CHARLOTTE COUNTY

Performance Based Budget
Summary Sheets
Proposed

FY2015/2016 – FY2016/2017

Prepared by:

Budget and Administrative Services Dept.

Administration

Mission

Administration---The County Administrator is appointed by the Charlotte County Board of County Commissioners. It is the responsibility of the county administrator to implement all decisions, policies, ordinances and motions made by the Board. This is done through the department directors and administrative personnel who report directly to the County Administrator.

Linkage to Strategic Goals

Efficient and Effective Government---

Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators

Administer BOCC Policies and Programs---
A. Provide effective level of information to Commissioners and the public and follow up regarding issues and services.
B. Build and maintain credibility, confidence, and a reputation for professionalism with the public, coworkers and Commissioners.
C. Provide oversight and leadership to all operations under the authority of the county administrator.
D. Responsible for all aspects of budgeting and financial planning to ensure financial stability.

Communications---
A. Media and Public Relations.
B. Design and content management of multiple websites.
C. Support communication needs of County Departments.
D. Design, write and distribute newsletters and Charlotte Alert messages.
E. Provide PIO services to EOC during emergency activation.

CCTV Government Television---
A. Broadcast operations and engineering services.
B. Production of live meetings, workshops and presentations.
C. Production of original videos.
D. Support communications needs of other County departments.
E. Media and Public Relations.
F. Provide PIO and video services to EOC during emergency activation

FY 15/16 - First Year

Mandated/ Critical	**64.0%**	**$838,682**
Discretionary/ Critical	**18.0%**	**$235,879**
Discretionary	**18.0%**	**$235,879**
	100.0%	**$1,310,441**

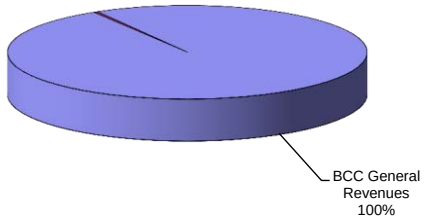
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 1,035,824	$ 1,302,515	$1,305,441	$1,350,441
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	1,211	-	-	-
Misc	2,453	5,000	5,000	5,000
Transfers and Beginning Balances	-	-	-	-
Total	**$1,039,487**	**$1,307,515**	**$1,310,441**	**$1,355,441**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 944,808	$ 1,199,735	$ 1,199,735	$ 1,199,735
Services & Charges	66,363	58,860	69,986	69,986
Operating Expenses	27,105	13,920	20,720	15,720
Capital	-	35,000	20,000	70,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	1,211	-	-	-
Total	**$1,039,487**	**$1,307,515**	**$1,310,441**	**$1,355,441**

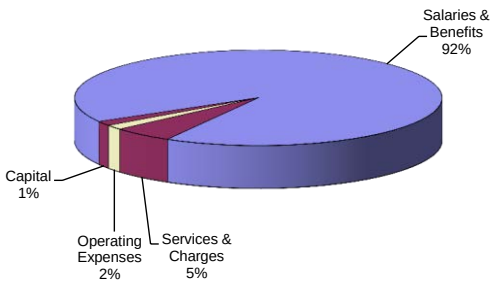
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	10	10	11	11
Part Time				
Seasonal				
Total	**10**	**10**	**11**	**11**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

FY16/17 - Capital - Increased budget due to TV Equipment replacement.

Budget and Administrative Services

Budget and Administrative Services-Goal: Continue to increase the effectiveness of local government and maintain a strong financial condition.

Department Overview	FY 15/16 - First Year	
Real Estate Services Division---The Real Estate Services Division (RES) is responsible for providing real property expertise and services to all County Departments for acquisitions, disposals, exchanges, obtaining easements, right-of-ways for BCC approved sales tax and capital projects. RES obtains leased space for all County Departments and Constitutional Offices. The Division also provides an annual Real Property Inventory Report and Building Inventory Report to identify and monitor all of the County's land holdings and assets. The Division administers the Occupation and Release of Easement Program critical for the permitting of homes, commercial and new development.	1.4%	$731,598
Fiscal Services Division ---Provide professional, financial advice necessary to maintain fiscal stability and transparency in government.	5.2%	$2,775,407
Purchasing Division---Acquire at the best possible price, consistent with specific quality, the goods and services necessary for proper and efficient operations of County Government, at the least overall cost to the taxpayer.	1.8%	$935,436
Information Technology Division---Promotes, manages and supports information technology solutions and services which facilitate the vision, goals and objectives of the Board of County Commissioners.	8.5%	$4,523,055
Risk Management - Self and Health Insurance Funds---To provide active direction and leadership in the planning, development, and administration of programs and processes that support the organization's mission. Provide accountability to the citizens of Charlotte County and assistance to the employees and retirees of Charlotte County by providing cost-effective and efficient administration of the various programs. Leads in the integration of risk management principles and practices to ensure effective enterprise risk management for the organization.	67.8%	$36,185,878
Fleet Management Division---To establish efficient and effective delivery of Charlotte County Fleet Management services (with a blend of outsourcing and in-house work) by providing customer agencies with safe, reliable, economically and environmentally sound transportation and related support services that are responsive to the needs of customer departments and that conserve vehicle value and equipment investment.	9.8%	$5,207,106
Transit ---To provide safe and reliable transportation to individuals who cannot do so for themselves due to economic, mental or physical disability. Also to provided public transportation that is a high quality, low cost curb-to-curb bus service that is safe, convenient and accessible to all. Transit Division strives to improve the quality of life by building a sense of community through connecting neighborhoods.	5.6%	$3,006,193
	100.0%	$53,364,673

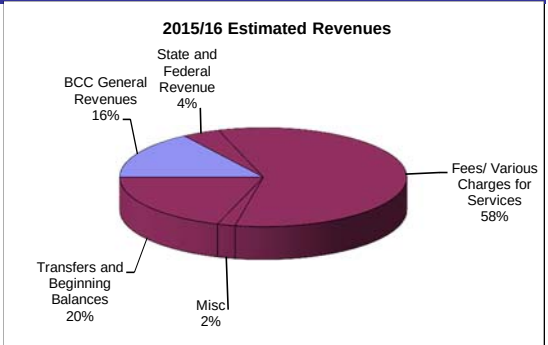
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 8,492,637	$ 8,715,482	$ 8,380,819	$ 8,495,987
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	2,421,916	2,561,991	2,263,535	2,232,573
Fees/ Various Charges for Services	29,163,219	30,551,887	31,059,030	31,712,365
Misc	1,172,766	1,151,936	1,073,712	1,073,893
Transfers and Beginning Balances	1,924,234	9,601,539	10,587,577	10,387,116
Total	$ 43,174,772	$ 52,582,835	$ 53,364,673	$ 53,901,934

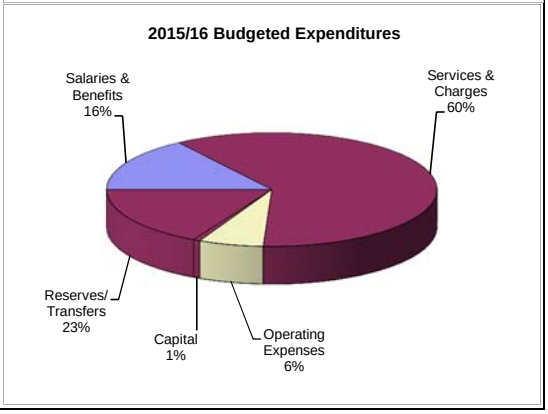
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 7,267,921	$ 8,205,246	$ 8,248,001	$ 8,248,001
Services & Charges	30,971,272	30,448,740	32,220,254	32,138,377
Operating Expenses	3,844,901	3,868,579	3,381,528	3,991,293
Capital	346,186	1,166,592	360,821	324,909
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	744,492	8,893,678	9,154,069	9,199,354
Total	$ 43,174,772	$ 52,582,835	$ 53,364,673	$ 53,901,934

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	105.17	106.17	104.17	104.17
Part Time	4.00	2.00	2	2
Seasonal				
Total	109.17	108.17	106.17	106.17

Notes:

FY15/16 Revenues & Expenses





Budget and Administrative Services
Fiscal Services Division

Mission

Fiscal Services Division ---
Provide professional, financial advice necessary to maintain fiscal stability and transparency in government.

Linkage to Strategic Goals

Fiscal / Financial Planning ---
Continue to increase the effectiveness of local government and maintain a strong financial condition.
Efficient and Effective Government ---
Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Analytical Services ➢ In FY14 Public Works conducted a loan analysis which allowed 3 loans to be paid off or down. Additionally, six new loans were obtained for MSBU Projects. ➢ Updated 5 year cash flows for the Barrier Islands Fire MSBU's.	Critical	14.1%	$ 390,562
Operations ➢ Fiscal staff prepares budgets for 131 Funds. Examples include the General Fund, Public Safety Fund , Enterprise Funds and Transportation Trust Fund. There are approximately 327 individual departmental budgets of various sizes and complexities spread across these funds. ➢ 64 MSBU's managed annually (includes funds and work programs) This involves preparing quarterly revenue and expense statements. ➢ Providing monthly and year to date expense and revenue reports to all departments in the County.	Mandatory	47.3%	1,314,053
Capital Project / Asset Mgmt Support ➢ There are 225 CIP projects, of which 125 are active. ➢ Prepare analysis on funding sources for impact fees, gas tax, ad valorem and sales tax including spending and current cash availability based on cash flow.	Critical	12.0%	333,606
Grant Support ➢ In FY14 fiscal staff managed 51 grants totaling $12,068,132. Examples of large grants include Public Works $5.6.M, Human Services $1.8M and Transit $2.4M. ➢ Fiscal staff managed 20 active Marine Advisory Committee (MAC) grants totalling $482,591 for FY14.	Critical	11.7%	324,484
Transactional Support ➢ Fiscal staff processed 20,998 invoices in FY14. ➢ Fiscal staff prepared approximately 2,438 purchase requisitions in FY14. ➢ 5,893 cash receipts prepared in FY14.	Critical	14.9%	412,703
		100.0%	2,775,407

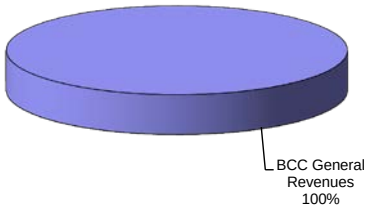
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 2,430,989	$ 2,726,175	$ 2,775,407	$ 2,775,907
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	1,780	1,419	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	$ 2,432,769	$ 2,727,594	$ 2,775,407	$ 2,775,907

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 2,341,069	$ 2,653,832	$ 2,692,150	$ 2,692,150
Services & Charges	59,246	53,882	61,612	62,112
Operating Expenses	21,780	19,880	21,645	21,645
Capital	10,674	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	$ 2,432,769	$ 2,727,594	$ 2,775,407	$ 2,775,907

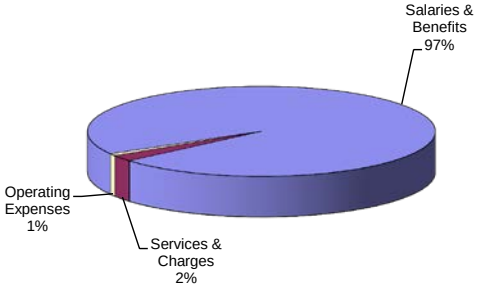
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	35.92	35.92	34.92	34.92
Part Time				
Seasonal				
Total	35.92	35.92	34.92	34.92

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

In FY14 The Fiscal Services Division eliminated 2 Fiscal Specialist positions bringing the total positions to 33.92. The Restore Act Coordinator was added to the Fiscal Services Division for a total of 34.92 FTE's. The increase in the Salaries & Benefits for FY16 & FY17 is due to the addition of the Restore Act Coordinator position. The uneven number of positions reflect funding splits between Fiscal and Human Services Grants.

Budget and Administrative Services
Fleet Maintenance

Mission

Fleet Management **---** To establish efficient and effective delivery of Charlotte County Fleet Management services by using a blend of outsourcing and in-house work to provide customer agencies with safe, reliable, economically and environmentally sound transportation and related support services that are responsive to the needs of customer departments and that conserve vehicle value and equipment investment.

Linkage to Strategic Goals

Efficient Effective Government **--** Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators

Fleet Maintenance **--** Responsible for "cradle to grave" repairs and maintenance of approximately 900+ units of vehicles and equipment which is comprised of: cars, vans, light, medium and heavy duty trucks, loaders, dump trucks, sweepers, bucket trucks, tractor mowers, trailers, buses and various other types of equipment and attachments; 60 areas/divisions are assigned motorized rolling stock within Charlotte County government and its Constitutional Officers which use Fleet Maintenance as their main provider of equipment maintenance, repair services and/or fuel.

Fuel Services **--** Responsible for two fueling sites which have a capacity of 47,000 gallons of fuel available 24 hours, 7 days a week to over 700+ vehicles and pieces of equipment.

Fleet by the numbers FY14

Peventive Maintenance Services	1,966
Work Orders processed	3,947
General repairs	1,604
Road Calls	598
Accidents/Vandalism	22
Work orders done by 0 to 24 hours	2,729
25 to 48 hours	176
49 to 72 hours	113
73 to 96 hours	70
Over 96 hours	858

FY 15/16 - First Year

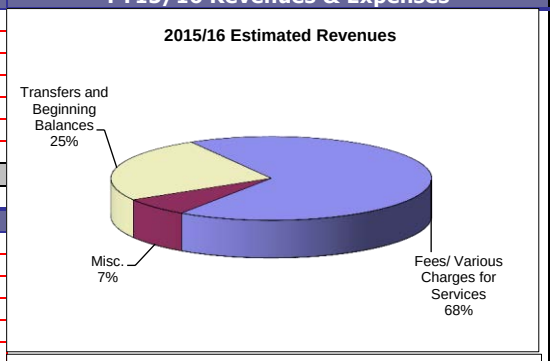
Critical	**41.1%**	**$1,495,060**
Discretionary	**58.9%**	**$2,142,556**
Reserves		**$1,569,490**
	100.0%	**$5,207,106**

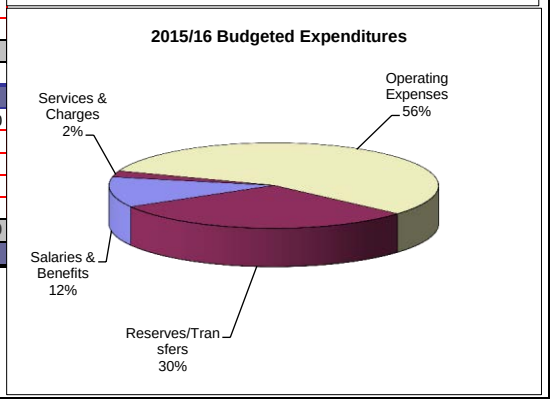
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	788,592	-	-
Fees/ Various Charges for Services	3,754,752	4,073,809	3,528,035	4,181,370
Misc.	391,129	361,775	366,035	366,216
Transfers and Beginning Balances	511,989	979,979	1,313,036	1,305,669
Total	**$ 4,657,871**	**$ 6,204,155**	**$ 5,207,106**	**$ 5,853,255**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 564,080	$ 689,839	$ 599,474	$ 599,474
Services & Charges	133,591	96,296	121,063	118,960
Operating Expenses	3,222,687	3,325,349	2,917,079	3,520,046
Capital	-	788,592	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	737,512	1,304,079	1,569,490	1,614,775
Total	**$ 4,657,870**	**$ 6,204,155**	**$ 5,207,106**	**$ 5,853,255**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	10	10	10	10
Part Time				
Seasonal				
Total	**10**	**10**	**10**	**10**

FY15/16 Revenues & Expenses





Notes:

Capital decrease is due to the one-time construction work for the bus washer in fiscal year 2015. Operational expense decrease is due to the drop in fuel costs. Salary decrease reflects the Fleet Manager being split funded between Fleet & Transit.

Budget and Administrative Services
Information Technology

Mission

Information Technology Division---
promotes, manages and supports information technology solutions and services which facilitate the vision, goals and objectives of the Board of County Commissioners.

Linkage to Strategic Goals

Efficient and Effective Government---
Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Client Services---	Critical	**33.0%**	**$1,492,608**
A. Centralized Call Logging and Incident Routing (Calls and E-mails)			
1. 6,375 Calls received and Routed in FY2014			
B. Desktop Computer Hardware & Software Support (Problems and Requests)			
1. 6,294 incidents (Break/Fix) closed in FY2014/2,553 service requests closed in FY2014/Handled 77 Computer Moves = 247+ man/hrs			
C. Desktop Hardware/Software Inventory (Computers, Telephones, Printers, Monitors...etc.)			
1. 1,425 Desktop and Laptop Computers/1,914 Desktop IP Phones/Over 200 Desktop Applications			
D. Advanced Software Support/Report Writing/Project Support/Business process improvement			
1. Research new technologies/Analyze Business Processes/Use automated processes to deploy systems & software/Provide Report Writing support			
Network Services---			
A. Install and maintain all server, network and phone related infrastructure hardware and software			
1. 99.4% System Availability (up time)/Maintain virtual server/storage infrastructure across 2 physical sites, providing redundancy and high availability/Support 300+ servers in production, development and beta environment/Maintain over 50 miles of county underground fiber/Support 236 network switches, 25 firewalls, 117 Wireless Access Points and 13 routers/Install & maintain all county communications services and hardware (1914 phones, internet, wireless, 356 cellular handsets)/Provide 24 hours X 7 days a week support	Critical	**27.0%**	**$1,221,225**
B. Backup and Restoration of county data			
1. Provide nightly backups of all county data/Restore lost data as requested by departments/Perform monthly tape backups for disaster recovery			
C. Create and maintain documentation			
1. Document all server/network configuration and changes			
D. Provide Advanced Technical Support			
1. Perform advanced troubleshooting for enterprise systems			
Information Services/GIS---	Discretionary/ Critical	**40.0%**	**$1,809,222**
A. Streamline and Automate Manual Processes			
B. Manage and Support Existing Software & Databases			
C. Distribute Data through Analysis & Reporting			
D. Provide Advanced Technical Support			
E. Create and Manager Data Through GIS Technology			
F. Perform Analysis of GIS Data			
G. Publish GIS Data Through Efficient Use of GIS Technology			
		100.0%	**$4,523,055**

Revenues by Category

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 4,184,563	$ 4,294,203	$ 4,523,055	$ 4,637,713
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$ 4,184,563**	**$ 4,294,203**	**$ 4,523,055**	**$ 4,637,713**

Expenses by Category

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 2,061,761	$ 2,253,987	$ 2,253,987	$ 2,253,987
Services & Charges	1,997,543	1,968,369	2,200,812	2,315,443
Operating Expenses	125,259	62,845	64,274	64,301
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	9,002	3,982	3,982
Total	**$ 4,184,563**	**$ 4,294,203**	**$ 4,523,055**	**$ 4,637,713**

Positions

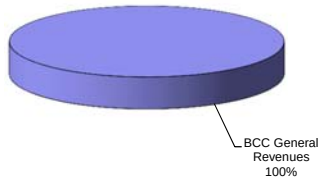
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	25.25	26.25	26.25	26.25
Part Time				
Seasonal				
Total	**25.25**	**26.25**	**26.25**	**26.25**

Notes:

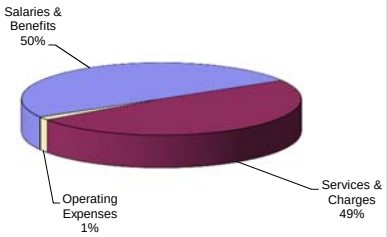
Above position numbers represent 26 of the 30 IT employees and 25% of the Director of Budget and Administrative Services. The additional 4 IT employees are charged to CCU (2), Purchasing (1) and Fiscal Services (1). **Services & Charges** variance is due to increase in Countywide software maintenance contracts.

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Budget and Administrative Services
Purchasing Division

Mission

Purchasing Division---Acquire at the best possible price, consistent with specific quality, the goods and services necessary for proper and efficient operations of County Government, at the least overall cost to the taxpayer.

Linkage to Strategic Goals

Efficient and Effective Government---
Facilitate the organization's capacity to govern and mange effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Procurement Activities---	Local Mandate	**90.0%**	**841,892**
A. Process for Request for Bids, Quotes and Proposals			
1. Bid Preparation			
2. Bid/Quote/Proposal Coordination and Oversight			
3. Bid/Quote/Proposal/Contract Oversight			
4. Local bids and contracts for Public Construction Work - Building & Construction Works			
5. Compliance with the Consultants Competitive Negotiation Act			
B. Process and oversight of routine purchases			
1. Review departmental purchase requisitions and issue to purchase orders			
2. Oversight of the procurement card program			
Rebate of $115,308 for calendar year 2014			
3. Review, obtain approval and process for payment contract invoices in compliance with F.S. 218			
4. Process departmental receivers for goods and services - match with appropriate invoicing			
5. Coordination with the Clerk's Finance Division on all purchase order and contract payments			
6. Review and approve monthly the departmental procurement card charges			
Fixed Asset Oversight---	Mandated	**10.0%**	**93,544**
A. Fixed Asset Oversight and Coordination			
1. Oversight and Coordination of Fixed Assets for the BCC and Elected Officials			
2. Conduct physical inventory with department performed each year			
Approximately 24 physical inventories performed each year			
3. Obtain approval of the BCC to dispose of, trade-in, donate or sell at auction surplus assets			
4. Conduct on-line auctions for surplus property			
successful on-line auction net proceeds - $566,114 Fiscal Year 14			
5. Maintain fixed asset records			
12,490 active assets on Inventory			
Fixed Asset Volume: 307 Additions; 535 Deletions; 323 Transfers			
		100.0%	**935,436**

Revenues by Category

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 743,241	$ 780,314	$ 845,436	$ 845,436
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	107,183	75,000	90,000	90,000
Transfers and Beginning Balances	-	-	-	-
Total	**$ 850,423**	**$ 855,314**	**$ 935,436**	**$ 935,436**

Expenses by Category

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 840,632	$ 842,474	$ 920,551	$ 920,551
Services & Charges	4,287	6,900	6,900	6,900
Operating Expenses	5,504	5,940	7,985	7,985
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$ 850,423**	**$ 855,314**	**$ 935,436**	**$ 935,436**

Positions

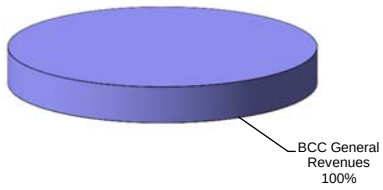
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	11.25	11.25	11.25	11.25
Part Time				
Seasonal				
Total	**11.25**	**11.25**	**11.25**	**11.25**

Notes:

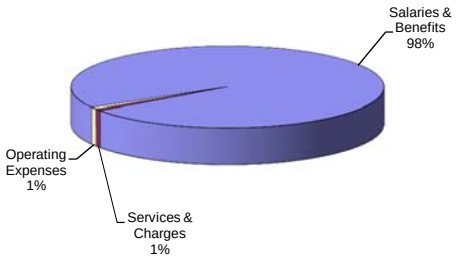
Above position numbers represent 10 Purchasing employees, 1 dedicated IT employee and 25% of the Director of Budget and Administrative Services.

