CHARLOTTE COUNTY

Performance Based Budget
Summary Sheets
Adopted

FY2013/2014 – FY2014/2015

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 rep ort 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 13/14 - First Year

Mandated/ Critical	**60.0%**	**$691,412**
Discretionary/ Critical	**20.0%**	**$230,471**
Discretionary	**20.0%**	**$230,471**
	100.0%	**$1,152,354**

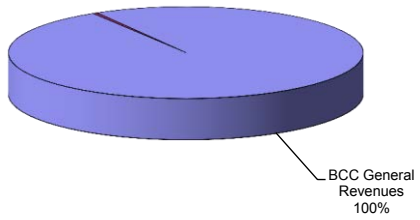
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 1,064,108	$ 1,062,384	$1,147,354	$1,142,104
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	7,211	5,000	5,000	5,000
Transfers and Beginning Balances	-	-	-	-
Total	**$1,071,319**	**$1,067,384**	**$1,152,354**	**$1,147,104**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 976,267	$ 975,706	$1,039,324	$1,039,324
Services & Charges	72,316	72,458	60,360	58,860
Operating Expenses	22,736	19,220	17,670	13,920
Capital	-	-	35,000	35,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$1,071,319**	**$1,067,384**	**$1,152,354**	**$1,147,104**

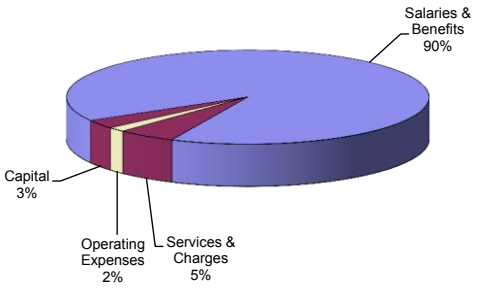
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	10	10	10	10
Part Time				
Seasonal				
Total	**10**	**10**	**10**	**10**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Salaries & Benefits variance due to new Accrued Compensation and Worker's Comp account lines and increase in FRS and Life and Health Insurance. **Services & Charges** variance due to no Self Insurance budget and lower Telephone, Printing and Binding, Office Supplies and Promo Activities. **Operating Expenses** variance due to lower Dues and Memberships. **Capital** variance due to FY 14 and 15 budget for CCTV equipment.

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 13/14 - 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%	$703,033
Fiscal Services Division ---Provide professional, financial advice necessary to maintain fiscal stability and transparency in government.	5.4%	$2,655,045
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.	1.7%	$829,167
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%	$4,228,743
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.	72.4%	$35,842,237
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.	10.6%	$5,240,662
	100.0%	$49,498,887

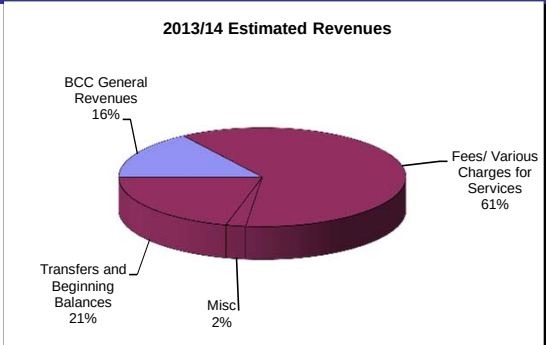
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 6,724,698	$ 7,480,585	$ 7,782,406	$ 7,785,868
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	689	-	2,657	-
Fees/ Various Charges for Services	30,170,812	32,088,894	30,258,062	30,291,912
Misc	1,123,183	1,125,532	1,095,462	1,095,463
Transfers and Beginning Balances	8,250,000	11,794,397	10,360,300	8,909,105
Total	$ 46,269,381	$ 52,489,408	$ 49,498,887	$ 48,082,348

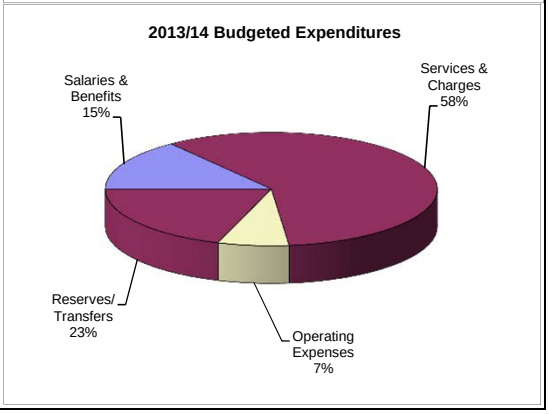
Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 6,582,830	$ 6,857,862	$ 7,262,401	$ 7,262,401
Services & Charges	37,353,139	29,893,138	29,013,941	29,147,878
Operating Expenses	3,182,255	3,410,739	3,415,059	3,450,849
Capital	(10,896)	5,500	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	3,931	12,322,169	9,807,486	8,221,220
Total	$ 47,111,259	$ 52,489,408	$ 49,498,887	$ 48,082,348

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	93.35	94.67	94.67	94.67
Part Time				
Seasonal				
Total	93.35	94.67	94.67	94.67

Notes:

FY13/14 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 13/14 - First Year

Analytical Services ➢ Completed a wage analysis of overtime costs for County Firefighters. ➢ Processed 3 index rate increases and completed the first staff assisted rate case and first general rate case in Charlotte County.	Critical	16.7%	$ 444,223
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 355 individual departmental budgets of various sizes and complexities spread across these funds. ➢ 75 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	47.2%	1,252,420
Capital Project / Asset Mgmt Support ➢ There are 210 CIP projects, of which 127 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	7.6%	202,709
Grant Support ➢ Developed County Grants Policy in FY12. Policy was approved by the Board of County Commissioners in FY13. ➢ In FY12 fiscal staff managed 55 grants totaling $31,000,000. Examples of large grants include Public Safety grants total $.75M, Public Works $22.M, and Human Services/Transit $9.7M.	Critical	9.6%	255,268
Transactional Support ➢ Fiscal staff processed 21,408 invoices in FY12. ➢ Fiscal staff prepared approximately 2,264 purchase requisitions in FY12. ➢ 4,830 cash receipts prepared in FY12.	Critical	18.8%	500,424
		100.0%	2,655,045

Revenues by Category

Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 2,486,991	$ 2,532,433	$ 2,652,388	$ 2,655,850
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	689	-	2,657	-
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	$ 2,487,680	$ 2,532,433	$ 2,655,045	$ 2,655,850

Expenses by Category

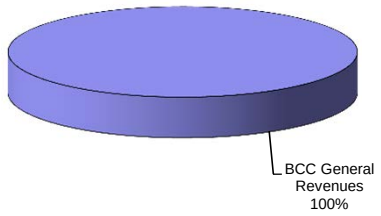
Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 2,361,329	$ 2,425,093	$ 2,582,088	$ 2,582,088
Services & Charges	106,917	80,125	53,382	53,882
Operating Expenses	19,434	27,215	19,575	19,880
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	$ 2,487,680	$ 2,532,433	$ 2,655,045	$ 2,655,850

Positions

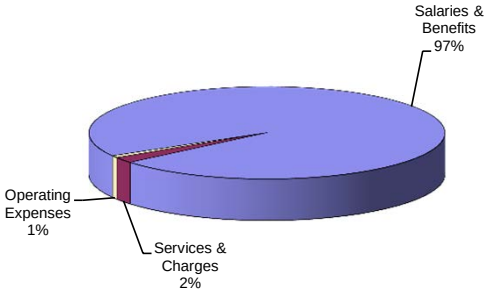
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	36.60	36.92	35.92	35.92
Part Time				
Seasonal				
Total	36.6	36.92	35.92	35.92

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Increase in Salaries & Benefits from FY13 to FY14 due to realignment of positions. Reduction in Services and Charges result from reduction of Self Insurance. Reduction in Operating Expenses result from Fleet Vehicle reductions. Positions from FY13 to FY14 decreased by one due to an Administrative Assistant being transfered from Fiscal to IT. The above shows 35.92 Fiscal positions that are funded from General Revenues for FY14. The Fiscal Services Department also has 3.33 positions that are funded from other sources for a total of 39.25 positions.

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 FY12

Peventive Maintenance Services	2,010
Work Orders processed	3,809
General repairs	1,737
Road Calls	580
Accidents/Vandalism	41
Work orders done by 0 to 24 hours	2,363
25 to 48 hours	227
49 to 72 hours	147
73 to 96 hours	98
Over 96 hours	974

FY 13/14 - First Year

Critical	41.1%	$1,666,428
Discretionary	58.9%	$2,388,141
Reserves		$1,186,093
	100.0%	$5,240,662

Revenues by Category

Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	3,781,857	4,038,767	4,039,959	4,073,809
Misc.	323,833	361,774	361,774	361,775
Transfers and Beginning Balances	-	499,161	838,929	979,979
Total	$ 4,105,690	$ 4,899,702	$ 5,240,662	$ 5,415,563

Expenses by Category

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 600,750	$ 599,348	$ 669,863	$ 669,863
Services & Charges	277,022	156,186	94,842	96,296
Operating Expenses	3,082,490	3,299,578	3,289,864	3,325,349
Capital	(10,896)	5,500	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	839,090	1,186,093	1,324,055
Total	$ 3,949,366	$ 4,899,702	$ 5,240,662	$ 5,415,563

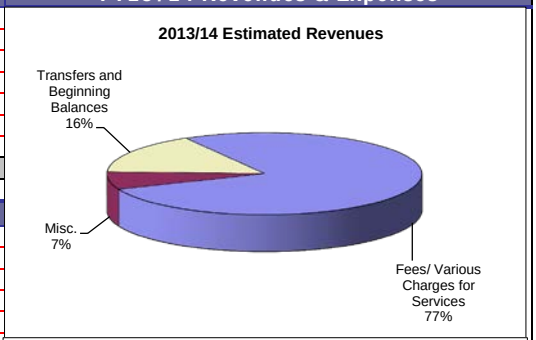
Positions

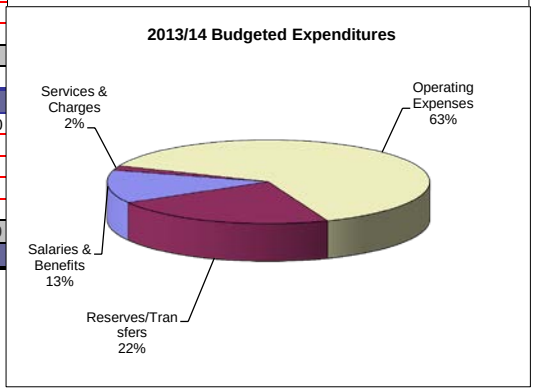
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	10	10	10	10
Part Time				
Seasonal				
Total	10	10	10	10

Notes:

Decrease in Services & Charges due to no longer paying rent; increase in Transfers due to repayment of purchased building.

FY13/14 Revenues & Expenses





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 13/14 - First Year

Client Services--- A. Centralized Call Logging and Incident Routing (Calls and E-mails) 1. 7,823 Calls received and Routed in FY2012 B. Desktop Computer Hardware & Software Support (Problems and Requests) 1. 5,314 incidents (Break/Fix) closed in FY2012/2,660 service requests closed in FY2012/Handled 56+ Computer Moves = 180 man/hrs C. Desktop Hardware/Software Inventory (Computers, Telephones, Printers, Monitors...etc.) 1. 1,348 Desktop and Laptop Computers/1,585 Desktop IP Phones/Over 315 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	Critical	**20.0%**	**$845,748.60**
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 180+ servers in production, development and beta environment/Maintain over 50 miles of county underground fiber/Support 100+ network switches and routers/Install & maintain all county communications services and hardware (phones, wireless, cellular)/Provide 24 hours X 7 days a week support 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	Critical	**57.0%**	**$2,410,383.51**
Information Services/GIS--- 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	Discretionary/ Critical	**23.0%**	**$972,610.89**
		100.0%	**$4,228,743.00**

Revenues by Category

	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 3,346,649	$ 4,092,892	$ 4,228,743	$ 4,228,743
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	30,000	-	-
Misc	96,655	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$ 3,443,305**	**$ 4,122,892**	**$ 4,228,743**	**$ 4,228,743**

Expenses by Category

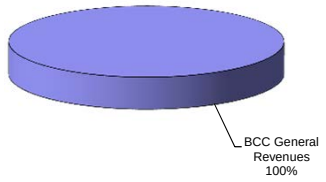
	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,944,692	$ 2,079,371	$ 2,188,527	$ 2,188,527
Services & Charges	1,455,341	1,981,486	1,968,369	1,968,369
Operating Expenses	43,271	62,035	62,845	62,845
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	9,002	9,002
Total	**$ 3,443,305**	**$ 4,122,892**	**$ 4,228,743**	**$ 4,228,743**

Positions

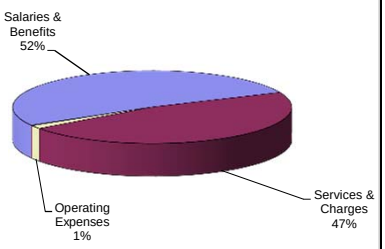
	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	25.25	26.25	27.25	27.25
Part Time				
Seasonal				
Total	**25.25**	**26.25**	**27.25**	**27.25**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Salaries & Benefits variance due to transfer of Admin Assist from Fiscal to IT, the new Accrued Compensation and Worker's Comp account lines and an increase in FRS and Life and Health Insurance. **Reserves/Transfers** increased due to resuming vehicle replacements.

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 13/14 - First Year

Procurement Activities---	Local Mandate	**90.0%**	**722,582**
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 $92,277 for calendar year 2012			
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%**	**80,287**
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			
on-line auction net proceeds - $411,478 Fiscal Year 12			
5. Maintain fixed asset records			
7,133 active assets on Inventory			
Fixed Asset Volume: 268 Additions; 476 Deletions; 442 Transfers		**100.0%**	**802,869**

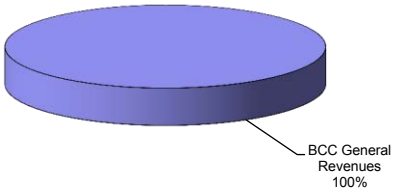
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 658,083	$ 724,303	$ 754,167	$ 754,167
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	96,307	50,000	75,000	75,000
Transfers and Beginning Balances	-	-	-	-
Total	**$ 754,390**	**$ 774,303**	**$ 829,167**	**$ 829,167**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 735,563	$ 753,835	$ 816,327	$ 816,327
Services & Charges	14,873	16,138	6,900	6,900
Operating Expenses	3,953	4,330	5,940	5,940
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$ 754,390**	**$ 774,303**	**$ 829,167**	**$ 829,167**

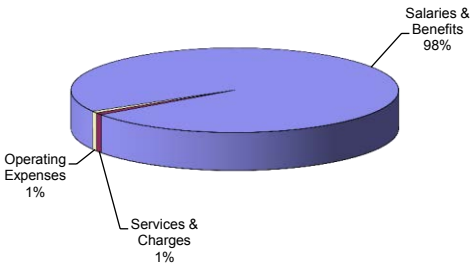
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	10.25	10.25	10.25	10.25
Part Time				
Seasonal				
Total	**10.25**	**10.25**	**10.25**	**10.25**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Salaries & Benefits variance due to the new Accrued Compensation and Worker's Comp account lines and an increase in FRS and Life and Health Insurance. **Services & Charges** variance due to transfer of Fax Back cost to IT, decrease in Postage and no Self Insurance cost. **Misc. Income** is increased in FY14 and FY15 to realize the actual reciepts of rebates.

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 13/14 - First Year

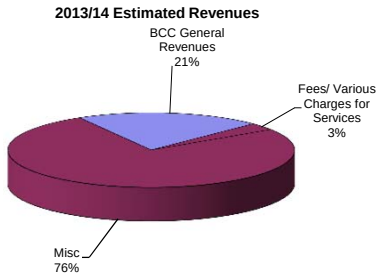
Land Acquisition---	Critical	**79.0%**	**$542,198.33**
A. Obtain BCC approval to acquire land.			
1. 520 parcels per year			
B. Review sketches, alignments, appraisals and surveys.			
1. Up to 520 per year			
C. Conduct research, determine values and draft documents.			
1. 300 to 650 per year			
D. Prepare contracts, close transactions and maintain records.			
1. 400 to 650 per year			
E. Negotiate with property owners for acquisitions and easements.			
1. 520 to 650 times per year.			
State statute 125 and 73-74			
F. Testify in Court for land acquisitions via Eminent Domain.			
1. Five 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. 520 to 650 parcels per year			
Occupations and Releases of Easements---	Critical	**21.0%**	**$144,128.67**
A. Timely "turn around" for completed applications.			
1. 116 per year			
B. Pre-application consultation with applicants.			
1. 150 per year			
C. Conveyance of released easements.			
1. 25 per year			
D. Collection of fees in accordance with BCC approved fee schedule			
1. $20,575.00			
		100.0%	**$686,327.00**

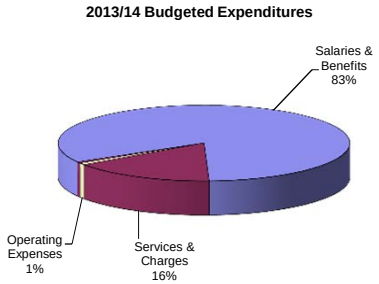
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 232,975	$ 130,957	$ 147,108	$ 147,108
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	17,450	14,700	22,237	22,237
Misc	432,646	538,758	533,688	533,688
Transfers and Beginning Balances	-	-	-	-
Total	**$ 683,071**	**$ 684,415**	**$ 703,033**	**$ 703,033**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 556,828	$ 555,572	$ 581,885	$ 581,885
Services & Charges	115,229	123,093	111,467	111,467
Operating Expenses	7,083	5,750	5,750	5,750
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	3,931	-	3,931	3,931
Total	**$ 683,071**	**$ 684,415**	**$ 703,033**	**$ 703,033**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	7.25	7.25	7.25	7.25
Part Time				
Seasonal				
Total	**7.25**	**7.25**	**7.25**	**7.25**

FY13/14 Revenues & Expenses





Notes:

Salaries & Benefits variance due to new Accrued Compensation and Worker's Comp account lines and increase in FRS. **Services & Charges** variance due to decrease in Central and Indirect and Self Insurance.

