

AGENDA
ESCAMBIA COUNTY BUILDING INSPECTIONS DIVISION
INSPECTIONS FUND ADVISORY BOARD MEETING
May 15, 2012–9:00a.m.
Escambia County Central Office Complex
3363 West Park Place

1. Type of Meeting: BID IFAB Meeting
2. Members: Bob Price, Jr., Bob Price Jr. Builder, Inc., Chairman
Thomas Henry, Thomas Home Corporation, Vice-Chair
John Harold, J. M. Harold Construction, Inc.
James P. "Jim" Harris, Coastal Bank and Trust
William Merrill, P. E., Merrill Parker Shaw, Inc.
3. Call to Order/ Meeting Advertisement
4. Approval of April 3, 2012, 1:00 p.m., BID IFAB Meeting Minutes
5. Follow-Up Items and Discussion Regarding Proposed FY 2012-13 Budget for BID
6. New Business
7. Adjourn

**MINUTES OF THE
ESCAMBIA COUNTY BUILDING INSPECTIONS DIVISION
INSPECTIONS FUND ADVISORY BOARD MEETING**

April 3, 2012--1:00 P.M.

**Escambia County Central Office Complex
3363 West Park Place**

1. **Attendees:** Bob Price, Jr., Bob Price Jr. Builder, Inc., Chairman
Thomas Henry, Thomas Home Corporation, Vice-Chair
John Harold, J. M. Harold Construction, Inc.
James P. "Jim" Harris, Coastal Bank and Trust
William Merrill, P. E., Merrill Parker Shaw, Inc.

County Staff: T. Lloyd Kerr, AICP, Director, Development Services Department
Amru Meah, Division Manager, Building Inspections Division
Karla N. Moreno, Director's Aide
Danny R. Weeden, Interim Building Official
Gerald K. Wooten, Accountant

Others Present: David Peaden, II, Executive Director, Home Builders Association
of West Florida
Newman Rodgers
Tom Hammond
Luke Shows
Billy Moore
2. **Call to Order/ Mtg Advertisement**

Meeting called to order at 1:03 p.m. and confirmation of Meeting advertisement in Saturday, March 31, 2012, Edition of Pensacola News-Journal . (Exhibit "A")
3. **Approval of August 15, 2011, Minutes**

Motion made by John Harold
Seconded by William Merrill

Vote: 5 - 0 - Unanimously

(Exhibit "B")
4. **Follow-Up Items and Questions.**

Discussion of current Proposed Fiscal Year 2012-13 Budget for Escambia County Development Services Department (DSD), Building Inspections Division (BID), noting it was a working draft document, at this time, and dependent upon many unresolved County-wide issues.

Discussion of a proposal for closure of the BID Molino Permitting Office, noting that the two Permitting personnel currently assigned to that office would be reassigned to the Central Office Complex (COC) in order to increase efficiency, with the ultimate recommendation of reducing the permitting staff by two, noting it would not necessarily be the two Permitting personnel assigned to the Molino Office.

Discussion of the development of a County Reduction-in-Force (RIF) Policy for presentation to the Board of County Commissioners (BCC) on April 17, 2012, noting the Policy was not yet complete, and would not be based solely on seniority except for those employees in the ATU (Amalgamated Transit Union), noting none of the BID employees were currently covered under the ATU, and noting that any changes to personnel must follow County-wide policy.

Lengthy discussion regarding the pros/cons, basis for recommendation, support/lack of support, and potential costs/savings resulting from the proposed closure of BID's Molino Office.

Discussion concerning imperative need to address other critical areas of concern including the Site Inspections Section and Licensing & Investigations Section, noting the objection by members of the IFAB who support closure of the Molino Office if these areas of concern are not addressed in addition to that effort in addressing the financial needs of the BID Budget.

Discussion concerning Site Inspections Section, noting recent correction of an error in the Accela Permitting System whereby the incorrect fee had been charged since programming of a flat fee as opposed to the number of required inspections, noting an increase in revenue for that Section since correction of the error, noting the requirement for inspections in order to maintain the N.P.D.E.S. (National Pollutant Discharge Elimination System) Permit (including inspection for every 1/2" of rainfall or every 14 days), and noting consideration of the creation of a separate account for the Site Inspections Section so that it would not be part of the BID Fund.

Mr. Henry expressed his desire for the record to reflect his regret for seconding the motion for support of the closure of the Molino Office that was not costing any money, yet the result of this action was increased permit fees. He advised that he believed it was wrong as three Site Inspectors were not needed since the work could be accomplished by cross-training of building inspectors. Mr. Henry advised no matter what the 2003 Adopted Fee Schedule reflected, if the fees had not been charged up to this point, it was a "fee increase" to those who had to pay it. He advised he had been in this industry his entire life and inspectors had always performed these inspections, in the past, and it did not require a separate site inspector.

Mr. Kerr advised there would be a reduced level of service on the part of the building inspectors if additional site inspection duties were added to their required inspections. He advised the real issue was whether or not it was a needed or necessary activity and would continue to be performed, and the answer was yes. Mr. Kerr advised the concern

was determining a method for the activity to pay for itself as it was required in order to continue operating. He advised the Engineering Division held the N.P.D.E.S. Permit, and could advise of all the necessary requirements for record keeping and inspections. Mr. Kerr advised the reason it had been placed under the purview of the BID was there had been numerous problems with enforcement of grading plans and drainage problems that no longer existed once it became tied to the building permit.

During further discussion, Mr. Harold advised although he was not doing so, at this time, he was prepared to make a motion to rescind the recommendation in support of closing the Molino Office if there was support for this (increasing the fees for Site Inspections).

Mr. Henry advised he believed the building inspectors were better qualified and could do a better job of performing the residential site inspections since they would not be making a special trip and were already at the job sites.

Mr. Kerr advised this was a working document; therefore, he would present the concerns of the BID IFAB to the County Administrator in order to seek direction as to a method of addressing those concerns which would also allow time for him to confer with Mr. Meah and Mr. Weeden in determining the educational and time requirements for cross-training building inspectors to perform site inspections, and discussion followed during which time the IFAB noted its desire to have the current Fee Schedule amended, if necessary, to ensure Residential Site Inspections did not include fees for three separate inspections.

