



# **West Melbourne**

F L O R I D A

*Annual Budget for the Year Ending*

*September 30, 2016*

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## City of West Melbourne

### Budget Message

September 22, 2015

Honorable Mayor and Members of the City Council  
West Melbourne, Florida

Dear Mayor and Council Members,

The City Manager is pleased to present to the City Council and citizens of West Melbourne the tentatively adopted budget for fiscal year 2015-2016. Several budget workshops have been held since March 17, 2015, and the City Council tentatively adopted the budget on September 10, 2015. This budget reflects the priorities set by the City Council during the budget workshops.

The City Council's priorities are addressed and reflected in the tentatively adopted budget as follows:

- Provide funding for the further redevelopment of West Melbourne Community Park.

*Two hundred twenty-five thousand dollars is included in the tentative 2015-2016 budget for Phase II engineering. One million dollars from a special legislative appropriation is budgeted to complete the Brevard Field of Dreams sports park within West Melbourne Community Park.*

- Provide extra funding for Police Pension Plan.

*The tentative 2015-2016 budget has a City contribution rate of 30% of pensionable payroll, which is well above the minimum determined by the Plan actuary of 26.47%. In addition, as has been the City's recent practice, to the extent the Police Department achieves fiscal year 2015-2016 budgetary savings, an additional contribution can be made in September 2016.*

- Plan financially for future projects, and do not borrow money for them.

*The proposed capital improvement plan budget for fiscal year 2015-2016 totals \$7,805,300 without any borrowing.*

- Budget for two additional Police Officer positions.

*Two additional Police Officer positions, which would bring the authorized sworn officer count from 37 to 39, would cost \$235,000 in fiscal year 2015-2016, including required equipment and two fully equipped additional patrol vehicles. The City Manager*

*recommends that the City Council increase the millage rate from 2.3850 to 2.4633 to pay for a portion the annually recurring cost of the new positions.*

- Consider Police Department building expansion needs.

*One hundred thirty-five thousand dollars is included in the tentative 2015-2016 budget for the development of architectural and engineering phasing plans.*

- Update computer systems.

*Four hundred thousand dollars is included in the tentative 2015-2016 budget for the purchase, installation and training of employees on new enterprise wide software focusing on financial management. Hardware and other information system needs included in the adopted Five Year Information Systems Plan are included in the proposed Information Systems Department operating budget.*

- Keep reserves strong.

*At September 30, 2014, the City's audited general fund balance was \$11,465,973. As an indication of the strength of this position, West Melbourne's general fund expenditures that fiscal year totaled \$8,984,990, and the City of Palm Bay's September 30, 2014, audited general fund balance was \$10,040,314. Even with large general fund capital improvement budgets in both fiscal year 2014-2015 and proposed for 2015-2016, the City's general fund reserve will remain strong.*

- Install a new sign at the Veteran Memorial Complex.

*Thirty thousand five hundred dollars is included in the tentative 2015-2016 budget for the new sign.*

- Work on additional neighborhood street lights.

*Fifty thousand dollars is included in the tentative 2015-2016 budget for the capital cost of installing new street lighting along Henry and for new walkway lighting along Doherty.*

- Finish past priority items before adding new items.

*The tentative 2015-2016 budget proposes to complete all nine prior priority items.*

- Install Palm Bay Road and Minton Road bus shelters.

*The concrete and drainage work for the future bus shelter locations is scheduled to be completed within the next few weeks and SCAT has ordered the bus shelters that will be installed by City personnel. The tentative 2015-2016 budget includes appropriations necessary to complete this project.*

- Move the Water Department Customer Service function downstairs.

*One hundred fifty thousand dollars is included in the tentative 2015-2016 budget for building modifications to City Hall to accomplish the objective.*

- Hire an Assistant City Manager position.

*The tentative 2015-2016 budget contains appropriations for the new Deputy City Manager/Engineering Director position approved by the City Council on May 19, 2015. The position will focus near term on capital improvement project engineering delivery and longer term on the analysis of a potential new water plant. The new Deputy City Manager/Engineering Director started his employment with the City on August 24, 2015.*

- Renovate the City Council Chamber, including an ADA-compliant dais and new carpeting.

*Fifty-five thousand dollars is included in the tentative 2015-2016 budget for this purpose.*

- Increase the street repaving program.

*The five year street repaving plan programs between \$417,100 and \$435,700 each year over the next five years. The street repaving budget for fiscal year 2015-2016 is \$423,400.*

- Keep the tax rate low – 2.39 mills if possible.

*The City Manager's recommended 2015-2016 tax rate is 2.4633 mills. At that rate, West Melbourne would still maintain its competitive position compared to other cities in Brevard County and other similar size cities throughout Florida.*

- Keep working on the City Center Plan.

*The proposed Planning and Economic Development Department budget for 2015-2016 contains sufficient appropriations to continue to develop this plan.*

- Enhance City Engineer services.

*The tentative budget for 2015-2016 contains sufficient appropriations for enhancing these services.*

- Consider additional personnel, particularly for Public Works and Code Enforcement.

*The tentative budget includes two new Police Officer positions, as well as the already-approved Deputy City Manager/Engineering Director position in Public Works.*

- Replace vehicles for other departments, not just Police.

*The tentative budget for 2015-2016 has appropriations for twelve new vehicles. Six are Police Department replacement vehicles, two are additional Police Department patrol vehicles for the two new Police Officer positions, and four are other department replacement vehicles.*

- Improve maintenance of publically-owned properties.

*Management will explore the possibility of interlocal agreements with other public agencies to determine if they would be interested in paying the City to maintain some properties they are responsible for.*

- Improve the maintenance of the landscaping in the U.S. 192 median.

*On September 10, 2015, the City Council awarded the new bid for median maintenance. Compared to the old contract, the work now includes an additional scheduled maintenance in March.*

- Pick up signs on roadways.

*The City Manager has assigned the task to the three Water Meter Technicians who operate out of the Finance Department.*

### **Total Expenditures**

The tentatively-adopted all funds expenditure appropriation is \$27,644,850. The City of West Melbourne continues to provide services to its citizens and businesses on a very cost-effective basis. West Melbourne continues to expend less per capita than most cities our size in Florida. Of all the cities in Florida with populations between 10,000 and 25,000, in fiscal year 2012-2013, West Melbourne ranked as the eighth lowest in total expenditures per capita of seventy-two cities.

### **General Fund Highlights**

The tentatively adopted general fund revenue and expenditure components are as follows:

|                    | General Fund<br>(Except<br>Building and<br>Transportation) | Restricted for<br>Building<br>Purposes | Restricted for<br>Transportation<br>Purposes | Total<br>General Fund |
|--------------------|--|--|--|-----------------------|
| Projected Revenues | \$10,746,000   | \$696,600                              | \$509,200                                    | \$11,951,800          |
| Proposed Expenses  | \$11,683,650   | \$663,400                              | \$802,400                                    | \$13,149,450          |
| Net                | (\$937,650)  | \$33,200                               | (\$293,200)                                  | (\$1,197,650)         |

The budgeted use of prior year fund balance in the general fund in fiscal year 2015-2016 is primarily due to a much larger than typical annual budget for capital outlay and capital projects. Proposed 2015-2016 general fund capital outlay and capital projects by department are as follows:

|  |                    |
|--|--------------------|
| City Council/City Clerk                    | \$55,000           |
| Police Department                          | \$585,400          |
| Finance Department                         | \$300,000          |
| Information Technology Department          | \$21,000           |
| Recreation Department                      | \$55,500           |
| Public Works Department                    | \$2,187,300        |
| Non-Departmental                           | <u>\$295,000</u>   |
| Total General Fund Capital Outlay/Projects | <u>\$3,499,200</u> |

### **General Fund Revenue Forecast**

Projected 2015-2016 general fund revenues total \$11,951,800. State intergovernmental revenues are projected at \$3,341,500, a reduction from 2014-2015 due largely to the reduction in State grant revenues associated with the Brevard Field of Dreams sports field complex within West Melbourne Community Park that is currently under construction. Utility tax revenues are projected to total \$2,921,500, an increase of 1.7% from the adopted 2014-2015 budget. Ad valorem tax revenues are projected at 96% of the calculated proposed levy to reflect both discounts that property owners may take by paying earlier and a minor amount of delinquencies. Building permit related revenues are projected to increase by 3.9% in 2015-2016. Fees for services and fines and forfeitures are projected to grow somewhat compared to the 2014-2015 budget, with interest earnings and other revenues projected to marginally decline.

### **General Fund Expenditure Summary**

Tentatively-adopted general fund expenditures total \$13,149,450. The general fund budget is 6.1% less than the current year budget, largely a result of decreased capital improvement expenditures for West Melbourne Community Park. The proposed general fund budget includes the hiring of two new Police Officers. Historical general fund expenditures and proposed general fund appropriations by department may be found on pages 42 and 43 of the tentative budget.

### **Recreation Fund Highlights**

The City Manager is recommending a \$50,000 capital improvement appropriation for the recreation fund share of the engineering for the second phase of West Melbourne Community Park improvements.

### **Stormwater Fund Highlights**

Projected stormwater special revenue fund revenues of \$354,800, together with a portion of the reserves the fund has accumulated, will fund both operating costs and \$585,000 in three capital projects – \$325,000 for the stormwater portion of the Henry and Doherty intersection improvement project, \$110,000 for cured-in-place lining of stormwater pipes, and \$150,000 for the acquisition of property in the vicinity of Park Hill and Henry for a future retention basin to reduce neighborhood flood risk.

**West Melbourne-Brevard County Joint Community Redevelopment Agency Fund Highlights**

The tentatively-adopted fiscal year 2015-2016 West Melbourne-Brevard County Joint Community Redevelopment Agency budget consists of three elements - \$759,000 for installing L.E.D. decorative street lighting along U.S. 192 from Dike Road to Pearl Street, \$5,000 to complete development of an incentive-based CRA overlay zoning district, and \$24,000 for the fiscal year 2015-2016 loan payment on the loan the City of West Melbourne has advanced the Agency.

**Capital Improvement Construction Fund Highlights**

The tentatively-adopted 2015-2016 capital improvement construction fund budget consists of the \$275,000 roadway and sidewalk improvement portion of the Henry and Doherty intersection improvement project that is currently out to bid.

**Enterprise Fund Highlights**

The tentatively-adopted water fund budget includes the largest single line item in the City's proposed all funds budget - the purchase of a projected 547.5 million gallons from the City's water supplier, the City of Melbourne, for the budgeted sum of \$3,334,500. The completion of water line replacements in the Cannova Park neighborhood currently under construction is budgeted in the amount of \$720,000. This project is primarily funded from a previously awarded Community Development Block Grant. One hundred forty-five thousand dollars is budgeted to construct the Bry-Lynn/Woodland Manor water main interconnect.

Sewer revenues and reserves will fund both sewer operations costs and several sewer system improvements stemming from the comprehensive evaluation of sewer system assets and risks that contract service provider CH2MHill/OMI had undertaken in 2011 at the start of their five year operations and maintenance contract. Proposed sewer improvement projects total \$1,904,600.

The City's water and sewer capital fees trust fund is primarily funded from connection fees that are used to assist in paying system debt service payments. The City's total water and sewer debt service obligation for fiscal year 2015-2016 is \$1,723,854.

Respectfully submitted,



Scott Morgan  
City Manager

## **General Information**

## **City of West Melbourne**

### **General Information**

The City of West Melbourne was created in 1959 and operates under the council/manager form of government. Located in southern Brevard County, its neighboring cities are the City of Melbourne, the Town of Melbourne Village, and the City of Palm Bay. It covers an area of 10.3 square miles and is approximately 45 miles south of Kennedy Space Center and 35 miles north of the City of Vero Beach. The City's estimated population is 20,250.

The Council is comprised of seven (7) members including a Mayor and six (6) Council Members. Each Council seat is at large. Elected official terms are presently moving from three year terms to four year terms under a charter amendment approved by the voters in November 2010. The Council is responsible for enacting ordinances, adopting the millage tax rate and the budget, and appoints the City Manager, Chief of Police and the City Attorney. The City Council also confirms the City Manager's appointment of a City Clerk. The City Manager is responsible for overseeing the operations of the City.

The majority of the City's land use is residential; however, commercial development continues to progress. The City offers its residents and businesses police protection, maintenance of streets and local drainage, community development, building and code administration, parks and recreation, water and sewer utilities, wastewater reuse irrigation and general administrative services. Brevard County provides fire and paramedic services, a local library and regional parks.

In Fiscal Year 2015-2016, the City budget is for 108 full time positions and 6 part time positions, not including Council Members. The proposed millage rate for 2015-2016 is 2.4633, one of the lowest municipal rates in Brevard County and for similar sized cities throughout Florida.