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 13/14 - First Year

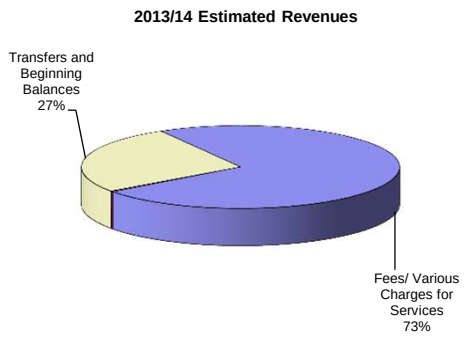
Health Insurance--- Administration of all benefit products including annual renewal, billing and eligibility, open and new-hire open enrollment, claims handling, customer serve, HIPAA, Medicare, IRS Section 125 compliance, employee wellness program and Health Center oversight. A. Bid/negotiate and administer benefits for BCC and Constitutionals *B.* Billing and Eligibility C. Deposits, Financials, Purchase ordering D. Employee Health Center E. Coordinate Open F. Coordinate Employee Wellness Program G. Customer Service (employees and retirees H. Federal Compliance	Local Mandate/ Critical	**67.0%**	**$26,448,694.21**
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	**33.0%**	**$13,026,968.79**
		100.0%	**$39,475,663.00**

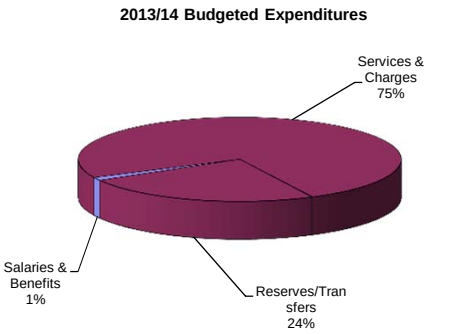
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	26,371,505	28,005,427	26,195,866	26,195,866
Misc	173,741	175,000	125,000	125,000
Transfers and Beginning Balances	8,250,000	11,295,236	9,521,371	7,929,126
Total	**$ 34,795,246**	**$ 39,475,663**	**$ 35,842,237**	**$ 34,249,992**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 383,668	$ 444,643	$ 423,711	$ 423,711
Services & Charges	35,383,756	27,536,110	26,778,981	26,910,964
Operating Expenses	26,023	11,831	31,085	31,085
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	11,483,079	8,608,460	6,884,232
Total	**$ 35,793,448**	**$ 39,475,663**	**$ 35,842,237**	**$ 34,249,992**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	4	4	4	4
Part Time				
Seasonal				
Total	**4**	**4**	**4**	**4**

FY13/14 Revenues & Expenses





Notes:

Services & Charges variance is due a major lawsuit settlement in FY12, therefore the reserves are reduced in the out years.

Public Safety
Health Department

Core Services Provided

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 14 - 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. **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.	**Mandated**	$ 191,313	20%	$ 847,889
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**	$ 593,070	62%	$ 2,628,454
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**	$ 172,182	18%	$ 763,100
	$ 5,196,008	$ 956,565	100%	$ 4,239,443

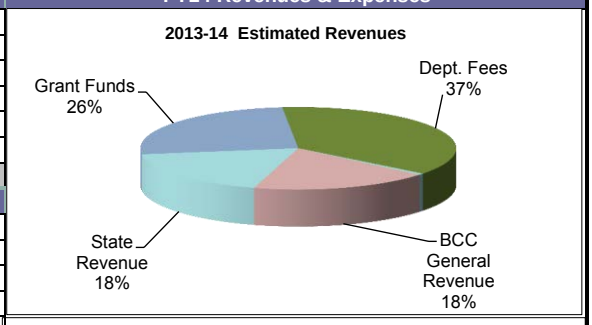
Revenues by Category	FY 11-12	FY 12-13	FY 13-14	FY 14-15
BCC General Revenue	$ 1,213,200	$ 956,565	$ 956,565	$ 956,565
State Revenue	$ 1,508,959	$ 1,508,959	$ 941,493	$ 941,493
Grant Funds	$ 1,255,466	$ 1,255,466	$ 1,336,642	$ 1,336,642
Dept. Fees	$ 3,106,411	$ 3,303,843	$ 1,933,349	$ 1,933,349
CC Gen Fund Support		$ 284,169	$ -	$ -
CC Beg Bal & Carry over	$ 769,438	$ 86,376	$ 27,958	$ -
Total	**$ 7,853,474**	**$ 7,395,378**	**$ 5,196,008**	**$ 5,168,049**

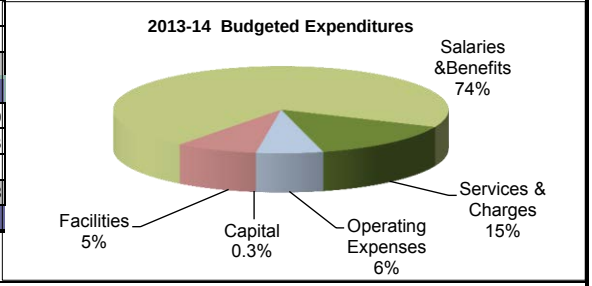
Expenses by Category	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Salaries & Benefits	$ 6,083,246	$ 5,923,786	$ 3,700,996	$ 3,700,996
Services & Charges	$ 861,447	$ 861,447	$ 751,349	$ 751,349
Operating Expenses	$ 574,745	$ 574,745	$ 334,236	$ 334,236
Capital	$ 35,400	$ 35,400	$ 13,318	$ 13,318
Facilities	$ 258,632	$ -	$ 247,154	$ 247,154
State Trust Carry over	$ 40,004		$ 148,955	$ 148,955
Total	**$ 7,853,474**	**$ 7,395,378**	**$ 5,196,008**	**$ 5,196,008**

Positions	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Full Time Career Service	80	84.8	59	59
Contract Other Personnel	19	18	4.3	4.3
Seasonal				
r	**99**	**102.8**	**63.3**	**63.3**

Notes:				
CCBC Contract Payment	**$ 1,213,200**	**$ 1,042,941**	**$ 956,565**	**$ 956,565**
CCBC Facilities Support	**$ -**	**$ 284,169**	**$ -**	**$ -**

FY14 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.

budget balanced 8/30/2013

Community Development

Growth Management -- 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 13/14 - 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**.**

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.	**55.8%**	**$9,052,817**
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.	**27.2%**	**$4,413,300**
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.	**17.1%**	**$2,770,479**
	100.0%	**$16,236,596**

Revenues by Category	**FY 11/12 Actual**	**FY 12/13**	**FY 13/14**	**FY 14/15**
BCC General Revenues	$ 3,676,338	$ 4,637,278	$ 3,930,363	$ 3,849,919
Taxes	2,918,090	3,427,448	3,539,901	3,396,128
Fees and Assessments	2,138,903	2,103,970	2,175,170	2,286,170
State and Federal Revenue	67,838	-	65,000	65,000
Fees/ Various Charges for Service	390,369	383,678	372,450	409,950
Misc.	4,105,809	3,735,693	3,912,211	3,918,573
Transfers and Beginning Balances	1,044,523	1,849,602	2,055,579	846,533
Total	**$ 14,341,870**	**$ 16,137,669**	**$ 16,050,674**	**$ 14,772,273**

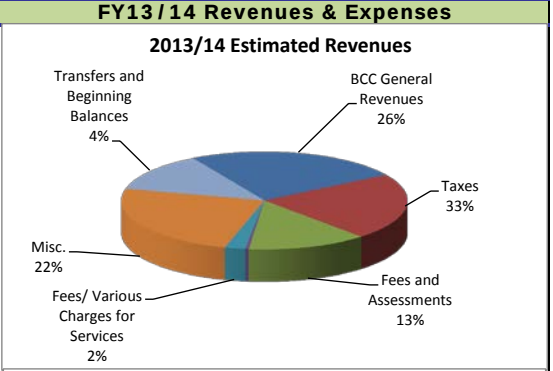
Expenses by Category	**FY 11/12 Actual**	**FY 12/13**	**FY 13/14**	**FY 14/15**
Salaries & Benefits	$ 8,194,431	$ 8,491,696	$ 9,245,982	$ 9,245,982
Services & Charges	4,810,529	6,257,682	5,071,263	4,614,697
Operating Expenses	298,527	400,544	536,534	409,534
Capital	51,089	200,141	295,000	10,000
Other	(0)	-	-	-
Debt	-	-	-	-
Reserves/Transfers	987,293	787,606	901,895	492,060
Total	**$ 14,341,869**	**$ 16,137,669**	**$ 16,050,674**	**$ 14,772,273**

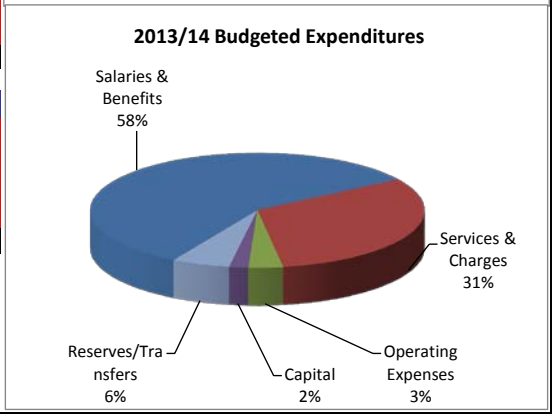
Positions	**FY 11/12 Actual**	**FY 12/13**	**FY 13/14**	**FY 14/15**
Full Time	118.75	118.75	120.75	120.75
Part Time				
Seasonal				
Total	**118.75**	**118.75**	**120.75**	**120.75**

Notes:

The following pages provide variance analysis for each division of Community Development.

FY13/14 Revenues & Expenses





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 13/14 - 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.

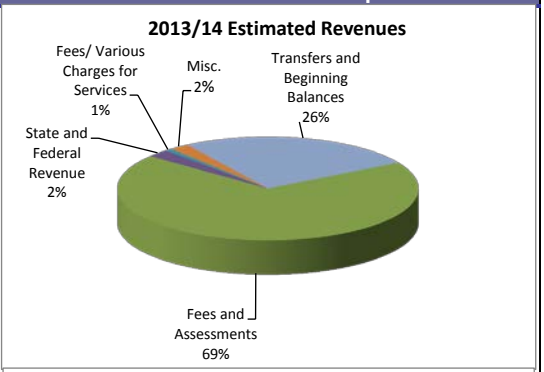
Mandated	100.0%	$2,401,504
Reserves		$368,975
	100.0%	$2,770,479

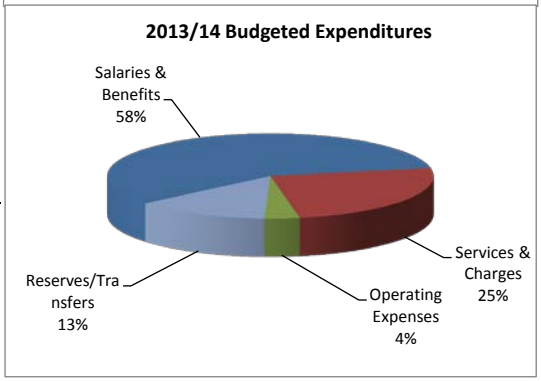
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	120	-	-	-
Fees and Assessments	1,935,538	1,911,970	1,913,770	2,014,770
State and Federal Revenue	67,838	-	65,000	65,000
Fees/ Various Charges for Services	20,423	28,800	21,200	21,700
Misc.	61,265	89,163	59,163	59,163
Transfers and Beginning Balances	1,022,027	739,563	711,346	539,934
Total	$ 3,107,211	$ 2,769,496	$ 2,770,479	$ 2,700,567

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,395,417	$ 1,375,201	$ 1,608,510	$ 1,608,510
Services & Charges	676,539	669,122	697,169	705,723
Operating Expenses	75,817	92,887	95,825	105,825
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	959,438	632,286	368,975	280,509
Total	$ 3,107,211	$ 2,769,496	$ 2,770,479	$ 2,700,567

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	17.65	17.65	17.65	17.65
Part Time				
Seasonal				
Total	17.65	17.65	17.65	17.65

FY13/14 Revenues & Expenses





Notes:

State and Federal Revenue $65,000 increase due to reallocation of Mobile Home Licenses from the General Fund to this fund. Salaries/Benefits increase due to addition of Compensated Absences and Workers' Comp Expenses. Reserves decrease due to reinstatement of Vehicle Replacment Program and change in methodology in Central/Indirect allocation.

Community Development 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

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 environmental assets.

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

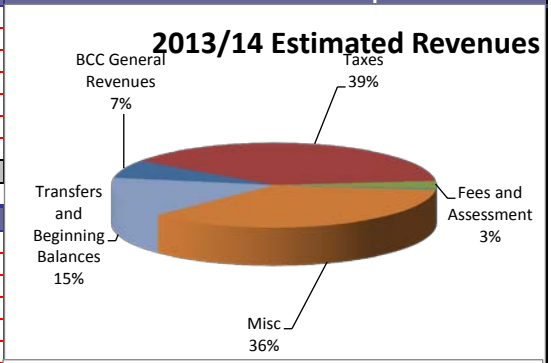
Road and Bridge Project Construction and Traffic Maintenance -- Capital project development and assessment. Project design, permitting and construction for roads, bridges, stormwater control structures, sidewalks, and canal dredging. Coordinate right-of-way land acquisition. Post construction inspection 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	**46.6%**	**$4,218,927**
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%**	**$252,862**
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	**40.7%**	**$3,685,594**
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.	Local Mandate	**9.9%**	**$895,434**
		100.0%	**$9,052,817**

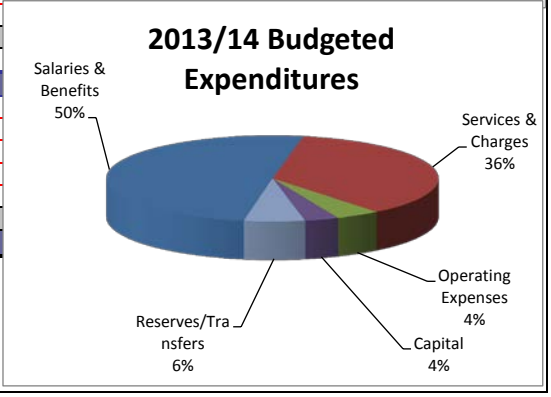
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 697,200	$ 876,659	$ 619,313	$ 604,347
Taxes	2,756,956	3,325,448	3,427,901	3,244,128
Fees and Assessments	192,160	183,000	250,400	260,400
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	67,624	40,900	40,000	50,000
Misc	3,330,454	3,364,816	3,185,048	3,188,410
Transfers and Beginning Balances	22,496	1,110,039	1,344,233	306,599
Total	**$ 7,066,889**	**$ 8,900,862**	**$ 8,866,895**	**$ 7,653,884**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 3,996,135	$ 4,142,499	$ 4,454,745	$ 4,454,745
Services & Charges	2,814,356	4,156,841	3,211,861	2,746,211
Operating Expenses	177,453	250,302	381,834	244,834
Capital	51,089	200,141	295,000	10,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	27,856	151,079	523,455	198,094
Total	**$ 7,066,889**	**$ 8,900,862**	**$ 8,866,895**	**$ 7,653,884**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	56.5	56.5	58.5	58.5
Part Time				
Seasonal				
Total	**56.5**	**56.5**	**58.5**	**58.5**

FY13/14 Revenues & Expenses





Notes:

In FY12/13 Land Development and ROW/Stormwater orgs were moved to Community Development Engineering. The miscellaneous revenues are charges for labor for project managers. Two positions were added for State required sign reflectivity testing. Operating increase for FY14 includes $137,000 for upgrade to school flashers. Services and charges reflect changes in central service, self ins, and PW internal charges for FY14. Capital includes FY13 bucket truck $175,000 and FY14 striping truck $225,000.