Motion made by John Harold

Seconded by Thomas Henry

To adopt/support the policy of closing the Molino Office and reallocating the personnel to the COC, with the understanding of eliminating at least two positions at COC for a comparable savings of \$80,000 to \$100,000.

Vote: 4 - 1

Voted No: William Merrill

Discussion concerning Licensing & Investigations Section, noting a lack of support for complete elimination of local licensing and noting efforts to combine the Contractor Competency Board and Electrical Examiners Board into one and reducing the number down to five, with a recommendation forthcoming to the BCC.

Mr. Kerr advised as long as the County maintained those Boards, there would be requirements for issuance/maintenance of licenses, record keeping, and investigations, and a need for someone to provide that support. He advised consideration was also being given to determining a method for having this area pay for itself as it had not been an area that had historically demonstrated that capability.

Mr. Price expressed the desire of the IFAB that County licensing eventually be eliminated in order for the State to perform that function completely since it was a tremendous expense to the County.

Mr. Kerr advised the political support did not currently exist for that; however,

consideration could be given to supporting the maintenance of existing licenses without issuance of any new licenses by the County. He advised there would be no significant cost savings by combining the two Boards; however, there would be some cost savings for advertisements and some mailings. Mr. Kerr advised no definite decisions had been made, at this time, with regard to the Licensing & Investigations Section; however, the idea was to make the Section self-supporting, and brief discussion followed.

Discussion concerning the County's ability to charge indirect fees to Enterprise Accounts.

5. Proposed Fiscal Year 2012-13 Budget - (Distributed Under Separate Cover)

Discussion and explanation of Proposed Budget for Fiscal Year 2012-13 for DSD BID.

(Attachment "C")

2:30 P.M. - Mr. Meah left the Meeting.

During brief discussion regarding Mr. Meah's current status with regard to receiving endorsement by the State Department of Business and Professional Regulation, Mr. Price stated his approval for Mr. Meah; however, he inquired as to the reason Mr. Weeden had not simply been promoted to Building Official.

Mr. Kerr responded that, with all due respect, Mr. Price's question was inappropriate in the venue of the BID IFAB Meeting since the interview process had been completed and the decision had been made in adherence to the hiring process. He advised it was a personnel matter, and many of those were confidential.

Discussion concerning scheduling another BID IFAB Meeting prior to submission/adoption of the BID Budget.

Mr. Price advised the IFAB would be 120% supportive of Mr. Meah, but he would be had simply wanted to ask the question.

6. Report(s) From BID Accountant (Distributed Under Separate Cover)

Presentation of "Three Year Comparison," "Expenditure Budget Summary," and "Cash Flow Analysis."

(Exhibit "D")

7. New Business

Discussion of upcoming term expirations for John Harold and Jim Harris, noting that if they wish to continue serving on the BID IFAB, they would need to submit a current Resume' to Karla Moreno for preparation of a recommendation to the BCC for reappointment as required by Ordinance.

NOTE: A letter, dated March 22, 2012, from Sheriff David Morgan to David Peaden, Executive Director, Home Builders Association of West Florida, was provided to the BID IFAB, and is attached to these Minutes. (Exhibit "E")

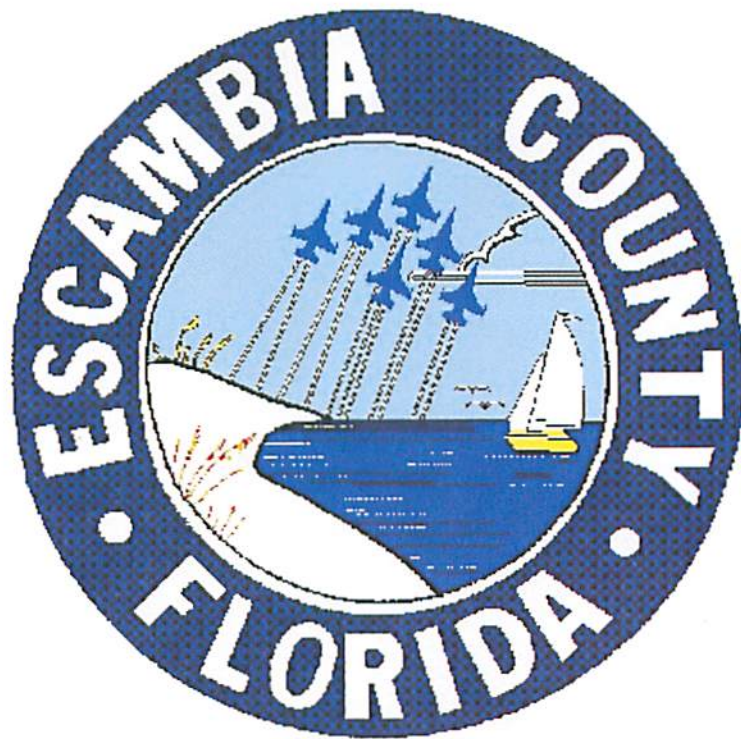
8. Adjourn

Motion made by William Merrill

Seconded by John Harold adjourning the Meeting at 3:03 p.m.

Vote: 5 - 0 - Unanimously

Escambia County Development Services Department
Building Inspections Division



Proposed Budget
Fiscal Year 2012-13

Escambia County Development Services Department
 Building Inspections Division
 Proposed Budget - FY 2013