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Budget and Administrative Services
Real Estate Services

Mission

Real Estate Services Division---

The Real Estate Services Division (RES) is responsible for providing real property expertise and services to all County Departments for acquisitions, disposals, exchanges, obtaining easements, right-of-ways for BCC approved sales tax and capital projects. RES obtains leased space for all County Departments and Constitutional Offices. The Division also provides an annual Real Property Inventory Report and Building Inventory Report to identify and monitor all of the County's land holdings and assets. The Division administers the Occupation and Release of Easement Program critical for the permitting of homes, commercial and new development.

Linkage to Strategic Goals

Efficient and Effective Government---

Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Land Acquisition---	Critical	**79.0%**	**$577,962**
A. Obtain BCC approval to acquire land.			
1. 440 parcels per year			
B. Review sketches, alignments, appraisals and surveys.			
1. Up to 400 per year			
C. Conduct research, determine values and draft documents.			
1. 400 to 700 per year			
D. Prepare contracts, close transactions and maintain records.			
1. 400 to 600 per year			
E. Negotiate with property owners for acquisitions and easements.			
1. 400 to 600 times per year. State statute 125 and 73-74			
F. Testify in Court for land acquisitions via Eminent Domain.			
1. Four times per year. State statute 125 and 73-74			
G. Attend depositions and mediations.			
1. 50 to 75 per year State statute 125 and 73-74			
H. Obtain land for roadway and CIP projects.			
1. 400 to 600 parcels per year			
Occupations and Releases of Easements---	Critical	**21.0%**	**$153,636**
A. Timely "turn around" for completed applications.			
1. 120 per year			
B. Pre-application consultation with applicants.			
1. 225 to 275 per year			
C. Conveyance of released easements.			
1. 40 per year			
D. Collection of fees in accordance with BCC approved fee schedule			
1. $25,000.00			
		100.0%	**$731,598**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 269,996	$ 162,994	$ 236,921	$ 236,931
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	28,550	22,237	30,000	30,000
Misc	338,013	533,688	464,677	464,677
Transfers and Beginning Balances	-	-	-	-
Total	**$ 636,559**	**$ 718,919**	**$ 731,598**	**$ 731,608**

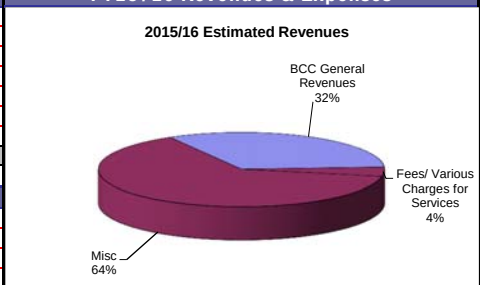
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 519,770	$ 597,771	$ 614,492	$ 614,492
Services & Charges	103,941	111,467	94,182	94,182
Operating Expenses	8,917	5,750	18,993	19,003
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	3,931	3,931	3,931	3,931
Total	**$ 636,559**	**$ 718,919**	**$ 731,598**	**$ 731,608**

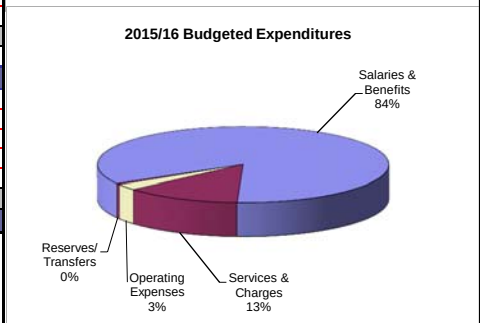
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	7.25	7.25	7.25	7.25
Part Time				
Seasonal				
Total	**7.25**	**7.25**	**7.25**	**7.25**

Notes:

Above position numbers represent 7 Real Estate Services employees and 25% of the Director of Budget and Administrative Services.

FY15/16 Revenues & Expenses





Budget and Administrative Services
Risk Management - Self and Health Insurance Funds

Mission

Risk Management - Self and Health Insurance Funds---To provide active direction and leadership in the planning, development, and administration of programs and processes that support the organization's mission. Provide accountability to the citizens of Charlotte County and assistance to the employees and retirees of Charlotte County by providing cost-effective and efficient administration of the various programs. Leads in the integration of risk management principles and practices to ensure effective enterprise risk management for the organization.

Linkage to Strategic Goals

Efficient and Effective Government---

Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Health Insurance--- Administration of all benefit products including annual renewal, billing and eligibility, open and new-hire open enrollment, claims handling, customer serve, HIPAA, Medicare, IRS Section 125 compliance, employee wellness program and Health Center oversight. A. Bid/negotiate and administer benefits for BCC and Constitutionals *B.* Billing and Eligibility C. Deposits, Financials, Purchase ordering D. Employee Health Center E. Coordinate Open Enrollment F. Customer Service (employees and retirees) G. Federal Compliance	Local Mandate/ Critical	**68.0%**	**$24,606,397**
Property and Casualty Insurance--- Administration of property and casualty insurance including management of all claims presented to the County, safety and loss control activities designed to minimize loss to the County, ADA compliance, Drug Testing, training, DEP compliance, customer service. A. Administration of property and casualty insurance coverage B. Claims Management C. Loss Control (Safety) D. ADA Compliance E. DEP Compliance F. Drug Testing G. Customer Service	Mandated	**32.0%**	**$11,579,481**
		100.0%	**$36,185,878**

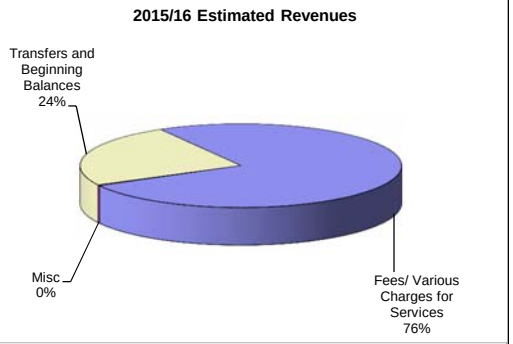
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	25,154,301	26,212,675	27,265,148	27,265,148
Misc	309,527	125,000	125,000	125,000
Transfers and Beginning Balances	1,412,245	8,621,560	8,795,730	8,596,711
Total	**$ 26,876,073**	**$ 34,959,235**	**$ 36,185,878**	**$ 35,986,859**

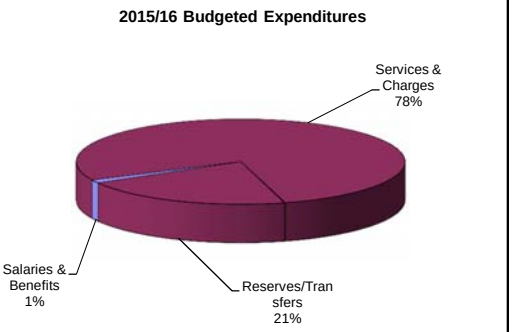
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 266,622	$ 440,520	$ 440,520	$ 440,520
Services & Charges	26,564,972	26,910,964	28,139,497	27,944,510
Operating Expenses	41,431	31,085	29,195	25,163
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	3,049	7,576,666	7,576,666	7,576,666
Total	**$ 26,876,073**	**$ 34,959,235**	**$ 36,185,878**	**$ 35,986,859**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	4	4	4	4
Part Time				
Seasonal				
Total	**4**	**4**	**4**	**4**

Notes:

FY15/16 Revenues & Expenses





Budget and Administrative Services
Transit

Mission

Transit --To provide safe and reliable transportation to individuals who cannot do so for themselves due to economic, mental, or physical disability. Also to provide public transportation that is a high quality, low cost curb-to-curb bus service that is safe, convenient and accessible to all. Transit Division strives to improve the quality of life by building a sense of community through connecting neighborhoods.

Linkage to Strategic Goals

Human Services Goal: Pursue available funding sources to facilitate providing services to meet community needs.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

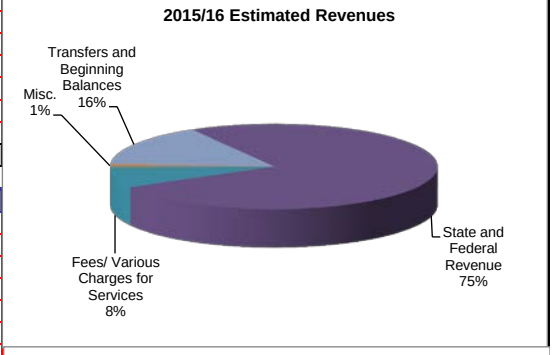
Sunshine Ride: Provide trips to the transportation disadvantaged individuals that are: physically or otherwise disabled; 60 years of age or older, qualified as low income; or living in a rural area. Most services are provided on weekdays between 7 a.m. and 6 p.m. Supervise service delivery and vehicle maintenance of partner non-profit agencies providing volunteer drivers. Contract agreements are in place with such agencies as Cooper Street Recreation Center, the Veteran's Council, and the Cultural Center.	Local Mandate	**35.7%**	**$1,071,810**
Dial -a-Ride: Provide high quality, low cost curb-to-curb public bus service that is safe, convenient and accessible to all. Services are available Monday through Friday from 6:30 a.m. - 6 p.m. and Saturday from 9. a.m. to 6 p.m. by advance reservation. Supervise and monitor service delivery and performance of subcontracted vendor providing driver services. Contract is reviewed annually for renewal or re-bid.	Local Mandate	**64.3%**	**$1,934,383**
		100.0%	**$3,006,193**

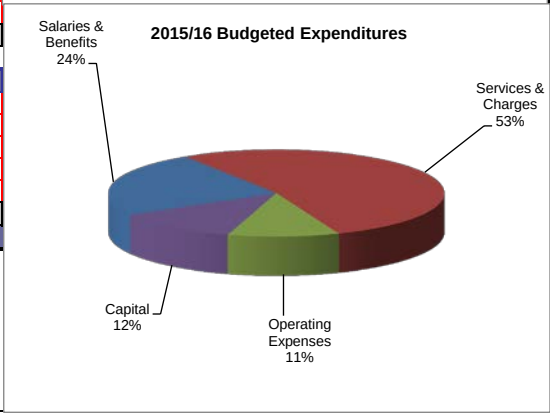
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 863,849	$ 751,796	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	2,420,135	1,771,980	2,263,535	2,232,573
Fees/ Various Charges for Services	225,615	243,166	235,847	235,847
Misc.	26,915	56,473	28,000	28,000
Transfers and Beginning Balances	-	-	478,811	484,736
Total	$ 3,536,514	$ 2,823,415	$ 3,006,193	$ 2,981,156

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 673,987	$ 726,823	$ 726,827	$ 726,827
Services & Charges	2,107,692	1,300,862	1,596,188	1,596,270
Operating Expenses	419,323	417,730	322,357	333,150
Capital	335,512	378,000	360,821	324,909
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	$ 3,536,514	$ 2,823,415	$ 3,006,193	$ 2,981,156

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	11.5	11.5	10.5	10.5
Part Time	4	2	2	2
Seasonal				
Total	15.5	13.5	12.5	12.5

FY15/16 Revenues & Expenses





Notes:

Transit was moved under Budget & Admin Services in FY 13/14. A restructuring combined with the loss of Medicaid transports resulted in a reduction of positions.
Service cost increase FY15 due to contract driver cost increase.

Florida Department of Health in Charlotte County

Mission

The Mission of the Charlotte County Health Department is to protect, promote, and improve the health of all people in Florida through integrated state, county and community efforts.

Linkage to Strategic Goals

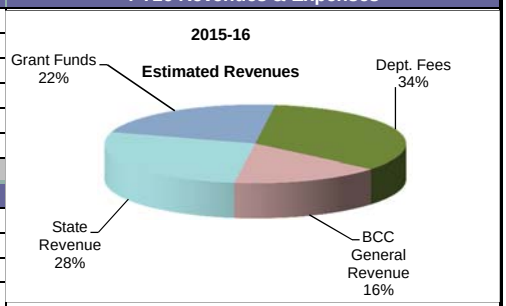
Public Safety --- Maintain a safe and healthy community in which to live.
Human Services --- Pursue available funding sources to facilitate providing services to meet community needs.
Directional Statements:
Better Coordination of Services
Increase access to affordable health and behavioral healthcare
Maximize opportunities to achieve self-sufficiency
Engage Health Department in budget process and encourage them to adopt similar approach to efficiencies

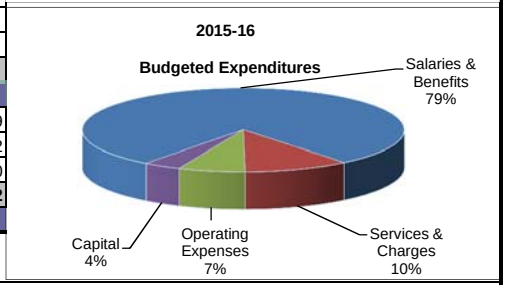
Core Functions / Current Workload Indicators — FY 16 - First Year

		CC General funds	%	FL State funds
Charlotte County Health Department is a state agency that is part of the Florida Department of Health and is governed by Florida Statute 154. The Florida Legislature designed the statute with the intent that county health departments (CHDs) have a unique partnership between the state and the counties to meet the public health needs of the state. To strengthen this partnership the CHDs and the counties enter into a contractual arrangement, which is renewed annually to conduct the core health services of Disease Control and Prevention, Personal Health Services and Community Health Promotions.				
Disease Control and Prevention is responsible for disease surveillance, prevention and education initiatives, testing and treatment services, epidemiological investigation of disease outbreaks and provision of medical consultation and technical expertise to the private sector. Some of the diseases managed by this department include HIV/AIDS, Sexually Transmitted Infections,TB, Hepatitis C, Influenza, Refugee Health and both adult and pediatric immunizations.	**Mandated**	**$ 487,039**	**19%**	**$ 508,230**
Personal Health Services provide Environmental Health, Vital Statistics, and WIC as well as mandated direct clinical services for Family Planning, HIV ? AIDS< Immunizations, and Sexually Transmitted diseases. **Environmental Health** works to ensure the safety and sanitation of our environment by enforcement of public health laws. Typical activities include inspections, complaint investigations, plan reviewing, permits, and regulatory enforcement. • Vital Statistics maintains Florida birth and death records locally and are able to assist with birth, death, marriage, and divorce records for all fifty states. Using data collected by our office, we are able to assist the state with tracking causes of morbidity and mortality—two main indicators of health status. • Women, Infants and Children (WIC) provides nutrition education and counseling, breastfeeding support, and healthy foods to eligible pregnant, breastfeeding and new moms, infants, and children up to age five. **Clinical services** include Family Planning services that offer education and counseling to help women plan their families and improve their reproductive health and birth outcomes, STD/HIV/AIDS clinical care utilizing Advanced Registered Nurse Practitioner (ARNP) services, and Immunization services.	**Mandated**	**$ 248,062**	**55%**	**$ 2,610,629**
Community Health Promotion program plans and implements programs to promote healthy behaviors reduce chronic disease through education, community outreach, and collaborative partnerships. This includes School Health program collaborates with the local school boards to improve student health by offering immunizations, vision and hearing screenings, and tracking of physical development in all children.	**Mandated**	**$ 121,464**	**25%**	**$ 1,177,831**
	$ 5,153,255	**$ 856,565**	**100%**	**$ 4,296,690**

Revenues by Category	FY 13-14	FY 14-15	FY 15-16	FY 16-17
BCC General Revenue	$ 956,565	$ 856,565	$ 856,565	$ 856,565
State Revenue & Reserves	$ 941,493	$ 1,463,061	$ 1,302,215	$ 1,302,215
Grant Funds	$ 1,336,642	$ 1,188,141	$ 1,188,141	$ 1,188,141
Dept. Fees	$ 1,933,349	$ 1,806,334	$ 1,806,334	$ 1,806,334
CC Gen Fund Support	$ 27,958	$ -	$ -	$ -
CC Beg Bal & Carry over	$ -	$ -	$ -	$ -
Total	**$ 5,196,008**	**$ 5,314,101**	**$ 5,153,255**	**$ 5,153,255**
Expenses by Category	**FY 13-14**	**FY 14-15**	**FY 15-16**	**FY 16-17**
Salaries & Benefits	$ 3,700,996	$ 4,197,445	$ 4,134,037	$ 4,134,037
Services & Charges	$ 900,304	$ 560,611	$ 511,173	$ 511,173
Operating Expenses	$ 334,236	$ 356,128	$ 308,128	$ 308,128
Capital	$ 13,318	$ 199,917	$ 199,917	$ 199,917
Facilities	$ 247,154	$ -	$ -	$ -
State Trust Carry over	$ -	$ -	$ -	$ -
Total	**$ 5,196,008**	**$ 5,314,101**	**$ 5,153,255**	**$ 5,153,255**
Positions	**FY 13-14**	**FY 14-15**	**FY 15-16**	**FY 16-17**
Full Time Career Service	62.2	62.2	59	59
Contract Other Personnel	4.3	4.3	6.2	6.2
Seasonal	0	0	0	0
r	**66.5**	**66.5**	**65.2**	**65.2**
Notes:				
CCBC Contract Payment	**$ 956,565**	**$ 856,565**	**$ 856,565**	**$ 856,565**
CCBC Facilities Support	**$ 27,958**	**$ -**	**$ -**	**$ -**

FY16 Revenues & Expenses





Notes: The state Health Dept. made a dramatic shift in service for FY 2013-2014 and the foreseeable future. They elected to concentrate on the delivery of Public health rather than acute care of medical or dental patients. The results are a $ 2 Million reduction in budget for Charlotte County and the elimination of 40% 0f their staff positions, The only mandated clinical care is for HIV\AIDS, STD, patients, Immunizations and family Planning.

Community Development

Community Development-- Goal: *Manage growth and change consistent with the County's comprehensive plan to maximize quality of life with an emphasis on efficient processes that support positive business, neighborhood communities, and protect our environmental assets.*

Department Overview — **FY 15/16 - First Year**

To advance the County's mission by anticipating challenges and forging solutions associated with community growth and infrastructure while protecting the life safety, health and welfare of the citizens and promoting the long term livability of the community.

Growth Management - Create and update the County's Comprehensive Plan; ensure compliance with local, state and federal regulations relating to land use, zoning and natural resources for all permitted development in unincorporated Charlotte County; maintain and update all planning, zoning, concurrency, environmental and related data spatially for use in implementing ordinances, resolutions, community plans, overlays and policy changes that promote the County's vision for the future of Charlotte County; ensure all commercial and residential properties in Charlotte County are in compliance with the local zoning regulations through effective complaint resolution and inspections of new and remodeled structures; all contracting work completed in compliance with local and state contractor licensing requirements.	**44.6%**	**$4,514,795**
Building Construction Services - Ensure all newly constructed or remodeled structures are built in full compliance with the provisions of the Florida Building Code, ADA code and NFPA fire codes; unsafe structures or areas of the County are identified and appropriately handled following and emergency event to protect the life safety, health and welfare of the citizens of Charlotte County.	**55.4%**	**$5,601,957**
	100.0%	**$10,116,752**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 2,758,851	$ 3,352,482	$ 3,269,595	$ 3,310,100
Taxes	241,809	152,000	220,000	170,000
Fees and Assessments	2,744,437	2,632,770	3,338,000	3,639,250
State and Federal Revenue	70,640	65,000	70,000	70,000
Fees/ Various Charges for Service	489,708	361,150	440,100	451,200
Misc.	733,629	730,163	662,163	667,163
Transfers and Beginning Balances	-	1,300,295	2,116,894	2,485,937
Total	**$ 7,039,075**	**$ 8,593,860**	**$ 10,116,752**	**$ 10,793,650**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 4,711,639	$ 5,163,692	$ 5,368,537	$ 5,368,537
Services & Charges	1,670,715	1,798,915	1,775,599	1,785,498
Operating Expenses	139,826	167,885	177,421	174,348
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	516,896	1,463,368	2,795,195	3,465,267
Total	**$ 7,039,075**	**$ 8,593,860**	**$ 10,116,752**	**$ 10,793,650**

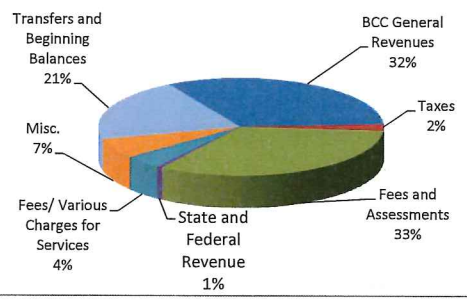
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	76	76	76	76
Part Time				
Seasonal				
Total	**76**	**76**	**76**	**76**

Notes:

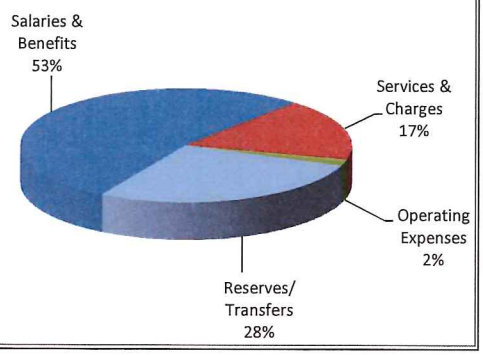
BCS: Salaries & Benefits increase is due to adjusting the budget for three positions that were approved by the BOCC in July, 2014 for Community Development. Fees and Assessments increase is a result of increased permit activity and is based on FY14 actuals and YTD revenues.