A full range of professional services, from medical and dental care to financial planning and legal counsel, can be obtained within the City limits. Banks, shopping, industrial areas, and major employers are all located in the City.

**City of West Melbourne  
Council**



Hal J. Rose  
Mayor



Bill Mettrick  
Deputy Mayor



Pat Bentley  
Council Member



Stephany Eley  
Council Member



Barbara Smith  
Council Member



John Tice  
Council Member



Andrea Young  
Council Member

## City of West Melbourne

### City Officials

2015 – 2016

| Position              | Council Member |         | Term                          |
|-----------------------|----------------|---------|-------------------------------|
| <b>Mayor</b>          | Hal J. Rose    | 3 Years | November 2013 – November 2016 |
| <b>Deputy Mayor</b>   | Bill Mettrick  | 4 Years | November 2014 – November 2018 |
| <b>Council Member</b> | Pat Bentley    | 4 Years | November 2012 – November 2016 |
| <b>Council Member</b> | Stephany Eley  | 4 Years | November 2012 – November 2016 |
| <b>Council Member</b> | Barbara Smith  | 4 Years | November 2012 – November 2016 |
| <b>Council Member</b> | John Tice      | 4 Years | November 2014 – November 2018 |
| <b>Council Member</b> | Andrea Young   | 4 Years | November 2014 – November 2018 |

#### Composition and Qualifications of City Council

The City Council has seven members, consisting of the Mayor and six council members, all of whom are elected by the qualified voters of the city. Candidates for City Council must be residents of the city for at least one year prior to the date of qualification for office, and must have the qualifications of a city elector. Elected council members must continue to reside in the city during their entire term of office.

#### Mayor

The Mayor shall be the presiding officer of the City Council. The Mayor participates in deliberations of the City Council and may make recommendations to the City Council on any matter under consideration by the council. The Mayor is entitled to cast a vote during Council meetings in the same manner as any other council member.

#### Deputy Mayor

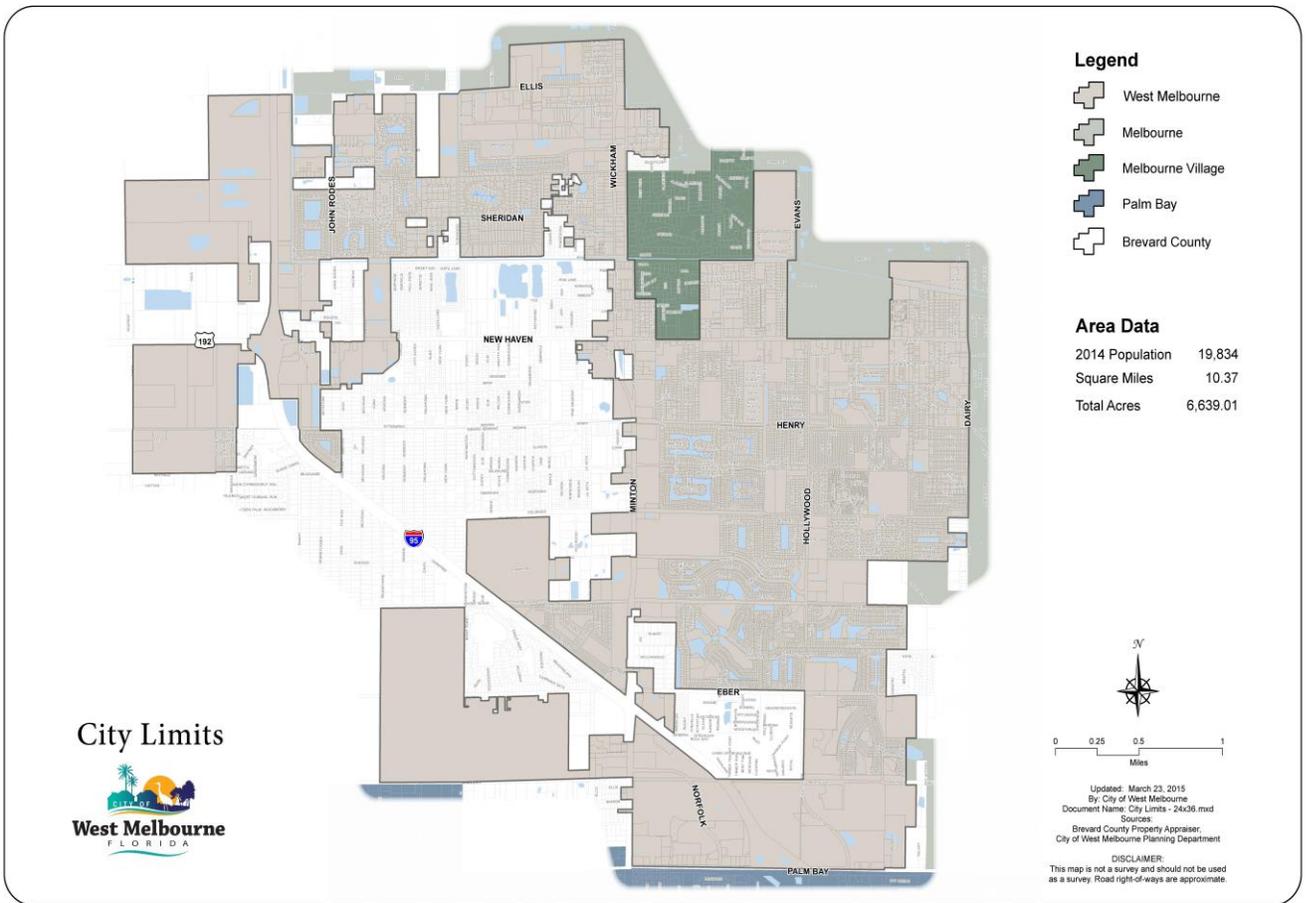
Annually in mid-November, the City Council elects from among its members a Deputy Mayor who serves at the pleasure of the City Council. The Deputy Mayor acts as Mayor with all of the powers and responsibilities of the Mayor during the absence or disability of the Mayor.

#### Terms of Office

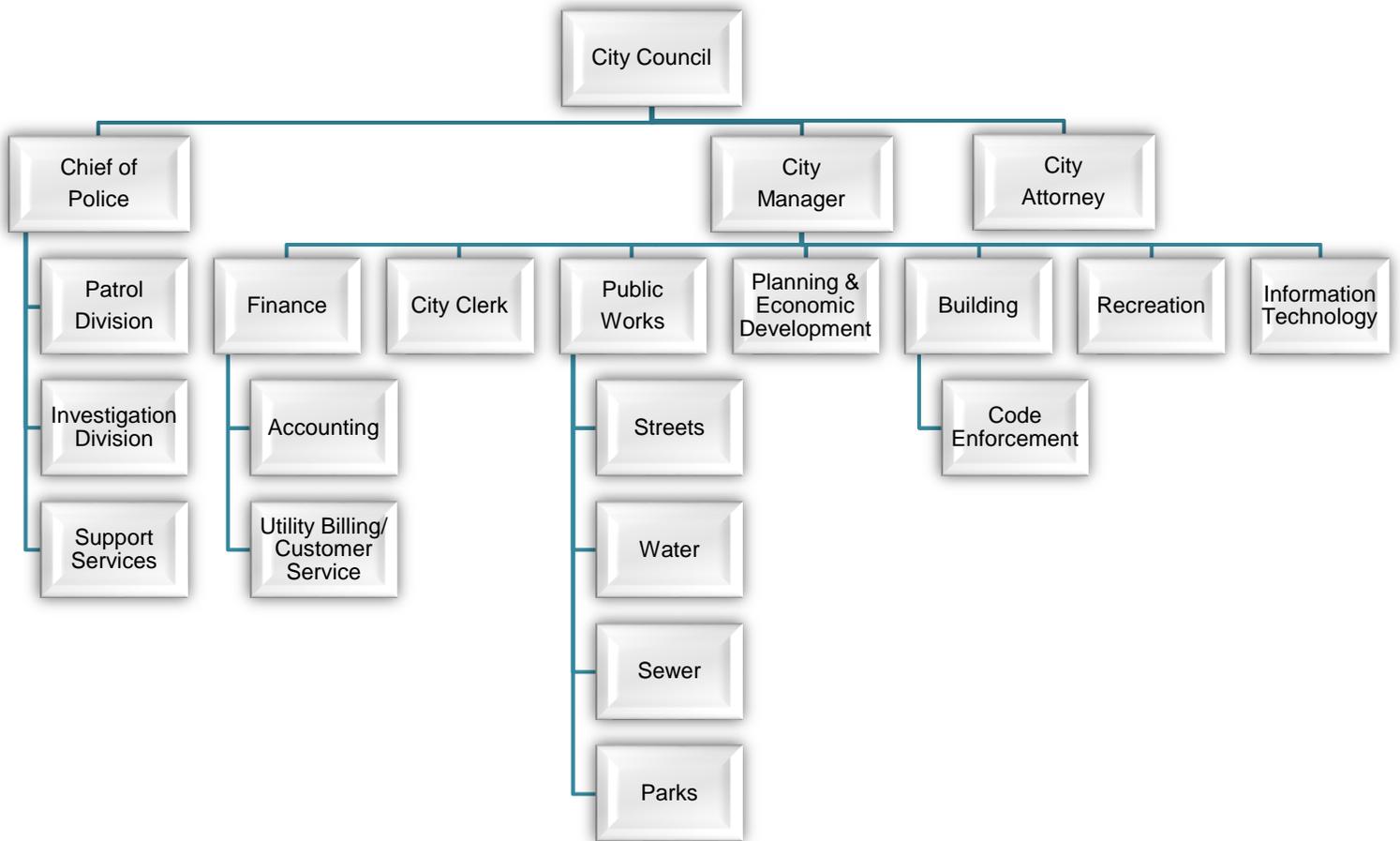
Council seats numbered 1, 2, and 3 were filled in a general election held in November 2012 for a term of four (4) years. Council seats numbered 4, 5, and 6 were filled in a general election held in November 2014 and are for a term of four (4) years. The Office of Mayor was filled in a general election November 2013 for a three year term. Beginning in even numbered years with the election to be held in November 2016 and each even numbered year thereafter, Council members and the Mayor will be elected to office for a term of four (4) years.

# City of West Melbourne

## City Limits Map



# City of West Melbourne Organizational Chart



**City of West Melbourne**

**Organizational Chart Descriptions**

**General Government**

**City Manager's Office**  
City Manager  
Human Resources Specialist  
Sr. Administrative Assistant

**Legal Department**  
City Attorney  
Legal Assistant

**City Clerk Department**  
Mayor  
Deputy Mayor  
Council Members (5)  
City Clerk  
Records Technician - Part Time

**Board & Committees**  
Citizens Action Committee  
Board of Adjustment  
Code Enforcement Board  
Parks & Recreation Advisory Board  
Planning & Zoning Board  
Business Advisory Board

**Finance Department**  
Finance Director  
Receptionist/Mail Clerk  
  
**Accounting**  
Accounting Operations Manager  
Payroll Specialist  
Sr. Account Clerk  
  
**Utilities**  
Utility Accounts Coordinator  
Utility Billing Specialist  
Sr. Customer Service Representative  
Customer Service Representative (2)  
Customer Service Rep. - Part Time  
Meter Reader Technician (3)

**Information Technology**  
Information Technology Director  
Computer Network Technician

**Planning and Economic Development**  
Planning Director  
Planner  
Secretary

**City of West Melbourne**

**Organizational Chart Descriptions**

**Transportation**

**Public Works Department**

Deputy City Manager / Public Works Dir.  
Deputy City Manager / Engineering Dir.  
Operations Superintendent  
Operations Coordinator  
Construction Inspector  
Planner

Streets

Heavy Equipment Operator  
Equipment Operator (3)  
Maintenance Worker

Garage

Garage Superintendent  
Automotive Mechanic

**Culture & Recreation**

**Public Works  
Parks Maintenance Division**

Parks Maintenance Crew Leader  
Equipment Operator (2)  
Maintenance Worker (2)

**Recreation Department**

Recreation Manager  
Secretary  
Special Projects Coordinator  
Recreation Worker – Part Time

**Physical Environment**

**Public Works - Water Division**

Water Superintendent

Water Quality

Utilities Coordinator  
Water Distribution Worker (2)

Water Operations

Water Crew Leader  
Water Distribution Worker (2)

