

**CITY OF PELICAN BAY  
ADOPTED BUDGET  
FOR  
FISCAL YEAR OCTOBER 1, 2023, TO SEPTEMBER 30, 2024  
AS SUBMITTED BY:  
TAMRA OLAGUE  
MAYOR**

**On September 26, 2023**

**THIS BUDGET WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$112,317.00 WHICH IS A 13.57% INCREASE FROM LAST YEAR'S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR IS \$76,017.**

**The members of the governing body voted on the budget as follows:**

**For: David Dryden, Tracy Melton, Matt Gassen, Kathy Bender**

**Against: None**

**Absent: Sara Gashi**

## **PELICAN BAY CITY COUNCIL**

**TAMRA OLAGUE**

**MAYOR**

**DAVIS DRYDEN**

**MAYOR PRO TEM**

**SARA GASHI**

**COUNCIL MEMBER**

**TRACY MELTON**

**COUNCIL MEMBER**

**MATT GASSEN**

**COUNCIL MEMBER**

**KATHY BENDER**

**COUNCIL MEMBER**

## **CITY OFFICIALS**

**BRAD ANDERSON**

**POLICE CHIEF**

**CYNTHIA DANIELS**

**CITY SECRETARY**

**MIKE LOWERY**

**PUBLIC WORKS DIRECTOR**

City of Pelican Bay General Fund  
Profit & Loss Budget Performance  
October 1, 2022 through September 25, 2023

	ACTUAL TO DATE 2022-2023	APPROVED 2022-2023	PROPOSED 2022-2023
	Oct 22 - Sep 23	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Unrestricted Income</b>			
4030 · Diamond Communications	0.00	8,000.00	24,000.00
4110 · Sale of Fire Dept Vehicles	60,000.00	60,000.00	0.00
4105 · Sale of City-Owned Property	0.00	113,000.00	113,000.00
4088 · Gas Royalties	12,783.18	14,000.00	10,000.00
4011 · Property Tax	852,254.96	828,000.00	940,200.00
4020 · Coca-Cola	121.22	0.00	0.00
4021 · Verizon/Frontier Franchise Tax	125.02	200.00	200.00
4024 · Tri-County Electric	81,331.78	85,000.00	80,000.00
4026 · Skybeam	7,200.00	7,200.00	7,200.00
4029 · NextLink Tower Rental	4,800.00	4,800.00	4,800.00
4031 · Sales Tax	79,013.88	72,000.00	72,000.00
4041 · Permits	76,263.00	75,000.00	35,000.00
4055 · CO Inspections	1,500.00	1,500.00	1,500.00
4071 · Donations	20.00	0.00	0.00
4083 · Animal Registration	3,562.50	2,500.00	3,500.00
4084 · Animal Impounds	310.00	500.00	500.00
4091 · Fines/Warrants	3,733.58	5,000.00	5,000.00
4101 · Boat Launch	4,667.75	3,000.00	7,500.00
4102 · Boat Stalls	3,587.50	3,500.00	3,500.00
4201 · Interest	209.44	0.00	0.00
4250 · Over/Short	0.00	0.00	0.00
4301 · Miscellaneous	2,927.42	5,200.00	1,000.00
*Uncategorized Income			
<b>Total Unrestricted Income</b>	<u>1,194,411.23</u>	<u>1,288,400.00</u>	<u>1,308,900.00</u>
<b>Restricted Income</b>			
4050 · Prior Year Reserves			
40504 · Prior Year Fund Balance			57,009.20
40505 · General Fund Reserve Account			19,000.00
<b>Total Restricted Income - Gen Govt</b>			<u>76,009.20</u>
<b>Restricted Income - Police Dept</b>			
4602 · Police Training Funds	817.47	1,000.00	800.00
4603 · Property Auction	11,075.00	2,500.00	0.00
<b>Total Restricted Income - Police Dept</b>	<u>11,892.47</u>	<u>3,500.00</u>	<u>800.00</u>
<b>Restricted Income - Fire Dept</b>			
4072 · Utility Billed Donations	1,762.50	3,300.00	3,000.00
<b>Total Restricted Income - Fire Dept</b>	<u>1,762.50</u>	<u>3,300.00</u>	<u>3,000.00</u>
<b>Restricted Income - Animal Cont</b>			
4081 · Animal Control Donations	1,762.50	3,300.00	3,000.00
<b>Total Restricted Income - Animal Cont</b>	<u>1,762.50</u>	<u>3,300.00</u>	<u>3,000.00</u>
<b>Restricted Income - Courts</b>			
4097 · Time Payment Reimb Fee	15.00	400.00	200.00
4096 · Municipal Jury Fund	1.65	25.00	25.00
4095 · Loc. Truancy & Prevention Diver	82.35	500.00	200.00
4092 · Court Technology Fees	93.87	500.00	200.00
4093 · Building Security Fees	101.70	500.00	200.00
<b>Total Restricted Income - Courts</b>	<u>294.57</u>	<u>1,925.00</u>	<u>825.00</u>
<b>Total Restricted Income</b>	<u>15,712.04</u>	<u>12,025.00</u>	<u>83,634.20</u>
<b>Total Income</b>	<u>1,210,123.27</u>	<u>1,300,425.00</u>	<u>1,392,534.20</u>
<b>Gross Profit</b>	<u>1,210,123.27</u>	<u>1,300,425.00</u>	<u>1,392,534.20</u>

