

FISCAL YEAR 2009/2010 BUDGET PREPARATION

GENERAL INSTRUCTIONS/INFORMATION

Key dates relating to the FY 2009/2010 budget development process are:

February 20 (Friday)	Distribution of Budget Preparation Manual
March 5-12 (Thurs.–Thurs.)	Bureaus review Budget Manuals and Personnel Budgets with OMB
March 31 (Tuesday)	Bureaus submit base budget requests, goals and objectives and performance measures
May 1 (Friday)	Constitutional Officers submit budgets (excluding Property Appraiser and Tax Collector)
July 13 (Monday)	Submission of County Administrator's Recommended Budget
July 21-22 (Tues. & Wed.)	Budget Work Sessions with the Board
September 1 (Tuesday)	Bureaus submit rebudgets
Sept. 3 (Thursday)	1st Public Hearing to adopt the Tentative FY 2009/2010 Budget
Sept. 17 (Thursday)	2nd Public Hearing to Adopt the FY 2009/2010 Budget

Zero-Based Budgets

Budget Development will be framed around a Zero-Based Budgeting approach. Zero-Based budgets require bureaus 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 2008/2009 Budget.

1. The Countywide millage rate and the Law Enforcement MSTU will be held at the FY 2008/2009 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 continue at 1% of direct payroll or \$200 per FTE, whichever is greater.
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 2008/2009 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 **\$6,500** per FTE, workers' compensation will be funded at the recommended State discounted rates, and property/casualty rates will be set to maintain a 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 2009/2010.

Goals and Objectives

Bureau presentations for the Board should focus their goals and objectives, program performance, service delivery and how the proposed FY 2009/2010 budget will provide the funding for their work program. Bureau 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.

Personnel Services

OMB has prepared and will provide to you a list of approved personnel for your bureau and has calculated the appropriate fringe benefits, MOB leave and retirement impacts. If changes are required, please complete the personnel change form on page 47. If you are adding a new position and need to calculate the fringe benefits, a list of the 2009/2010 FICA and Retirement rates are detailed on pages 36-37 and the worker's compensation rates and pay ranges are listed on pages 38-48. New personnel positions should be submitted as part of an overall new program or program enhancement. The new program form is found on page 72. ****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 will be updated by the Bureaus 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 2009/2010 through 2014/2015, and must include an estimate of the associated operating costs for five (5) years.**

Re-budgets

The re-budget form must be **submitted by Tuesday, September 1, 2009** for all capital and contractual service agreements that were authorized in FY 2008/2009, but will not be completed before the close of the fiscal year. Do not include Re-budgets in the base budget request submitted for FY 2009/2010. These funds will be added to the FY 2009/2010 budget at a later date.

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.

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 2010 is not an "enduring" measure of an agency's performance.

Performance measures should:

- Directly relate to an agency'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 agency'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 measure 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 Bureau Chief before submitting them to OMB.

Budget Schedule

The proposed budgets for County Bureaus are due **Tuesday, March 31, 2009**, State Agencies, Outside Agencies and Constitutional Officers' Budgets except the Tax Collector and Property Appraiser are due **Friday, May 1, 2009**. Capital Outlay Detail for Base Capital (Schedule B page 60) and Operating Detail (Schedule C page 56) are required for budget submission. **OMB must receive the Original Budget submission by the required deadline with a copy submitted to the appropriate Bureau Chief.** Agencies' may wish to establish internal review deadlines prior to submission to OMB.

The Budget Workshop will be scheduled during the Committee of the Whole on **March 12, 2009** with the Bureau Chiefs, Team Leaders, and the County Administrator to discuss their budget requests for FY 2009/2010. Following completion of the County Administrator's Proposed Budget, which will be submitted to the BCC by **Monday, July 13**, workshops will be scheduled with the BCC on **Tuesday and Wednesday, July 21 and 22**.