**Wastewater Department**

CH2MHill / OMI

**City of West Melbourne**

**Organizational Chart Descriptions**

| <b><u>Police Department</u></b><br><b><u>Sworn Positions</u></b> | <b><u>Police Department</u></b><br><b><u>Non-Sworn Positions</u></b> |
|--|--|
| Police Chief   | Administrative Assistant (3)   |
| Deputy Chief   | Desk Officer   |
| Captain (3)  | Evidence Custodian   |
| Accreditation Manager-Sergeant                                   | PAL Coordinator  |
| Detective (6)  | Police Records Technician  |
| Detective Sergeant   | Senior Administrative Assistant                                      |
| Police Field Training Officer/SRO (6)                            | School Crossing Guard (3) - Part Time                                |
| Police Officer (16)  |  |
| Sergeant (4)   |  |

***Public Safety***

| <b><u>Building Department</u></b> | <b><u>Code Enforcement</u></b> |
|-----------------------------------|--------------------------------|
| Building Official                 | Fire Code Inspector            |
| Plans Examiner                    | Code Enforcement Inspector     |
| Senior Building Inspector         |                                |
| Building Inspector                |                                |
| Department Office Manager         |                                |
| Secretary                         |                                |
| Customer Service Representative   |                                |

**City of West Melbourne**

**Management**

City Manager  
Scott Morgan

City Attorney  
Morris Richardson

Police Chief  
Richard T. Wiley

Deputy City Manager/Public Works Director  
Keith Mills, AICP, CPM

Deputy City Manager/Engineering Director  
Chad Shultz

Finance Director  
Margi Starkey

City Clerk  
Sue Frank

Building Official  
Tom Forbes, CBO

Planning & Economic Development Director  
Christy Fischer, AICP

Information Technology Director  
Thomas Bradford

Recreation Manager  
Rich Boprey



## City of West Melbourne

### Debt Analysis

The City has issued revenue bonds to pay the costs of constructing certain capital projects and to refund all or a portion of previously issued revenue bonds. The bonds are secured by and payable from the gross revenues of the City's water and sewer system. The bond resolutions provide that revenues in excess of debt service requirements may be used for general operating purposes. Debt service sinking fund requirements, where applicable, on outstanding bonds have been met or exceeded, in accordance with the bond resolutions. The Debt Analysis schedule shows the total annual principal and interest amount for each obligation through final maturity.

#### Water and Sewer Revenue Refunding Bonds, Series 1999

\$2,730,000 Water and Sewer Revenue Refunding Bonds, Series 1999 (\$0 remaining at September 30, 2014) - On April 20, 1999, the City issued the West Melbourne Water and Sewer Revenue Refunding Bonds, Series 1999 in the principal amount of \$2,730,000. These bonds were sold to: (i) refund a portion of the City's outstanding Water and Sewer Revenue Refunding and Improvements Bonds, Series 1994, and (ii) pay certain costs and expenses related to issuance of the Series 1999 Bonds. The Series 1999 bonds bore interest at rates ranging from 3.30% to 4.60% per annum, payable semi-annually on April 1 and October 1. Principal was due annually beginning October 1, 2000, in amounts increasing from \$25,000 to \$255,000 at final maturity in October 2017. During 2014 the Series 1999 bonds were fully refunded by the Water and Sewer Refunding Revenue Bonds, Series 2014.

This refunding constituted an economic defeasance, but did not legally release the City from its obligation to repay the Water and Sewer Revenue Refunding Bonds, Series 1999. Under the terms of the refunding bond, sufficient assets to pay all principal and interest on the fully refunded bond issue were placed into an irrevocable trust account at a commercial bank. The assets, liabilities and financial transactions of this trust account are not reflected in the financial statements of the City.

#### Water and Sewer Revenue Refunding Bonds, Series 2004

\$4,545,000 Water and Sewer Revenue Refunding Bonds, Series 2004 (\$0 remaining at September 30, 2014) - On September 8, 2004, the City issued the West Melbourne Water and Sewer Revenue Refunding Bonds, Series 2004 in the principal amount of \$4,545,000. These bonds were sold to: (i) defease all of the City's outstanding Water and Sewer Revenue Refunding and Improvements Bonds, Series 1994, (ii) to pay the cost of constructing certain capital improvements to the System, and (iii) finance the costs of issuance of the Series 2004 Bonds.

## **City of West Melbourne**

### **Debt Analysis (continued)**

#### Water and Sewer Revenue Refunding Bonds, Series 2004 continued

The Series 2004 bonds bore interest at rates ranging from 2.50% to 3.80% per annum, payable semi-annually on April 1 and October 1. Principal was due annually beginning October 1, 2005, in amounts increasing from \$325,000 to \$445,000 at final maturity in October 2016. The Series 2004 Bonds maturing on and before October, 2014 were not redeemable prior to their stated dates of maturity. The Series 2004 Bonds maturing on or after October 1, 2015 were subject to optional redemption on or after October 1, 2014, at the option of the City. During 2014 the Series 2004 bonds were fully refunded by the Water and Sewer Refunding Revenue Bonds, Series 2014.

This refunding constituted an economic defeasance, but did not legally release the City from its obligation to repay the Water and Sewer Revenue Refunding Bonds, Series 2004. Under the terms of the refunding bond, sufficient assets to pay all principal and interest on the fully refunded bond issues was placed into an irrevocable trust account at a commercial bank. The assets, liabilities and financial transactions of this trust account are not reflected in the financial statements of the City.

#### Loan Payable-Florida Municipal Loan Council, Series 2005D

\$4,910,000 loan payable (\$455,000 remaining at September 30, 2014) Florida Municipal Loan Council - During 2005, the City entered into a loan agreement to: (i) pay the cost of constructing certain capital improvements to the System, and (ii) finance the City's pro-rata costs of issuance of the FMLC Series 2005D Bonds. The loan bears interest at rates ranging from 3.00% to 5.00% per annum, payable semi-annually on April 1 and October 1. Principal is due annually beginning October 1, 2006, in amounts increasing from \$180,000 to \$355,000 at final maturity in October 2025. During 2014 the Series 2005D loan payable was partially refunded by the Water and Sewer Refunding Revenue Bonds, Series 2014.

This refunding constituted an economic defeasance, but did not legally release the City from its obligation to repay the Florida Municipal Loan Council, Series 2005D. Under the terms of the refunding loan, sufficient assets to pay the refunded portion of the principal and interest on the loan were placed into an irrevocable trust account at a commercial bank. The assets, liabilities and financial transactions of this trust account are not reflected in the financial statements of the City.

## **City of West Melbourne**

### **Debt Analysis (continued)**

#### Water and Sewer Revenue Bonds, Series 2007

\$8,015,000 Water and Sewer Revenue Bonds, Series 2007 (\$6,815,000 remaining at September 30, 2014) - On July 25, 2007, the City issued the West Melbourne Water and Sewer Revenue Bonds, Series 2007 in the principal amount of \$8,015,000. These bonds were sold to: (i) pay the cost of constructing certain capital improvements to the System, and (ii) finance the costs of issuance of the Series 2007 Bonds. The Series 2007 bonds bear interest at 4.49% per annum, payable semi-annually on April 1 and October 1. Principal is due annually beginning April 1, 2017, in amounts increasing from \$35,000 to \$905,000. Final maturity is on April 2027. During 2014 the Series 2007 bonds were partially refunded by the Water and Sewer Refunding Revenue Bonds, Series 2014. The refunded portion of the bond was redeemed, at the option of the City, on September 4, 2014.

#### Loan Payable-Florida Municipal Loan Council, Series 2010D

\$3,820,000 loan payable (\$3,395,000 remaining at September 30, 2014) Florida Municipal Loan Council - On August 25, 2010, the City entered into a loan agreement to: (i) to pay the cost of constructing certain capital improvements to the System, and (ii) finance the City's pro-rata costs of issuance of the FMLC Series 2010D Bonds. The loan bears interest at rates ranging from 2.00% to 4.25% per annum, payable semi-annually on April 1 and October 1. Principal is due annually beginning October 1, 2011, in amounts increasing from \$130,000 to \$270,000 at final maturity on October 1, 2030.

#### Water and Sewer Refunding Revenue Bonds, Series 2014

On September 4, 2014, the City issued \$5,778,300 Water and Sewer Revenue Refunding Bonds, Series 2014, a refunding bank loan. These bonds were sold to: (i) fully refund \$960,000 of outstanding Water and Sewer Revenue Refunding Bonds Series 1999, (ii) fully refund \$1,300,000 of outstanding Water and Sewer Revenue Refunding and Improvement Bonds, Series 2004, (iii) partially refund \$2,925,000 of outstanding Florida Municipal Loan Council Series 2005D, and (iv) partially refund \$1,200,000 of outstanding Water and Sewer Revenue Bonds, Series 2007. The City completed the refunding to obtain an economic gain (difference between the present values of the old and new debt service payments) of \$586,249. The difference in cash flows required to service the new debt versus the old debt is a decrease of \$1,148,478. The Series 2014 bonds bear interest at 2.30% per annum, payable semi-annually on April 1 and October 1. Principal is due annually beginning October 1, 2014, in amounts that range from \$104,700 to \$1,039,500. Final maturity is on October 1, 2026.

## City of West Melbourne

### Debt Service Summary

| Fiscal Year<br>Ending<br>September 30 | FMLC Loan<br>Payable Series<br>2005D | Revenue<br>Bond Series<br>2007 | FMLC Loan<br>Payable Series<br>2010D | Revenue<br>Bond Series<br>2014 | Total Annual<br>Debt<br>Service |
|---------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|--------------------------------|---------------------------------|
| 2015                                  | \$ 237,275                           | \$ 305,994                     | \$ 276,506                           | \$ 253,656                     | \$ 1,073,431                    |
| 2016                                  | 234,169                              | 305,994                        | 273,406                              | 910,285                        | 1,723,854                       |
| 2017                                  |                                      | 340,994                        | 275,056                              | 1,138,139                      | 1,754,189                       |
| 2018                                  |                                      | 694,422                        | 276,194                              | 683,343                        | 1,653,959                       |
| 2019                                  |                                      | 966,911                        | 275,731                              | 422,237                        | 1,664,879                       |
| 2020                                  |                                      | 966,379                        | 273,831                              | 421,718                        | 1,661,928                       |
| 2021                                  |                                      | 959,500                        | 272,631                              | 420,725                        | 1,652,856                       |
| 2022                                  |                                      | 956,498                        | 271,925                              | 422,725                        | 1,651,148                       |
| 2023                                  |                                      | 952,150                        | 275,628                              | 422,603                        | 1,650,381                       |
| 2024                                  |                                      | 946,454                        | 273,838                              | 421,689                        | 1,641,981                       |
| 2025                                  |                                      | 944,412                        | 275,875                              | 420,093                        | 1,640,380                       |
| 2026                                  |                                      | 950,798                        | 271,844                              | 417,730                        | 1,640,372                       |
| 2027                                  |                                      | 120,163                        | 272,494                              | 105,904                        | 498,561                         |
| 2028                                  |                                      |                                | 272,719                              |                                | 272,719                         |
| 2029                                  |                                      |                                | 272,519                              |                                | 272,519                         |
| 2030                                  |                                      |                                | 271,894                              |                                | 271,894                         |
| 2031                                  |                                      |                                | 275,737                              |                                | 275,737                         |
| <hr/>                                 |                                      |                                |                                      |                                |                                 |
|                                       | \$ 471,444                           | \$ 9,410,669                   | \$ 4,657,828                         | \$ 6,460,847                   | \$ 21,000,788                   |

## **City of West Melbourne**

### **Budgetary Control and Basis**

The annual budget represents a legal and financial planning tool for the City government. It is used to estimate the City's available resources and specify how the resources will be used. The resources and applications can include the annual recurring side such as state shared revenues used to pay for police protection and administration, but the City also manages multiyear projects such as roads and may reserve some funds until they are ready to be used. The budget is monitored and reports are presented quarterly to the City Council. Since events can occur during the year different from the City's original plan, the City Manager has authority to transfer unused and unencumbered appropriations as long as it represents a legal use of the funds and does not increase the total budget of any fund.

The process for planning the budget includes the City Manager receiving direction from the Council addressing the appropriate levels of public services and acceptable levels of financial resources to pay for these services. The City Manager works with departments and discusses where services and staffing levels should be prioritized. An initial budget is prepared and submitted to the City Council. The City Council reviews the budget with the City Manager in a series of public meetings. During September of each year, the City Council conducts two public hearings, which allows the public to express their views on the proposed budget. The final budget is adopted at the conclusion of the second public hearing.

The City adopted a comprehensive plan to provide orderly and controlled growth of the city. The plan includes a capital improvement element the City uses to plan the public infrastructure and the revenue sources used to pay for them. The annual budget for fiscal year 2015-2016 includes projects from the capital improvement element expected to be constructed during the year.