	<u>Oct 22 - Sep 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Expense</b>			
<b>69800 · Uncategorized Expenses</b>			
<b>5000 · GENERAL GOVERNMENT</b>			
5423 · Website Development/Maintenance	3,454.91	7,000.00	1,500.00
5673 · Life & AD&D Insurance	34.50	50.00	55.00
5674 · Health Insurance	9,605.70	9,700.00	17,500.00
5675 · TMRS Retirement Expense	2,293.62	2,200.00	6,615.70
5063 · Credit Card Processing Fees	1,731.23	0.00	0.00
5062 · Bank Charge	370.75	700.00	500.00
5065 · Dues & Subscriptions	7,461.09	7,250.00	11,200.00
5281 · Insurance	23,837.01	24,000.00	25,000.00
5301 · Legal & Professional			
5371 · Attorney Fees	16,615.44	18,000.00	19,500.00
5381 · Accounting Fees & Audit	0.00	5,000.00	29,000.00
<b>Total 5301 · Legal &amp; Professional</b>	<b>16,615.44</b>	<b>23,000.00</b>	<b>48,500.00</b>
5391 · Legal Notices	3,368.40	750.00	2,000.00
5401 · Elections	3,399.80	3,400.00	5,000.00
5421 · Office Supplies	1,206.20	1,500.00	1,800.00
5422 · Computer & Software	650.09	1,500.00	6,875.00
5481 · Postage	258.59	400.00	400.00
5501 · Salaries & Wages			
5503 · Office Regular Wages	62,307.63	60,000.00	0.00
5507 · City Secretary Wages			60,000.00
5509 · Certification Pay			5,000.00
5508 · Office/Utility Manager			23,920.00
<b>Total 5501 · Salaries &amp; Wages</b>	<b>62,307.63</b>	<b>60,000.00</b>	<b>88,920.00</b>
5510 · Administrative Fees	5,200.00	5,200.00	19,200.00
5671 · Social Security & Medicare	5,932.35	5,900.00	7,000.00
5681 · State Unemployment Taxes	17.31	100.00	100.00
5530 · Copier Lease	985.09	1,000.00	1,000.00
5535 · New Telephone System	6,579.56	7,000.00	0.00
5561 · Building & Office Maintenance	19,464.59	20,000.00	3,000.00
5761 · Tax Collection Fees	5,724.94	5,500.00	6,000.00
5771 · Administration Telephones	3,326.67	4,000.00	2,400.00
5831 · Utilities	8,376.11	10,000.00	10,000.00
5980 · Inspection Fees	69,328.00	75,000.00	20,000.00
5511 · Employee Relations			1,500.00
5989 Community Events			1,200.00
5891 · Training/Seminars	4,684.00	4,000.00	5,000.00
5892 · Travel	3,657.53	5,000.00	5,000.00
5971 · Miscellaneous Expenses	10,281.14	6,500.00	2,000.00
5990 · Parks & Signage	22,411.40	25,000.00	11,000.00
5991 · Street Improvements	71,748.90	100,000.00	80,000.00
<b>Total 5000 · GENERAL GOVERNMENT</b>	<b>374,312.55</b>	<b>415,650.00</b>	<b>390,265.70</b>
<b>6000 · POLICE DEPARTMENT</b>			
6062 · Radios Lease Payment	27,447.97	9,000.00	0.00
6440 · Body Cam Video Maint/Storage	5,631.12	5,640.00	5,640.00
6688 · Health Insurance	31,619.65	33,000.00	63,300.00
6689 · Life & AD&D Insurance	127.89	140.00	215.00
6687 · TMRS Retirement Expense	10,374.50	12,000.00	29,443.50
6058 · Radios	4,992.00	5,500.00	2,500.00
6060 · Community Outreach	0.00	500.00	1,000.00
6756 · Copier Lease	985.09	1,000.00	1,000.00
6056 · Dispatch	47,000.00	52,000.00	60,000.00
6076 · Automobile Expense			
6096 · Auto Gas & Oil	5,697.85	13,500.00	13,500.00
6106 · Auto Repairs & Maintenance	7,994.50	12,000.00	12,000.00
6116 · Auto Payments	16,000.00		
6076 · Automobile Expense - Other	3,100.00		
<b>Total 6076 · Automobile Expense</b>	<b>32,792.35</b>	<b>25,500.00</b>	<b>25,500.00</b>