FY 2009/2010 Budget Calendar

Date	Activity	Participants
February 12 (Thursday)	Budget Office and Bureaus Prepare Revenue Forecasts	OMB Bureaus
February 20 (Friday)	Budget Preparation Manual Distributed	OMB
March 5-12 (Thursday - Thursday)	Personnel Budgets Reviewed by Bureaus	Bureaus OMB
March 2 – March 31	Bureaus prepare and submit FY 2009/2010 Budgets, goals and objectives, performance measures	Bureaus
March 12 (Thursday)	Preliminary Budget Workshop C.O.W. (BCC Chambers) 9 A.M.	BCC Bureaus OMB
March 31 (Tuesday)	Bureau Budgets are Due	Bureaus
May 1 (Friday)	Constitutional Officers budget due to OMB	Constitutional Officers
May 1 (Friday)	State, Outside Agencies, SRIA submit FY 2009/2010 Budgets	
April 1 – May 8	Bureaus submit changes to budget. Request Budget clean-up.	OMB
June 1 (Monday)	Property Appraiser submits Tentative budget to Department Of Revenue (F.S. 195.087(1)(a))	Property Appraiser
June 1 (Monday)	Estimate of assessed property values submitted to the BCC (F.S. 200.065 (7))	Property Appraiser
June 30 (Tuesday)	Certify eligibility for State Revenue Sharing (Florida Administrative Code Chapter 12-10.008)	Clerk to the BCC

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
July 1 (Wednesday)	Certification of Taxable Property Values to the BCC (F.S. 193.023 (1); 200.065(11))	Property Appraiser
July 13 (Monday)	Submission of County Administrator's recommended Budget (F.S. 129.03(3))	BCC County Administrator OMB
July 13 (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 21 - 22 (Tuesday - Wednesday)	Budget Worksessions with the BCC (9:00 A.M.) BCC Chambers	BCC Constitutional Officers Bureaus OMB
July 23 (Thursday)	Official Meeting of BCC to set Tentative Millage for Appraiser	BCC Property Appraiser OMB
July 31 (Friday)	Submission of Tax Collector's Budget to the State Dept. of Revenue and BCC (F.S. 195.087 (2))	Tax Collector BCC
August 3 (Monday)	Notification to Property Appraiser of Tentative date, time and place of First Public Hearing (F.S. 200.065 (2)(b))	OMB
August 14 (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 21 (Friday)	Tentative date of mailing TRIM notice	Property Appraiser
September 1 (Tuesday)	Re-Budgets due to OMB	Bureaus

<u>Date</u>	<u>Activity</u>	<u>Participants</u>
September 3 (Thursday)	First Public Hearing to Adopt the Tentative FY 2009/2010 Budget (F.S. 200.065 (2)(c)) 5:01 P.M. Budget; 5:02 P.M. MSBU	BCC OMB
September 14 (Monday)	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 17 (Thursday)	Second Public Hearing to adopt the Final FY 2009/2010 (F.S. 200.065(4)) 5:01 P.M.	BCC OMB
September 18 (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 (Thursday)	Beginning of new fiscal year	All
October 15 (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 16 (Friday)	Certification of compliance submitted to Department of Revenue (F.S. 200.068).	OMB

FY 2009/2010 Analyst Assignments

Amy Lovoy
Bureau Chief, Management & Budget Services

Stephanie K. Johnson
Senior Office Support Assistant

Bernadette Gangloff
Bureau Chief's Aide
Contracts Administration

Ruth E. Miller
Records Liaison Officer

Stephan Hall
Budget Manager

Rebecca McMullen
Budget Analyst

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

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

Regina Hall
Budget Analyst

Budget Preparation Manual
Building Inspections
Capital Improvement Program
Neighborhood/Community Services
Bureau (excluding Solid Waste)
Facilities Management
Fire Services
Misdemeanor Probation Fund
Public Information & Communications
Purchasing

FY 2009/2010 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
Disaster Recovery	112
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	181-199
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	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	210801	57000	57200	PARKS MAINTENANCE
001	210901	56000	56200	MOSQUITO CONTROL
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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	240302	51000	51500	PLANNING DEVELOPMENT REV
001	240303	51000	51500	LAND USE
001	250301	51000	51500	LONG RANGE PLANNING
001	250401	51000	51500	DEVELOP SVCS BUREAU ADMIN
001	250601	51000	51300	GIS
001	250801	51000	51300	SPECIAL PROJECTS & GRANTS
001	270102	51000	51300	INFORMATION SYSTEMS
001	270103	51000	51300	TELECOMMUNICATIONS
001	270104	51000	51300	GIS
001	290307	52000	52300	PRE-TRIAL RELEASE
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	310206	51000	51900	JAIL UPGRADES
001	310601	51000	51300	TELECOMMUNICATIONS ADMIN
001	320201	56000	56900	COMM SVCS ADMINISTRATION
001	320202	56000	56900	PUBLIC SOCIAL SERVICES
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	350201	57000	57200	PARKS DEVELOPMENT
001	350204	57000	57200	LAKE STONE
001	350216	57000	57200	MARINE RESOURCES
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
001	520101	58000	58600	TAX COLL ADMINISTRATION
001	530101	58000	58600	CLERK ADMINISTRATION

