



Escambia County

FY 2014/2015

Budget Preparation Manual

Prepared By: The Office of Management and Budget

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FISCAL YEAR 2014/2015 BUDGET PREPARATION

GENERAL INSTRUCTIONS/INFORMATION

Key dates relating to the FY 2014/2015 budget development process are:

February 21 (Friday)	Distribution of Budget Preparation Manual
March 3-10 (Mon. – Mon.)	Departments review Budget Manuals and Personnel Budgets with OMB
March 31 (Monday)	Departments submit base budget requests
May 1 (Thursday)	Departments submit goals, objectives, and performance measures
May 1 (Thursday)	Constitutional Officers submit budgets (excluding Property Appraiser and Tax Collector)
July 3 (Thursday)	Submission of County Administrator's Recommended Budget
July 8-9 (Tues. & Wed.)	Budget work sessions with the BCC
Sept. 3 (Wed.)	Departments submit re-budgets for Special Projects & Grants <u>only</u>
Sept. 9 (Tuesday)	1st Public Hearing to adopt the Tentative FY 2014/2015 Budget
Sept. 23 (Tuesday)	2nd Public Hearing to adopt the FY 2014/2015 Budget

Zero-Based Budgets

Budget Development will be framed around a Zero-Based Budgeting approach. Zero-Based budgets require departments to assume \$0 in funding then justify any dollars requested by account code. Revenue Forecasting should be conservative and Personnel Needs should represent salary increases as well as new positions.

The Budget will be developed from the following set assumptions used to develop the FY 2013/2014 Budget.

1. The County-wide millage rate, the Law Enforcement MSTU, and the Library MSTU will be held at FY 2013/2014 level.
2. Capital equipment is subject to the preparation and approval of a formalized replacement plan. No vehicles will be scheduled for replacement unless maintenance costs justify the replacement.

3. Training budgets will be subject to budget approval.
4. Enterprise Funds will stand on their own without subsidies from outside County Funds with the following exception: Debt Service, O & M and R & R in the Civic Center will be provided by the Tourist Development Tax Fund. Enterprise Funds will be charged an indirect cost of 5% of gross operating revenues. The EMS Fund will be evaluated for a direct cash subsidy from the General Fund.
5. Special Revenue Funds will not receive an increase in outside support from the FY 2013/2014 levels. Alternatives will be identified whenever possible for replacing existing support by the General Fund. Special Revenue Funds, including grants, will be charged a 5% indirect cost charge on gross revenues.
6. Insurance charges for life and health will be **\$9,000** per FTE, workers' compensation will be funded at the recommended State discounted rates, and property/casualty rates will be set to maintain positive retained earnings.
7. All departments operating vehicles serviced by the Escambia County Area Transit System (ECAT) maintenance department or the Department of Public Works, Fleet Management division should budget for labor charges in addition to charges for parts. The labor charge for both will be **\$52.00/hour for County Depts. and \$57.00/hour for Non-County Agencies** for FY 2014/2015. (Rate change may become effective at a later date.)

Goals and Objectives

Department presentations for the Board should focus on their goals and objectives, program performance, service delivery and how the proposed FY 2014/2015 budget will provide the funding for their work program. Departments and Budget Analysts should be prepared to explain significant changes in budget requests such as organizational changes, one time costs, or changes in accounting treatment. However, most of the presentations will focus on the overall goals and objectives of the respective departmental work programs if at all possible. ***The template used for FY 2013/2014 for Goals, Objectives, Performance Measures and other required data will be used again this year. This template is on pages 13-14 and will be included in the forms file.

Performance Measures

A performance measure is a quantifiable, enduring measure of public sector outcomes, outputs, efficiency, or cost-effectiveness. In general, measures in agency performance reports should be related to an agency's mission and programs, and they should not merely measure one-time or short-term activities. For example, development of a comprehensive capital improvement plan by 2015 is not an "enduring" measure of a department's performance.

Performance measures should:

- Directly relate to a department's goals and objectives;
- Measure the same thing over a period of time;

- Use data that will be available on a continuing basis;
- Show what change (difference) the department's actions will have on the target group or problem and;
- Use terms that are generally understood and clearly defined.

When submitting performance measures, attempt to include measures that reflect quantity as well as quality. A good example of a quantity-based performance measure may be the number of ditches cleaned in a year while a good example of a quality-based performance may be the number of work orders for ditch cleaning that have been backlogged or the average number of days before a work order is fulfilled. When submitting a new performance measure, include how the data will be gathered and the method used for tracking. Review performance measures with your Department Director before submitting them to OMB. **Benchmarking is now a requirement.**

Personnel Services

OMB will provide a list of approved personnel for your department and will calculate the appropriate fringe benefits and retirement impacts. If changes are required, please complete the Payroll Change Form on page 44. If a new position is being requested, a list of the 2014/2015 FICA and Retirement rates are detailed on page 35 and the pay ranges and worker's compensation codes are listed on pages 36-43. New personnel positions should be submitted as part of an overall new program or program enhancement. The new program form is found on page 71. ****Annual leave and MOB payouts will not be offered.**

Capital Improvement Program

The Capital Improvement Program (CIP) is a multi-year program for planning and financing public facilities improvements. The program is developed from departmental requests and is based on studies of financial resources available and consistency of proposed improvements with the adopted Comprehensive Plan policies. In order to update the necessary information for the CIP, the list of specific projects to be accomplished over the next five years need to be updated by the departments as part of the budgetary process. Please refer to the Capital Improvements Program section of this manual for the purpose, definitions and the capital outlay accounts that should be considered capital improvements regardless of the amount. **All capital projects and equipment equal to or greater than \$25,000 must be budgeted for Fiscal Years 2014/2015 through 2019/2020, and must include an estimate of the associated operating costs for five (5) years.**

Re-budgets

The re-budget form must be **submitted by Wednesday, September 3, 2014** for **Special Projects and Grants not otherwise encumbered.** Do not include Re-budgets in the base budget request submitted for FY 2014/2015. These funds will be added to the budget at a later date. Eligibility as to which items will be allowed will be determined by OMB.

Program Enhancements

Any additional personnel positions, increases in operating expenses or capital items other than routine replacements should be requested using these forms. Increases should be submitted as part of an overall new program or program enhancement request. The new or expanded program request must include an explanation of how the new or expanded program will help accomplish a department's goals and objectives. When using these forms, rank the importance of the request numerically along with all other departmental requests.

Remember to include all pertinent costs, cost savings and potential revenue streams as part of the overall request.

Budget Schedule

The proposed budgets for County Departments are due **Monday, March 31, 2014**, State Agencies, Outside Agencies and Constitutional Officers' Budgets except the Tax Collector and Property Appraiser are due on **Thursday, May 1, 2014**. Capital Outlay Detail for Base Capital (Schedule B page 58) and Operating Detail (Schedule C page 52) are required for budget submission. **OMB must receive the Original Budget submission by the required deadline with a copy submitted to the appropriate Department Director.** Agencies' may wish to establish internal review deadlines prior to submission to OMB.

The proposed budget will be submitted to the BCC by Thursday, July 3, 2014. Budget workshops are scheduled with them on **Tuesday and Wednesday, July 8th and July 9th**.

FY 2014/2015 Budget Calendar

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
February 7 (Friday)	Budget Office and Departments Prepare Revenue Forecasts	Departments OMB
February 21 (Friday)	Budget Preparation Manual Distributed	OMB
March 3-10 (Monday - Monday)	Personnel Budgets to be sent out and need to be reviewed by Departments	Departments OMB
March 3 – March 31	Departments prepare and submit FY 2014/2015 Budgets	Departments
March 31 (Monday)	Department Budgets are due	Departments
May 1 (Thursday)	Departments submit Goals, Objectives and Performance Measures	Departments OMB
May 1 (Thursday)	Sheriff and Supervisor of Elections Budgets are due	Constitutional Officers
May 1 (Thursday)	State, Outside Agencies and SRIA submit FY 2014/2015 Budgets	
April 1 – May 5	OMB will begin revisions per County Administration	Departments OMB
June 2 (Monday)	Property Appraiser submits Tentative budget to BCC and Dept. of Revenue (F.S. 195.087(1)(a))	Property Appraiser
June 2 (Monday)	Estimate of assessed property values due to the BCC (F.S. 200.065 (7))	Property Appraiser
June 30 (Monday)	Certify eligibility for State Revenue Sharing (Florida Administrative Code Chapter 12-10.008)	Clerk to the BCC
July 1 (Tuesday)	Certification of Taxable Property Values due to the BCC (F.S. 193.023 (1); 200.065(11))	Property Appraiser

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
July 3 (Thursday)	Submission of County Administrator's recommended Budget (F.S. 129.03(3))	BCC County Administrator OMB
July 7 (Monday)	Tentative Budget Amendments to Property Appraiser/Budget from Department of Revenue sent to Property Appraiser and BCC (F.S. 195.087(1)(a))	Department of Revenue Property Appraiser
July 8 - 9 (Tuesday - Wednesday)	Budget Worksessions with the BCC (9:00 A.M.) BCC Chambers	BCC Constitutional Officers Departments OMB
July 24 (Thursday)	Official Meeting of BCC to set Tentative Millage for Appraiser Certification to the Property	BCC Property Appraiser OMB
July 31 (Thursday)	Submission of Tax Collector's Budget to the State Department of Revenue and BCC (F.S. 195.087 (2))	Tax Collector BCC
August 1 (Friday)	Notification to Property Appraiser of Tentative date, time and place of First Public Hearing (F.S. 200.065 (2)(b))	OMB
August 8 (Friday)	BCC Comment Period Ends on Property Appraiser Budget; Final Budget Amendments from Department of Revenue (F.S. 195.087(1)(a))	BCC Department of Revenue
August 15 (Friday)	Tentative date of mailing TRIM notice	Property Appraiser
September 3 (Wednesday)	Re-Budgets due to OMB for Special Projects & Grants <u>only</u> (eligibility to be determined by OMB)	Departments

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
September 9 (Tuesday)	First Public Hearing to Adopt the Tentative FY 2014/2015 Budget (F.S. 200.065 (2)(c)) 5:01 P.M. Budget; 5:02 P.M. MSBU	BCC OMB
September 19 (Friday)	Advertise the Second Public Hearing and Budget Summary Statement (F.S. 129.03(3)(b); 200.065 (2)(d) and (3)(1)) (advertise within 2 to 5 days of 2 nd Hearing)	OMB
September 23 (Tuesday)	Second Public Hearing to adopt the Final FY 2014/2015 (F.S. 200.065(4)) 5:01 P.M.	BCC OMB
September 26 (Friday)	Submission of approved millage levy resolution and budget to Property Appraiser, Tax Collector and Department of Revenue (F.S. 200.065(4)) (Within 3 days of adoption)	OMB
October 1 (Wednesday)	Beginning of new fiscal year	All
November 6 (Thursday)	Submission of rebudgets for BCC approval. (BCC Meeting)	OMB
N/A	Certification of final taxable values(F.S. 200.065(5))	OMB
N/A	Adjustment to adopted millage rate if greater than +/-1% (F.S. 200.06(5))	OMB
Month of Oct./Nov.	Tentative Schedule for Value Adjustment Board (Special Master Hearings)	Value Adjustment Board (VAB)
October 23 (Thursday)	Certification of Compliance submitted to Department of Revenue (F.S. 200.068) within 30 days of Final P.H.	OMB

FY 2014/2015 Analyst Assignments

Amy Lovoy
Department Director, Management & Budget Services

Bernadette Gangloff
Director's Aide

Contracts Administration

Stephan Hall
Budget Manager

Bob Sikes Toll Bridge Fund
County Administrator
County Attorney
County Lease Program
Debt Services
Deputies Training and Education Fund
Detention/Jail (Corrections)
Elected Officials and Boards
Handicapped Parking Fund
Human Resources
Industrial Parks
Judicial Services
Management & Budget Services
Risk Management
Tourist Development

Rebecca McMullen
Budget Analyst

Better Place
Code Enforcement
Development Review Fees Fund
Development Services (excluding BID)
Engineering
Information Technology
MSBU Program
Public Safety (excluding Fire Services)
Road Department
Road Prison
Solid Waste
Traffic

Regina Hall
Budget Analyst

Budget Preparation Manual
Building Inspections
Capital Improvement Program
Community & Environment
Community Affairs
Community Corrections
ECAT
Facilities Management
Fire Services
Library
Parks
Public Information & Communications
Purchasing

DEPARTMENT:

MISSION STATEMENT

To provide efficient, responsive services that enhance the quality of life, meet common needs and promote a safe and healthy community. *(This is the County mission statement. Do not change.)*

OBJECTIVES

Insert a brief description of your Department's function. *(Please keep the description to no more than 3 short paragraphs or bullet points.)*

GOAL

Insert your Department's goal.

PERFORMANCE MEASURES

Performance Measures	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Estimate	FY 2014-15 Estimate

STATUTORY RESPONSIBILITIES

List applicable F.S. that your Department operates under.

ADVISORY BOARD

List applicable Advisory Boards pertaining to your Department.

BENCHMARKING

Benchmark Data	Escambia County	Benchmark

Benchmark Sources: List applicable sources.

SIGNIFICANT CHANGES FOR FY 2014-2015

List any anticipated changes. If none, insert "No significant changes are anticipated for FY 2014-2015."

DEPARTMENT:

STAFFING ALLOCATION

<u>Position Classification</u>	<u>Pay Grade</u>	<u>2012-13 Authorized</u>	<u>2013-14 Authorized</u>	<u>2014-15 Proposed</u>
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The Budget office will insert staffing.