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Community Development
Building Construction Services

Mission

Building Construction Services -- To advance the County's mission by anticipating challenges and forging solutions associated with community growth and infrastructure while protecting the life safety, health, and welfare of the citizens and promoting the long term livability of the community.

Linkage to Strategic Goals

Growth Management -- Manage growth and change consistent with the County's comprehensive plan to maximize quality of life with an emphasis on efficient processes that support positive business, neighborhood communities, and protect our environmental assets.

Core Functions / Current Workload Indicators

FY 15/16- First Year

Enforcement of the Florida Building Code and other associated building related codes -- All newly constructed or remodeled structures are built in full compliance with the provisions of the Florida Building Code, ADA code and NFPA fire codes; unsafe structures or areas of the County are identified and appropriately handled following an emergency event to protect the life safety, health and welfare of the citizens of Charlotte County.

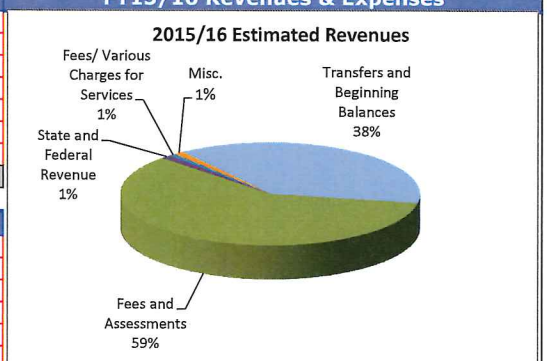
Mandated	**100.0%**	**$2,863,005**
Reserves		**$2,738,952**
	100.0%	**$5,601,957**

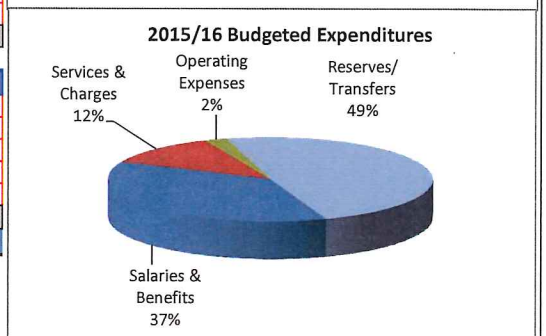
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	2,732,151	2,621,770	3,325,000	3,626,000
State and Federal Revenue	70,640	65,000	70,000	70,000
Fees/ Various Charges for Services	28,336	22,900	30,900	34,500
Misc.	67,730	59,163	59,163	59,163
Transfers and Beginning Balances	-	1,300,295	2,116,894	2,485,937
Total	**$ 2,898,858**	**$ 4,069,128**	**$ 5,601,957**	**$ 6,275,600**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,677,957	$ 1,874,130	$ 2,078,975	$ 2,078,975
Services & Charges	629,007	636,152	664,061	671,460
Operating Expenses	89,224	108,935	119,969	116,141
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	502,669	1,449,911	2,738,952	3,409,024
Total	**$ 2,898,858**	**$ 4,069,128**	**$ 5,601,957**	**$ 6,275,600**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 14/15
Full Time	26.08	26.08	26.08	26.08
Part Time				
Seasonal				
Total	**26.08**	**26.08**	**26.08**	**26.08**

FY15/16 Revenues & Expenses





Notes:

Salaries & Benefits increase is due to adjusting the budget for three positions that were approved by the BOCC in July, 2014 for Community Development. Fees and Assessments increase is a result of increased permit activity and is based on FY14 actuals and YTD revenues.

Community Development
Growth Management

Mission

Growth Management -- To advance the County's mission by anticipating challenges and forging solutions associated with community growth and infrastructure while protecting the life safety, health and welfare of the citizens and promoting the long term livability of the community.

Linkage to Strategic Goals

Growth Management -- Manage growth and change consistent with the County's comprehensive plan to maximize quality of life with an emphasis on efficient processes that support positive business, neighborhood communities and protect our environmental assets.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Planning and Zoning-- Create and update the County's Comprehensive Plan; process Developments of Regional Impact (DRIs); process County initiatives; and assist the public with the submission and review of large and small scale plan amendments. Ensure compliance with local, state and federal regulations relating to land use, zoning and natural resources for all permitted development in unincorporated Charlotte County; ensure all Land Development Regulations accurately reflect the requirements of the comprehensive plan and are maintained as needed.	Mandated	**14.0%**	**$632,071**
	Local Mandate	**41.0%**	**$1,851,066**
Land Information Services -- Maintain and update all planning, zoning, concurrency, environmental and related data spatially for use in implementing ordinances, resolutions, community plans, overlays, and policy changes that promote the County's vision for the future of Charlotte County; maintain the core address layer used by E911, Permitting, Property Appraiser, Tax Collector and other agencies; create and provide specialized maps, data and detailed analyses to local consultants, developers and the general public, on a routine basis.	Discretionary	**5.0%**	**$225,740**
	Local Mandate	**40.0%**	**$1,805,918**
Enforcement of local zoning and licensing codes -- All commercial and residential properties in Charlotte County are in compliance with the local zoning regulations through effective compliant resolution and inspections of new and remodeled structures; all unsafe residential structures made safe through the local unsafe building abatement code; all contracting work completed in compliance with local and state contractor licensing requirements.		**100.0%**	**$4,514,795**

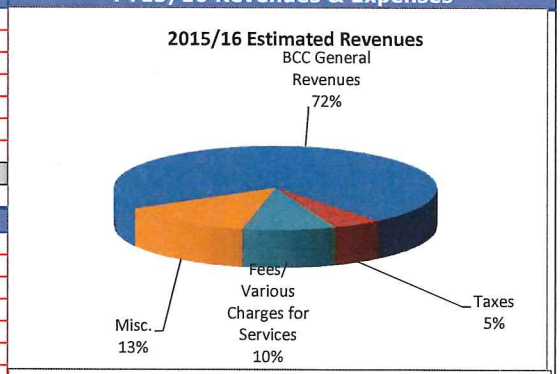
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 2,758,851	$ 3,352,482	$ 3,269,595	$ 3,310,100
Taxes	241,809	152,000	220,000	170,000
Fees and Assessments	12,286	11,000	13,000	13,250
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	461,372	338,250	409,200	416,700
Misc.	665,898	671,000	603,000	608,000
Transfers and Beginning Balances	-	-	-	-
Total	**$ 4,140,217**	**$ 4,524,732**	**$ 4,514,795**	**$ 4,518,050**

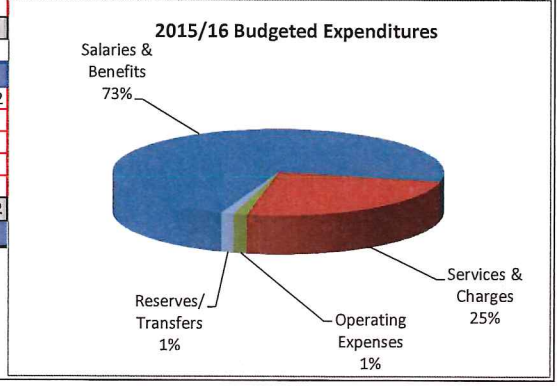
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 3,033,682	$ 3,289,562	$ 3,289,562	$ 3,289,562
Services & Charges	1,041,708	1,162,763	1,111,538	1,114,038
Operating Expenses	50,601	58,950	57,452	58,207
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	14,227	13,457	56,243	56,243
Total	**$ 4,140,217**	**$ 4,524,732**	**$ 4,514,795**	**$ 4,518,050**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	49.92	49.92	49.92	49.92
Part Time				
Seasonal				
Total	**49.92**	**49.92**	**49.92**	**49.92**

Notes:

FY15/16 Revenues & Expenses





Community Services

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Department Overview	FY 15/16 - First Year		
Park and Sport Field Maintenance --- For all parks and ballfields: provide routine safety inspections, trash removal, shell and asphalt parking lots upkeep, tree and brush trimming, playground inspection, minor pier and boardwalk repair, park furniture and infrastructure repair and maintenance, beach grooming, and irrigation repair; provide safe, accessible, and playable athletic fields; repair, replace and add signage; conduct equipment and fleet inventory and maintenance process; setup and support park and facility rentals, events, and tournaments; schedule long-term periodic maintenance programs; coordinate ADA improvements; coordinate park planning and design with Facilities Management and Construction.	Discretionary	**28.26%**	**$4,521,499**
Recreation -- Program and safely operate (4) Recreation Centers, (3) Aquatic Facilities; provide summer and break camp for children grades K-8; coordinate special interest classes for the public, develop and implement youth and adult sport activities for active lifestyles; provide swim lessons and aquatic safety training for the public; provide special events for the community for their enjoyment and economic benefit; collect and report parking meter revenue; coordinate athletic facility use by youth and adult sports leagues, schedule and rent facilities for public and government use.	Discretionary	**24.65%**	**$3,943,547**
Library & History--- Provides materials, assistance and computers to meet the information and recreation needs of the community; meeting spaces for community groups and businesses; historic preservation and exhibits; programs and events to support literacy, lifelong learning and to educate the community about its history. Operation of (3) Community Libraries, (1) Regional Library and (1) Historical Center.	Discretionary	**29.22%**	**$4,674,759**
Charlotte Sports Park--- Operate and program the Charlotte Sports Park Stadium; maintenance and support of the Tampa Bay Rays Spring Training and player development contract; maintenance and support of the Charlotte Stone Crabs contract; special event programming and marketing.	Local Mandate	**8.42%**	**$1,347,232**
Natural Resources--- Maintain state and federal environmental permit compliance for capital improvement projects and Stump Pass dredge. The Incidental Take Permit for the Florida Scrub-jay is for Winchester Blvd Expansion, Edgewater/Flamingo Blvd Corridor expansion, and Murdock Village. Provide environmental review, to include listed species, wetlands, and habitat impacts for other county dept. construction projects (local mandate). Manage restoration of 800 hundred acres of environmentally sensitive lands. Begin implementation of the Habitat Conservation Plan for the Florida scrub-jay. Continue partnership with FWC to develop a Manatee Protection Plan.	Mandate Local Mandate Discretionary	**6.95%**	**$1,111,963**
Extension Services--- Horticulture Program Development and Implementation - includes the Master Gardener program, County Plant Clinics, Consultations, the Florida Yards and Neighborhoods Program. Sea Grant Program - Oversight of Florida Sea Grant/UF projects (Regional Waterway Management Program and Marine Access Study). 4-H Youth Development - Youth training in 4-H life skills programming resolution, healthy lifestyles & public speaking.	Discretionary	**2.50%**	**$399,260**
		100.00%	**$15,998,259**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 11,550,363	$ 12,519,627	$ 12,922,820	$ 13,097,188
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	117,243	117,500	138,366	138,366
Fees/ Various Charges for Services	1,006,192	1,081,246	1,066,214	1,016,794
Misc	270,071	261,330	261,350	264,850
Transfers and Beginning Balances	1,578,699	1,610,509	1,609,509	1,609,509
Total	$ 14,522,568	$ 15,590,212	$ 15,998,259	$ 16,126,707

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 6,192,723	$ 6,902,681	$ 7,020,147	$ 7,033,147
Services & Charges	6,675,758	7,018,122	7,116,723	7,194,616
Operating Expenses	918,386	980,336	1,079,350	1,097,289
Capital	677,426	549,562	649,500	625,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	58,276	139,511	132,539	176,655
Total	$ 14,522,568	$ 15,590,212	$ 15,998,259	$ 16,126,707

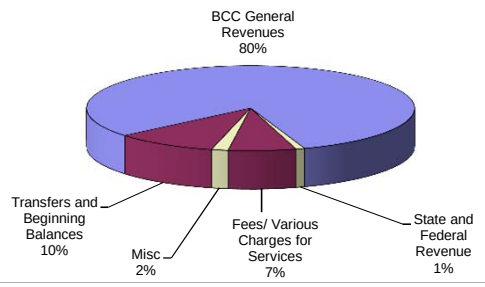
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	86	87	87	87
Part Time	60	65	65	65
Seasonal				
Total	146	152	152	152

Notes:

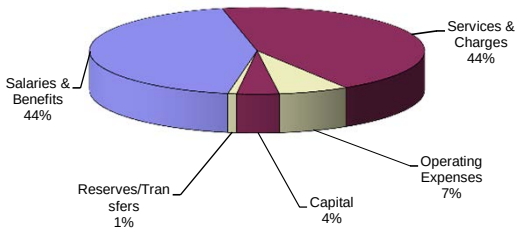
The following pages provide variance analysis for each division within Community Services.

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Community Services
Park and Sport Field Maintenance

Mission

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Linkage to Strategic Goals

Quality of Life --- Enhance community life by clean air and water, conservation of wildlife and natural resources, and provide community amenities through public safety in a business friendly atmosphere.

Growth Management --- Manage growth and change consistent with the County's comprehensive plan to maximize quality of life with an emphasis on efficient processes that support positive business, neighborhood communities, and protect our environmental assets.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Parks Maintenance --- For all parks and Ballfields: provide routine safety inspections, trash removal, shell and asphalt parking lots upkeep, tree and brush trimming, playground inspection, minor pier and boardwalk repair, park furniture and infrastructure repair and maintenance, beach grooming, and irrigation repair; provide safe, accessible, and playable athletic fields; repair, replace and add signage; conduct equipment and fleet inventory and maintenance process; setup and support park and facility rentals, events, and tournaments; schedule long-term periodic maintenance programs; coordinate ADA improvements; coordinate park planning and design with Facilities Management and Construction.			
Sports Fields and Special Purpose Park Maintenance - 44 Sports Fields; 37 with Sports Lighting 1.)Sports Turf Management, 2.)Pumping and Irrigation Systems Maintenance, 3.)Sports Lighting Systems Management, 4.)Sports Field Lining and Striping, 5.)Upkeep of Field Support Facilities, such as: goal posts, fencing, bases, benches, bleachers, scoreboards, Monthly safety inspections , 6.)League Concerns Response, 7.)Horse arena and disc golf course maintenance	Discretionary	**50.0%**	**$2,260,749**
Maintenance and Support Services (79 sites; 2,438 acres) 59 active, maintained sites plus 16 inactive and 4 maintained by others 1.)Daily Maintenance (Non-Sports Fields); trash removal; recycling program collection; safety inspections (sites and outdoor facilities); playground inspections and repairs; individual service requests and citizen concerns resolutions; courts and special recreational area inspections and maintenance including dog parks, trails, skateparks, bocce, horseshoes, boat ramps, picnic pavilion areas and shelters. 2.)Regular Maintenance and Improvements (Non-Sports Fields); tree and brush trimming; parking lots upkeep; sign, repair, new and replacement; vandalism repairs; outdoor event setup/support/cleanup; park furniture repair and replacement; decking repair; volunteer, vendor and contractor support; landscape pesticide treatment and plant replacements. 3.)Park Infrastructure Maintenance Programs; court resurfacing; unpaved parking lot grading; asphalt parking sealing and striping; fencing; decking; playgrounds; vehicle & equipment inventory and upkeep 4.)Improvements to Park Sites, Infrastructure, Systems, Furniture and Features; 26 playgrounds and fitness areas inspected and maintained, 2 skate parks; 22 boat ramps and canoe/kayak launch sites maintained; 50 tennis, basketball and special purpose hard courts, 1 inline hockey rink; over 85,000 square feet piers, decks, boardwalks in 22 parks; over 240 separate structures in parks from trailheads to libraries.	Discretionary	**40.0%**	**$1,808,599**
Park Planning, Design, Public Input, Construction and Administration 1.)Smart Charlotte 2050 Parks, Recreation & Cultural Resources Element 2.)Community Planning, MSBU, CRA and DRI Support for Park Improvements 3.)Parks/Ballfields Staffing, Maintenance & Operations Mgmt. and Supervision	Critical	**10.0%**	**$452,150**
		100.0%	**$4,521,499**

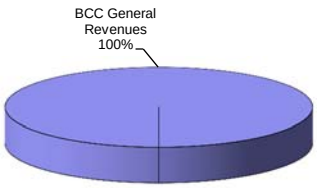
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 4,107,630	$ 4,187,265	$ 4,521,499	$ 4,597,217
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	1,418	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$ 4,109,048**	**$ 4,187,265**	**$ 4,521,499**	**$ 4,597,217**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,207,884	$ 1,325,835	$ 1,395,835	$ 1,395,835
Services & Charges	2,414,352	2,365,904	2,592,827	2,652,208
Operating Expenses	420,810	411,571	426,243	436,850
Capital	30,898	-	25,000	15,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	35,103	83,955	81,594	97,323
Total	**$ 4,109,048**	**$ 4,187,265**	**$ 4,521,499**	**$ 4,597,217**

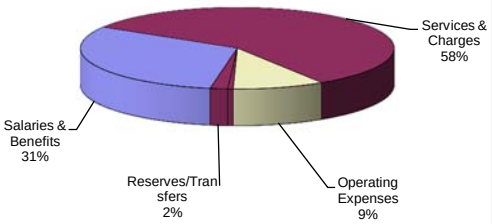
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	20	21	21	21
Part Time	9	10	10	10
Seasonal				
Total	**29**	**31**	**31**	**31**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Added 1 Full-Time Maintenance Worker and 1 Part-Time Maintenance Worker in FY15. Equipment replacement requests include 2 mowers in both FY16 & FY17 and 1 Gator in FY16. Lawn maintenance contract increased under Services and Charges.

Community Services
Recreation

Mission

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Linkage to Strategic Goals

Quality of Life --- Enhance community life by clean air and water, conservation of wildlife and natural resources, and provide community amenities through public safety in a business friendly atmosphere.
Public Safety --- Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

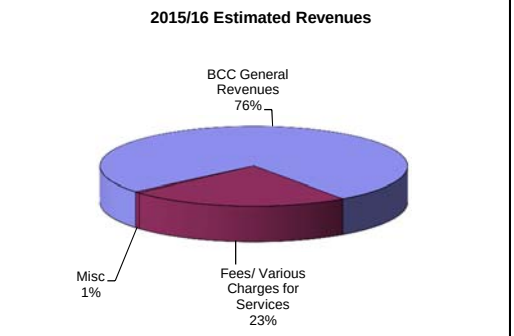
Recreation -- Program and safely operate four (4) Recreation Centers and three (3) Aquatic Facilities; provide summer and break camp for children grades K-8; coordinate special interest classes for the public; develop and implement youth and adult sport activities for active lifestyles; provide swim lessons and aquatic safety training for the public; provide special events for the community for their enjoyment and economic benefit; collect and report parking meter revenue; coordinate athletic facility use by youth and adult sports leagues, schedule and rent facilities for public and government use.			
Operate Recreation Centers: 1.)Four (4) Recreation Centers and two (2) Skate Parks open 1500 hours month 2.)Coordinate special interest classes on a monthly basis 3.)Provide drop-in programs and open gym 4.)Youth and adult sport leagues, including Snowbird Classic 5.)Facility and shelter rentals 6.)Plan and provide two (2) summer and break camp locations with 425+ participants from Grades K-8. 7.)Plan and provide special events	Discretionary	**40.0%**	**$1,577,419**
Operate Aquatic Facilities: 1.)Three (3) aquatic facilities 2.)Open six (6) days per week 3.)School and private swim organizations: Charlotte County Blue Fins; Charlotte High school; Lemon Bay High School 4.)Aquatic fitness programs, lap swim, water aerobics 5.)Pool maintenance, water quality standards 6.)Provide aquatic and safety training; American Red Cross Water Safety Certification, and Lifeguard Training; swim lessons	Discretionary	**40.0%**	**$1,577,419**
Parking meter collection: 1.)Four (4) beach parking meters 2.)Eight (8) boat ramp parking meters 3.)Approx $300,000 annual revenues	Discretionary	**20.0%**	**$788,709**
		100.0%	**$3,943,547**

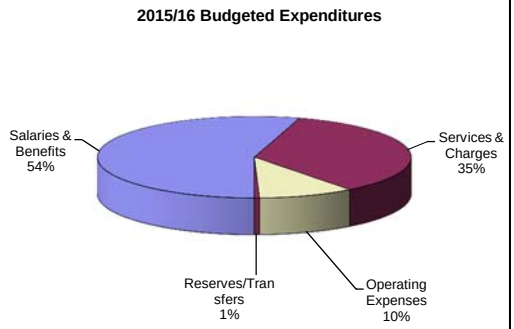
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 2,407,017	$ 2,956,233	$ 3,009,553	$ 3,063,330
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	853,674	923,296	912,994	862,994
Misc	10,744	20,700	21,000	21,000
Transfers and Beginning Balances	-	-	-	-
Total	$ 3,271,436	$ 3,900,229	$ 3,943,547	$ 3,947,324

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,830,849	$ 2,134,763	$ 2,155,379	$ 2,155,379
Services & Charges	1,216,890	1,409,166	1,379,323	1,390,290
Operating Expenses	208,462	332,667	388,225	376,641
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	15,234	23,633	20,620	25,014
Total	$ 3,271,436	$ 3,900,229	$ 3,943,547	$ 3,947,324

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	19	19	19	19
Part Time	27	28	28	28
Seasonal				
Total	46	47	47	47

FY15/16 Revenues & Expenses





Notes:

Added 1 Part-Time Recreational Specialist at South County Rec Center in FY15.
Operating increases are due to new small equipment requests for FY16 & FY17.
Increase in Salaries for FY14/15 due to realignment of positions to accommodate the Affordable Health Care Act.