The budget is adopted in the form of funds and each fund has balancing accounts. The General Fund is principal fund of the City and is used for all activities of the City not included in other specific funds. Other budgeted funds are used to manage special operations including water/wastewater, capital projects, recreation, stormwater, and redevelopment. The City provides certain administrative and financial services in support of pension trust funds to accumulate resources for qualified employees, but does not adopt annual operating budgets for this trust fund.

## **Summary of All Funds**

## City of West Melbourne

### Fund Structure

#### GOVERNMENTAL FUNDS:

**General Fund:** An appropriated fund, this is the principal operating fund of the City and is used for all activities of the general government, except those required to be accounted for in another fund.

**Community Redevelopment Trust Fund:** Presented separately as a major fund in compliance with Section 163.387, Florida Statutes, this fund accounts for the revenues and expenditures for the rehabilitation, conservation, and/or redevelopment of the Community Redevelopment Agency.

**Recreation Special Revenue Fund:** Using revenues received from developers in lieu of park construction, this fund is restricted for the design and construction of park and recreation capital projects.

**Stormwater Special Revenue Fund:** With revenues obtained from the Stormwater Utility assessments, this fund is used to operate and maintain the City's stormwater-management program.

**Capital Improvement Construction Fund:** This fund is used to purchase or construct certain capital assets, exclusive of capital improvements in the Water and Wastewater Enterprise Fund.

#### PROPRIETARY FUND:

Used to account for all business-type activities.

**Enterprise Fund:** An Enterprise Fund is used for business-type activities within the City, where the intent is that the cost (expenses, including depreciation) of providing goods and services to the citizens on a continuing basis is financed or recovered through user charges and connection fees. The information focuses on near-term inflows and outflows of spendable resources, as well as the balance of spendable resources available at the end of each fiscal year presented. The City uses enterprise funds to account for the Water and Wastewater Utilities operating activities.

**Water Operating Fund**

**Wastewater Operating Fund**

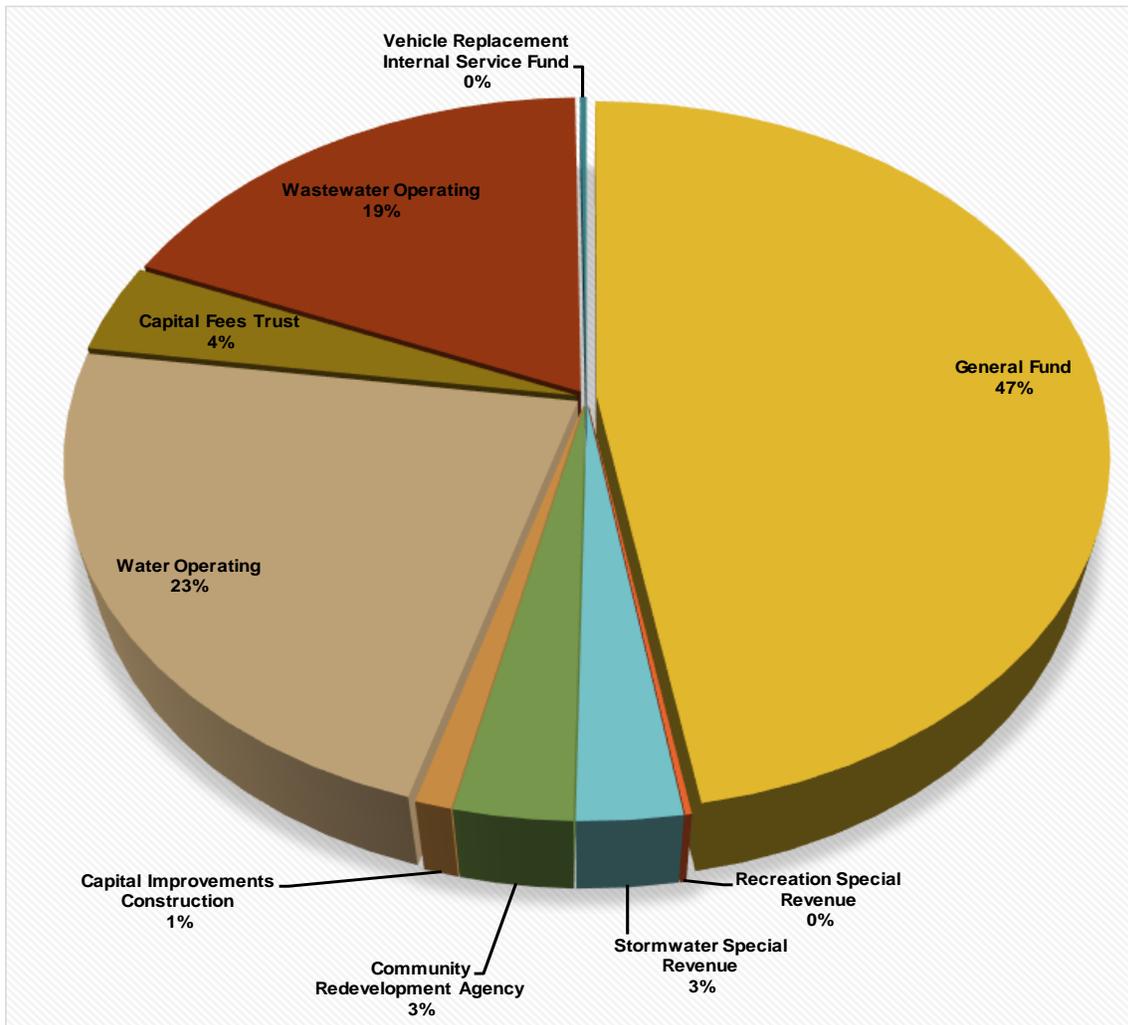
**Capital Fees Trust Fund**

**City of West Melbourne**  
**Budget Summary - All Funds**

|   | Actual<br>2012       | Actual<br>2013       | Actual<br>2014       | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|----------------------|----------------------|----------------------|----------------------------|----------------------------|
| General Fund                              | \$ 9,476,422         | \$ 10,228,568        | \$ 10,633,533        | \$ 14,002,050              | \$ 13,149,450              |
| Recreation Special Revenue                | 59,426               | 9,565                | 65,717               | 340,000                    | 50,000                     |
| Stormwater Special Revenue                | 343,428              | 345,923              | 357,638              | 677,400                    | 791,700                    |
| Community Redevelopment Agency            | -                    | -                    | 27,706               | 229,000                    | 889,000                    |
| Capital Improvements Construction         | 234                  | 275,232              | 1,711                | 275,000                    | 275,000                    |
| Water Operating                           | 4,804,667            | 4,831,192            | 5,249,710            | 6,787,925                  | 6,329,050                  |
| Capital Fees Trust                        | 612,245              | 1,158,156            | 899,830              | 1,220,000                  | 1,144,500                  |
| Wastewater Operating                      | 4,020,726            | 4,021,307            | 4,144,742            | 5,713,425                  | 5,117,150                  |
| Vehicle Replacement Internal Service Fund | -                    | -                    | -                    | -                          | 65,900                     |
| Renewal Replacement and Betterment        | 414,748              | 854,904              | -                    | -                          | -                          |
| Reuse Fund                                | 220,000              | -                    | -                    | -                          | -                          |
| <b>GRAND TOTAL - ALL FUNDS</b>            | <b>\$ 19,951,897</b> | <b>\$ 21,724,847</b> | <b>\$ 21,380,587</b> | <b>\$ 29,244,800</b>       | <b>\$ 27,811,750</b>       |

## City of West Melbourne

### 2015-2016 All Funds Budget Graph



**\$ 27,811,750**  
**Budget Total**

## City of West Melbourne

### Budget Summary September 18, 2015 Legal Ad

General Fund      2.4633

| ESTIMATED REVENUES                                  | GENERAL<br>FUND   | SPECIAL<br>REVENUE<br>FUNDS | CAPITAL<br>IMPROVEMENT<br>FUND | COMMUNITY<br>REDEVELOPME<br>NT AGENCY<br>TRUST FUND | WATER/SEWER<br>ENTERPRISE<br>FUND | INTERNAL<br>SERVICE<br>FUND | TOTAL             |
|---|-------------------|-----------------------------|--------------------------------|---|-----------------------------------|-----------------------------|-------------------|
| Taxes:                      Millage per \$1000      |                   |                             |                                |   |                                   |                             |                   |
| Ad Valorem Taxes      2.4633                        | \$ 2,657,400      | \$ -                        | \$ -                           | \$ 130,000  | \$ -                              | \$ -                        | \$ 2,787,400      |
| Franchise & Utility Taxes                           | 4,471,500         | -                           | -                              | -   | -                                 | -                           | 4,471,500         |
| Charges For Services                                | 273,300           | -                           | -                              | -   | 10,780,000                        | -                           | 11,053,300        |
| Stormwater Utility Taxes                            | -                 | 353,800                     | -                              | -   | -                                 | -                           | 353,800           |
| Intergovernmental Revenues                          | 3,341,500         | -                           | -                              | -   | 545,000                           | -                           | 3,886,500         |
| Fines & Forfeitures                                 | 168,600           | -                           | -                              | -   | 178,425                           | -                           | 347,025           |
| Miscellaneous Revenue                               | 127,300           | 1,000                       | -                              | -   | 7,000                             | -                           | 135,300           |
| Licenses And Permits                                | 912,200           | -                           | -                              | -   | -                                 | -                           | 912,200           |
| Internal Service Charges                            | -                 | -                           | -                              | -   | -                                 | 65,900                      | 65,900            |
|   |                   |                             |                                | -   |                                   |                             |                   |
| <b>TOTAL SOURCES</b>                                | <b>11,951,800</b> | <b>354,800</b>              | <b>-</b>                       | <b>130,000</b>                                      | <b>11,510,425</b>                 | <b>65,900</b>               | <b>24,012,925</b> |
| Transfers In  | -                 | -                           | -                              | 759,000   | -                                 | -                           | 759,000           |
| Fund Balances/Reserves/Net Assets                   | 1,197,650         | 486,900                     | 275,000                        | -   | 1,080,275                         | -                           | 3,039,825         |
| <b>TOTAL REVENUES, TRANSFERS &amp;<br/>BALANCES</b> | <b>13,149,450</b> | <b>841,700</b>              | <b>275,000</b>                 | <b>889,000</b>                                      | <b>12,590,700</b>                 | <b>65,900</b>               | <b>27,811,750</b> |

| EXPENDITURES                                      |                      |                   |                   |                   |                      |                  |                      |
|---|----------------------|-------------------|-------------------|-------------------|----------------------|------------------|----------------------|
| General Government                                | 2,889,100            | -                 | -                 | -                 | -                    | -                | 2,889,100            |
| Public Safety                                     | 6,064,200            | -                 | -                 | -                 | -                    | -                | 6,064,200            |
| Physical Environment                              | -                    | -                 | -                 | -                 | 10,859,500           | -                | 10,859,500           |
| Transportation                                    | 2,373,450            | 791,700           | 275,000           | 764,000           | -                    | -                | 4,204,150            |
| Culture/Recreation                                | 1,822,700            | 50,000            | -                 | -                 | -                    | -                | 1,872,700            |
| Debt Services                                     | -                    | -                 | -                 | 24,000            | 1,731,200            | -                | 1,755,200            |
| <b>TOTAL EXPENDITURES</b>                         | <b>13,149,450</b>    | <b>841,700</b>    | <b>275,000</b>    | <b>788,000</b>    | <b>12,590,700</b>    | <b>-</b>         | <b>27,644,850</b>    |
| Transfers Out                                     | -                    | -                 | -                 | -                 | -                    | -                | -                    |
| Fund Balances/Reserves/Net Assets                 | -                    | -                 | -                 | 101,000           | -                    | 65,900           | 166,900              |
| <b>EXPENDITURES<br/>TRANSFERS, RESERVES &amp;</b> | <b>\$ 13,149,450</b> | <b>\$ 841,700</b> | <b>\$ 275,000</b> | <b>\$ 889,000</b> | <b>\$ 12,590,700</b> | <b>\$ 65,900</b> | <b>\$ 27,811,750</b> |

