



August 13, 2010

Honorable Timothy "Pete" Smith, CFA
Okaloosa County Property Appraiser
151-D N. E. Eglin Parkway
Ft. Walton Beach, Florida 32548

Dear Mr. Smith:

Pursuant to Section 195.087(1)(b), Florida Statutes, the Department of Revenue has made any necessary changes to your 2010-11 budget. The enclosed budget reflects any changes that may have become necessary based upon our review of additional information or testimony that may have been presented.

The above referenced statute provides that this final budget, as approved by the Department of Revenue, may only be amended through a budget amendment requested by the Property Appraiser or an appeal to the Governor and Cabinet sitting as the Administration Commission. The Administration Commission may amend the budget if it finds that any aspect of the budget is unreasonable in light of the workload of the office of the Property Appraiser in the county under review. A written request must be filed no later than 15 days following the public hearing to finalize your county's budget and adoption of millage rates. Appeals may be filed by the Property Appraiser or the presiding officer of the County Commission.

The 2010-11 salary for the official is not yet available from LCIR. Therefore, it will be necessary for this office to make a technical amendment to the budget at a later date to reflect the final salary and any necessary adjustment for matching benefits.

If you have any questions regarding your budget, please feel free to contact me at (850) 617-8845.

Sincerely,

Cathy Galavis, Budget Supervisor
Property Tax Oversight Program

CCG/cs

Enclosures

cc: Board of County Commissioners

**PROPERTY APPRAISER'S
SUMMARY OF THE 2010-11 BUDGET BY APPROPRIATION CATEGORY**

8/13/2010
EXHIBIT A

**OKALOOSA
COUNTY**

APPROPRIATION CATEGORY	ACTUAL EXPENDITURES 2009-10	APPROVED BUDGET 2009-10	ACTUAL EXPENDITURES 3/31/10	REQUEST 2010-11	(INCREASE/DECREASE)		AMOUNT APPROVED 2010-11	(INCREASE/DECREASE)	
					AMOUNT	%		AMOUNT	%
(1)	(2)	(3)	(4)	(5)	(6)	(6a)	(7)	(8)	(8a)
PERSONNEL SERVICES (Sch. 1-1A)	2,337,387	2,634,654	1,270,919	2,495,115	(139,539)	-5.3%	2,485,936	(148,718)	-5.6%
OPERATING EXPENSES (Sch. II)	572,925	541,699	261,843	507,505	(34,194)	-6.3%	507,505	(34,194)	-6.3%
OPERATING CAPITAL OUTLAY (Sch. III)	12,816	8,895	15,053	30,000	21,105	237.3%	30,000	21,105	237.3%
NON-OPERATING (Sch. IV)		5,000		42,998	37,998	760.0%	5,000	0	0.0%
TOTAL EXPENDITURES	\$2,923,128	\$3,190,248	\$1,547,815	\$3,075,618	(\$114,630)	-3.6%	\$3,028,441	(\$161,807)	-5.1%
NUMBER OF POSITIONS		39		39	0	0.0%	39	0	0.0%
							COL (5) - (3) COL (6) / (3)		

**PROPERTY APPRAISER'S
SUMMARY OF THE 2010-11 BUDGET BY APPROPRIATION CATEGORY**

**OKALOOSA
COUNTY**

EXHIBIT A

APPROPRIATION CATEGORY (1)	ACTUAL EXPENDITURES 2008-09 (2)	APPROVED BUDGET 2009-10 (3)	ACTUAL EXPENDITURES 03/31/10 (4)	REQUEST 2010-11 (5)	(INCREASE/(DECREASE))		AMOUNT APPROVED 2010-11 (7)
					AMOUNT (6)	% (6a)	
PERSONAL SERVICES (Sch. 1-1A)	\$2,337,387	\$2,634,654	\$1,270,918	\$2,495,117	(\$139,537)	-5.30%	
OPERATING EXPENSES (Sch. II)	\$541,124	\$541,699	\$261,843	\$507,506	(\$34,193)	-6.31%	
OPERATING CAPITAL OUTLAY (Sch. III)	\$44,616	\$8,895	\$15,053	\$30,000	\$21,105	237.27%	
NON-OPERATING (Sch. IV)		\$5,000		\$42,998	\$37,998	759.96%	
TOTAL EXPENDITURES	\$2,923,127	\$3,190,248	\$1,547,814	\$3,075,621	(\$114,627)	-3.59%	
NUMBER OF POSITIONS	39	39		39	0	0.00%	
					COL (5)-(3)	COL (6) / (3)	

OKALOOSA COUNTY

DETAIL OF SALARIES (CONT.)