	<u>Oct 22 - Sep 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
6416 · Investigative Expenses	1,083.38	2,000.00	2,000.00
6430 · P.D. Wrecker Service	0.00	1,000.00	500.00
6436 · Computer Technology	1,495.11	1,500.00	1,000.00
6486 · Postage	218.84	400.00	400.00
6566 · P.D. Building Repairs & Maint.	21,888.13	21,000.00	7,500.00
6636 · P. D. Office Supplies	872.91	1,200.00	1,200.00
6776 · P.D. Telephone - Office	2,449.15	2,700.00	1,725.00
6065 · Dues & Subscriptions	2,871.93	5,000.00	15,000.00
6806 · Salaries & Wages			
6856 · Salary - Chief	87,692.22	77,250.00	100,000.00
6860 · P. D. Salary	151,851.01		302,500.00
6876 · P. D. Regular Hourly - Officers	20,547.50	190,000.00	0.00
6886 · P. D. Overtime - Officers	6,750.12	0.00	2,500.00
<b>Total 6806 · Salaries &amp; Wages</b>	<b>266,840.85</b>	<b>267,250.00</b>	<b>405,000.00</b>
6836 · P.D. Building Utilities	2,919.69	2,500.00	3,000.00
6927 · Equipment Repair & Maintenance	0.00	0.00	1,000.00
6928 · Uniforms & Equipment	5,061.98	6,000.00	6,000.00
6930 · Code Enforcement/Animal Control			
6929 · Wages-Code Enforcement	18,729.00	25,000.00	33,670.00
6932 · Wages-Animal Control	28,846.25	30,000.00	31,000.00
6930 · Code Enforcement/Animal Control - O	38,262.74	40,000.00	30,650.00
<b>Total 6930 · Code Enforcement/Animal Control</b>	<b>85,837.99</b>	<b>95,000.00</b>	<b>95,320.00</b>
6933 · Social Security & Medicare	21,610.42	21,375.00	30,500.00
6934 · State Unemployment Taxes	72.85	500.00	500.00
6935 · Miscellaneous	338.85	1,000.00	1,000.00
6956 · Training Expense	1,555.15	5,000.00	4,200.00
<b>Total 6000 · POLICE DEPARTMENT</b>	<b>576,087.80</b>	<b>577,705.00</b>	<b>764,443.50</b>
<b>7000 · FIRE DEPARTMENT</b>			
7050 · Briar VFD	120,000.00	120,000.00	190,000.00
7056 · Dispatch - F. D.	8,747.00	8,800.00	8,800.00
7837 · F.D. Utilities	570.78	600.00	200.00
<b>Total 7000 · FIRE DEPARTMENT</b>	<b>129,317.78</b>	<b>129,400.00</b>	<b>199,000.00</b>
<b>9000 · COURT</b>			
9399 · Legal Fees/Books	0.00	200.00	200.00
9411 · Office Supplies	39.87	500.00	500.00
9415 · Copier Lease	1,001.24	1,000.00	1,000.00
9420 · AMS Collection Fees	0.00	500.00	500.00
9439 · Computer Technology Fund-001	2,604.66	4,500.00	4,000.00
9449 · Building Security Fund	0.00	500.00	500.00
9489 · Postage-002	0.00	300.00	300.00
9799 · Omni Base	18.00	100.00	100.00
9869 · Judge	3,000.00	3,500.00	3,500.00
9889 · Court Prosecuting Attorney	2,100.00	2,500.00	2,500.00
9949 · Training - Court	0.00	500.00	500.00
<b>Total 9000 · COURT</b>	<b>8,763.77</b>	<b>14,100.00</b>	<b>13,600.00</b>
<b>Total Expense</b>	<b>1,088,481.90</b>	<b>1,136,855.00</b>	<b>1,367,309.20</b>
<b>Net Ordinary Income</b>	<b>121,641.37</b>	<b>163,570.00</b>	<b>25,225.00</b>
<b>Net Income</b>	<b>121,641.37</b>	<b>163,570.00</b>	<b>25,225.00</b>