**City of West Melbourne**  
**Governmental Fund Balance**

|  | General Fund - (001)                    |                     |                   |                     |                      | Special Revenue Funds |                     | Trust & Agency Funds           | Capital Projects                 |
|--|---|---------------------|-------------------|---------------------|----------------------|-----------------------|---------------------|--------------------------------|----------------------------------|
|  | Non-spendable, Restricted and Committed |                     |                   |                     |                      | Assigned              |                     | Restricted                     | Assigned                         |
|  | Unassigned                              | Transportation      | Building          | Other Reserves      | Total General Fund   | Recreation            | Stormwater          | Community Redevelopment Agency | Capital Improvement Project Fund |
|  |   |                     |                   |                     |                      | (103)                 | (105)               | (106)                          | (301)                            |
| <b>Fund Balance 9/30/2014</b>          | <b>\$ 7,124,662</b>                     | <b>\$ 2,697,089</b> | <b>\$ 305,999</b> | <b>\$ 1,338,223</b> | <b>\$ 11,465,973</b> | <b>\$ 458,438</b>     | <b>\$ 2,057,729</b> | <b>\$ 27,706</b>               | <b>\$ 769,261</b>                |
| Plus: Budgeted Revenues FY2015         | 11,008,800                              | 986,000             | 668,100           | 22,300              | 12,685,200           | -                     | 350,700             | 45,000                         | -                                |
| Less: Budgeted Expenditures FY2015     | (11,772,150)                            | (1,524,400)         | (649,500)         | (51,500)            | (13,997,550)         | (340,000)             | (677,400)           | (205,000)                      | (275,000)                        |
| Interfund Advance Repayment            | 178,500                                 | -                   | -                 | (160,000)           | 18,500               | -                     | -                   | (18,500)                       | -                                |
| <b>Budgeted Fund Balance 9/30/2015</b> | <b>6,539,812</b>                        | <b>2,158,689</b>    | <b>324,599</b>    | <b>1,149,023</b>    | <b>10,172,123</b>    | <b>118,438</b>        | <b>1,731,029</b>    | <b>(150,794)</b>               | <b>494,261</b>                   |
| Plus: Projected Revenues FY2016        | 10,721,000                              | 509,200             | 696,600           | 25,000              | 11,951,800           | -                     | 354,800             | 130,000                        | -                                |
| Less: Proposed Expenditures FY2016     | (11,649,150)                            | (802,400)           | (663,400)         | (34,500)            | (13,149,450)         | (50,000)              | (791,700)           | (764,000)                      | (275,000)                        |
| Interfund Advance                      | (759,000)                               | -                   | -                 | -                   | -                    | -                     | -                   | 759,000                        | -                                |
| Interfund Advance Repayment            | 190,000                                 | -                   | -                 | (166,000)           | 24,000               | -                     | -                   | (24,000)                       | -                                |
| <b>Budgeted Fund Balance 9/30/2016</b> | <b>\$ 5,042,662</b>                     | <b>\$ 1,865,489</b> | <b>\$ 357,799</b> | <b>\$ 973,523</b>   | <b>\$ 8,998,473</b>  | <b>\$ 68,438</b>      | <b>\$ 1,294,129</b> | <b>\$ (49,794)</b>             | <b>\$ 219,261</b>                |

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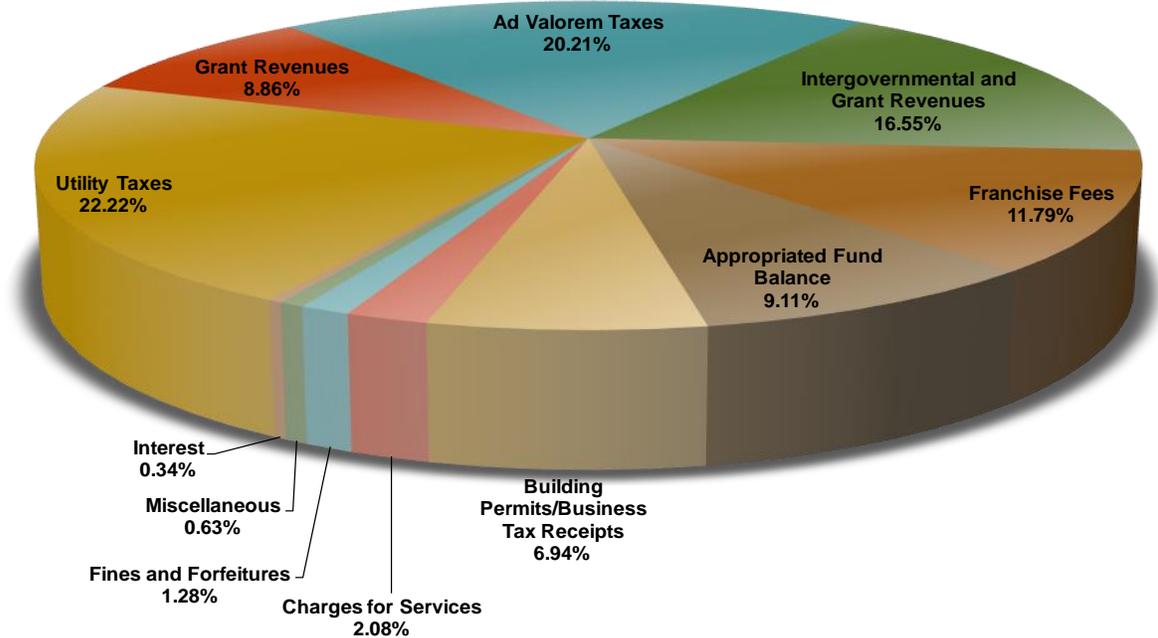


**General Fund**

## City of West Melbourne

### General Fund at a Glance – Revenues

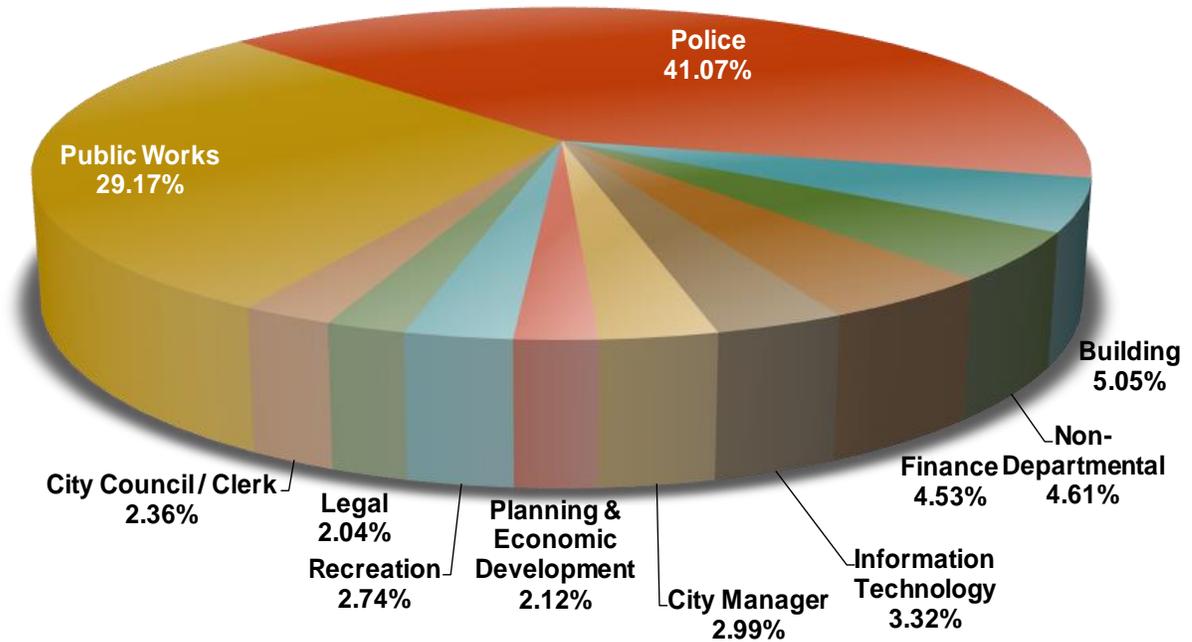
| Revenues                               | Fiscal Year<br>2015-2016 | Percent of<br>Total |
|--|--------------------------|---------------------|
| Utility Taxes                          | \$ 2,921,500             | 22.22%              |
| Grant Revenues                         | 1,165,400                | 8.86%               |
| Ad Valorem Taxes                       | 2,657,400                | 20.21%              |
| Intergovernmental and Grant Revenues   | 2,176,100                | 16.55%              |
| Franchise Fees                         | 1,550,000                | 11.79%              |
| Appropriated Fund Balance              | 1,197,650                | 9.11%               |
| Building Permits/Business Tax Receipts | 912,200                  | 6.94%               |
| Charges for Services                   | 273,300                  | 2.08%               |
| Fines and Forfeitures                  | 168,600                  | 1.28%               |
| Miscellaneous                          | 82,600                   | 0.63%               |
| Interest                               | 44,700                   | 0.34%               |
| <b>Total Revenues</b>                  | <b>\$ 13,149,450</b>     | <b>100.00%</b>      |



**City of West Melbourne**

**General Fund at a Glance – Expenditures**

| <b>Expenditures</b>             | <b>Fiscal Year<br/>2015-2016</b> | <b>Percent of<br/>Total</b> |
|---------------------------------|----------------------------------|-----------------------------|
| Public Works                    | \$ 3,835,850                     | 29.17%                      |
| Police                          | 5,400,800                        | 41.07%                      |
| Building                        | 663,400                          | 5.05%                       |
| Non-Departmental                | 606,300                          | 4.61%                       |
| Finance                         | 595,200                          | 4.53%                       |
| Information Technology          | 437,200                          | 3.32%                       |
| City Manager                    | 393,200                          | 2.99%                       |
| Planning & Economic Development | 278,300                          | 2.12%                       |
| Recreation                      | 360,300                          | 2.74%                       |
| Legal                           | 268,800                          | 2.04%                       |
| City Council / Clerk            | 310,100                          | 2.36%                       |
| <b>Total Expenditures</b>       | <b>\$ 13,149,450</b>             | <b>100.00%</b>              |



## City of West Melbourne

### Revenue Assumptions – General Fund

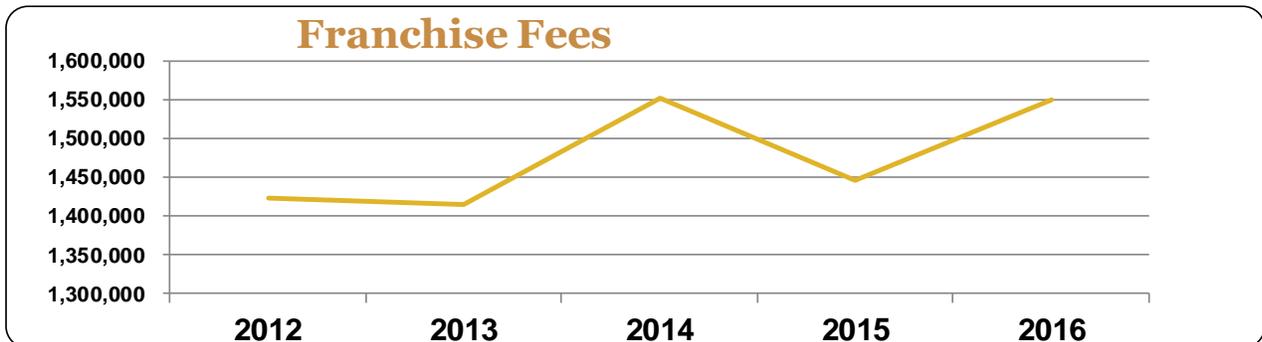
#### General Property Taxes

Property taxes are the second largest General Fund revenue source. This revenue source is primarily used to fund Police Department services. The proposed 2015-2016 millage rate is 2.4633 per thousand dollars. Ad-Valorem revenues are projected to total \$2,657,400, and represent 20.21% of projected 2015-2016 general fund revenues.



#### Franchise Fees

These fees are set by City ordinance for each individual utility company. Franchise fees comprise 11.79% of the General Fund revenues, totaling \$1,550,000.

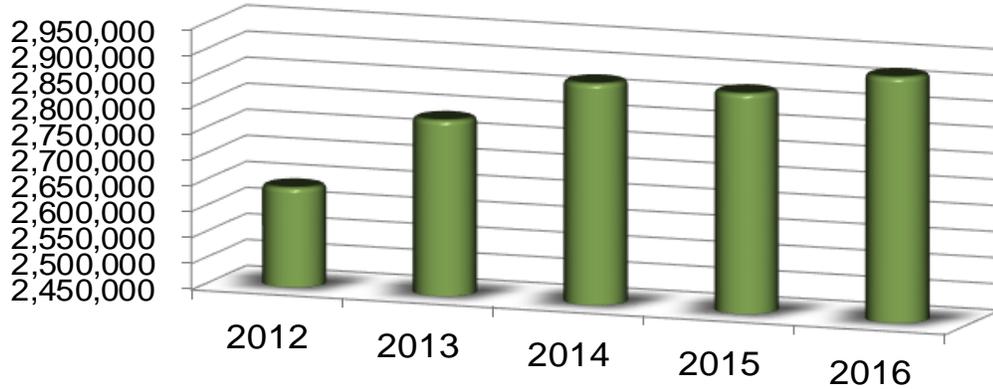


## City of West Melbourne

### Utility Taxes

The largest revenue source at 22.22% of the general revenues, \$2,921,500 includes the gross receipts tax on telecommunications, electric, water and gas sales within the City.