DOR USE ONLY

Pos. No.	Position Classification	Annual Rate 9/30/10	Position Designation	REQUESTED INCREASES			Annual Rate 9/30/11	APPROVED INCREASES			
				Guideline	Other	Funding		Guideline	Other	Funding	Annual Rate 9/30/11
(1)	(2)	(3)	(3a)	(4a)	(4b)	(5)	(6)	(7a)	(7b)	(8)	(9)
29	Deed Clerk / Abstractor	\$32,436		\$0.00		\$32,436	\$32,436				
30	Director of Administration	\$50,000	SD	\$0.00		\$50,000	\$50,000				
31	Condo & Townhome Appraiser	\$37,842		\$0.00		\$37,842	\$37,842				
32	Supervisor, Commercial Dept	\$58,276		\$0.00		\$58,276	\$58,276				
33	Residential Appraiser	\$26,389		\$0.00		\$26,389	\$26,389				
34	Customer Srv & Exemption Clerk	\$24,068		\$0.00		\$24,068	\$24,068				
35	Commercial Appraiser	\$49,549		\$0.00		\$49,549	\$49,549				
36	Customer Service & Exemptions Clerk	\$25,660		\$0.00		\$25,660	\$25,660				
37	Customer Service & Exemptions Clerk	\$23,606		\$0.00		\$23,606	\$23,606				
38	Exemption Fraud Investigator/Special Projects Coordinator	\$60,000		\$0.00		\$60,000	\$60,000				
39	TPP Appraiser	\$40,911		\$0.00		\$40,911	\$40,911				
	New Positions:										
	Changes to Current Positions:										
	SUMMARY										
25	Official	\$125,254	D		\$0	\$125,254	\$125,254	\$0	\$0	\$0	\$0
	Current Employees	\$1,680,212		\$0	\$0	\$1,652,075	\$1,680,212	\$0	\$0	\$0	\$0
	New Positions					\$0	\$0			\$0	\$0
	TOTAL	\$1,805,466		\$0	\$0	\$1,777,329	\$1,805,466	\$0	\$0	\$0	\$0

OKALOOSA COUNTY

DETAIL OF PERSONAL SERVICES

SCHEDULE IA

OBJECT CODE	ACTUAL EXPENDITURES 2008-09	APPROVED BUDGET 2009-10	ACTUAL EXPENDITURES 03/31/10	REQUEST 2010-11	(INCREASE/(DECREASE))		AMOUNT APPROVED 2010-11
					AMOUNT	%	
(1)	(2)	(3)	(4)	(5)	(6)	(6a)	(7)
10 PERSONAL SERVICES:							
11 OFFICIAL	\$125,139	\$125,254	\$62,627	\$125,254	\$0	0.00%	
12 EMPLOYEES (REGULAR)	\$1,586,998	\$1,714,790	\$839,222	\$1,652,075	(\$62,715)	-3.66%	
13 EMPLOYEES (TEMPORARY)	\$6,480	\$6,864	\$3,299	\$6,598	(\$266)	-3.87%	
14 OVERTIME	\$0	\$0	\$0	\$0	\$0	0.00%	
15 SPECIAL PAY	\$37,356	\$52,905	\$35,524	\$11,506	(\$41,399)	-78.25%	
21 F.I.C.A.							
2152 REGULAR 7.65%	\$122,495	\$144,199	\$64,850	\$136,206	(\$7,993)	-5.54%	
2153 OTHER	\$0	\$0	\$0	\$0	\$0	0.00%	
22 RETIREMENT							
2251 OFFICIAL 12.55%	\$14,870	\$14,091	\$6,833	\$15,719	\$1,628	11.56%	
2252 EMPLOYEES 11.34%	\$136,929	\$134,610	\$66,931	\$137,275	\$2,665	1.98%	
2253 SMS/SES 15.39%	\$6,646	\$13,424	\$6,924	\$15,161	\$1,737	12.94%	
2254 DROP 12.55%	\$19,842	\$38,356	\$16,232	\$45,321	\$6,965	18.16%	
23 LIFE & HEALTH INSURANCE	\$237,164	\$344,520	\$138,323	\$322,000	(\$22,520)	-6.54%	
24 WORKER'S COMPENSATION	\$43,468	\$45,641	\$30,154	\$28,000	(\$17,641)	-38.65%	
25 UNEMPLOYMENT COMP.	\$0	\$0	\$0	\$0	\$0	0.00%	
TOTAL PERSONAL SERVICES	\$2,337,387	\$2,634,654	\$1,270,918	\$2,495,117	(\$139,537)	-5.30%	\$0