FY 2014/2015 Fund Names and Numbers

General Fund	1
Escambia County Restricted Fund	101
Economic Development Fund	102
Code Enforcement Fund	103
Mass Transit Fund	104
Mosquito and Arthropod Control	106
Tourist Promotion	108
Other Grants and Projects	110
Detention/Jail Commissary Fund	111
Disaster Recovery	112
Library Fund	113
Misdemeanor Probation	114
Article V Fund	115
Development Review Fees	116
Perdido Beach Mouse Fund	117
SHIP Fund	120
Law Enforcement Trust Fund	121
Escambia Affordable Housing	124
CDBG Entitlement Funds	129
Handicapped Parking Fines	130
Family Mediation Fund	131
Fire Protection Fund	143
E911 Operations Fund	145
HUD CDBG Housing Rehab Loan Fund	146
HUD Home Fund	147
Community Redevelopment Fund	151
Southwest Sector CRA	152
Bob Sikes Toll Fund	167
Transportation Trust Fund	175
MSBU Assessment Program	177
Drainage Basin Funds	181
Debt Service	203
Capital Improvements Program	310
FTA Capital Project Funds	320
Capital Projects New Road Construction Fund	333
Local Option Sales Tax Fund	350
Local Option Sales Tax II Fund	351
Local Option Sales Tax III Fund	352
Solid Waste Fund	401
Building Inspection Fund	406
Emergency Services	408
Civic Center Fund	409
Internal Service Fund	501

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
001	110101	51000	51100	BCC ADMINISTRATION
001	110201	51000	51200	NON DEPTMNTAL ADMIN
001	110202	51000	51900	COURTHOUSE COMPLEX
001	110215	58000	58100	NON-DEPT. - TRANSFERS
001	110247	51000	51900	MASTER SPACE
001	110264	51000	51300	CAPITAL IMPROVEMENTS
001	110301	51000	51200	COUNTY ADMINISTRATION
001	110302	51000	51200	EXECUTIVE SUPPORT
001	110401	54000	54100	PUBLIC WORKS ADMIN
001	110601	51000	51400	COUNTY ATTY ADMIN
001	120101	54000	54100	PW & LND MGT ADMIN
001	130101	51000	51200	ASST COUNTY ADMIN
001	140101	51000	51300	INFORMATION SYSTEMS
001	140102	51000	51300	TELECOMMUNICATIONS
001	140103	51000	51300	SOFTWARE IMPLEMENT
001	140201	51000	51300	OMB-ADMIN
001	140401	51000	51300	PROPERTY MANAGEMENT-ADMIN
001	140601	51000	51300	HR-ADMIN
001	140603	51000	51300	TUITION REIMBURSEMENT
001	140606	51000	51300	MERIT SYSTEM PROTECTION B
001	140701	51000	51300	OFFICE OF PURCHASING-ADMI
001	141001	51000	51300	PROPERTY SALES
001	150101	51000	51300	HUMAN RESOURCES ADMIN
001	150103	51000	51300	TUITION REIMBURSEMENT
001	150104	51000	51300	MERIT SYSTEM PROTECTION B
001	210601	51000	51300	FACILITIES ADMIN
001	210602	51000	51900	FACILITIES MAINTENANCE
001	210603	51000	51900	FACILITIES CUSTODIAL
001	210604	51000	51300	FACILITIES-UTILITIES TELE
001	210606	51000	51300	FACILITIES PRIORITY ONE
001	210607	51000	51300	JUVENILE JUSTICE
001	210608	51000	51900	JUDICIAL BUILDING
001	210612	51000	51900	DJJ ASSESSMENT BUILDING
001	210801	57000	57200	PARKS MAINTENANCE
001	210901	56000	56200	MOSQUITO CONTROL
001	211106	53000	53800	SANTA ROSA ISLAND DRAINAGE
001	220101	51000	51900	ADMIN-NEIGHBORHOOD & ENV
001	220201	56000	56900	COMMUNITY SERVICES ADMIN
001	220202	56000	56400	PUBLIC SOCIAL SERVICES
001	220204	56000	56200	ANIMAL SERVICES ADMIN
001	220701	56000	56200	MOSQUITO & ARTHROPOD
001	220801	57000	57200	ADULT SPORTS
001	220803	57000	57200	PARKS RECREATION
001	220804	57000	57200	LAKE STONE
001	220901	53000	53700	NATURAL RESOURCE CONSRV
001	221001	53000	53700	LAND MANAGEMENT SECTION
001	221201	53000	53700	EXTENSION SERVICES ADMIN
001	240101	51000	51500	GROWTH MGT ADMINISTRATION
001	240201	51000	51500	P & Z ADMINISTRATION
001	240206	51000	51500	LONG RANGE PLANNING
001	240207	51000	51500	BOARD OF ADJUSTMENTS
001	240208	51000	51500	REZONING
001	240209	51000	51500	PLANNING BOARD
001	240303	51000	51500	LAND USE

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
001	240401	51000	51300	GIS
001	250301	51000	51500	LONG RANGE PLANNING
001	250401	51000	51500	DEVELOP SVCS BUREAU ADMIN
001	250501	51000	51500	PLANNING & ZONING
001	250601	51000	51300	GIS
001	250801	51000	51300	SPECIAL PROJECTS & GRANTS
001	250802	51000	51500	PROJECTS & COMPREHENSIVE
001	250901	51000	51500	ENVIRONMENTAL PERMITTING
001	270101	51000	51900	TRANSPORTATION ADMINSTRTN
001	270102	51000	51300	INFORMATION SYSTEMS
001	270103	51000	51300	TELECOMMUNICATIONS
001	270104	51000	51300	GIS
001	270109	51000	51300	IT APPLICATIONS
001	270110	51000	51300	IT PC SUPPORT
001	270111	51000	51300	IT INFRASTRUCTURE
001	290307	52000	52300	PRE-TRIAL RELEASE
001	290401	52000	52300	DETENTION
001	290402	52000	52300	INMATE MEDICAL
001	290403	52000	52300	LIBRARY & SOCIAL PROGRAMS
001	290404	52000	52300	CUSTODIAL
001	290405	52000	52300	VIDEO VISITATION
001	310101	51000	51300	FACILITIES ADMINISTRATION
001	310102	51000	51900	CONSTRUCTION SERVICES
001	310201	51000	51900	FAC MAINT ADMINISTRATIVE
001	310202	51000	51900	CUSTODIAL
001	310203	51000	51900	FACILITIES MAINTENANCE
001	310204	51000	51300	FACILITIES PRIORITY ONE
001	310206	51000	51900	JAIL UPGRADES
001	310207	51000	51300	FACILITIES UTILITIES
001	310601	51000	51300	TELECOMMUNICATIONS ADMIN
001	320201	56000	56900	COMM SVCS ADMINISTRATION
001	320202	56000	56900	PUBLIC SOCIAL SERVICES
001	320501	56000	56200	ANIMAL SERVICES ADMIN
001	330207	52000	52200	FIRE PUBLIC FACILITY
001	330401	52000	52500	PUBLIC SAFETY ADMIN
001	330402	52000	52500	EMERGENCY MANAGEMENT
001	330403	52000	52500	COMMUNICATIONS
001	330501	56000	56200	ANIMAL REG ADMIN
001	330601	52000	52900	RESOURCE MANAGEMENT
001	330602	52000	52500	PS BUSINESS OPERATIONS
001	350201	57000	57200	PARKS DEVELOPMENT
001	350204	57000	57200	LAKE STONE
001	350216	57000	57200	MARINE RESOURCES
001	350220	57000	57200	PARKS RECREATION
001	350225	57000	57200	PARKS - RECREATION
001	350226	57000	57200	PARKS - MAINTENANCE
001	350232	57000	57200	ADULT SOFTBALL
001	360201	51000	51300	EXTENSION SVS-ADMIN
001	360301	51000	51300	PUBLIC HEALTH UNIT-ADMIN
001	360701	55000	55200	ECONOMIC GROWTH ADMIN
001	380201	51000	51300	PUBLIC INFORMATION OFFICE
001	410201	52000	52700	MED EXAM ADMINISTRATION
001	410611	52000	52300	PRE-TRIAL RELEASE
001	510101	58000	58600	PROP APPR ADMINISTRATION

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
001	520101	58000	58600	TAX COLL ADMINISTRATION
001	530101	58000	58600	CLERK ADMINISTRATION
001	540101	58000	58600	SHERIFF ADMINISTRATION
001	540201	58000	58600	SHERIFF CORRECTNS ADMIN
001	540301	58000	58600	SHERIFF COURT SEC ADMIN
001	550101	51000	51300	SUPRVSR ELEC ADMIN
001	550101PW	58000	58600	SUPV OF ELECT-POLL WORKER
001	550121	51000	51300	SOE-ELECTIONS EQUIPMENT
101	110265	54000	54900	PERDIDO KEY PUB IMP FUND
101	140607	51000	51300	EMPLOYEE MORALE & WELFARE
101	150105	51000	51300	EMPLOYEE MORALE & WELFARE
101	210408	51000	51300	HOST ORDINANCE ITEMS
101	220103	52000	52100	SAFE NEIGHBORHOODS PROG
101	220215	56000	56200	ANIMAL LICENSE FEES
101	220216	56000	56200	KENNEL SPONSHORSHIPS
101	220310	53000	53700	TREE FUND ORDINANCE FEES
101	220334	53000	53900	TREE MITIGATION FEES
101	220336	53000	53700	WETLAND MITIGATION FEES
101	220806	57000	57200	PARKS & REC.SPECIAL EVNTS
101	220809	57000	57200	MEMORIAL REEF
101	220810	57000	57200	FISHING BRIDGE
101	221016	53000	53700	JONES SWAMP WETLAND PRSRV
101	221018	53000	53700	NATL POLLUTNT DISCHRG SYS
101	230317	53000	53700	SOLID WASTE FUNDRAISER
101	290103	52000	52900	SAFE NEIGHBORHOODS PROG
101	290208	52000	52100	ROAD PRISON REIMBURSEMENT
101	320229	56000	56900	CHOOSE LIFE LICENSE PLATE
101	320502	56000	56200	ANIMAL LICENSE FEES
101	320503	56000	56200	KENNEL SPONSORSHIPS
101	350202	57000	57200	PARKS & REC.SPECIAL EVNT
101	350224	57000	57200	PARKS & REC SPECIAL EVENT
101	350230	57000	57200	MEMORIAL REEFS
101	350236	57000	57200	FISHING BRIDGE
101	360703	51000	51900	RESTRICTED FUND RESERVE
101	540114	52000	52100	SAFE NEIGHBORHOODS PROGRA
102	360609	55000	55200	HUD-CENTRAL COMMERCE PARK
102	360610	55000	55200	CENTRL COMMERCE #SPFL0135
102	360616	55000	55200	BELL HERITAGE OAKS
102	360704	55000	55200	ECON DEV OPERATING
103	110213	58000	58100	TRANSFERS OUT
103	280101	53000	53900	ENVIR CODE ENFORCEMENT
103	290101	52000	52400	CODE ENFORCEMENT
103	290102	53000	53900	PROPERTY CLEAN UP
104	220205	54000	54400	MASS TRANSIT OPERATIONS
104	220206	54000	54400	PENSACOLA BEACH TROLLEY
104	220207	54000	54400	UWF TROLLEY
104	220208	54000	54400	COUNTY FLEET MAINTENANCE
104	220209	54000	54400	NON-URBANIZED TRANSPORTAT
104	220220	54000	54400	JOB ACCESS REVRSE COMMUTE
104	220221	54000	54400	NEW FREEDOM PROGRAM
104	270301	54000	54400	MASS TRANSIT OPERATIONS
104	270302	54000	54400	PENSACOLA BEACH TROLLY
104	270303	54000	54400	UWF TROLLEY
104	270304	54000	54400	COUNTY FLEET MAINTENANCE

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
104	270305	54000	54400	NON-URBANIZED TRANSPORTN
104	320401	54000	54400	MASS TRANSIT OPERATIONS
104	320402	54000	54400	PENSACOLA BEACH TROLLEY
104	320403	54000	54400	UWF TROLLEY
104	320404	54000	54400	COUNTY FLEET MAINTENANCE
104	320405	54000	54400	NON-URBANIZED TRANSPORT
104	360501	54000	54400	MASS TRANSIT-OPERATIONS
104	360503	54000	54400	PENSACOLA BCH TROLLEY
104	360504	54000	54400	COUNTY FLEET MAINTENANCE
104	360520	54000	54400	NON-URBANIZED TRANSPORTN
104	360522	54000	54400	UWF TROLLEY
106	210902	56000	56200	M&A STATE 1 FUNDS
106	220703	56000	56200	M&A STATE 1 FUNDS
108	220805	53000	53700	4TH CENT MARINE RECREATIO
108	221101	53000	53700	4TH CENT-MARINE RECRTN
108	360101	55000	55900	TOURIST PROMOTION
108	360102	58000	58100	TOURIST PROMOTION-TRANSFR
108	360103	55000	55900	BP - OIL SPILL GRANT
108	360105	55000	55900	FOURTH CENT PROJECTS
110	110209	57000	57100	STATE AID TO LIBRARIES
110	110217	51000	51900	LOCAL UPDATE FOR CENSUS
110	110218	58000	58100	JOURNEY -PROJECT-TRANSFER
110	110263	51000	51300	NON-DEPT GRANT RESERVES
110	210111	53000	53800	CDBG GRANT (ESC/PCOLA/CEN
110	210310	53000	53800	PNS. BAY RESTORATION
110	210311	53000	53700	ESC.BAY PCB REMEDIATION
110	210312	53000	53700	NATL POLLUTNT DISCHRG SYS
110	210314	53000	53700	JONES CREEK STREAM RSTRTN
110	210315	53000	53700	JACKSON LAKE RESTORATION
110	210316	54000	54100	ASHTON BROSNHM-MULTI PATH
110	210502	54000	54100	WHITMIRE DRIVE
110	210503	54000	54100	HUMMINGBIRD BLVD
110	210504	54000	54900	CRASH DATA MAPPING
110	210505	54000	54100	HURRCN.EVACUATION STUDY
110	210509	54000	54100	FDOT - OLIVE & CODY LANE
110	210510	54000	54100	FDOT - OLIVE & GREG ROAD
110	210511	54000	54100	AIRWAY DRIVE - LAP
110	210512	54000	54100	INTERBAY - BARRANCAS AVE
110	210513	54000	54100	TRIP-9 MILE & PINE FOREST
110	210514	54000	54100	AIRWAY DRIVE-SIDEWALKS
110	210515	54000	54100	BELLVIEW ELMNTRY SIDEWALK
110	210516	54000	54100	2ND STREET INTERBAY AVE
110	210611	53000	53700	JUDICIAL/OLD COURTHOUSE
110	211105	52000	52900	DENSITY REDUCTION PNS-NAS
110	211506	54000	54100	EDA-COPTER ROAD
110	211507	54000	54100	OTTED-COPTER ROAD
110	212408	53000	53800	STORMWATER OUTFALL SMLNG
110	212411	53000	53700	FCT-JONES SWAMP WETLAND
110	212412	53000	53700	BLUE PIT WETLAND ENHNCMNT
110	212413	53000	53700	EAST TEN MILE CREEK
110	212414	53000	53700	SECOND & SUNSET
110	220203	56000	56400	NON-CUSTODIAL PARENT GRAN
110	220214	56000	56400	FOOD STAMP EMPLYMNT TRNG
110	220217	56000	56400	NON-CUSTODIAL PARENT PLMT

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
110	220219	56000	56400	SUPPL NUTRTION ASST PROG
110	220311	57000	57200	BILL DICKSON PARK
110	220312	57000	57200	LEXINGTON TERRACE PARK
110	220321	53000	53900	PALAFX BROWNFLD REDVLPMT
110	220327	53000	53700	PERDIDO KEY DUNE RESTORTN
110	220329	53000	53700	EMERGENCY WATERSHD PRTCTN
110	220330	53000	53700	EX-ORISKANY REEF MONITRNG
110	220332	57000	57200	BAYOU GRANDE-BOAT RAMP
110	220333	53000	53700	PERDIDO KEY BEACH RSTRTN
110	220337	57000	57900	VESSEL SAFETY RESTRCTN ZN
110	220338	53000	53700	ORISKANY PCB MONITORING
110	220339	52000	52900	DERELICT VESSELS GRANT
110	220340	53000	53700	FEMA-WATERWAY CLEANUP
110	220341	53000	53700	HABITAT CONSERVTN. PLAN
110	220342	53000	53900	EPA-BROWNFIELD RDVLPMNT
110	220420	55000	55400	2013 RCMP GR REBUILTWNF
110	220436	52000	52500	CDBG DISASTER RECOVERY
110	220454	53000	53100	ENERGY PERFORMANCE GRT
110	220506	55000	55400	HOMELESS PREVTVN-REHOUSING
110	220511	55000	55900	FRNT.PORCH-DORRIE MILLER
110	220557	55000	55400	HUD 2007 EMERG SHELTER
110	220558	55000	55400	MY SAFE FL HOME PROGRAM
110	220559	51000	51700	JOURNEY WRKFORCE HOUSING
110	220560	55000	55400	JOURNEY WRKFORCE HOUSING
110	220561	55000	55400	HUD 2008 EMERG SHELTER
110	220566	55000	55400	HUD-EMERGENCY SOLUTIONS
110	220807	57000	57200	VESSEL REGISTRATION FEES
110	220811	57000	57200	MAHAGONY MILL BOAT RAMP
110	220903	53000	53700	EWP WATERWAY MATCH
110	221002	53000	53700	GLYNN KEY STORMWATER
110	221003	53000	53700	NATL POLLUTNT DISCHRG SYS
110	221004	53000	53700	ENERGY CONSERVATN.BLK.GRT
110	221005	53000	53800	PNS.BAY RESTORATION
110	221006	52000	52900	DENSITY REDUCTION PNS-NAS
110	221007	53000	53700	FCT-JONES SWAMP WETLAND
110	221008	53000	53700	FFWCC-JONES SWAMP RSTORTN
110	221009	53000	53700	ESC.BAY PCB REMEDIATION
110	221010	53000	53700	NACO EAST JONES CREEK STM
110	221011	53000	53700	URBAN & CMMUNTY.FORESTRY
110	221012	53000	53700	JONES CRK EAST STRM#G0281
110	221013	53000	53700	BYOU CHCO/JONES CRK#G0275
110	221014	53000	53700	INTR'NL PAPER ED.FUNDS
110	221015	52000	52900	DENSTY RDUCTN AREA-"A"APZ
110	221017	54000	54100	RCREATNL TRAIL-S.W.GRN.WY
110	221202	53000	53700	BP PROMOTIONAL FUND GRANT
110	230208	53000	53700	FFWCC-JONES SWAMP RSTORTN
110	230305	53000	53400	LANDFILL MINING
110	230312	53000	53400	RECYCLNG/EDUCATN GRT
110	230321	53000	53700	URBAN FORESTRY GRANT
110	240210	53000	53800	PERDIDO BAY RESTORATION
110	290207	53000	53700	ROAD PRISON GEOTHERMAL
110	290308	52000	52300	PATHWAYS FOR CHANGE
110	290501	56000	56300	FORENSIC MENTAL HEALTH
110	310103	51000	51900	OLD COURTHOUSE RENOVATION

