	INTEREST EARNING	0	#DIV/0!	0.00	0.00	0	0	
361200	SBA INTEREST	0	#DIV/0!	0.00	0.00	0	0	
363212	STREET LIGHTING GRANT	0	#DIV/0!	0.00	0.00	0	0	
363273	GRANT - PARKS/REC PIER	0	#DIV/0!	0.00	0.00	0	0	
363274	PARK UPGRADE GRANT	0	#DIV/0!	0.00	0.00	0	0	
363400	PD VEST GRANT	3,000	0%	0.00	3,000.00	4,000	1,000	50 % re-imbursement (requested expenses of \$4,000) 5/21-8/04
363401	BRYNE GRANT - JAGC GRANT	1,000	0%	0.00	1,000.00	1,000	0	To be determined. 5/21-8/07
363402	BRYNE GRANT - JAGD GRANT	4,266	0%	0.00	4,266.00	1,000	-3,266	To be determined. 5/21-8/08
363403	LAW ENFORCEMENT BLK	0	#DIV/0!	0.00	0.00	0	0	
363404	POLICE - BRYNE GRANT	0	#DIV/0!	0.00	0.00	0	0	
363405	BRYNE GRANT - EQUIPMENT	0	#DIV/0!	0.00	0.00	0	0	
363974	GRANT - LIBRARY	0	#DIV/0!	0.00	0.00	0	0	
364400	SALE - EQUIPMENT	0	#DIV/0!	0.00	0.00	0	0	
366600	SALE ITEMS	0	#DIV/0!	0.00	0.00	0	0	
366920	DONATIONS - POLICE	0	#DIV/0!	0.00	0.00	0	0	
366932	FUNDRAISING-HISTORIC BROCHURES	0	#DIV/0!	0.00	0.00	0	0	
366933	GARDEN CLUB SALES	0	#DIV/0!	0.00	0.00	0	0	
366934	LICENSE PLATES	0	#DIV/0!	0.00	0.00	0	0	
366935	LIBRARY SALES	0	#DIV/0!	0.00	0.00	0	0	
366960	DONATIONS - LIBRARY	0	#DIV/0!	0.00	0.00	0	0	
366990	DONATIONS - SPECIAL EVENTS	0	#DIV/0!	0.00	0.00	0	0	
369300	SETTLEMENTS	0	#DIV/0!	0.00	0.00	0	0	
369600	REIMBURS. FROM INSURANCE	0	#DIV/0!	0.00	0.00	0	0	
369610	MISC REIMBURSEMENT	0	#DIV/0!	0.00	0.00	0	0	
369900	MISCELLANEOUS REVENUE	0	#DIV/0!	0.00	0.00	0	0	
369910	POLICE FEES COLLECTED	0	#DIV/0!	0.00	0.00	0	0	
	TOTAL MISC. REVENUE	8,266	0%	0.00	8,266.00	6,000	-2,266	
380000 -	OTHER SOURCES							
38100	INTERUND TRANSFERS	0	#DIV/0!	0.00	0.00	0	0	
381300	TRANSFER FROM UTILITY	0	#DIV/0!	0.00	0.00	0	0	
381400	DUE FROM PAT FUND % PD	0	#DIV/0!	0.00	0.00	0	0	
384000	LOAN PROCEEDS	0	#DIV/0!	0.00	0.00	0	0	
	TOTAL OTHER SOURCES	0	#DIV/0!	0.00	0.00	0	0	
	TOTAL GENERAL FUND REVENUES	18,766	36.66%	\$84,137.00	\$85,366.00	16,750	-2,016	

REVENUES

120 - POLICE ADVANCE TRAINING FUND BUDGET 2017-2018

ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
350-000	FINES & FORFEITURES					
351-100	COURT FINES & FORFEITURES	10,000	10,000	10,000	0	
351-130	LOCAL LAW ENF. EDUCATION	1,000	1,000	1,000	0	
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>0</b>	
	MISCELLANEOUS REVENUE					
361-100	INVESTMENT INTEREST	0	0	0	0	
369-900	MISCELLANEOUS REVENUE	0	0	0	0	
	<b>TOTAL MISC. REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	OTHER RESOURCES					
380-000	FROM FUND BALANCE	0	0	0	0	
	<b>TOTAL MISC. REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL PAT FUND REVENUES</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>0</b>	