Post this total to
Col. (2) Ex. A

Post this total to
Col. (3) Ex. A

Post this total to
Col (4) Ex A

Post this total to+E10
Col (5) Ex A

Col. (5) - (3)

Col (6) / (3)

OKALOOSA COUNTY

DETAIL OF OPERATING EXPENSES

SCHEDULE II

OBJECT CODE	ACTUAL EXPENDITURES 2008-09	APPROVED BUDGET 2009-10	ACTUAL EXPENDITURES 03/31/10	REQUEST 2010-11	INCREASE/(DECREASE)		AMOUNT APPROVED 2010-11
					AMOUNT	%	
(1)	(2)	(3)	(4)	(5)	(6)	(6a)	(7)
OPERATING EXPENSES:							
31	PROFESSIONAL SERVICES						
3151	E.D.P.	\$147,522	\$150,230	\$74,232	\$152,585	\$2,355	1.57%
3152	APPRAISAL	\$0	\$0	\$0	\$0	\$0	0.00%
3153	MAPPING	\$0	\$0	\$0	\$0	\$0	0.00%
3154	LEGAL	\$143,146	\$76,750	\$12,635	\$76,750	\$0	0.00%
3159	OTHER	\$3,067	\$3,880	\$974	\$1,820	(\$2,060)	-53.09%
32	ACCOUNTING & AUDIT	\$5,500	\$6,000	\$5,125	\$5,500	(\$500)	-8.33%
33	COURT REPORTER	\$0	\$0	\$0	\$0	\$0	0.00%
34	OTHER CONTRACTUAL	\$1,271	\$1,653	\$37	\$1,444	(\$209)	-12.64%
40	TRAVEL	\$25,730	\$22,510	\$6,384	\$16,641	(\$5,869)	-26.07%
41	COMMUNICATIONS	\$3,541	\$3,865	\$2,461	\$4,980	\$1,115	28.85%
42	TRANSPORTATION						
4251	POSTAGE	\$6,580	\$13,831	\$4,126	\$12,795	(\$1,036)	-7.49%
4252	FREIGHT	\$0	\$0	\$0	\$0	\$0	0.00%
43	UTILITIES	\$0	\$0	\$0	\$0	\$0	0.00%
44	RENTALS AND LEASES						
4451	OFFICE EQUIPMENT	\$1,891	\$1,850	\$924	\$2,500	\$650	35.14%
4452	VEHICLES	\$249	\$0	\$0	\$0	\$0	0.00%
4453	OFFICE SPACE	\$0	\$0	\$0	\$0	\$0	0.00%
4454	EDP	\$0	\$0	\$0	\$0	\$0	0.00%
45	INSURANCE AND SURETY	\$69,037	\$72,941	\$64,142	\$64,344	(\$8,597)	-11.79%

OKALOOSA COUNTY

DETAIL OF OPERATING EXPENSES (CONT.)