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
110	320204	56000	56400	WORKFARE PROGRAM
110	320207	56000	56900	SUMMER FOOD PROG ADM
110	320211	56000	56400	WAGES-COMMUNITY WORK EXP
110	320214	56000	56900	NON-CUSTODY PARENT GRANT
110	320219	56000	56400	SUPPL NUTRTION ASST PROG
110	320220	56000	56400	SUPPL NUTRTION ASST PROG
110	320228	56000	56400	COMMUNTY SRVCS NON-DEPT
110	330212	52000	52200	ASST. TO FIREFIGHTERS
110	330213	52000	52200	WMD-HAZ MATERIALS TEAM
110	330214	52000	52200	WALNUT HILL VFD
110	330215	52000	52200	MVDAVID VFD
110	330217	52000	52200	WMD-HAZ.MATERIALS
110	330218	52000	52200	TERRORISM RESPONSE
110	330230	52000	52200	HOMELAND SCURTY HAZ MAT
110	330231	52000	52200	ASST.FIREFIGHTER-LIFEPAK
110	330232	52000	52200	HAZ MAT TECHNICAL RESCUE
110	330233	52000	52200	2011 HOMELAND SECURTY GRT
110	330234	52000	52200	2012 HOMELAND SECURTY GRT
110	330235	52000	52200	2014 DOMESTIC SECURITY
110	330236	52000	52200	DOMESTIC ASSISTANCE GRANT
110	330312	52000	52600	NAVAL HOSPITAL MOU
110	330318	52000	52900	EMS COUNTY AWARD GRANT
110	330323	52000	52900	HAZARDOUS MATERIALS PLAN
110	330405	52000	52500	DCA/CIVIL DEFENSE GRANT
110	330409	52000	52500	EMP FEDERAL GRANT
110	330412	52000	52500	DCA-CIVIL DEFENSE GRT2012
110	330413	52000	52500	EMRG MGMT PERFRMNC 2012
110	330430	52000	52500	COMMUNITY EMERG RESPONSE
110	330436	52000	52500	DIALOGICS EMER.PHONE SYS
110	330458	52000	52500	CITIZENS CORPS GRANT
110	330459	52000	52500	DOMESTIC SECURITY GRANT
110	330460	52000	52500	EOC FACILITY SECURITY
110	330482	52000	52500	DOMESTIC SECURITY 2011
110	330483	52000	52500	C.E.R.T. 2011 GRANT
110	330484	52000	52500	CITIZEN CORP - 2011 GRANT
110	350209	57000	57200	VESSEL REGISTRATION FEES
110	350211	57000	57200	DEP-PARK FACILITIES GRANT
110	350215	57000	57200	BARRINEAU PARK
110	350227	57000	57200	DOUG FORD DRIVE
110	410313	61000	61200	CHILD ADVOCACY UNIT
110	410314	61000	61200	GANG PROSCUTN-JOINT AGCY
110	410512	76000	76500	OSCA CTIHO GRANT-IN-AID
110	410550	61000	62200	CT. ADM DOJ - BLOCK GRANT
110	410551	61000	62200	DRUG CRT TREATMNT SRVS
110	410552	61000	62200	DRUG CT TREATMENT R1337
110	410553	61000	62200	DRUG COURT STIMULUS
110	410555	56000	56300	JUVENILE MENTAL HEALTH
110	410557	62000	62200	BYRNE-DRUG COURT TREATMNT
110	410558	62000	62200	BYRNE-DRUG CT TRMT D7-144
110	410559	62000	62200	DRUG ABUSE TRUST FUND GR
110	410567	62000	62200	DRUG CT TREATMENT EMER FD
110	410568	62000	62200	DRUG COURT EXPANSION
110	410569	62000	62200	DRUG CRT-JOINT AGENCY GRT
110	410570	62000	62200	2014 DRUG COURT EXPANSION

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
110	410571	62000	62200	DRG CRT TRTMT SVC E5 162
110	410610	56000	56300	FORENSIC MENTAL HEALTH
110	540116	52000	52100	ED.-CNTY.JAIL IMNATES
110	540117	52000	52100	PSC-VIDEO SURVIELLANCE
110	540152	52000	52100	BULLETPROOF VEST
110	540155	52000	52100	DOJ LAW ENFORC BLOCKGRANT
110	540156	52000	52100	GANG LAW ENFRMNT#W7025
110	540157	52000	52100	JOINT BIKE PATROL #4X153
110	540158	52000	52100	JAIL MENTAL HEALTH#W7005
110	540168	52000	52100	INCREASED LAW ENFORC PRJT
110	540178	52000	52100	BUFFER ZONE PROTECTION
110	540179	52000	52100	BYRNE-PJC POLICE WEAPONS
110	540180	52000	52100	TERRORISM PREVENTION
110	540181	52000	52100	TECH FOR AVIATION EQUIP
110	540182	52000	52100	COPS TECHNOLOGY GRANT
110	540183	52000	52100	JAG #2009DJBX1286
110	540185	52000	52100	COPS HIRING GRANT
110	540186	52000	52100	BUFFRZN#09BZPPESCA1V4007
110	540187	52000	52100	GANG STMLUS#09SBB92630
110	540188	52000	52100	JAIL STMLUS#09SBB92630
110	540189	52000	52100	PJC-VIDEO SURVEILLANCE
110	540192	52000	52100	JAG #2010DJBX1487
110	540193	52000	52100	JAG #2011DJBX0101
110	540194	52000	52100	JAG GRANT 2012DJBX0957
110	540195	52000	52100	JAG #2013 DJBX1008
110	540207	52000	52300	FDLE-SUBSTANCE ABUSE
110	550102	51000	51300	HHS VOTE PROGRAM GRANT
110	550122	51000	51300	VOTER EDUCATION FUNDS
110	550123	51000	51300	POLL WORKER TRAINING
110	550124	51000	51300	BALLOTS ON DEMAND
110	550125	51000	51300	FEDERAL ELECTIONS ACTVTY
110	550126	51000	51300	MILTRY OVRSEAS EMPOWERMNT
111	290406	52000	52300	DETENTION/JAIL COMMISSARY
112	110203	58000	58100	TRANSFER TO FUND 501
112	110258	51000	51700	FEMA LOAN
112	110262	51000	51700	INTEREST
112	210605	51000	51300	FACILITIES DCAT
112	310104	52000	52500	ONE STOP BUILDING
112	310210	51000	51900	DCAT
112	330463	52000	52500	CAT "C" IVAN ROAD SYSTEMS
112	330465	52000	52500	CAT E IVAN-BUILD/EQUIP
112	330467	52000	52500	CAT G IVAN PARKS REC FACI
112	330468	52000	52500	WEST FORK BOGGY CREEK
112	330475	52000	52500	CAT E DENNIS-BUILD/EQUIP
112	330481	52000	52500	GULF OIL SPILL 2010
113	110501	57000	57100	OPERATIONS
113	110502	57000	57100	MAINTENANCE
113	110503	57000	57100	INFORMATION SYSTEMS
113	110504	57000	57100	LIBRARY DONATIONS
114	290301	52000	52300	MISDEMEANOR PROBATION
114	290302	52000	52300	CHECK RESTITUTION
114	290303	52000	52300	COMMUNITY CONFINEMENT
114	290304	52000	52300	COMMUNITY SERVICE WORK
114	290305	52000	52300	RESIDENTIAL PROBATION

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
114	290306	52000	52300	PRE-TRIAL DIVERSION
114	410601	52000	52300	MISDEMEANOR PROBATION
114	410602	52000	52300	COMMUNITY CONFINEMENT
114	410605	52000	52300	PRE-TRIAL DIVERSION
114	410606	52000	52300	CHECK RESTITUTION
114	410608	52000	52300	COMMUNITY SERVICE WORK
114	410612	52000	52300	RESIDENTIAL PROBATION
114	410615	58000	58100	TRANSFERS-WORK RELEASE
115	110256	58000	58100	ARTICLE V - TRANSFERS
115	260305	52000	52300	PROFESSIONAL TRAINING
115	290206	52000	52300	PROFESSIONAL TRAINING
115	410306	61000	60200	SAO-ESCAMBIA CIRCUIT CRIM
115	410309	71000	71300	SAO-SANTA ROSA TECHNOLOGY
115	410310	71000	71300	SAO-OKALOOSA TECHNOLOGY
115	410311	60000	60200	SAO-ESCAMBIA COMMUNICATIO
115	410312	60000	60200	SAO-WALTON TECHNOLOGY
115	410407	60000	60300	PD-ESCAMBIA ADMIN
115	410412	71000	71300	PD-SANTA ROSA TECHNOLOGY
115	410413	71000	71300	PD-OKALOOSA TECHNOLOGY
115	410414	60000	60300	PD-ESCAMBIA COMMUNICATN
115	410415	60000	60300	PD-WALTON COMMUNICATION
115	410501	60000	60100	LOCAL OPTIONS
115	410502	68000	68900	JUVENILE PROGRAMS
115	410503	71000	71300	CA-ESCAMBIA TECHNOLOGY
115	410505	71000	71100	COURT SECURITY
115	410506	77000	60500	ADMINISTRATION - COURT
115	410507	71000	71900	OTHER ARTICLE V COSTS
115	410513	71000	71300	JUDICIAL NETWORK
115	410514	68000	68900	JUVENILE ALTERNATIVE PRG
115	410515	71000	71300	CA-SANTA ROSA TECHNOLOGY
115	410516	71000	71300	CA-OKALOOSA TECHNOLOGY
115	410517	71000	71300	CA-WALTON TECHNOLOGY
115	410518	56000	56300	MENTAL HEALTH COURT
115	410701	71000	71400	LAW LIBRARY
115	410802	71000	71500	LEGAL AID
115	410901	71000	71300	REGIONAL CONFLICT COUNSEL
115	540112	52000	52100	DEPUTY TRAINING - ART V
116	211902	54000	54100	DEVELOPMENT ENGINEERING
116	240302	51000	51500	PLANNING DEVELOPMENT REV
116	250201	51000	51500	DEVELOPMENT REVIEW
117	220335	53000	53700	PERDIDO KEY BEACH MOUSE
120	220407	55000	55400	SHIP 2010 GRANT ADMIN
120	220412	55000	55400	SHIP 2007 GRANT ADMINISTR
120	220424	55000	55400	SHIP 2008 GRANT ADMIN
120	220426	55000	55400	HURRICANE HOUSING RECOVERY
120	220427	55000	55400	SHIP 2006 GRANT ADMINISTR
120	220428	55000	55400	2009 SHIP GRANT ADMIN
120	220430	55000	55400	FL.HOMEBUYER PROGRAM
120	220431	55000	55400	SHIP 2011 GRANT ADMIN
120	220440	55000	55400	SHIP 2012 GRANT ADMIN
120	220443	55000	55400	SHIP 2013 GRANT ADMIN
120	220444	55000	55400	SHIP 2014 ADMIN
120	220504	55000	55400	IMPACT FEE PROVISIO FUNDNG
121	540103	52000	52100	LAW ENFORCEMENT TRUST

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
124	220406	55000	55400	ESCAMBIA AFFORDABLE HOUS
124	220442	52000	52500	DISASTER RECOVERY(DREF)
129	220402	55000	55400	2012 CDBG ADMIN PLANNING
129	220403	55000	55400	CDBG 2012 HOUSING REHAB
129	220404	55000	55400	CDBG 2012 OTHER ACTIVITY
129	220409	55000	55400	CDBG 2009 ADMIN PLANNING
129	220410	55000	55400	CDBG 2009 OTHER ACTIVITIE
129	220411	55000	55400	CDBG 2009 HOUSING REHAB
129	220414	55000	55400	CDBG 2004 HOUSING REHAB
129	220415	55000	55400	CDBG 2004 OTHER ACTIVITIE
129	220418	55000	55400	BROWNFIELD/ROMANA-VCTC
129	220419	58000	58100	CDBG 2005 HOUSING REHAB
129	220422	58000	58100	CDBG 2005 OTHER ACTIVITIE
129	220423	55000	55400	ADA IMPROVEMENTS
129	220433	55000	55400	CDBG 2010 ADMIN/PLANNING
129	220434	55000	55400	CDBG 2010 HOUSING REHAB
129	220435	55000	55400	CDBG 2010 OTHER ACTIVITY
129	220437	55000	55400	CDBG 2011 ADMIN PLANNING
129	220438	55000	55400	CDBG 2011 HOUSING REHAB
129	220439	55000	55400	CDBG 2011 OTHER ACTIVITY
129	220451	55000	55400	CDBG 2013 ADMIN/PLANNING
129	220452	55000	55400	CDBG 2013 HOUSING REHAB
129	220453	55000	55400	CDBG 2013 OTHER ACTIVITY
129	220482	55000	55400	CDBG 2001 OTHER ACTIVITIE
129	220488	55000	55400	CDBG 2002 OTHER ACTIVITIE
129	220496	55000	55400	CDBG 2003 OTHER ACTIVITIE
129	220502	55000	55400	NEIGHBORHD STABILZTN PROG
129	220505	55000	55400	CDBG-R RECOVERY GRANT
129	220507	55000	55400	NEGHBORHD STABLZTN PRG 3
129	220553	55000	55400	CDBG 2007 ADMIN/PLANNING
129	220555	55000	55400	CDBG 2007 OTHER ACTIVITIE
129	220556	55000	55400	2007 CDBG HOUSING REHAB
129	220562	55000	55400	CDBG 2008 ADMIN/PLANNING
129	220563	55000	55400	CDBG 2008 OTHER ACTIVITIE
129	220564	55000	55400	CDBG 2008 HOUSING REHAB
129	220565	51000	51700	FNMA DEBT SERVICE
129	221401	55000	55400	NEFI ADMIN/PLANNING
129	221402	55000	55400	CDBG 2006 HOUSING REHAB
129	221403	55000	55400	CDBG 2006 OTHERACTIVITIES
130	140602	56000	56900	HUMAN RESOURCES - ADA
130	150102	56000	56900	HUMAN RESOURCES - ADA
130	540104	52000	52100	HANDICAPPED PARKING
131	410141	74000	75200	FAMILY MEDIATION
143	330201	52000	52200	FIRE SERVICES MANAGEMENT
143	330202	52000	52200	FIRE SUPPRESSION
143	330205	58000	58100	TRANSFERS
143	330206	52000	52200	FIRE DEPT PD
143	330209	52000	52200	PENSACOLABEACHFIRESTATION
143	330216	52000	52200	SAFER GRANT
143	330604	52000	52200	FIRE BUSINESS OPERATIONS
143	330701	52000	52200	FIRE SUPPORT OPERATIONS
145	330404	52000	52500	E-911 COMMUNICATIONS
145	330406	52000	52900	E911 SYSTEM REPLACEMENT
145	330407	52000	52900	E911 MGMNT.INFORMATN.SYS.

