

**PINELLAS PLANNING COUNCIL  
AGENDA MEMORANDUM**

**AGENDA ITEM:** V B-2.

**MEETING DATE:** June 18, 2008

**SUBJECT:**

Annual Budget and Millage Rate for F.Y. 2008-09 – Draft

**RECOMMENDATION:**

Council Review and Provide Direction on Draft of Annual Budget and Millage Rate for F.Y. 2008-09

**BACKGROUND**

A semi-final draft of the proposed budget and accompanying millage rate for F.Y. 2008-09 has been prepared for review by the Council and is attached for your consideration.

The proposed budget reflects, and is consistent with, the accompanying draft of the annual work program for F.Y. 2008-09 which has been reviewed with the Council over the preceding months and is to be considered immediately preceding this agenda item.

In brief, the proposed budget of \$1,528,100 is a decrease of \$70,040 or 4.38 percent as compared to the current fiscal year budget. The millage rate is proposed to remain the same at .0170 – having been reduced in each of the four previous years by some 24 percent in total. The revenue raised for ad valorem tax is proposed to be reduced by approximately \$110,850 or 8.56 percent. The difference between the reduction in ad valorem tax revenue and the reduction in the total budget, some \$40,810, will be made up from unexpended revenues in this year's budget and carried forward to the next fiscal year.

The proposed budget amount of \$1,528,100 is \$18,600 more than set forth in the April draft, reflecting the difference between the projected 10 percent reduction in ad valorem value and the 8.5 percent reduction in the Property Appraiser's Office preliminary estimate released May 21<sup>st</sup>. This additional amount will assist in funding the reserves at a level comparable to past years at approximately eight percent of the total budget, as well as providing for minor adjustments among other operating account line items.

**PINELLAS PLANNING COUNCIL ACTION:**

**COUNTYWIDE PLANNING AUTHORITY ACTION:**

The accompanying draft budget package includes the following:

- Introduction – including background information related to the Council’s millage rate, the revenue it generates and budget trends.
- Budget Overview – describing the budget and its component parts.
- Proposed Budget – outlining projected revenues, expenses and reserves by line item.
- Attachments I, II and III – comparing, by line item, the proposed budget to the current budget, the allocation of expenditures for contractual support services, and comparison of previous budget amounts, millage rates and tax revenues.
- Attachment IV – Preliminary draft of Form DR-420 for transmittal to the Property Appraiser in compliance with the TRIM notice procedures.

The attached budget is in a form for Council review and direction pending receipt of the certified values from the Property Appraiser’s Office on June 27<sup>th</sup>. Based on the certified value, Council staff will make any required minor adjustments and prepare the budget in a form for approval by the Council in July, and transmittal to the BCC for adoption and certification of the millage rate subsequent to public hearings on September 2 and 16, 2008.

# ANNUAL BUDGET

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**Fiscal Year 2008-2009**

**Draft – June 18, 2008**



# PINELLAS PLANNING COUNCIL

## ANNUAL BUDGET F.Y. 2008-2009

### PINELLAS PLANNING COUNCIL

Mayor Bob Hackworth, Chairman  
Mayor Beverley Billiris, Vice Chairman  
Vice Mayor Jerry Knight, Secretary  
Commissioner John Morroni, Treasurer  
Councilmember Sandra L. Bradbury  
Councilmember John Doran  
Mayor Pat Gerard  
Mayor Dick Holmes  
Councilmember Jim Kennedy  
School Board Member Linda S. Lerner  
Mayor Mary H. Maloof  
Mayor Jim Ronecker  
Mayor Andy Steingold

Draft  
June 18, 2008



# ANNUAL BUDGET

## FISCAL YEAR 2008-2009

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### INTRODUCTION

The annual budget has been prepared consistent with the annual work program for fiscal year 2008-09.