Community Services
Library & History

Mission

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Linkage to Strategic Goals

Quality of Life --- Enhance community life by clean air and water, conservation of wildlife and natural resources, and provide community amenities through public safety in a business friendly atmosphere.
Human Services --- Pursue available funding sources to facilitate providing services to meet community needs.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Library & History--- Provides materials, assistance and computers to meet the information and recreation needs of the community; meeting spaces for community groups and businesses; historic preservation and exhibits; programs and events to support literacy, lifelong learning and to educate the community about its history. Operation of (3) Community Libraries, (1) Regional Library and (1) Historical Center.

Library Services
1.) Provide print, audio, video and electronic materials for reference and check out.
a. (3) Community Libraries, b. (1) Regional Library, c. 159 service hours per week
2.) Literacy and lifelong learning programs for children and adults
a.1,296 Programs Offered, b.25,142 Attendance at programs
3.) Electronic government services, reference services, public internet access, software application & service use and info assistance
a. 8,823 users receiving tech instruction, b. 88,480 public access pc hours logged, c.798,214 virtual visits to networked library resources
4.) Meeting space for community organizations and businesses
a. 301 Non-Library Meeting Room Uses, b. 5,889 attending non-library meeting room events.

Discretionary — **92.0%** — **$4,300,778**

History Services
1.) Collection and preservation of artifacts, documents and images
a. 75,000 item in historical collection, 1) 16,000 historical images on-line, 2) 26,000 additional images at Archives, 3)33,000objects in artifact collections off-site. b. 18,450 objects in preservation process
2.) Promotion Charlotte County historical resources
a. 2 Historical Markers , 1) Cookie House (nominee for National Register), 2) Myakka River Civil War Skirmish, b. 9 historical exhibits on public display, c. 9,002 visitors to Charlotte County Historical Center, d. 11,204 visitors to off-site exhibits, e. 8,425,595 users of on-line collections, f. 80 hours per week process, monitor and upload on-line collections
3.)Community historical events and life-long learning programs
a. 4,889 attended 35 Historical life-long learning programs, b. 3,840 attended 42 in-house historical life-long learning programs, c. 30 additional docents trained for outreach/programs to community
4.)Preserve and protect historic structures and archaeological sites
a. Over 2,320 historical resources identified in the Florida Master Site File, b. 1 Preservation Project- Bunkhouse, c. 2 Historical Preservation Plans 1. Knight House 2. Mercer Cemetery d. 105 historical reviews for Growth Management.

Discretionary / Local Mandate (Item #3) — **8.0%** — **$373,981**

100.0% — **$4,674,759**

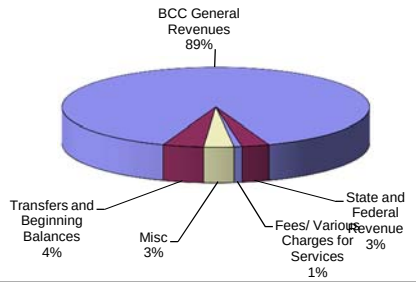
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 3,932,079	$ 4,174,112	$ 4,153,323	$ 4,167,986
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	113,058	90,000	134,366	134,366
Fees/ Various Charges for Services	37,077	39,450	38,720	39,300
Misc	158,982	156,130	148,350	151,850
Transfers and Beginning Balances	200,000	200,000	200,000	200,000
Total	$ 4,441,196	$ 4,659,692	$ 4,674,759	$ 4,693,502

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 2,122,032	$ 2,345,101	$ 2,358,951	$ 2,358,951
Services & Charges	1,540,437	1,601,826	1,523,437	1,527,131
Operating Expenses	163,912	156,181	158,835	180,485
Capital	610,888	549,562	624,500	610,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	3,926	7,022	9,036	16,935
Total	$ 4,441,196	$ 4,659,692	$ 4,674,759	$ 4,693,502

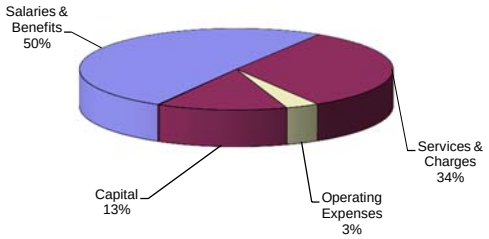
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	28	28	28	28
Part Time	23	26	26	26
Seasonal				
Total	51	54	54	54

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Added 2 Part-Time Library Technicians in Library Administration and 1 Part-Time Program Assistant at Archive in FY15. New equipment requests for additional 2 RFID Self-Check Stations in FY16 and video conferencing upgrades in FY17.

Community Services
Sports Park

Mission

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Linkage to Strategic Goals

Quality of Life --- Enhance community life by clean air and water, conservation of wildlife and natural resources, and provide community amenities through public safety in a business friendly atmosphere.

Economic Development --- Create a business climate that promotes a diversified, growing economy consistent with established growth management plans and enhanced quality of life.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Sports Park--- Operate and program the Charlotte Sports Park Stadium; provide facility management, security, traffic management, paramedical services, and maintenance operations during the Tampa Bay Rays Spring Training Season along with the necessary support for the Tampa Bay Rays minor league operations; provide the required operations and support for the Charlotte Stone Crabs contract; create and support special events.

A.Management and Operation of Facility 1.)Tampa Bay Rays Agreement 2.)Tampa Bay Rays Agreement (Amendment - Field Maintenance) 3.)Tampa Bay Rays Agreement (Second Amendment - Landscape Maintenance/Building B) 4.)Tampa Bay Rays Agreement (Third Amendment - Capital Reserve Funding Contributions) 5.)Ripken/Rays Agreement 6.)Ripken/Rays Agreement (Second Amendment - Stadium Lease Agreement) 7.)Ripken/Rays Agreement (Third Amendment - Stadium Lease Agreement) 8.)Master Concession Agreement	Local Mandate	**85.0%**	**$1,145,147**
B.Special events, community programs and activities, and facility rentals and scheduling 1.)Special Events, estimated revenue $85,000 2.)Facility and field rentals, estimated revenue $20,000 3.)Baseball tournaments, camps, and clinics	Local Mandate	**10.0%**	**$134,723**
C.Partnerships with local county and municipal agencies 1.)Charlotte County Visitor's Bureau 2.)Charlotte County Fair Association 3.)Lee County Sports Authority	Local Mandate	**5.0%**	**$67,362**
		100.0%	**$1,347,232**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 59,617	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	103,518	111,500	107,500	107,500
Misc	88,678	72,000	76,000	76,000
Transfers and Beginning Balances	1,131,922	1,163,732	1,163,732	1,163,732
Total	$ 1,383,734	$ 1,347,232	$ 1,347,232	$ 1,347,232

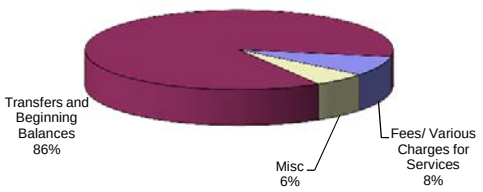
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 258,584	$ 240,423	$ 240,423	$ 240,423
Services & Charges	1,064,250	1,071,572	1,057,697	1,060,589
Operating Expenses	50,229	35,237	49,112	46,220
Capital	10,671	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	$ 1,383,734	$ 1,347,232	$ 1,347,232	$ 1,347,232

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	4	4	4	4
Part Time	1	1	1	1
Seasonal				
Total	5	5	5	5

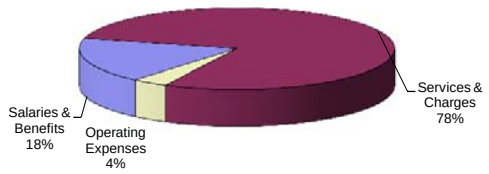
Notes:

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Community Services
Natural Resources

Mission

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Linkage to Strategic Goals

Quality of Life --- Enhance community life by clean air and water, conservation of wildlife and natural resources, and provide community amenities through public safety in a business friendly atmosphere.

Growth Management --- Manage growth and change consistent with the County's comprehensive plan to maximize quality of life with an emphasis on efficient processes that support positive business, neighborhood communities, and protect our environmental assets.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Natural Resources--- Maintain state and federal environmental permit compliance for capital improvement projects and Stump Pass dredge. The Incidental Take Permit for the Florida Scrub-jay is for Winchester Blvd Expansion, Edgewater/Flamingo Blvd Corridor expansion, and Murdock Village. Provide environmental review to include listed species, wetlands, and habitat impacts for other county dept. construction projects (local mandate). Manage restoration of 800 hundred acres of environmentally sensitive lands. Implement the Habitat Conservation Plan for the Florida scrub-jay. Continue the partnership with FWC to develop a Manatee Protection Plan. Over the past year, Natural Resources staff has restored approximately 240 acres of mitigation and conservation lands through prescribed burns and habitat restoration.

A. Monitor and report of shore birds and sea turtles to maintain environmental state & federal permit compliance associated with the Stump Pass Dredge and Habitat Conservation Plan properties through listed species monitoring and state mandated project reporting. 1.)Meet state and federal permit compliance requirements for review of permit applications and inspections on all construction and remodel projects within the sea turtle lightening zone and the coastal control construction line. 2.)Meet land management goals outlined in the approved comprehensive management plan through the U.S. Fish and Wildlife Service associated with the Habitat Conservation Plan for CIP projects.	Mandate	**35.0%**	**$389,187**
B. Management and oversight of the voter approved Conservation Charlotte Land Acquisition Program. 1.)Implemented land management on 8 properties in excess of 2,500 acres. Included prescribed burns on Tippe II and Shell Creek Preserve; exotic vegetation feral hog removal on Shell Creek, Prairie Creek Preserve and Thornton Key Preserve. 2.)Year-to-date the County purchased 4 diverse properties in the excess of 2,500 acres, 2 comprehensive management plans have been developed that will guide the management of the properties for the next 5 years.	Local Mandate	**43.0%**	**$478,144**
C. Management of and oversight of six Environmental Parks that were funded by the Florida Forever Program. 1.)Charlotte County has been very successful in obtaining Florida Forever Funds to purchase environmental park land, and meet all grant reporting requirements.	Mandate	**22.0%**	**$244,632**
		100.0%	**$1,111,963**

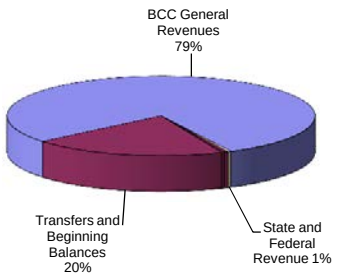
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 741,102	$ 879,950	$ 874,186	$ 890,215
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	4,185	-	4,000	4,000
Fees/ Various Charges for Services	9,223	5,000	5,000	5,000
Misc	1,492	2,500	3,000	3,000
Transfers and Beginning Balances	232,777	225,777	225,777	225,777
Total	**$ 988,779**	**$ 1,113,227**	**$ 1,111,963**	**$ 1,127,992**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 542,182	$ 585,736	$ 585,736	$ 585,736
Services & Charges	352,465	477,547	471,288	471,293
Operating Expenses	65,152	29,345	37,176	37,107
Capital	24,968	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	4,013	20,599	17,762	33,856
Total	**$ 988,779**	**$ 1,113,227**	**$ 1,111,963**	**$ 1,127,992**

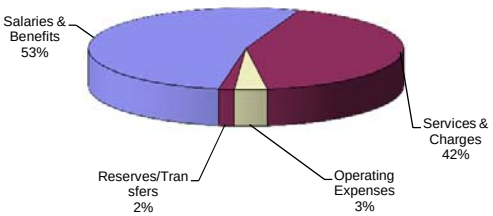
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	9	9	9	9
Part Time	0	0	0	0
Seasonal				
Total	**9**	**9**	**9**	**9**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Increases in FY17 are Vehicle Replacement transfer costs.

Community Services
Extension Services

Mission

Community Services - *To enhance the quality of life by providing safe, well maintained, accessible facilities for all users; managing and safeguarding natural ecosystems for public access for recreation and environmental education; offering a wide variety of quality recreation experiences for all ages; providing access to a wide range of library, historical, and cultural materials, collections, and resources to meet the information, education, and recreation needs of the public.*

Linkage to Strategic Goals

Quality of Life --- Enhance community life by clean air and water, conservation of wildlife and natural resources, and provide community amenities through public safety in a business friendly atmosphere.

Efficient and Effective Government --- Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Extension Services--- Horticulture Program Development and Implementation - includes the Master Gardener program, County Plant Clinics, Consultations, the Florida Yards and Neighborhoods Program. Sea Grant Program - Oversight of Florida Sea Grant/UF projects (Regional Waterway Management Program and Marine Access Study). 4-H Youth Development - Youth training in 4-H life skills programming resolution, healthy lifestyles & public speaking.

Horticulture Prog. Dev. and Implementation A.Conducts public educational programs on horticultural topics established through a Memo of Understanding, adopted 1983. B.Provide mandated Best Mgmt Practice (BMP) training including proper fertilizer practices, irrigation, pest management & turf selection. C.Implements Water Conservation and Florida Friendly Landscaping (Rain Barrel Program) D.Train and maintain large Master Gardener volunteer base to enhance our outreach efforts in horticultural education.	Discretionary Local Mandate (Item B. only)	**33.3%**	**$133,087**
Sea Grant Program A.Provide oversight of Florida Sea Grant/University of Florida projects conducted for Charlotte County (Regional Waterway Management System and Marine Access Study and Marine Access Study) B.Provide education and outreach to community in the areas of sustainable angling, coastal habitats and water quality, and boating and waterways management. C.Provide opportunities for citizens to participate in coastal science data collection & restoration	Discretionary	**33.3%**	**$133,087**
4-H Youth Development A.Training youth in money management, conflict resolution, resolution, healthy lifestyles and public speaking. B.Developing skills in adults to enhance public speaking, decision making, and community involvement. C.Training teenagers to become skilled in community involvement, public speaking and mentorship. D.Oversight of community 4-H clubs and camps. E.Provides educational programming for after school care.	Discretionary	**33.3%**	**$133,087**
		100.0%	**$399,260**

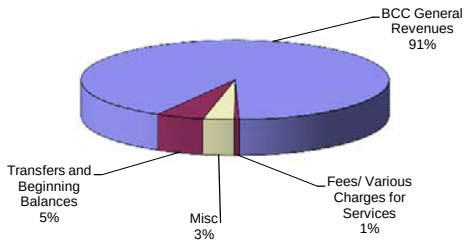
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 302,918	$ 322,067	$ 364,260	$ 378,440
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	27,500	-	-
Fees/ Various Charges for Services	2,700	2,000	2,000	2,000
Misc	8,758	10,000	13,000	13,000
Transfers and Beginning Balances	14,000	21,000	20,000	20,000
Total	**$ 328,376**	**$ 382,567**	**$ 399,260**	**$ 413,440**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 231,192	$ 270,823	$ 283,823	$ 296,823
Services & Charges	87,363	92,107	92,151	93,104
Operating Expenses	9,821	15,335	19,759	19,986
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	4,302	3,527	3,527
Total	**$ 328,376**	**$ 382,567**	**$ 399,260**	**$ 413,440**

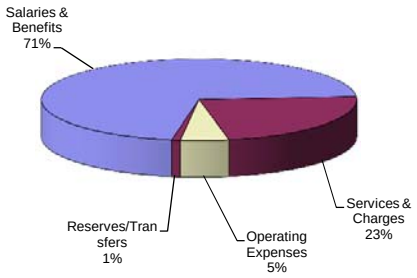
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	6	6	6	6
Part Time	0	0	0	0
Seasonal				
Total	**6**	**6**	**6**	**6**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Increases in FY16 and FY17 are Temp Services-Salary costs.

County Attorney Office

Mission

County Attorney Office---To provide efficient & effective legal representation to the Board of County Commissioners, it's agencies, advisory boards & staff based on the preventative law model.

Linkage to Strategic Goals

Fiscal/Financial Planning - Continue to increase the effectiveness of local government and maintain a strong financial condition.
Efficient and Effective Government - Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Liability and Risk Mitigation--- A. Legal *representation* 1. Attend court hearings, trials in defense and preservation of County's beneficial and monetary interests 2. Take and defend depositions 3. Participate in negotiations and dispute resolutions, and explore available options to limit County's monetary liability 4. Fact finding sessions/meetings/site visits to gather factual information, practices and events for case building *B. Preparation* for hearings 1. Prepare and review legal documents and exhibits for witness depositions, case trials and appeals C. Case Management-Communications *1.* Conduct/participate in telephonic conferences, discussions to review case status and available resolution options 2. Prepare necessary correspondence related to case resolutions	Local Mandate/ Critical	**20.0%**	**$319,599**
Legal Review--- A. *Document* review 1. Review contracts, agreements for BCC, staff and advisory boards 2. Review existing and proposed resolutions, ordinances, amendments, opinions, legislation, etc. and new developments/changes to local, state and federal laws and regulations B. *Correspondence* review 1. Review legal requests related correspondence received via U.S. mail, inter-office and e-mail C. Review of *file/case* 1. Case management related review of legal request files	Critical	**18.0%**	**$287,639**
Legal Advice and Guidance--- *A. Render* legal advice 1. Provide legal advice and oversight in meetings of the BCC, staff, committees/boards 2. Address staff's legal questions and concerns by phone, email or correspondence B. *Research* 1. Research local, state & federal rules and regulations and case law for substantive application and relevance to legal inquiri es.	Local Mandate/ Critical	**28.0%**	**$447,438**
Legal Document Preparation-- A. Research 1. Perform legal research as a pre-requisite to drafting of documents to ensure conformance with all applicable local, state, feder al rules and regulations B. Draft/prepare legal documents and correspondence 1. Draft contracts, agreements, resolutions, ordinances, amendments, pleadings and related correspondences C. Attend, conduct meetings or conferences related to document drafting	Critical	**34.0%**	**$543,318**
		100.0%	**$1,597,994**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 1,371,428	$ 1,597,412	$1,597,994	$1,597,994
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	3,109	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$1,374,537**	**$1,597,412**	**$1,597,994**	**$1,597,994**

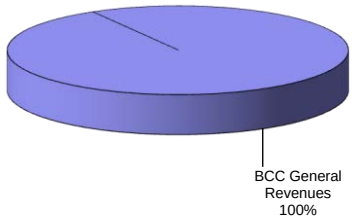
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,283,048	$ 1,458,171	$ 1,458,171	$ 1,458,171
Services & Charges	62,761	105,613	105,537	105,537
Operating Expenses	28,728	33,628	34,286	34,286
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$1,374,537**	**$1,597,412**	**$1,597,994**	**$1,597,994**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	13	13	13	13
Part Time				
Seasonal				
Total	**13**	**13**	**13**	**13**

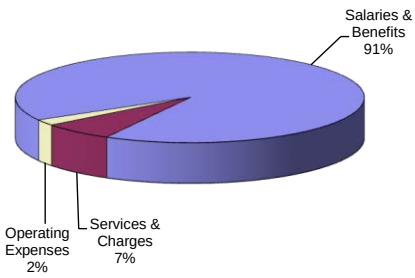
Notes:

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Economic Development Office

Mission

Economic Development Office ---
Encourage the recruitment, expansion and retention of diversified high impact industry. Create high skill, high wage jobs. Di versify the economy and tax base.

Linkage to Strategic Goals

Economic Development --- Create a business climate that promotes a diversified, growing economy consistent with established growth management plans an d enhanced quality of life.

- Implement 10-year Economic Development Plan (update work plan and marketing strategy reflecting current initiatives), and develo pment of CRA strategic plan.
- Review and revise incentive processes to reflect budget and methods to streamline implementation process.
- Dedicated team (liaisons) to support planning, permitting and building processes between clients and other County Departments , and to assist new businesses.
- Development of all three CRAs.
- Partner with tourism where markets and initiatives overlap.
- Tie marketing efforts to State branding initiatives to gain greater impact, market penetration and overall community awarenes s.

Link to other department initiatives ---

- Landscaping Committee proposal for landscaping of County gateways
- Develop strategies for enhancing the aesthetics along 41.