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 13/14 - First Year

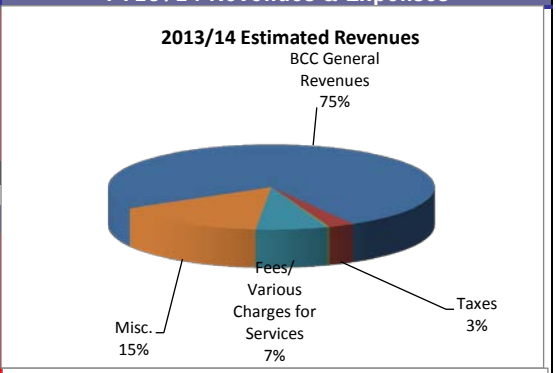
Comprehensive Planning -- Create and update the County's Comprehensive Plan; process Developments of Regional Impact (DRIs); process County initiatives; and assist the public with the submission and review of large and small scale plan amendments.	Mandated	14.0%	$617,862
Land Use Permitting -- Ensure 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.	Local Mandate	41.0%	$1,809,453
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%	$220,665
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.	Local Mandate	40.0%	$1,765,320
		100.0%	$4,413,300

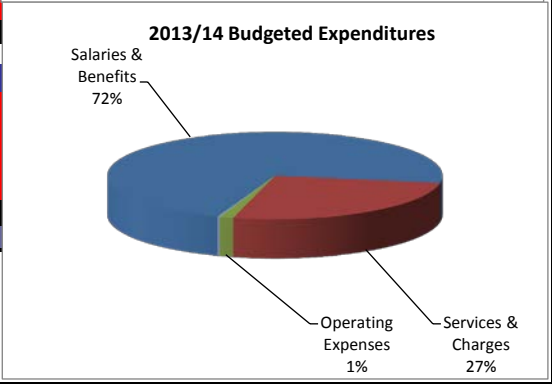
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 2,979,138	$ 3,760,619	$ 3,311,050	$ 3,245,572
Taxes	161,014	102,000	112,000	152,000
Fees and Assessments	11,205	9,000	11,000	11,000
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	302,322	313,978	311,250	338,250
Misc.	714,091	281,714	668,000	671,000
Transfers and Beginning Balances	-	-	-	-
Total	$ 4,167,770	$ 4,467,311	$ 4,413,300	$ 4,417,822

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 2,802,879	$ 2,973,996	$ 3,182,727	$ 3,182,727
Services & Charges	1,319,633	1,431,719	1,162,233	1,162,763
Operating Expenses	45,257	57,355	58,875	58,875
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	4,241	9,465	13,457
Total	$ 4,167,770	$ 4,467,311	$ 4,413,300	$ 4,417,822

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	44.6	44.6	44.6	44.6
Part Time				
Seasonal				
Total	44.6	44.6	44.6	44.6

FY13/14 Revenues & Expenses





Notes:

Increase in Misc. Revenues and decrease in BCC General Revenues of $443,000 due to Vacant Property Registration Program not being budgeted in FY13. Increase in Salaries & Benefits due to addition of Compensated Absences and Workers' Comp expenses. Decrease in Services & Charges due to changes in Self Insurance and Central/Indirect Charges. Increase in Reserves/Transfers due to reinstatement of Vehicle Replacement Program.

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*

Department Overview	FY 13/14 - 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.	Discretionary	**26.10%**	**$3,920,934**
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	**25.02%**	**$3,759,518**
Cultural Resources (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	**30.40%**	**$4,567,214**
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; professional turf management and ballfield maintenance.	Local Mandate	**8.75%**	**$1,315,422**
Natural Resources Management **---** 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. Continue the development of the Habitat Conservation Plan for the Florida scrub-jay. Started a partnership with FWC to develop a Manatee Protection Plan.	Mandate Local Mandate Discretionary	**7.21%**	**$1,083,515**
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	**2.52%**	**$378,508**
		100.00%	**$15,025,112**

Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 10,775,243	$ 10,788,723	$ 11,999,437	$ 12,062,951
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	141,404	112,140	117,500	117,500
Fees/ Various Charges for Services	1,001,946	1,148,547	1,061,146	1,061,246
Misc	276,921	250,320	261,330	260,330
Transfers and Beginning Balances	1,099,787	1,554,693	1,585,699	1,607,093
Total	$ 13,295,301	$ 13,854,423	$ 15,025,112	$ 15,109,120

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 5,492,503	$ 5,776,216	$ 6,396,590	$ 6,396,589
Services & Charges	6,163,975	6,664,147	6,982,074	7,058,122
Operating Expenses	952,547	785,463	984,763	965,336
Capital	653,614	551,812	549,562	549,562
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	32,663	76,785	112,123	139,511
Total	$ 13,295,301	$ 13,854,423	$ 15,025,112	$ 15,109,120

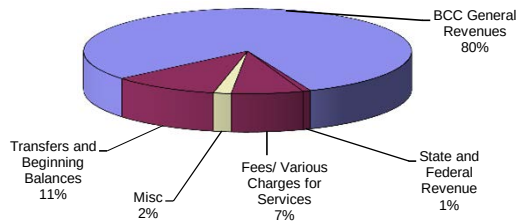
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	74	76	77	77
Part Time	67	67	68	68
Seasonal				
Total	141	143	145	145

Notes:

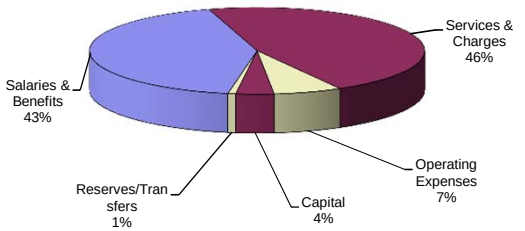
The following pages provide variance analysis for each division within Community Services.

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Community Services
Cooperative Extension

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 13/14 - 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%**	**$126,169**
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 D.Implement Charlotte Harbor NEP Conservation Management Plan and Florida Clean Marina Program.	Discretionary	**33.3%**	**$126,169**
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%**	**$126,169**
		100.0%	**$378,508**

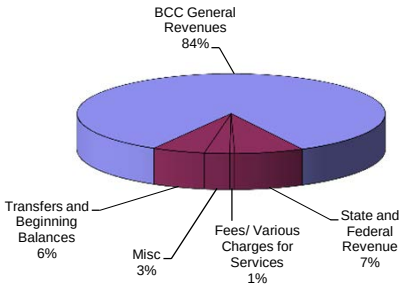
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 334,309	$ 363,411	$ 318,108	$ 318,247
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	27,499	27,500	27,500	27,500
Fees/ Various Charges for Services	1,300	1,840	1,900	2,000
Misc	13	10,000	10,000	10,000
Transfers and Beginning Balances	21,000	21,000	21,000	21,000
Total	$ 384,120	$ 423,751	$ 378,508	$ 378,747

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 248,732	$ 250,273	$ 267,003	$ 267,003
Services & Charges	127,625	151,186	91,868	92,107
Operating Expenses	7,763	15,660	15,335	15,335
Capital	-	2,250	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	4,382	4,302	4,302
Total	$ 384,120	$ 423,751	$ 378,508	$ 378,747

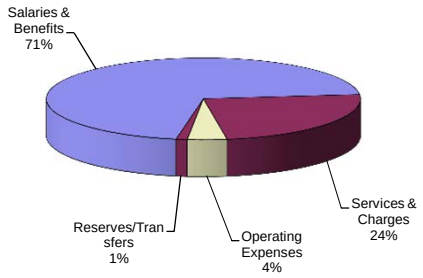
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	6	6	6	6
Part Time	0	0	0	0
Seasonal				
Total	6	6	6	6

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

A change in methodology for how Central / Indirect charges are allocated resulted in a decrease in services and charges.

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

Cultural Resources (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. 148 service hours per week
2.) Literacy and lifelong learning programs for children and adults
a.593 Programs Offered, b.14,258 Attendance at programs
3.) Electronic government services, reference services, and public internet access, software application & service use.
a. 8,612 users receiving tech instruction, b. 101,188 public access pc hours logged, c. 841,737 virtual visits to networked library resources
4.) Meeting space for community organizations and businesses
a. 318 Non-Library Meeting Room Uses, b. 3,374 attending non-library meeting room events.

History Services
1.)Collection and preservation of artifacts, documents and images
a. 38,000 item in historical collection, b. 19,000 historical images, c. 9 historical exhibits, d. 3 Historical Preservation Plans, e. 8,908 visitors to the Charlotte County Historical Center
2.)Community historical events and education programs
a. 6,706 attended 32 Historical education/event outreach incl Fl. Frontier Days, b. 3,014 attendees at 35 in house historical education programs
3.)Preserve and protect historic structures and archaeological sites
a. Over 2,197 historical resources identified in the Florida Master Site File, b. (1) Preservation Project, c. (3) Preservation Plans, d. 31 historical reviews for Growth Management

FY 13/14 - First Year

Discretionary	93.0%	$4,247,509
Discretionary Local Mandate (Item #3)	7.0%	$319,705
	100.0%	$4,567,214

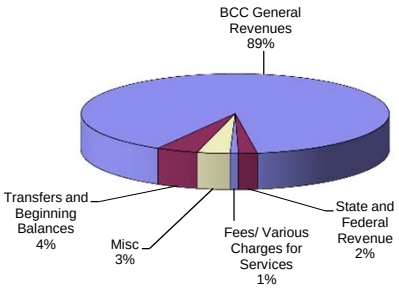
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 3,392,548	$ 3,491,599	$ 4,081,634	$ 4,080,616
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	34,460	84,640	90,000	90,000
Fees/ Various Charges for Services	36,418	60,319	39,450	39,450
Misc	173,886	158,320	156,130	156,130
Transfers and Beginning Balances	-	200,000	200,000	200,000
Total	$ 3,637,312	$ 3,994,878	$ 4,567,214	$ 4,566,196

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,997,329	$ 2,022,457	$ 2,226,607	$ 2,226,606
Services & Charges	928,074	1,269,430	1,637,201	1,641,826
Operating Expenses	159,148	142,329	148,694	141,181
Capital	548,835	549,562	549,562	549,562
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	3,926	11,101	5,151	7,022
Total	$ 3,637,312	$ 3,994,878	$ 4,567,214	$ 4,566,196

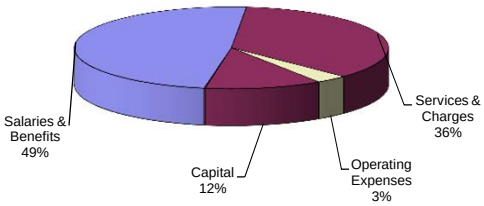
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	26	26	26	26
Part Time	20	21	22	22
Seasonal				
Total	46	47	48	48

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

A change in methodology for how Central / Indirect charges are allocated resulted in an increase in services and charges. Added 1 part-time maintenance staff at the newly expanded Englewood Library increased salaries and benefits.

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 13/14 - First Year

Natural Resources Management--- 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. Continue the development of the Habitat Conservation Plan for the Florida scrub-jay. Started a partnership with FWC to develop a Manatee Protection Plan.

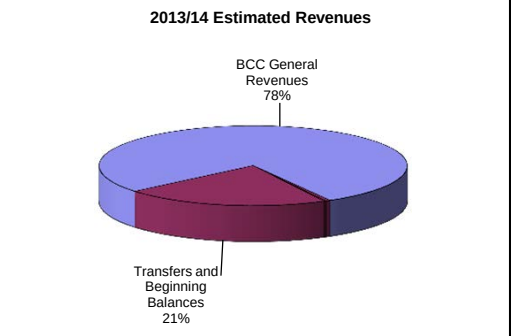
A. Monitor and report of shore birds and sea turtles to maintain environmental state & federal permit compliance associated with the Stump Pass Dredge and Habitat Conservation Plan properties through listed species monitoring and state mandated project reporting. 1.)Meet state and federal permit compliance 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%**	**$379,230**
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	**40.0%**	**$433,406**
C. Development of a County-Wide Habitat Conservation Plan for the Florida Scrub-Jay and associated species. 1.)Received federal grant funding in the amount of $226,390 to develop a county-wide plan.	Discretionary	**3.0%**	**$32,505**
D. 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%**	**$238,373**
		100.0%	**$1,083,515**

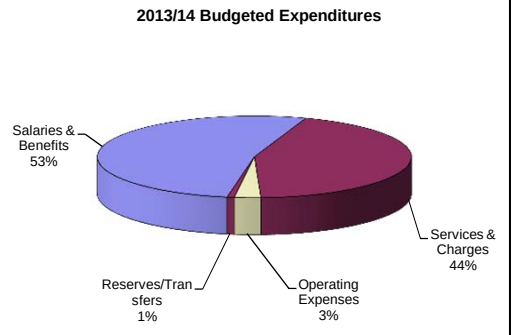
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 744,413	$ 781,701	$ 843,238	$ 863,446
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	79,444	-	-	-
Fees/ Various Charges for Services	245	-	5,000	5,000
Misc	2,718	-	2,500	2,500
Transfers and Beginning Balances	51,525	225,777	232,777	225,777
Total	$ 878,345	$ 1,007,478	$ 1,083,515	$ 1,096,723

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 512,157	$ 532,935	$ 569,231	$ 569,231
Services & Charges	328,811	425,879	476,993	477,547
Operating Expenses	25,414	30,320	29,345	29,345
Capital	7,950	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	4,013	18,343	7,946	20,599
Total	$ 878,345	$ 1,007,478	$ 1,083,515	$ 1,096,723

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	7	7	7	7
Part Time	0	0	0	0
Seasonal				
Total	7	7	7	7

FY13/14 Revenues & Expenses





Notes:

A change in methodology for how Central / Indirect charges are allocated resulted in an increase in services and charges. Transfer in from Capital Projects Fund (Environmental .05 Mills) to pay for Conservation Charlotte required land management. Newly instituted Tippecanoe Mud Run will increase revenue for FY13/14 and FY14/15.

Community Services
Parks 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 13/14 - 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%**	**$1,960,467**
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, bocci, 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%**	**$1,568,374**
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%**	**$392,093**
		100.0%	**$3,920,934**

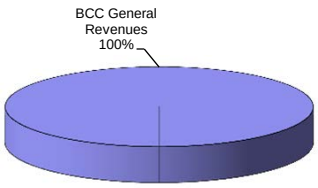
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 3,814,497	$ 3,570,986	$ 3,920,934	$ 3,944,671
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	6,670	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	$ 3,821,167	$ 3,570,986	$ 3,920,934	$ 3,944,671

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,013,881	$ 940,430	$ 1,083,241	$ 1,083,241
Services & Charges	2,369,393	2,303,358	2,353,223	2,365,904
Operating Expenses	419,225	298,628	411,571	411,571
Capital	2,294	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	16,374	28,571	72,899	83,955
Total	$ 3,821,167	$ 3,570,986	$ 3,920,934	$ 3,944,671

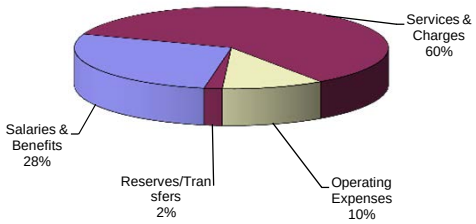
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	10	10	11	11
Part Time	16	16	16	16
Seasonal				
Total	26	26	27	27

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Increased operating expenses due to a deferral in park maintenance costs to meet current level of service needs. Reinstatement of vehicle replacement program increases in reserves / transfers. Added 1 Full Time Project Coordinator in FY13/14 which increased salaries & benefits category.

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 13/14 - First Year

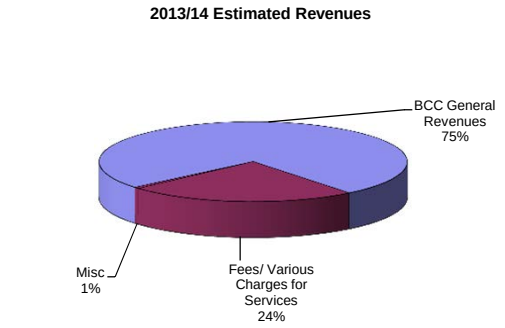
Recreation -- Program and safely operate (4) Recreation Centers, (3) Aquatic Facilities; provide summer and break camp for children grades K-8; coordinate special interest classes for the public, develop and implement youth and adult sport activities for active lifestyles; provide swim lessons and aquatic 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.			
Operate Recreation Centers: 1.)(4) Recreation Centers and (2) Skateparks open 1350 hours month 2.)Coordinate 20 special interest classes monthly 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 4 summer and break camp locations 430 participants, grade K-8. 7.)Plan and provide special events	Discretionary	**40.0%**	**$1,503,807**
Operate Aquatic Facilities: 1.)(3) swimming facilities 2.)Open 6 days week 3.)School and private swim organizations: Charlotte County Blue Fins Charlotte High and Lemon Bay High Schools 4.)Aquatic fitness programs, lap swim, water aerobics 5.)Pool maintenance, water quality standards 6.)Provide aquatic and safety training 7.)American Red Cross water safety certification, life guard training, and swim lessons	Discretionary	**40.0%**	**$1,503,807**
Parking meter collection ($385,000 Revenue): 1.)(6) Beach parking meters 2.)(8) Boat ramp parking meters	Discretionary	**20.0%**	**$751,904**
		100.0%	**$3,759,518**

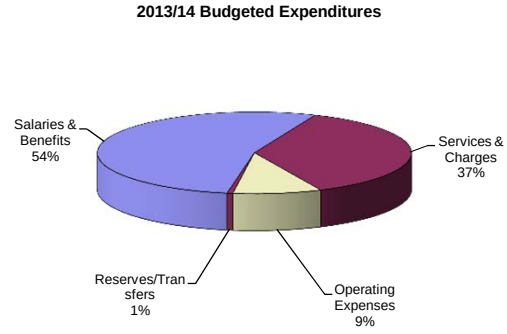
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 2,490,091	$ 2,581,026	$ 2,835,522	$ 2,855,972
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	856,852	962,388	903,296	903,296
Misc	20,180	11,000	20,700	19,700
Transfers and Beginning Balances	-	-	-	-
Total	$ 3,367,123	$ 3,554,414	$ 3,759,518	$ 3,778,968

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,575,356	$ 1,872,329	$ 2,013,501	$ 2,013,501
Services & Charges	1,380,343	1,393,270	1,381,586	1,409,166
Operating Expenses	308,539	274,426	342,606	332,667
Capital	94,535	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	8,351	14,388	21,824	23,633
Total	$ 3,367,123	$ 3,554,414	$ 3,759,518	$ 3,778,968

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	17	18	18	18
Part Time	28	28	28	28
Seasonal				
Total	45	46	46	46

FY13/14 Revenues & Expenses





Notes:

Added 1 Full Time Recreation Manager in FY12/13 which increased salaries & benefits category. Increased various operating expense lines based on actual spending including equipment > $1000, propane, programs, field trips, supplies.