Additional background information important to an understanding of the Council's budget includes the following:

- The maximum tax levy authorized by the Special Act (Chp. 88-464, Laws of Florida) is one-sixth of one mill (.1666).
- The current millage rate of .0170 is proposed to be maintained. Given the reduction in ad valorem value and the State Department of Revenue formula for calculating the "rolled-back rate", the proposed millage rate represents a 10 percent reduction to the rolled-back rate.
- Council has reduced its millage rate for the four previous years from .0225 in 2003-04 to .0170 in 2007-08. This represents a 24.4 percent reduction in the millage rate over this preceding five year period.
- The proposed millage levy of .0170, is 10.2 percent of the authorized levy. Said another way, the proposed PPC millage rate would equate to a millage levy of 1.02 mills for a governmental jurisdiction with a 10 mill cap.
- Viewed over the past 10 year period, the Council budget has increased at an average annual rate of approximately 3.0 percent.
- The proposed budget of \$1,528,100 represents a reduction of 4.38 percent from the previous year and a total reduction of \$165,780 or 9.8 percent over the two year period from F.Y. 2006-07 to 2008-09.

The accompanying materials outline the budget approach, identify its relationship to the current budget, and examine past trends with respect to the budget, millage rates and revenues raised, and include the required form to be returned to the Property Appraiser after approval by the Council.

## **PROPOSED BUDGET**

The proposed budget for F.Y. 2008-09 is \$1,528,100 – a decrease of \$70,040 or 4.38 percent as compared to the current year. The accompanying millage rate is proposed to remain at the current rate of .0170 per \$1,000 of ad valorem taxable value.

Revenues consist of monies estimated to be available to be carried forward, interest earned on monies received and invested prior to expenditure, tax revenues from the ad valorem tax levy, and monies budgeted and held as reserves.

The projected carry-forward/encumbered amount of \$257,300 reflects the anticipated amount by which we will come in under budget for 2007-08, inclusive of estimated encumbered funds for completion of work in progress. Other revenues include \$12,000 projected to be earned as interest on unexpended funds, an estimated \$1,183,800 from tax revenues, and the \$75,000 in cash reserves projected to be carried forward from 2007-08.

The reduction in ad valorem tax dollars of \$110,850 represents an 8.56 percent reduction in the tax revenues to be raised, consistent with the decrease in countywide taxable values.

Expenditures are grouped by payroll, operating, local assistance and reserve accounts.

The payroll account is projected to increase by \$29,000 or 3.26 percent, while the operating account will decrease by \$39,040 or 7.4 percent – including a \$28,000 reduction in contractual support services.

Direct local financial assistance has been eliminated for 2008-09, a reduction of \$60,000, with the balance of our local government EAR-based amendment obligations included under contractual support services.

Cash reserves in the amount of \$125,000 replace the combination of cash and local assistance reserves which totaled the same amount this year.

In brief, the budget represents a decrease in the total budget as compared to the current FY 2007-08 budget of approximately \$70,000 or 4.38 percent. The current millage rate of .0170, applied to the reduced countywide taxable value, results in a reduction in the revenues received from ad valorem tax dollars of \$110,850 or 8.56 percent.

The budget attempts to meet the current core needs of the Council and its member local governments, consistent with the approved annual work program for fiscal year 2008-09, and the revenues available to the Council, in a fiscally responsible and stable manner.

## Proposed Annual Budget For FY 2008-09

Pinellas Planning Council Budget - FY 2008-09			
<b>REVENUES</b>			
<b>SOURCES</b>			
Carry Forward/Encumbered	\$ 257,300		
Interest	12,000		
Tax Revenue	1,183,800		
Cash Reserves	75,000		
Local Assistance Services	-		
<b>Total Revenues</b>			<b>\$1,528,100</b>
<b>EXPENDITURES</b>			
<b>PAYROLL ACCOUNT</b>			
Salaries	\$ 706,700		
Benefits	210,800		
Sub-total		<b>\$917,500</b>	
<b>OPERATING ACCOUNT</b>			
Contractual Support Services	\$ 120,000		
Legal Services	19,000		
Rent	104,500		
Equipment & Furnishings	16,000		
Telephone	4,100		
Mail	8,500		
Advertising Notice	62,000		
Printing/Reproduction	30,000		
Office Supplies/Materials	17,000		
Property Appraiser & Tax Collector	43,000		
Travel	17,000		
Reference & Education	15,000		
Audit	12,500		
Administrative Hearing	10,000		
Council Activities	3,500		
Contingency	3,500		
Sub-total		<b>\$485,600</b>	
<b>LOCAL ASSISTANCE ACCOUNT</b>	0	<b>\$0</b>	
<b>RESERVE ACCOUNT</b>			
Cash Reserves	\$ 125,000		
Local Assistance Reserves	0		
Sub-total		<b>\$125,000</b>	
<b>Total Expenditures</b>			<b>\$1,528,100</b>