EXPENDITURE BUDGET SUMMARY

PERSONNEL BUDGET		FY 11-12	FY 12-13	DIFFERENCE
51201	Regular Salaries & Wages	\$ 1,531,580.00	\$ 1,552,391.00	\$ 20,811.00
51301	Other Salaries & Wages		\$ 600.00	\$ 600.00
51401	Overtime			\$ -
51501	Special Pay			\$ -
52101	FICA Taxes	\$ 117,166.00	\$ 118,804.00	\$ 1,638.00
52201	Retirement Contributions	\$ 84,787.00	\$ 90,757.00	\$ 5,970.00
52301	Life & Health Insurance	\$ 348,500.00	\$ 348,500.00	\$ -
52401	Worker's Compensation	\$ 20,176.00	\$ 20,880.00	\$ 704.00
TOTAL PERSONNEL BUDGET		\$ 2,102,209.00	\$ 2,131,932.00	\$ 29,723.00
OPERATING BUDGET		FY 11-12	FY 12-13	DIFFERENCE
53101	Professional Services	\$ 4,000.00	\$ 4,000.00	\$ -
53301	Court Reporter Services			\$ -
53401	Other Contractual Services	\$ 62,126.00	\$ 65,817.00	\$ 3,691.00
54001	Travel & Per Diem	\$ 4,700.00	\$ 4,700.00	\$ -
54101	Communication Services	\$ 44,600.00	\$ 37,000.00	\$ (7,600.00)
54201	Postage & Freight	\$ 3,680.00	\$ 4,676.00	\$ 996.00
54301	Utility Services			\$ -
54401	Rentals & Leases			\$ -
54501	Insurance / Surety Bonds	\$ 8,584.00	\$ 5,871.00	\$ (2,713.00)
54601	Repair & Maintenance	\$ 28,750.00	\$ 28,750.00	\$ -
54701	Printing & Binding	\$ 2,400.00	\$ 2,400.00	\$ -
54801	Promotional Activities			\$ -
54901	Other Current Charges & Obligations	\$ 102,544.00	\$ 112,959.00	\$ 10,415.00
55101	Office Supplies	\$ 21,500.00	\$ 21,500.00	\$ -
55201	Operating Supplies	\$ 75,660.00	\$ 78,500.00	\$ 2,840.00
55401	Books, Pubs, Subs, & Memberships	\$ 10,900.00	\$ 9,900.00	\$ (1,000.00)
55501	Training & Registration	\$ 16,291.00	\$ 15,747.00	\$ (544.00)
55801	Bad Debt	\$ 100.00	\$ 100.00	\$ -
55901	Depreciation	\$ 69,014.00	\$ 11,218.00	\$ (57,796.00)
TOTAL OPERATING BUDGET		\$ 454,849.00	\$ 403,138.00	\$ (51,711.00)
CAPITAL BUDGET		FY 11-12	FY 12-13	DIFFERENCE
56401	Machinery & Equipment	\$ 10,000.00	\$ 10,000.00	\$ -
59101	Transfers	\$ -	\$ -	\$ -
TOTAL CAPITAL BUDGET		\$ 10,000.00	\$ 10,000.00	\$ -
TOTAL EXPENDITURE BUDGET		\$ 2,567,058.00	\$ 2,545,070.00	\$ (21,988.00)
TOTAL REVENUE BUDGET		\$ 1,735,179.00	\$ 1,924,388.00	\$ 189,209.00
BUDGETED INCOME/(LOSS)		\$ (831,879.00)	\$ (620,682.00)	\$ 211,197.00

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

CASH FLOW ANALYSIS

RESTRICTED FUNDS:	EXPENDITURES & ADMIN COST	REVENUES	INCOME
250101 Permitting Section	\$ 825,490.89	\$ 464,463.00	\$ (361,027.89)
250107 Plumbing/Gas/Mechanical Section	\$ 309,847.74	\$ 296,396.00	\$ (13,451.74)
250108 Electrical Section	\$ 361,782.42	\$ 194,073.00	\$ (167,709.42)
250109 Building Section	\$ 348,023.42	\$ 508,265.00	\$ 160,241.58
250115 Plans Review Section	\$ 241,996.74	\$ 203,425.00	\$ (38,571.74)
250116 Site Inspections Section	\$ 201,450.05	\$ 110,510.00	\$ (90,940.05)
250118 Licensing & Investigations Section	\$ 256,478.74	\$ 147,256.00	\$ (109,222.74)
TOTAL FUND 406	\$ 2,545,070.00	\$ 1,924,388.00	\$ (620,682.00)
RESERVE BALANCE			\$ 1,839,209.00

ESTIMATED REVENUES - FY 2011 - 2012

Account Code	Account Description	FY 2009/2010 Actual	FY 2010/2011 Actual	FY 2011/2012 Adopted	FY 2012/2013 Proposed
INSPECTION FUND - 406 (Restricted)					
322001	Building Permit Fees	441,842.26	466,575.50	355,658.00	483,319.00
322002	Sign Permit Fees	8,287.00	19,002.00	7,574.00	13,446.00
322003	Mech Misc Receipts				
322004	Mechanical Permit Fees	108,267.82	121,663.40	102,285.00	93,499.00
322005	Roofing Permit Fees				
322006	Plan review Fees	217,353.82	227,917.98	188,725.00	203,425.00
322007	Electrical Permit Fees	192,782.42	215,302.73	206,655.00	194,073.00
322008	Plumbing Permit Fees	172,718.90	158,027.54	164,820.00	168,083.00
322009	Gas Permit Fees	33,708.00	35,210.46	46,303.00	34,814.00
322010	Fire Safety Permit Fees				
322011	Setback Permit Fees	10,478.00	11,739.00	8,932.00	11,500.00
322012	Permit Application Processing Fee	410,884.38	426,451.50	387,337.00	422,186.00
322013	Site Inspections	75,202.00	74,521.00	62,445.00	110,510.00
329001	Alarm Systems Permits				
329002	Fire Sprinkler Permits				
329003	Setback Permits				
329004	Board of Adjustments and Appeals				
329006	Septic Tank Permits				
367001	Constr Ind Ren/Act	105,362.44	99,528.50	100,740.00	100,740.00
367002	Constr Ind Ren/InAct	7,187.50	7,124.50	6,150.00	6,150.00
367003	Exams	7,150.00	7,325.00	6,240.00	6,240.00
367004	COTR Certification Fees	10,825.00	13,050.00	14,160.00	13,050.00
367005	Changes in Categories	930.00	4,117.00	840.00	4,117.00
341902	Bldg. Permit Copies	6,855.83	3,234.11	7,695.00	2,130.00
349012	Planning Fee Revenue				
351015	Fines - Competency Board	1,500.00	-270.00	1,784.00	1,500.00
359029	Unlic/Unpermitted Contractors	17,665.36	13,890.69	11,599.00	15,459.00
361001.406	Interest Income	21,373.43	23,786.75	26,088.00	20,000.00
364001	Write off/Book Value Assets		-1,010.82		
364002	Sale of Equipment	33,176.00	10,452.11		
369001.406	Misc. Revenue	25,082.08	19,561.16	24,957.00	3,200.00
369004.406	Prior Years				
369016	Bldg Permit State Surcharge	3,072.91	5,564.64	4,192.00	5,730.00
369018	Life Safety Fees-Miscellaneous				
369019	Tree Ordinance Fees				
369020	State Building Permit Surcharge				
369021	Building Misc. Receipts				
369022	Plumbing Misc. Receipts				
369023	Gas Misc. Receipts				
369024	Electrical Misc. Receipts				
369025	Life Safety Fees				
369401	Reimbursements	23,590.71			
369998.406	MR-Recovery of Bad Debt	317.00	608.90		
381001	Transfer from Fund 001	75,360.00			
381143.406	Transfer from Fund 143				
389403	Capital Contributions	2,183.66	3,636.34		
389901.406	Fund Balance Forward				
389951.406	Depreciation				11,217.00
	SUBTOTAL	2,013,156.52	1,967,009.99	1,735,179.00	1,924,388.00