SCHEDULE II

OBJECT CODE	ACTUAL EXPENDITURES 2008-09	APPROVED BUDGET 2009-10	ACTUAL EXPENDITURES 03/31/10	REQUEST 2010-11	INCREASE/(DECREASE)		AMOUNT APPROVED 2010-11
					AMOUNT	%	
(1)	(2)	(3)	(4)	(5)	(6)	(6a)	(7)
46 REPAIR AND MAINTENANCE							
4651 OFFICE EQUIPMENT	\$1,706	\$4,250	\$465	\$3,275	(\$975)	-22.94%	
4652 VEHICLES	\$10,093	\$14,538	\$4,871	\$14,625	\$87	0.60%	
4653 OFFICE SPACE	\$3,302	\$12,050	\$10,729	\$12,260	\$210	1.74%	
4654 EDP	\$17,981	\$34,045	\$6,081	\$27,513	(\$6,532)	-19.19%	
47 PRINTING AND BINDING	\$11,503	\$13,420	\$3,978	\$7,750	(\$5,670)	-42.25%	
49 OTHER CURRENT CHARGES							
4951 LEGAL ADVERTISEMENTS	\$6,408	\$6,750	\$6,670	\$7,350	\$600	8.89%	
4952 AERIAL PHOTOS	\$0	\$0	\$0	\$0	\$0	0.00%	
4959 OTHER	\$8,837	\$1,000	\$594	\$1,000	\$0	0.00%	
51 OFFICE SUPPLIES	\$33,005	\$48,317	\$32,845	\$44,621	(\$3,696)	-7.65%	
52 OPERATING SUPPLES	\$14,107	\$22,000	\$6,693	\$22,000	\$0	0.00%	
54 BOOKS & PUBLICATIONS							
5451 BOOKS	\$188	\$1,395	\$34	\$1,030	(\$365)	-26.17%	
5452 SUBSCRIPTIONS	\$8,630	\$9,167	\$4,286	\$9,667	\$500	5.45%	
5453 EDUCATION	\$8,325	\$12,387	\$5,004	\$7,900	(\$4,487)	-36.22%	
5454 DUES/MEMBERSHIPS	\$7,613	\$8,870	\$7,589	\$9,155	\$285	3.21%	
5455 CHECK CHARGES	\$1,893	\$0	\$964	\$0	\$0	0.00%	
TOTAL OPERATING EXPENSES	\$541,124	\$541,699	\$261,843	\$507,506	(\$34,193)	-6.31%	\$0
	Post this total to Col. (2) Ex. A	Post this total to Col. (3) Ex. A	Post this total to Col. (4) Ex. A	Post this total to Col. (5) Ex. A	Col. (5) - (3)	Col. (6) / (3)	

OKALOOSA COUNTY

DETAIL OF OPERATING CAPITAL OUTLAY

SCHEDULE III

OBJECT CODE	ACTUAL EXPENDITURES 2008-09	APPROVED BUDGET 2009-10	ACTUAL EXPENDITURES 03/31/10	REQUEST 2010-11	INCREASE/(DECREASE)		AMOUNT APPROVED 2010-11
					AMOUNT	%	
(1)	(2)	(3)	(4)	(5)	(6)	(6a)	(7)
60 CAPITAL OUTLAY:	\$0	\$0	\$0	\$0	\$0	0.00%	
6100 Capital Outlay-Building	\$31,800	\$0	\$0	\$0	\$0	0.00%	
6151 EDP Capital Outlay (Software)	\$0	\$0	\$0	\$0	\$0	0.00%	
64 MACHINERY AND EQUIPMENT							
6451 E.D.P.	\$5,678	\$0	\$7,234	\$0	\$0	0.00%	
6452 OFFICE FURNITURE	\$7,138	\$6,895	\$7,819	\$0	(\$6,895)	-100.00%	
6453 OFFICE EQUIPMENT	\$0	\$2,000	\$0	\$0	(\$2,000)	-100.00%	
6454 VEHICLES	\$0	\$0	\$0	\$30,000	\$30,000	0.00%	
66 BOOKS	\$0	\$0	\$0	\$0	\$0	0.00%	
TOTAL CAPITAL OUTLAY	\$44,616	\$8,895	\$15,053	\$30,000	\$21,105	237.27%	
	Post this total to Col. (2) Ex. A	Post this total to Col (3) Ex A	Post this total to Col (4) Ex A	Post this total to Col (5) Ex A	Col (5) - (3)	Col (6) / (3)	