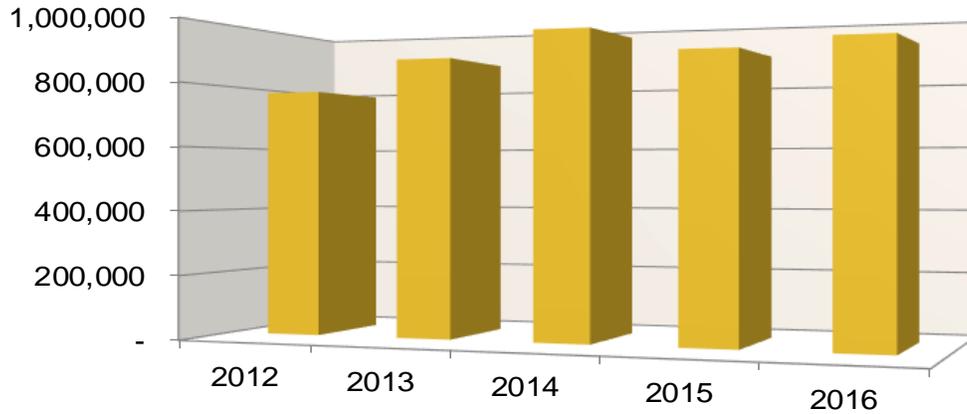
### Utility Taxes



### Business Tax Receipts and Permits

Comprising 6.94% of the 2015-2016 revenue budget, building permits and business tax receipts account for \$685,600 of the total \$912,200 in licenses and permits.

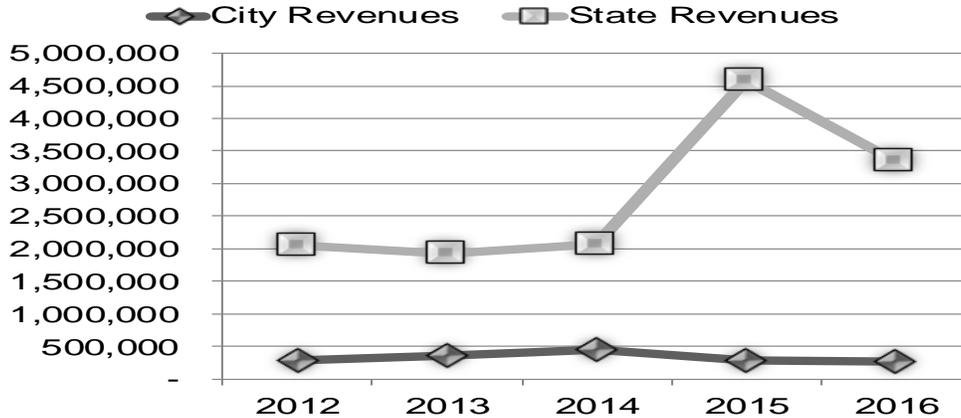
### Licenses & Permits



## City of West Melbourne

### Intergovernmental Revenues/Grant Revenues

Intergovernmental and grant revenues are the third largest revenue at 16.55% of the General Fund. The primary sources of these shared revenues totaling \$2,176,100 include the Sales Tax, State Revenue Sharing, Police Pension State Premium Tax, and Fuel Taxes. In addition, in fiscal year 2015-2016, state grant revenues are projected to total \$1,165,400 from two state agencies.

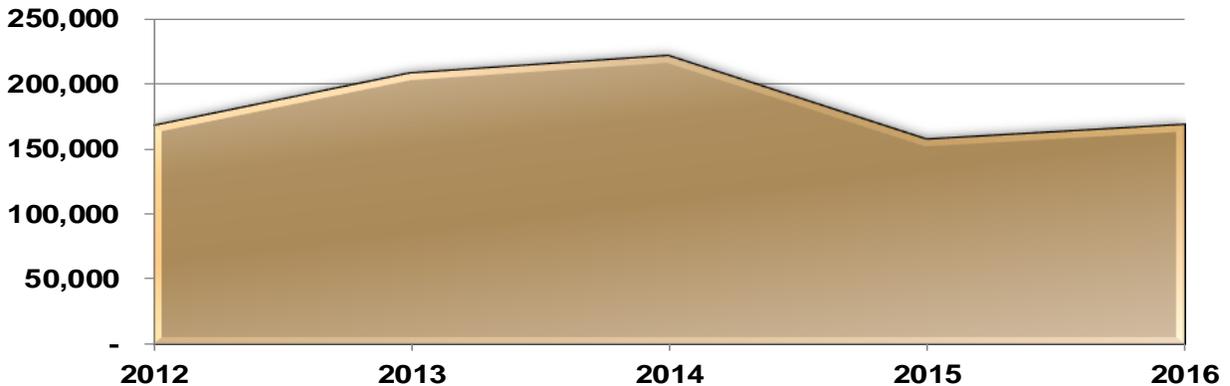


### Charges for Services

Also graphically represented are City revenues for charges for services. These revenues comprise 2.08%, or \$273,300 of the total General Fund Revenues. These revenues represent fees and charges imposed locally for recreation and other services provided by the City.

### Fines & Forfeitures

These monies represent 1.28%, or \$168,600, of the revenues. The majority of these revenues are received from court fines and restitution. Partial funding from the Brevard County School Board is also included for the School Resource Officer.



## **City of West Melbourne**

### **Interest**

Comprising 0.34% (\$44,700) of the revenues, the City invests in Federated Funds, the Florida Safe investment pool, Florida Prime and U.S. Treasuries and Agencies. The City seeks to invest conservatively with safety as a high priority, rather than taking on more risk in search of higher yields.

### **Miscellaneous Income**

The City receives rent from the use of the council chambers by certain non-governmental groups, leasing of easements for monopolies, and the sale of fixed assets.

### **Non-Revenues/Balance Forward**

State law prohibits an unbalanced budget; therefore, the City carried over \$293,200 in fund balance committed for Transportation and has applied the funds to fiscal year 2016. The Building Department is projected to add \$33,200 to its restricted fund balance during the year. The remaining unassigned, non-spendable and lesser restricted fund balances will require an appropriation of \$937,650 from prior year fund balances.

**City of West Melbourne**  
**General Fund Revenues**  
Fiscal Year Ending September 30, 2016

|                                    | Actual<br>2012   | Actual<br>2013   | Actual<br>2014   | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|------------------------------------|------------------|------------------|------------------|----------------------------|----------------------------|
| <b>Ad-Valorem Tax</b>              | \$ 1,972,161     | \$ 1,998,440     | \$ 2,146,830     | \$ 2,367,400               | \$ 2,657,400               |
| <b>Franchise Fees</b>              |                  |                  |                  |                            |                            |
| Florida Power & Light              | 1,230,101        | 1,230,206        | 1,335,047        | 1,246,300                  | 1,332,200                  |
| City Gas/Dri Gas                   | 26,884           | 25,254           | 30,064           | 28,700                     | 29,400                     |
| Waste Management                   | 164,823          | 159,665          | 186,352          | 170,000                    | 188,400                    |
| <b>Total Franchise Taxes</b>       | <b>1,421,808</b> | <b>1,415,125</b> | <b>1,551,463</b> | <b>1,445,000</b>           | <b>1,550,000</b>           |
| <b>Utility Taxes</b>               |                  |                  |                  |                            |                            |
| Florida Power & Light              | 1,425,836        | 1,573,416        | 1,661,388        | 1,638,900                  | 1,687,900                  |
| Communications Services Tax        | 815,792          | 817,793          | 790,101          | 790,200                    | 764,000                    |
| Water                              | 337,871          | 350,456          | 365,279          | 393,600                    | 415,900                    |
| Gas and Propane                    | 61,830           | 46,154           | 58,404           | 50,400                     | 53,700                     |
| <b>Total Utility Taxes</b>         | <b>2,641,329</b> | <b>2,787,819</b> | <b>2,875,172</b> | <b>2,873,100</b>           | <b>2,921,500</b>           |
| <b>Licenses &amp; Permits</b>      |                  |                  |                  |                            |                            |
| Business Tax Receipts              | 204,616          | 225,687          | 226,282          | 224,000                    | 226,600                    |
| Building Permits                   | 572,676          | 648,809          | 729,379          | 659,500                    | 685,600                    |
| <b>Total License &amp; Permits</b> | <b>777,293</b>   | <b>874,496</b>   | <b>955,661</b>   | <b>883,500</b>             | <b>912,200</b>             |
| <b>Fines/Forfeitures</b>           |                  |                  |                  |                            |                            |
| Fines/Restitution/Violations       | 115,530          | 146,156          | 166,306          | 103,900                    | 112,100                    |
| Police Education Fund 943          | 5,278            | 4,764            | 4,609            | 4,800                      | 5,000                      |
| Confiscated Funds                  | 26,911           | 16,454           | 19,601           | 17,500                     | 20,000                     |
| School Resource Officer            | 19,667           | 40,333           | 31,000           | 31,000                     | 31,500                     |
| <b>Total Fines/Forfeitures</b>     | <b>167,385</b>   | <b>207,707</b>   | <b>221,516</b>   | <b>157,200</b>             | <b>168,600</b>             |
| <b>City Revenues</b>               |                  |                  |                  |                            |                            |
| Clerk                              | 48,873           | 57,977           | 50,540           | 29,160                     | 26,150                     |
| Finance                            | 62,538           | 64,932           | 62,239           | 67,000                     | 67,500                     |
| Planning                           | 5,325            | 27,653           | 19,759           | 14,790                     | 17,850                     |
| Public Works                       | 53,579           | 65,414           | 214,403          | 75,150                     | 72,650                     |
| Recreation                         | 92,234           | 98,127           | 88,319           | 83,200                     | 78,400                     |
| Recycle/Waste Management           | 23,038           | 29,564           | -                | 2,500                      | 2,500                      |
| Police                             | 7,974            | 7,798            | 8,236            | 8,400                      | 8,250                      |
| <b>Total City Revenues</b>         | <b>293,561</b>   | <b>351,465</b>   | <b>443,496</b>   | <b>280,200</b>             | <b>273,300</b>             |
| <b>Interest</b>                    |                  |                  |                  |                            |                            |
| Interest Earned                    | 60,849           | 51,548           | 45,657           | 45,200                     | 44,700                     |
| <b>Total Interest</b>              | <b>\$ 60,849</b> | <b>\$ 51,548</b> | <b>\$ 45,657</b> | <b>\$ 45,200</b>           | <b>\$ 44,700</b>           |

## City of West Melbourne

### General Fund Revenues

Fiscal Year Ending September 30, 2016

|                                     | Actual<br>2012      | Actual<br>2013       | Actual<br>2014       | Approved<br>2015     | Proposed<br>2016     |
|-------------------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>State Revenues</b>               |                     |                      |                      |                      |                      |
| Energy Efficiency Block Grant       | \$ 186,500          | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| State Grants                        | 110,603             | 10,020               | 10,553               | 2,554,500            | 1,165,400            |
| Revenue Sharing - State             | 322,260             | 399,097              | 454,614              | 418,000              | 473,400              |
| Half-Cent Sales Tax                 | 851,602             | 906,602              | 962,783              | 972,600              | 1,041,800            |
| Mobile Home Licenses                | 7,460               | 6,862                | 7,939                | 7,200                | 7,500                |
| Local Option Gas Tax                | 449,903             | 479,425              | 493,346              | 486,000              | 509,200              |
| Alcoholic Beverage License          | 10,956              | 9,541                | 11,549               | 8,900                | 10,100               |
| Police Pension State Premium<br>Tax | 106,212             | 110,917              | 117,718              | 119,500              | 127,100              |
| Municipal Fuel Rebate               | 10,749              | 9,369                | 6,774                | 9,000                | 7,000                |
| <b>Total State Revenues</b>         | <b>2,056,245</b>    | <b>1,931,833</b>     | <b>2,065,276</b>     | <b>4,575,700</b>     | <b>3,341,500</b>     |
| <b>Miscellaneous</b>                |                     |                      |                      |                      |                      |
| Building Rentals                    | 3,904               | 1,335                | 3,882                | 3,600                | 3,900                |
| Easement Rental                     | 25,996              | 36,377               | 39,623               | 34,000               | 39,600               |
| Equipment Sales                     | 37,957              | 37,898               | 46,301               | 15,000               | 38,000               |
| Other Miscellaneous                 | 428                 | 1,547                | 16,665               | 700                  | 1,000                |
| <b>Total Miscellaneous</b>          | <b>68,285</b>       | <b>77,157</b>        | <b>106,471</b>       | <b>53,300</b>        | <b>82,500</b>        |
| <b>Non-Revenues</b>                 |                     |                      |                      |                      |                      |
| Insurance Reimbursements            | 9,810               | 10,744               | 15,431               | 9,000                | -                    |
| Redeposit - NSF                     | 20                  | 120                  | 40                   | 100                  | 100                  |
| Cash Over-Short                     | 6                   | (6)                  | (1)                  | -                    | -                    |
| Capital Leases                      | -                   | 522,120              | -                    | -                    | -                    |
| Contributions                       | -                   | -                    | 206,521              | -                    | -                    |
| Balance Forward                     | -                   | -                    | -                    | 1,312,350            | 1,197,650            |
| <b>Total Non-Revenues</b>           | <b>9,836</b>        | <b>532,978</b>       | <b>221,991</b>       | <b>1,321,450</b>     | <b>1,197,750</b>     |
| <b>Grand Total</b>                  |                     |                      |                      |                      |                      |
| <b>General Fund Revenues</b>        | <b>\$ 9,468,751</b> | <b>\$ 10,228,568</b> | <b>\$ 10,633,533</b> | <b>\$ 14,002,050</b> | <b>\$ 13,149,450</b> |