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
145	330408	52000	52500	E911 MAPPING GRANT
145	330410	58000	58100	E-911-TRANSFERS
145	330411	52000	52900	E911 MIS QUALITY ASSURNCE
145	330414	52000	52900	911 NORTEL PBX UPGRADE
145	330426	52000	52900	DO NOT USE-SET UP IN ERRO
146	220401	55000	55400	CDBG LOAN REPAYMENT
146	220405	55000	55400	EMERGENCY SHELTER
147	220408	55000	55400	2009 HUD CONSORTIUM
147	220416	55000	55400	2004 HUD HOME CONSORTIUM
147	220417	55000	55400	2005 HUD HOME CONSORTIUM
147	220425	55000	55400	2006 HUD HOME CONSORTIUM
147	220432	55000	55400	2010 HUD CONSORTIUM
147	220441	55000	55400	2011 HUD CONSORTIUM
147	220449	55000	55400	2012 HUD CONSORTIUM
147	220450	55000	55400	2013 HUD HOME CONSORTIUM
147	220500	55000	55400	2007 HUD HOME CONSORTIUM
147	220501	55000	55400	2008 HUD HOME CONSORTIUM
147	220503	55000	55400	HOME PROGRAM INCOME
151	220515	51000	51900	CRA BROWNSVILLE
151	220516	51000	51900	CRA WARRINGTON
151	220517	51000	51900	CRA PALAFOX
151	220518	51000	51900	CRA DONATIONS
151	220519	51000	51900	CRA BARRANCAS
151	220520	51000	51900	CRA ENGLEWOOD
151	220521	51000	51900	NEIGHBORHOOD RESTORATION
151	220523	51000	51900	CRA ADMINISTRATION
151	250522	51000	51900	CRA ADMINISTRATION
152	110269	54000	54100	SOUTHWEST SECTOR CRA
152	110270	54000	54100	SORRENTO ROAD
152	110271	54000	54100	BLUE ANGEL
152	210506	54000	54100	BLUE ANGEL TRIP PROGRAM
152	210507	54000	54100	SORRENTO TRIP PROGRAM
152	210508	54000	54100	BLUE ANGEL TRIP PROGRAM
167	140301	51000	51300	BOB SIKES TOLL-ADMIN
167	140302	51000	51300	BOB SIKES TOLL-OPER & MAI
167	140304	58000	58100	BOB SIKES TOLL-TRANSFERS
175	110235	51000	51300	SPECIAL PAY-DAP
175	110303	54000	54100	TRANSPORTATION
175	210304	54000	54100	ROAD PAVING PROJECTS
175	210401	54000	54100	ROADS & BRIDGES ADMIN
175	210402	54000	54100	ROAD MAINTENANCE
175	210403	54000	54100	HOLDING PONDS
175	210404	54000	54100	SIGN MAINTENANCE
175	210405	54000	54100	FLEET MAINTENANCE
175	210406	54000	54100	SMALL EQUIPMENT
175	211101	54000	54100	ENGINEERING ADMIN
175	211201	54000	54100	TRAFFIC OPERATIONS
175	211501	54000	54100	TRANSPORTATION
175	211508	54000	54100	BLUE ANGEL-FAIR SHARE MTG
175	211601	54000	54100	TRAFFIC CONTROL
175	211602	54000	54100	ENGINEERING/INFRASTRUCTUR
175	211901	54000	54100	PERMITTING
175	212401	54000	54100	NPDES/SW
175	212403	54000	54100	TECHNICAL SUPPORT

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
175	250701	54000	54100	TRANSPORTATION
175	260101	54000	54100	ROADS AND BRIDGES-ADMIN
175	260102	54000	54100	ROAD MAINTENANCE
175	260106	54000	54100	SIGN MAINTENANCE
175	260201	54000	54100	GARAGE-ADMIN
175	260204	54000	54100	SMALL EQUIPMENT
175	260205	54000	54100	HOLDING PONDS
175	260301	52000	52300	FARMING OPERATIONS
175	260302	52000	52300	FACILITY OPERATIONS
175	260303	52000	52300	CARE AND CUSTODY
175	260401	54000	54100	ROAD PRISON-ADMIN
175	260402	52000	52300	INMATE COMMISSARY
175	270201	54000	54100	TRAFFIC OPERATIONS&PLANNG
175	290201	52000	52300	ROAD PRISON ADMINISTRATIO
175	290202	52000	52300	CARE & CUSTODY
175	290203	52000	52300	FACILITY OPERATIONS
175	290204	52000	52300	FARMING OPERATIONS
175	290205	52000	52300	INMATE COMMISSARY
177	140550	54000	54100	MAGNOLIA LAKES STR LITING
177	140551	54000	54100	MSBU-MCARTHUR LANE ST LGT
177	140552	54000	54100	SUGAR CREEK STR LIGHTING
177	140555	54000	54100	MSBU-WHISPER WAY STREET
177	140556	54000	54100	MSBU MAYFAIR STREET LIGHT
177	140557	54000	54100	MSBU TWIN OAKS STREET LGT
177	140558	54000	54100	MSBU MIRABELLE STREET LGT
177	140559	54000	54100	MSBU BAUER ESTATES STREET
177	140560	54000	54100	MSBU CARRAIGE HILLS STRT
177	140561	54000	54100	MSBU LAS BRISAS STREET LG
177	140562	54000	54100	MSBU OSCEOLA STREET LIGHT
177	140563	54000	54100	MSBU PERDIDO BAY STRT LGT
177	140564	54000	54100	MSBU TARKLIN BAYOU STRT
177	140565	54000	54100	MSBU WOODRIDGE MANOR STRT
177	140566	54000	54100	MSBU ALLY SHEEBA STRT LGT
177	140567	54000	54100	MSBU ROSEWOOD EST STR LGT
177	140568	54000	54100	MSBU CORAL CREEK STR LGT
177	140569	54000	54100	MSBU CRESCENT LAKE STR LT
177	140570	54000	54100	MSBU EMERALD SHORES RECRE
177	140571	54000	54100	MSBU EMERALD SHORES LIGHT
177	140572	54000	54100	ROAD ASSESSMENT PROGRAM
177	140574	54000	54100	MSBU WESTERNMARK STR LGHT
177	140575	54000	54100	MSBU LAKE ESTELLE ST LGHT
177	140576	54000	54100	MSBU BROOKHOLLOW STR LGHT
177	140577	54000	54100	MSBU TARKILN OAKS ST LGHT
177	140578	54000	54100	MSBU RIDGEFIELD STRT LGHT
177	140579	54000	54100	MSBU SCENIC HILLS ST LGHT
177	140580	54000	54100	MSBU BOULDER CREEK ST LT
177	140581	54000	54100	MSBU BAYWOODS STREET LGHT
177	140583	54000	54100	MSBU CROWNE POINT STR LGT
177	140584	54000	54100	MSBU BROOKSIDE HILLS STRT
177	140585	54000	54100	MSBU W. ROBERTS STREET LT
177	140586	54000	54100	MSBU S GULF MANOR STREET
177	140587	54000	54100	MSBU MAJESTIC OAKS STREET
177	140588	54000	54100	MSBU BELLE CHASSE STRT LT
177	140589	54000	54100	MSBU GLENMOOR TRAIL ST LT

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
177	140590	54000	54100	MSBU BELLE MEADOW STRT LT
177	140591	54000	54100	MSBU CADERWOOD CT STRT LT
177	140592	54000	54100	MSBU CARONDELAY STREET LT
177	140593	54000	54100	MSBU HANLEY DOWNS STRT LT
177	140594	54000	54100	MSBU HIDDEN LAKES STRT LT
177	140595	54000	54100	MSBU TURNER'S MEADOW LGT
177	140596	54000	54100	KINGS RIDGE STREET LTING
177	140597	54000	54100	CORAL CREEK II STR LIGHT
177	140598	54000	54100	GLENMOOR TRAIL, PHASE III
177	140599	54000	54100	RIVER GARDENS STR LIGHT
177	140600	54000	54100	FOREST CREEK STREET LIGHT
177	140902	54000	54100	MAGNOLIA LAKES UNIT 5 LTG
177	140903	54000	54100	VIZCAYA STREET LIGHTING
177	140904	54000	54100	BUSBEE PLANTATION ST LITE
177	140905	54000	54100	ZIGLAR RIDGE STREET LIGHT
177	140906	54000	54100	AMELIA PLACE STREET LIGHT
177	140907	54000	54100	MARCUS POINTE VILLAS LITE
177	140908	54000	54100	WESTFIELD STREET LIGHTING
177	140909	54000	54100	BRIDGEWOODSTREET LIGHTING
177	140910	54000	54100	MAPLE OAKS STREET LIGHTIN
177	140911	54000	54100	TIFFANY STREET LIGHTING
177	140912	54000	54100	JOHNSTONE STREET LIGHTING
177	140913	54000	54100	SANDY CREEK STR. LIGHTING
177	140914	54000	54100	TAHISCO GROVE ST LIGHTING
177	140915	54000	54100	WOODBIDGE STR LIGHTING
177	140916	54000	54100	SHOAL CREEK ROAD ASSMNT
177	140917	54000	54100	BAREFOOT ESTATES STRLHTG
177	140918	54000	54100	HICKORY HILLS STR LIGHTNG
177	140919	54000	54100	LAKES OF CARRINGTON ST LT
177	140920	54000	54100	GRAND CAYMAN PH II STREET
177	140921	54000	54100	GRANDE OAKS ADD I ST LGHT
177	140922	54000	54100	FLORIDIAN PH I STREET LIG
177	140923	54000	54100	GLENWOOD STREET LIGHTING
177	140924	54000	54100	CYPRESS CREEK STRT LTGHNG
177	140925	54000	54100	PATRIOT PLACE STREET LGHT
177	140926	54000	54100	FLORIDIAN PH II STREET LI
177	140927	54000	54100	WOODLANDS STREET LIGHTING
177	140928	51000	51700	INNERARITY ISLAND
177	140929	54000	54100	ARBOR RIDGE STREET LIGHT
177	140930	54000	54100	HIGHSPRINGS STREET LIGHT
177	140931	54000	54100	GRANDE LAGOON STR LIGHTNG
177	140932	54000	54100	OAK HILL ESTATES STR LITE
177	140933	54000	54100	GRANDECEDARS RESRV STR LT
177	140935	54000	54100	MILLVIEW ESTATES STR LITE
177	140936	54000	54100	TWIN PINES STREET LIGHTNG
177	140937	54000	54100	BRISTOL CREEK PHASE III
177	140938	54000	54100	SOUTHWOODS STREET LIGHTS
177	140939	54000	54100	LOGAN PLACE STREET LIGHTS
177	140940	54000	54100	TWIN SPIRES STREET LIGHTS
177	140941	54000	54100	BETMARK PLACE LIGHTING
177	140942	54000	54100	BILEK MANOR ST LIGHTING
177	140943	54000	54100	MANCHESTER STREET LIGHTS
177	140944	54000	54100	HERON BAYOU STREET LIGHTS
177	140945	54000	54100	HERRINGTON PLACE LIGHTS

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
177	140946	54000	54100	IRONHORSE STREET LIGHTING
177	140947	54000	54100	BRISTOL CREEK PH 2 LIGHTS
177	140948	54000	54100	WATERFORD PLACE ST LIGHTG
177	140949	54000	54100	GLENVIEW STREET LIGHTING
177	140950	54000	54100	TURNBERRY PLACE STR LGHT
177	140951	54000	54100	EAST PORT STREET LIGHTING
177	140952	54000	54100	AIRWAY OAKS STREET LIGHTI
177	140953	54000	54100	CREEKWOOD STREET LIGHTING
177	140954	54000	54100	HERITAGE OAKS STREET LGHT
177	140955	54000	54100	MSBU-AUDREY PLANTATION
177	140956	54000	54100	MSBU-SCENIC HILLS NORTH
177	140957	54000	54100	MSBU-WETHERBY COVE
177	140958	54000	54100	MSBU-DUNLEITH
177	140959	54000	54100	MSBU-WILLOW TREE
177	140960	54000	54100	MSBU-TWIN PINES II
177	140961	54000	54100	MSBU-HUNTINGTON
177	140962	54000	54100	MSBU-BAYWALK CIRCLE
177	140963	54000	54100	MSBU-INNERARITY ISLAND
177	140964	54000	54100	MSBU-BOULDER CREEK
177	140965	54000	54100	CARDINAL CREEK STR.LIGHTS
177	140966	54000	54100	CLEAR CREEK STREET LIGHT
177	140967	54000	54100	LOST CREEK STREET LIGHT
177	140968	54000	54100	MADISON PLACE-MSBU
177	140969	54000	54100	OSPREY PLACE LIGHTING
177	140970	54000	54100	MAPLE OAKS W PH2 LIGHTING
177	140971	54000	54100	LILLIAN WOODS STR LTNG
177	140972	54000	54100	SUMMERFIELD STR LTNG
177	140973	54000	54100	PROVIDENCE MANOR STR LTNG
177	140974	54000	54100	WEATHERSTONE STR LTNG
177	140975	54000	54100	AUTUMN MEADOWS STR LTNG
177	140976	54000	54100	WEST RIDGE STREET LIGHTS
177	140977	54000	54100	INDIAN LAKE STREET LIGHTS
177	140978	54000	54100	CHASEFIELD LIGHTING
177	140979	54000	54100	KINGSFIELD COURTYARD
177	140980	54000	54100	CANTERBURY WOODS
177	140981	54000	54100	LI FAIR
177	140982	54000	54100	PERDIDO ESTATES STR LGHT
177	140983	54000	54100	RIVER GARENS III LIGHTS
177	140984	54000	54100	RIVER OAKS LANDING
177	140985	54000	54100	INNERARITY ISLAND
177	140986	54000	54100	HIGHLANDS STREET LIGHTING
177	140987	54000	54100	WINDSONG STREET LIGHTING
177	140988	54000	54100	CAMSHIRE STREET LIGHTING
177	140989	54000	54100	ROBINSON'S MILL LIGHTING
177	140990	54000	54100	COVENTRY ESTATES LIGHTING
177	140991	54000	54100	HERITAGE WOODS LIGHTING
177	140992	54000	54100	WOODSIDE ESTATES LIGHTING
177	140993	54000	54100	SUNSET OAKS STREET LIGHTS
177	140994	54000	54100	BAY MEADOWS STREET LIGHT
177	140995	54000	54100	DEERFIELD STREET LIGHT
177	140996	54000	54100	PROVIDENCE MANOR II LIGHT
177	140997	54000	54100	MILLVIEW ESTATES II LITE
177	140998	54000	54100	MSBU-WTR OAKS DRAIN IMPR
177	140999	54000	54100	DEERFIELD SEWAGE IMPRVMT