**MILLAGE RATE 0.0170**

## COMPARISON OF FY 2007- 08 AND 2008-09 BUDGET

	2007-08	2008-09
<b>REVENUES</b>		
<b>SOURCES</b>		
Carry Forward/Encumbered	\$ 201,490	\$ 257,300
Interest	15,000	12,000
Tax Revenue	1,294,650	1,183,800
Reserves	75,000	75,000
Local Assistance Services	12,000	-
<b>Total Revenues</b>	<b>\$1,598,140</b>	<b>\$1,528,100</b>
<b>EXPENDITURES</b>		
<b>PAYROLL ACCOUNT</b>		
Salaries	\$ 680,200	\$ 706,700
Benefits	208,300	210,800
Sub-Total	<b>\$888,500</b>	<b>\$917,500</b>
<b>OPERATING ACCOUNT</b>		
Contractual Support Services	\$ 148,000	\$ 120,000
Legal Services	20,000	19,000
Rent	99,900	104,500
Equipment & Furnishings	35,000	16,000
Telephone	4,500	4,100
Mail	9,140	8,500
Advertising Notice	55,000	62,000
Printing/Reproduction	34,000	30,000
Office Supplies/Materials	16,900	17,000
Property Appraiser & Tax Collector	42,000	43,000
Travel	16,700	17,000
Reference & Education	14,500	15,000
Audit	12,000	12,500
Administrative Hearing	10,000	10,000
Council Activities	3,500	3,500
Contingency	3,500	3,500
Sub-Total	<b>\$524,640</b>	<b>\$485,600</b>
<b>LOCAL ASSISTANCE ACCOUNT</b>	\$ 60,000	\$ 60,000
		\$ -
		\$0
<b>RESERVE ACCOUNT</b>		
Cash Reserves	\$ 75,000	\$ 125,000
Local Assistance Reserves	50,000	-
Sub-Total	<b>\$125,000</b>	<b>\$125,000</b>
<b>Total Expenditures</b>	<b>\$1,598,140</b>	<b>\$1,528,100</b>

<b>MILLAGE RATE</b>	<b>0.0170</b>	<b>0.0170</b>
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**CONTRACTUAL SUPPORT SERVICES  
F.Y. 2008-09**

<b><u>Allocation</u></b>	<b><u>Amount</u></b>
Mapping - Property Appraiser's Office/Panda Consultants	\$50,000
Minutes - County Clerk	\$8,000
Tindale-Oliver - SNCC Study	\$20,000
Tindale-Oliver - Traffic Analysis	\$12,000
Gail Easley - EAR-Based Amendments	\$20,000
Special Projects / Miscellaneous	\$10,000
<b>TOTAL</b>	<b>\$120,000</b>

**COMPARISON OF PAST PPC BUDGET AMOUNTS  
MILLAGE RATES AND TAX REVENUES**

<b>Fiscal Year</b>	<b>Budget Amount</b>	<b>Millage Rate</b>	<b>Tax Revenue</b>
1986-87	\$663,336	0.0285	\$622,347
1987-88	\$695,712	0.0285	\$648,054
1988-89	\$637,736	0.0163	\$398,596
<b>1989-90*</b>	<b>\$840,260</b>	<b>0.0166</b>	<b>\$452,912</b>
1990-91	\$890,000	0.0206	\$574,000
1991-92	\$1,129,000	0.0298	\$851,000
1992-93	\$1,144,000	0.0286	\$810,000
1993-94	\$1,110,500	0.0256	\$730,000
1994-95	\$1,134,500	0.0256	\$742,500
1995-96	\$1,082,000	0.0214	\$635,600
1996-97	\$978,000	0.0214	\$654,950
1997-98	\$1,010,000	0.0214	\$677,220
1998-99	\$1,102,363	0.0214	\$709,000
1999-00	\$1,167,500	0.0225	\$781,700
2000-01	\$1,182,000	0.0225	\$833,960
2001-02	\$1,218,500	0.0225	\$908,350
2002-03	\$1,262,500	0.0225	\$975,850
2003-04	\$1,322,600	0.0225	\$1,063,060
2004-05	\$1,372,800	0.0220	\$1,148,320
2005-06	\$1,561,400	0.0218	\$1,302,390
2006-07	\$1,693,880	0.0195	\$1,401,530
2007-08	\$1,598,140	0.0170	\$1,294,650
2008-09	\$1,528,100	0.0170	\$1,183,800