**City of West Melbourne**  
**General Fund Expenditures By Department**  
Fiscal Year Ending September 30, 2016

|                                      | Actual<br>2012    | Actual<br>2013    | Actual<br>2014    | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|--------------------------------------|-------------------|-------------------|-------------------|----------------------------|----------------------------|
| <b>City Council/City Clerk</b>       |                   |                   |                   |                            |                            |
| Personal Services                    | \$ 112,725        | \$ 167,414        | \$ 149,312        | \$ 163,100                 | \$ 191,800                 |
| Operating Expenses                   | 120,383           | 56,026            | 59,249            | 61,400                     | 63,300                     |
| Capital Projects/Outlay              | -                 | -                 | 8,054             | 8,000                      | 55,000                     |
| <b>Total City Council/City Clerk</b> | <b>233,108</b>    | <b>223,440</b>    | <b>216,615</b>    | <b>232,500</b>             | <b>310,100</b>             |
| <b>City Manager</b>                  |                   |                   |                   |                            |                            |
| Personal Services                    | 177,148           | 196,399           | 271,341           | 301,450                    | 321,400                    |
| Operating Expenses                   | 31,675            | 27,165            | 44,165            | 74,100                     | 71,800                     |
| Capital Projects/Outlay              | -                 | 161               | -                 | -                          | -                          |
| <b>Total City Manager</b>            | <b>208,823</b>    | <b>223,725</b>    | <b>315,506</b>    | <b>375,550</b>             | <b>393,200</b>             |
| <b>Police</b>                        |                   |                   |                   |                            |                            |
| Personal Services                    | 3,664,458         | 3,485,558         | 3,562,993         | 3,758,000                  | 3,957,300                  |
| Operating Expenses                   | 731,133           | 661,867           | 651,075           | 754,200                    | 747,400                    |
| Capital Projects/Outlay              | 93,126            | 843,335           | 122,161           | 254,500                    | 585,400                    |
| Debt Service                         | 46,122            | 23,460            | 120,399           | 110,700                    | 110,700                    |
| <b>Total Police</b>                  | <b>4,534,839</b>  | <b>5,014,220</b>  | <b>4,456,628</b>  | <b>4,877,400</b>           | <b>5,400,800</b>           |
| <b>Legal</b>                         |                   |                   |                   |                            |                            |
| Personal Services                    | 164,443           | 188,559           | 223,254           | 231,200                    | 234,800                    |
| Operating Expenses                   | 14,579            | 13,179            | 17,149            | 24,600                     | 34,000                     |
| Capital Projects/Outlay              | -                 | -                 | -                 | -                          | -                          |
| <b>Total Legal</b>                   | <b>179,022</b>    | <b>201,738</b>    | <b>240,403</b>    | <b>255,800</b>             | <b>268,800</b>             |
| <b>Finance</b>                       |                   |                   |                   |                            |                            |
| Personal Services                    | 211,465           | 219,127           | 216,820           | 228,400                    | 217,100                    |
| Operating Expenses                   | 57,869            | 68,303            | 70,056            | 80,100                     | 78,100                     |
| Capital Projects/Outlay              | -                 | -                 | -                 | -                          | 300,000                    |
| <b>Total Finance</b>                 | <b>269,334</b>    | <b>287,430</b>    | <b>286,876</b>    | <b>308,500</b>             | <b>595,200</b>             |
| <b>Information Technology</b>        |                   |                   |                   |                            |                            |
| Personal Services                    | 57,367            | 70,415            | 66,239            | 96,100                     | 121,400                    |
| Operating Expenses                   | 132,975           | 260,777           | 248,026           | 275,450                    | 294,800                    |
| Capital Projects/Outlay              | 50,255            | 71,561            | 62,897            | 31,500                     | 21,000                     |
| <b>Total Information Technology</b>  | <b>\$ 240,597</b> | <b>\$ 402,753</b> | <b>\$ 377,162</b> | <b>\$ 403,050</b>          | <b>\$ 437,200</b>          |
| <b>Recreation</b>                    |                   |                   |                   |                            |                            |
| Personal Services                    | \$ 130,965        | \$ 153,859        | \$ 161,346        | \$ 178,300                 | \$ 186,900                 |
| Operating Expenses                   | 120,594           | 106,734           | 106,346           | 123,300                    | 117,900                    |
| Capital Projects/Outlay              | -                 | -                 | -                 | 8,000                      | 55,500                     |
| <b>Total Recreation</b>              | <b>251,559</b>    | <b>260,593</b>    | <b>267,692</b>    | <b>309,600</b>             | <b>360,300</b>             |

**City of West Melbourne**  
**General Fund Expenditures by Department**  
Fiscal Year Ending September 30, 2016

|  | Actual<br>2012      | Actual<br>2013      | Actual<br>2014      | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|--|---------------------|---------------------|---------------------|----------------------------|----------------------------|
| <b>Planning &amp; Economic Development</b> |                     |                     |                     |                            |                            |
| Personal Services                          | 200,603             | 220,051             | 255,196             | 225,550                    | 219,250                    |
| Operating Expenses                         | 65,555              | 60,823              | 33,870              | 39,000                     | 59,050                     |
| Grants & Aid                               | 8,920               | -                   | 6,883               | 7,200                      | -                          |
| <b>Total Planning</b>                      | <b>275,078</b>      | <b>280,874</b>      | <b>295,949</b>      | <b>271,750</b>             | <b>278,300</b>             |
| <b>Building</b>                            |                     |                     |                     |                            |                            |
| Personal Services                          | 537,593             | 481,806             | 503,331             | 535,100                    | 586,700                    |
| Operating Expenses                         | 77,866              | 72,898              | 72,146              | 90,400                     | 76,700                     |
| Capital Projects/Outlay                    | -                   | 968                 | 45,488              | 24,000                     | -                          |
| <b>Total Building</b>                      | <b>615,459</b>      | <b>555,672</b>      | <b>620,965</b>      | <b>649,500</b>             | <b>663,400</b>             |
| <b>Public Works</b>                        |                     |                     |                     |                            |                            |
| Personal Services                          | 635,830             | 623,462             | 639,245             | 717,350                    | 781,050                    |
| Operating Expenses                         | 558,170             | 466,327             | 527,987             | 848,450                    | 867,500                    |
| Capital Projects/Outlay                    | 120,274             | 232,669             | 491,918             | 4,260,000                  | 2,187,300                  |
| Debt Service                               | 18,076              | -                   | -                   | -                          | -                          |
| <b>Total Public Works</b>                  | <b>1,332,350</b>    | <b>1,322,458</b>    | <b>1,659,150</b>    | <b>5,825,800</b>           | <b>3,835,850</b>           |
| <b>Non-Departmental</b>                    |                     |                     |                     |                            |                            |
| Personal Services                          | 15,475              | 9,158               | -                   | 10,000                     | 10,000                     |
| Operating Expenses                         | 211,006             | 208,156             | 241,421             | 290,600                    | 251,300                    |
| Capital Projects/Outlay                    | 575,218             | 323                 | 6,621               | 142,000                    | 295,000                    |
| Contingencies                              | -                   | -                   | -                   | 50,000                     | 50,000                     |
| <b>Total Non-Departmental</b>              | <b>801,699</b>      | <b>217,637</b>      | <b>248,042</b>      | <b>492,600</b>             | <b>606,300</b>             |
| <b>Total General Fund Expenditures</b>     | <b>\$ 8,941,868</b> | <b>\$ 8,990,540</b> | <b>\$ 8,984,988</b> | <b>\$ 14,002,050</b>       | <b>\$ 13,149,450</b>       |

## **Departmental Descriptions and Outlay**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**City Council / Clerk Department**

The City Clerk is the chief records manager for the City and ensures that records are maintained in accordance with the General Records Schedule of the State of Florida. This Department receives, processes, logs, and distributes public information. The Clerk's office ensures that all legal requirements of advertising are met and informs the public of all City meetings. The City Clerk attends meetings to record minutes, including Special meetings, Joint Sessions, Charter Review Committee meetings, Citizen's Action Committee meetings, and Business Advisory Board meetings. The Clerk's Department is responsible for the retention, retrieval and disposition of official records. The City Clerk prepares meeting packets, provides information to the City Council, the public, and other departments. The City Clerk is the keeper of the City Seal, seals all official documents of the City, and signs all bond issues. The office also provides notary services to the public.

The City Clerk is the Chief Elections Official for the City, qualifies all candidates, and interacts with the Brevard County Supervisor of Elections. The City Clerk prepares and executes the departmental budget within the guidelines set forth by the City Manager.

| <b>POSITIONS</b>   |
|--|
| Mayor<br>Deputy Mayor<br>Council Members (5)<br>City Clerk<br>Records Technician Part Time |

**City of West Melbourne**  
City Council / Clerk Department  
Expenditures and Capital Outlay Descriptions

| Line Item                          | Description   | General Fund        |                     |
|------------------------------------|---|---------------------|---------------------|
|                                    |   | Budgeted<br>FY 2015 | Budgeted<br>FY 2016 |
| <b>Personal Services</b>           |   |                     |                     |
| Executive Wages                    | City Clerk  | \$ 56,500           | \$ 58,600           |
| City Council Wages                 | Mayor and City Council  | 39,600              | 39,900              |
| Part Time Wages                    | Part Time Records Clerk   | 17,500              | 18,000              |
| Incentive                          | Employee recognition  | -                   | 250                 |
| FICA                               | Taxes   | 8,700               | 8,900               |
| Retirement                         | Florida Retirement System   | 5,600               | 5,600               |
| Health/Life                        | Insurance: Health/Life/Dental   | 35,000              | 60,350              |
| Workers' Comp                      | Insurance   | 200                 | 200                 |
| Total personal services            |   | <b>\$ 163,100</b>   | <b>\$ 191,800</b>   |
| <b>Operating Expenditures</b>      |   |                     |                     |
| <b>Service Expenses</b>            |   |                     |                     |
| Professional Services              | Professional Services   | \$ 5,000            | \$ 3,500            |
| Codifications                      | Code Conversion/Codes on the Web  | 5,000               | 8,000               |
| Records Retention                  | Archival Supplies   | 4,000               | 1,500               |
| Travel & Per Diem - Council; Clerk | Florida League of Cities Dinners, Conference Mileage, Council, Clerk Per Diem                                   | 10,500              | 12,500              |
| Communications                     | Cell Phone for City Clerk and Communications Devices for City Council Members                                   | 2,300               | 2,300               |
| Postage & Freight                  | Postage for Required Mailings   | 400                 | 400                 |
| Utilities                          | Electricity and Water at Veterans Memorial Complex (15%); City Hall (10%); Electricity at Records Center (100%) | 3,600               | 3,000               |
| Printing and Binding               | Business Cards and Name Plates  | 500                 | 500                 |
| Other Charges and Obligations      | Plaques and Awards  | 2,000               | 1,700               |
| Annexation Filings                 | Annexation Fees   | 1,000               | 1,000               |
| Election Cost                      | Election Services Provided by the Brevard County Supervisor of Elections  | 3,600               | -                   |
| Total service expenses             |   | <b>\$ 37,900</b>    | <b>\$ 34,400</b>    |

**City of West Melbourne**  
City Council / Clerk Department  
Expenditures and Capital Outlay Descriptions

| Line Item                                    | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures (Continued)</b>    |   |                                     |                                     |
| <b>Operating Supplies</b>                    |   |                                     |                                     |
| Office Supplies                              | Office Supplies   | \$ 500                              | \$ 500                              |
| Operating Supplies                           | Consumables, Specialty Paper, Uniforms  | 600                                 | 500                                 |
| Council                                      | Council Operating Supplies  | 800                                 | 800                                 |
| Small Tools,<br>Equipment &<br>Furniture     | Records in-house shelving, cabinets   | 1,000                               | 500                                 |
| Books, Dues and<br>Subscriptions             | Clerk/Council:<br>Membership Dues, Clerk Records<br>Publications              | 2,100                               | 2,500                               |
| Training / Educational<br>Expense            | Educational Courses/Conference<br>Registration                                | 3,500                               | 4,100                               |
| Advertising                                  | Public Hearings, Notices, Bids, Election<br>and other Statute Requirements    | 15,000                              | 20,000                              |
| Total operating supplies                     |   | <b>\$ 23,500</b>                    | <b>\$ 28,900</b>                    |
| <b>Capital Purchases</b>                     |   |                                     |                                     |
| Machinery and<br>Equipment                   | City Council Chamber Dias ADA Upgrade,<br>carpeting and video system upgrades | \$ 8,000                            | \$ 55,000                           |
| Total capital purchases                      |   | <b>\$ 8,000</b>                     | <b>\$ 55,000</b>                    |
| <b>Total Council/City Clerk Expenditures</b> |   | <b>\$ 232,500</b>                   | <b>\$ 310,100</b>                   |

## **City Manager's Office**

The City Manager's Office is the executive branch of the City of West Melbourne government. The City Manager is the Chief Executive of the organization and is responsible to the City Council for the proper administration of all City affairs as prescribed by law. The City Manager provides information and makes recommendations on policy matters to the City Council.