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250101 Permitting Section

EXPENSE BUDGET

PERSONNEL BUDGET		BUDGET	
51201	Regular Salaries & Wages	\$	421,338.00
51301	Other Salaries & Wages		
51401	Overtime		
51501	Special Pay		
52101	FICA Taxes	\$	32,233.00
52201	Retirement Contributions	\$	24,494.00
52301	Life & Health Insurance	\$	110,500.00
52401	Worker's Compensation	\$	1,136.00
TOTAL PERSONNEL BUDGET		\$	689,701.00

OPERATING BUDGET		BUDGET	
53301	Court Reporter Services		
53401	Other Contractual Services	\$	64,317.00
54001	Travel & Per Diem		
54101	Communication Services	\$	1,000.00
54201	Postage & Freight	\$	100.00
54301	Utility Services		
54401	Rentals & Leases		
54501	Insurance / Surety Bonds		
54601	Repair & Maintenance	\$	1,000.00
54701	Printing & Binding	\$	500.00
54901	Other Current Charges & Obligations	\$	31,662.00
55101	Office Supplies	\$	8,000.00
55201	Operating Supplies	\$	1,000.00
55401	Books, Pubs, Subs, & Memberships	\$	1,500.00
55501	Training & Registration	\$	4,290.00
55801	Bad Debt		
55901	Depreciation	\$	446.00
TOTAL OPERATING BUDGET		\$	113,816.00

CAPITAL BUDGET		BUDGET	
56401	Machinery & Equipment	\$	-
TOTAL CAPITAL BUDGET		\$	-

TOTAL EXPENDITURE STATUS **\$ 703,516.00**

ADMINISTRATIVE COST DISTRIBUTION **\$ 121,974.89**

TOTAL EXPENDITURES + ADMINISTRATIVE COST **\$ 825,490.89**

REVENUE BUDGET

REVENUES:		BUDGET	
322012	Permit Application Processing Fee	\$	422,186.00
341902	Copies and Research	\$	2,130.00
381001	Interest Earnings	\$	20,000.00
364001	Write-Off/BK Value-Asset	\$	-
364002	Sale of Equipment	\$	-
369001	Miscellaneous Revenues	\$	3,200.00
369016	State Surcharge - Amount Retained	\$	5,730.00
369401	Reimbursements	\$	-
369998	MR-Recovery of Bad Debt	\$	-
381001	Transfer From Fund 001	\$	-
389403	Capital Contributions	\$	-
389951	Depreciation	\$	11,217.00
TOTAL REVENUES		\$	464,463.00

INCOME/(LOSS) **\$ (361,027.89)**

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250101 Permitting

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
1 53101 Professional Services				
2 53201 Accounting & Auditing				
3 53301 Court Reporter Services				
4 53401 Other Contractual Services	64,317.00	60,626.00		BID's portion of Accela annual maintenance.
5 53501 Investigations				
6 53801 Pension Benefits				
7 54001 Travel & Per Diem				
8 54101 Communications	1,000.00	4,500.00	753.14	Telephone service long distance, fax lines
9 54201 Postage & Freight	100.00	100.00	8.75	Postage and freight costs
10 54301 Utility Services				
11 54401 Rentals & Leases				
12 54501 Insurance				
13 54601 Repair & Maintenance Services	1,000.00	1,000.00	59,733.30	General repairs and maintenance Accela maintenance (moved to 53401)
14 54701 Printing & Binding	500.00	500.00		Permit pamphlets, forms, & brochures
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	31,662.00	29,999.00	29,246.44	Merchant account dues \$9,000 Indirect costs - 5% of operating revenue
17 55101 Office Supplies	8,000.00	8,000.00	4,434.77	General office supplies
18 55201 Operating Supplies	1,000.00	1,000.00	5,395.55	Misc. supplies
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	1,500.00	2,500.00	237.82	Notary commissions and fees
21 55501 Training & Registrations	4,290.00	3,962.00	298.00	Individual training plans
22 55801 Bad Debt				
23 55901 Depreciation	446.00	17,935.00	5,634.09	Total assets assigned to this cost center remaining book value = \$445.98.
Page Totals	\$ 113,815.00	\$ 130,122.00	\$ 105,741.86	

* 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.