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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	220103	52000	52100	SAFE NEIGHBORHOODS PROG
101	220215	56000	56200	ANIMAL LICENSE FEES
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	320229	56000	56900	CHOOSE LIFE LICENSE PLATE
101	350202	57000	57200	PARKS & REC.SPECIAL EVNT
101	350230	57000	57200	MEMORIAL REEFS
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	280101	53000	53900	ENVIR CODE ENFORCEMENT
103	290101	53000	53900	CODE ENFORCEMENT
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	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-TRANSFER
108	360105	55000	55900	FOURTH CENT PROJECTS
110	110217	51000	51900	LOCAL UPDATE FOR CENSUS
110	110218	58000	58100	JOURNEY -PROJECT-TRANSFER

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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	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	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	220454	53000	53100	ENERGY PERFORMANCE GRT
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
110	220560	55000	55400	JOURNEY WRKFORCE HOUSING
110	220561	55000	55400	HUD 2008 EMERG SHELTER
110	220903	53000	53700	EWP WATERWAY MATCH
110	221002	53000	53700	GLYNN KEY STORMWATER
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	290308	52000	52300	PATHWAYS FOR CHANGE
110	290501	56000	56300	FORENSIC MENTAL HEALTH
110	310103	51000	51900	OLD COURTHOUSE RENOVATION
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	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	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	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	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	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	410555	56000	56300	JUVENILE MENTAL HEALTH
110	410557	62000	62200	BYRNE-DRUG COURT TREATMNT
110	410559	62000	62200	DRUG ABUSE TRUST FUND GR
110	410567	62000	62200	DRUG CT TREATMENT EMER FD
110	410610	56000	56300	FORENSIC MENTAL HEALTH
110	540152	52000	52100	BULLETPROOF VEST

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
110	540155	52000	52100	DOJ LAW ENFORC BLOCKGRANT
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	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
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	330475	52000	52500	CAT E DENNIS-BUILD/EQUIP
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
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	STATE ATTY-CIRCUIT CRIMIN
115	410309	71000	71300	SA-SANTA ROSA TECHNOLOGY
115	410310	71000	71300	SA-OKALOOSA TECHNOLOGY
115	410311	60000	60200	ST ATTORNEY COMMUNICATION
115	410312	60000	60200	SA-WALTON COMMUNICATION
115	410407	60000	60300	PUB DEF-ADMINISTRATION
115	410412	71000	71300	PD-SANTA ROSA TECHNOLOGY
115	410413	71000	71300	PD-OKALOOSA TECHNOLOGY