\*Council Reconstituted In Its Present Form in 1989

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CERTIFICATION OF TAXABLE VALUE

DR-420  
R.01/96

SECTION I

Year \_\_\_\_\_  
County PINELLAS To PINELLAS PLANNING COUNCIL  
(Name of Taxing Authority)

- (1) Current Year Taxable Value of Real Property for Operating Purposes \$ \_\_\_\_\_
- (2) Current Year Taxable Value of Personal Property for Operating Purposes \$ \_\_\_\_\_
- (3) Current Year Taxable Value of Centrally Assessed Property for Operating Purposes \$ \_\_\_\_\_
- (4) Current Year Gross Taxable Value for Operating Purposes (1) + (2) + (3) \$ 73,300,101,418
- (5) Current Year Net New Taxable Value (New Construction + Additions + Rehabilitative Improvements Increasing Assessed Value By At Least 100% + Annexations - Deletions) \$ 1,136,855,222
- (6) Current Year Adjusted Taxable Value (4) - (5) \$ 72,163,246,196
- (7) Prior Year Final Gross Taxable Value (From Prior Year Applicable Form DR-403 Series) \$ 80,093,562,315

I do hereby certify the values shown herein to be correct to the best of my knowledge and belief. Witness my hand and official signature at CLEARWATER, Florida, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature of Property Appraiser

TAXING AUTHORITY: If this portion of the form is not completed in FULL your Authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is inapplicable, enter N/A or -0-.

SECTION II

- (8) Prior Year Operating Millage Levy \$ 0.0170 per \$1,000
- (9) Prior Year Ad Valorem Proceeds (7) x (8) \$ 1,361,592
- (10) Current Year Rolled-Back Rate (9) ÷ (6) \$ 0.0189 per \$1,000
- (11) Current Year Proposed Operating Millage Rate \$ 0.0170 per \$1,000
- (12) Check one (1) TYPE of Taxing Authority:  
 County     Municipality     Independent Special District     Dependent Special District     Municipal Service Taxing Unit     Multi-County
- (13) IF DEPENDENT SPECIAL DISTRICT OR MSTU IS MARKED, PLEASE SEE REVERSE SIDE.
- (14) Current Year Millage Levy for VOTED DEBT SERVICE \$ 0 per \$1,000
- (15) Current Year OTHER VOTED MILLAGE \$ 0 per \$1,000

DEPENDENT SPECIAL DISTRICTS SKIP lines (16) through (22)

- (16) Enter Total Prior Year Ad Valorem Proceeds of ALL DEPENDENT Special Districts & MSTU's levying a millage. (The sum of Line (9) from each District's Form DR-420) \$ 0
- (17) Total Prior Year Proceeds: (9) + (16) \$ 1,361,592
- (18) The Current Year Aggregate Rolled-back Rate: (17) ÷ (6) \$ 0.0189 per \$1,000
- (19) Current Year Aggregate Rolled-back Taxes: (4) x (18) \$ 1,385,371
- (20) Enter Total of all non-voted Ad Valorem Taxes proposed to be levied by the Principal Taxing Authority, all Dependent Districts, & MSTU's if any. Line (11) x Line (4) \$ 1,246,101
- (21) Current Year Proposed Aggregate Millage Rate: (20) ÷ (4) \$ 0.0170 per \$1,000
- (22) Current Year Proposed Rate as a PERCENT CHANGE of Rolled-back Rate: - 10.05 %  
[(Line 21 ÷ Line 18) - 1.00] x 100

Date, Time and Place of the first Public Budget Hearing: \_\_\_\_\_

I do hereby certify the millages and rates shown herein to be correct to the best of my knowledge and belief, FURTHER, I certify that all millages comply with the provisions of Section 200.071 or 200.081, F.S. WITNESS my hand and official signature at \_\_\_\_\_, Florida, this the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

Signature and Title of Chief Administrative Officer

Address of Physical Location

Mailing Address

Name of Contact Person

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