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250107 Plumbing/Gas/Mechanical Section

EXPENSE BUDGET

PERSONNEL BUDGET		BUDGET
51201	Regular Salaries & Wages	\$ 170,458.00
51301	Other Salaries & Wages	
51401	Overtime	
51501	Special Pay	
52101	FICA Taxes	\$ 13,040.00
52201	Retirement Contributions	\$ 9,481.00
52301	Life & Health Insurance	\$ 34,000.00
52401	Worker's Compensation	\$ 4,892.00
TOTAL PERSONNEL BUDGET		\$ 231,869.00

OPERATING BUDGET		BUDGET
53301	Court Reporter Services	
53401	Other Contractual Services	
54001	Travel & Per Diem	\$ 100.00
54101	Communication Services	
54201	Postage & Freight	
54301	Utility Services	
54401	Rentals & Leases	
54501	Insurance / Surety Bonds	
54601	Repair & Maintenance	\$ 500.00
54701	Printing & Binding	\$ 200.00
54901	Other Current Charges & Obligations	\$ 14,820.00
55101	Office Supplies	\$ 1,000.00
55201	Operating Supplies	\$ 20,600.00
55401	Books, Pubs, Subs, & Memberships	\$ 1,500.00
55501	Training & Registration	\$ 1,728.00
55801	Bad Debt	
55901	Depreciation	
TOTAL OPERATING BUDGET		\$ 40,448.00

CAPITAL BUDGET		BUDGET
56401	Machinery & Equipment	\$ -
TOTAL CAPITAL BUDGET		\$ -

TOTAL EXPENDITURE STATUS **\$ 272,317.00**

ADMINISTRATIVE COST DISTRIBUTION **\$ 37,530.74**

TOTAL EXPENDITURES + ADMINISTRATIVE COST **\$ 309,847.74**

REVENUE BUDGET

REVENUES:		BUDGET
322004	Mechanical Inspection Fees	\$ 93,499.00
322008	Plumbing Inspection Fees	\$ 188,083.00
322009	Gas Inspection Fees	\$ 34,814.00
TOTAL REVENUES		\$ 296,396.00

INCOME/(LOSS) **\$ (13,451.74)**

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250107 Plumbing Inspections

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
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	100.00	100.00	-	Out-of-town travel.
8 54101 Communications	-	500.00	11.42	Telephone service, long distance, fax lines.
9 54201 Postage & Freight				
10 54301 Utility Services				
11 54401 Rentals & Leases				
12 54501 Insurance				
13 54601 Repair & Maintenance Services	500.00	500.00		General repairs and maintenance.
14 54701 Printing & Binding	200.00	200.00	99.38	Business cards, forms, pamphlets.
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	14,820.00	15,670.00	13,000.00	Indirect costs - 5% of projected operating revenue.
17 55101 Office Supplies	1,000.00	1,000.00	132.01	General Office Supplies.
18 55201 Operating Supplies	20,600.00	20,600.00	16,012.66	Safety shoes, fuel, misc operating supplies.
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	1,500.00	1,500.00	355.00	Code books, FAPGMI memberships
21 55501 Training & Registrations	1,728.00	1,793.00	1,053.50	Indiv. training plans, CEU credits
22 55801 Bad Debt				
23 55901 Depreciation	-	6,898.00	3,059.57	Assets assigned to this cost center have been fully depreciated.
Page Totals	\$ 40,448.00	\$ 48,761.00	\$ 33,723.54	

* 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.

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250108 Electrical Section

EXPENSE BUDGET

PERSONNEL BUDGET	BUDGET
51201 Regular Salaries & Wages	\$ 203,903.00
51301 Other Salaries & Wages	
51401 Overtime	
51501 Special Pay	
52101 FICA Taxes	\$ 15,599.00
52201 Retirement Contributions	\$ 11,342.00
52301 Life & Health Insurance	\$ 42,500.00
52401 Worker's Compensation	\$ 5,852.00
TOTAL PERSONNEL BUDGET	\$ 279,196.00

OPERATING BUDGET	BUDGET
53301 Court Reporter Services	
53401 Other Contractual Services	
54001 Travel & Per Diem	\$ 100.00
54101 Communication Services	
54201 Postage & Freight	
54301 Utility Services	
54401 Rentals & Leases	
54501 Insurance / Surety Bonds	
54601 Repair & Maintenance	\$ 500.00
54701 Printing & Binding	\$ 200.00
54901 Other Current Charges & Obligations	\$ 9,704.00
55101 Office Supplies	\$ 1,000.00
55201 Operating Supplies	\$ 20,800.00
55401 Books, Pubs, Subs, & Memberships	\$ 1,500.00
55501 Training & Registration	\$ 2,089.00
55801 Bad Debt	
55901 Depreciation	
TOTAL OPERATING BUDGET	\$ 35,673.00

CAPITAL BUDGET	BUDGET
56401 Machinery & Equipment	\$ -
TOTAL CAPITAL BUDGET	\$ -

TOTAL EXPENDITURE STATUS **\$ 314,869.00**

ADMINISTRATIVE COST DISTRIBUTION **\$ 46,913.42**

TOTAL EXPENDITURES + ADMINISTRATIVE COST **\$ 361,782.42**

REVENUE BUDGET

REVENUES:	BUDGET
322007 Electrical Inspection Fees	\$ 194,073.00
TOTAL REVENUES	\$ 194,073.00

INCOME/(LOSS) **\$ (167,709.42)**

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

Indicate FUND/ COST CENTER/ ACCOUNT CODE for this page.
406/250108 Electrical Inspections

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
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	100.00	100.00		Out-of-town travel.
8 54101 Communications	-	500.00	(1.84)	Telephone service, long distance, fax lines
9 54201 Postage & Freight				
10 54301 Utility Services				
11 54401 Rentals & Leases				
12 54501 Insurance				
13 54601 Repair & Maintenance Services	500.00	500.00		General repairs and maintenance.
14 54701 Printing & Binding	200.00	200.00	99.38	Business cards, forms, pamphlets.
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	9,704.00	10,333.00	7,200.00	Indirect costs - 5% of projected operating revenues
17 55101 Office Supplies	1,000.00	1,000.00	118.25	General office supplies
18 55201 Operating Supplies	20,600.00	20,600.00	15,441.36	Safety shoes, misc operating supplies, fuel.
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	1,500.00	1,500.00	563.00	Code books, IAEI memberships
21 55501 Training & Registrations	2,069.00	1,873.00	1,893.50	Indiv training plans, CEU credits
22 55801 Bad Debt				
23 55901 Depreciation	-	8,309.00	3,941.38	Assets assigned to this cost center have been fully depreciated.
Page Totals	\$ 35,673.00	\$ 44,915.00	\$ 29,255.03	

* 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.