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
115	410414	60000	60300	PUB DEFENDER COMMUNICATN
115	410415	60000	60300	PD-WALTON COMMUNICATION
115	410501	60000	60100	LOCAL OPTIONS
115	410502	68000	68900	JUVENILE PROGRAMS
115	410503	71000	71300	COURT 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	WALTON TECHNOLOGY
115	410701	71000	71400	LAW LIBRARY
115	410802	71000	71500	LEGAL AID
115	540112	52000	52100	DEPUTY TRAINING - ART V
116	250201	51000	51500	DEVELOPMENT REVIEW
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
121	540103	52000	52100	LAW ENFORCEMENT TRUST
124	220406	55000	55400	ESCAMBIA AFFORDABLE HOUS
129	220414	55000	55400	CDBG 2004 HOUSING REHAB
129	220415	55000	55400	CDBG 2004 OTHER ACTIVITIE
129	220419	58000	58100	CDBG 2005 HOUSING REHAB
129	220422	58000	58100	CDBG 2005 OTHER ACTIVITIE
129	220423	55000	55400	ADA IMPROVEMENTS
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	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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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
145	330404	52000	52500	E-911 COMMUNICATIONS
145	330406	52000	52900	E911 SYSTEM REPLACEMENT
145	330407	52000	52900	E911 MGMNT.INFORMATN.SYS.
145	330410	58000	58100	E-911-TRANSFERS
145	330426	52000	52900	DO NOT USE-SET UP IN ERRO
146	220405	55000	55400	EMERGENCY SHELTER
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	220500	55000	55400	2007 HUD HOME CONSORTIUM
147	220501	55000	55400	2008 HUD HOME CONSORTIUM
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
175	210405	54000	54100	FLEET MAINTENANCE
175	210406	54000	54100	SMALL EQUIPMENT
175	211101	54000	54100	ENGINEERING ADMIN
175	211501	54000	54100	TRANSPORTATION
175	211508	54000	54100	BLUE ANGEL-FAIR SHARE MTG
175	211601	54000	54100	TRAFFIC CONTROL
175	211901	54000	54100	PERMITTING
175	212401	54000	54100	NPDES/SW
175	212403	54000	54100	TECHNICAL SUPPORT
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	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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
177	140915	54000	54100	WOODBIDGE STR LIGHTING
177	140916	54000	54100	SHOAL CREEK ROAD ASSMNT
177	140917	54000	54100	BAREFOOT ESTATES STRLGTG
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	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
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
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 ENFRCMNT-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	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 IMPRVMNT.FL95X005
333	210204	54000	54100	NEW ROAD CONSTRUCTION
333	210209	58000	58100	TRANSFERS
350	110206	51000	51900	ADMINISTRATIVE CAP IMP
350	110216	51000	51900	TOLL EXPRESSWAY
350	210103	54000	54100	TRANSPORTATION PROJECTS
350	410142	71000	71200	JUDICIAL CAPITAL IMPRVMNT
351	110224	51000	51900	ADM CAPTL IMPRVMNT 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 IMPRVMNT
351	540110	52000	52100	SHERIFF CAPTL IMP LOSTII
351	540204	52000	52300	CORRECTIONS IMP LOSTII
352	110267	51000	51900	PUBLIC FAC & PROJ LOST 3
352	110268	58000	58100	LOST III - TRANSFERS OUT
352	210107	54000	54100	TRANSPORTATION & DRAINAGE
352	210802	57000	57500	PARKS CAPITAL PROJECTS

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
352	220102	53000	53900	NESD CAPITAL PROJECTS
352	220802	57000	57500	EQUESTRIAN CENTER LOST
352	330228	52000	52200	FIRE SERVICES CAP PROJECT
352	330435	52000	52600	PUBLIC SAFETY CAP PROJECT
352	350229	57000	57200	PARKS CAPITAL PROJECTS
352	350231	57000	57200	EQUESTRIAN CENTER LOST
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	230301	53000	53400	SOLID WASTE ADMIN
401	230303	58000	58100	TRANSFERS
401	230304	53000	53400	ENVIRONMENTAL QUALITY
401	230306	53000	53400	RECYCLING
401	230314	53000	53400	SWM OPERATIONS
401	230315	53000	53400	PROJECTS
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
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

COST CENTERS

Fund	Cost Center	Function	Activity	Cost Center Title
409	360401	57000	57500	CIVIC CENTER-ADMIN
409	360402	57000	57500	CIVIC CENTER-CAPITAL
501	140608	51000	51300	DENTAL
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	210407	51000	51300	FUEL DISTRIBUTION
501	260206	51000	51900	FUEL DISTRIBUTION

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.

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.

521 FICA Taxes

Social Security matching/Medicare matching.

Note: Rate for FY 2009/2010 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 2009/2010 Budget.

Regular Class	10.76%
Special Risk	23.19%
Special Risk Administrative Support	13.14%
County Elected Officials	18.22%

(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.

Note: FY 2009/2010 Life and Health Rate is \$6,500 per eligible employee (This may change later in the Budget Cycle).

524 Workers= Compensation

Premiums and benefits paid for Workers' Compensation insurance.

Note: Positions and Workers' Compensation Rates are detailed on pages 36-46.