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 13/14 - First Year	
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; professional turf management and ballfield maintenance.			
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.)Ripken/Rays Agreement 5.)Ripken/Rays Agreement (Amended Agreement) 6.)Master Concession Agreement	Local Mandate	**85.0%**	**$1,118,109**
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.)County meeting space	Local Mandate	**10.0%**	**$131,542**
C.Partnerships with local county and municipal agencies 1.)Charlotte County Visitor's Bureau 2.)Charlotte County Fair Association 3.)Baseball Tournaments, Camps and Clinics	Local Mandate	**5.0%**	**$65,771**
		100.0%	**$1,315,422**

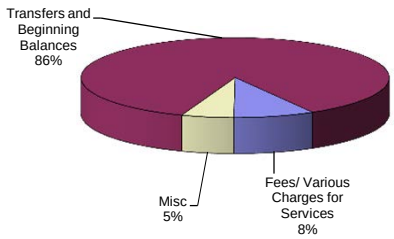
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ (616)	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	107,131	124,000	111,500	111,500
Misc	73,456	71,000	72,000	72,000
Transfers and Beginning Balances	1,027,262	1,107,916	1,131,922	1,160,316
Total	**$ 1,207,233**	**$ 1,302,916**	**$ 1,315,422**	**$ 1,343,816**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 145,047	$ 157,792	$ 237,007	$ 237,007
Services & Charges	1,029,728	1,121,024	1,041,203	1,071,572
Operating Expenses	32,458	24,100	37,212	35,237
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$ 1,207,233**	**$ 1,302,916**	**$ 1,315,422**	**$ 1,343,816**

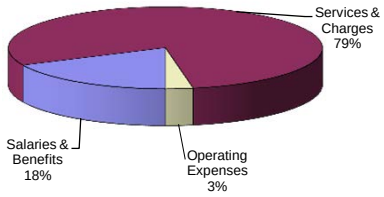
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	1	2	2	2
Part Time	3	2	2	2
Seasonal				
Total	4	4	4	4

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Event security moved from contractual servcies to seasonal staff for FY13/14 & FY14/15 increased salaries and benefits and decreased services and charges. Anticipated increase in utilities-electricity costs in FY14/15 increased services and charges.

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

Core Functions / Current Workload Indicators	FY 13/14 - 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%**	**$310,071**
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	**35.0%**	**$542,624**
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 inquiries.	Local Mandate/ Critical	**13.0%**	**$201,546**
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, federal 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 1. Advisory Committees/Work Committees/Case Management	Critical	**32.0%**	**$496,114**
		100.0%	**$1,550,355**

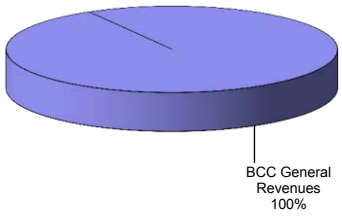
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 1,306,614	$ 1,395,989	$1,550,355	$1,550,555
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	6,469	15,400	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$1,313,083**	**$1,411,389**	**$1,550,355**	**$1,550,555**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,182,035	$ 1,264,861	$1,411,314	$1,411,314
Services & Charges	104,033	112,900	105,413	105,613
Operating Expenses	27,015	33,628	33,628	33,628
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$1,313,083**	**$1,411,389**	**$1,550,355**	**$1,550,555**

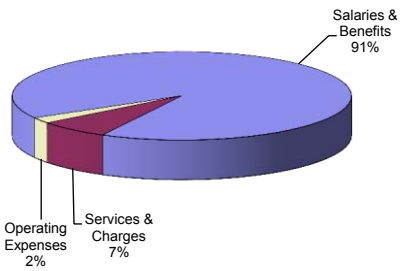
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	13	13	13	13
Part Time				
Seasonal				
Total	**13**	**13**	**13**	**13**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Salaries & Benefits variance due to vacant positions filled at market rate, the new Accrued Compensation and Worker's Comp account lines and increase in FRS.

Economic Development Office

Mission

Economic Development Office ---
Encourage the recruitment, expansion and retention of diversified high impact industry. Create high skill, high wage jobs. Diversify 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 and enhanced quality of life.

- Implement 10-year Economic Development Plan (update work plan and marketing strategy reflecting current initiatives.)
- 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.
- 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 awareness.

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 13/14 - First Year

Economic Development

1. Business Attraction Announcements:

Year	Jobs	Cap. Inv.
2010/2011	216	$ 1,700,500
2011/2012	410	$ 23,700,000
2012/2013	144	$ 6,625,000

2. Continued competitiveness of the County globally by enhancing the current incentives.
3. Implemented Enterprise Zone Strategic Plan.
4. Worked on Strengthening relationships with neighboring EDC's.

Local Mandate **90.7%** **$1,038,160**

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 **9.3%** **$106,449**

100.0% **$1,144,609**

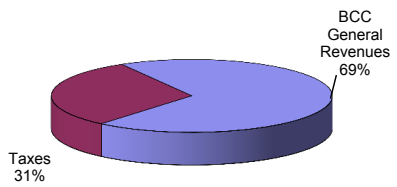
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 404,233	$ 517,945	$ 794,609	$ 802,463
Taxes	$ 358,736	$ 350,000	$ 350,000	$ 350,000
Fees and Assessments	$ -	$ -	$ -	$ -
State and Federal Revenue	$ -	$ -	$ -	$ -
Fees/ Various Charges for Services	$ -	$ -	$ -	$ -
Misc	$ 1,000	$ -	$ -	$ -
Transfers and Beginning Balances	$ -	$ -	$ -	$ -
Total	**$ 763,968**	**$ 867,945**	**$ 1,144,609**	**$ 1,152,463**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 498,021	$ 513,574	$ 588,894	$ 594,626
Services & Charges	$ 247,686	$ 322,853	$ 520,147	$ 522,150
Operating Expenses	$ 18,261	$ 31,518	$ 30,528	$ 30,647
Capital	$ -	$ -	$ -	$ -
Other	$ -	$ -	$ -	$ -
Debt	$ -	$ -	$ -	$ -
Reserves/Transfers	$ -	$ -	$ 5,040	$ 5,040
Total	**$ 763,968**	**$ 867,945**	**$ 1,144,609**	**$ 1,152,463**

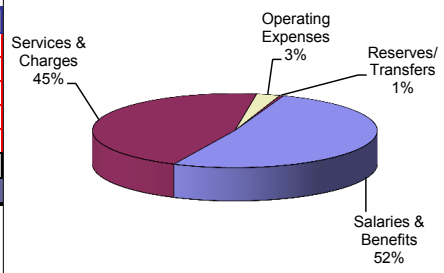
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	6	6	6	6
Part Time				
Seasonal				
Total	**6**	**6**	**6**	**6**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

FY13/14 Increases in Services & Charges and Operating Expenses related to new marketing initiative

Reserves/Transfers increase due to the resumption of the Vehicle Replacement Program

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 --- Define optimal/acceptable levels of service.
Fiscal/Financial Planning --- Stabilize and maintain our internal infrastructure.
Public Safety --- Safeguard capital infrastructure.
Quality of Life --- Define Charlotte County's unique assets.

Core Functions / Current Workload Indicators

Repair and Maintenance -
To deliver repair and maintenance of County facilities in a responsive and value-conscious manner.
1. Complete repairs and remodeling in a highly skilled and efficient manner using in-house, specialized staff for service requests submitted by all County departments and constitutional officers.
2. Implement small projects through in-house and/or annual contracted labor.
3. Perform preventive maintenance for all County buildings and infrastructure systems.
4. Implement and utilize Capital Asset Management system.

Operations -
Provide logistical and customer support for County facilities in a safe, effective, and energy efficient manner.
1. Provide logistical support for operation of public buildings and grounds.
2. Deliver direct customer support.
3. Implement operational needs for County facilities through contracted services.
4. Develop and implement energy efficiency strategies and projects.
5. Promote security and safety.

Project Management -
Plan, design, and construct facilities and associated infrastructure utilizing methods and procedures that deliver the best value and energy efficiency.
1. Perform research, analysis, and design services in-house and/or develop and manage professional services contracts for the production of design documents and specifications.
2. Manage construction of an approved project.
3. Coordinate and perform the programming, planning, and budgeting of facility concepts.

FY 13/14 - First Year

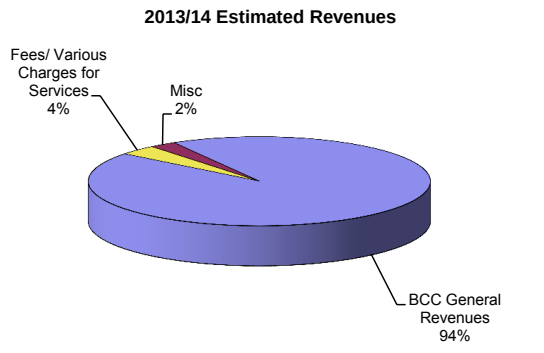
Mandated / Critical	**36.99%**	**$3,484,796**
Discretionary / Mandated	**56.32%**	**$5,305,859**
Mandated	**6.69%**	**$630,259**
	100.0%	**$9,420,915**

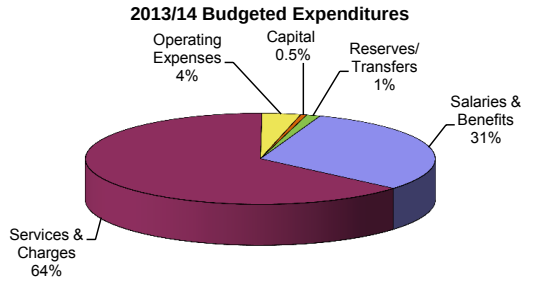
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 8,591,916	$ 8,646,433	$ 8,844,315	$ 8,989,327
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	375,297	420,000	342,000	342,000
Misc	231,521	256,662	234,600	234,600
Transfers and Beginning Balances	-	-	-	-
Total	**$ 9,198,734**	**$ 9,323,095**	**$ 9,420,915**	**$ 9,565,927**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 2,784,546	$ 2,857,507	$ 2,894,208	$ 2,963,208
Services & Charges	6,117,629	6,092,397	6,017,310	6,102,102
Operating Expenses	234,855	289,321	336,638	305,294
Capital	24,267	-	52,500	70,500
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	37,437	83,870	120,259	124,823
Total	**$ 9,198,734**	**$ 9,323,095**	**$ 9,420,915**	**$ 9,565,927**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	44	44	44	44
Part Time	2	2	2	2
Seasonal				
Total	**46**	**46**	**46**	**46**

FY13/14 Revenues & Expenses





Notes:

Increased Capital expense: equipment replacement primarily at Jail and Justice Center
Changes in Reserves/Transfers are due to the resumption of the Vehicle Replacement program.

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 13/14 - 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 ressolve 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 performance management, onlin applicant assessments, etc.	Mandated/ Local Mandate	**31.0%**	**$293,199**
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	**53.0%**	**$501,276**
Learning and Organizational Development--- A. Training in the areas of FMLA, ADAAA, Bullying, Sexual Harassment, etc. B. A better trained and skilled workforce/high performing teams and best practice organization	Critical/ Discretionary	**16.0%**	**$151,328**
		100.0%	**$945,803**

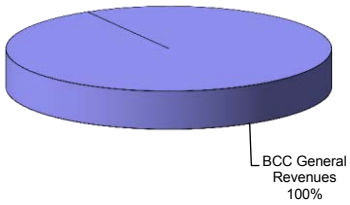
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 715,009	$ 762,546	$945,803	$895,803
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	3	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$715,012**	**$762,546**	**$945,803**	**$895,803**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 593,161	$ 627,664	$770,822	$770,822
Services & Charges	86,581	82,839	122,938	72,938
Operating Expenses	35,269	52,043	52,043	52,043
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$715,012**	**$762,546**	**$945,803**	**$895,803**

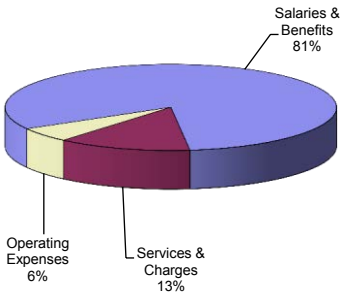
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	9	9	9	9
Part Time	0	0	0	0
Seasonal	0	0	0	0
Part Time Contract	1	1	1	1
Total	**10**	**10**	**10**	**10**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Salaries & Benefits variance due to a part time contract position being approved after the October 1, 2011 budget adoption, vacant positions being filled at market rate, new Accrued Compensation and Worker's Comp account lines and an increase in FRS. **Services & Charges** variance due to Market Study to be conducted in FY13/14.

Human Services
Human Services Division

Mission

Human Services---The mission of Charlotte County Human Services is to identify community needs and services; seek and utilize available resources to satisfy unmet needs; build community partnerships; provide, coordinate and evaluate programs and services; provide information, education and outreach to the public; and advocate on behalf of those individuals who are most in need and vulnerable.

Linkage to Strategic Goals

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

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

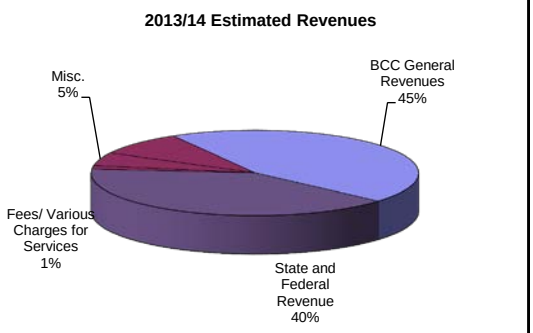
Veteran Services: Provide benefits information and claims assistance to veterans, their dependents, and their survivors through outreach and one-on-one counseling. 1.) Provide regular office hours M-F at two locations: Englewood annex and Loveland Blvd. Office hours are 7:30 am - 4:30 pm. Additional hours may be arranged as needed by the Veteran or family. 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 2010/2011, Veteran Services assisted with 19,927 separate claims. In FY 2011, total benefits paid by the Veterans Administration to veterans of Charlotte County was $100,658 million. 3.) Give presentations to community groups and organizations to provide information on claims and benefits for veterans and their families.	Critical	3.5%	$236,554
	Discretionary	0.2%	$12,450
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. 1,863 households were assisted in FY 2011/2012. 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	9.3%	$625,769
	Fed/State Manda	25.0%	$1,680,600
	Discretionary	15.7%	$1,056,334
Senior Services: Provide ongoing case management services including depression screening and home and community based services to 300 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 24/7as required by the State for Adult Protected Services' clients.	Critical	17.6%	$1,181,111
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.	Critical	28.6%	$1,920,756
		100.0%	$6,713,574

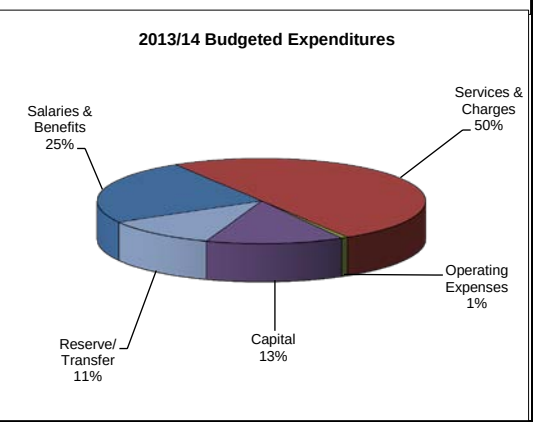
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 4,830,785	$ 2,742,662	$ 3,009,004	$ 3,010,595
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	1,982,953	2,542,519	2,681,474	1,665,493
Fees/ Various Charges for Services	91,496	74,320	86,983	86,983
Misc	301,068	230,526	336,101	336,101
Transfers and Beginning Balances	305,000	1,069,085	600,012	600,082
Total	$ 7,511,302	$ 6,659,112	$ 6,713,574	$ 5,699,254

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,529,768	$ 1,499,597	$ 1,647,748	$ 1,639,429
Services & Charges	4,581,447	3,433,862	3,358,585	3,351,823
Operating Expenses	39,287	64,449	44,203	39,203
Capital	127,553	9,000	908,769	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	1,233,279	1,652,204	754,269	668,799
Total	$ 7,511,333	$ 6,659,112	$ 6,713,574	$ 5,699,254

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	19	19	23	23
Part Time			3	3
Seasonal				
Contract	7	7		
Total	26	26	26	26

FY13/14 Revenues & Expenses





Notes:

FY12 vs. FY13 $900K revenue reduction due to NSP1Housing grant closing. FY14 vs. FY15 $1 mil. revenue reduction due to NSP3 Housing final grant close out. FY12 vs. FY13 expenditure reduction due to NSP1 Housing grant closing. FY13 vs. FY 14 increase in Capital expenditures reflects housing construction in NSP3 grant. FY14 vs FY15 capital reduction is due to NSP3 Housing grant final close. FY13/14 Full and Part Time position increase reflects 3 contract to permanent positions each and 1 transfer from Fiscal Services.