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center:	250109	Building Section
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EXPENSE BUDGET

PERSONNEL BUDGET	BUDGET
51201 Regular Salaries & Wages	\$ 179,523.00
51301 Other Salaries & Wages	
51401 Overtime	
51501 Special Pay	
52101 FICA Taxes	\$ 13,733.00
52201 Retirement Contributions	\$ 10,525.00
52301 Life & Health Insurance	\$ 42,500.00
52401 Worker's Compensation	\$ 3,892.00
TOTAL PERSONNEL BUDGET	\$ 249,973.00

OPERATING BUDGET	BUDGET
53301 Court Reporter Services	
53401 Other Contractual Services	
54001 Travel & Per Diem	\$ 100.00
54101 Communication Services	
54201 Postage & Freight	
54301 Utility Services	
54401 Rentals & Leases	
54501 Insurance / Surety Bonds	
54601 Repair & Maintenance	\$ 500.00
54701 Printing & Binding	\$ 200.00
54901 Other Current Charges & Obligations	\$ 25,413.00
55101 Office Supplies	\$ 1,000.00
55201 Operating Supplies	\$ 20,600.00
55401 Books, Pubs, Subs, & Memberships	\$ 1,500.00
55501 Training & Registration	\$ 1,824.00
55801 Bad Debt	
55901 Depreciation	
TOTAL OPERATING BUDGET	\$ 61,137.00

CAPITAL BUDGET	BUDGET
56401 Machinery & Equipment	\$ -
TOTAL CAPITAL BUDGET	\$ -

TOTAL EXPENDITURE STATUS	\$ 301,110.00
ADMINISTRATIVE COST DISTRIBUTION	\$ 46,913.42
TOTAL EXPENDITURES + ADMINISTRATIVE COST	\$ 348,023.42

REVENUE BUDGET

REVENUES:	BUDGET
322001 Building Inspection Fees	\$ 483,319.00
322002 Sign Inspection Fees	\$ 13,448.00
322011 Setback Inspection Fees	\$ 11,500.00
TOTAL REVENUES	\$ 508,265.00

INCOME/(LOSS)	\$ 160,241.58
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SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250109 Building Inspections

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
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	100.00	100.00		Out-of-town travel.
8 54101 Communications	-	500.00	(1.43)	Telephone service, long distance, fax lines.
9 54201 Postage & Freight				
10 54301 Utility Services				
11 54401 Rentals & Leases				
12 54501 Insurance				
13 54601 Repair & Maintenance Services	500.00	500.00	170.00	General repairs and maintenance.
14 54701 Printing & Binding	200.00	200.00	99.38	Business cards, forms, pamphlets.
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	25,413.00	18,608.00	19,450.00	Indirect costs - 5% of projected operating revenue.
17 55101 Office Supplies	1,000.00	1,000.00	232.32	General office supplies
18 55201 Operating Supplies	20,600.00	20,600.00	15,271.68	Safety shoes, fuel, misc operating supplies.
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	1,500.00	1,500.00	275.00	BOAF memberships, code books.
21 55501 Training & Registrations	1,824.00	1,768.00	1,000.00	Indiv. training plans, CEU credits
22 55801 Bad Debt				
23 55901 Depreciation	-	8,277.00	4,842.09	Assets assigned to this cost center have been fully depreciated.
Page Totals	\$ 51,137.00	\$ 53,053.00	\$ 41,339.04	

* 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.

**Escambia County Development Services Bureau
Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250111 Building Inspections Administration

PERSONNEL BUDGET		BUDGET	
51201	Regular Salaries & Wages	\$	188,261.00
51301	Other Salaries & Wages		
51401	Overtime		
51501	Special Pay		
52101	FICA Taxes	\$	14,402.00
52201	Retirement Contributions	\$	13,248.00
52301	Life & Health Insurance	\$	25,500.00
52401	Worker's Compensation	\$	508.00
TOTAL PERSONNEL BUDGET		\$	241,919.00

OPERATING BUDGET		BUDGET	
53301	Court Reporter Services		
53401	Other Contractual Services	\$	1,500.00
54001	Travel & Per Diem	\$	2,800.00
54101	Communication Services	\$	36,000.00
54201	Postage & Freight	\$	2,536.00
54301	Utility Services		
54401	Rentals & Leases		
54501	Insurance / Surety Bonds	\$	5,871.00
54601	Repair & Maintenance	\$	25,000.00
54701	Printing & Binding	\$	700.00
54801	Promotional Activities		
54901	Other Current Charges & Obligations	\$	8,300.00
55101	Office Supplies	\$	6,000.00
55201	Operating Supplies	\$	3,000.00
55401	Books, Pubs, Subs, & Memberships	\$	1,500.00
55501	Training & Registration	\$	1,882.00
55801	Bad Debt	\$	100.00
55901	Depreciation	\$	9,434.00
TOTAL OPERATING BUDGET		\$	104,623.00

CAPITAL BUDGET		BUDGET	
56401	Machinery & Equipment	\$	10,000.00
59101	Transfers	\$	-
TOTAL CAPITAL BUDGET		\$	10,000.00

TOTAL EXPENDITURE STATUS **\$ 356,542.00**

ADMINISTRATIVE COST DISTRIBUTION (3)

COST CENTER	TITLE	BUDGET	# OF EMPL
250101	Permitting Section (13)	\$ 121,974.89	13
250107	Plumbing, Gas, Mechanical Section (5)	\$ 37,530.74	4
250108	Electrical Section (5)	\$ 46,913.42	5
250109	Building Section (5)	\$ 46,913.42	5
250115	Plans Review Section (4)	\$ 37,530.74	4
250116	Site Inspections Section (3)	\$ 28,148.05	3
250118	Licensing & Investigations Section (5)	\$ 37,530.74	4
TOTAL ADMINISTRATIVE COST		\$ 356,542.00	38