OKALOOSA COUNTY

OPERATING CAPITAL OUTLAY (CONT.)
 DETAIL OF EQUIPMENT REQUESTED

SCHEDULE III A

INSTALLMENT PURCHASES

ITEM	TOTAL CONTRACT COST	MONTH AND YEAR PURCHASED	LENGTH OF CONTRACT	REQUEST 2010-11

--	--	--	--	--	--

ITEM	UNIT PRICE	QUANTITY	REPLACE	NEW	REQUEST 2010-11
Truck (Replaces 95 F-150 #110879)	\$14,000	1	Yes		\$14,000
4 x 4 Truck (Replaces 94 Explorer #61044)	\$16,000	1	Yes		\$16,000

OKALOOSA COUNTY

DETAIL OF NON-OPERATING

SCHEDULE IV

OBJECT CODE	ACTUAL EXPENDITURES 2008-09	APPROVED BUDGET 2009-10	ACTUAL EXPENDITURES 03/31/10	REQUEST 2010-11	INCREASE/(DECREASE)		AMOUNT APPROVED 2010-11
					AMOUNT	%	
(1)	(2)	(3)	(4)	(5)	(6)	(6a)	(7)
90 NON-OPERATING							
91 EDP CONTRACT RESERVE		\$0		\$0	\$0	0.00%	\$0
92 OTHER CONTRACT RESERVE		\$0		\$0	\$0	0.00%	\$0
93 SPECIAL CONTINGENCY		\$0		\$37,998	\$37,998	0.00%	\$0
94 EMERGENCY CONTINGENCY		\$5,000		\$5,000	\$0	0.00%	
TOTAL NON-OPERATING		\$5,000		\$42,998	\$37,998	759.96%	\$0

Post this total to
Col. (3) Ex. A

Post this total to
Col. (5) Ex A

Col. (6) - (3)

Col. (6) / (3)

OKALOOSA COUNTY

JUSTIFICATION SHEET

OBJECT CODE		SCHEDULE	AMOUNT OF INCREASE (DECREASE)	JUSTIFICATION
NUMBER	NAME			
11	Official	\$125,254	\$0	Per ACIR includes \$2,000 salary supplement for completion of certification program
12	Employee (Regular)	\$1,652,075	(\$62,715)	Decrease due to salary changes resulting from transfers, promotions and restructuring due to a supervisor's retirement. Also, Pos. #24 remains unfunded for FY 11.
13	Employees (Temp)	\$6,598	(\$266)	
14	Overtime	\$0	\$0	
15	Special Pay	\$11,506	(\$41,399)	Lump Sum Annual Leave Payments due to Pos. #1 entering DROP on 10/1/2010 for \$3595 and Pos. #6 retiring on 1/31/2011 for \$7911. See Employee Certification Worksheet for elimination of annual amounts per DOR.
2152	FICA Regular	\$136,206	(\$7,993)	
2153	Temporary	\$0	\$0	
2251	Retirement Official	\$15,719	\$1,628	Elected Official calculated at Blended Rate for DROP at 12.55% per Florida Retirement System.
2252	Retirement Employee	\$137,275	\$2,665	Blended Rate for Regular Emp 11.34% per Florida Retirement System. Pos.#6 terminates DROP on 1/31/2011, replacement calculated at regular rate from 2/1/2011 to end of fiscal year.
2253	Retirement SMS/SES	\$15,161	\$1,737	Blended Rate for SMSC 15.39% per Florida Retirement System.
2254	Retirement - DROP	\$45,321	\$6,965	Blended Rate for DROP 12.55% per Florida Retirement System. There are 7 positions in DROP. Pos. #6 budgeted under DROP rate until 1/31/2011 when DROP terminates.
23	Life & Health Insurance	\$322,000	(\$22,520)	
24	Workers Comp	\$28,000	(\$17,641)	Per County Risk Management
25	Unemployment Comp	\$0	\$0	
3151	EDP	\$152,585	\$2,355	Increase due to ACS contract and new off-site backup service
3153	Mapping	\$0	\$0	
3154	Legal	\$76,750	\$0	
3159	Other prof services	\$1,820	(\$2,060)	
32	Accounting & Audit	\$5,500	(\$500)	
34	Other Contractual	\$1,444	(\$209)	
TOTAL			(\$139,951)	