Human Services

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

Department Overview

FY 13/14 - First Year

Veteran Services Services provides information and assistance with obtaining benefits to veterans, their dependents, and their survivors through outreach and one-on-one counseling.	2.5%	$249,004
Family Services Family Services provides family supportive services including emergency utility assistance, financial counseling, educational and employment supports, juvenile diversion, and community outreach. Assistance is provided to help families move toward becoming self-sufficient and is guided by a five year Community Action Plan. Additional responsibilities include managing the Family Services Center and determining eligibility and authorizing payments for the State mandated services.	33.7%	3,362,703
Senior Services Senior Services manages home and community services to frail or socially isolated seniors through state and federal grants. Services managed include case management, personal care, homemaker, transportation, group/individual nutrition services, chore, medication management, depression screening, respite/companion care and emergency home energy assistance.	11.8%	$1,181,111
Housing Housing Services is responsible for developing, implementing and evaluating affordable housing programs for the County. This includes oversight of state and federally sponsored housing initiatives. Housing programs for low to moderate income eligible households include: homeowner rehabilitation, new construction and foreclosure prevention. The federally-funded Neighborhood Stabilization Program provides similar programs to enhance home ownership while acquiring foreclosed properties.	19.3%	$1,920,756
Sunshine Ride The Sunshine Ride Program provides sponsored rides for transportation disadvantaged individuals and Medicaid clients. Services available 24 hours per day, 7 days per week with reservations. In 2012, 93,419 trips were provided. Sunshine Ride currently has 23 vehicles including 15 buses and 8 volunteer vans in operation.	13.6%	$1,358,580
Dial -A-Ride The Dial-A-Ride Program is a curb-to-curb bus service available to the general public for a small fee. Dial-A-Ride provides services weekdays 6:30am to 6pm. Services are available on Saturdays by advance reservation. In 2012 there were 59,501 trips provided. Dial-A-Ride currently has 20 buses in operation.	19.1%	$1,905,533
	100.0%	$9,977,687

Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 6,299,997	$ 3,099,098	$ 3,380,467	$ 3,382,243
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	3,493,770	5,102,067	5,306,670	4,290,689
Fees/ Various Charges for Services	326,576	358,770	330,149	330,149
Misc.	346,028	250,526	360,389	360,574
Transfers and Beginning Balances	305,000	1,069,085	600,012	600,082
Total	$ 10,771,371	$ 9,879,546	$ 9,977,687	$ 8,963,737

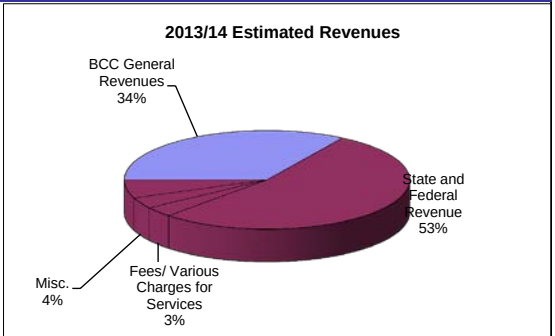
Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 2,276,419	$ 2,275,642	$ 2,459,538	$ 2,451,219
Services & Charges	6,264,323	5,001,223	4,959,950	4,953,558
Operating Expenses	499,285	527,575	492,133	487,133
Capital	498,095	417,114	1,305,357	396,588
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	1,233,279	1,657,992	760,709	675,239
Total	$ 10,771,401	$ 9,879,546	$ 9,977,687	$ 8,963,737

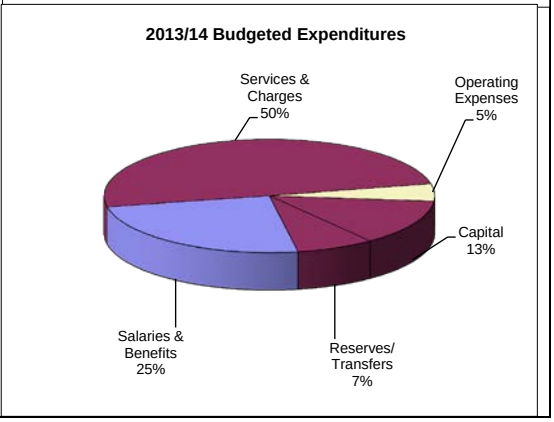
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	27	27	34	34
Part Time	4	4	4	4
Seasonal				
Contract	7	7		
Total	38	38	38	38

Notes:

The following pages contain the variance notes for of each of the Human Services Divisions.

FY13/14 Revenues & Expenses





Human 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

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

Core Functions / Current Workload Indicators

Sunshine Ride:
Provide trips to the transportation disadvantaged individuals that are: physically or otherwise disabled; 60 years of age or older; receiving Medicaid; qualified as low income; or living in a rural area.
Most services are provided on weekdays between 7 a.m. and 6 p.m. Services are available 24 hours per day, 7 days per week with reservations.

For 2012 there were 93,419 trips provided.

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, STAR (Special Training & Rehabilitation), the Haven (Drop In Center), the Veteran's Council, and the Cultural Center.

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.

For 2012, there were 59,501 trips provided.

FY 13/14 - First Year

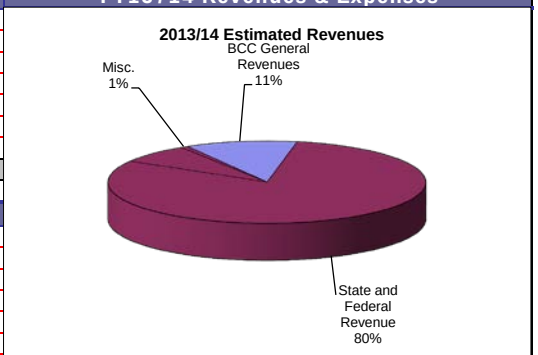
Local Mandate	**41.6%**	**$1,358,580**
Local Mandate	**58.4%**	**$1,905,533**
	100.0%	**$3,264,113**

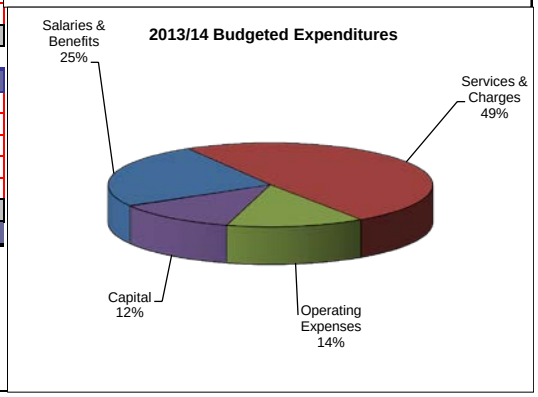
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 1,469,212	$ 356,436	$ 371,463	$ 371,648
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	1,510,817	2,559,548	2,625,196	2,625,196
Fees/ Various Charges for Services	235,079	284,450	243,166	243,166
Misc.	44,959	20,000	24,288	24,473
Transfers and Beginning Balances	-	-	-	-
Total	**$ 3,260,068**	**$ 3,220,434**	**$ 3,264,113**	**$ 3,264,483**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 746,651	$ 776,045	$ 811,790	$ 811,790
Services & Charges	1,682,876	1,567,361	1,601,365	1,601,735
Operating Expenses	459,998	463,126	447,930	447,930
Capital	370,543	408,114	396,588	396,588
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	5,788	6,440	6,440
Total	**$ 3,260,068**	**$ 3,220,434**	**$ 3,264,113**	**$ 3,264,483**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	8	8	8	8
Part Time	4	4	4	4
Seasonal				
Total	**12**	**12**	**12**	**12**

FY13/14 Revenues & Expenses





Notes:

FY 11/12 additional $1 million BCC General Fund Revenues support was required due to the Federal funding delay and a County Accounting change. Since FY12 year-end, $908,629 of Federal Grant funding has been received by the County.
FY12/13 the Federal grant due from FY11/12 is reflected in State and Federal Revenue line.

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 13/14 - 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	**27.7%**	**$587,089**
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	**19.6%**	**$416,323**
Probation Department monitors convicted offenders of misdemeanor and criminal traffic offenses placed on probation by the judicial court system**.**	Local Mandate	**19.5%**	**$413,377**
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	**7.7%**	**$163,078**
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	**10.3%**	**$218,530**
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	**4.7%**	**$100,279**
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	**10.4%**	**$220,900**
	Total budget	**100.0%**	**$2,119,576**

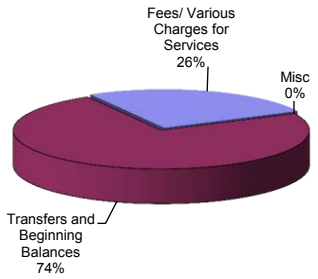
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	37,319	57,190	-	-
Fees/ Various Charges for Services	256,988	227,500	555,000	555,000
Misc	340,999	277,500	1,500	1,500
Transfers and Beginning Balances	817,155	1,575,477	1,563,076	1,679,326
Total	**$ 1,452,461**	**$ 2,137,667**	**$ 2,119,576**	**$ 2,235,826**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,124,216	$ 1,127,841	$ 1,140,943	$ 1,193,943
Services & Charges	615,519	778,798	738,496	776,980
Operating Expenses	160,305	190,587	186,639	181,638
Capital	7,377	40,441	53,498	83,265
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$ 1,907,415**	**$ 2,137,667**	**$ 2,119,576**	**$ 2,235,826**

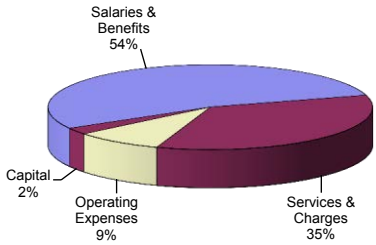
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	20	20	21	22
Part Time				
Seasonal				
Total	**20**	**20**	**21**	**22**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Court Administration's Court Coordinator position is being converted from contractual to permanent full-time employee in FY14 and FY15. State and Federal Revenue category decreased because Reinvestment Grant funds for that position ends in FY13. The increase to the Transfer category in FY15 is to fund 1FTE Pretrial Officer position and in FY15 and to cover increased computer system costs in FY15. Revenue changes between Miscellaneous category and Fees/Charges for Service category is due to the reclassification of Probation Fees.

Metropolitan Planning Organization

Mission

Metropolitan Planning Organization---
Be the catalyst to improve Charlotte County's transporation system through sound comprehensive planning and enhanced cooperat ion 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 13/14 - First Year

Transportation Planning---

A. Provide for the flow of transportation funding by meeting all federal and state requirements. **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.

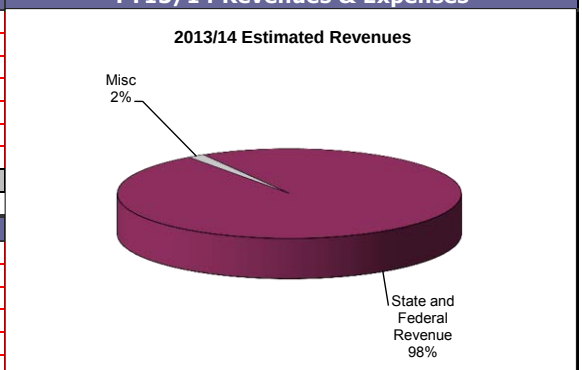
Mandated	**100.0%**	**$656,833**
	100.0%	**$656,833**

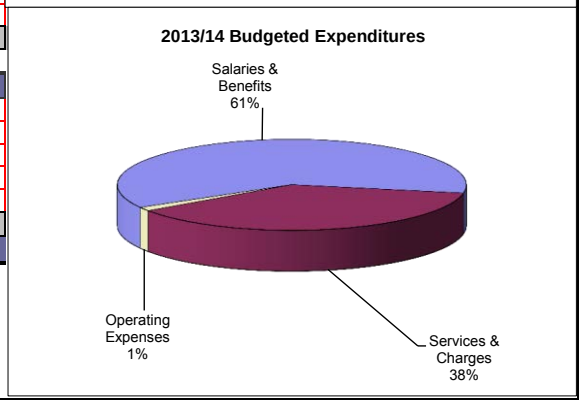
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	500,976	568,302	646,169	646,169
Fees/ Various Charges for Services	-	-	-	-
Misc	2,982	7,456	10,664	10,664
Transfers and Beginning Balances	-	-	-	-
Total	**$503,958**	**$575,758**	**$656,833**	**$656,833**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 386,080	$ 385,700	$402,605	$402,605
Services & Charges	115,591	161,875	245,389	245,389
Operating Expenses	5,818	10,836	8,839	8,839
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$507,490**	**$558,411**	**$656,833**	**$656,833**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	5	5	5	5
Part Time				
Seasonal				
Total	**5**	**5**	**5**	**5**

FY13/14 Revenues & Expenses





Notes:

Salaries & Benefits variance due to the new Accrued Compensation and Worker's Comp account lines and an increase in FRS. **Services & Charges** variance due to increase in Other Professional Services for CC Transit Development Plan minor update in FY14 and 2040 Long Range Transit Study update in FY14 and FY15.

Public Safety

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

Department Overview	FY 13/14 - First Year	
2-1-1 Information & Referral Division --- The mission of Charlotte County Public Safety 211 is to identify community needs and services; seek and utilize available resources to satisfy unmet needs; build community partnerships; provide, coordinate and evaluate programs and services; provide information, education and outreach to the public; and advocate and be the voice on behalf of those individuals who are most in need and vulnerable.	0.4%	$210,087
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.	1.9%	$939,083
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.	1.1%	$556,333
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.	24.2%	$12,218,587
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.	68.5%	$34,561,177
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.	3.9%	$1,965,826
	100.0%	$50,451,093

Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 5,787,826	$ 6,293,636	$ 7,638,790	$ 7,620,100
Taxes	-	-	-	-
Fees and Assessments	18,736,869	19,090,072	19,259,891	19,259,891
State and Federal Revenue	277,253	369,406	198,000	198,000
Fees/ Various Charges for Service	6,109,107	5,312,855	6,109,300	6,109,300
Misc	1,468,340	937,148	801,068	798,068
Transfers and Beginning Balances	182,952	17,725,381	16,444,044	12,734,192
Total	**$ 32,562,347**	**$ 49,728,498**	**$ 50,451,093**	**$ 46,719,551**

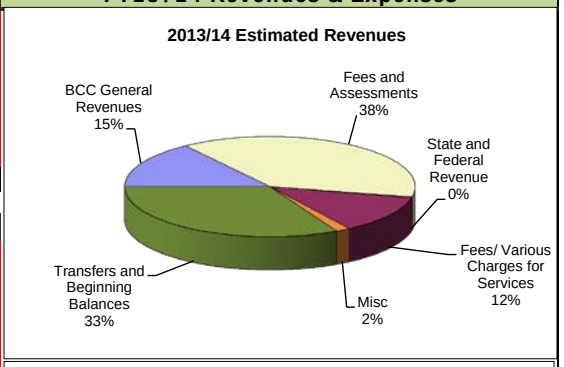
Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 24,095,447	$ 23,637,349	$ 28,011,294	$ 28,011,294
Services & Charges	5,738,823	6,190,106	5,480,833	5,438,988
Operating Expenses	836,451	1,197,484	1,219,470	1,141,423
Capital	576,500	1,641,797	2,091,589	575,000
Other	29,650	-	-	-
Debt	-	-	-	-
Reserves/Transfers	1,285,477	17,061,762	13,647,907	11,552,846
Total	**$ 32,562,347**	**$ 49,728,498**	**$ 50,451,093**	**$ 46,719,551**

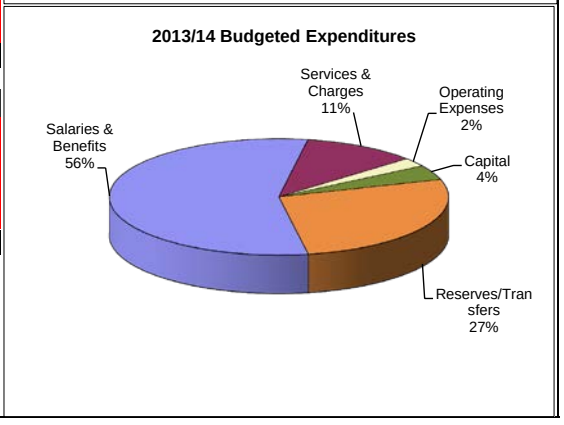
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	239	239	252	252
Part Time	4	4	4	4
Seasonal	0	0	0	0
Total	**243**	**243**	**256**	**256**

Notes:

Following pages provide variances for each division of Public Safety.