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 2009/2010.**

Position Paygrades, Salary Ranges and Workers' Compensation

PAY GRADE	JOB CLASS BAND	CLASSIFICATION	Worker Comp Class	Worker's Comp Rates Per \$100/Salary
Classified Positions				
C42		Accountant	8810	0.28
A11		ACCOUNTING ASSISTANT	8810	0.28
B21		ACCOUNTING TECHNICIAN	8810	0.28
B22		ADMINISTRATIVE ASSISTANT	8810	0.28
C42		ADMINISTRATIVE SEARGENT	7720	3.63
B31		ADMINISTRATIVE SUPERVISOR	8810	0.28
GF1		ADMINISTRATIVE CLERK	8810	0.28
B21		Animal Control Officer	8831	1.59
B31		Animal Control Supervisor	8831	1.59
A12		Automotive Service Worker	8380	3.16
C52		Battalion Chief	7704	3.65
B22		Building Codes Enforcement Official	7720	3.63
B21		Building Codes Inspector	9410	2.84
C43		Building Codes Manager	9410	2.84
B23		Building Plans Examiner	8810	0.28
B22		Building Trades Investigator	9410	2.84
C43		CANDIDATE & ELECTION SERVICES MANAGER	8810	0.28
D63		Chief, Fleet Maintenance	8380	3.16
B22		Code Enforcement Official	7720	3.63
A12		CONSTRUCTION WORKER	9410	2.84
B31		Corrections Corporal	7720	3.63
B23		Corrections Officer	7720	3.63
B21		Corrections Officer Trainee	7720	3.63
B32		Corrections Sergeant	7720	3.63
A11		Courier	8742	0.49
C41		Criminal Justice Program Manager	7720	3.63
B21		CRIMINAL JUSTICE SPECIALIST I	7720	3.63
B22		CRIMINAL JUSTICE SPECIALIST II	7720	3.63
B23		CRIMINAL JUSTICE SUPERVISOR	8810	0.28
B21		Custodial Manager	9015	4.16
A13		Custodial Supervisor	9015	4.16
A11		Custodial Worker	9015	4.16
B22		Electronic Document Management Analyst	8810	0.28
B21		Emergency Communications Dispatcher	8810	0.28
C43		Emergency Communications Manager	8810	0.28
B31		Emergency Communications Supervisor	8810	0.28
B22		Emergency Management Training and Operations Officer	7705	5.23
B21		Emergency Medical Technician	7705	5.23
C43		EMS OPERATIONS MANAGER	7370	4.96
B23		EMS QUALITY SPECIALIST	7370	4.96
B23		ENGINEERING SPECIALIST	8601	1.05
B22		ENGINEERING TECHNICIAN	8601	1.05
B21		Environmental Enforcement Officer	9410	2.84
B22		Lead Environmental Enforcement Officer	9410	2.84
B31		Environmental Enforcement Supervisor	9410	2.84
C51		Environmental Project Manager	9410	2.84
B22		ENVIRONMENTAL TECHNICIAN	9410	2.84
B21		Equipment Operator II	5509	8.04