EXPENDITURES

120 - POLICE ADVANCE TRAINING FUND BUDGET 2017-2018

ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
521-000	OPERATING EXPENSES					
400	TRAVEL & PER DIEM	692	692	692	0	
490	MISCELLANEOUS CHARGE	100	100	100	0	
550	TRAINING, EDUCATION, TUITION	5,900	5,900	5,900	0	
640	CAPITAL OUTLAY - EQUIPMENT	1,000	1,000	1,000	0	
	<b>TOTAL OPERATING EXPENSE</b>	<b>7,692</b>	<b>7,692</b>	<b>7,692</b>	<b>0</b>	

Balance left to be Rolled Over to next Budget Year:



REVENUES

115 - POLICE RETIREMENT FUND BUDGET FISCAL YEAR 2017-2018

ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
310-000	TAXES					
312-520	STATE CONTRIBUTION	10,000	10,000	10,000	0	
	<b>TOTAL NON-REVENUES</b>	10,000	10,000	10,000	0	

<b>360-000 MISC. REVENUES</b>						
361-100	INTEREST EARNINGS	0	0	0	0	
361-400	NET CHANGE IN FV	0	0	0	0	
366-920	DONATIONS - POLICE DEPT	0	0	0	0	
368-100	EMPLOYEE CONTRIBUTION	0	0	0	0	
368-200	EMPLOYER CONTRIBUTION	63,000	74,000	93,000	19,000	Under preforming years & mortality rates change
	<b>TOTAL MISC. REVENUE</b>	63,000	74,000	93,000	19,000	
	<b>TOTAL REVENUES</b>	73,000	84,000	103,000	19,000	

EXPENDITURE

115 - POLICE RETIREMENT FUND BUDGET FISCAL YEAR 2017-2018

ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	COMMENTS/JUSTIFICATIONS
521-000	OPERATING EXPENSES					
310	LEGAL FEES	0.00	0.00	0.00	0	
340	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0	
400	TRAVEL & PER DIEM	0.00	0.00	0.00	0	
490	MISCELLANEOUS CHARGES	0.00	0.00	0.00	0	
494	BENEFIT PAYMENTS	0.00	0.00	0.00	0	
	<b>TOTAL OPERATING EXPENSES</b>	0.00	0.00	0.00	0	



## STAFF REPORT

TO: Honorable Mayor and Town Council  
FROM: Chief Rick Thomas  
DATE: June 12, 2017  
RE: 2017-2018 Proposed Code Enforcement Budget

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### **PROPOSED BUDGET HIGHLIGHTS**

This budget was separated from the police department due to pension costs and independent budget tracking.

#### **Personnel Services Category:**

The code officer is currently based on an 8-hour work week at \$12.00 per hour. The new budget reflects at 13.00 per hour and 16 hours per week.

I am confident we will need minimum of 16 hours a week with all the new construction, we are the enforcement end of the codes and building codes. During the summer and/or rainy season we will need those hours to keep up with notifications on lawn maintenance.

The code officer will remain at 12.00 per hour until he completes the next level of code certification. To my knowledge there are 3 levels. This is something the Mayor and I agreed upon when creating this position.

**Note:** FICA, Medicare, Life & Health Insurance, the exact figures are unknown. The Town Clerk usually updates this information.

**Operating Expenses Category:** New budget carried over some of the operating costs needed to do the job.

**Capital Outlay Category: (Vehicles)** The code officer will use an old police car that we have totally stripped and will be marked code enforcement on it. No police insignia or lights will be used. This was some of the complaints we receive by citizens as well.

Code Ent

GENERAL FUND BUDGET - FISCAL YEAR:

2017-2018

LAW ENFORCEMENT - 521

EXPENDITURES

12

ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE FROM 16-17 BUDGET	
521 -	PERSONNEL SERVICES					
110	EXECUTIVE SALARIES			0	0	TOTAL EXEC SALARIES
120	SALARIES			9,984	9,984	SALARIES - PT, 2 days a week 8 hr. days
140	SALARIES-OVERTIME				0	
150	POLICE INCENTIVE PAY				0	
210	FICA EXPENSE			619	619	TOTAL FICA- comes from Brenda
211	MEDICARE EXPENSE			145	145	TOTAL MEDICARE - comes from Brenda
220	RETIREMENT CONTRIBUTION				0	Per Actuary Report -
230	LIFE & HEALTH INSURANCE				0	TOTAL LIFE & HEALTH
240	WORKMANS COMP		0		0	Per Brenda
250	UNEMPLOYMENT EXPESES		0		0	Per Brenda
	TOTAL PERSONNEL	0	0	10,748	#REF!	10,748