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
181	210719	54000	54100	MASTER DRAINAGE BASIN I
181	210720	54000	54100	MASTER DRAINAGE BASIN II
181	210721	54000	54100	MASTER DRAINAGE BASIN III
181	210722	54000	54100	MASTER DRAINAGE BASIN IV
181	210723	54000	54100	MASTER DRAINAGE BASIN V
181	210724	54000	54100	MASTER DRAINAGE BASIN VI
181	210725	54000	54100	MASTER DRAINAGE BASIN VII
181	210726	54000	54100	MASTER DRAINAGE BAS VIII
181	210727	54000	54100	MASTER DRAINAGE BASIN IX
181	210728	54000	54100	MASTER DRAINAGE BASIN X
181	210729	54000	54100	MASTER DRAINAGE BASIN XI
181	210730	54000	54100	MASTER DRAINAGE BASIN XII
181	210731	54000	54100	MASTER DRAINAGE BAS XIII
181	210732	54000	54100	MASTER DRAINAGE BASIN XIV
181	210733	54000	54100	MASTER DRAINAGE BASIN XV
181	210734	54000	54100	MASTER DRAINAGE BASIN XVI
181	210735	54000	54100	MASTER DRAINAGE BAS XVII
181	210736	54000	54100	MASTER DRAINAGE BAS XVIII
203	110237	51000	51700	SALES TAX BONDS
203	110238	51000	51700	LOST DEBT SERVICE
203	110244	51000	51700	TFRTF DEBT SERVICE
203	110248	51000	51700	TOURIST DEVELOP BONDS
203	110249	51000	51700	CAPITAL IMP BONDS-2002
203	110251	51000	51700	CENTRAL ENERGY PLANT
203	110252	51000	51700	WORK RELEASE FACILITY
203	110255	51000	51700	ENERGY PLANT - LEONARD ST
310	110205	51000	51300	CAPITAL IMPROVEMENTS
310	110207	51000	51300	JUV.JUSTICE CTR-CAP IMPRV
310	110240	51000	51300	CAP IMPROVEMNT-TRANSFERS
310	110246	51000	51900	MASTER SPACE PLAN
310	110253	51000	51900	LEONARD STREET CHILLER
310	270106	51000	51300	INFOR RESOURCES ADMIN
310	270107	51000	51500	GIS INTERLOCAL
310	270108	51000	51300	SOFTWARE IMPLEMENTATION
310	280102	53000	53900	CODE ENFRMNT-DEMOLITION
310	380101	51000	51900	GOVT. ACCESS TV STATION
320	220210	54000	54400	FY2009 FTA GRANT
320	220211	54000	54400	FY 2008 FTA GRANT
320	220212	54000	54400	FY2007 FTA GRANT
320	220213	54000	54400	FTA TRANSIT IMPROVE GRANT
320	220218	54000	54400	FTA-ARRA FL96-X007
320	270310	54000	54400	FY2009 FTA GRANT
320	270311	54000	54400	FY2008 FTA GRANT
320	270312	54000	54400	FY2007 FTA GRANT
320	270313	54000	54400	FTA TRANSIT IMPROVEMENT
320	270314	54000	54400	FTA-ARRA FL96-X007
320	270315	54000	54400	CAP PROJECT #FL90X728
320	320410	54000	54400	2009 FTA FL90X701
320	320411	54000	54400	2008 FTA FL90X666
320	320413	54000	54400	TRANSIT IMP FL95X005
320	320414	54000	54400	FTA-ARRA FL96X007
320	320415	54000	54400	2010 FTA FL90X728
320	320416	54000	54400	2011 FTA GRANT #FL90X759
320	320417	54000	54400	2012 FTA GRANT FL90-X804

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
320	320418	54000	54400	2013 FTA320 FL90-X818
320	320419	54000	54400	2013 FTA320 FL90-X825
320	320420	54000	54400	GOOD RPR GRT FL-04018100
320	360525	54000	54400	2005-FTA CAPITAL PRJ GRT
320	360527	54000	54400	2006-FTA CAPITAL PROJ GRT
320	360528	54000	54400	2007-FTA CAPITAL PROJ GRT
320	360529	54000	54400	FY 2008 FTA GRANT
320	360530	54000	54400	TRANSIT IMPRVMT.FL95X005
333	210204	54000	54100	NEW ROAD CONSTRUCTION
333	210209	58000	58100	TRANSFERS
350	110206	51000	51900	ADMINISTRATIVE CAP IMP
350	110208	58000	58100	LOST TRANSFERS OUT
350	110216	51000	51900	TOLL EXPRESSWAY
350	210103	54000	54100	TRANSPORTATION PROJECTS
350	410142	71000	71200	JUDICIAL CAPITAL IMPRVMT
351	110224	51000	51900	ADM CAPTL IMPRVMT LOSTII
351	110229	58000	58100	LOST II TRANSFERS
351	110257	51000	51900	MASTER COURTHOUSE COMPLEX
351	110261	51000	51900	ONE STOP BUILDING
351	210105	54000	54100	TRANSP & DRAIN LOST II
351	211607	54000	54100	PUBLIC WORKS - EQUIPMENT
351	330210	52000	52200	FIRE SERVICES CAPITAL
351	330314	52000	52600	PUBLIC SAFETY IMP LOSTII
351	330326	52000	52600	PUBLIC SAFETY BLDGNG."W"
351	350213	57000	57200	REC/NAT RES LOSTII
351	350233	57000	57200	SOUTHWEST PARK
351	350234	57000	57200	FISHING BRIDGE
351	410148	71000	71200	JUDICIAL CENTER IMPRVMT
351	540110	52000	52100	SHERIFF CAPTL IMP LOSTII
351	540204	52000	52300	CORRECTIONS IMP LOSTII
352	110254	51000	51900	FL INST MACH HMN COG IHMC
352	110267	51000	51900	PUBLIC FAC & PROJ LOST 3
352	110268	58000	58100	LOST III - TRANSFERS OUT
352	210104	54000	54100	UWF CAMPUS AGREEMENT
352	210107	54000	54100	TRANSPORTATION & DRAINAGE
352	210108	54000	54100	FDOT STIMULUS GRANTS
352	210109	54000	54100	FDOT OLIVE ROAD GRANT
352	210110	54000	54100	CRABTREE CHURCH ROAD
352	210112	53000	53800	MAPLEWOODS DRAINAGE PROJ
352	210113	54000	54100	JACKS BRANCH ROAD
352	210517	54000	54100	MYRTLE GRVE ELMNTRY SDWK
352	210802	57000	57500	PARKS CAPITAL PROJECTS
352	220102	53000	53900	NESD CAPITAL PROJECTS
352	220802	57000	57500	EQUESTRIAN CENTER LOST
352	220808	57000	57200	PARKS PROGRAMS LOST
352	330228	52000	52200	FIRE SERVICES CAP PROJECT
352	330229	51000	51700	DEBT SERVICE
352	330415	52000	52900	COPS TECHNOLOGY GRANT
352	330435	52000	52600	PUBLIC SAFETY CAP PROJECT
352	350223	57000	57200	PARKS PROGRAMS LOST
352	350228	57000	57200	SOUTHWEST PARK
352	350229	57000	57200	PARKS CAPITAL PROJECTS
352	350231	57000	57200	EQUESTRIAN CENTER LOST
352	350235	57000	57200	SOUTHWEST SPORTS COMPLEX

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
352	410149	71000	71200	JUDICIAL CAP IMP LOST III
352	540115	52000	52100	SHERIFFS CAP PROJECTS
401	220601	53000	53400	SOLID WASTE ADMIN
401	220602	53000	53400	SOLID WASTE ENV QUALITY
401	220603	53000	53400	SOLID WASTE OPERATIONS
401	220604	53000	53400	SOLID WASTE RECYCLING
401	220605	53000	53400	SOLID WASTE PROJECTS
401	220606	53000	53400	SOLID WASTE RESERVES
401	220607	58000	58100	SOLID WASTE TRANSFERS
401	220608	53000	53400	SW CLOSED LANDFILLS
401	220609	53000	53400	PLF-MINING PILOT CLLCTN
401	220610	53000	53400	SW-DISASTER RECOVERY
401	220611	51000	51700	SOLID WASTE DEBT SERVICE
401	220612	53000	53400	SW TRANSFER STATION
401	220613	53000	53400	SAUFLEY LANDFILL
401	220614	53000	53200	LANDFILL TO GAS
401	230301	53000	53400	SOLID WASTE ADMIN
401	230302	51000	51700	SOLID WASTE DEBT SERVICE
401	230303	58000	58100	TRANSFERS
401	230304	53000	53400	ENVIRONMENTAL QUALITY
401	230306	53000	53400	RECYCLING
401	230307	53000	53400	SW TRANSFER STATION
401	230308	53000	53400	LANDFILL GAS TO ENERGY
401	230309	53000	53400	SW CLOSED LANDFILLS
401	230310	53000	53400	SOLID WASTE RESERVES
401	230314	53000	53400	SWM OPERATIONS
401	230315	53000	53400	PROJECTS
401	230316	53000	53700	SAUFLEY LANDFILL
401	230347	53000	53400	RESERVES
401	230355	53000	53400	CLOSED LANDFILLS
406	250101	51000	51500	PERMITTING
406	250106	52000	52400	FIRE SAFETY
406	250107	52000	52400	PLUMBING/GAS/MECH INSP
406	250108	52000	52400	ELECTRICAL SECTION
406	250109	52000	52400	BUILDING SECTION
406	250111	52000	52400	BUILDING INSPECT-ADMIN
406	250114	52000	52400	CONTRACTOR COMP BD-ADMIN
406	250115	52000	52400	PLANS REVIEW
406	250116	52000	52400	SITE INSPECTIONS
406	250118	52000	52400	LICENSING & INVESTIGATION
408	330301	52000	52600	EMER MED ADMINISTRATION
408	330302	52000	52600	EMS OPERATIONS
408	330304	52000	52600	EMS TRNG & QUALITY ASSUR
408	330371	58000	58100	TRANSFERS
408	330603	52000	52600	EMS BILLING BUSINESS OPS
408	330702	52000	52600	EMS OPERATIONS SUPPORT
409	221301	57000	57400	CIVIC CENTER ADMIN
409	221302	57000	57400	CIVIC CENTER MAINTENANCE
409	221303	57000	57400	CIVIC CENTER CAPITAL
409	310209	57000	57500	CIVIC CENTER MAINTENANCE
409	360401	57000	57500	BAY CENTER-ADMIN
409	360402	57000	57500	CIVIC CENTER-CAPITAL
501	110214	58000	58100	INTERFUND TRANSFERS
501	140608	51000	51300	DENTAL

COST CENTERS

FUND	COST CENTER	FUNCTION	ACTIVITY	COST CENTER TITLE
501	140609	51000	51300	HEALTH
501	140610	51000	51300	LIFE
501	140611	51000	51300	PRE-EMPLOYMENT PHYSICALS
501	140612	51000	51300	BENEFITS
501	140613	51000	51300	LONG TERM DISABILITY
501	140614	51000	51300	BC/BS HEALTH GRANT
501	140833	51000	51300	RISK MANAGEMENT ADMIN
501	140834	51000	51300	WORKERS COMPENSATION
501	140835	51000	51300	PROPERTY CASUALTY
501	140836	51000	51300	BUILDINGS
501	140837	51000	51300	VEHICLES
501	140838	51000	51300	SAFETY&LOSS CONTROL ADMIN
501	140839	51000	51300	SAFETY ENGINEERING
501	140840	51000	51300	SAFETY MOSQUITO CONTROL
501	140841	51000	51300	SAFETY FACILITIES
501	140842	51000	51300	SAFETY CODE ENFORCEMENT
501	140843	51000	51300	SAFETY SOLID WASTE
501	140844	51000	51300	SAFETY SOIL & WATER
501	140845	51000	51300	SAFETY ROADS & BRIDGES
501	140846	51000	51300	SAFETY PARKS & RECREATION
501	140847	51000	51300	SAFETY ANIMAL CONTROL
501	140848	51000	51300	SAFETY NESD
501	140850	51000	51300	SAFETY EMS
501	140851	51000	51300	SAFETY ROAD PRISON
501	140852	51000	51300	SAFETY FIRE SERVICES
501	140853	51000	51300	SAFETY BLDG INSPECTIONS
501	140854	51000	51300	SAFETY GIS
501	140855	51000	51300	SAFETY MARINE RESOURCES
501	150106	51000	51300	PRE-EMPLOYMENT PHYSICALS
501	150107	51000	51300	BENEFITS
501	150108	51000	51300	HEALTH
501	150109	51000	51300	DENTAL
501	150110	51000	51300	LIFE
501	150111	51000	51300	BCBS HEALTH GRANT
501	210407	51000	51300	FUEL DISTRIBUTION
501	210610	51000	51900	DCAT-CONSTRUCTION SERVICE
501	260206	51000	51900	FUEL DISTRIBUTION
501	310205	51000	51900	DCAT CONSTRUCTION SERVICE

PERSONNEL SERVICES

PERSONNEL SERVICES

510 Personal Services

Includes 11 through 25

Expenses for salaries, wages, and related employee benefits provided for all persons employed by the reporting entity whether on full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contributions to a retirement system, social security, insurance, sick leave, terminal pay, and similar direct benefits as well as other costs such as Workers' Compensation and Unemployment Compensation Insurance.

511 Executive Salaries

Includes salaries for elected officials, and top level management, and if earned, qualification salary for elected officials. Only salaries for Constitutional Officers are budgeted in this account.

512 Regular Salaries and Wages

Employees who are or will be members of a retirement system as a condition of employment. Includes all full-time and part-time employees who are part of the regular work force.

513 Other Salaries and Wages

Employees who are not or will not be members of a retirement system as a condition of their employment. Includes all full-time and part-time employees who are not part of the regular work force.

EXAMPLES:

Shift differential

Relief employee salary

514 Overtime

Payments in addition to regular salaries and wages for services performed in excess of the regular work hour requirement. This includes all overtime for official court reporters and electronic recorder operator transcribers.

515 Special Pay

Includes compensation paid to employees for which no contributions shall be required and no benefits shall be paid under the provisions of the Florida Retirement System or any local government retirement system. This includes incentive pay for sheriffs, law enforcement officers and firefighters.

EXAMPLES:

Tool allowance

Firefighter Incentive pay for EMT/Paramedic Certification

521 FICA Taxes

Social Security matching/Medicare matching.

Note: Rate for FY 2014/2015 is **7.65%**.

522 Retirement Contributions

Amounts contributed to the State Retirement Fund.

Note: The following are the retirement rates to be used for the FY 2014/2015 Budget.

Regular Class	6.95%
Special Risk	19.06%
Special Risk Administrative Support	18.31%
County Elected Officials	33.03%

(Please note that the state normally releases new retirement rates in June or July and the budget will be adjusted accordingly.)

523 Life and Health Insurance

Includes life and health insurance premiums and benefits paid for employees.

524 Workers Compensation

Premiums and benefits paid for Workers' Compensation insurance.

Note: Job Titles and Worker's Compensation Codes are included in this manual for your reference.

525 Unemployment Compensation

Amounts contributed to the unemployment compensation fund.

Note: The Office of Management and Budget will input the Unemployment Compensation Budgets.