OKALOOSA COUNTY

JUSTIFICATION SHEET

OBJECT CODE		SCHEDULE	AMOUNT OF INCREASE (DECREASE)	JUSTIFICATION
NUMBER	NAME			
40	Travel	\$16,641	(\$5,869)	See Worksheet
41	Communications	\$4,980	\$1,115	Additional wireless communication devices
4251	Postage	\$12,795	(\$1,036)	See Worksheet
43	Utilities	\$0	\$0	
4451	Rental & Lease Office Equip	\$2,500	\$650	Postage meter for Crestview office due to increase in mail volume at that location
4452	Rental & Lease Vehicles	\$0	\$0	
4453	Rental & Lease Office Space	\$0	\$0	
4454	Rental & Lease EDP	\$0	\$0	
45	Insurance & Surety	\$64,344	(\$8,597)	Per County Risk Management Guidelines
4651	Repair & Maint Office Equip	\$3,275	(\$975)	
4652	Repair & Maint Vehicle	\$14,625	\$87	Increase in vehicle maintenance costs
4653	Repair & Maint Office Space	\$12,260	\$210	Increase in janitorial service costs
4654	Repair & Maint EDP	\$27,513	(\$6,532)	
47	Printing & Binding	\$7,750	(\$5,670)	
4951	Legal Advertisements	\$7,350	\$600	Increase in newspaper advertising costs
TOTAL			(\$26,016)	

OKALOOSA COUNTY

JUSTIFICATION SHEET

OBJECT CODE		SCHEDULE	AMOUNT OF INCREASE (DECREASE)	JUSTIFICATION
NUMBER	NAME			
4959	Other	\$1,000	\$0	
5100	Office Supplies	\$44,621	(\$3,696)	
5200	Operating Supplies (Fuel)	\$22,000	\$0	
5451	Books	\$1,030	(\$365)	
5452	Subscriptions	\$9,667	\$500	Increase cost of several appraisal subscriptions
5453	Education	\$7,900	(\$4,487)	See Worksheet
5454	Dues / Membership	\$9,155	\$285	Increase cost of current staff professional memberships
6451	EDP (Capital)	\$0	\$0	
6452	Furniture (Capital)	\$0	(\$6,895)	
6453	Office Equipment (Capital)	\$0	(\$2,000)	
6454	Vehicles (Capital)	\$30,000	\$30,000	Replacing three vehicles with two trucks
9300	Special Contingency	\$37,998	\$37,998	2.3% compensation increase is warranted in the current market per BCC Budget workshop publication. However, no increase is planned at this point in the County budget process but may be modified based on final budget estimates. This amount is 2.3% of the requested compensation funding for the PA to be requested <u>if</u> county officials change the recommendation and allow cost of living increases to their staff.
9400	Emergency Contingency	\$5,000	\$0	
TOTAL			\$51,340	

TRAVEL WORKSHEET OKALOOSA COUNTY

LOCAL TRAVEL

FIELD TRAVEL:

Number of Field Personnel	Office Owned Vehicles	County Owned Vehicles	Personal Vehicles	Total Miles for Per. Vehicles	Mileage Allowance	Flat Rate/ No. at Flat Rate	Total
15	15	0	0	0	0	0	\$0.00

ADMINISTRATIVE TRAVEL:

Number of Adm. Personnel	Office Owned Vehicles	County Owned Vehicles	Personal Vehicles	Total Miles for Per. Vehicles	Mileage Allowance	Flat Rate/ No. at Flat Rate	Total
3	3	0	0	0	0	0	\$0.00