Position Paygrades, Salary Ranges and Workers' Compensation

PAY GRADE	JOB CLASS BAND	CLASSIFICATION	Worker Comp Class	Worker's Comp Rates Per \$100/Salary
Classified Positions				
B22		Equipment Operator III	5509	8.04
B23		Equipment Operator IV	5509	8.04
JF1		EXTENSION AGENT I	8810	0.28
JF1		EXTENSION AGENT II	8810	0.28
JF1		EXTENSION AGENT III	8810	0.28
JF1		EXTENSION AGENT IV	8810	0.28
B32		Field Supervisor	9120	4.20
B21		FIRE INSPECTOR	7704	3.65
B32		Fire Lieutenant	7704	3.65
B21		Firefighter	7704	3.65
B21		Firefighter (Relief)	7704	3.65
C41		Firefighter Trainer	7704	3.65
B23		FLEET MAINTENANCE SPECIALIST	8393	2.44
B31		Fleet Maintenance Supervisor	8380	3.16
B22		FLEET MAINTENANCE TECHNICIAN	8380	3.16
A12		FLEET MAINTENANCE WORKER	8380	3.16
A12		Food Service Assistant	7720	3.63
B21		Food Service Supervisor	7720	3.63
B23		FORENSIC MENTAL HEALTH SPECIALIST	7720	3.63
A12		Fuel Distribution Assistant	9410	2.84
B21		Fuel Distribution Supervisor	9410	2.84
A12		FUEL DISTRIBUTION TECHNICIAN	9410	2.84
A11		GIS ASSISTANT	8810	0.28
B22		GIS TECHNICIAN	8810	0.28
B31		INSPECTIONS SUPERVISOR	8810	0.28
GF1		Job Development Counselor	8742	0.49
A13		Kennel Technician	8831	1.59
B21		Landfill Service Worker	6217	6.59
B23		LEAD ENVIRONMENTAL ENFORCEMENT OFFICER	9410	2.84
B22		Maintenance Shop Supervisor	5190	5.12
A13		MAINTENANCE TECHNICIAN	5509	8.04
A12		Maintenance Worker	5509	8.04
A13		Medical Records Technician	8810	0.28
B211		Medical Services Specialist	7705	5.23
B22		Mosquito Control Supervisor	9410	2.84
A13		Mosquito Control Technician	9402	7.07
A11		Office Assistant I - Probation	8810	0.28
A11		OFFICE SUPPORT ASSISTANT	8810	0.28
A11		OFFICE SUPPORT ASSISTANT	8810	0.28
C43		OPERATIONS SUPERVISOR	8385	2.44
B22		PARAMEDIC	7705	5.23
B32		PARAMEDIC SUPERVISOR	7705	5.23
B23		PLANS EXAMINER	9410	2.84
C42		PROGRAM COORDINATOR	8810	0.28
B31		PROGRAM MANAGER	8810	0.28
GF1		PROGRAM MANAGER, HUMAN ASSISTANCE	8810	0.28
C42		PURCHASING COORDINATOR	8810	0.28
C51		Purchasing Manager	8810	0.28
B23		PURCHASING SPECIALIST	8810	0.28

Position Paygrades, Salary Ranges and Workers' Compensation

PAY GRADE	JOB CLASS BAND	CLASSIFICATION	Worker Comp Class	Worker's Comp Rates Per \$100/Salary
Classified Positions				
B23		Quality Specialist	8810	0.28
B22		Quality Technician	8810	0.28
B22		Real Estate Acquisition Specialist	8742	0.49
B21		Real Estate Acquisition Technician	8742	0.49
B21		REDEVELOPER I	8810	0.28
C41		REDEVELOPER II	8810	0.28
C42		RISK ANALYST	8742	0.49
B22		ROAD CONSTRUCTION SPECIALIST	5403	12.77
A13		SAFETY TECHNICIAN	6217	6.59
B21		Secretary	8810	0.28
A12		SENIOR OFFICE SUPPORT ASSISTANT	8810	0.28
B23		SENIOR CRIMINAL JUSTICE SPECIALIST	7720	3.63
B22		Senior PC Support Technician	8810	0.28
B22		Storekeeper/Warehouse Supervisor	8385	2.44
A13		Storekeeper/Warehouse Technician	8385	2.44
C41		URBAN PLANNER I	8810	0.28
C42		URBAN PLANNER II	8810	0.28
C42		VOLUNTEER COORDINATOR	8810	0.28