****Annual leave and MOB payouts will not be offered in FY 2014/2015.**

Job Title	Pay Grade	Job Title	Pay Grade
Accountant	C42	Detention Deputy 1st Class	JB23A
Accounting Assistant	A11	Detention Deputy Trainee	JB23T
Accounting Manager	C51	Detention Deputy Trainee/Academy	JB23S
Accounting Technician	B21	Detention Lieutenant	JC42
Accreditation Manager	JC51	Detention Sergeant	JB32
Administrative Assistant	B22	Development Program Manager	C51
Administrative Supervisor	B31	Director of Mental Health	JD61
Animal Control Manager	C43	Directors Aide	B32
Animal Control Officer	B21	Division Manager	D63
Animal Control Supervisor	B31	DNA Technician	JB21
Asst County Administrator	E91	Economic Development Coord	B32
Asst County Attorney	E81	Emerg Comms Dispatcher	B21
Asst County Attorney (Non-cert)	E80	Emerg Comms Manager	C43
Battalion Chief	C52	Emerg Comms Supervisor	B31
Billing Manager, EMS	C43	Emerg Operations Officer	B22
Bldg Codes Enf Officer	B22	Emerg Plan Coordinator	C41
Bldg Codes Inspector	B21	Emergency Medical Specialist	B211
Bldg Codes Manager	C43	EMS Qual Specialist	B23
Bldg Trades Investigator	B22	Engineering & Environ Quality Manager	C52
Branch Director	E81	Engineering Program Coordinator	C42
Budget Manager	D62	Engineering Project Coordinator	C41
Certified Medical Assistant	JA12	Engineering Specialist	B23
Commissioner	G200	Engineering Technician	B22
Commissioner's Aide	B32	Environ Analyst	C42
Communications Associate	B31	Environ Enfrc Off	B21
Communications Coordinator	C42	Environ Enforce Supv	B31
Community Outreach Associate	A12	Environ Prog Mgr	C51
Construction Inspector	B21	Environ Tech	B22
Construction Manager	C51	Equestrian Center Mktg & Promo Coord	C42
Corrections Captain	D61	Equip Oper II	B21
Corrections Corporal	B31	Equip Oper II (Term)	B21
Corrections Lieutenant	C43	Equip Oper III	B22
Corrections Officer	B23	Equip Oper IV	B23
Corrections Officer-Term	B23	Exec Asst-County Administrator	B32
Corrections Sergeant	B32	Extension Agent I	JF1
Counseling Program Coordinator	JC40	Extension Agent II	JF1
County Administrator	F102	Extension Agent III	JF1
County Attorney	F101	Extension Agent IV	JF1
County Surveyor	C42	Field Supervisor	B32
Court Liaison	JB31	Fire Captain	C41
CRA Deputy Division Manager	D61	Fire Chief	E81
CRA Worker	A12	Fire Inspector	B21
Crim Just Prog Mgr	C41	Fire Lieutenant	B32
Crim Just Spec I	B21	Fire Lieutenant/Pub Ed Coord	B32
Crim Just Spec II	B22	Fire Marshal	C43
Custodial Manager	B21	Fire Service Manager	D61
Custodial Supervisor	A13	Firefighter	B21
Custodial Worker	A11	Firefighter Trainee	B20
Customer Service Associate	B31	Firefighter Trainee (Relief)	B20
Customer Service Technician	A13	Fleet Maintenance Specialist	B23
Dental Assistant	B21	Fleet Maintenance Supervisor	B31
Department Director	E80	Fleet Maintenance Technician	B22
Department Director I	E81	Fleet Maintenance Worker	A12
Department Director II	E82	Food Service Asst	A12
Department Director III	E83	Food Service Supervisor	B21
Deputy County Attorney	E82	Forensic Jail Case Manager	JB23
Deputy Fire Chief	D63	Forensic Mntl Hlth Spec (Grant)	GF1
Detention Assistant	JA13	Fuel Distribution Assistant	A12
Detention Captain	JD62	Fuel Distribution Supervisor	B21
Detention Deputy	JB23	GIS Analyst	C41

Job Title	Pay Grade	Job Title	Pay Grade
GIS Assistant	A11	Medical Support Assistant	A13
GIS Technician	B22	Mental Health Counselor	JB31
Grants Coordinator	C42	Mental Health Office Assistant	JA13
Health Information Specialist	JB22	Mosquito Control Supv	B22
Health Services Administrator	JD62	Mosquito Control Tech	A13
Human Resources Associate I	B21	Nurse Manager	JC42
Human Resources Associate II	B31	Office Support Assistant	A11
Human Resources Associate III	C41	Paralegal	C41
Human Resources Associate IV	C43	Paramedic Supervisor	B32
Human Resources Supervisor	C52	Pharmacy Tech	A13
Human Resources Supervisor-Compensation	C53	Plans Examiner	B23
Human Resources Supervisor-HRIS	C43	Program Coordinator	C42
Information Technology Coordinator	C51	Program Manager	C51
Information Technology Specialist	B23	Program Manager - Parks and Recreation	C43
Information Technology Technician	B22	Program Mgr-Facilities Const Maint.	B31
Information Technology VOIP Coordinator	C51	Program Mgr-Human Assistance	GF1
Information Technology Web Coordinator	C51	Program Mgr-R&B	C43
Inspections Supv	B31	Property Lien Program Coordinator	C41
Jail Administrative Assistant	JB22	Public Information Officer/Video Special	C52
Jail Custodial Worker	JA11	Public Information Specialist, Graphics	C41
Jail Office Support Assistant	JA11	Public Information Specialist, Online Co	C41
Jail Secretary	JB21	Purchasing Specialist	B23
Job Development Counselor (Grant)	GF1	Real Estate Acquisition Manager	C41
Kennel Technician	A13	Real Estate Acquisition Specialist	B22
Landfill Field Supervisor	B32	Real Estate Acquisition Technician	B21
Landfill Operations Supervisor	C42	Records Mgmt Liaison Officer	B23
Landfill Safety Technician	B21	Recreation Coordinator	B22
Landfill Service Worker	A13	Recycling Operations Manager	C52
Laundry Specialist	JB22	Redeveloper I	B21
Laundry Worker	JA12	Redeveloper II	C41
Law Librarian	JA13	Registered Nurse	JB31
Lead Environ Enforce Officer	B22	Risk Analyst	C42
Lead Fleet Maintenance Technician	B23	Risk Manager	D62
Legal Administrative Assistant	B23	Risk Specialist	C41
Librarian	GE15	Road Constr Specialist	B22
Librarian - Senior	GE19	Senior Detention Deputy	JB23B
Library - Technical Specialist (Courier)	GE03	Senior Engineering Project Coordinator	C43
Library Administrative Officer	GE07	Senior Kennel Technician	B21
Library Administrative Officer I	GE11	Solid Waste Manager	D72
Library Administrative Officer II	GE15	Sr Asst County Attorney	E82
Library Administrator	CUC 05	Sr Bldg Code Enforce Official	B31
Library Clerk I	GE01	Sr Budget Analyst	C51
Library Clerk II	GE02	Sr Criminal Justice Specialist	B23
Library Clerk III	GE03	Sr Office Support Assistant	A12
Library Computer Technician	GE07	Sr Urban Planner	C43
Library Executive Secretary II	GE07	Storekeeper Warehouse Supervisor	B22
Library Manager	GE19	Storekeeper Warehouse Technician	A13
Library Network/System Engineer I	GE15	Student Assistant	A10
Library Senior Administrative Officer I	GE13	Systems Analyst	C41
Library Senior Administrative Officer II	GE16	Telecom Services Technician	B32
Library Specialist	GE15	Telecom Utilities Manager	C43
Library Technician	GE09	Urban Planner I	C41
Licensed Practical Nurse	JB22	Urban Planner II	C42
Maintenance Shop Supervisor	B22	Vet Tech	B22
Maintenance Technician	A13	Veterinarian	D61
Maintenance Worker	A12	Warehouse Worker	JA13
Master Detention Deputy	JB23C	Water Quality Tech (Grant)	GF1
Medical Director	E81	Worker's Compensation Specialist	B22
Medical Records Technician	A13		

BCC PAY SCHEDULE

FY 2013/2014

Paygrade	HOURLY					ANNUAL	
	Minimum	1st Quartile	Midpoint	3rd Quartile	Maximum	Minimum	Maximum
A10	7.93	9.16	10.38	11.61	12.83	\$16,494.40	\$26,694.30
A11	10.20	11.85	16.81	15.16	16.81	\$21,208.91	\$34,965.53
A12	10.71	12.45	17.65	15.91	17.65	\$22,281.15	\$36,710.50
A13	11.25	13.07	18.53	16.71	18.53	\$23,396.28	\$38,543.81
B20	11.25	13.07	18.54	16.72	18.54	\$23,396.28	\$38,565.90
B211	12.49	15.36	23.97	21.10	23.97	\$25,969.65	\$49,852.94
B21	12.49	14.51	20.57	18.55	20.57	\$25,969.65	\$42,784.73
B22	14.54	16.89	23.97	21.61	23.97	\$30,237.17	\$49,852.94
B23	16.63	19.32	27.41	24.71	27.41	\$34,590.46	\$57,009.50
B31	17.96	20.87	29.61	26.69	29.61	\$37,356.84	\$61,581.75
B32	19.40	22.54	31.96	28.82	31.96	\$40,359.11	\$66,485.31
C41	20.75	24.12	34.20	30.84	34.20	\$43,168.38	\$71,145.91
C42	22.21	25.81	36.60	33.01	36.60	\$46,192.10	\$76,137.83
C43	23.76	27.61	39.16	35.31	39.16	\$49,430.26	\$81,461.08
C51	25.42	29.54	41.90	37.78	41.90	\$52,882.88	\$87,159.82
C52	27.21	31.61	44.83	40.43	44.83	\$56,592.83	\$93,256.14
C53	28.16	32.72	46.41	41.85	46.41	\$58,572.80	\$96,536.54
D61	29.12	33.83	47.98	43.26	47.98	\$60,560.12	\$99,794.23
D62	30.86	35.86	50.86	45.86	50.86	\$64,184.29	\$105,780.12
D63	32.71	38.01	53.90	48.61	53.90	\$68,044.35	\$112,119.42
D71	34.67	40.29	57.14	51.52	57.14	\$72,118.86	\$118,856.30
D72	36.76	42.71	60.57	54.62	60.57	\$76,450.71	\$125,990.77
E80	32.08	37.28	52.87	47.68	52.87	\$66,736.22	\$109,976.87
E81	38.96	45.27	64.20	57.89	64.20	\$81,039.90	\$133,544.92
E82	41.29	47.98	68.06	61.37	68.06	\$85,886.42	\$141,562.91
E83	43.78	50.87	72.14	65.05	72.14	\$91,054.62	\$150,044.76
E91	46.41	53.92	76.47	68.95	76.47	\$96,523.04	\$159,056.72
E92	49.19	57.16	81.06	73.09	81.06	\$102,313.14	\$168,598.80
F101	54.11	62.87	89.16	80.40	89.16	\$112,542.31	\$185,452.06
F102	59.51	69.15	98.08	88.44	98.08	\$123,779.39	\$204,006.10

Effective January 1, 2014 minimum wage is \$7.93. The Maximum was increased by 3%.

LIBRARY PAY SCHEDULE

FY 2013-2014

Paygrade	HOURLY		ANNUAL	
	Minimum	Maximum	Minimum	Maximum
GE-01	9.19	16.18	19,115.00	33,657.00
GE-02	9.66	17.01	20,092.00	35,371.00
GE-03	10.14	17.85	21,091.00	37,128.00
GE-04	10.65	18.76	22,152.00	39,013.00
GE-05	11.14	19.18	23,171.00	39,892.00
GE-06	11.48	20.00	23,878.00	41,606.00
GE-07	11.82	20.81	24,585.00	43,276.00
GE-08	12.26	21.26	25,500.00	44,220.00
GE-09	12.63	21.72	26,270.00	45,184.00
GE-10	13.00	22.64	27,040.00	47,091.00
GE-11	13.37	23.57	27,809.00	49,019.00
GE-12	13.72	24.17	28,537.00	50,283.00
GE-13	14.08	24.80	29,286.00	51,590.00
GE-14	14.50	25.53	30,160.00	53,111.00
GE-15	15.23	26.82	31,678.00	55,789.00
GE-16	16.00	28.16	33,280.00	58,574.00
GE-17	16.81	29.58	34,964.00	61,530.00
GE-18	17.65	31.08	36,712.00	64,637.00
GE-19	18.54	32.63	38,563.00	67,872.00
GE-20	19.48	34.28	40,518.00	71,300.00
GE-21	20.46	36.00	42,556.00	74,877.00
GE-22	20.86	36.70	43,388.00	76,334.00
GE-23	22.57	39.69	46,945.00	82,547.00

JAIL PAY SCHEDULE

FY 2013/2014

DBM	HOURLY		ANNUAL	
	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
JA10	9.25	14.01	19240.00	29134.71
JA11	10.19	15.43	21195.20	32103.86
JA12	10.70	16.21	22256.00	33708.09
JA13	11.64	17.63	24211.20	36670.82
JB20	12.09	18.32	25147.20	38096.80
JB21	13.30	20.15	27664.00	41906.63
JB22	14.96	22.66	31116.80	47127.87
JB22A	15.71	23.79	32676.80	49484.30
JB22B	16.49	25.75	34299.20	53560.00
JB22C	17.32	26.23	36025.60	54556.43
JB23S	12.59	19.07	26187.20	39657.11
JB23T	15.11	22.88	31418.40	47588.70
JB23	16.63	25.17	34590.40	52347.40
JB23A	17.45	26.43	36296.00	54964.77
JB23B	18.32	27.75	38105.60	57713.04
JB23C	19.23	29.13	39998.40	60598.64
JB31	18.69	28.31	38875.20	58884.72
JB32	21.18	32.08	44054.40	66723.76
JC40	21.14	32.02	43971.20	66601.00
JC41	23.25	35.22	48360.00	73261.08
JC42	24.91	37.73	51812.80	78480.61
JC43	26.57	37.15	55265.60	77274.65
JC51	28.64	43.38	59571.20	90239.17
JC52	31.13	47.15	64750.40	98078.22
JD61	33.21	50.30	69076.80	104615.53
JD62	34.86	52.81	72508.80	109835.06
JD63	36.52	55.32	75961.60	115056.31
JD71	38.59	58.46	80267.20	121593.41
JD72	41.08	62.23	85446.40	129432.67
JE81	43.16	65.37	89772.80	135969.77
JE82	44.81	67.88	93204.80	141189.30
JE83	46.47	70.39	96657.60	146410.54
JE91	48.55	73.53	100984.00	152947.86
JE92	51.03	77.30	106142.40	160784.98
JF101	55.12	83.48	114649.60	173647.95
JF102	60.63	91.83	126110.40	191012.96

The Minimum was increased by 2% and Maximum was increased by 3%

Job Title and Worker's Compensation Codes

Title	W/C Code
Accountant	8810
Accounting Assistant	8810
Accounting Manager	8810
Accounting Technician	8810
Accreditation Manager	8810
Administrative Assist	8810
Administrative Assistant (County Attorney)	8820
Administrative Officer	8810
Administrative Officer I	8810
Administrative Supervisor	8810
Animal Control Officer	8831
Animal Control Supv	8831
ARNP (Advanced Registered Nurse Practitioner)	7720
Asst County Administrator	8810
Asst County Attorney	8820
Battalion Chief	7704
Billing Manager	8810
Bldg Cd Enforce Official	9410
Branch Director	8810
Budget Analyst	8810
Budget Manager	8810
Building Code Inspector	9410
Building Codes Manager	8810
Certified Medical Assistant	7720
Clerk I	8810
Clerk II	8810
Clerk III	8810
Commissioner	8810
Commissioner's Aide	8810
Construction Inspector	9410
Construction Mgr	9410
Corrections Captain	7720
Corrections Lieutenant	7720
Corrections Officer	7720
Corrections Officer-Term	7720
Corrections Sergeant	7720
Counseling Program Coordinator	8810
County Attorney	8820
County Surveyor	8601
Courier - SOE	8742
Court Liaison	8810
CRA Deputy Division Manager	8810
Crim Just Prog Manager	8810
Criminal Justice Spec I	8810
Criminal Justice Spec II	8810
Custodial Mgr	9015
Custodial Supv	9015
Custodial Worker	9015
Customer Service Technician	8810
Customer Svs Associate	8810
Dental Assistant	7720
Dept Director I	8810
Dept Director II	8810
Dept Director III (Public Safety)	7705
Dept Director III (All Others)	8810

Title	W/C Code
Deputy County Attorney	8820
Deputy Fire Chief	7704
Deputy SOE for Admin	8810
Detention Assistant	8810
Detention Captain	7720
Detention Deputy	7720
Detention Deputy 1st Class	7720
Detention Deputy Trainee/Academy	8810
Detention Lieutenant	7720
Detention Sergeant	7720
Development Program Manager	8810
Director's Aide	8810
Director of Mental Health	8810
Division Manager (EMS)	7705
Division Manager (Road Prison)	7720
Division Manager (DCAT)	8601
Division Manager (Water Quality)	8601
Division Manger (All Others)	8810
DNA Technician	8810
Econ Dev Coord/Admin Aide	8810
Election Specialist	8810
Emergency Comm Dispatcher	8810
Emergency Comm Mgr	8810
Emergency Comm Supv	8810
Emergency Medical Specialist	7705
Emergency Ops Officer	8810
Emergency Planning Coord	8810
EMS Quality Specialist	7705
EMT - Jail	7720
Eng & Env Quality Manager	8810
Engineering Deputy Division Manager	9410
Engineering Manager	9410
Engineering Program Coord	9410
Engineering Project Coord	9410
Engineering Specialist (Engineering)	8742
Engineering Specialist (Engineering - Office Staff)	8810
Engineering Specialist (Traffic Operations)	5509
Engineering Specialist (Traffic Operations - Office Staff)	8810
Engineering Tech	8601
Environ Enforce Ofr	9410
Environ Enforce Supv	9410
Environmental Analyst (NPDES)	9410
Environmental Analyst (Recycling)	9403
Environmental Analyst (All Others)	8720
Environmental Prog Mgr	8720
Environmental Tech	9015
Equestrian Center Mrk & Prom Coord	8810
Equip Operator II (Holding Ponds)	5509
Equip Operator II (Road Maintenance)	5509
Equip Operator II (Roads Maintenance-Engineering)	8601
Equip Operator II (Solid Waste Ops)	6217
Equip Operator II (Term)	5509
Equip Operator III (Holding Ponds)	5509
Equip Operator III (Solid Waste Transfer Station)	6217
Equip Operator III (Road Maintenance)	5509