**City of Pelican Bay Utilities**  
**Profit & Loss Budget Performance**  
**October 1, 2022 through September 25, 2023**

	<b>ACTUAL TO DATE</b>	<b>APPROVED</b>	<b>PROPOSED</b>
	<b>2022-2023</b>	<b>2022-2023</b>	<b>2023-2024</b>
	<b>Oct 22 - Sep 23</b>	<b>Budget</b>	<b>Annual Budget</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 · Utilities Reserve Account	0.00	0.00	19,000.00
4010 · Water Sales & Related Fees	504,879.84	525,000.00	561,000.00
4020 · Late Charges	28,366.47	27,000.00	31,600.00
4030 · Connect and Disconnect Fees	31,993.96	30,000.00	38,000.00
4110 · Sewer Sales	465,416.13	490,000.00	530,000.00
4209 · Net Sanitation Revenues			
4210 · Sanitary Trash Collected	182,938.59	195,000.00	210,500.00
4041 · State and County Taxes	13,289.94	15,000.00	15,500.00
5062 · Trash Collection Fees	-211,981.59	-170,000.00	(203,000.00)
6701 · Sales Taxes	-13,580.85	-14,500.00	(15,400.00)
<b>Total 4209 · Net Sanitation Revenues</b>	<b>-29,333.91</b>	<b>25,500.00</b>	<b>7,600.00</b>
4060 · Water Tap Fees	6,000.00	7,000.00	4,000.00
4120 · Sewer Tap Fees	11,000.00	10,000.00	6,000.00
4130 · Meter Set Fees	3,600.00	3,000.00	1,000.00
4071 · Fire Department Donations Colle	2,722.50	3,300.00	3,000.00
4081 · Animal Control Donations Colle	2,722.50	3,300.00	3,000.00
4100 · Mowing Fees	1,000.00	500.00	500.00
4112 · Returned Check Fees	200.00	100.00	250.00
4201 · Checking & Savings Interest	146.77	0.00	0.00
4301 · Miscellaneous Utilities Income	1,004.82	1,000.00	1,000.00
4501 · -OVER/+SHORT	-19.80	0.00	0.00
<b>Total Income</b>	<b>1,029,699.28</b>	<b>1,125,700.00</b>	<b>1,205,950.00</b>