TOTAL LOCAL TRAVEL

\$0

MISCELLANEOUS TRAVEL

SCHOOLS:

Sponsor	City	No. Attending/ No. Days Each	Personal Vehicles	Mileage	Room Allowance	Per Diem	Total
IAAO	Orlando	9 / 5			\$3,600	\$2,151	\$5,751
IAAO	Orlando	1 / 3			\$360	\$157	\$517
IAAO	Daytona Bch				\$0	\$0	\$0
IAAO	Daytona Bch				\$0	\$0	\$0
FACM	Orlando				\$0	\$0	\$0
					\$0	\$0	\$0
TOTAL		10 / 8					\$6,268

CONFERENCES:

Sponsor	City	No. Attending/ No. Days Each	Personal Vehicles	Mileage	Room Allowance	Per Diem	Total
FAPA Pre-Leg	Tallahassee	2 / 3			\$840	\$314	\$1,154
FAPA Post-Leg	Orlando	2 / 3			\$840	\$314	\$1,154
FAPA Annual	Orlando	2 / 3			\$840	\$314	\$1,154
URISA GIS/CAMA	Memphis	1 / 5			\$850	\$239	\$1,089
GIS SHRUG	Tallahassee	1 / 2			\$240	\$82	\$322
TOTAL		8 / 16					\$4,873

OTHER:

TYPE OF TRAVEL	Number of Trips	Mileage	Room Allowance	Per Diem	Total
LEGISLATIVE	16		\$1,800	\$1,400	\$3,200
GENERAL	10		\$1,500	\$800	\$2,300

TOTAL MISCELLANEOUS TRAVEL

\$16,641

MOTOR POOL CHARGES

\$0

TOTAL TRAVEL REQUEST

\$16,641

POSTAGE WORKSHEET OKALOOSA COUNTY

Type Of Mail	Number of Items	Postage Rate	Total
MASS MAILINGS:			
Notices of Proposed Property Taxes*			
Personal Property Tax Returns*	0	\$0.000	\$0.00
Agricultural Class of Lands*	0	\$0.000	\$0.00
Final Notices			
Receipts			
EXEMPTIONS:			
Renewal Application for Homestead* and related Tax Exemptions	0	\$0.000	\$0.00
Final Notices			
Receipts			
Agricultural Exemption Denials/Approvals	70	\$0.440	\$30.80
Agricultural Exemption Applications	100	\$0.440	\$44.00
Other: (Specify Type)			
Intent to Deny Homestead Exemption	480	\$0.440	\$211.20
Military HX Applications/Acceptance Ltrs	3,000	\$0.440	\$1,320.00
Senior Exemption/Check File	1,850	\$0.440	\$814.00
Pre-File Letters for Homestead	5,000	\$0.440	\$2,200.00
Senior Denial Letters	400	\$0.440	\$176.00
Official Denial of Homestead Exemption	150	\$0.440	\$66.00
Official Denial of Homestead Exemption	10	\$5.540	\$55.40
Sales Verification and Income Request	3,400	\$0.580	\$1,972.00
Liens	50	\$5.540	\$277.00
TPP Reminder Cards	1,500	\$0.400	\$600.00
*TOTAL MASS MAILINGS			\$7,766.40
GENERAL CORRESPONDENCE			
Office	8,000	\$0.440	\$3,520.00
Office-Certified Mail	50	\$5.540	\$277.00
Tangible Personal Property Dept	2,800	\$0.440	\$1,232.00
TOTAL GENERAL CORRESPONDENCE			\$5,029.00

TOTAL POSTAGE REQUEST (Enter on line 4251, Column (5), Schedule II) **\$12,795**

Explain the method you intend to utilize for the Annual Application for Exemption(s) and the Receipt(s) for the fiscal year 2010-2011 (i.e. Automatic homestead renewal - mailing of receipts, etc.).

*The Board of County Commissioners pays for the the mailing of TRIM NOTICES per s.200.069 FS.