Growth Management --- Landscape, 41 Gateway projects, and other development plans for CRAs.
Human Services --- Collaboration among providers.
Fiscal/Financial Services --- Records retention.
Efficient and Effective Government --- Improve overall web presence.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Economic Development **1.** Recruited new targeted business and diversification of local economy and tax base by managing prospective leads, participating in economic development partners announcements, and continued best utilization of incentive program dollars. **2.** Maintained competitiveness of the County globally by ensuring that the incentive program reflects current industry needs and governmental opportunity. **3.** Improve and keep current the world-class EDO website. **4.** Sustained diligence in strengthening relationships with neighboring EDC's.	Local Mandate	**87.7%**	**$1,028,584**
Redevelopment **1.** Coordinate the implementation of Capital projects as identified in the adopted Capital Improvement Plan. **2.** Prepare and coordinate the implementation of annual work plans that are consistent with adopted CRA plans. **3.** Identify appropriate industry sectors to recruit into the CRAs. **4.** Develop and implement a marketing strategy to recruit private investment into the CRAs.	Local Mandate	**12.3%**	**$144,074**
		100.0%	**$1,172,658**

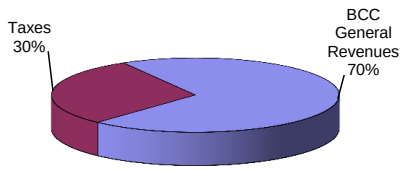
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 761,850	$ 822,658	$ 822,658	$ 822,658
Taxes	$ 348,736	$ 350,000	$ 350,000	$ 350,000
Fees and Assessments	$ -	$ -	$ -	$ -
State and Federal Revenue	$ -	$ -	$ -	$ -
Fees/ Various Charges for Services	$ -	$ -	$ -	$ -
Misc	$ -	$ -	$ -	$ -
Transfers and Beginning Balances	$ -	$ -	$ -	$ -
Total	**$ 1,110,585**	**$ 1,172,658**	**$ 1,172,658**	**$ 1,172,658**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 634,728	$ 614,821	$ 614,821	$ 614,821
Services & Charges	$ 445,770	$ 522,150	$ 523,716	$ 523,681
Operating Expenses	$ 30,088	$ 30,647	$ 30,139	$ 30,174
Capital	$ -	$ -	$ -	$ -
Other	$ -	$ -	$ -	$ -
Debt	$ -	$ -	$ -	$ -
Reserves/Transfers	$ -	$ 5,040	$ 3,982	$ 3,982
Total	**$ 1,110,586**	**$ 1,172,658**	**$ 1,172,658**	**$ 1,172,658**

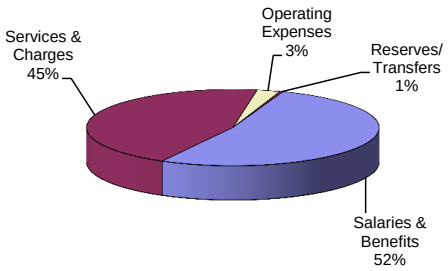
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	6	6	6	6
Part Time				
Seasonal				
Total	**6**	**6**	**6**	**6**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Reserves/Transfers decrease due to replacement vehicle in 2015

Facilities Construction and Maintenance

Mission

Facilities Construction and Maintenance ---
To create and support facilities which contribute to a productive, safe and enriching environment for employees, residents and visitors to Charlotte County.

Linkage to Strategic Goals

Efficient and Effective Government --- Data driven decision making; improve customer experience; other counties best practices;proactive approach disbursing information.
Fiscal/Financial Planning --- Enhance line of sight.
Growth Management --- Improved community appearance.
Quality of Life --- Improve the appearance of the community.
Infrastructure --- Implement current projects; maintenance programs and delineate costs; replacement vs. new; develop 20-year Capital schedule; incorporate results of asset management plane and master space study; look for alternative funding sources (energy management).

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Repair and Maintenance - To repair and maintain County facilities in a proactive, responsive and value-conscious manner. **1.** Complete repairs and small projects in a highly skilled and efficient manner. Respond to all mechanical, electrical, plumbing, HVAC, carpentry and general repair requests through a work order system. Manage small projects from work orders and customer requests. Identify apparant deficiencies of ADA accessibility standards and execute alterations to County Facilities and site improvements. **2.** Implement, utilize and maintain Capital Asset Management system. Maintain and update software utilized to track assets. Enter new assets as they come online. Develop and implement strategies to manage capital assets. **3.** Perform preventive maintenance for all County buildings and infrastructure systems. Maintain building and infrastructure systems for operational efficiency and rated life span. Complete scheduled preventative maintenance in accordance with industry standards.	Mandate / Critical	**56.67%**	**$5,615,359**
Operations - Provide logistical and customer support for County facilities in a safe, effective, and energy efficient manner. **1.** Support the operation of public buildings, grounds and government functions. Manage appearance and condition. **2.** Implement and manage operational needs for County facilities through contracted services. Manage anual inspection, repair and monitoring services for life/safety systems. Develop and ensure performance of contract services. **3.** Develop and implement energy efficiency strategies and projects. Retrofit County buildings and systems. Analyze County-wide utility usage. Implement energy efficiency programs and projects. **4.** Promote security and safety. Conduct security operations. Identify and recommend solutions,. Provide direction and response.	Discretionary / Mandate Local Mandate / Critical Mandate	**33.78%** **9.55%**	**$3,347,218** **$946,297**
Project Management - Plan, design and construct facilities and associated infrastructure utilizing methods and procedures that deliver the best value, quality and efficiency. **1.** Perform and manage planning, analysis and design services. Develop, coordinate design. Achieve all permit requirements. **2.** Manage construction of a project. Execute and manage contracts. Conduct site visits to observe that construction is in accordance with contract documents and meeting quality assurance standards. Finalize project closeout. **3.** Perform the programming, planning and budgeting of facility concepts. Identify projects and develop conceptual project scope and program, including stakeholder and public input . Develop project budget. Execute design and construction contracts.		**100.0%**	**$9,908,874**

Revenues by Category

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 8,740,685	$ 9,133,212	$ 9,320,050	$ 9,550,207
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	370,541	342,000	350,000	350,000
Misc	184,893	234,600	238,824	238,824
Transfers and Beginning Balances	-	-	-	-
Total	**$ 9,296,118**	**$ 9,709,812**	**$ 9,908,874**	**$ 10,139,031**

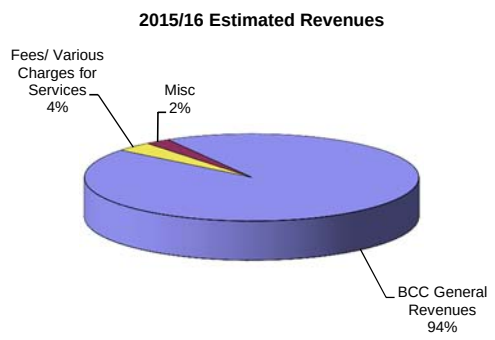
Expenses by Category

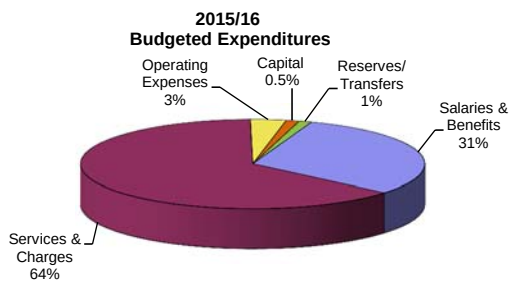
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 2,903,838	$ 3,037,093	$ 3,037,093	$ 3,037,093
Services & Charges	6,071,643	6,172,102	6,299,005	6,440,257
Operating Expenses	223,242	305,294	331,645	331,639
Capital	26,403	70,500	122,822	171,991
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	70,992	124,823	118,309	158,051
Total	**$ 9,296,118**	**$ 9,709,812**	**$ 9,908,874**	**$ 10,139,031**

Positions

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	44	44	44	44
Part Time	2	2	2	2
Seasonal				
Total	**46**	**46**	**46**	**46**

FY15/16Revenues & Expenses





Notes:

Increased Capital: Jail - Replacement laundry & kitchen equipment; Admin - Replace UPS, Medical Examiner - Remodel front entrance. Increased Operating: Human Services - YMCA added, repairs to all 5 buildings.

Human Resources

Mission

Human Resources- --- The Human Resources Department seeks to contribute to the BCC community through the development and administration of effective human resources systems (employment, compensation, employee relations/labor relations, professional development, personnel record maintenance and consulting with both managers and employees). Consulting in the area(s) of performance management, disciplinary actions, difficult workplace situations, conflict resolution/guidance, and the interpretation of employment regulations are among the most often requested. Human Resources is also responsible for building organizational capability through planned efforts, organization wide to increase effectiveness in the organization's 'processes' using

Linkage to Strategic Goals

Efficient and Effective Government---

Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

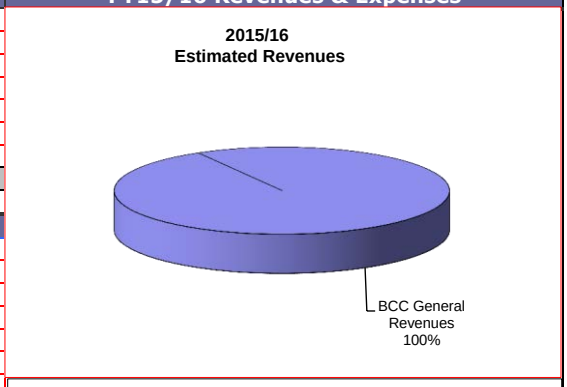
Employee, Labor Relations and Employee Intervention--- A. State and Federal law compliance to prevent exposure to losses due to legal challenges 1. No Federal /State administrative agency compliance charges lost; filed against BCC on behalf of employee(s) B. Comply with State and Federal Reporting Requirements 1. On-time filing of Federal /State reports 2. Grievances resolved prior to arbitration C. Investigate and resolve D. Facilitate policies, contracts and laws E. Negotiate collective bargaining agreements with two unions. Maintain labor/management relations and contract compliance. F. Development/implementation/administration of employee programs/special projects 1. Successful development, implementation and administration of programs such as Ambassador Program; electronic employment application; paperless paychecks, electronic scanning, expansion of Employee Self Service (interactive), Halogen performanc e management, onlin applicant assessments, etc.	Mandated/ Local Mandate	**26.0%**	**$246,483**
Recruiting and Employee Transactions/Record Retention--- A. Maintain State/Federal Compliance in recruiting to avoid litigation and legal challenges B. Coordinate criminal, previous employment and driving record background checks. Facilitation of pre-employment (post offer) drug screen and physical exams C. Employment applicant tracking D. Applicant review for qualifying credentials E. Employee records retention and management F. Ensure compliance with Federal.State laws and County policy and procedures G. Classification/pay/compensation administration	Mandated/ Local Mandate	**56.0%**	**$530,887**
Learning and Organizational Development--- A. Training in the areas of FMLA, ADAAA, Bullying, Sexual Harassment, Evaluation, Discipline, Coaching, etc. B. A better trained and skilled workforce/high performing teams and best practice organization	Critical/ Discretionary	**18.0%**	**$170,642**
		100.0%	**$948,013**

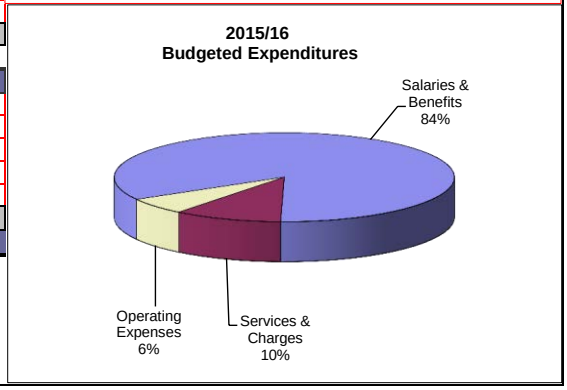
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 712,592	$ 918,274	$948,013	$997,513
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$712,592**	**$918,274**	**$948,013**	**$997,513**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 604,952	$ 793,293	$ 793,293	$ 793,293
Services & Charges	73,291	72,938	97,420	145,720
Operating Expenses	34,349	52,043	57,300	58,500
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$712,592**	**$918,274**	**$948,013**	**$997,513**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	9	9	9	9
Part Time	0	0	0	0
Seasonal	0	0	0	0
Part Time Contract	1	1	1	1
Total	**10**	**10**	**10**	**10**

FY15/16 Revenues & Expenses





Notes:

Services & Charges - the increase in this category is to fund a Compensation Study in FY16/17.

Human Services

Mission

Human Services---The mission of Charlotte County Human Services is to improve the quality of life by connecting Charlotte County residents with supportive programs and services through community partnerships, advocacy and information.

Linkage to Strategic Goals

Strategic Focus Area: Efficient and Effective Government: Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment. **Fiscal/Financial Planning:** Continue to increase the effectiveness of local government and maintain a strong financial condition. **Human Services:** Pursue available funding sources to facilitate providing services to meet community needs.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

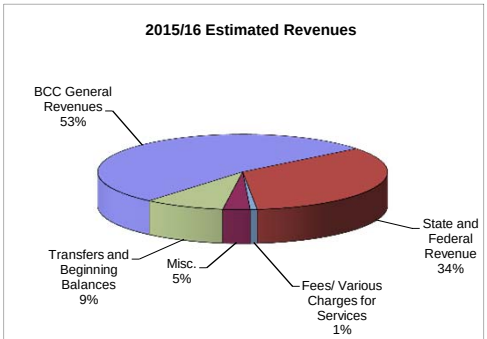
Veteran Services: Provide benefits information and claims assistance to veterans, their dependents, and their survivors through outreach and one-on-one counseling. 1.) Provide regular office hours M-F at two locations: Englewood Annex and Loveland Blvd. Office hours are 7:30 am - 4:30 pm. Provide in-home counseling to disabled and home-bound veterans at their places of residence, including nursing homes and adult living facilities. 2.) Conduct interviews with veterans and their families in person or on the phone and assist in processing veteran claims to bring in new revenue to Charlotte County. In FY 2013/2014, Veteran Services assisted with 18,126 separate claims. In FY 2013, total benefits paid by the Veterans Administration to veterans of Charlotte County was $112,140 million. 3.) Give presentations to community groups and organizations to provide information on claims and benefits for veterans and their families.	Critical	4.0%	$241,378
	Discretionary	0.2%	$12,704
Family Services: Supervise and coordinate activities and compliance with grant funded programs. Ensure program goals and objectives are met and agency is compliant with grant contract, reporting and audit requirements. Currently managing 6 contracts. Provide financial assistance to low-income families. 1,074 households were assisted in FY 2013/2014. In addition to County funds and match, the Dept. receives the federally funded Low Income Home Energy Assistance Program grant, customer donations for water bill assistance through CCU, food pantry donations from the community, and the federally funded Community Services Block Grant Program for family self-sufficiency development.	Critical	33.0%	$2,013,825
	Fed/State Mandat	5.5%	$335,638
	Discretionary	16.5%	$1,006,912
Senior Services: Provide ongoing case management services including depression screening and home and community based services to approximately 200 frail or socially isolated seniors monthly. Case Management Services are generally provided Monday through Friday from 8 am to 5 pm. After hours services are provided by arrangement. Emergency Services are provided 24/7 as required by the State for Adult Protected Services' clients.	Critical	19.9%	$1,215,659
Housing: Implement, monitor and evaluate all housing grant programs. 1.) Conduct and fulfill plans for the Neighborhood Stabilization Programs. 2.) Continue to coordinate activities with other county departments and community partners. 3.) Provide support and leadership for the Affordable Housing Advisory Committee.	Critical	16.8%	$1,027,133
211 Provides 24 hours 7 days a week information and referral assistance through the 211 call center. Coordinates after regular business hours, weekend and holiday service with volunteer nonprofit agency, Center for Abuse and Rape Emergencies (C.A.R.E.). 6,657 volunteer hours were provided in FY 2014 at a value of $141,395. Service is provided 24/7 as required by Florida's Agency for Health Care Administration and Florida Statutes.	Critical	3.2%	$197,870
	Discretionary	0.8%	$49,468
	Total	100.0%	$6,100,587

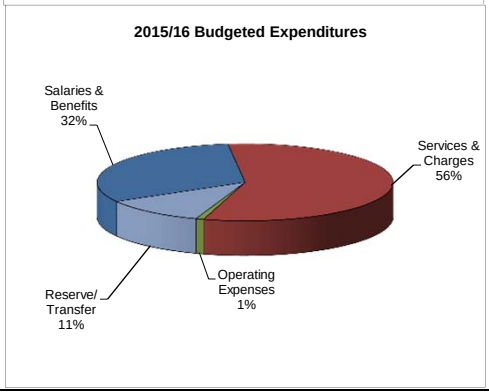
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 3,028,244	$ 3,151,397	$ 3,247,944	$ 3,295,287
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	2,186,000	2,047,932	2,077,133	2,077,133
Fees/ Various Charges for Services	47,005	43,983	47,005	47,005
Misc	185,285	220,326	183,996	184,001
Transfers and Beginning Balances	374,356	578,267	544,509	544,534
Total	$ 5,820,890	$ 6,041,905	$ 6,100,587	$ 6,147,960

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,796,223	$ 1,770,751	$ 1,920,691	$ 1,921,630
Services & Charges	3,250,226	3,360,782	3,438,654	3,484,600
Operating Expenses	43,644	55,998	52,721	53,209
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	730,798	854,374	688,521	688,521
Total	$ 5,820,890	$ 6,041,905	$ 6,100,587	$ 6,147,960

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	28.23	28.23	28.23	28.23
Part Time	1	1	1	1
Seasonal				
Contract	1	1		
Total	30.23	30.23	29.23	29.23

FY15/16 Revenues & Expenses





Notes:

Change in organizational structure in FY 13/14. Transit moved from Human Services and 211 moved into Human Services. The uneven number of positions reflect funding splits between Fiscal and Human Services Grants.

Judicial System Departments

Mission

Judicial System Departments--
The mission of the Administrative Office of the Courts is to provide professional services to support the judiciary in their efforts to protect rights and liberties, uphold and interpret the law, and provide for the peaceful resolution of disputes. The State Attorney provides citizens with a right to be represented in criminal matters with staff who are competent, experienced and dedicated to enforcing the law. The Public Defender protects the statutory rights of all citizens through effective representation of clients.

Linkage to Strategic Goals

Public Safety ---
Maintain a safe and healthy community in which to live in.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Administrative Office of the Courts consist of the Court Administration Department with 5 full-time employees who provide Judicial support to the Judiciary in the mandated due process of law and resolution of disputes, 1 full-time employee who oversees the county's juvenile alternative sanction programs, Teen Court and Juvenile Arbitration, and 1 full-time court coordinator for diversion courts. Budgets for the Circuit & County Court Judges along with funding for other court costs are also included this total.	Local Mandate	26.9%	$631,600
Pretrial Department provides timely up-to-date information regarding defendant's criminal ties and criminal history to Judiciary to make informed release or detain decision. They also supervise all defendants released into the Supervised release program to ensure compliance with court orders while awaiting trial.	Local Mandate	21.8%	$512,197
Probation Department monitors convicted offenders of misdemeanor and criminal traffic offenses placed on probation by the judicial court system**.**	Local Mandate	18.3%	$429,219
The Public Defenders of Florida carry out their mission to provide legal representation of court appointed clients through the criminal and civil court. Criminal Trial Court - Represent appointed clients arrested for or charged with a felony, violation of probation or community control, misdemeanor, criminal traffic offense, criminal contempt, violation of a municipal or county ordinance, and juveniles alleged to be delinquent.	Mandate	8.0%	$188,086
The Office of the State Attorney's primary responsibility is to prosecute/represent the State of Florida in criminal matters. Prosecution of cases include services such as investigations, victim services, diversions and community outreach programs.	Mandate	11.2%	$263,520
Criminal Justice Information System provides a case management system to meet the needs of Court Administration, Public Defender, and State Attorney offices in the 20th Circuit Division.	Mandate	4.4%	$102,771
Public Guardianship and Guardian Ad Litem are the other programs and services provided within the Judicial System. Public Guardianship provides guardian assistance to residents who have been declared incapacitated by the courts. Guardian Ad Litem provides advocacy for abused, abandoned, and neglected children who are involved in court proceedings.	Critical/ Mandate	9.4%	$221,900
	Total budget	100.0%	$2,349,293

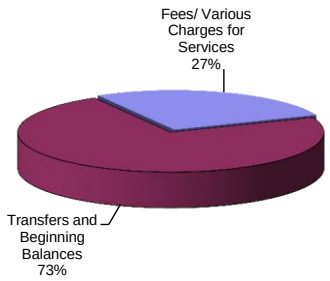
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	2,188	7,052	-	-
Fees/ Various Charges for Services	638,569	555,000	641,000	641,000
Misc	2,339	1,500	-	-
Transfers and Beginning Balances	1,178,146	1,693,884	1,708,293	1,721,014
Total	$ 1,821,242	$ 2,257,436	$ 2,349,293	$ 2,362,014

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,124,570	$ 1,247,195	$ 1,288,553	$ 1,288,553
Services & Charges	651,704	750,586	781,990	800,066
Operating Expenses	184,564	188,690	207,263	221,061
Capital	14,124	70,965	71,487	52,334
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	$ 1,974,962	$ 2,257,436	$ 2,349,293	$ 2,362,014

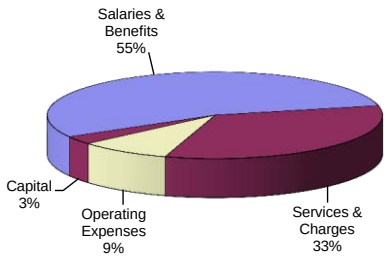
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	21	23	23	23
Part Time				
Seasonal				
Total	21	23	23	23

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:
Salaries and Benefits were frozen for the past 7 years and now coming back on-line.

Metropolitan Planning Organization

Mission

Metropolitan Planning Organization---
Be the catalyst to improve Charlotte County's transporation system through sound comprehensive planning and enhanced cooperation and coordination between all parties involved.

Linkage to Strategic Goals

Efficient and Effective Government---

Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Transportation Planning---	Mandated	**100.0%**	**$547,318**
		100.0%	**$547,318**

A. Provide for the flow of transportation funding by meeting all federal and state requirements.
B. Respond expeditiously to fulfill local eligibility requirements to acquire transportation funding that becomes available.
C. Initiate a continuing, comprehensive and cooperative planning process (i.e., Three C Planning Process) to undertake metropolitan transportation planning.
D. Complete all required transportation plans and programs in a timely fashion, including the Charlotte County Transit Development Plan (TDP) and Long Range Transportation Plan (LRTP).
E. Annually develop the area's transportation project priorities.
F. Establish a coordination process between the area's jurisdictions and outside agencies.
G. Solicit public involvement in the transportation planning process.
H. Coordination of MPO activities with other MPOs and jurisdictions.