	2022-2023	2022-2023	2023-2024
	Oct 22 - Sep 23	Budget	Annual Budget
<b>Expenses</b>			
6415 · Bank Charges	0.00	350.00	350.00
6675 · Life & AD&D Expense	245.52	300.00	300.00
6674 · Health Insurance Expense	67,438.88	73,000.00	87,300.00
6835 · Purchased Water	0.00	2,000.00	2,000.00
6673 · TMRS Retirement Expense	11,276.31	12,000.00	25,350.49
6440 · Dues & Subscriptions	5,160.01	5,000.00	26,100.00
6556 · Building Maintenance	18,504.64	20,000.00	8,500.00
5011 · Water Chemicals	13,604.94	11,500.00	14,500.00
5012 · Laboratory Fees	4,517.31	15,000.00	15,000.00
5061 · Sewer Treatment Expense	198,908.16	185,000.00	230,000.00
5071 · Engineering	393.02	15,000.00	15,000.00
6091 · Auto Expenses-Fuel	13,152.55	15,000.00	16,000.00
6092 · Auto Expenses-Repairs & Maint	8,271.84	8,000.00	8,000.00
6281 · Insurance	19,017.07	22,000.00	23,000.00
6381 · Legal and Accounting Fees	0.00	5,000.00	29,000.00
6400 · Account Collection Fees	112.27	500.00	500.00
6405 · Utility Relief Fund			5,000.00
6410 · Credit Card Processing Fees	12,466.74	0.00	1,900.00
6420 · Returned Check Charges	10.00	50.00	50.00
6421 · Office Supplies	2,664.34	3,000.00	2,000.00
6422 · Computer Software	0.00	0.00	6,700.00
6425 · Computer Hardware	0.00	1,000.00	1,000.00
6423 · Copier Lease	662.11	1,000.00	1,000.00
6460 · NTGCD	8,934.34	20,000.00	10,000.00
6481 · Postage	5,978.63	4,500.00	8,000.00
6485 · Statement Processing	0.00	0.00	3,300.00
6561 · Equipment Maintenance	54,655.91	49,000.00	50,000.00
6631 · Supplies and Parts	31,658.98	42,000.00	40,000.00
6670 · Employee Relations			2,100.00
6671 · Social Security and Medicare	23,069.60	23,000.00	26,000.00
6672 · Unemployment Taxes	72.18	1,000.00	1,000.00
6772 · Cell Phones	1,598.69	1,500.00	2,000.00
6832 · Utilities	78,539.53	87,500.00	86,000.00

	2022-2023	2022-2023	2023-2024
	Oct 22 - Sep 23	Budget	Annual Budget
<b>6860 · Salaries &amp; Wages</b>			
<b>6862 · Operator Salary</b>	91,020.10	82,000.00	90,000.00
<b>6869 · Office/Utility Mgr 1/2</b>	48,978.19	46,850.00	23,920.00
<b>6864 · Secretary Hourly</b>	26,906.60	29,120.00	30,160.00
<b>6865 · Secretary Overtime</b>	0.00	0.00	0.00
<b>6866 · Utilities Maintenance Wages</b>	139,947.00	170,140.00	197,040.00
<b>6867 · Maintenance Workers Overtime</b>	0.00	500.00	500.00
<b>Total 6860 · Salaries &amp; Wages</b>	<b>306,851.89</b>	<b>328,610.00</b>	<b>341,620.00</b>
<b>6921 · Education &amp; Books</b>	1,997.50	3,200.00	3,200.00
<b>6925 · Stormwater Management</b>	1,660.10	2,500.00	2,500.00
<b>6930 · Uniforms</b>	4,149.05	5,000.00	5,000.00
<b>6971 · Miscellaneous</b>	903.24	1,000.00	1,000.00
<b>6568 · Equipment Purchase</b>	60,106.17	82,500.00	25,000.00
<b>8021 · Bond Interest</b>	19,256.25	37,768.75	36,237.50
<b>8023 · Bond Payment</b>	33,000.00	33,000.00	35,000.00
<b>8024 · Bond Expenses</b>	1,643.00	1,700.00	1,700.00
<b>9071 · Fire Department Donations Paid</b>	1,762.50	3,300.00	3,000.00
<b>9081 · Animal Control Donations Paid</b>	1,762.50	3,300.00	3,000.00
<b>Total Expense</b>	<b>1,014,005.77</b>	<b>1,125,078.75</b>	<b>1,204,207.99</b>
<b>Net Ordinary Income</b>	<b>15,693.51</b>	<b>621.25</b>	<b>1,742.01</b>