Title	W/C Code
Equip Operator III (Solid Waste Ops)	6217
Equip Operator IV (Holding Ponds)	5509
Equip Operator IV (Recycling)	6217
Equip Operator IV (Road Maintenance)	5509
Exec Asst to County Admin	8810
Executive Secretary II	8810
Extension Agent I	8810
Extension Agent II	8810
Extension Agent III	8810
Extension Agent IV	8810
Field Supervisor (Holding Ponds)	5509
Field Supervisor (Roads & Sign Maintenance)	5509
Field Supervisor (Solid Waste)	9403
Fire Captain	7704
Fire Chief	7704
Fire Inspector	7704
Fire Lieutenant	7704
Fire Lieutenant/Public Ed Coord	7704
Fire Marshall	7704
Fire Services Manager	8810
Firefighter	7704
Fleet Maint Spec	8380
Fleet Maint Supv (EMS)	8380
Fleet Maint Supv (Solid Waste)	9403
Fleet Maint Supv (Fleet Maintenance)	8380
Fleet Maint Tech (Fire Services)	8380
Fleet Maint Tech (Fleet Maintenance)	8380
Fleet Maint Tech (Mosquito Control)	9402
Fleet Maint Tech (Solid Waste)	9403
Fleet Maint Worker (Fleet Maintenance)	8380
Food Service Assistant	7720
Food Service Supv	7720
Forensic Jail Case Mgr	8810
Forensic Mental Health Spec-Trm	8810
Fuel Distrib Assistant	8380
Fuel Distrib Supv	8810
GIS Analyst	8810
GIS Technician	8810
Grants Coordinator	8810
Health Information Specialist	8810
Health Services Administrator	8810
Human Res Associate I	8810
Human Res Associate II	8810
Human Res Associate III	8810
Human Resources Supv	8810
Info Specialist - SOE	8810
Info Technology Coord	8810
Info Technology Spec	8810
Info Technology Tech	8810
Inspections Supervisor	9410
Inspections Supervisor (Office Personnel)	8601
Interim County Administrator	8810
IT Manager	8810
IT VOIP Coordinator	8810
IT Web Coordinator	8810
Jail Administrative Assistant	8810
Jail Custodial Worker	8810
Jail Office Support Assistant	8810
Jail Secretary	8810
Job Devel Couns (Grant)	8810
Kennel Technician	8831

Title	W/C Code
Landfill Ops Supervisor	9403
Landfill Service Worker	9403
Laundry Specialist	8810
Laundry Worker	8810
Law Librarian	8810
Lead Env Enforce Officer	9410
Lead Fleet Maint Tech	8380
Legal Administrative Assistant	8820
Librarian	8810
Library Administrator	8810
Library Computer Technician	8810
Library Manager	8810
Library Specialist	8810
Library Technician	8810
Licensed Practical Nurse	7720
Maintenance Shop Supv	5190
Maintenance Tech (Equestrian Center)	9102
Maintenance Tech (Maintenance)	9015
Maintenance Tech (Maintenance-Electrical)	5190
Maintenance Tech (Parks)	9102
Maintenance Tech (Water Quality & Land Mgmt)	8720
Maintenance Worker (Equestrian Center)	9102
Maintenance Worker (Extension Services)	9015
Maintenance Worker (Facilities)	9015
Master Detention Deputy	7720
Medical Director	8832
Medical Records Tech	8810
Medical Support Assistant	8810
Mental Health Counselor	7720
Mental Health Office Assistant	8810
Mosquito Control Supv	9402
Mosquito Control Tech	9402
Office Support Assist	8810
Network System Engineer I	8810
Nursing Manager	7720
Paralegal	8820
Paramedic Supervisor	7705
Pharmacy Tech	7720
Plans Examiner	8810
Program Coordinator (County Attorney)	8820
Program Coordinator (County Administration)	8810
Program Coordinator - SOE	8810
Program Manager (Bob Sikes Toll Admin)	9410
Program Manager (Facilities)	9015
Program Manager (Parks)	5509
Program Manager (Road Maintenance)	5509
Program Manager (Traffic Operations)	8810
Program Manager (Transportation & Traffic Ops)	9410
Property Lien Program Coordinator	8810
Public Info Officer/Video Production Spec	8810
Public Info Specialist/Graphics & Special Events	8810
Public Info Specialist/Online Content	8810
Purchasing Coordinator	8810
Purchasing Specialist	8810
Real Estate Acquis Mgr	8742
Real Estate Acquis Spec	8742
Real Estate Acquis Tech	8742
Records Management Liaison Officer	8810
Recreation Coordinator	9102
Recycling Operations Manager	8810
Redeveloper I	8810

Title	W/C Code
Redeveloper II	8810
Registered Nurse	7720
Risk Analyst	8742
Risk Manager	8810
Risk Specialist	8742
Road Construct Spec	5509
Safety Technician	9403
Senior Admin Officer I	8810
Senior Admin Officer II	8810
Senior Detention Deputy	7720
Senior Kennel Technician	8831
Senior Librarian	8810
Sr Assistant County Atty	8820
Sr Bldg Cd Enforce Official	9410
Sr Budget Analyst	8810
Sr Criminal Justice Spec	8810
Sr Election Supp Asst	8810
Sr Eng Proj Coord	9410
Sr Office Support Assist	8810
Sr Urban Planner	8810
Storekeep/Warehouse Supv	8810
Strkpr/Wrhs Tech (Fleet Maintenance)	8810
Strkpr/Wrhs Tech (Fleet Maintenance - Driver)	8380
Strkpr/Wrhs Tech (All Others)	8810
Student Assistant	8810
Supervisor of Elections	8810
Systems Analyst	8810
Telecom & Utilities Mgr	8810
Telecom Services Tech	8810
Train/Projects Coord - SOE	8810
Urban Planner I	8810
Urban Planner II	8810
Veterinarian	8831
Veterinarian Tech	8831
Warehouse Supervisor - SOE	5191
Warehouse Worker	8810
Water Quality Tech-Grant	9410
Workers Comp Specialist	8810

Escambia County Office of Management and Budget

Payroll Change Form

(Please type or legibly print the requested information)

Employee's Full Name	Employee ID Number	Hourly Rate	Job Title	Action		Comment
				(Check appropriate box)		
				Add	Delete Change	

Retirement Form FY 2014/2015

Escambia County, Office of Management and Budget
(Please Type or Legibly Print All Requested Information)

Department Name : _____
 Division/Section Name : _____
 Cost Center Name/Number : _____

	Employee Name (Last, First and Middle)	Employee ID Number	Current Hourly Pay Rate	Leave Balances			Current Year of Eligibility (Check, if appropriate)					
				Annual	Sick (50% of balance)	Comp. Time	1st	2nd	3rd			
1	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
8	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
9	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
10	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Signature of Department Director or Designee

OPERATING EXPENSES

OPERATING EXPENSES ELEMENT AND OBJECT

530 OPERATING EXPENDITURES/EXPENSES

Includes 31 through 59

531 Professional Services

Legal, medical, dental, engineering, architectural, and other services procured by the local unit as independent professional assistance. Includes such financial services as bond rating, etc., where the service received is not directly involved with accounting and/or auditing. Also includes fees paid for competency and/or psychiatric evaluations and court appointed attorneys.

EXAMPLES:

Medical Examiner

Appraiser except for the purchase of land or building in which case it will be added to the cost of land or buildings

Autopsy Service/Cremation Authorizations/Autopsy Referral Testing

Drug Screening

X-rays

Vet Fees

Note: Professional services for design related to capital equipment, buildings or other improvements may not be included in this object code.

533 Court Reporter Services

Includes the costs of appearance fees and transcript fees for in-court proceedings, appeals, and depositions.

534 Other Contractual Services

Custodial, janitorial, and other services procured independently by contract or agreement with persons, firms, corporations, or other governmental units. EXCLUDING contracts or services defined under objects 531, 532, 533, 546, and 547.

EXAMPLES:

Employee moving/relocation expenses

Office moving expense

Pest control service

Alarm security service

Security service

Baker Act transports service

Body removal service

Use of computer services between departments/agencies

Note: Contracts for equipment repairs must be budgeted under Repairs and Maintenance (54601).

535 Investigations

Cost incurred for confidential matters handled pursuant to criminal investigations.

536 Pension Benefits

Benefits paid to participants in the pension program.

540 Travel & Per Diem

This includes the cost of public transportation, motor pool charges, reimbursements for use of private vehicles, per diem, meals, and incidental travel expenses.

\$46.00 per day/meals or Federal CONUS Rate, www.gsa.gov

\$.56 per mile/www.gsa.gov

Hotel costs

Note: **Do not include registration fees.**

541 Communications

Telephone, cellular telephone, pagers, contracts for moving telephones, or other communications.

542 Postage & Freight

This includes freight and express charges, postage, post office box rental and messenger services.

543 Utility Services

Electricity, gas, water, waste disposal, solid waste fees, recycling, and other public utility services.

544 Rentals & Leases

Amounts paid for the lease or rent of land, buildings, or equipment. This would also include the lease of vehicles.

EXAMPLES:

Uniform rentals

Equipment rentals for repairs and maintenance

Rental of road barriers

Equipment rental for postage

Note: This account would not be appropriate for the lease/purchase of equipment. (See Principal, under Capital Outlay, Debt Service, and Reserves). (Principal payments would be charged to object code 571.)

545 Insurance

Includes all insurance carried for the protection of the local government such as fire, theft, casualty, general and professional liability, auto coverage, surety bonds, etc.

Note: Internal charges for insurance through the Self Insurance Property Casualty Fund will be provided by Risk Management Department and input into the budget by the Office of Management and Budget. Charges will be posted quarterly by the Finance Department automatically based on the adopted budget.

546 Repairs and Maintenance Services

The costs incurred for the repair and maintenance of building and equipment including all maintenance and service contracts. Does not include custodial or janitorial services which are recorded under 534.

EXAMPLES:

- Replacement of carpet
- Software maintenance
- Maintenance of Mailing Scales
- Maintenance of Grounds
- Tags & Titles
- Shrubs, Plants & Sod
- Equipment repairs/maintenance
- Cleaning of County-owned uniforms
- Vehicle Maintenance & Repairs

547 Printing and Binding

Costs of printing, binding, and other reproductions services which are contracted for or purchased from outside vendors. Also, includes charges for printing, etc., which is performed by an in-house print shop.

EXAMPLES:

- All letterhead, business charts and printed letterhead purchased through a print shop
- Business cards
- Custom printed envelopes

548 Promotional Activities

Includes any type of promotional advertising on behalf of the local governmental unit.

EXAMPLES:

- Coloring books for children
- Candy for Santa on Fire Truck

549 Other Current Charges and Obligations

Includes current charges and obligations not otherwise classified. Used to record charges for legal and display advertisements.

EXAMPLES:

Permits and exams
Doc stamps & Recording fees
Title Searches
Legal Advertisements
Bank service charges
Indirect costs

551 Office Supplies

This object includes materials and supplies such as stationery, reprinted forms paper, charts, and maps.

EXAMPLES:

W-2's, 1099's
Desks & Chairs less than \$1,000
File Cabinets less than \$1,000
Copy machine supplies (Toner, paper)

Note: Letterhead, business charts and printed letterhead purchased through a print shop would be appropriated in Printing and Binding 547.

552 Operating Supplies

All types of supplies consumed in the conduct of operations. This category may include food, fuel, lubricants, chemicals, laboratory supplies, household items, institutional supplies, uniforms and other clothing (if purchased and not rented). Also includes recording tapes and transcript production supplies. Does not include materials and supplies unique to construction or repairs of roads and bridges.

**** Fuel Price for FY 2014/2015 budgeting: \$3.85 per gallon**

EXAMPLES:

Film purchase and developing
Computer software under \$5,000 and/or life less than 1 year
Computer hardware under \$1,000 and all related expenses
Excess Copies charges
Purchase of phones less than \$1,000 for each unit
Purchase of equipment less than \$1,000 per item
Batteries for phones & radios
Tags & Titles
ID Badges

553 Road Materials and Supplies

Those materials and supplies **used exclusively** in the repair and reconstruction of roads and bridges.

EXAMPLES:

Street markers and signs, hay, drums, grass and netting **used** for road repairs
Purchase of road barriers
Street Lights

554 Subscriptions and Memberships

Includes books, or sets of books if purchased by set, and not purchased for use by libraries, where books and publications constitute capital outlay. This object code also includes subscriptions and memberships.

EXAMPLES:

Memberships
Magazine/Newspaper subscriptions
Notary application/registration

Note: Magazine/newspaper subscriptions must arrive at a County office address.
Memberships must be on the approved membership list.

555 Training and Registrations

Includes professional data costs and training and educational costs.

EXAMPLES:

Registration fees for training
Tuition reimbursement (job-related)

Note: All registration fees for seminars must be appropriated under this object code.

558 Bad Debt

Used only by proprietary funds; the amount expensed for the allowance of un-collectible debt.

559 Depreciation

Depreciation of general fixed assets should not be recorded in the accounts of governmental funds. Depreciation of general fixed assets may be recorded in cost accounting systems or calculated for cost finding analyses; and accumulated depreciation may be recorded in the general fixed assets account group. Depreciation of fixed assets accounted for in a proprietary fund should be recorded in the accounts of that fund. Depreciation is also recognized in those trust funds where expenses, net income, and/or capital maintenance is measured.

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

Account Code	Description	Indicate FUND/COST CENTER		Justification
		FY 13-14 Budget	FY 12-13 Expenditure	
		FY 14-15 Budget Amt. Requested	Actual	
1	53101 Professional Services			
2	53201 Accounting & Auditing			
3	53301 Court Reporter Services			
4	53401 Other Contractual Services			
5	53501 Investigations			
6	53601 Pension Benefits			
7	54001 Travel & Per Diem			
8	54101 Communications			
9	54201 Postage & Freight			
10	54301 Utility Services			
11	54401 Rentals & Leases			
12	54501 Insurance			
13	54601 Repair & Maintenance Services			
14	54701 Printing & Binding			
15	54801 Promotional Activities			
16	54901 Other Current Chrgs & Obligations			
17	55101 Office Supplies			
18	55201 Operating Supplies			
19	55301 Road Materials & Supplies			
20	55401 Books, Pubs & Subs			
21	55501 Training & Registrations			
22	55801 Bad Debt			
23	55901 Depreciation			
Page Totals		\$ -	\$ -	\$ -

* Please use one cost center per sheet, and place multiple accounts/object codes on a single sheet.
 ** Use separate sheet for capital expenses as normal.

**CAPITAL OUTLAY
DEBT SERVICE AND
RESERVES**

CAPITAL OUTLAY ELEMENT AND OBJECT CODES

Note: Any cost related to the asset incurred after its acquisition, such as addition, improvement or replacement, should only be capitalized if they provide future service potential (i.e. they extend the useful life or enhance the asset beyond its initial purpose)

561 Land

Acquisition cost, easements, right-of-ways. Legal and title fees, closing costs, appraisal fees if purchased as part of the cost of the land.