ACCT. #	ACCOUNT DESCRIPTION	2015-2016 COUNCIL REQUEST	2016-2017 COUNCIL REQUEST	2017-2018 COUNCIL REQUEST	DIFFERENCE #NAME? BUDGET	COMMENTS/JUSTIFICATIONS
521 -	OPERATING EXPENSES					
310	PROFESSIONAL SERVICES	2,200	2,500	2,500	0	Special Magistrate
321	Late Fees/Finance charges	0	0	0	0	
340	CONTRACTUAL SERVICES				0	INCREASE - Maint. Agreements increase
350	Pre-Employment Screening				0	
400	TRAVEL & PER DIEM			250	250	
401	TRAVEL TRAINING & TUITION				0	See Line Item 550
410	COMMUNICATIONS			600	600	Phone required
415						
420	POSTAGE			300	300	
430	UTILITIES				0	
440	RENTALS & LEASES				0	
450	INSURANCE				0	
460	REPAIR/MAINT. EQUIPMENT				0	
461	REPAIR/MAINT. COMPUTERS				0	
462	REPAIR/MAINT. BUILDING				0	
463	REPAIR/MAINT. VEHICLES				0	
464	RADIO REPAIRS & SUPPLIES				0	
470	PRINTING				0	
490	MISCELLANEOUS CHARGES				0	
510	OFFICE SUPPLIES				0	
520	OPERATING SUPPLIES				0	
521	AMMUNITION				0	
522	GAS AND OIL				0	
523	UNIFORMS				0	
524	INVESTIGATIVE SUPPLIES				0	
525	AMMO/WEAPONS				0	
540	DUES AND SUBSCRIPTIONS			50	50	Face Organization
550	Training / Education / Tutution			1,000	1,000	Code Schools / advanced certs
	<b>TOTAL OPERATING</b>				<b>2,200</b>	<b>0</b>
521 -	CAPITAL OUTLAY					
640	CAP. OUTLAY-EQUIPMENT				0	
650	CAP. OUTLAY-VEHICLES				0	
650	CAP. OUTLAY-VEHICLES					
650	CAP. OUTLAY-VEHICLES					
660	CAP. OUTLAY-BLDG. IMPROV				0	
670	CAP. OUTLAY-IMPACT FEES				0	
804	PD VEST GRANT				0	
807	BYRNE GRANT - TBA				0	
808	BYRNE BLOCK - TBA				0	
	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL LAW ENFORCEMENT</b>		<b>0</b>	<b>0</b>	<b>10,748</b>	<b>#REF!</b>	<b>10,748</b>
100.00%						



OLD	PUB SAFETY	2017-2018		INCREASE	0.0%	66	0	0.062	0.062	0.0145	5%	515.00
		Rate	POSITION									
ADMIN	80			2080								
0.000000			0.000000	0.00								
0.000000			0.000000	0.00								
TOTAL EXEC. SALARIES												
0.00												
OFFICERS												
12.000000	Code Officer	13.000000	9.984.00	0.00				9.984.00	619.01	144.77		
0.000000		0.000000	0.00					9.984.00				
0.000000		0.000000	0.00									
0.000000		0.000000	0.00									
0.000000		0.000000	0.00									
0.000000		0.000000	0.00									
TOTAL REG. SALARIES												
9.984.00												
all totals												
9.984.00												

## **2017/18 Public Services Budget with explanations**

### **Account 539**

- 340 - Increased \$2,000.00 because of necessity to for continued tree trim on streets and board walk.
- 346 - Decreased \$13,000.00 due to John Keith going full time on payroll.
- 410 - Increase \$200.00 to cover stipend for Southall and need for SCADA changes.
- 430 Decrease \$1500.00 based on previous use.
- 461 – Increase \$1,000.00 for computers for new plant.
- 462 – Increase \$500.00 to cover all facilities.
- 463 – Increase \$500.00 repairs to 250 Ford truck.
- 510 – Increase \$50.00 for office supplies.
- 523 – Uniforms cost due to town order.
- 524 – Increase \$100.00 for safety equipment needs.