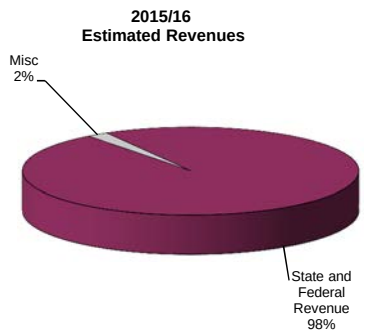
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	570,267	602,140	536,083	536,083
Fees/ Various Charges for Services	-	-	-	-
Misc	43,464	10,062	11,235	11,235
Transfers and Beginning Balances	-	-	-	-
Total	**$613,731**	**$612,202**	**$547,318**	**$547,318**

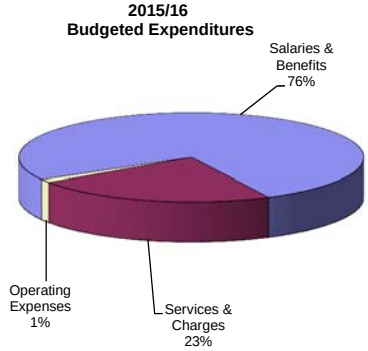
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 405,791	$ 414,774	$ 415,858	$ 415,858
Services & Charges	206,058	191,306	$ 124,630	$ 121,403
Operating Expenses	5,199	7,300	6,830	6,839
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	3,218
Total	**$617,048**	**$613,380**	**$547,318**	**$547,318**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	5	5	5	5
Part Time				
Seasonal				
Total	**5**	**5**	**5**	**5**

Notes:

FY15/16 Revenues & Expenses





Public Safety

Public Safety - Goal: To maintain a safe and healthy community in which to live.

Department Overview	FY 15/16 - First Year	
Animal Control Division --- **Protect the safety and welfare of the citizens and animals of this community; Enforce the county ordinances and statues pertaining to animals; Assist the public in resolving animal issues; Educate the public in public safety and humane issues regarding animals.**	**2.1%**	**$958,268**
Emergency Management Division --- **To prepare for, respond to, recover from, and mitigate against the loss of life, injuries, and damage caused by both natural and technological hazards that would adversely affect the residents and visitors of Charlotte County.**	**1.2%**	**$519,043**
Emergency Medical Services Division --- **The Fire/Emergency Medical Services Divisions provide fire, rescue, emergency medical and non-emergency services to the citizens of Charlotte County. Through this service we protect the lives, property and environment of our community while ensuring the highest commitment to safety, professionalism, integrity and care.**	**29.2%**	**$13,162,436**
Fire Rescue Division --- **The Fire/Emergency Medical Services Division provides fire, rescue, emergency medical and non-emergency services to the citizens of Charlotte County. Through this service we protect the lives, property and environment of our community while ensuring the highest commitment to safety, professionalism, integrity and care.**	**62.9%**	**$28,399,906**
Radio Communications Division --- **To provide the highest quality communications to all system users by managing the overall system and maintaining the day-to-day operations of the 800 MHz network radio system infrastructure.**	**4.6%**	**$2,083,555**
	100.0%	**$45,123,208**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 6,913,540	$ 8,004,877	$ 8,319,751	$ 8,237,773
Taxes	-	-	-	-
Fees and Assessments	18,981,271	19,740,357	19,749,129	19,749,129
State and Federal Revenue	278,799	198,000	215,000	215,000
Fees/ Various Charges for Service	6,265,917	6,109,300	6,105,900	6,105,900
Misc	855,262	798,205	770,798	775,260
Transfers and Beginning Balances	144,676	14,588,032	9,962,630	4,872,624
Total	**$ 33,439,465**	**$ 49,438,771**	**$ 45,123,208**	**$ 39,955,686**

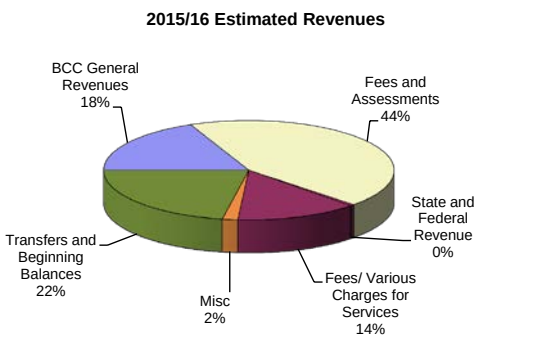
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 27,688,655	$ 29,440,803	$ 29,795,998	$ 29,795,998
Services & Charges	5,348,384	5,489,525	5,991,634	5,940,561
Operating Expenses	1,159,765	1,779,631	1,454,091	1,244,446
Capital	951,476	2,350,641	1,963,641	867,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	154,734	10,378,171	5,917,844	2,107,681
Total	**$ 35,303,014**	**$ 49,438,771**	**$ 45,123,208**	**$ 39,955,686**

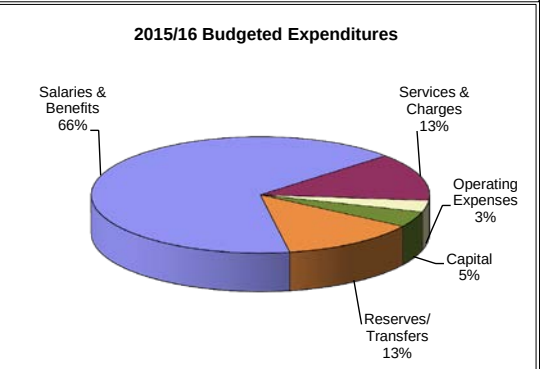
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	250	259	259	259
Part Time	3	0	0	0
Seasonal	0	0	0	0
Total	**253**	**259**	**259**	**259**

Notes:

211 Information & Referral moved from Public Safety to Human Services in FY 13/14. The following pages provide variances for each division of Public Safety.

FY15/16 Revenues & Expenses





Public Safety
Animal Control

Mission

Animal Control ---
Protect the safety and welfare of the citizens and animals of this community; Enforce the county ordinances and statues pertaining to animals; Assist the public in resolving animal issues; Educate the public in public safety and humane issues regarding animals.

Linkage to Strategic Goals

Public Safety ---
Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

A) Animal Control Investigations - Total Calls: 10,373	Critical	**50.0%**	**$461,323**
1) Animal bites and Exposures			
2) After-hours availability for emergency/high priority calls			
3) Sick or injured animal responses			
4) Animal cruelty, neglect, or abandonment			
5) Domestic animal, livestock and wildlife issues			
6) Regulate dangerous animals - *Mandatory*			
B) Operations and Administrative Services	Critical	**50.0%**	**$461,323**
1) Public Information - Approximate calls handled by Animal Control staff: 36,000			
2) Data Entry - Approximately 50,000 reports entered			
3) Dispatching and Receiving Calls			
4) Record Keeping - *Mandatory*			
5) Operations Management			
	Reserves & Transfers		**$35,623**
		100.0%	**$958,268**

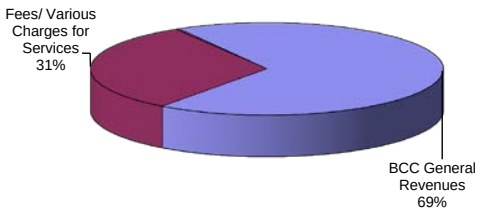
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 539,272	$ 704,661	$ 655,368	$ 671,639
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	298,870	299,300	299,900	299,900
Misc	5,580	1,000	3,000	3,000
Transfers and Beginning Balances	-	-	-	-
Total	**$ 843,721**	**$ 1,004,961**	**$ 958,268**	**$ 974,539**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 406,354	$ 486,038	$ 460,211	$ 460,211
Services & Charges	378,801	461,670	420,615	427,955
Operating Expenses	40,764	48,399	41,819	42,125
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	17,802	8,854	35,623	44,248
Total	**$ 843,721**	**$ 1,004,961**	**$ 958,268**	**$ 974,539**

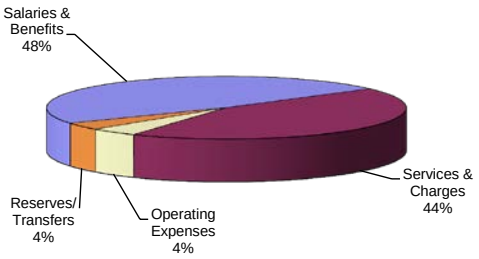
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	5	8	8	8
Part Time	3	0	0	0
Seasonal				
Total	**8**	**8**	**8**	**8**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Three (3) part-time positions were changed to full-time status during FY 13/14. Services & Charges includes the expense for the care and shelter of animals, which the agreement stipulates that the daily boarding rate should be collected by the vendor and deducted from the monthly payments owed by the County. The amount budgeted in FY 14/15 included the full agreement amount; whereas, FY 15/16 and FY 16/17 reflect the net annual expense amount as specified in the agreement.

Public Safety
Emergency Management

Mission

Emergency Management ---
To prepare for, respond to, recover from, and mitigate against the loss of life, injuries, and damage caused by both natural and technological hazards that would adversely affect the residents and visitors of Charlotte County.

Linkage to Strategic Goals

Public Safety --- Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

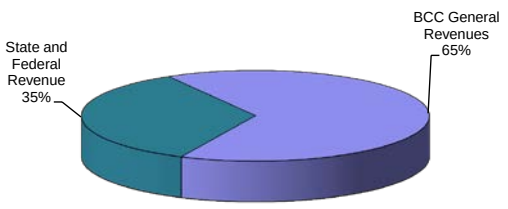
1) Preparedness and Planning			
A) Prepare, update, and review the required plans to insure the timely and effective response to hazardous incidents, both natural and man-made, that may occur in Charlotte County	Mandated	**40.0%**	**$101,749**
B) Maintain and update the Special Needs registry of persons who require extra assistance during evacuations based on medical and financial limitations.	Mandated	**20.0%**	**$50,875**
C) Conduct informational events to prepare Charlotte County residents for emergencies.	Critical	**40.0%**	**$101,749**
2) Operations and Response			
A) Insure operational readiness of the Emergency Operations Center and County Staff to respond to large emergencies and events in a timely and efficient manner..	Mandated	**40.0%**	**$50,875**
B) Provide training to first responders and command staff to operate according to the Incident Command System.	Mandated	**40.0%**	**$50,875**
C) Maintain a system of requesting resources from all available sources during emergencies and disasters.	Mandated	**20.0%**	**$25,437**
3) Mitigation and Recovery			
A) Develop plans and strategies that prevent or lessen the impact of incidents on the residents and visitors to Charlotte County.	Mandated	**80.0%**	**$101,749**
B) Maintain, review, and insure the compliance of plans that will begin the recovery from disasters that occur within the County.	Mandated	**20.0%**	**$25,437**
	Reserves & Transfers		**$10,298**
		100.0%	**$519,043**

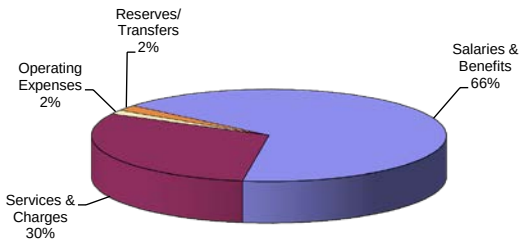
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 326,790	$ 353,479	$ 339,043	$ 339,088
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	186,310	170,000	180,000	180,000
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$ 513,100**	**$ 523,479**	**$ 519,043**	**$ 519,088**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 322,701	$ 353,832	$ 343,951	$ 343,951
Services & Charges	174,457	154,058	157,283	157,283
Operating Expenses	9,626	12,491	7,511	7,556
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	6,316	3,098	10,298	10,298
Total	**$ 513,100**	**$ 523,479**	**$ 519,043**	**$ 519,088**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	4	4	4	4
Part Time				
Seasonal				
Total	**4**	**4**	**4**	**4**

FY15/16 Revenues & Expenses





Notes:

State and Federal Grants are typically not budgeted until an agreement is executed. In FY 15/16 and FY 16/17 the grant revenue includes estimated amounts for only the Emergency Management grants that are renewed annually. Higher expenses in Services & Charges for FY 13/14 reflect expenditures for a SHSGP Grant and a CERT Grant. Lower expenses in Salaries & Benefits in FY 13/14 are attributed to a position being vacant for 2 months.

Public Safety
Emergency Medical Services

Mission

Emergency Medical Services Division ---
The Fire/Emergency Medical Services Divisions provide fire, rescue, emergency medical and non-emergency services to the citizens of Charlotte County. Through this service we protect the lives, property and environment of our community while ensuring the highest commitment to safety, professionalism, integrity and care.

Linkage to Strategic Goals

Public Safety ---
Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

A) Treatment & Transport	Critical	**87.0%**	**$11,427,889**
Response Times:			
1-6 minutes - 72.50%			
7-10 minutes - 20.30%			
11-13 minutes - 3.80%			
13+ minutes - 3.40%			
Incidents responded to - 19,702			
Zone coverage - 1,914 "Move-Ups" to cover stations/areas when units are out on calls.	Mandated	**5.0%**	**$656,775**
B) Training			
Total EMS Training hours - 9,695.24			
C) Public Information/Education	Critical	**4.0%**	**$525,420**
Public Education Details - 94			
Public Education Details Hours - 420.6			
Public Education Details Attendance - 3,547			
D) Unit Details	Critical	**4.0%**	**$525,420**
Engine / Rescue Details - 274			
Engine / Rescue Details Hours - 490			
Engine / Rescue Details Attendance - 27,691			
	Capital		**$0**
	Reserves & Transfers		**$26,931**
		100.0%	**$13,162,436**

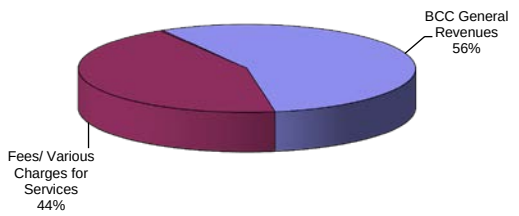
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 6,047,479	$ 6,946,737	$ 7,325,340	$ 7,227,046
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	17,190	-	-	-
Fees/ Various Charges for Services	5,959,922	5,800,000	5,800,000	5,800,000
Misc	29,124	15,000	37,096	37,096
Transfers and Beginning Balances	-	-	-	-
Total	**$ 12,053,716**	**$ 12,761,737**	**$ 13,162,436**	**$ 13,064,142**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 9,954,816	$ 10,572,819	$ 10,668,453	$ 10,668,453
Services & Charges	1,684,361	1,742,622	1,918,603	1,897,336
Operating Expenses	392,482	421,240	548,449	471,422
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	22,056	25,056	26,931	26,931
Total	**$ 12,053,716**	**$ 12,761,737**	**$ 13,162,436**	**$ 13,064,142**

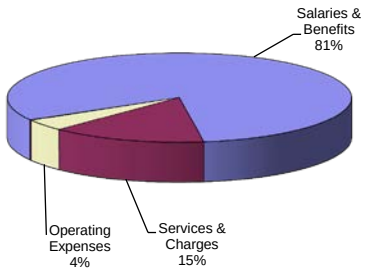
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	92	94	94	94
Part Time				
Seasonal				
Total	**92**	**94**	**94**	**94**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

Revenues for State grants are not budgeted until an agreement is executed, but actual revenues are reported in the year earned. Salaries & Benefits includes overtime based on historical need, including the impact of positions added in FY 13/14 for 2 new ambulances and in FY 14/15 for the station on Palm Island (Station 10). The current IAFF contract expires September 2015, causing the impact to Salaries & Benefits for FY 15/16 and FY16/17 to be unknown. The projected budgets are based on current salary methodologies available. Services & Charges have increased due to the proportionate share of dispatching services provided by the Sheriff's Office and contractual costs for the Medical Director. Operating Expenses increased due to additional costs resulting from the elimination of the swap program with area hospitals for medical supplies; as well as, for additional equipment needs. There is an additional cost in FY15/16 for new computer software.

Public Safety
Fire Rescue

Mission

Fire Rescue Division ---
The Fire/Emergency Medical Services Division provides fire, rescue, emergency medical and non-emergency services to the citizens of Charlotte County. Through this service we protect the lives, property and environment of our community while ensuring the highest commitment to safety, professionalism, integrity and care.

Linkage to Strategic Goals

Public Safety ---
Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators

A) Fire Suppression and Rescue Operations
Response Times: 1-6 minutes - 72.50%
7-10 minutes - 20.30%
11-13 minutes - 3.80%
13+ minutes - 3.40%
Types of calls: Fire Suppression & Rescue Incidents - 7,524
Marine Operations - 71
Special Operations - 82
Airport Rescue & Firefighting (ARFF) - 55
Zone coverage - 506 "Move-Ups" to cover stations/areas when units are out on calls
Public Protection Class Rating (ISO) 2004 is 4/9
Mutual Aid Received - 176 times; Mutual Aid Provided - 43 times
B) Training: Total Fire Training Hours - 85,493
C) Fire Prevention/Protection: Fire Inspections Performed - 4,572
False Alarm Reports - 585
Business Pre-plans - 60
D) Public Education: Public Education Details - 94
Public Education Details Hours - 420.6
Public Education Details Attendance - 3,547
E) Unit Details: Engine / Rescue Details - 274
Engine / Rescue Details Hours - 490
Engine / Rescue Details Attendance - 27,691

FY 15/16 - First Year

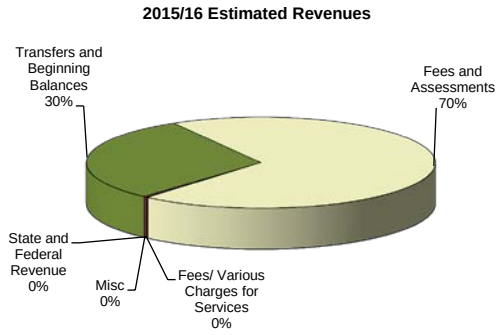
Critical	70.0%	$15,586,712
Critical	20.0%	$4,453,346
Local Mandate	2.0%	$445,335
Critical	4.0%	$890,669
Critical	4.0%	$890,669
Capital		$1,613,000
Reserves & Transfers		$4,520,175
	100.0%	$28,399,906

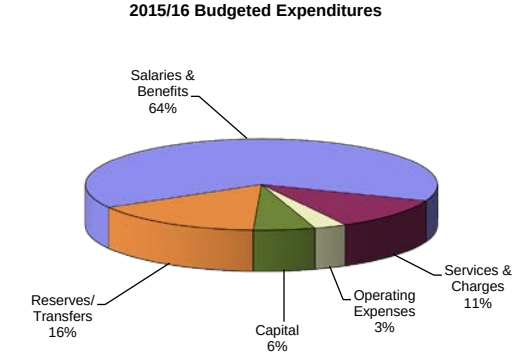
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	18,981,271	19,740,357	19,749,129	19,749,129
State and Federal Revenue	75,299	28,000	35,000	35,000
Fees/ Various Charges for Services	7,125	10,000	6,000	6,000
Misc	145,767	132,137	82,104	82,049
Transfers and Beginning Balances	144,676	13,445,767	8,527,673	3,583,887
Total	$ 19,354,138	$ 33,356,261	$ 28,399,906	$ 23,456,065

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 16,892,617	$ 17,922,033	$ 18,208,493	$ 18,208,493
Services & Charges	2,861,197	2,858,645	3,215,192	3,176,481
Operating Expenses	712,404	1,286,118	843,046	712,077
Capital	683,008	2,000,000	1,613,000	867,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	68,460	9,289,465	4,520,175	492,014
Total	$ 21,217,687	$ 33,356,261	$ 28,399,906	$ 23,456,065

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	148	152	152	152
Part Time				
Seasonal				
Total	148	152	152	152

FY15/16 Revenues & Expenses





Notes:

Salaries & Benefits includes overtime based on historical need, including the impact of positions added in FY 13/14 for 2 new ambulances and in FY 14/15 for the station on Palm Island (Station 10). The current IAFF contract expires September 2015, causing the impact to Salaries & Benefits for FY 15/16 and FY16/17 to be unknown. The projected budgets are based on current salary methodologies available. Services & Charges have increased due to the proportionate share of dispatching services provided by the Sheriff's Office, repair requests at the stations, and temporary staffing needs. Operating Expenses are higher in FY14/15 due to the replacement of bunker gear. Operating Expenses includes an additional cost in FY 15/16 for new computer software. Capital equipment includes replacement of engines, water tanker, marine boat, SCBA equipment upgrade, and a portion of the construction cost for the Fire Training Facility. Operations for Station 10 were taken over by the County from Englewood Area Fire Control District effective December 31, 2014.

Public Safety
Radio Communications

Mission

Radio Communications Division ---
To provide the highest quality communications to all system users by managing the overall system and maintaining the day-to-day operations of the 800 MHz network radio system infrastructure.