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250111 Administration

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
1 53101 Professional Services				
2 53201 Accounting & Auditing				
3 53301 Court Reporter Services				
4 53401 Other Contractual Services	1,500.00	1,500.00	51.45	Document management service.
5 53501 Investigations				
6 53601 Pension Benefits				
7 54001 Travel & Per Diem	2,800.00	2,800.00	1,035.99	Out-of-County travel for training, seminars, etc
8 54101 Communications	36,000.00	36,000.00	28,704.83	Telephone service, cell phone, air card service
9 54201 Postage & Freight	2,536.00	1,540.00	204.00	Postage machine rental \$536, postage.
10 54301 Utility Services				
11 54401 Rentals & Leases			268.08	
12 54501 Insurance	5,871.00	8,584.00	7,194.00	Insurance for County vehicles.
13 54601 Repair & Maintenance Services	25,000.00	25,000.00	20,855.81	Contracts for office equip, vehicle maint.
14 54701 Printing & Binding	700.00	700.00	249.13	Business cards, forms, pamphlets.
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	8,300.00	8,300.00	6,278.76	FICA savings.
17 55101 Office Supplies	6,000.00	6,000.00	4,545.54	General office supplies.
18 55201 Operating Supplies	3,000.00	2,000.00	3,289.93	Fuel, misc. operating supplies.
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	1,500.00	1,500.00	665.00	BOAF memberships, other memberships, code books.
21 55501 Training & Registrations	1,882.00	2,297.00	643.50	Indiv. training plans, CEU credits.
22 55801 Bad Debt	100.00	100.00	85.00	Uncollectable returned checks
23 55901 Depreciation	9,434.00	5,518.00	1,731.98	Total assets assigned to this cost center remaining book value = \$9,433.17.
Page Totals	\$ 104,623.00	\$ 101,839.00	\$ 75,803.00	

* 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.

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250111 Administration

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	FY 10-11 Expenditure Actual	Justification
1 56401 Machinery & Equipment	10,000.00	10,000.00	13,381.00	Replacement computers (5 @ \$2,000)

Page Totals \$ 10,000.00 \$ 10,000.00 \$ 13,381.00

* 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.

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250115 Plans Review Section

EXPENSE BUDGET

PERSONNEL BUDGET	BUDGET
51201 Regular Salaries & Wages	\$ 135,892.00
51301 Other Salaries & Wages	
51401 Overtime	
51501 Special Pay	
52101 FICA Taxes	\$ 10,395.00
52201 Retirement Contributions	\$ 7,559.00
52301 Life & Health Insurance	\$ 34,000.00
52401 Worker's Compensation	\$ 367.00
TOTAL PERSONNEL BUDGET	\$ 188,213.00

OPERATING BUDGET	BUDGET
53301 Court Reporter Services	
53401 Other Contractual Services	
54001 Travel & Per Diem	\$ 100.00
54101 Communication Services	
54201 Postage & Freight	
54301 Utility Services	
54401 Rentals & Leases	
54501 Insurance / Surety Bonds	
54601 Repair & Maintenance	\$ 250.00
54701 Printing & Binding	\$ 200.00
54801 Other Current Charges & Obligations	\$ 10,172.00
55101 Office Supplies	\$ 1,500.00
55201 Operating Supplies	\$ 700.00
55401 Books, Pubs, Subs, & Memberships	\$ 1,500.00
55501 Training & Registration	\$ 1,385.00
55801 Bad Debt	
55901 Depreciation	\$ 446.00
TOTAL OPERATING BUDGET	\$ 16,253.00

CAPITAL BUDGET	BUDGET
56401 Machinery & Equipment	\$ -
TOTAL CAPITAL BUDGET	\$ -

TOTAL EXPENDITURE STATUS	\$ 204,466.00
ADMINISTRATIVE COST DISTRIBUTION	\$ 37,530.74
TOTAL EXPENDITURES + ADMINISTRATIVE COST	\$ 241,996.74

REVENUE BUDGET

REVENUES:	BUDGET
322008 Plan Review Fees	\$ 203,425.00
TOTAL REVENUES	\$ 203,425.00

[INCOME/(LOSS)]	\$ (38,571.74)
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SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250115 Plans Review

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
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	100.00	100.00	1,729.55	Out-of-County travel.
8 54101 Communications	-	1,200.00	18.32	Telephone service, long distance, fax lines.
9 54201 Postage & Freight				
10 54301 Utility Services				
11 54401 Rentals & Leases				
12 54501 Insurance				
13 54601 Repair & Maintenance Services	250.00	250.00	60.00	General repairs and maintenance.
14 54701 Printing & Binding	200.00	200.00		Business cards, forms, pamphlets.
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	10,172.00	9,436.00	10,200.00	Indirect costs - 5% of projected operating revenue.
17 55101 Office Supplies	1,500.00	1,500.00	1,182.13	General office supplies
18 55201 Operating Supplies	700.00	500.00	645.37	Misc. supplies
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	1,500.00	1,500.00	135.00	BOAF memberships, code books.
21 55501 Training & Registrations	1,385.00	1,439.00	1,224.00	Individual training plans.
22 55801 Bad Debt				
23 55901 Depreciation	446.00	5,519.00	2,164.69	Total assets assigned to this cost center remaining book value = \$445.98.
Page Totals	\$ 16,253.00	\$ 21,644.00	\$ 17,359.06	

* 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.

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250116 Site Inspections Section

EXPENSE BUDGET

PERSONNEL BUDGET	BUDGET
51201 Regular Salaries & Wages	\$ 114,367.00
51301 Other Salaries & Wages	
51401 Overtime	
51501 Special Pay	
52101 FICA Taxes	\$ 8,749.00
52201 Retirement Contributions	\$ 6,382.00
52301 Life & Health Insurance	\$ 25,500.00
52401 Worker's Compensation	\$ 1,087.00
TOTAL PERSONNEL BUDGET	\$ 156,065.00

OPERATING BUDGET	BUDGET
53301 Court Reporter Services	
53401 Other Contractual Services	
54001 Travel & Per Diem	
54101 Communication Services	
54201 Postage & Freight	
54301 Utility Services	
54401 Rentals & Leases	
54501 Insurance / Surety Bonds	
54801 Repair & Maintenance	\$ 500.00
54701 Printing & Binding	\$ 200.00
54901 Other Current Charges & Obligations	\$ 5,526.00
55101 Office Supplies	\$ 1,000.00
55201 Operating Supplies	\$ 8,000.00
55401 Books, Pubs, Subs, & Memberships	\$ 400.00
55501 Training & Registration	\$ 1,165.00
55801 Bad Debt	
55901 Depreciation	\$ 446.00
TOTAL OPERATING BUDGET	\$ 17,237.00