### **Account 541**

- 340 – Decrease \$200.00 based on previous use.
- 346 – Decrease \$11,000.00 – Keith on payroll.
- 431 – Increase \$1200.00 for LED lights on Lakeshore.
- 520 – Increase \$250.00 for chemicals.
- 523 - Increase \$50.00 town requirement.
- 524 – Increase \$100.00 additional safety equipment.
- 530 – Increase \$30,000.00 for paving alley after sewer installation.  
(Contractor should include in bid.

### **Account 533**

- 340 – Increase \$5,000.00 out service utility needs.
- 346 – Decrease \$4,000.00 Keith on payroll.
- 440 – Decrease \$200.00 based on previous use.
- 460 – Decrease \$2,000.00 based on previous use.
- 466 – Increase \$10,000.00 based on hydrant and valve replacement.
- 523 – Increase \$50.00 town requirement.
- 550 – Increase \$400.00 training on new monitoring system.

1. It is imperative that all charges to our three accounts first come to us before payment. Too many charges have been billed to these three accounts without approval, or even knowledge of charges.
2. We have met with Darian and Jason to discuss Service Order process. We will shortly have access to Black Mountain to simplify system.
3. We are excited and anxious to have the record storage properly arranged and will do everything possible to assist in the endeavor.
4. We are concerned about not having the monies that pay 1 half and 1 third of a previous Utility clerk salary charged to us with no input. We believe that will change with the change of staff.
5. We have had a year with five different people working with the utility system and never having a regular staff person working with it. The confusion and loss of time will stop.
6. Public Services will endeavor to assist Town Hall in any and all requests and needs.

Utilities Account 533				
Code No.	Item	2016/17	Increase/Decrease	Proposed
340	Other Cont. Ser.	40,000.00	+5,000.00	47,000.00
346	Temp Labor	12,000.00	-4,000.00	8,000.00
400	Travel	400.00	-0-	400.00
410	Telephone ½ Southall stipen. \$600.00	1,900.00	-0-	1,900.00
420	Freight and postage	850.00	-0-	850.00
430	Utility Ser.	24,500.00	-0-	24,,500.00
431	Street lighting	-0-	-0-	-0-
440	Rental/Leases	600.00	-200.00	400.00
460	R & M Equipment	20,000.00	-2,000.00	18,000.00
461	R & M Computers	250.00	-0-	250.00
462	R & M Building See acc. 539	500.00	-0-	-0-
463	R & M Vehicles	1,000.00	-0-	1,000.00
466	R & M Water Replace fire hydrant	30,000.00	+10,000.00	40,000.00
492	Advertising Budget over by 1300.00 why, explain	600.00	-0-	600.00
510	Office Supplies	1,400.00	-0-	1,400.00
520	Operating Supplies	3,000.00	-0-	3,000.00
522	Gas & Oil	1,500.00	-0-	1,500.00
523	Uniforms	50.00	+50.00	100.00
524	Dues and Subscriptions Explain over spending	75.00	-0-	75.00
550	Training & Edu. Training for new system	400.00	+400.00	800.00



	Transportation Account 541			
Code No.	Item	2016/17	Increase/Decrease	Proposed
340	Other Cont. Ser.	1,200.00	-200.00	1,000.00
346	Temp Labor	24,000.00	5,000.00	19,000.00
431	Street lighting Cost to change to LED	24,000.00	+1200.00	25,200.00
440	Rental/Leases	500.00	-0-	500.00
460	R & M Equipment	200.00	-0-	200.00
520	Operating Supplies	-0-	+250.00	250.00
523	Uniforms Based on cost on new shirts	50.00	+50.00	100.00
524	Safety Equipment	150.00	+100.00	250.00
530	Road Materials  Cost to repave alley from Palm to Lakeshore after sewer installation	1,600.00	30,000.00	31,600.00