562 Buildings

This object code includes all cost of design, site preparation and construction of all buildings such as: office building, fire stations, garages, jails, parks and recreational buildings. Only renovations that add structure to the building (such as new walls) will be included in 56201. Replacement carpet, painting, re-roofing and other repairs should be budgeted in 54601. Equipment with a shorter replacement life than the building, such as generators, should be budgeted in (Equipment) 56401.

NOTE: Any request for new construction, renovation of existing buildings and/or demolition requests must be submitted to Facilities Management as well as the Office of Management & Budget. However, Facilities Management is not responsible for estimating or budgeting the costs associated with the project.

563 Improvements Other Than Buildings

Structures and facilities other than buildings, such as roads, bridges, fences, landscaping, irrigation, parking lots, etc. to be individually projected by Departments/Divisions. This object includes all of the cost including design, installation and site preparation for these improvements.

564 Machinery and Equipment

All equipment over \$1,000, including office furniture/equipment, vehicles, heavy equipment, and specialty items. All cost associated with the delivery and installation of the equipment may be budgeted in this object code. Also includes court recording, duplicating, and transcribing equipment.

Vehicle Base Replacement Requests: All replacement vehicles must be detailed on the vehicle replacement worksheet and include age, condition, mileage or hours, the most recent 12 months repair costs and other justification as necessary to thoroughly detail the recommendation for replacement.

Vehicle Program Enhancement Requests: All Department/Divisions requesting a vehicle as a Program Enhancement will be responsible for computing vehicle cost and justification. Program Enhancement must also include estimated vehicle fuel (55201), repair (54601) costs and insurance costs.

565 Construction in Progress

This object is used in the Enterprise Funds only to account for undistributed construction projects that will be depreciated upon completion.

566 Books, Publications and Library Materials

Books over \$1,000 unit value and all books and publications for use by libraries. All other books, publications and subscriptions should be recorded in 55401.

568 Intangible Assets

Software, license agreements for software and other intangible assets which have a contract or life expectancy longer than a year and costs \$5,000 or more. If the cost is less than \$5,000 and/or has a life of less than one year should be recorded in 55201.

DEBT SERVICE ELEMENT AND OBJECT CODES

571 Principal - Debt Service

Used to appropriate for reductions in all debt including lease/purchases.

572 Interest - Debt Service

Used to appropriate for all interest payments including lease/purchase interest charges.

573 Other Debt Service Costs

Used to appropriate for all costs of debt issuance and annual payments to paying agents.

GRANTS & AIDS ELEMENT AND OBJECT CODES

581 Aids to Government Agencies

Include all grants, subsidies and contributions to other governmental units. Excludes transfers to agencies within the same entity.

582 Aids to Private Organizations

Include all grants, subsidies and contributions to private organizations.

RESERVES ELEMENT AND OBJECT CODES

591 Transfers

Includes all transfers between funds which do not represent operating expenditures.

592 Advances

Includes advances to establish working capital and is expected to be returned when the fund is liquidated. Used to restrict funds on loan from one fund to another.

593 Nonoperating Interest

594 Nonoperating Grant Expense

595 Other Nonoperating Uses

598 Reserves

599 Other Uses

RENOVATION/ADDITION REQUEST

Department: _____ Date: _____
Division: _____ Contact: _____
Fund/Cost Center _____ Extension: _____

JUSTIFICATIONS:

BUDGET: PROPOSED FUNDING SOURCE _____

RECOMMEND: (Circle One) CONTRACT/FACILITIES MANAGEMENT

PROFESSIONAL SERVICES: (Circle One) REQUIRED/NOT REQUIRED

PROJECT	IF DONE IN PHASES	ESTIMATED COST	CONSTRUCTION PERIOD	FUNDING
PHASE 1	_____	_____	_____	_____
PHASE 2	_____	_____	_____	_____
PHASE 3	_____	_____	_____	_____

SIZE (SQUARE FEET) _____ NO OF PERSONNEL USING AREA _____

FACILITIES MANAGEMENT

FOR USE BY OFFICE OF MANAGEMENT AND BUDGET ONLY.

FUNDING: _____

OMB SIGNATURE

cc: OFFICE OF MANAGEMENT AND BUDGET
FACILITIES MANAGEMENT

SCHEDULE B
CAPITAL OUTLAY
Base Replacement Items

Indicate FUND/COST CENTER/ ACCOUNT CODE for this page.

/ /

Rolling Stock	Description	Asset Number	Age	Annual Maintenance Costs	Condition	Miles/Hours	Replacement Cost
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

SCHEDULE B-1
CAPITAL OUTLAY
Base Replacement Items

Indicate FUND/ COST CENTER/ ACCOUNT CODE for this page.

/ /

Other Replacement Items	Description	Asset Number	Age	Annual Maintenance Costs	Condition	Miles/Hours	Replacement Cost
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

RENOVATION/ADDITION REQUEST

Department: _____ Date: _____
Division: _____ Contact: _____
Fund/Cost Center _____ Extension: _____

JUSTIFICATIONS:

BUDGET: PROPOSED FUNDING SOURCE _____

RECOMMEND: (Circle One) CONTRACT/FACILITIES MANAGEMENT

PROFESSIONAL SERVICES: (Circle One) REQUIRED/NOT REQUIRED

PROJECT	IF DONE IN PHASES	ESTIMATED COST	CONSTRUCTION PERIOD	FUNDING
PHASE 1	_____	_____	_____	_____
PHASE 2	_____	_____	_____	_____
PHASE 3	_____	_____	_____	_____

SIZE (SQUARE FEET) _____ NO OF PERSONNEL USING AREA _____

FACILITIES MANAGEMENT

FOR USE BY OFFICE OF MANAGEMENT AND BUDGET ONLY.

FUNDING: _____

OMB SIGNATURE

cc: OFFICE OF MANAGEMENT AND BUDGET
FACILITIES MANAGEMENT

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program

The Capital Improvement Program (CIP) provides a planned and programmed approach to utilizing the County's financial resources in the most responsive and efficient manner to meet its service and facility needs. The CIP serves as a "blueprint" for the future of the community. It is a dynamic tool, not a static accounting document. Development of the CIP requires the integration of financial, engineering, and planning functions.

Definition from Part II, Chapter 163:

(7) "Capital improvement" means physical assets constructed or purchased to provide, improve, or replace a public facility and which are typically large scale and high in cost. The cost of a capital improvement is generally nonrecurring and may require multiyear financing. For the purposes of this part, physical assets that have been identified as existing or projected needs in the individual comprehensive plan elements shall be considered capital improvements.

(38) "Public facilities" means major capital improvements, including transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks, and recreational facilities.

The CIP is developed to achieve the following results:

- Consolidating and coordinating all department requests with the goal of reducing unnecessary delays and coordinating the individual improvement programs of the departments;
- Establishing a system of procedures and priorities by which each proposal can be evaluated in terms of public need, the comprehensive planning of the area, the inter-relationship of projects, and cost requirements;
- Scheduling capital projects over an extended period so that the most efficient financial plan for the CIP can be achieved;
- Relating needed projects to existing and projected fiscal capacity; and

The CIP establishes the proper interface with the Capital Improvements Element as required by the County's Comprehensive Plan, adopted on October 10, 1993, which states:

The County shall formalize a process for the update and refinement of multi-year projections of fiscal resources such that a financially feasible schedule of capital improvements is maintained.

163.3177.(3)(a) The comprehensive plan shall contain a **capital improvements element** designed to consider the need for and the location of public facilities in order to encourage the efficient use of such facilities and set forth:

1. A component that outlines principles for construction, extension, or increase in capacity of public facilities, as well as a component that outlines principles for correcting existing public facility deficiencies, which are necessary to implement the comprehensive plan. The components shall cover at least a 5-year period.
2. Estimated public facility costs, including a delineation of when facilities will be needed, the facilities and the general location of the facilities, and projected revenue sources to fund the facilities.
3. Standards to ensure the availability of public facilities and the adequacy of those facilities to meet established acceptable levels of service.
4. A schedule of capital improvements which includes any publicly funded projects of federal, state, or local government, and which may include privately funded projects for which the local government has no fiscal responsibility. Projects necessary to ensure that any adopted level-of-service standards are achieved and maintained for the 5-year period must be identified as either funded or unfunded and given a level of priority for funding.
5. The schedule must include transportation improvements included in the applicable metropolitan planning organization's transportation improvement program adopted pursuant to s. 339.175(8) to the extent that such improvements are relied upon to ensure concurrency and financial feasibility. The schedule must be coordinated with the applicable metropolitan planning organization's long-range transportation plan adopted pursuant to s. 339.175(7).

(b) The capital improvements element must be reviewed by the local government on an annual basis. Modifications to update the 5-year capital improvement schedule may be accomplished by ordinance and may not be deemed to be amendments to the local comprehensive plan.

163.3180. Concurrency - (d) The premise of concurrency is that the public facilities will be provided in order to achieve and maintain the adopted level of service standard. A comprehensive plan that imposes transportation concurrency shall contain appropriate amendments to the capital improvements element of the comprehensive plan, consistent with the requirements of s. 163.3177(3). The capital improvements element shall identify facilities necessary to meet adopted levels of service during a 5-year period.

163.3220. Florida Local Government Development Agreement Act-(13) "Public facilities" means major capital improvements, including, but not limited to, transportation, sanitary sewer, solid waste, drainage, potable water, educational, parks and recreational, and health systems and facilities.

Beginning with Fiscal Year 1995, adoption of annual budgets shall include a specific capital budget, which shall implement adequate funding sources and be consistent with the CIE. As part of the Budget Process Departments shall as part of the CIP submission, any CIE related capital improvement shall note: Meets or Exceeds LOS (Level of Service) and submit a short description as to how LOS is

met or exceeded. CIE relates to infrastructure-oriented projects in Escambia County, this is a mandatory requirement and required with all department submissions. Specific questions regarding “CIE” should be addressed to Juan Lemos at 595-3467.

The CIP shall embody and be consistent with the following:

- The maintenance of existing infrastructure, including renewal/replacement of worn-out facilities, shall be specifically projected and funding identified;
- Debt obligations shall be specifically identified and projected to ensure compliance with debt covenants, including coverage requirements;
- A debt management strategy and set of criteria which shall be based upon debt management principals;
- Maintenance of levels of budgeted and undesignated reserves adequate to serve sound public fiscal management purposes; and
- Equity of the uses of a revenue source relative to the populace generating the revenue.

The Capital Improvement Program includes all equipment in excess of \$25,000 per unit, land, buildings, and other improvements. **The attached form must be completed in full for all capital improvements projects and equipment needs for FY 2014/2015 through 2019/2020.**

**** Divisions that are required to complete the CIP forms are:**

**ECAT
Engineering (Stormwater & Drainage)
Parks and Recreation
Solid Waste
Transportation**

**ESCAMBIA COUNTY
CAPITAL IMPROVEMENT PROGRAM FORM
For MANAGEMENT AND BUDGET**

Title:							
Project Id:							
Start Year:							
Element:							
Project Location:							
Commission District:							
Level of Service:							
Funding Source:							
Department:							
	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	Total 6 yrs
Ach/Enr Service							
Land							
Building							
Other Improvements							
Equipment							
Total Project Costs							
Operating Impacts:							
Staffing #							
Operating Costs							
Personal Service							
Project Description	Project Location						

Five-Year CIP Schedule Requirements

The Schedule must include capital projects necessary to achieve and maintain LOS standards, reduce existing deficiencies, provide for necessary replacements and meet future demand during the time period covered by the Schedule. (See Rule (J-5.061(1)(a), F.A.C)

The Schedule must address the facility needs identified in other elements of the plan, for which LOS Standards must be adopted, facilities requiring concurrency: sewer, solid waste, drainage, potable water, parks and recreation, transportation (including mass transit) and schools.

- 1. Project Description and Location** – also includes a map indicating each project
 - a. Name of facility being improved or constructed
 - b. Limits of the project (from...to...)
 - c. Type of improvement (new roadway, widening, turn lanes, signals, etc.)
 - d. Phase (r.o.w, acquisition, PD&E, construction)

- 2. Demonstrated consistency with the elements of the Comp Plan**
 - a. Cite the page number, table or policy in which the project is identified in another element as a deficiency, replacement project or designed to meet a future need

- 3. Project costs**
 - a. For roadway facilities, the FDOT has estimates but locally developed estimates must be justified and coordinated with FDOT for state roads

- 4. Revenue**
 - a. Existing funding sources – projected revenue from existing funding
 - b. Other revenue sources – ad valorem taxes, bonds, state or federal grants
 - c. Committed for the first three years and planned for the final two years

The Schedule must include certain public and privately funded projects when the government is not fiscally responsible, for example: water supply projects, public schools, MPO TIP projects, and those funded by the developer needed to maintain LOS Standards.

**CAPITAL IMPROVEMENT PROGRAM (CIP) – LEVEL OF SERVICE
PROJECT REQUEST FORM
DIRECTIONS**

*** Please include funding documentation for each project i.e.: grant award letters, federal match documentation etc.**

1. **Department** - department and division responsible for the project development
2. **Date** - the date the form is filled out
3. **Contact** - person who should be contacted if there are any questions
4. **Phone** - number to best reach the contact person directly
5. **Project Number** - if there are multiple projects under one department they each need to be assigned a number for easy reference, assign the projects starting with 01 with the highest priority
6. **Location** – an address or general location of the project and whether it is an existing facility or new facility
7. **Level of Service / Project Description** – details of the project (provide additional documentation on a separate page)
8. **Justification** – how will the project help achieve, maintain or exceed the Level of Service Standards? Is it consistent with the Comprehensive Plan?
9. **Data and Analysis** – is the project **financially feasible** Year 1 thru Year 5? How so? Are there any projections, project costs and impact statements that support the project? (provide additional documentation on a separate page)
10. **Funding Source** – Year 1 thru Year 3 need to have *committed* funding sources, which are guaranteed in an enforceable agreement. Years 4 thru 5 need to be *planned* funding sources i.e.: revenue or sales tax.
11. **Funding Amount** – The amounts need to be financially feasible and shown to be *committed* and *planned* sources. (Explained in Step 9)
12. **Comments** – Any additional information or reference to other documents. Also any alternative funding source can be added here.

If you have any questions, please contact Juan C. Lemos, Development Services Division at 595-3467
For specific information regarding the CIP element, see Chapters 9J-5.016 and 163.3177 F.A.C.

**CAPITAL IMPROVEMENT PROGRAM (CIP)
PROJECT REQUEST FORM**

***Please attach or email the fiscal year LOS Analysis to accompany the CIP project list.**

1. Department/Division:	2. Date:
3. Contact:	4. Telephone:

5. Project Number:	6. Location:
---------------------------	---------------------

7. Project Description & Cost:

8. Justification: How will this project help achieve and maintain the Level of Service Standards?
--

9. Data and Analysis / Financial Feasibility: (attach another sheet, if necessary)

10. Funding Source:	11. Funding Amount:
Year 1:	
Year 2:	
Year 3:	
Year 4:	
Year 5:	

12. Comments:	Submitted by:
	Name:
	Title:
	Submission Date:

If you have any questions regarding this form, please contact Juan Lemos in Development Services at 595-3467. For specific information regarding the CIP element, see 163.3177 F.A.C. and the Comprehensive Plan.

PROGRAM ENHANCEMENTS

**Escambia County Office of Management and Budget
Program Enhancement Form**

(Please type or legibly print the requested information)

Fund(s): _____
 Cost Center: _____
 Name of New Program or Program Expansion: _____
 Departmental Priority: _____

Personnel Impact (\$)	# of FTE's	Type of FTE's

Operating Impact (\$)	Account	Itemized Operating Costs

Capital Impact (\$)	Account	Itemized Capital

Justification:

REBUDGETS