FY13/14 Revenues & Expenses





Public Safety
211 Information & Referral

Mission

2-1-1 Information & Referral ---
The mission of Charlotte County Public Safety 211 is to identify community needs and services; seek and utilize available resources to satisfy unmet needs; build community partnerships; provide, coordinate and evaluate programs and services; provide information, education and outreach to the public; and advocate and be the voice on behalf of those individuals who are most in need and vulnerable.

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: Better Coordination of Services

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

A) Provide information and referral assistance to callers seeking health and human services in Charlotte County 1) 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. They provided 6,534 volunteer hours last fiscal year at a value of $98,010. Service is provided 24/7 as required by Florida's Agency for Health Care Administration and Florida Statutes. To enhance 211's marketing, additional known & reported additional in-kind Volunteer hours from the 211's Community partner Include: 161 volunteer hours @ $15 per hour at a value of $2,415. 2) Provides information and referral on health, human services, and public safety available to Charlotte County residents. 20,808 problem needs of calls were recognized and assistance in County FY 2012. Of those calls, the top five topics included Community government information, financial assistance/utility bills assistance, housing assistance, health & medical assistance including child-related topics (abuse, neglect 7 domestic violence), as well as calls on Hurricanes Isaac and Sandy. Recertifies and reports data to comply with FLAIRS and to maintain National accreditation.	Discretionary	**60.0%**	**$126,052**
B) Compile and update data base of agencies, programs and services provided. 1) Throughout the year, 211 updates service agencies listed in the information and referral data base to ensure accurate information. As of December 31, 2012 there are 581 sites and 436 agencies listed that serve Charlotte County residents. 2) 297 unmet caller needs were reported for State Fiscal Year 2012. The unmet needs report is provided to nonprofit agencies to assist in documentation for grant funding needs.	Discretionary	**10.0%**	**$21,009**
C) Conduct outreach and participate in and organize community activities promoting 2-1-1 programs and services. 1) Distributed 34,049 / 211 promotional items to over 100 businesses, schools, government and nonprofit agencies in 2012. 2) Total of 21,034 referrals made to community agencies, sites, program, sheriffs non emergency, emergency/non emergency police & Fire/EMS, government agencies, abuse, neglect, and other national organizations or hotlines. Participate with numerous agencies to promote and enhance 211 services .	Discretionary	**25.0%**	**$52,522**
D) Other Duties: 1) Assisting other County Departments - 211 staff assists Animal Control with rabies tag data entry earning $30,374 in 2012, and with front desk duties at the Public Safety Building. 2) Assist in maintaining the Special Needs Registry and calling registrants. 3) 211 staff was instrumental in pursuing the 3 year grant for the Charlotte County, Florida Criminal Justice & Behavioral Health Advisory Council/Jail Diversion Program - Amount - $565,560; 4) Staff the County's information Call center for Emergency Management during local emergencies and disasters. 211 assisted 791 callers during Hurricane Isaac and assisted 4 families affected by Hurricane Sandy that moved to Charlotte to reside as multigenerational families. 5) Collaborate with Charlotte County Health Department as a one point access for health related issues or pandemics.	Discretionary	**5.0%**	**$10,504**
		100.0%	**$181,873**

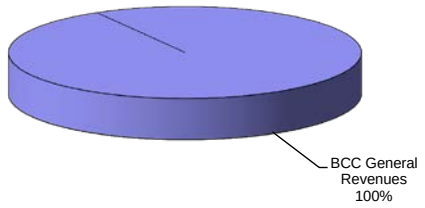
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 221,468	$ 252,290	$ 210,087	$ 210,087
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	3,000	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$ 224,468**	**$ 252,290**	**$ 210,087**	**$ 210,087**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 182,729	$ 218,521	$ 158,028	$ 158,028
Services & Charges	22,107	30,769	45,059	45,059
Operating Expenses	19,632	3,000	7,000	7,000
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	-	-
Total	**$ 224,468**	**$ 252,290**	**$ 210,087**	**$ 210,087**

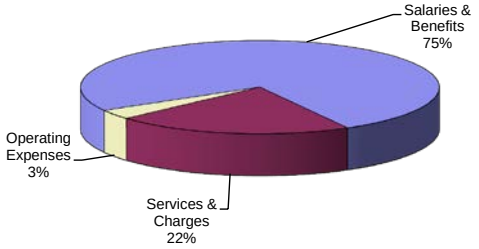
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	2	2	2	2
Part Time	1	1	1	1
Seasonal				
Total	**3**	**3**	**3**	**3**

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

State and Federal Revenue for FY 11/12 is due to unanticipated grant revenue. Operating Expenses associated with the Selby Grant were included in FY 11/12 but the revenue was received in FY 10/11, which makes FY 11/12 show a higher operating expense figure. In FY 11/12 the 211 staffing levels were reduced at midyear; however, the budget was not reduced until FY 13/14. Services & Charges increase in FY 13/14 and FY 14/15 is due to a change in methodology of the Central/Indirect allocation.

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 13/14 - First Year

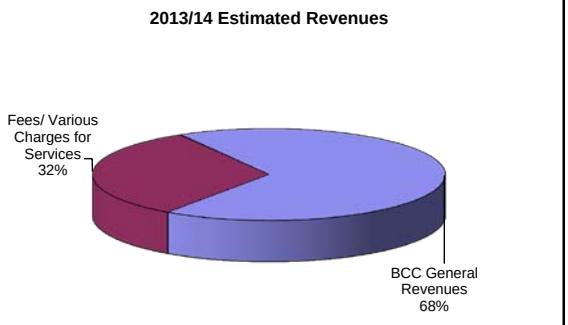
A) Animal Control Investigations - Total Calls: 11,974 1) Animal bites and Exposures 2) After-hours availability for emergency calls 3) Sick or injured animal responses 4) Animal cruelty, neglect, or abandonment 5) Domestic animal, livestock and wildlife issues 6) Regulate dangerous animals - Mandatory	Critical	**50.0%**	**$465,115**
B) Operations and Administrative Services 1) Public Information - Total calls received by Office Staff: 46,580 2) Data Entry - Approximately 50,000 reports entered 3) Dispatching and Receiving Calls - Total dispatched calls - 13,000 4) Record Keeping - Mandatory 5) Operations Management	Critical	**50.0%**	**$465,115**
	Reserves & Transfers		**$8,854**
		100.0%	**$939,083**

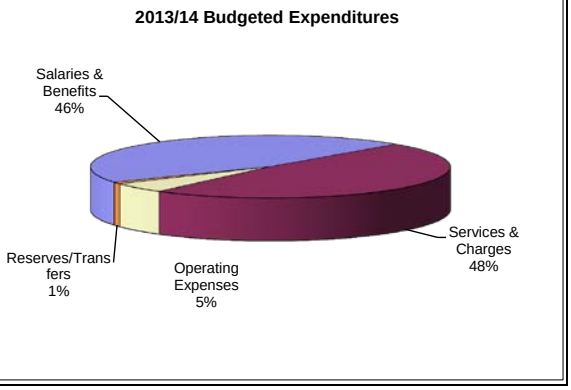
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 485,910	$ 597,541	$ 638,783	$ 646,972
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	305,013	302,855	299,300	299,300
Misc	7,327	-	1,000	1,000
Transfers and Beginning Balances	-	-	-	-
Total	**$ 798,250**	**$ 900,396**	**$ 939,083**	**$ 947,272**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 405,188	$ 388,600	$ 428,349	$ 428,349
Services & Charges	341,685	451,324	453,481	461,670
Operating Expenses	42,523	60,472	48,399	48,399
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	8,854	-	8,854	8,854
Total	**$ 798,250**	**$ 900,396**	**$ 939,083**	**$ 947,272**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	5	5	5	5
Part Time	3	3	3	3
Seasonal				
Total	**8**	**8**	**8**	**8**

FY13/14 Revenues & Expenses





Notes:

Misc. Revenues includes a new fine category for restitution on animal cruelty cases; it is not anticipated that a substantial amount of funding will be received under this category within any given year. The increase in Services & Charges in FY 12/13 through FY 14/15 is related to veterinary costs associated with animal care. Operating Expenses for other sheltering facilities budgeted in FY 12/13 was moved to Services & Charges for FY 13/14 and FY 14/15.

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 13/14 - First Year

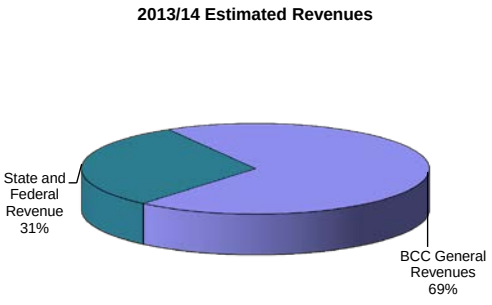
A) Preparedness and Planning Prepare, update, and review the required plans to insure the timely and effective response to hazardous incidents, both natural and man-made, that may occur in Charlotte County 1) Insure compliance of the Charlotte County Comprehensive Emergency Management Plan (CEMP), review and update as required. 2) Insure compliance of the Charlotte County Debris Management plan, review and update as required. 3) Administer Charlotte County Continuity of Operations (COOP) Plan, review and update as required. 4) Assist other county departments and agencies with Emergency Plans and Continuity Plans. 5) Serve as liaison and coordinator of municipal requests for state and federal assistance during post disaster emergency operations.	Mandated	**40.0%**	**$222,533**
6) Conduct annual reviews of emergency plans from hospitals nursing homes, assisted living facilities, ambulatory surgery center, home health care agencies, and developmentally disabled congregate care centers. (3 Hospitals, 6 Ambulatory Surgical Centers, 9 Skilled Nursing Facilities, 17 Assisted Living Facilities, and 23 Home Health Agencies)	Mandated	**20.0%**	**$111,267**
B) Administer Special Needs Registry 1) Maintain and update the Special Needs registry of persons who require extra assistance during evacuations based on medical and financial limitations (576 special needs registrants). 2) Assist in the coordination of recruitment of health care staff for special needs shelters. 3) Assist Department of Health with pandemic planning.	Critical	**40.0%**	**$222,533**
C) Community Outreach 1) Conduct preparedness expos and presentations throughout the County for residents and visitors. Over 150 seminars and presentations per year. 2) Maintain "Storm Ready" designation from the National Weather Service. 3) Coordinate the Community Emergency Response Teams.		**100.0%**	**$556,333**

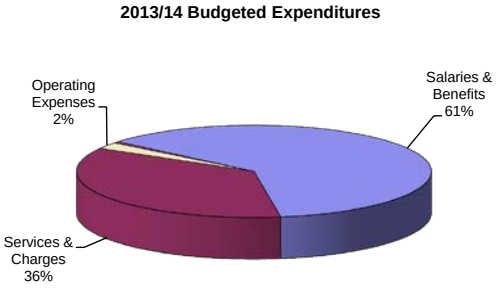
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 262,971	$ 278,284	$ 386,333	$ 341,633
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	205,572	354,406	170,000	170,000
Fees/ Various Charges for Services	-	-	-	-
Misc	-	-	-	-
Transfers and Beginning Balances	-	-	-	-
Total	**$ 468,543**	**$ 632,690**	**$ 556,333**	**$ 511,633**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 303,579	$ 343,043	$ 341,986	$ 341,986
Services & Charges	151,496	277,556	198,758	154,058
Operating Expenses	13,468	12,091	12,491	12,491
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	-	-	3,098	3,098
Total	**$ 468,543**	**$ 632,690**	**$ 556,333**	**$ 511,633**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	4	4	4	4
Part Time				
Seasonal				
Total	**4**	**4**	**4**	**4**

FY13/14 Revenues & Expenses





Notes:

State and Federal Grants are typically not budgeted until an agreement is executed; FY 12/13 reflects revenues for a one-time Homeowner Pass-Through Mitigation Grant. In FY 13/14 and FY 14/15 the grant revenue shows only estimated amounts for the Emergency Management grants that are renewed annually. Services & Charges for FY 12/13 reflect budgeted expenditures of a pass-through mitigation grant that was completed in FY 12/13. Lower expenses in Salaries & Benefits in FY 11/12 are attributed to position vacancies that have been filled. The transfers in FY 13/14 and FY 14/15 reflect reimbursement to the Vehicle Replacement Fund for a vehicle replaced in FY 12/13.

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

A) Treatment & Transport of Patients
Response Times:
1 - 6 minutes - 68.5%
7-10 minutes - 24.5%
11-13 minutes - 4.1%
13+ minutes - 1.8%
Incidents responded to - 19,279
Zone coverage - 2,650 "Move-Ups" to cover stations/areas when units are out on calls.

B) Public Information/Education
Public Education Seminars - 227
Total contact hours with the public - 318 hours - 7,140 people
Engine/Rescue details/special events - 252 - 469.5 hours - 33,067 people

C) Training
Total EMS Training hours - 10,128

FY 13/14 - First Year

Critical	87.0%	$10,610,982
Critical	5.0%	$609,827
Critical	8.0%	$975,722
Capital		$0
Reserves & Transfers		$22,056
	100.0%	$12,218,587

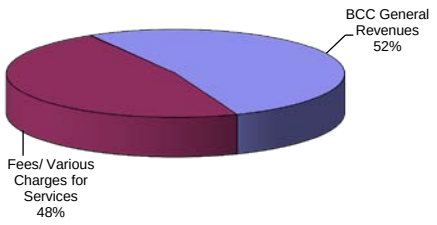
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 4,817,478	$ 5,165,521	$ 6,403,587	$ 6,421,408
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	13,723	-	-	-
Fees/ Various Charges for Services	5,789,644	5,000,000	5,800,000	5,800,000
Misc	31,960	20,000	15,000	15,000
Transfers and Beginning Balances	-	-	-	-
Total	$ 10,652,804	$ 10,185,521	$ 12,218,587	$ 12,236,408

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 8,628,167	$ 8,427,866	$ 10,071,490	$ 10,071,490
Services & Charges	1,708,425	1,398,685	1,707,340	1,718,622
Operating Expenses	296,656	343,970	417,701	421,240
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	19,556	15,000	22,056	25,056
Total	$ 10,652,804	$ 10,185,521	$ 12,218,587	$ 12,236,408

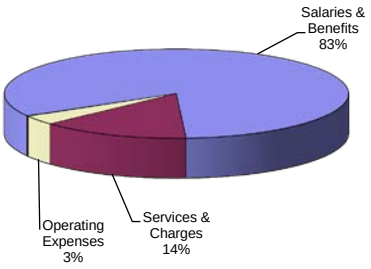
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	86	86	92	92
Part Time				
Seasonal				
Total	86	86	92	92

FY13/14 Revenues & Expenses

2013/14 Estimated Revenues



2013/14 Budgeted Expenditures



Notes:

Revenues for State grants are not budgeted until a formal agreement is executed, but actual revenues are reported in the year earned. Revenues from Ambulance Fees indicated an up-tic in FY 11/12 which is reflected in the FY 13/14 and FY 14/15 budgets. Salaries & Benefits for FY 13/14 and FY 14/15 include the increases per the recently approved IAFF Contract, as well as increases to overtime based on historical need, and for 6 additional Firemedic positions approved by the Board. Charges & Services includes increases due to changes in methodology of the Central/Indirect allocation and for ambulance billing agency costs. Operating Expenses increased due to outfitting 6 additional Firemedic positions and stocking medical supplies for 2 additional Rescue Units. The staffing increase of 6 is associated with the Firemedic positions approved by the Board for 2 additional Rescue Units.