	Public Services Account 539			
Code No.	Item	2016/17	Increase/Decrease	Proposed
340	Other Cont. Ser. Inc. tree trimming	5,500.00	+2,000.00	7,500.00
346	Temp Labor	23,000.00	-8,000.00	15,000.00
400	Travel	50.00	-0-	50.00
410	Telephone Inc. Southall stipen	600.00	+200.00	800.00
430	Utility Ser.	2,500.00	-1,500.00	1,000.00
431	Street lighting	-0-	-0-	-0-
440	Rental/Leases	500.00	-0-	500.00
460	R & M Equipment	3,330.00	-0-	3,330.00
461	Computers Replace JJ's Computer	250.00	+1000.00	1250.00
462	R & M Bldg. Inc. all facilities	3,300.00	+500.00	3,800.00
463	R & M Vehicles	1,000.00	+500.00	1,500.00
510	Office Supplies	50.00	50.00	100.00
520	Operating Supplies	2,250.00-0-	-0-	2,250.00
522	Gas & Oil	1,800.00	-0-	1,800.00
523	Uniforms Based on cost on new shirts	50.00	+50.00	100.00
524	Safety Equipment	100.00	+100.00	200.00

## Library Budget

2016-2017

## 571 Personnel Services

120 Executive Salaries 25,204  
 120 Salaries 2,708  
 210 FICA Expense 1,695  
 4,500 Medicare Expenses 396  
 225, 260 Retirement 1,260  
 230 Life & Health Insurance 7,722  
 240 Workers Comp 0  
 TOTAL 38,985

2017-2018

see attached

30,000  
 2,708  
 1,695  
 396  
 1,260  
 7,722  
 0  
 43,781

## 571 Operating Expenses

340 Contractual Services 4,000  
 400 Travel & Per Diem 450  
 410 Communications 32,972  
 415 Postage 100  
 430 Utilities 5,500  
 460 R & M Equip 650  
 462 R & M Bldg 1,200  
 480 Promotional 800  
 490 Miscellaneous 200  
 493 Employee Party 500  
 510 Office Supplies 1,000  
 520 Operating Supplies 1,000  
 540 Dues & Subscriptions 100  
 550 Training/Education/Tuition 400  
 TOTAL 48,872

Last year of \$2,357.40 for lights on Plaza.

E Rate is reimbursed 80% quarterly.

due to increased cost of products

due to increased cost of toner.

2,400  
 450  
 30,000  
 100  
 5,500  
 650  
 1,200  
 1,000  
 200  
 500  
 1,500  
 1,000  
 200  
 400  
 45,100

## 571 Capital Outlay

630 Capital Improvements  
 660 Books & DVDs 3,500  
 662 Ebooks 1,000  
 TOTAL 4,500

TOTAL 92,357

93,381

Recommended Appropriation of County Funds 2017-2018

32,130

see attached.

Contacts per FTE per hour

	FTE	Con/fte/hr	FTE/avg.	diff.
CML	13.5	38.91	22.11	8.61
MDP	9.92	31.55	13.18	3.26
TAV	6	23.80	6.77	0.77
LLL	8	25.33	8.18	0.18
HOW	1	33.91	1.13	0.13
MIN	1	29.89	1.11	0.11
GRO	4	24.26	3.92	-0.08
CAG	7.875	24.38	7.75	-0.13
UMA	6.5	31.78	6.34	-0.16
FPL	4	24.31	3.50	-0.50
HLM	1.5	13.22	0.66	-0.84
AST	3.375	20.25	2.52	-0.86
ELC	4	17.70	2.86	-1.14
PAI	3.375	13.97	1.74	-1.64
LEE	23.23	14.65	15.53	-7.70
	97.275			

Branches only

	FTE	Contacts	Con/FTE	Con/fte/hr	FTE/avg.	diff.
AST	3.375	149279	44230.81	20.25	2.22	-1.15
CAG	7.875	459194	58310.35	24.38	6.84	-1.03
CML	13.5	1311032	97113.48	38.91	19.54	6.04
ELC	4	169316	42329	17.70	2.52	-1.48
GRO	4	232108	58027	24.26	3.46	-0.54
PAI	3.375	102957	30505.78	13.97	1.53	-1.84
	36	2423886	67097.19			

I do 33.91 contacts with the public per hour, which is second in the system only to Cooper. Please remember that I am one employee compared to Cooper, who has 13.5 employees in a given hour.