Positions Paygrades, Salary Ranges and Workers' Compensation

JOB CLASS BAND	CLASSIFICATION	Worker Comp Class	Worker's Comp Rates Per \$100/Salary
Unclassified Positions			
C51	ACCOUNTING MANAGER	8810	0.28
B22	ADMINISTRATIVE ASSISTANT	8810	0.28
B22	ADMINISTRATIVE ASSISTANT	8810	0.28
B31	ADMINISTRATIVE SUPERVISOR	8820	0.22
C41	ADMINISTRATIVE MANAGER	7370	4.96
C43	ANIMAL CONTROL MANAGER	8831	1.59
E91	ASSIST. COUNTY ADMINISTRATOR	8810	0.28
E80	ASST COUNTY ATTORNEY	8820	0.22
E82	SENIOR ASST COUNTY ATTORNEY	8820	0.22
B31	BILLING SUPERVISOR	8810	0.28
C43	BUDGET ANALYST	8810	0.28
D62	BUDGET MANAGER	8810	0.28
E82	CHIEF OF STAFF	8810	0.28
D63	CHIEF, MAINTENANCE	8810	0.28
G200	COMMISSIONER	8810	0.28
B23	COMMISSIONER AIDE	8810	0.28
C42	COMMUNICATIONS COORDINATOR	8810	0.28
D61	COMMUNICATIONS MANAGER	8810	0.28
C42	CONST. PROJECTS COORDINATOR	9410	2.84
B22	CONST. PROJECTS TECHNICIAN	9410	2.84
B21	CONSTRUCTION INSPECTOR	9410	2.84
C51	CONSTRUCTION MANAGER	9410	2.84
B32	CONSTRUCTION SUPERVISOR	9410	2.84
F102	COUNTY ADMINISTRATOR	8810	0.28
F101	COUNTY ATTORNEY	8820	0.22
D72	COUNTY ENGINEER	8810	0.28
C42	County Surveyor	9410	2.84
B23	DATA COORDINATOR	8810	0.28
D63	DEPUTY CHIEF/FIRE CHIEF	7704	3.65
E82	DEPUTY COUNTY ATTORNEY	8820	0.22
B32	DIRECTOR'S AIDE	8810	0.28
E82	DIRECTOR	8810	0.28
D63	DIVISION MANAGER	8810	0.28
A12	ELECTIONS ASSISTANT	8810	0.28
GF1	EMERGENCY MGT RESEARCH SPECIALIST	8742	0.49
C41	EMERGENCY PLANNING COORDINATOR	8742	0.49
B22	EMERGENCY OPERATIONS OFFICER	8810	0.28
C42	ENGINEER	9410	2.84
C41	ENGINEERING PROJECT COORDINATOR	9410	2.84
B23	ENGINEERING SPECIALIST	9410	2.84
B22	ENGINEERING TECHNICIAN	9410	2.84
C42	Environmental Analyst	9410	2.84
C51	Environmental Programs Manager	9410	2.84
E82	FIRE CHIEF	7704	3.65
B32	FIRE LIEUTENANT	7704	3.65

Positions Paygrades, Salary Ranges and Workers' Compensation

JOB CLASS BAND	CLASSIFICATION	Worker Comp Class	Worker's Comp Rates Per \$100/Salary
Unclassified Positions			
D61	FIRE MARSHALL	7704	3.65
D61	FIRE SVCS MANAGER	7704	3.65
C41	GIS ANALYST	8810	0.28
B22	GIS TECHNICIAN	8810	0.28
C42	GRANTS COORDINATOR	8810	0.28
C41	HUMAN RESOURCES ASSOCIATE II	8810	0.28
C42	HUMAN RESOURCES ASSOCIATE III	8810	0.28
C43	HUMAN RESOURCES ASSOCIATE IV	8810	0.28
C52	HUMAN RESOURCES SUPERVISOR	8810	0.28
C51	INFORMATION TECHNOLOGY COORDN	8810	0.28
C52	INFORMATION TECHNOLOGY MANAGER	8810	0.28
B23	INFORMATION TECHNOLOGY SPECIALIST	8810	0.28
B22	Information Technology Technician	8810	0.28
E81	MEDICAL DIRECTOR	8810	0.28
B23	NETWORK COORDINATOR	8810	0.28
B22	NETWORK TECHNICIAN	8810	0.28
A11	OFFICE SUPPORT ASSISTANT	8820	0.22
A11	OFFICE SUPPORT ASSISTANT	8820	0.22
B23	PARALEGAL	8820	0.22
C51	PROGRAM MANAGER	8810	0.28
C43	PROGRAM MANAGER R&B CONST. MAINT.	8810	0.28
B32	PUBLIC EDUCATION & RECRUITMENT OFFICER	8810	0.28
C51	PURCHASING MANAGER	8810	0.28
B31	REAL ESTATE ACQ SUPERVISOR	8742	0.49
B22	RECREATION COORDINATOR	9102	4.20
C42	RECREATION MANAGER	9102	4.20
C42	RISK ANALYST	8742	0.49
D62	RISK MANAGER	8810	0.28
B21	SECRETARY	8820	0.22
C43	Senior Urban Planner	8810	0.28
E82	SR. ASSISTANT COUNTY ATTORNEY	8820	0.22
A10	STUDENT ASSISTANT	8810	0.28
C41	SYSTEMS ANALYST	8810	0.28
C43	TELECOMM & UTILITIES MANAGER	8810	0.28
B32	TELECOMM SERVICES TECHNICIAN	8810	0.28
GF1	WATER QUALITY MANAGER	9410	2.84