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 — FY 13/14 - First Year

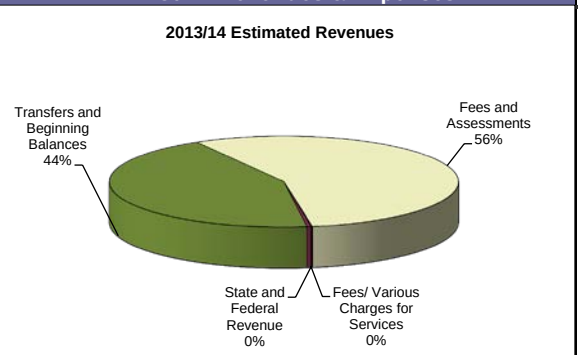
A) Fire Suppression and Rescue Operations	Critical	**70.0%**	**$14,304,866**
Response Times:			
1-6 minutes - 68.5%			
7-10 minutes - 24.5%			
11-13 minutes - 4.1%			
13+ minutes - 1.8%			
Types of Incidents responded to: Fire Suppression & Rescue Incidents - 6,688			
Marine Operations - 117			
Special Operations - 87			
Airport Rescue & Firefighting (ARFF) - 45			
Zone coverage - 476 "Move-Ups" to cover stations/areas when units are out on calls			
Public Protection Class Rating (ISO) 2004 is 4/9			
Mutual Aid Received - 239 times			
Mutual Aid Provided - 56 times			
B) Training	Critical	**20.0%**	**$4,087,105**
Total Fire Training hours - 72,012	Critical	**2.0%**	**$408,710**
C) Public Information/Education			
Public Education details - 227			
Total contact hours with the public - 318 hours - 7,140 people			
Engine/Rescue details/special events - 252 - 469.5 hours - 33,067 people	Critical	**8.0%**	**$1,634,842**
D) Fire Prevention/Protection			
Fire Inspections Performed - 4,572	Capital		**$1,328,912**
False Alarm Reports - 585	Reserves & Transfers		**$12,796,742**
Business Pre-plans - 60		**100.0%**	**$34,561,177**

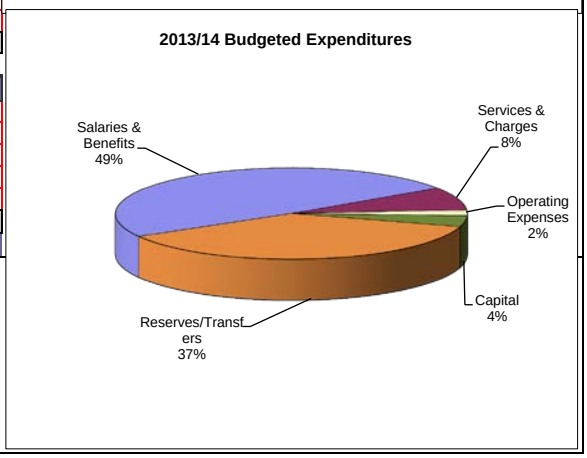
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	18,736,869	19,090,072	19,259,891	19,259,891
State and Federal Revenue	54,958	15,000	28,000	28,000
Fees/ Various Charges for Services	14,450	10,000	10,000	10,000
Misc	463,819	257,000	132,000	132,000
Transfers and Beginning Balances	182,952	16,754,056	15,131,286	11,917,035
Total	**$ 19,453,048**	**$ 36,126,128**	**$ 34,561,177**	**$ 31,346,926**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 14,476,787	$ 14,159,832	$ 16,907,899	$ 16,907,899
Services & Charges	3,245,384	3,596,763	2,805,128	2,787,049
Operating Expenses	459,515	769,271	722,496	640,910
Capital	567,723	876,120	1,328,912	575,000
Other	29,650	-	-	-
Debt	-	-	-	-
Reserves/Transfers	673,989	16,724,142	12,796,742	10,436,068
Total	**$ 19,453,048**	**$ 36,126,128**	**$ 34,561,177**	**$ 31,346,926**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	141	141	148	148
Part Time				
Seasonal				
Total	**141**	**141**	**148**	**148**

FY13/14 Revenues & Expenses





Notes:

FY 11/12 Miscellaneous non-recurring revenues included energy rebates, refund of prior year expense, and reimbursement from Barrier Island Fire for overtime coverage. Salaries & Benefits for FY 13/14 and FY 14/15 include the increases per the recently approved IAFF Contract, as well as increases to overtime based on historical need and for 6 additional Firefighter/EMTs approved by the Board. Services & Charges reductions reflect changes in methodology for self-insurance calculations. Capital equipment includes replacement of Engines and Various Station Renovations. Other FY 11/12 Actual costs are for vehicle replacement and IT equipment replacement budgeted in Transfers in fiscal years 2013-2015. The staffing increase of 7 is associated with the 6 Firefighter/EMT positions approved by the Board and for 1 Tradeshelper position to manage building maintenance.

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 13/14 - First Year

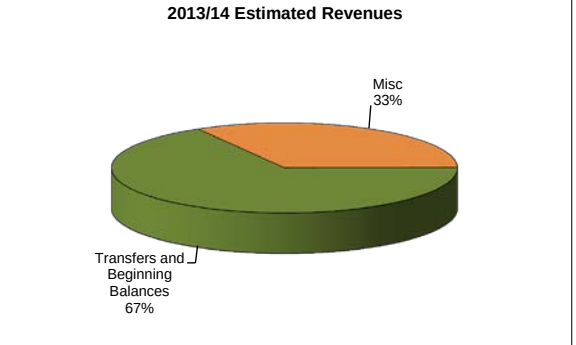
A) Infrastructure (Radio Communication tower sites) Management. 1.) Management of Infrastructure Systems (tower sites/dispatch consoles). 2.) 3- County-owned and 2-space rented towers. 3.) Site Lens and Centricom subscriber unit database management. 4.) Moscad alarm monitoring 24-7 (tower sites/dispatch consoles). 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 a spectrum analyzer.	Critical	**45.0%**	**$173,696**
B) Subscriber Units (radios) - Services provided to system users 1.) Support of 1004 internal and 1574 external radio system users. 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.	Critical	**35.0%**	**$135,097**
C) CIP-Radio System Upgrade 1.) Phase-1 System controller upgrade and infrastructure procurement 2.) Phase-2 Relocate Grove City tower infrastructure to Sunshine tower. 3.) Phase-3 "New" Landfill tower site construction 4.) Phase-4 Backup Microwave network procurement 5.) Phase-5 Alarm monitoring and notification system procurement	Critical	**10.0%**	**$38,599**
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.	Critical	**10.0%**	**$38,599**
	Capital		**$762,677**
	Reserves & Transfers		**$817,157**
		100.0%	**$1,965,826**

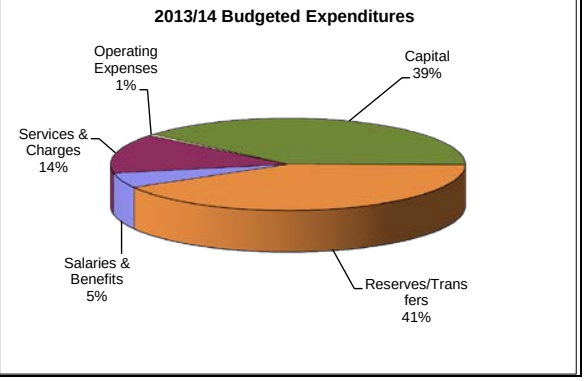
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	-	-	-	-
Misc	965,235	660,148	653,068	650,068
Transfers and Beginning Balances	-	971,325	1,312,758	817,157
Total	**$ 965,235**	**$ 1,631,473**	**$ 1,965,826**	**$ 1,467,225**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 98,997	$ 99,487	$ 103,542	$ 103,542
Services & Charges	269,726	435,009	271,067	272,530
Operating Expenses	4,658	8,680	11,383	11,383
Capital	8,777	765,677	762,677	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	583,078	322,620	817,157	1,079,770
Total	**$ 965,235**	**$ 1,631,473**	**$ 1,965,826**	**$ 1,467,225**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	1	1	1	1
Part Time				
Seasonal				
Total	**1**	**1**	**1**	**1**

FY13/14 Revenues & Expenses





Notes:

Misc. Revenue in FY 11/12 included 2 billings for the radio user fees in order to make up for the prior year which was inadvertently not posted. The FY 12/13 budget for Services & Charges does not reflect the reduced Central & Indirect allocation posted in FY 11/12, and budgeted in FY 13/14 and FY 14/15. The Capital budget for FY 12/13 includes the costs for the Radio System Upgrade CIP. The work on this project is on-going and the funds were carried forward to FY 13/14 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 13/14 - 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.

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.	**48.2%**	**$28,029,499**
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.	**4.5%**	**$2,630,543**
Landfill 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.	**47.3%**	**$27,481,577**
	100.0%	**$58,141,619**

Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 1,759,620	$ 1,739,483	$ 1,958,547	$ 2,217,344
Taxes	$ 4,795,267	$ 4,758,121	$ 4,841,639	$ 4,890,056
Fees and Assessments	$ -	$ -	$ -	$ -
State and Federal Revenue	$ 2,924,628	$ 2,985,092	$ 2,964,101	$ 2,981,780
Fees/ Various Charges for Services	$ 5,344,517	$ 5,355,191	$ 5,266,643	$ 5,316,316
Misc	$ 8,306,930	$ 8,083,975	$ 7,651,501	$ 7,843,829
Transfers and Beginning Balances	$ 2,500	$ 37,112,064	$ 35,459,188	$ 23,524,132
Total	**$ 23,133,463**	**$ 60,033,926**	**$ 58,141,619**	**$ 46,773,457**

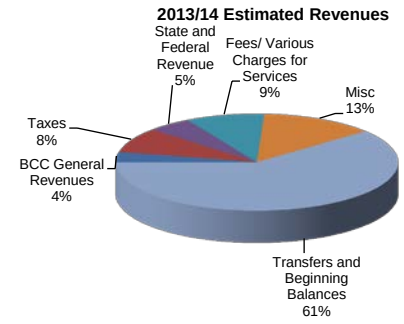
Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 7,915,271	$ 8,199,122	$ 8,969,158	$ 8,970,763
Services & Charges	$ 8,429,590	$ 20,915,013	$ 19,357,330	$ 11,736,002
Operating Expenses	$ 2,722,042	$ 1,929,660	$ 2,210,510	$ 2,194,212
Capital	$ 1,629,157	$ 2,719,490	$ 3,229,500	$ 3,078,000
Other	$ -	$ -	$ -	$ -
Debt	$ -	$ -	$ -	$ -
Reserves/Transfers	$ 129,171	$ 26,270,641	$ 24,375,121	$ 20,794,480
Total	**$ 20,825,232**	**$ 60,033,926**	**$ 58,141,619**	**$ 46,773,457**

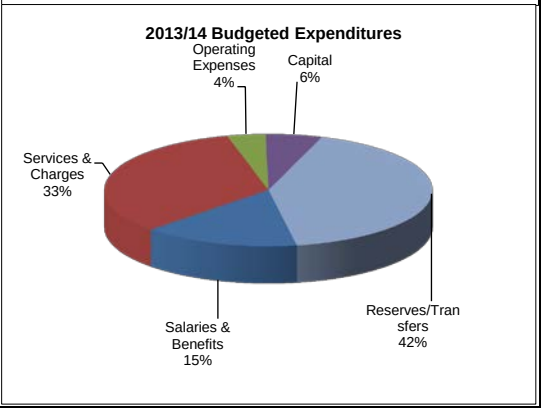
Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	155.65	155.65	155.65	155.65
Part Time	3	3	3	3
Seasonal	3	3	3	3
Total	**161.65**	**161.65**	**161.65**	**161.65**

Notes:

The large increase from FY11/12 actuals to the FY12/13 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.

FY13/14 Revenues & Expenses





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 13/14 - First Year

Solid Waste Disposal -
A. Provides for public health protection and quality of life through proper disposal of solid waste
1. 202,408 tons of solid waste processed in 2012.
B. Provide Solid Waste disposal in compliance with Federal, State and Local regulations. Comply with operating permit
C. Consistently looking at new methods/innovations on processing solid waste and using new technologies to reduce costs and bring in new revenue
1. In 2012, the County leased 8 acres of landfill property to a private firm to build a regional Bio-Solid Composting Facility.
D. Provide excellent customer service
1. 93% satisfaction in service reported through customer surveys in 2012.

Solid Waste Resources -
A. Operates the Mid County and West County Mini-Transfer & Recycling Facilities
1. 72,585 residents utilized the Mid County and West County Mini-Transfer & Recycling facilities in 2012.
B. Conducts hazardous waste commercial business Small Quantity Generator (SQG)
1. 360 inspections in 2012.
C. Oversight of the Illegal Dumping Program which involves investigating illegal dumping activities by making arrests or by taking code compliance actions
1. 569 investigation on illegal dumping activities were conducted in 2012.
D. Oversight of Keep Charlotte Beautiful
1. 4,156 volunteers donated 15,810 hours to programs
E. Educational outreach on the integrated solid waste management system
1. 47,206 residents reached through programs and community events.
2. 72,000 brochures/postcards, 5 newspaper articles
F. Monitor the Sanitation Unit
1. 4,067 residential inquires responded to, Residential containers - 3,924 carts delivered, 1,143 carts exchanged, 249 carts removed

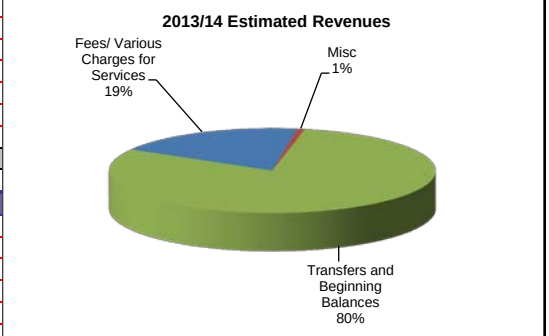
Local Mandate	80.0%	$4,640,131
Local Mandate	5.0%	$290,008
Local Mandate	5.0%	$290,008
Discretionary	10.0%	$580,016
Reserves		$20,302,912
Total	100.0%	$26,103,076
Local Mandate	55.0%	$758,176
Mandate	17.0%	$234,345
Discretionary	10.0%	$137,850
Discretionary	8.0%	$110,280
Discretionary	5.0%	$68,925
Discretionary	5.0%	$68,925
Total	100.0%	$1,378,501
Grand Total		$27,481,577

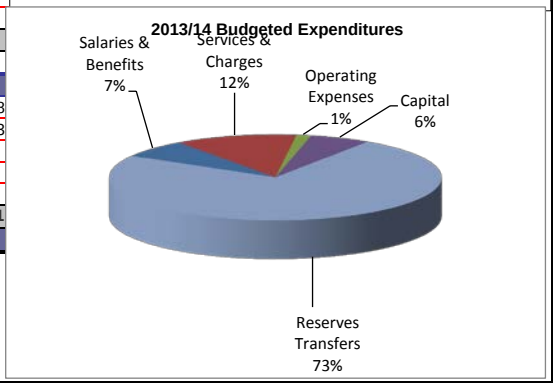
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	5,342,727	5,349,191	5,265,143	5,314,816
Misc	318,095	274,656	193,887	195,824
Transfers and Beginning Balances	-	20,874,722	22,022,547	20,226,679
Total	$ 5,660,822	$ 26,498,569	$ 27,481,577	$ 25,737,319

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 1,652,865	$ 1,686,674	$ 1,867,146	$ 1,868,751
Services & Charges	2,778,935	2,868,171	3,269,997	3,222,340
Operating Expenses	1,366,645	346,428	395,025	413,175
Capital	-	1,319,490	1,627,000	850,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	7,000	20,277,806	20,322,409	19,383,053
Total	$ 5,805,445	$ 26,498,569	$ 27,481,577	$ 25,737,319

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	28	28	28	28
Part Time	3	3	3	3
Seasonal				
Total	31	31	31	31

FY13/14 Revenues & Expenses





Notes:

FY12-Depreciation expense of $1,000,000 is reflected on the Operating Expenses line.
FY14-FY15-Reserves included mandated Landfill and Well Closure Requirements of $11,414,192 in FY14 and $12,295,192 in FY15. FY 14 and FY15 include increases in estimated Closure Expense based on FY12 actual on the line Services and Charges.