Part II - FTE Library Staff												
Report These Items in FTEs -- Full time equivalents. Figures as of last day of fiscal year. 40 hours per week has been set as the measure of FTE.												
27 Director/Administrator	Annual Salary of incumbent library	FL	FL	FL	FL	FL	FL	FL	FL	FL	FL	FL
28 Minimum annual salary for beginning full-time professional librarian		\$47,497.00	\$56,770.84	\$65,500.00	\$83,000.00	\$29,204.00	\$37,417.00	\$52,400.00	\$40,040.00	\$74,352.00	\$77,500.80	
29 Librarians with Master's degrees from ALA accredited programs (FTE)		\$0.00	\$0.00	\$45,000.00	\$79,058.00	\$0.00	\$0.00	\$39,000.00	\$0.00	\$35,541.00	\$30,337.60	
30 Other Person with Title Librarian (FTE)		0	0	0	8	0	0	0	0	2	16	26
31 Total Librarians		1	0	3	1	0	1	1	1	1	16	26
32 Other Paid Staff (FTE)		1	0	3	9	0	1	1	1	3	16	35
33 Total Paid FTE Staff		3	1.5	5	14.23	1	0	5	5.5	6.92	32.625	74.775
34 % of total paid FTE library staff hired through temporary agency		4	1.5	8	23.23	1	1	6	6.5	9.52	48.825	109.775
35 Number of staff paid by other agencies		0	0	0	0	0	0	0	0	0	0	0
36 Total number of volunteer hours		3271	97	3454	6576	1275	3045	1026.5	1041	10440	11798.75	41506.25

Recommended Appropriations of County Funds  
For Member Libraries - FY 17/18

	16/17 Appropriation	Base Amount	15-16 Circulation	% of circulation	circ allocation	FY 17/18 Appropriation	Change
FPL	\$65,611	\$15,000	73,935	6.51%	\$53,691	\$68,691	4.69%
HLM	\$24,150	\$15,000	12,899	1.14%	\$9,367	\$24,367	0.90%
HOW	\$32,722	\$15,000	23,589	2.08%	\$17,130	\$32,130	-1.81%
LEE	\$282,565	\$15,000	354,178	31.20%	\$257,200	\$272,200	-3.67%
LLL	\$124,713	\$15,000	157,976	13.92%	\$114,720	\$129,720	4.01%
MDP	\$205,576	\$15,000	253,412	22.33%	\$184,025	\$199,025	-3.19%
MIN	\$28,601	\$15,000	24,656	2.17%	\$17,905	\$32,905	15.05%
TAV	\$91,329	\$15,000	103,987	9.16%	\$75,514	\$90,514	-0.89%
UMA	\$104,023	\$15,000	130,461	11.49%	\$94,739	\$109,739	5.50%
	\$959,290	\$135,000	1,135,093		\$824,290	\$959,290	

\* Formula per interlocal agreement

PROJECT DESCRIPTION	Estimated Cost
Flagpole placed in Griffin Park. Includes installation and light.	\$1500.00
Two 65in LED/4K/HD outdoor televisions to be put back to back in an enclosure to be used as a "non-flashy, non-scrolling" sign, which will give vital information to our community. This information could be (but not limited to); Town Council meetings, Library events, Christmas festivities, water boil alerts, emergencies, etc. The TVs would run from 8am-8pm unless otherwise needed. This price includes TVs, enclosure, mount, installation and wiring.	\$8,000.00
Art including installation and base.	\$6000.00
Park rules signs	\$2,165.00
Landscape consultation fee	\$800.00
Protection of our unique and natural landscape, particularly at the library and Lakeshore.	\$1,000.00
Events Budget: <ol style="list-style-type: none"> <li>1. Neighborhood Jamboree – Griffin Park (Proposed date: 9/23/17)</li> <li>2. Halloween Party – Central Park (Proposed date: 10/31/17)</li> <li>3. Bake off – Griffin Park (Proposed date: 11/18/17)</li> <li>4. Reindeer Dash/Christmas Festival (Proposed date: 12/9/17)</li> <li>5. Appreciation Party – Jenny's House (Proposed date: 1/20/18)</li> <li>6. Movie in the Park – Central Park (Proposed date: 2/24/18)</li> <li>7. Easter Egg Dash – Central Park (Proposed date: 3/31/18)</li> <li>8. Neighborhood Jamboree – Griffin Park (Proposed date: 4/14/18)</li> <li>9. Petapoluza – Griffin Park (Proposed date: 5/5/18)</li> <li>10. 1<sup>st</sup> Day of Summer ice cream social ( Proposed date: 6/21/18)</li> <li>11. 4<sup>th</sup> of July 5K (Proposed date: 7/7/18)</li> <li>12. Ribbon cutting for Griffin Park (Unsure of date)</li> </ol>	\$200.00 \$500.00 \$250.00 \$1500.00 \$250.00 \$800.00 \$700.00 \$200.00 \$300.00 \$150.00 \$600.00 \$50.00 <hr/> \$5500.00 Christmas Festival/Dash - 1500.00 <hr/> \$4000.00
<b>Parks and Recreation proposed 2017-2018 budget total:</b>	<b>\$23,465</b>