Linkage to Strategic Goals

Public Safety ---
Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

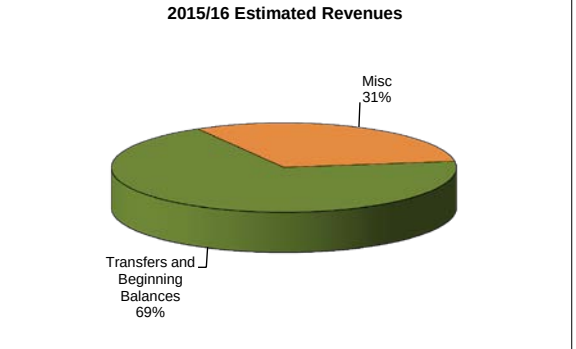
A) Infrastructure (Radio Communication tower sites) Management 1.) Management of Infrastructure Systems (tower sites/dispatch consoles). 2.) 3 County-owned towers, 1 land leased tower at no charge, and 1 space rented tower. 3.) GenWatch and Centricom radio system and subscriber unit database management. 4.) TASC alarm monitoring 24-7 (tower sites, dispatch consoles, fiber and microwave). 5.) Maintenance and repairs performed "in-house". 6.) Vendor monitoring, contract negotiations. 7.) F.C.C. Licensing: modifications, renewals and new applications 8.) Verification of radio system coverage utilizing mapping software and spectrum analyzer.	Critical	**45.0%**	**$183,644**
B) Subscriber Units (radios) - Services provided to system users 1.) Support of 774 internal and 1611 external subscriber units. 2.) Level of service includes programming and immediate/minor repairs 3.) Tracking of repairs to find efficiencies and cost savings. 4.) Provide technical advice and recommendations for E911 system. 5.) Monitoring of special events such as air-shows, exercise drills. 6.) Working with surrounding counties to develop interoperable communications. 7.) Manage and maintain the Fire Department's Mobile Command Center communications system. 8.) Manage and maintain the backup dispatch consoles and communications systems at the Public Safety Building.	Critical	**35.0%**	**$142,834**
C) CIP-Radio System Upgrade 1.) Phase-1 System controller upgrade and infrastructure procurement 2.) Phase-2 Alarm monitoring and notification system procurement 3.) Phase-3 Relocate Grove City tower infrastructure to Sunshine tower 4.) Phase-4 Backup Microwave network procurement 5.) Phase-5 "New" Landfill tower site construction	Critical	**19.0%**	**$77,538**
D) Special Projects-Rebanding 1.) F.C.C. Rebanding project requiring programming of 1536 replacement radios. 2.) Logistics, handling and inventory control of replacement and rebanded radios. 3.) Project management and coordination with contracted vendors, agencies and critical state-wide interoperability. 4.) True up process with Sprint-Nextel to close out project.	Mandated	**1.0%**	**$4,081**
	Capital		**$350,641**
	Reserves & Transfers		**$1,324,817**
		100.0%	**$2,083,555**

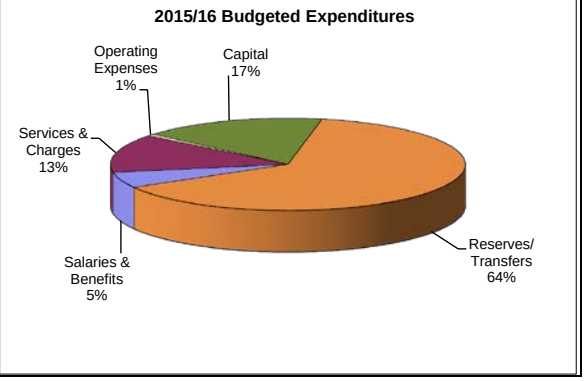
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	674,791	650,068	648,598	653,115
Transfers and Beginning Balances	-	1,142,265	1,434,957	1,288,737
Total	**$ 674,791**	**$ 1,792,333**	**$ 2,083,555**	**$ 1,941,852**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 112,167	$ 106,081	$ 114,890	$ 114,890
Services & Charges	249,567	272,530	279,941	281,506
Operating Expenses	4,489	11,383	13,266	11,266
Capital	268,468	350,641	350,641	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/ Transfers	40,099	1,051,698	1,324,817	1,534,190
Total	**$ 674,791**	**$ 1,792,333**	**$ 2,083,555**	**$ 1,941,852**

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	1	1	1	1
Part Time				
Seasonal				
Total	**1**	**1**	**1**	**1**

FY15/16 Revenues & Expenses





Notes:

Misc. Revenues have declined due to the termination of a lease agreement on a County owned tower at 2550 Airport Road, Punta Gorda. The Capital budget consists of expenses for the Radio System Upgrade CIP. The work on this project is on-going and the funds were carried forward to FY 15/16 to complete the project.

Public Works

Public Works Department--- Goal
To deliver quality public works services and manage public road and stormwater infrastructure on behalf of the citizens of Charlotte County, effectively and efficiently.

Department Overview — FY 15/16 - First Year

To advance the County's mission by anticipating challenges and forging solutions associated with infrastructure maintenance while protecting the life, safety, health, and welfare of the citizens.

Engineering - Capital project development and assessment. Project design, permitting and construction for roads, bridges, stormwater control structures, sidewalks, and canal dredging. Coordinate right-of-way land acquisition. Post construction inspection for compliance to State mandates. Infrastructure assessment. Monitoring and inspection of right-of-way construction permits. Coastal and marine construction and waterway maintenance. Repair and maintenance of traffic signals, traffic control devices and street lights. Locate underground utilities for construction and repair projects within the public right-of-way. Electrical maintenance of draw bridge and boat lock at South Gulf Cove. Traffic sign and road legend maintenance.	**10.8%**	**$7,938,853**
Road Maintenance Maintenance of gas tax and MSBU/TU roads. Pothole patching. Sidewalk maintenance. Landscape maintenance. Right-of-way safety mowing. Vegetation control. Maintenance of major and minor drainage ditches, pipes and structures, includes pipe repair and replacement, and cleaning of ditches. Bridge maintenance. Guardrail and handrail maintenance. Protective measures prior to storms. Emergency response and recovery. Customer assistance calls. MSBU liaisons. Bascule bridge operation. South Gulf Cove boat lock maintenance. Cemetery maintenance.	**46.2%**	**$33,680,559**
Pest Management Provide ground adulticide, ground larvicide, air adulticide, and air larvicide control services. Provide surveillance for immature mosquito larva and adult mosquitoes, and disease transmission. Provide ground adulticide, ground larvicide, air adulticide, and air larvicide control services. Provide surveillance for immature mosquito larva and adult mosquitoes, and disease transmission. Provide customer service requests.	**4.0%**	**$2,889,877**
Solid Waste Enterprise plans and oversees the disposal of solid waste from business and residents of Charlotte County. The Landfill provides proper, efficient, economical and convenient disposal of all types of waste materials. Provide facilities for the disposal of debris, recycling and special waste to residents of the County.	**39.0%**	**$28,416,621**
	100.0%	**$72,925,910**

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 2,476,937	$ 2,848,223	$ 2,980,397	$ 3,134,696
Taxes	$ 9,086,288	$ 8,292,772	8,410,846	8,389,013
Fees and Assessments	$ 319,541	$ 260,400	300,000	300,000
State and Federal Revenue	$ 3,144,037	$ 3,006,289	3,064,131	3,123,130
Fees/ Various Charges for Services	$ 4,949,357	$ 5,366,316	5,015,769	5,059,305
Misc	$ 10,661,901	$ 10,934,078	10,329,324	10,524,679
Transfers and Beginning Balances	$ 20,223	$ 38,691,763	42,825,443	31,173,454
Total	$ 30,658,285	$ 69,399,841	$ 72,925,910	$ 61,704,277

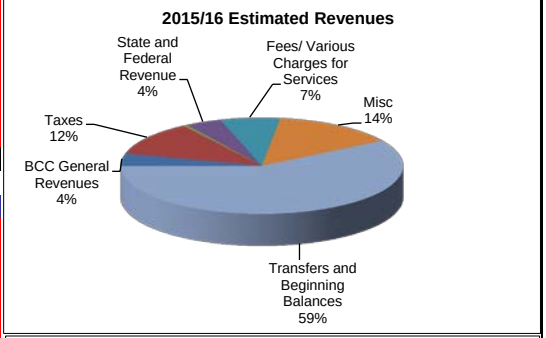
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 12,655,760	$ 13,774,714	$ 13,592,196	$ 13,625,448
Services & Charges	$ 12,507,761	$ 19,746,354	19,678,529	12,387,282
Operating Expenses	$ 3,160,877	$ 2,467,807	2,373,142	2,343,802
Capital	$ 1,603,248	$ 3,163,468	4,581,000	2,593,500
Other	$ -	$ -	-	-
Debt	$ -	$ -	-	-
Reserves/Transfers	$ 439,653	$ 30,247,498	32,701,043	30,754,245
Total	$ 30,367,298	$ 69,399,841	$ 72,925,910	$ 61,704,277

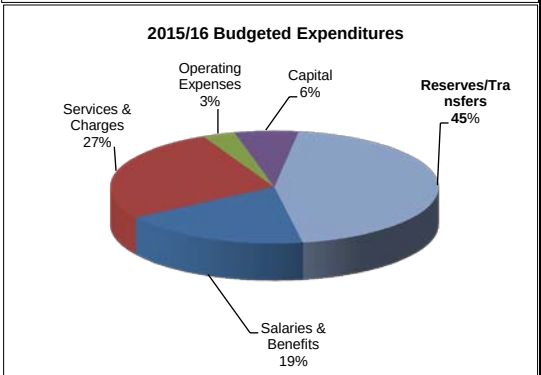
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	194	194	195	195
Part Time	4	4	4	4
Seasonal	6	6	6	6
Total	204	204	205	205

Notes:

The large increase from FY13/14 actuals to the FY14/15 budget is in reserves for the Landfill and reserves for the Transportation Trust Fund. Reserves do not show under actuals. The following pages contain variance analysis for each division of Public Works. In FY15 a Fiscal position was transferred to Public Works.

FY15/16 Revenues & Expenses





Public Works Department
Road Maintenance

Mission

Public Works Department---
To deliver quality public works services and manage public road and stormwater infrastructure on behalf of the citizens of Charlotte County, effectively and efficiently.

Linkage to Strategic Goals

Infrastructure
Stabilize and maintain County-wide infrastructure

Public Safety---
Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Road Maintenance---
Maintenance of gas tax and MSBU/TU roads. Pothole patching. Sidewalk maintenance. Landscape maintenance. Right-of-way safety mowing. Vegetation control. Maintenance of major and minor drainage ditches, pipes and structures, includes pipe repair and replacement, and cleaning of ditches. Bridge maintenance. Guardrail and handrail maintenance. Protective measures prior to storms. Emergency response and recovery. Customer assistance calls. MSBU liaisons. Bascule bridge operation. South Gulf Cove boat lock maintenance. Cemetery maintenance.
Manage 52 Municipal Service Benefit & Taxing Units; 34 represented by formal Advisory Boards. Maintain active membership database listing contact information and term limits for each member; advertise Committee vacancies; present applications to the BCC for approval; coordinate maintenance requests and capital projects between Advisory Committees and appropriate County departments; advertise and schedule all Committee meetings; prepare meeting notes and post to Public Works webpage. Coordinate assessment rates for MSBUs and tax rates for MSTUs between Advisory groups, Tax Collector, Property Appraiser; update geographic boundaries of MSBU/TUs as needed.

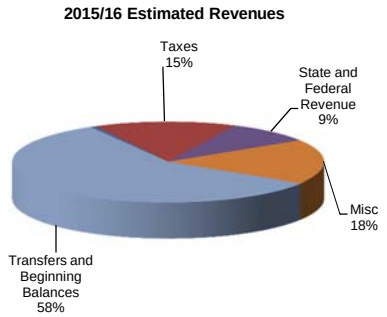
Mandated/Critical	100.0%	$20,284,513
Capital		$2,218,500
Reserves/Transfers		$11,177,546
	100.0%	$33,680,559

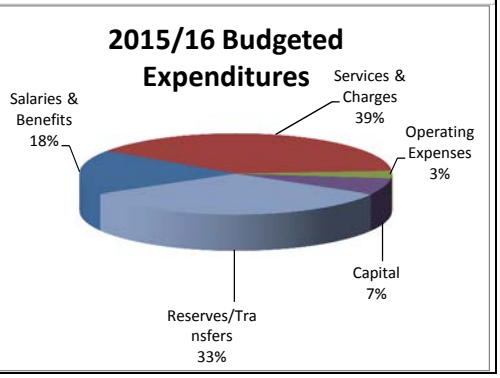
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 145,682	$ 100,193	$ 192,369	$ 182,200
Taxes	5,316,776	4,890,056	4,987,858	5,087,615
Fees and Assessments	-	-	-	-
State and Federal Revenue	3,114,581	2,963,280	3,021,122	3,080,121
Fees/ Various Charges for Services	6,080	1,500	5,000	5,000
Misc	6,000,071	7,049,844	6,031,472	6,218,884
Transfers and Beginning Balances	-	17,939,611	19,442,738	10,047,298
Total	$ 14,583,189	$ 32,944,484	$ 33,680,559	$ 24,621,118

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 5,592,421	$ 6,218,705	$ 6,018,721	$ 6,018,721
Services & Charges	6,836,958	13,041,735	13,246,914	6,396,750
Operating Expenses	780,479	1,097,644	1,018,878	993,371
Capital	1,224,921	2,153,000	2,218,500	1,330,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	148,410	10,433,400	11,177,546	9,882,276
Total	$ 14,583,189	$ 32,944,484	$ 33,680,559	$ 24,621,118

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	96	96	96	96
Part Time	1	1	1	1
Seasonal				
Total	97	97	97	97

FY15/16 Revenues & Expenses





Notes:

Miscellaneous Revenues are recovery of labor and equipment costs to MSBUs. The FY14/15 budget includes $6,594,000 for paving, with $5,094,000 being carryover from FY14. The FY15/16 budget includes $7,041,000 for paving, with $5,541,000 being the carryover from FY15. The FY17 budget includes $1.5 million for paving. Capital purchases for FY16 include a rubber tire excavator, a large forklift, 2 large front end loaders, 2 tractors with boom mowers, a transport tractor truck, 7 tandem dump trucks and a hydro seeder. FY17 capital includes an crawler style excavator, tractor with a boom mower, and 6 tandem dump trucks. For cemeteries, there is rebudgeting of 2 riding mowers carried over from FY15.

Public Works
Engineering

Mission

Engineering **--** To advance the County's mission by anticipating challenges and forging solutions associated with community growth and infrastructure while protecting the life, safety, health, and welfare of the citizens and promoting the long term livability of the community.

Linkage to Strategic Goals

Infrastructure
Stabilize and maintain County-wide infrastructure

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Road and Bridge Project Construction and Traffic Maintenance -- Capital project development and assessment. Project design, permitting and construction for roads, bridges, stormwater control structures, sidewalks, and canal dredging. Coordinate right-of-way land acquisition. Post construction inspection for compliance to State mandates. Infrastructure assessment. Monitoring and inspection of right-of-way construction permits. Coastal and marine construction and waterway maintenance.	Mandated/Critical	**51.9%**	**$4,120,938**
Survey-- Review and comment on Subdivision Plats submitted to Land Development by developers. Review and comment on proposed commercial developments submitted to Development Review Committee. Convert field data into database. Provide vertical control benchmark program. Provide elevation data for FEMA and National Flood Insurance program. Contract Management for contracted Survey work related to drainage maintenance line and grade as well as dredging bathymetric surveys. Easement staking and surveying.	Local Mandate	**2.8%**	**$219,600**
Lighting Services for Charlotte County-- Repair and maintenance of traffic signals, traffic control devices and street lights. Locate underground utilities for construction and repair projects within the public right-of-way. Electrical maintenance of draw bridge and boat lock. Technical review of all plans for signals and roadway lights. Inspection of new traffic signals and roadway lighting systems. Maintenance and operation of Advanced Transportation Management System. Administer residential street lighting program per County ordinance. Maintain 75 miles of fiber optic cable for lighting and Charlotte County Information Technology.	Critical	**36.0%**	**$2,857,678**
Land Development -- Enforcement of local Land Development Regulations - ROW and Stormwater to ensure that all work completed in the County owned Right of Way is in compliance with County Regulations. Enforcement of Land Development Regulations/Excavations to ensure that all land development activities associated with excavations and earthmoving activities are in compliance with the County's Land Development Regulations and remain so over their permitted lifetime. Perform onsite grade inspections and initial commercial stormwater inspections.	Local Mandate	**9.3%**	**$740,637**
		100.0%	**$7,938,853**

Revenues by Category

	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 460,856	$ 626,184	$ 530,737	$ 530,902
Taxes	3,769,512	3,402,716	3,422,988	3,301,398
Fees and Assessments	319,541	260,400	300,000	300,000
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	22,947	50,000	25,000	25,000
Misc	3,547,558	3,188,410	3,477,479	3,482,357
Transfers and Beginning Balances	20,223	326,599	182,649	(78,953)
Total	**$ 8,140,636**	**$ 7,854,309**	**$ 7,938,853**	**$ 7,560,704**

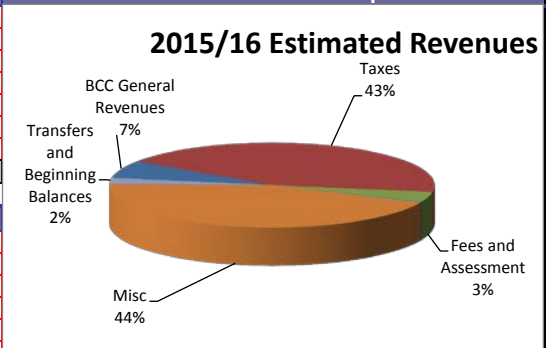
Expenses by Category

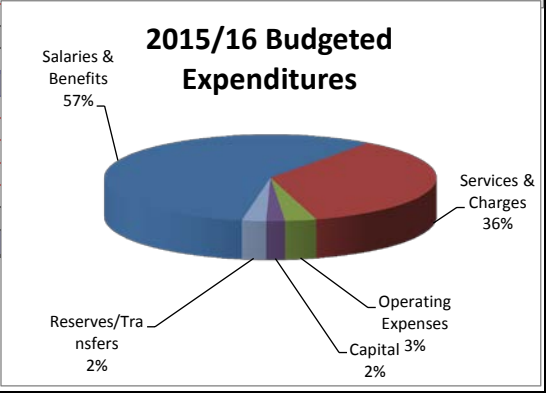
	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 4,518,308	$ 4,593,883	$ 4,543,730	$ 4,543,730
Services & Charges	2,867,157	2,746,211	2,821,061	2,386,101
Operating Expenses	340,282	244,849	242,579	239,394
Capital	327,712	10,000	143,000	166,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	87,176	259,366	188,483	225,479
Total	**$ 8,140,636**	**$ 7,854,309**	**$ 7,938,853**	**$ 7,560,704**

Positions

	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	56	56	57	57
Part Time				
Seasonal				
Total	**56**	**56**	**57**	**57**

FY15/16 Revenues & Expenses





Notes:

The miscellaneous revenues are recovery of labor charges. Services and charges reflect PW internal labor charges, primarily for Road & Bridge Infrastructure. Capital expense as follows: FY14 was for a Striper Truck, as well as reflectivity meters and a cargo trailer; FY15 is a trailer; FY16 is a boat replacement as well as a bituminous melter, a trailer for the melter and replacement of the boat engine on PN 32410 ; FY17 is replacement of a Lighting Bucket Truck and a walkbehind striper. In FY2015 one FTE was transferred from Fiscal Services to Public Works.

Public Works
Pest Management

Mission

Public Works Department---
To deliver quality public works services and manage public road and stormwater infrastructure on behalf of the citizens of Charlotte County, effectively and efficiently.

Linkage to Strategic Goals

Efficient and Effective Government---
Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.
Public Safety---
Maintain a safe and healthy community in which to live.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

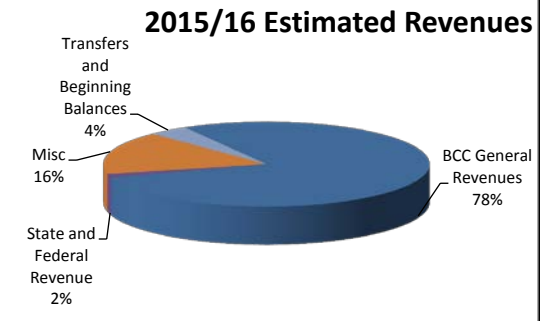
County-Wide Mosquito Control Provide ground adulticide, ground larvicide, air adulticide, and air larvicide control services. Provide surveillance for immature mosquito larva and adult mosquitoes, and disease transmission. Provide customer service requests. A. Provides an arthropod control program for the control of disease vectoring or pestiferous mosquitoes 1.) Ground adulticide acres treated 1,130,381 2.) Aerial adulticide acres treated 394,752 3.) Aerial larvicide acres treated 15,600. Counties with mosquito control programs are required to comply with Florida Statute 388 and Florida Administrative Code 5E-13	Discretionary	**60.0%**	**$1,330,441**
B. Provide surveillance program and records keeping 1.) Landing rate count stations 2.) Centers for Disease Control light traps 3.) Sentinel chicken flocks 4.) 4 Sentinel Chicken Conversions for West Nile Virus and 3 for St. Louis Encephalitis in FY2014 Counties with mosquito control programs are required to comply with Florida Statute 388 and Florida Administrative Code 5E-13	Discretionary	**33.0%**	**$731,743**
C. Provide customer service and outreach 1.) 948 service requests responded to via phone or site visit May 2014-October 2014	Discretionary	**2.0%**	**$44,348**
D. Equipment maintenance, calibration, and training. 1.)Service and calibration of spray equipment 2.) Counties with mosquito control programs are required to comply with Florida Statute 388 and Florida Administrative Code 5E-13	Discretionary	**5.0%**	**$110,870**
	Subtotal	**100.0%**	**$2,217,402**
Aquatic Weed Control Control aquatic vegetation (native & exotic) in County fresh water canals and drainage ditches for storm water conveyance. Maintain and monitor wetland mitigation sites in compliance with permit conditions. A. Control of exotic and native vegetation in County canals and Right-of-Ways 1.) Canals and Right-of-Ways are inspected/treated 3 times annually 2.) Total of 1,619 sites 3.) Department responsibility 2,708 surface acres and 64 miles of Right-of-Ways	Discretionary	**78.0%**	**$524,531**
B. Monitor and maintain wetland mitigation sites to permit conditions 1.) Monitoring/Maintenance of 13 wetland mitigation sites.	Discretionary	**17.0%**	**$114,321**
C. Maintenance of spray equipment, calibration, and training 1.) Service and calibration of equipment	Discretionary	**5.0%**	**$33,624**
	Subtotal	**100.0%**	**$672,475**
			$2,889,877

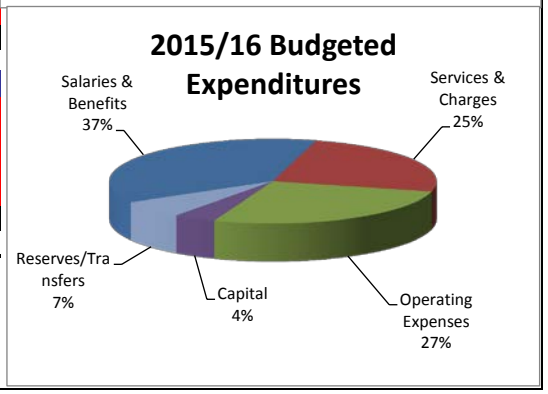
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 1,870,400	$ 2,121,846	$ 2,257,291	$ 2,421,594
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	29,456	43,009	43,009	43,009
Fees/ Various Charges for Services	-	-	-	-
Misc	459,198	500,000	475,000	475,000
Transfers and Beginning Balances	-	198,874	114,577	-
Total	$ 2,359,054	$ 2,863,729	$ 2,889,877	$ 2,939,603

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 844,168	$ 1,056,179	$ 1,086,722	$ 1,087,132
Services & Charges	625,847	736,068	713,550	713,990
Operating Expenses	660,665	712,139	775,819	775,231
Capital	50,614	150,468	121,500	156,500
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	177,760	208,875	192,286	206,750
Total	$ 2,359,054	$ 2,863,729	$ 2,889,877	$ 2,939,603

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	14	14	14	14
Part Time				
Seasonal	6	6	6	6
Total	20	20	20	20

FY15/16 Revenues & Expenses





Notes:

Misc Revenues are charges for Aquatic Weed Services. FY13 Services and Charges is lower than the other years because Aerial Mosquito Adulticide is budgeted but was not needed in FY13. Also budgets were increased for repair and maintenance of vehicles. The majority of operating expenses are for insecticides, pesticides, and fuel. Transfers are to the vehicle replacement fund for vehicles and the helicopter. Capital is for helicopter parts, replacement of 2 airboats and 1 ATV.