***NOTE: If the mailing of the Notices of Proposed Property Taxes (TRIM) is included in the mass mailing calculation, please include a letter of authorization from your County Commission. This letter is needed since this mailing should be at the expense of the Board of County Commissioners as perscribed by s.200.069, Florida Statutes. If the postage expense for TRIM Notices is to be a direct reimbursement to you by the county, do not include it in the total postage request.**

EDUCATION WORKSHEET OKALOOSA COUNTY

SCHOOLS

Sponsor	City	Tuition	Texts	Number Attending	TOTAL
IAAO 1&2	Orlando	\$600		6	\$3,600
IAAO 3xx	Orlando	\$600		3	\$1,800
IAAO 4xx	Orlando	\$600		0	\$0
IAAO 6xx	Orlando	\$600		0	\$0
					\$0
					\$0
					\$0
TOTAL				9	\$5,400

WORKSHOPS

Sponsor	City	Tuition	Texts	Number Attending	TOTAL
IAAO-CEW	Orlando	\$400		1	\$400
					\$0
					\$0
TOTAL				1	\$400

CONFERENCES AND SEMINARS

Sponsor	City	Tuition	Texts	Number Attending	TOTAL
FAPA Pre-Leg	Tallahassee	\$250		2	\$500
FAPA Post-Leg	Tallahassee	\$250		2	\$500
FAPA Annual	Orlando	\$250		2	\$500
TOTAL				6	\$1,500

OTHER

Sponsor	City	Tuition	Texts	Number Attending	TOTAL
GIS SHRUG	Tallahassee	\$100		1	\$100
URISA GIS/CAMA Conference	Memphis	\$500		1	\$500
TOTAL				2	\$600

OTHER EDUCATIONAL EXPENSES (SPECIFY)

TOTAL	\$0

TOTAL EDUCATION EXPENSE \$7,900

**DATA PROCESSING PURCHASE
JUSTIFICATION
OKALOOSA COUNTY**

ITEM REQUESTED	NUMBER REQUESTED	MAKE AND MODEL NUMBER	LENGTH OF PAYMENT SCHEDULE	COST FOR FISCAL YEAR 2010-11	FULL COST
					\$0
					\$0
					\$0
					\$0
					\$0
					\$0

Check one below:

REPLACEMENT OF EXISTING EQUIPMENT _____ ADDITIONAL EQUIPMENT _____ .

STATEMENT OF NEED: To include but not limited to age, condition, response time, etc. of existing equipment.

HOW LONG WILL THIS PURCHASE FULFILL THOSE NEEDS?

ADDITIONAL COMMENTS OR PERTINENT INFORMATION

NOTE: A three year comprehensive plan should be submitted for continuation of, or updates to systems being purchased or previously purchased by your office. This includes systems co-owned with another office in your county. This plan should include initial equipment, year of acquisition and a proposed schedule by year of enhancements to be reflected in future budgets.

SUMMARY OF REDUCTIONS REQUEST

PROPERTY APPRAISER

APPROPRIATION CATEGORY	APPROVED BUDGET	BUDGET REQUEST	Reductions Requested by the COUNTY		Reductions Reflected in REQUEST	
	2009-10	2010-11	AMOUNT	%	AMOUNT	%
PERSONAL SERVICES (Sch. 1-1A)	2,634,654	2,495,117	0	0.0%	(139,537)	-5.3%
OPERATING EXPENSES (Sch. II)	541,699	507,506	0	0.0%	(34,193)	-6.3%
OPERATING CAPITAL OUTLAY (Sch. III)	8,895	30,000	0	0.0%	21,105	237.3%
NON-OPERATING (Sch. IV)	5,000	42,998	0	0.0%	37,998	760.0%
TOTAL EXPENDITURES	\$3,190,248	\$3,075,621	\$0	0.0%	(\$114,627)	-3.6%
NUMBER OF POSITIONS	39	39		0.0%	0	0.0%

The Okaloosa BOCC did not request any funding reductions of the Property Appraiser. The Board did express an appreciation of the Property Appraiser for a consistent conservative approach to budgeting and were confident that the Property Appraiser would eliminate costs where possible.

** Please use the second tab to clarify any deviation in the reductions requested by the county and the reductions in this request.*