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 13/14 - First Year

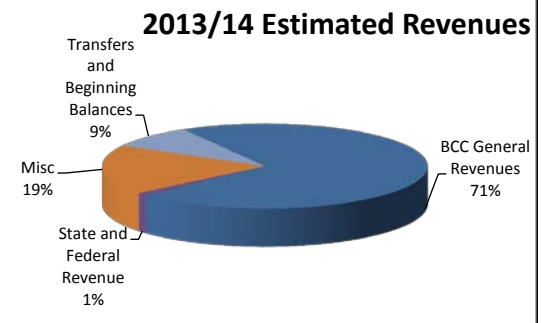
County-Wide Mosquito Control Provide ground adulticide, ground larvicide, air adulticide, and air larvicide control services. Provide surveillance for immature mosquito larva and adult mosquitoes, and disease transmission. Provide customer service requests. A. Provides an arthropod control program for the control of disease vectoring or pestiferous mosquitoes 1.) Ground adulticide acres treated 1,537,302 2.) Aerial adulticide acres treated 336,829 3.) Aerial larvicide acres treated 5,760 Counties with mosquito control programs are required to comply with Florida Statute 388 and Florida Administrative Code 5E-13	Discretionary	**60.0%**	**$1,245,270**
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 FY2011 Counties with mosquito control programs are required to comply with Florida Statute 388 and Florida Administrative Code 5E-13	Discretionary	**33.0%**	**$684,899**
C. Provide customer service and outreach 1.) 1,030 service requests responded to via phone or site visit May 2012-October 2012	Discretionary	**2.0%**	**$41,509**
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%**	**$103,773**
	Subtotal	**100.0%**	**$2,075,450**
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 1,500 sites 3.) Department responsibility 2,544 surface acres and 58 miles of Right-of-Ways	Discretionary	**78.0%**	**$470,484**
B. Monitor and maintain wetland mitigation sites to permit conditions 1.) Monitoring/Maintenance of 9 wetland mitigation sites.	Discretionary	**17.0%**	**$102,541**
C. Maintenance of spray equipment, calibration, and training 1.) Service and calibration of equipment	Discretionary	**5.0%**	**$30,159**
	Subtotal	**100.0%**	**$603,184**
			$2,678,634

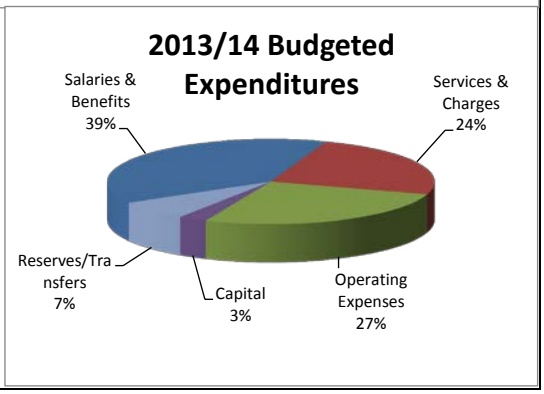
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 1,665,357	$ 1,642,007	$ 1,874,063	$ 2,117,151
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	18,334	18,500	29,456	18,500
Fees/ Various Charges for Services	-	-	-	-
Misc	469,321	615,300	500,000	500,000
Transfers and Beginning Balances	-	309,240	227,024	-
Total	$ 2,153,011	$ 2,585,047	$ 2,630,543	$ 2,635,651

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 875,636	$ 959,846	$ 1,021,975	$ 1,021,975
Services & Charges	574,258	694,575	640,602	646,408
Operating Expenses	608,503	678,785	700,041	683,393
Capital	79,498	75,000	75,000	75,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	15,116	176,841	192,925	208,875
Total	$ 2,153,011	$ 2,585,047	$ 2,630,543	$ 2,635,651

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	17.95	17.95	17.95	17.95
Part Time				
Seasonal	3	3	3	3
Total	20.95	20.95	20.95	20.95

FY13/14 Revenues & Expenses





Notes:

Misc Revenues are charges for Aquatic Weed Services. FY12 Services and Charges is lower than the other years because Aerial Mosquito Adulticide is budgeted but was not needed in FY12. 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.

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

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 13/14 - 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.

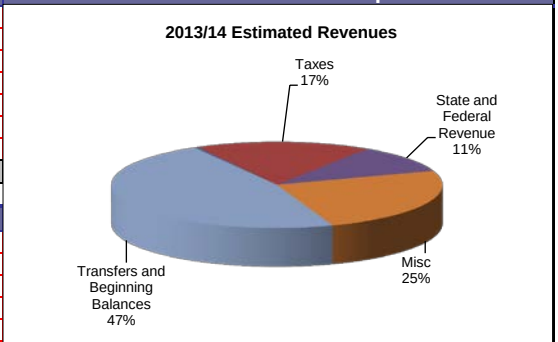
Mandated/Critical	**100.0%**	**$28,029,499**
Capital		**$1,527,500**
Reserves/Transfers		**$3,859,787**
	100.0%	**$33,416,786**

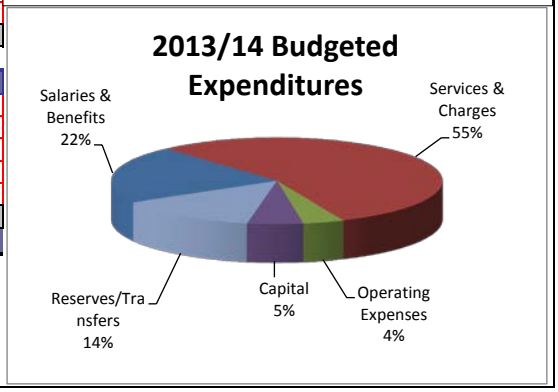
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ 94,263	$ 97,476	$ 84,484	$ 100,193
Taxes	4,795,267	4,758,121	4,841,639	4,890,056
Fees and Assessments	-	-	-	-
State and Federal Revenue	2,906,294	2,966,592	2,934,645	2,963,280
Fees/ Various Charges for Services	1,790	6,000	1,500	1,500
Misc	7,519,515	7,194,019	6,957,614	7,148,005
Transfers and Beginning Balances	2,500	15,928,102	13,209,617	3,297,453
Total	$ 15,319,629	$ 30,950,310	$ 28,029,499	$ 18,400,487

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 5,386,770	$ 5,552,602	$ 6,080,037	$ 6,080,037
Services & Charges	5,076,397	17,352,267	15,446,731	7,867,254
Operating Expenses	746,895	904,447	1,115,444	1,097,644
Capital	1,549,660	1,325,000	1,527,500	2,153,000
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	107,055	5,815,994	3,859,787	1,202,552
Total	$ 12,866,776	$ 30,950,310	$ 28,029,499	$ 18,400,487

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	109.7	109.7	109.7	109.7
Part Time				
Seasonal				
Total	109.7	109.7	109.7	109.7

FY13/14 Revenues & Expenses





Notes:

In FY 12/13 the engineering departments were moved from Public Works to Growth Management. The FY13/14 budget includes $8,800,000 for road paving in Services and Charges, $7.3 mil of the paving is carry forward from FY12/13. The FY14/15 budget includes $1,500,000 for paving. The increase in operating expenses is due to anticipated need for sign materials and road and bridge materials to be used on gas tax maintained roads. Capital purchases for FY14 include a road grader, 2 loaders, a paving machine, and an asphalt roller. FY15 capital includes an excavator, culvert cleaner, flail mower, and mini dump trucks.

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

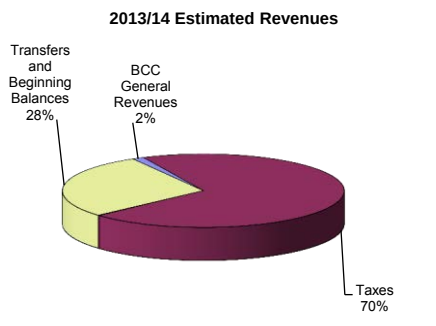
		FY 13/14 - First Year	
Leisure Travel Marketing *- building awareness and brand ideas for the area through advertising, research, local industry promotion and support, special promotions, internet/website marketing, and content syndication and social media services.* **1.** Fulfilled 15,000+ requests for visitor guides. **2.** On-line brochure service requests exceeded 6,000. **3.** Interactive spring media campaign through Madden Media produced a click through rate 13% above industry average, and produced 2,175 leads. **4.** Interactive campaign on VisitFlorida.com and on the Visit Florida mobile site generated more than 2,462 unique visits to our site.	Local Mandate	**47.0%**	**$989,583**
Media and Public Relations *- providing media and promotional outreach with travel editors, writers, and other journalistic resources.* **1.** As a direct result of nearly 3 years of work, the editor of *Coastal Living* magazine visited Charlotte Harbor and the Gulf Islands, resulting in an article with an equivalent advertising value of $116,340. **2.** VCB's "Big Year Birding Weekend trip" for six journalists destination familiarization trip resulted in 26 print and electronic articles totaling $47,761 in equivalent advertising value. This trip also won an award from the Southeastern Outdoor Press Association. **3.** A "Spring Training Tweet-up" resulted in 305 tweets reaching 48,421 people. A second Tweet-up reached 66,200 individuals. **4.** Editorial support provided to 54 members of the media by responding to editorial leads and requests. **5.** Hosted 11 members of the media and met with 108 media representatives during missions to Boston, New York, and Orlando. Edito rial placements resulting from those meetings generated more than $50,000 in equivalent ad value and a mention on the CBS Network's Early Show which reaches 2.2 million viewers. **6.** 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.	Local Mandate	**26.4%**	**$555,851**
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.** VCB hosted and/or helped facilitate 14 events in FY11/12, including the AAU fall state Gymnastics tournament, the IFDS Disabled World Sailing Championships, and the Golden Gloves State Boxing Championships, along with 4 USSSA Baseball tournaments; generating over 10,000 room nights, contributing more than $7.5 million in direct spending in Charlotte County. **2.** Partnership with the United States Specialty Sports Associating (USSSA), hosting 4 youth basketball tournaments, generating an estimated $800,000 in direct expenditures. **3.** Applied for and was awarded a Florida Sports Foundation grant for $5,000 towards the IFDS Disabled Sailing Championship event. **4.** Attended Travel, Events, and Management in Sports (TEAMS) conference and expo, meeting 15 event organizers and resulting in 6 leads. **5.** Print advertisements developed and published in the Florida Sports Foundation's Spring Training Guide, the Tampa Bay Rays spr ing training and regular season programs; signage developed for Tropicana Field.	Mandated	**24.5%**	**$515,846**
Film Office *- Promote Charlotte Harbor and the Gulf Islands and a location for film, television and video production; establish and maintai n a location database (photographs); create private sector incentive program; follow up on production leads from Film Florida; id entify crew and equipment available in Charlotte County; create a database of crew, equipment and resources in Charlotte County; assist produ ctions on location; and track the economic impact of each production and issue an annual economic impact summary.* **1.** Conducted 2 location visits. **2.** Assist production with local permitting and services. **3.** Obtained subscription to Reel Scout, the industry standard for all location submissions. **4.** Scouted sites throughout Charlotte County with more than 1000 location shots. **5.** Working with director in quarter 2 of 2013 to identify businesses and develop criteria.	Critical	**2.1%**	**$44,215**
		100.0%	**$2,105,495**

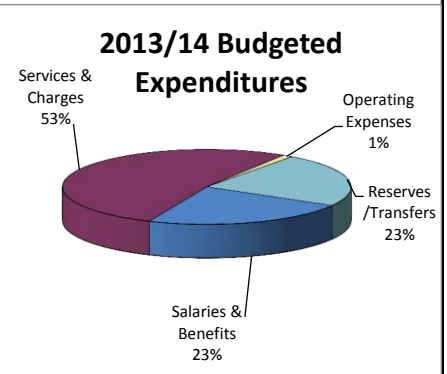
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ 27,681	$ 28,013	$ 28,013
Taxes	$ 1,476,615	1,240,000	1,477,500	1,477,500
Fees and Assessments	$ -	-	-	-
State and Federal Revenue	$ 7,500	-	-	-
Fees/ Various Charges for Services	$ -	-	-	-
Misc	$ -	-	3,500	3,500
Transfers and Beginning Balances	$ -	192,578	596,482	596,482
Total	**$ 1,484,115**	**$ 1,460,259**	**$ 2,105,495**	**$ 2,105,495**

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 396,458	$ 416,650	$ 487,859	$ 487,859
Services & Charges	545,098	674,534	1,103,588	1,107,099
Operating Expenses	29,288	25,359	23,722	23,746
Capital	-	-	-	-
Other	-	-	-	-
Debt	-	-	-	-
Reserves/Transfers	152,896	343,716	490,326	486,791
Total	**$ 1,123,740**	**$ 1,460,259**	**$ 2,105,495**	**$ 2,105,495**

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	5	5	6	6
Part Time		2	1	1
Seasonal				
Total	**5**	**7**	**7**	**7**

FY13/14 Revenues & Expenses





Notes:

Increased FY14 and 15 tax revenue budget due to record collections of TDT revenues in FY12 and 13. This trend is anticipated to continue.
General Revenues and Contributions/Donations (Misc) fund the Film Division, initiated in FY12/13.
Services & Charges: FY14 increase reflects the enhanced advertising campaign initiative provided by record revenues.
Changes in Reserves/Transfers are due to the resumption of the Vehicle Replacement program.
Changes in Full Time and Part Time positions due to reclass position to Full Time for advertising assistance.

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, 1600 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 1300 miles of water pipe - exercise/flush 1506 fire hydrants annually, 11 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, 11,032 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 - 86.3% telephone service grade level, 47% of customer contact provided through alternative (electronic) methods, 12,674 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, 679,728 meter read and billed annually.
3. Revenue Collection - 54.31% of revenue collected under 60 days aged, 99.9% of accounts after 60 days past due liened.

FY 13/14 - First Year

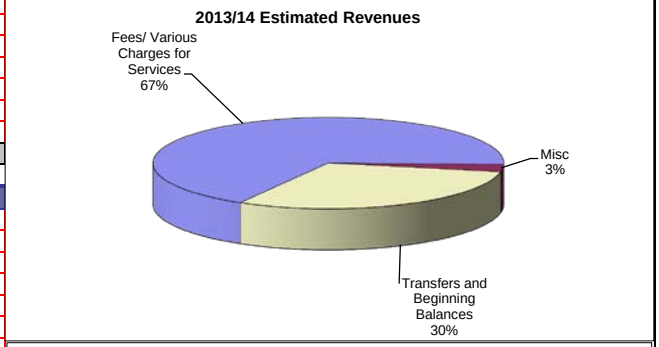
Mandatory	32.0%	$12,676,291
Mandatory	30.5%	$12,082,090
Mandatory	25%	$9,903,352
Local Mandate	5.0%	$1,980,670
Local Mandate	7.5%	$2,971,006
Reserves		$13,867,384
Water Total	**100.0%**	**$53,480,793**

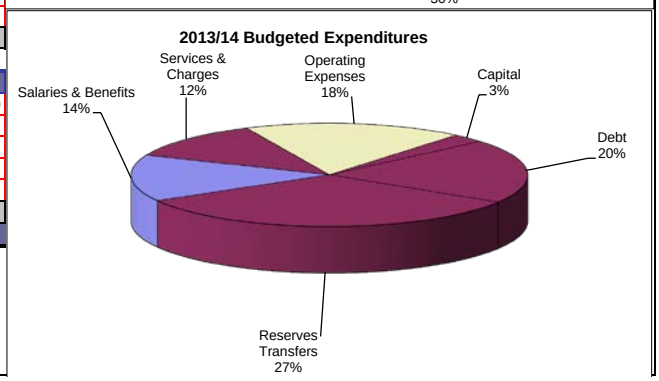
Revenues by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
BCC General Revenues	$ -	$ -	$ -	$ -
Taxes	-	-	-	-
Fees and Assessments	-	-	-	-
State and Federal Revenue	-	-	-	-
Fees/ Various Charges for Services	57,330,299	59,461,231	58,928,407	59,275,079
Misc	2,547,969	2,674,986	2,279,407	2,284,661
Transfers and Beginning Balances	6,218,128	18,471,416	26,542,442	25,334,131
Total	$ 66,096,396	$ 80,607,633	$ 87,750,256	$ 86,893,871

Expenses by Category	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Salaries & Benefits	$ 11,650,183	$ 11,403,741	$ 12,777,835	$ 12,954,019
Services & Charges	9,771,858	10,546,838	10,441,187	10,561,318
Operating Expenses	29,451,967	15,975,673	15,701,686	15,685,597
Capital	-	1,486,828	2,399,100	1,769,630
Other	-	-	-	-
Debt	17,898,606	18,034,141	17,652,216	17,622,518
Reserves/Transfers	3,377,487	23,160,412	28,778,232	28,300,789
Total	$ 72,150,100	$ 80,607,633	$ 87,750,256	$ 86,893,871

Positions	FY 11/12 Actual	FY 12/13	FY 13/14	FY 14/15
Full Time	200	200	200	200
Part Time	0.5	0.5	0.5	0.5
Seasonal				
Total	200.5	200.5	200.5	200.5

FY13/14 Revenues & Expenses





Notes:

FY12 Includes Depreciation of $14,500,000 in the Operating Expenses line.
FY14 Includes capital of a Business Services Software Upgrade of 1.2M. An increase of 1.3M in Salaries and Benefits includes Workers Compensation and an increase in internal Engineering costs for operational projects and the funding of two IT staff.
Reserves have increased due to an increased Beginning Balance in FY14. Florida Statute 129.01 (2)b requires a 5% revenue reserve to be budgeted which was collected in FY11 and 12.

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.
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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, 13.6 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 - 816 restaurant grease interceptor inspections completed, 5 notice of violations issued.
4. State Certified Laboratory - 8,218 samples collected annually, 17,108 analysis performed annually

B. System Maintenance and Integrity -
1. Facilities - Maintenance of: 308 lift stations, 2 septage receiving facilities, 1 biosolid processing facility, 5 deep injection wells. 7,000 LPS systems, completed construction of Rotonda Villa's sanitary sewer system.
2. Preventive maintenance - 923 miles of sewer mains, 9,508 manholes, 99,360 feet of pipe televised, 40,281 feet of pipe relined, 32 line extensions completed, 79,260 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.

D. Outreach, Consumer Education, Employee Training, Customer Contact
1. Outreach - 15 community outreach programs, cust. bill inserts, displays at Murdock/Campus, 7 educational tours and facilities conducted
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 - 86.3% telephone service grade level, 47% of customer contact provided through alternative (electronic) methods, 12,674 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 - 99.9% billing accuracy rate, 33,288 meters read and billed annually
3. Revenue Collection - 54.31% of revenue collected under 60 days aged, 99.9% of accounts after 60 days past due liened

Mandatory	32.0%	$8,246,431
Mandatory	35.0%	$9,019,534
Mandatory	21%	$5,282,870
Local Mandate	5.0%	$1,288,505
Local Mandate	7.5%	$1,932,757
Reserves		$8,499,364
Wastewater To	**100.0%**	**$34,269,463**