CAPITAL BUDGET	BUDGET
56401 Machinery & Equipment	\$ -
TOTAL CAPITAL BUDGET	\$ -

TOTAL EXPENDITURE STATUS **\$ 173,302.00**

ADMINISTRATIVE COST DISTRIBUTION **\$ 28,148.05**

TOTAL EXPENDITURES + ADMINISTRATIVE COST **\$ 201,450.05**

REVENUE BUDGET

REVENUES:	BUDGET
322013 Site Inspection Fees	\$ 110,510.00
TOTAL REVENUES	\$ 110,510.00

INCOME/(LOSS) **\$ (90,940.05)**

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250116 Site Inspections

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
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	-	900.00	26.86	Telephone service, long distance, fax lines.
9 54201 Postage & Freight				
10 54301 Utility Services				
11 54401 Rentals & Leases				
12 54501 Insurance				
13 54601 Repair & Maintenance Services	500.00	500.00		General repairs and maintenance.
14 54701 Printing & Binding	200.00	200.00	99.36	Business cards, forms, pamphlets.
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	5,526.00	3,122.00	3,050.00	Indirect costs - 5% of projected operating revenue.
17 55101 Office Supplies	1,000.00	1,000.00	450.11	Misc. office supplies.
18 55201 Operating Supplies	8,000.00	6,360.00	6,736.80	Safety shoes, misc operating supplies, fuel.
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	400.00	400.00		Code books.
21 55501 Training & Registrations	1,165.00	1,109.00		Individual training plans.
22 55801 Bad Debt				
23 55901 Depreciation	446.00	8,279.00	2,169.69	Total assets assigned to this cost center remaining book value = \$445.98.
Page Totals	\$ 17,237.00	\$ 21,870.00	\$ 12,532.82	

* 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.

**Building Inspections Division
Proposed Budget Summary
Fiscal Year 2012 - 13**

Cost Center: 250118 Licensing & Investigations Section

EXPENSE BUDGET

PERSONNEL BUDGET		BUDGET	
51201	Regular Salaries & Wages	\$	138,651.00
51301	Other Salaries & Wages	\$	600.00
51401	Overtime		
51501	Special Pay		
52101	FICA Taxes	\$	10,653.00
52201	Retirement Contributions	\$	7,746.00
52301	Life & Health Insurance	\$	34,000.00
52401	Worker's Compensation	\$	3,346.00
TOTAL PERSONNEL BUDGET		\$	194,996.00

OPERATING BUDGET		BUDGET	
53101	Professional Services	\$	4,000.00
53301	Court Reporter Services		
53401	Other Contractual Services		
54001	Travel & Per Diem	\$	1,500.00
54101	Communication Services		
54201	Postage & Freight	\$	2,040.00
54301	Utility Services		
54401	Rentals & Leases		
54501	Insurance / Surety Bonds		
54601	Repair & Maintenance	\$	500.00
54701	Printing & Binding	\$	200.00
54901	Other Current Charges & Obligations	\$	7,362.00
55101	Office Supplies	\$	2,000.00
55201	Operating Supplies	\$	4,000.00
55401	Books, Pubs, Subs, & Memberships	\$	500.00
55501	Training and Registration	\$	1,404.00
55801	Bad Debt		
55901	Depreciation	\$	446.00
TOTAL OPERATING BUDGET		\$	23,952.00

CAPITAL BUDGET		BUDGET	
56401	Machinery & Equipment	\$	-
TOTAL CAPITAL BUDGET		\$	-

TOTAL EXPENDITURE STATUS align="right">\$ 218,948.00

ADMINISTRATIVE COST DISTRIBUTION align="right">\$ 37,530.74

TOTAL EXPENDITURES + ADMINISTRATIVE COST align="right">\$ 256,478.74

REVENUE BUDGET

REVENUES:		BUDGET	
359029	Unlic/Unperm Contractor Fines	\$	15,459.00
351015	Fines - Competency Board	\$	1,500.00
367001	Active Contractor License Renewal	\$	100,740.00
367002	Inactive Contractor License Renewal	\$	6,150.00
367003	Exams	\$	6,240.00
367004	Contractor Certification Fees	\$	13,050.00
367005	Changes In Category	\$	4,117.00

TOTAL REVENUES align="right">\$ 147,266.00

INCOME/(LOSS) align="right">\$ (109,222.74)

SCHEDULE C
OPERATING EXPENDITURES
Detail and Justification Summary

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

406/250118 Licensing & Investigations

Account Description Code	FY 12-13 Budget Amt. Requested	FY 11-12 Budget	Actual FY 10-11 Expenditure	Justification
1 53101 Professional Services	4,000.00	4,000.00	4,050.00	Contractor Competency Bd member comp.
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	1,500.00	1,500.00		Out-of-town travel to seminars, training.
8 54101 Communications	-	500.00	46.46	Telephone service, long distance, fax lines.
9 54201 Postage & Freight	2,040.00	2,040.00	1,332.53	Postage machine rental, postage
10 54301 Utility Services				
11 54401 Rentals & Leases			151.94	
12 54501 Insurance				
13 54601 Repair & Maintenance Services	500.00	500.00	120.00	General repairs and maintenance
14 54701 Printing & Binding	200.00	200.00	23.43	Business cards, forms, pamphlets
15 54801 Promotional Activities				
16 54901 Other Current Chrgs & Obligations	7,362.00	7,076.00	8,855.00	Indirect costs - 5% of projected operating revenue.
17 55101 Office Supplies	2,000.00	2,000.00	1,859.86	General office supplies
18 55201 Operating Supplies	4,000.00	4,000.00	4,173.38	Safety shoes, fuel, supplies for lic. Equip.
19 55301 Road Materials & Supplies				
20 55401 Books, Pubs & Subs	500.00	500.00		Code books.
21 55501 Training & Registrations	1,404.00	2,050.00		Individual training plans.
22 55801 Bad Debt				
23 55901 Depreciation	446.00	8,279.00	3,064.70	Total assets assigned to this cost center remaining book value = \$445.98.
Page Totals	\$ 23,952.00	\$ 32,645.00	\$ 23,677.30	

* 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.