Public Works
Solid Waste

Mission

Solid Waste Enterprise Division ---
Plan and oversees the disposal of solid waste from business and residents of Charlotte County. The Landfill provides proper, efficient, economical and convenient disposal of all types of waste materials. Provide facilities for the disposal of debris, recycling and special waste to residents of the County.

Linkage to Strategic Goals

Quality of Life ---
Enhance community life by clean air and water, unfettered open spaces and bodies of water, conservation of wildlife and natural resources, and provide community amenities.
Public Safety ---
Maintain a safe and healthy community in which to live.
Efficient and Effective Government ---
Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 15/16 - First Year

Solid Waste Disposal -			
A. Provides for public health protection and quality of life through proper disposal of solid waste.	Local Mandate	80.0%	$4,680,915
1. 238,759 tons of solid waste processed in 2014.			
B. Provide Solid Waste disposal in compliance with Federal, State and Local regulations. Comply with operating permit	Local Mandate	5.0%	$292,557
C. Consistently looking at new methods/innovations on processing solid waste and using new technologies to reduce costs and bring in new revenue.	Local Mandate	5.0%	$292,557
D. Provide excellent customer service	Discretionary	10.0%	$585,114
1. 96% satisfaction in service reported through customer surveys in 2014.			
Solid Waste Resources -	Reserves		$21,111,718
A. Operates the Mid County and West County Mini-Transfer & Recycling Facilities	Subtotal		$26,962,862
1. 69,530 residents utilized the Mid County and West County Mini-Transfer & Recycling facilities in 2014.			
B. Conducts hazardous waste commercial business Small Quantity Generator (SQG)	Local Mandate	55.0%	$799,567
1. 426 inspections in 2014.			
C. Oversight of the Illegal Dumping Program which involves investigating illegal dumping activities by making arrests or by taking code compliance actions	Mandate	17.0%	$247,139
1. 1,261 investigation on illegal dumping activities were conducted in 2014.	Discretionary	10.0%	$145,376
D. Oversight of Keep Charlotte Beautiful			
1. 5,429 volunteers donated 13,386 hours to programs	Discretionary	8.0%	$116,301
E. Educational outreach on the integrated solid waste management system	Discretionary	5.0%	$72,688
1. 49,025 residents reached through programs and community events.			
2. 84,000 brochures/postcards, 9 newspaper articles			
F. Monitor the Sanitation Unit	Discretionary	5.0%	$72,688
1. 17,480 residential inquires responded to, Residential containers - 2,401 carts delivered, 1,420 carts exchanged, 527 carts removed and 335 carts repaired.			
	Grand Total		$28,416,621

Revenues by Category

Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	4,920,330	5,314,816	4,985,769	5,029,305
Misc	655,075	195,824	345,373	348,438
Transfers and Beginning Balances	-	20,226,679	23,085,479	21,205,109
Total	$ 5,575,405	$ 25,737,319	$ 28,416,621	$ 26,582,852

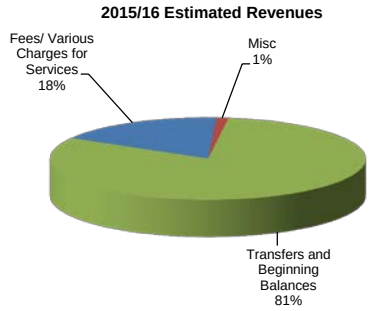
Expenses by Category

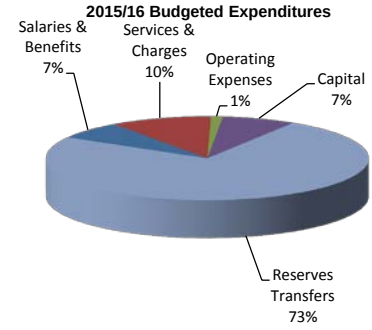
Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 1,700,862	$ 1,905,947	$ 1,943,023	$ 1,975,865
Services & Charges	2,177,798	3,222,340	2,897,004	2,890,441
Operating Expenses	1,379,452	413,175	335,866	335,806
Capital	0	850,000	2,098,000	941,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	26,307	19,345,857	21,142,728	20,439,740
Total	$ 5,284,419	$ 25,737,319	$ 28,416,621	$ 26,582,852

Positions

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	28	28	28	28
Part Time	3	3	3	3
Seasonal				
Total	31	31	31	31

FY15/16 Revenues & Expenses





Notes:

FY14-Depreciation expense of $1,062,000 is reflected on the Operating Expenses line. Capital for FY16 consists of a Waste Compactor, Landfill Dozer and completion of the Commercial Landscape Debris Facility. A Front End Loader and Earth Mover Articulating Dump Truck are capital items for FY17.

Tourist Development Bureau

Mission

Tourist Development Bureau ---
The mission of the Charlotte Harbor Visitor & Convention Bureau (VCB), as the industry's leader, is to brand, market and sell the area globally as Florida's premiere eco-tourism, leisure, and meeting/conference destination for the continual economic benefit of the community.

Linkage to Strategic Goals

Economic Development --- Commitment to tourism as an economic generator
Quality of Life --- Promote assets we already have – trails, paths, passive parks, state lands

Core Functions / Current Workload Indicators

		FY 15/16 - First Year	
Leisure Travel Marketing *- building awareness and brand ideas for the area through advertising, research, local industry promotion and support, special promotions, internet/website marketing, and content syndication and social media services.* **1.** Fulfilled 75,000 requests for visitor guides. In addition, over 6,000 guides were mailed in response to advertising. **2.** Targeted marketing in the summer and shoulder season resulted in 19% revenue growth year-over-year. **3.** On-line format for co-op marketing developed, implemented, and made available to partners to upload from their offices. **4.** Developed a multi-platform campaign with Brand USA, including video translated into 7 languages plus a German specific video. **5.** Facilitated a gateway page for the Gulf Coast VCB's. **6.** Extended digital footprint by distributing text and images to leading online travel and social media sites such as travel.yahoo.com and flickr.com.	Local Mandate	**46.9%**	**$1,457,769**
Media and Public Relations *- providing media and promotional outreach with travel editors, writers, and other journalistic resources.* **1.** As a direct result of the VCB journalist hosting in both 2011 and 2013, Punta Gorda was selected as the top retirement destination for the Jan/Feb 2014 issue of the *Where to Retire* magazine. The 6-page article included the front cover. **2.** As a direct result of hosting media responding to editorial leads and participating in media missions, 52 print and electronic articles with more than 90.6 million impressions were generated in FY13/14. **3.** A regional media and influencer Christmas Canal Cruise was held in December 2013, and attended by 48 people, resulting in 133 Twitter posts which reached 35,000 accounts, making 650,000 impressions. **4.** Provided editorial support to 46 media members by responding to editorial leads and requests. Hosted 34 media members and met with 133 media representatives during missions to Jacksonville, Lake Charles LA, and Birmingham AL. **5.** As a direct result of the VCB's contact with Scott Fais of Tampa News 9 and Orlando News 13, Mr. Fais visited Charlotte Harbor and generated 4 "Florida on a Tank-full" segments on Charlotte Harbor in FY 2013/14 and 3 additional segments in FY 14/15.	Local Mandate	**26.4%**	**$819,994**
Sporting Event Development *- using sports as a vehicle to diversify the area's tourism appeal on a year 'round basis by meeting with organizers at sales and trade shows, providing event service, planning and logistics, and event promotion and media exposure.* **1.** Attended Travel, Events and Managements in Sports (TEAMS) conference/expo resulting in over 30 event organizer one-on-one meetings, and resulting in 7 strong leads. Met with 4 organizers in person, following up on pending bids or recently awarded business. **2.** In bid process for 6 events, including Sunshine State Games Track & Field, Florida Flag Football, Half Century Softball, Sun Conference Baseball/Softball, and a Tough Mudder Mud Run event. **3.** Hosted/helped facilitate 20 events including 3 Florida Youth Soccer Association (FYSA) soccer tournaments, 2 Half Century softball tournaments, 2 ProStyle Baseball tournaments, resulting in more than 15,000 room nights, and contributing more than $9.0 million in direct spending to Charlotte County's economy. **4.** The VCB has been instrumental in supporting our destination as the host of several annual events including the Snowbird Baseball Classic, and the Charlotte Harbor Regatta. The Snowbird Classic has become the largest competition for NCAA Division 1 Baseball in the country. **5.** Designed and published a skyscraper ad for the National Association of Sports Commission's website, whose membership includes hundreds of sports event organizers. The ad ran from April 2013 through April 2014.	Mandated	**24.4%**	**$759,255**
Film Office *- Promote Charlotte Harbor and the Gulf Islands and a location for film, television and video production; establish and maintain a location database (photographs); create private sector incentive program; follow up on production leads from Film Florida; identify crew and equipment available in Charlotte County; create a database of crew, equipment and resources in Charlotte County; assist productions on location; and track the economic impact of each production and issue an annual economic impact summary.* **1.** Conducted 4 location visits. **2.** Extensive assistance for University of Florida shoot. 50 room nights were used for production. **3.** Updated Reel Scout data base by more than 400 locations photos, and more than 1,000 photos obtained for the location database. **4.** Extensive video b-roll filmed for use on website, YouTube, and on-line advertising. **5.** A multi-county effort to develop a SWFL consortium for shared marketing is in development.	Critical	**2.2%**	**$69,172**
		100.0%	**$3,106,189**

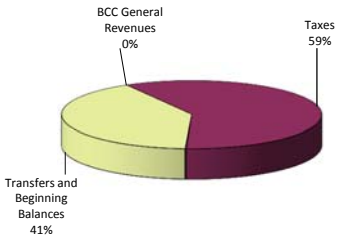
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ 28,013	$ 28,013	$ -	$ -
Taxes	$ 1,799,370	1,477,500	1,831,999	1,831,999
Fees and Assessments	$ -	-	-	-
State and Federal Revenue	$ -	-	5,000	5,000
Fees/ Various Charges for Services	$ -	-	-	-
Misc	$ -	3,500	-	-
Transfers and Beginning Balances	$ 28,013	998,056	1,269,190	1,269,190
Total	**$ 1,855,396**	**$ 2,507,069**	**$ 3,106,189**	**$ 3,106,189**

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 475,548	$ 534,283	$ 535,671	$ 535,671
Services & Charges	869,323	1,107,099	1,824,298	1,824,286
Operating Expenses	48,712	23,746	29,609	29,618
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	152,896	841,941	716,611	716,614
Total	**$ 1,546,480**	**$ 2,507,069**	**$ 3,106,189**	**$ 3,106,189**

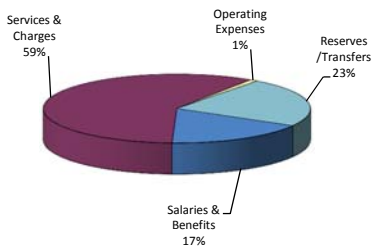
Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	6	6	6	6
Part Time	1	1	1	1
Seasonal				
Total	**7**	**7**	**7**	**7**

FY15/16 Revenues & Expenses

2015/16 Estimated Revenues



2015/16 Budgeted Expenditures



Notes:

The Film Division will no longer be subsidized by general revenues beginning in FY15/16

Tourist Tax Revenue adjusted to be consistent with current experience

Services & Charges: Increase reflects the enhanced advertising campaign initiative provided by continued revenue growth.

Utility Department
Water/Sewer

Mission

Utility Enterprise Division ---
To provide products and services of uncompromising standards of value to the community, by operating a public utility system that is economically sound, environmentally responsible, operationally reliable and customer responsive.

Linkage to Strategic Goals

Water Resources --- Ensure quality and quantity of water resources when and where they are needed and provide a safe and reliable water supply.
Quality of Life --- Enhance community life by clean air and water, unfettered open spaces and bodies of water, conservation of wildlife and natural resources, and provide community amenities.
Efficient and Effective Government --- Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators

WATER

A. Water Supply - Quantity/Quality - Deliver safe, high quality and sustainable water to customers for drinking, fire suppression and irrigation purposes.
1. Quantity - Peace River Allocation - 16.1, Burnt Store -3.6 mgd water treatment capacity, 7 operational water ground storage tanks for a total of 10.5 MG
2. Quality - Daily water quality tests performed, 1704 water samples collected and tested annually in-house, 99% compliance on water quality standards and 100% compliance with water quality report.

B. System Maintenance and Integrity - CCU system integrity is maintained by sound operating and maintenance processes, implemented by a well-trained staff. Maintenance of over 1400 miles of water pipe - exercise/flush 1,933 fire hydrants annually, 10 line extensions for water completed, daily inspections and maintenance of booster stations, 100% compliance with DEP flow integrity criteria, 24/7 service availability, 1 RO plant, 11,694 locates performed annually at 99.8% accuracy, 33% of hydrants exercised/flushed/flow tested annually.

C. Future Water Supply and Demand - 100% water supply needs met over 20 years per master water supply contract, three alternative groundwater sources identified, 100% of level of service for concurrency met, decrease in average residential consumption, 7.8 mg/year saved via conservation programs, expansion of reuse water program.

D. Outreach, Consumer Education, Employee Training, Customer Contact
1. Outreach - 15 community outreach programs, cust. bill inserts, displays at Murdock/Campus
2. Consumer Education - 100% compliance with SWFWMD and DEP conservation requirements, brochures
3. Employee Training - 100% compliance with safety training, FEMA emergency training and position licensing req.
4. Customer contact - 82.5% telephone service grade level, 68% of customer contact provided through alternative (electronic) methods, 28,134 walk-in customers annually.

E. Fiscal Planning and revenue collection - Ensure fiscal sustainability through adherence to government accounting standards, ensure timely collection of revenue
1. Financial Planning and Budget - 100% compliance to bond covenants, annual report and capital asset reporting. Establish appropriate rates and fees, adherence to existing budget.
2. Bill customers monthly - 99% billing accuracy rate, 689,154 meter read and billed annually.
3. Revenue Collection - 65.06% of revenue collected under 60 days aged, 99.9% of accounts after 60 days past due liened.

FY 13/14 - First Year

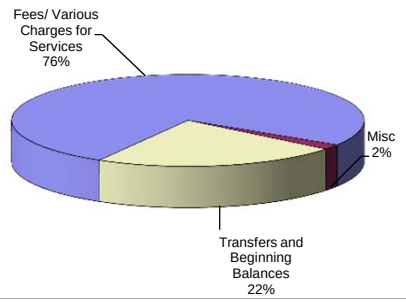
Mandatory	32.0%	$12,820,936
Mandatory	30.5%	$12,219,955
Mandatory	25%	$10,016,357
Local Mandate	5.0%	$2,003,271
Local Mandate	7.5%	$3,004,907
Reserves		$9,739,256
Water Total	**100.0%**	**$49,804,683**

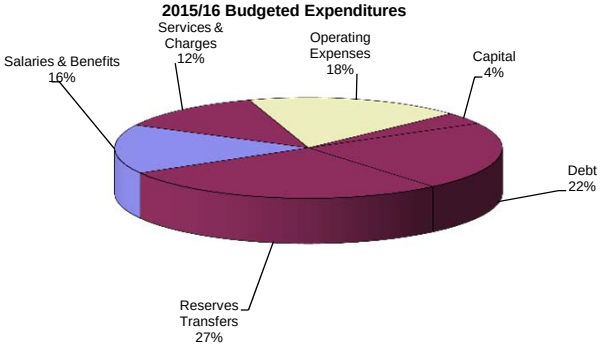
Revenues by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	500,000	-	-
Fees/ Various Charges for Services	58,011,792	59,275,079	63,190,662	65,647,230
Misc	2,534,042	2,284,661	1,519,134	1,539,227
Transfers and Beginning Balances	5,772,306	23,920,770	18,845,668	17,636,730
Total	$ 66,318,141	$ 85,980,510	$ 83,555,464	$ 84,823,187

Expenses by Category	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Salaries & Benefits	$ 12,595,464	$ 13,124,056	$ 13,200,899	$ 13,212,447
Services & Charges	9,471,212	10,561,318	10,524,651	10,250,563
Operating Expenses	28,620,188	15,685,597	15,067,025	15,067,399
Capital	180,893	5,394,731	3,189,371	1,071,925
Other	-	-	-	-
Debt	17,898,606	17,622,518	18,406,616	17,415,652
Reserves/Transfers	8,329,470	23,592,290	23,166,902	27,805,201
Total	$ 77,095,834	$ 85,980,510	$ 83,555,464	$ 84,823,187

Positions	FY 13/14 Actual	FY 14/15	FY 15/16	FY 16/17
Full Time	200	200	200	200
Part Time	0.5			
Seasonal				
Total	200.5	200	200	200

FY15/16 Revenues & Expenses





Notes:

FY14 Includes Depreciation of $14,611,000 in the Operating Expenses line.
The revenue increase is due to the Service Rate increases approved for FY16 and FY17 to fund future capital needs.

Utility Department
Water/Sewer

Mission

Utility Enterprise Division ---
To provide products and services of uncompromising standards of value to the community, by operating a public utility system that is economically sound, environmentally responsible, operationally reliable and customer responsive.

Linkage to Strategic Goals

Water Resources --- Ensure quality and quantity of water resources when and where they are needed and provide a safe and reliable water supply.
Quality of Life --- Enhance community life by clean air and water, unfettered open spaces and bodies of water, conservation of wildlife and natural resources, and provide community amenities.
Efficient and Effective Government --- Facilitate the organization's capacity to govern and manage effectively in the rapidly changing and challenging environment.

Core Functions / Current Workload Indicators — FY 13/14 - First Year

WASTEWATER A. Wastewater Supply - Quantity/Quality/Treatment - 1. Quantity/Alternative/Reuse - 9.7 mgd total treatment capacity, 26.64 mgd. Reuse storage capacity 2. Quality/Backflow prevention - 100% commercial customers inspected for backflow and cross connections, sampling of lift stations and manholes for unauthorized discharge, annual inspection of reclaimed water sites for possible cross connections 3. Industrial Pretreatment - 2,470 restaurant grease interceptor inspections completed, 27 notice of violations issued. 4. State Certified Laboratory - 8,150 samples collected annually, 26,542 analysis performed annually	Mandatory	**32.0%**	**$8,890,099**
B. System Maintenance and Integrity - 1. Facilities - Maintenance of: 303 lift stations, 2 septage receiving facilities, 1 biosolid processing facility, 5 deep injection wells. 7,755 LPS systems. 2. Preventive maintenance - 923 miles of sewer mains, 9,508 manholes, 39,062 feet of pipe televised, 11,216 feet of pipe relined, 6 line extensions completed, 87,706 feet of gravity mains smoke tested, 24/7 service availability. C. Future Wastewater Treatment Demand - Wastewater supply needs identified in CIP, 100% level of service for concurrency met, Master wastewater plan.	Mandatory	**35.0%**	**$9,723,546**
D. Outreach, Consumer Education, Employee Training, Customer Contact 1. Outreach - 15 community outreach programs, cust. bill inserts, displays at Murdock/Campus, 6 educational tours and facilities conducted	Mandatory	**21%**	**$5,695,220**
2. Consumer Education - 100% compliance with SWFWMD and DEP conservation requirements and backflow prevention compliance 3. Employee Training - 100% compliance with safety training, FEMA emergency training and position licensing req. 4. Customer contact - 82.5% telephone service grade level, 68% of customer contact provided through alternative (electronic) methods, 28,134 walk-in customers annually	Local Mandate	**5.0%**	**$1,389,078**
E. Fiscal Planning and revenue collection - Ensure fiscal sustainability through adherence to government accounting standards, ensure timely collection of revenue 1. Financial Planning and Budget - 100% compliance to bond covenants, annual report and capital asset reporting. Establish appropriate rates and fees, adherence to existing budget.	Local Mandate	**7%**	**$2,083,617**
2. Bill customers monthly - 99.9% billing accuracy rate, 689,154 meters read and billed annually 3. Revenue Collection - 65.06% of revenue collected under 60 days aged, 99.9% of accounts after 60 days past due liened	Reserves		**$5,969,222**
	Wastewater Tot	**100.0%**	**$33,750,781**