**Howey-in-the-Hills 2017 Christmas Festival/Reindeer Dash  
2017-2018 Budget Request**

Advertising		\$ 1,600
Elec. Billboard or other promo	\$ 1,200	
Print - Program/Posters	\$ 250	
Volunteer T-shirts	\$ 150	
Grand Station Rental	\$ 1,200	\$ 1,200
(includes delivery/set & pick-up)		
Tent (15 x 15)		
Tables ( 6 - 30x72)		
Bounce Houses (2)		
Stage (16x24)		
Entertainment		\$ 3,025
Santa	\$ 400	
Soundz Gr8 DJ/Sound/Lights	\$ 550	
Juggler	\$ 600	
Balloons	\$ 300	
Elf Stilt Walker	\$ 150	
Face Painter	\$ 250	
Popcorn/bags	\$ 25	
Stage Act(s)	\$ 500	
Tavares High School Band	\$ 250	
Contest Awards		\$ 425
House Christmas Decorating	\$ 250	
William J. Howey	\$ 100	
Golf Cart	\$ 25	
Ugly Christmas Sweater or ?	\$ 50	
5k	\$ 1,500	\$ 1,500
Registration/Timing		
T-shirts		
Awards		
Water/Snack		
Other		
Town Christmas Lights		
Port-O-Potties		
Police		
Public Services Extra Labor		
Total		<u>\$ 7,750</u>

Central Triangle Equipment, Inc.



# GRAND RENTAL

- Tents (A/C or Heated)
- Tables & Chairs
- Dance Floors & Stages
- Portable Bars
- Fountains & Chafers
- Popcorn & Sno Cone
- Cotton Candy & Hotdogs
- Catering Supplies

*Party*

<b>RENTED TO</b>		<b>JOB LOCATION</b>	<b>TICKET #</b>
TOWN OF HOWEY (ACCT# 556944)		GRIFPIN PARK	Red 48/86
101 N PALM AVE HOWEY FL 34737		105 S LAKESHORE BLVD HOWEY FL 34737	
<ul style="list-style-type: none"> <li>• Wedding Supplies</li> <li>• Moonwalks</li> <li>• Waterslides &amp; Combos</li> <li>• Party Supplies</li> <li>• Birthdays Themes</li> </ul>			
<b>DL/ID #</b>	<b>DOBth</b>	<b>E/T</b>	<b>PHONE</b>
NA-000383733-1		FRIDAY NOON	C (352) 552-1329
<b>SLSP</b>	<b>PO/JOB #</b>	<b>RECEIVED BY</b>	
AMANDA		MARTHA	
		<b>DATE</b>	<b>TIME</b>
		12/08/17	9:00 AM AJA
		<b>DUE</b>	12/09/17 5:00 PM AJA

4800 Hwy 19A • Mount Dora

www.grandrent.com

352-357-9242

BID



Charge for 1.00 Day(s) Page: 1

QTY	ITEM	EXT AMT	NET AMT
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Rental Text : going in the grass  
call martha when on way 352-552-1329  
the event is over @ 5pm on saturday.  
we need to do this in the am the event starts a noon.