<u>Paygrade</u>	Min Annual	Max Annual	Min Hrly	Max Hrly	1st Quart	MidPoint	3rd Quart
A10	14,997.00	22,198.00	7.21	10.67	7.67	8.67	9.67
A11	20,577.00	32,923.00	9.89	15.83	11.38	12.86	14.34
A12	21,606.00	34,570.00	10.39	16.62	11.95	13.50	15.06
A13	22,686.00	36,298.00	10.91	17.45	12.54	14.18	15.81
B20	22,695.00	36,312.00	10.91	17.46	12.55	14.18	15.82
B21	25,182.00	40,291.00	12.11	19.37	13.92	15.74	17.55
B211	25,182.00	46,939.00	12.11	22.57	14.72	17.34	19.95
B22	29,337.00	46,939.00	14.10	22.57	16.22	18.34	20.45
B23	33,553.00	53,685.00	16.13	25.81	18.55	20.97	23.39
B31	36,238.00	57,981.00	17.42	27.88	20.04	22.65	25.26
B32	39,136.00	62,618.00	18.82	30.10	21.64	24.46	27.28
C41	41,876.00	67,002.00	20.13	32.21	23.15	26.17	29.19
C42	44,807.00	71,691.00	21.54	34.47	24.77	28.00	31.24
C43	47,943.00	76,709.00	23.05	36.88	26.51	29.96	33.42
C51	51,300.00	82,080.00	24.66	39.46	28.36	32.06	35.76
C52	54,890.00	87,824.00	26.39	42.22	30.35	34.31	38.26
D61	58,733.00	93,973.00	28.24	45.18	32.47	36.71	40.94
D62	62,257.00	99,611.00	29.93	47.89	34.42	38.91	43.40
D63	65,992.00	105,587.00	31.73	50.76	36.49	41.24	46.00
D71	69,952.00	111,923.00	33.63	53.81	38.68	43.72	48.76
D72	74,149.00	118,638.00	35.65	57.04	41.00	46.34	51.69
E80	64,723.00	103,557.00	31.12	49.79	35.78	40.45	45.12
E81	78,598.00	125,757.00	37.79	60.46	43.46	49.12	54.79
E82	83,314.00	133,302.00	40.05	64.09	46.06	52.07	58.08
E83	88,313.00	141,301.00	42.46	67.93	48.83	55.20	61.56
E91	93,612.00	149,779.00	45.01	72.01	51.76	58.51	65.26
E92	99,228.00	158,765.00	47.71	76.33	54.86	62.02	69.17
F101	109,150.00	174,640.00	52.48	83.96	60.35	68.22	76.09
F102	120,065.00	192,104.00	57.72	92.36	66.38	75.04	83.70

Retirement Form FY 2009/2010

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

Bureau 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	Total	1st	2nd
1	_____	_____	_____	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____	_____	_____	_____
4	_____	_____	_____	_____	_____	_____	_____	_____	_____
5	_____	_____	_____	_____	_____	_____	_____	_____	_____
6	_____	_____	_____	_____	_____	_____	_____	_____	_____
7	_____	_____	_____	_____	_____	_____	_____	_____	_____
8	_____	_____	_____	_____	_____	_____	_____	_____	_____
9	_____	_____	_____	_____	_____	_____	_____	_____	_____
10	_____	_____	_____	_____	_____	_____	_____	_____	_____

 Signature of Bureau Chief 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.

\$39.00 per day/meals or Federal CONUS Rate, www.gsa.gov
\$.55 per mile/anticipated decrease check, www.gsa.gov/mileage
Hotel costs

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

541 Communications and Freight Services

Telephone, cellular telephone, telegraph, or other communications as well as freight and express charges, postage and messenger services.

EXAMPLES:

Contracts for moving telephones
Pagers
Post Office Box Rental

543 Utility Services

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

EXAMPLES:

Solid waste fees
Recycling fees

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