Rental Note(s) : Customer is responsible for providing power for rental equipment.  
x

1	8783-0000	TENT, 15X15 HIGH PEAK FRAME	175.00		175.00
23	690A-0000	C-7 LIGHTING 1 PER 12"	12.65		12.65
12	280C-0000	STAGE, 4X4 SECTIONS OUTDOOR 16x12 stage	441.00		441.00
1	340C-0000	STAGE HEIGHT, 24"	0.00		0.00
1	352C-0001	STAGE, STAIR 24"	21.00		21.00
6	860C-0000	TABLE, BANQUET 30X72	48.00	4.80	43.20
1	7551-0001	MOON, OBSTACLE MEGA COURSE Serial #: 15534/14821	185.00	27.75	157.25
1	7345-0000	EXTENSION CORD, 50' MOONWALK	0.00		0.00
4	7340-0000	MOON, STAKES	0.00		0.00
1	7364-0001	MOON, BLUE PRINCE CASTLE	115.00	17.25	97.75
1	7320-0001	MOON, BLOWER 1HP	0.00		0.00

Failure to return rental property or equipment upon expiration of the rental period and failure to pay all amounts due (including costs for damage to the property or equipment) are evidence of abandonment or refusal to redeliver the property, punishable in accordance with Section 817.15, Florida Statute.

Grand Rental Equipment, Inc. warrants that the equipment is new and in good condition at the time of rental. Grand Rental Equipment, Inc. does not warrant the equipment for use in any other manner or for any other purpose than that for which it is designed. Grand Rental Equipment, Inc. is not responsible for any damage to the equipment or for any loss of the equipment while it is in the possession of the renter.

X

D.W.C. IS NOT INSURANCE

Notly, Grand Rental Equipment, Inc. does not function properly. Grand Rental Equipment, Inc. does not function properly.



Central Triangle Equipment, Inc.



# GRAND RENTAL

- Tents (A/C or Heated)
- Tables & Chairs
- Dance Floors & Stages
- Portable Bars
- Fountains & Chafers
- Popcorn & Snc Cones
- Cotton Candy & Hotdogs
- Catering Supplies

*Party*

<b>RENTED TO</b>		<b>JOB LOCATION</b>		<b>TICKET #</b>
TOWN OF HOWEY (ACCT# S56944)		GRIFFIN PARK		RENT # 1586
101 N PALME AVE		105 S LAKESHORE BLVD		
HOWEY FL 34737		HOWEY FL 34737		
• Dinnerware		• Wedding Supplies		
• Karaoke		• Moonwalks		
		• Waterslides & Combos		
		• Party Supplies		
		• Birthdays Themes		
<b>DL/ID #</b>	<b>DOBth</b>	<b>E/T</b>	<b>PHONE</b>	<b>DATE</b>
NA-000383733-1		FRIDAY NOON	C (352) 552-1329	12/09/17
<b>SLSP</b>	<b>PO/JOB #</b>	<b>RECEIVED BY</b>		<b>TIME</b>
AMANDA		MARTHA		9:00 AM AJA
<b>DUE</b>				12/09/17 5:00 PM AJA

4800 Hwy 19A Mount Dora

www.grandrent.com

352-357-9242 Fax 3

BID



QTY	ITEM	Charge for 1.00 Day(s)	EXT AMT	NET AMT
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1	7345-0000 EXTENSION CORD, 50' MOONWALK		0.00	0.00
1	100 DELIVER/PICKUP CHARGE	75.00	75.00	75.00
1	SUR FUEL SURCHARGE		3.75	3.75

Rental Note(s) : \*\*\*\*\*Please do not put staples or tape on tables.

\*\*\*KWI Grand Rental Station has a period of three business days from date of this contract to make any adjustments needed.\*\*\*

----- Payments -----

I agree to return rental property, or equipment upon expiration of the rental period and failure to pay all amounts due including costs for damage to the property or equipment are at the risk of abandonment or refusal to redeliver the property, renter will be liable for the full amount of the rental fee and 10% Florida Statute, Chapter 817.01.

X

D.W.C. IS NOT INSURANCE

Notary Dealer: Immediately if equipment does not function properly or no refund or allowance will be made.

RENT	947.85
SALES	3.75
OTHER	75.00
DMG WAIVER	83.14
ENV FEES	0.00
SALES TAX	0.00
DEPOSIT	0.00

TOTAL DUE	1109.74	TOTAL PAID	0.00
EST AMT DUE	1109.74		

25-MAY-17 10:31:36