The City Manager works directly with the two Deputy City Managers and department directors and is supported by a Senior Administrative Assistant. The positions in the City Manager's budget are funded partially in the General Fund and partially in the Water and Wastewater Enterprise Fund. In addition to overall municipal management responsibilities, the City Manager must coordinate, develop, and implement local laws, services, financial administration, community relations and development to ensure a high quality of life for the residents of the community.

The City Manager provides inter-governmental and agency coordination on behalf of the City.

In addition, the Human Resources Specialist also serves as the City's Personnel Director and develops and maintains the City's personnel policies and classification system. In this role, the Human Resources Specialist manages the recruitment of employees, advises the City Manager on employee compensation and benefit matters, counsels employees, and assists in representing the City in labor relations matters.

### **POSITIONS**

City Manager  
Human Resources Specialist  
Sr. Administrative Assistant

**City of West Melbourne**  
City Manager's Office  
Expenditures and Capital Outlay Descriptions

| Line Item   | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Personal Services</b>  |   |                                     |                                     |
| Executive Wages   | City Manager: Budgeted 95% General Fund;<br>2.5% Water Fund; 2.5% Sewer Fund    | \$ 111,650                          | \$ 118,800                          |
| Regular Wages   | Human Resources Specialist, Sr. Admin.<br>Assistant: Budgeted 100% General Fund | 100,100                             | 103,400                             |
| Overtime  | Overtime  | 1,000                               | 1,000                               |
| Incentive   | Employee recognition  | 250                                 | 250                                 |
| FICA  | Taxes   | 16,300                              | 17,100                              |
| Retirement  | Florida Retirement System or ICMA   | 32,000                              | 33,200                              |
| Health/Life   | Insurance: Health/Life/Dental   | 39,850                              | 47,300                              |
| Workers' Comp   | Insurance   | 300                                 | 350                                 |
| Total personal services   |   | <b>\$ 301,450</b>                   | <b>\$ 321,400</b>                   |
| <b>Operating Expenditures</b>                                     |   |                                     |                                     |
| <b>Service Expenses</b>   |   |                                     |                                     |
| Professional Services   | Undesignated Professional Services for<br>Economic Development                  | \$ 20,000                           | \$ 20,000                           |
| Professional Services   | Human Resources   | 34,300                              | \$ 35,200                           |
| Travel & Per Diem   | Travel & Per Diem for Conferences for<br>Administration; City Manager Allowance | 4,500                               | 4,500                               |
| Travel & Per Diem   | Human Resources   | 1,000                               | 500                                 |
| Communications  | Cell phones: City Manager, Sr. Administrative<br>Assistant                      | 600                                 | 500                                 |
| Freight and Postage Services                                      | Mailings  | 100                                 | 200                                 |
| Maintenance & Repair  | Maintenance & Repair, including vehicle<br>maintenance                          | 1,300                               | 1,100                               |
| Printing and Binding  | Business cards  | 100                                 | -                                   |
| Awards and Recognition  | Human Resources   | 3,000                               | 2,000                               |
| Other Charges & Obligations                                       | Miscellaneous Obligations   | 100                                 | 100                                 |
| Total service expenses  |   | <b>\$ 65,000</b>                    | <b>\$ 64,100</b>                    |
| <b>Operating Supplies</b>   |   |                                     |                                     |
| Operating Supplies  | Consumables, Miscellaneous Supplies   | \$ 400                              | \$ 400                              |
| Fuel  | City Manager Vehicle  | 1,500                               | 900                                 |
| Small Tools, Equipment, Furniture                                 | Miscellaneous Equipment   | 400                                 | 300                                 |
| Books, Dues, and Subscriptions                                    | Dues, Memberships and Conference<br>registrations                               | 2,300                               | 2,000                               |
| Training/Educational Expense                                      | Human Resources   | 500                                 | 500                                 |
| Advertising   | Advertising for Bids, Grants  | 4,000                               | 3,600                               |
| Total operating supplies  |   | <b>\$ 9,100</b>                     | <b>\$ 7,700</b>                     |
| <b>Total City Manager's Office:<br/>General Fund Expenditures</b> |   | <b>\$ 375,550</b>                   | <b>\$ 393,200</b>                   |

**City of West Melbourne**  
City Manager's Office  
Expenditures and Capital Outlay Descriptions

| Line Item   | Description  | Water Fund<br>Budgeted<br>FY2015 | Water Fund<br>Budgeted<br>FY2016 |
|---|--|----------------------------------|----------------------------------|
| <b>Personal Services</b>  |  |                                  |                                  |
| Executive Wages   | City Manager: Budgeted 95% General Fund;<br>2.5% Water Fund; 2.5% Sewer Fund | \$ 2,900                         | \$ 3,200                         |
| FICA  | Taxes  | 300                              | 250                              |
| Retirement  | Florida Retirement System or ICMA  | 700                              | 700                              |
| Health/Life   | Insurance: Health/Life/Dental  | 600                              | 650                              |
| <b>Total City Manager's Office:<br/>Water Fund Expenditures</b> |  | <b>\$ 4,500</b>                  | <b>\$ 4,800</b>                  |

| Line Item   | Description  | Sewer Fund<br>Budgeted<br>FY2015 | Sewer Fund<br>Budgeted<br>FY2016 |
|---|--|----------------------------------|----------------------------------|
| <b>Personal Services</b>  |  |                                  |                                  |
| Executive Wages   | City Manager: Budgeted 95% General Fund;<br>2.5% Water Fund; 2.5% Sewer Fund | \$ 2,900                         | \$ 3,200                         |
| FICA  | Taxes  | 300                              | 250                              |
| Retirement  | Florida Retirement System or ICMA  | 700                              | 700                              |
| Health/Life   | Insurance: Health/Life/Dental  | 600                              | 650                              |
| <b>Total City Manager's Office:<br/>Sewer Fund Expenditures</b> |  | <b>\$ 4,500</b>                  | <b>\$ 4,800</b>                  |

**Total City Manager's Office Expenditures** **\$ 384,550** **\$ 402,800**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Police Department**

The primary function of the West Melbourne Police Department is to protect life, liberty, and property. This responsibility is accomplished through upholding the laws, the chief of which is the Constitution of the United States and its amendments. The Police Department safeguards the welfare of the community by preventing and repressing crime through vigorous patrol, apprehending those that violate the law, and detecting potential hazards. The School Resource Officer is funded partially by the Brevard County School Board.

| <b>POSITIONS</b>                      |
|---------------------------------------|
| <b><u>Sworn Positions</u></b>         |
| Police Chief                          |
| Deputy Chief                          |
| Captain (3)                           |
| Accreditation Manager - Sergeant      |
| Detective (6)                         |
| Detective Sergeant                    |
| Police Field Training Officer/SRO (6) |
| Sergeant (4)                          |
| Patrol Officer (16)                   |
| <b><u>Non-Sworn Positions</u></b>     |
| Administrative Assistant (3)          |
| Desk Officer                          |
| Evidence Custodian                    |
| PAL Coordinator                       |
| Police Records Technician             |
| School Crossing Guard (3) – Part Time |
| Senior Administrative Assistant       |

**City of West Melbourne**  
Police Department  
Expenditures and Capital Outlay Descriptions

| Line Item                            | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------------------|--|-------------------------------------|-------------------------------------|
| <b>Personal Services</b>             |  |                                     |                                     |
| Executive Wages<br>Sworn Positions   | Chief, Deputy Chief, Captain (3)   | \$ 381,600                          | \$ 406,150                          |
| Regular Wages<br>Sworn Positions     | Detective Sergeant, Field Training Officer (5),<br>Police Officer (16), Sergeant (4), School<br>Resource Officer                                     | 1,443,100                           | 1,567,300                           |
| Regular Wages<br>Non Sworn Positions | Senior Administrative Assistant, Administrative<br>Assistant (3), Evidence Custodian, PAL<br>Coordinator, Police Records Technician, Desk<br>Officer | 222,900                             | 243,900                             |
| Regular Wages                        | School Resource Officer (moved to regular<br>wages - sworn positions 2015-2016)  | 45,600                              | -                                   |
| Regular Wages                        | P.A.L.   | 27,200                              | 28,700                              |
| Part Time Wages                      | Crossing Guards (3)  | 8,500                               | 10,500                              |
| Holiday Wages                        | Holiday Pay  | 80,600                              | 81,700                              |
| Overtime                             | State mandated training, regular overtime,<br>School Resource Officer  | 152,200                             | 153,700                             |
| Overtime<br>Non Sworn Positions      | Administrative Assistant (4), Evidence<br>Custodian, PAL Coordinator, Records<br>Technician, Desk Officer  | 3,000                               | 3,300                               |
| Special Pay                          | For officers who have higher education degrees<br>per FL Statute 218.23  | 25,000                              | 31,000                              |
| Incentive                            | Employee recognition   | -                                   | 1,500                               |
| FICA                                 | Taxes - Sworn Officers, Civilians, School<br>Resource Officer  | 183,300                             | 193,300                             |
| Retirement                           | Retirement - Sworn Officers, Civilians and Part<br>Time Employees  | 669,600                             | 658,800                             |
| Health/Life                          | Insurance: Health/Life/Dental  | 466,000                             | 521,500                             |
| Workers' Comp                        | Insurance  | 49,400                              | 55,950                              |
| Total personal services              |  | <b>\$ 3,758,000</b>                 | <b>\$ 3,957,300</b>                 |

**City of West Melbourne**  
 Police Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                     | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|-------------------------------|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures</b> |   |                                     |                                     |
| <b>Service Expenses</b>       |   |                                     |                                     |
| Professional Services         | Medical Services; Facility needs assessment in 2014-2015  | \$ 34,500                           | \$ 4,500                            |
| Other Contractual             | Brevard County Sheriff's Office Dispatch; Clerk of Court Records Management.; Pest Control Services; Bio Hazard Decon; Facility Cleaning Contract                                     | 125,000                             | 130,000                             |
| Other Contractual             | Touch DNA   | 30,000                              | 20,000                              |
| Travel & Per Diem             | Travel expenditures for Seminars and Schools not funded by the Police Education Fund  | 16,500                              | 16,500                              |
| Communications                | Local/Long Distance Telephone Service, Verizon MiFi Air Cards, Cellular Services  | 45,000                              | 45,000                              |
| Postage & Freight             | Freight for equipment repairs, postage  | 2,000                               | 2,000                               |
| Utilities                     | Electric, Water/Sewer, Internet/Cable   | 18,000                              | 18,000                              |
| Rentals & Leases              | Water Cooler, 3 Copy Machines   | 34,100                              | 34,100                              |
| Insurance                     | Automobile insurance on police vehicles   | 13,200                              | 13,200                              |
| Maintenance & Repair          | Facility Repairs; Sallyport Door; Generator Maintenance Contract; Air Conditioning Services   | 35,000                              | 35,000                              |
| M&R Vehicles                  | Vehicles, Motorcycle, Bicycle Maintenance   | 35,000                              | 35,000                              |
| Printing & Binding            | Forms for State and County Reporting Mandates, In house Reporting & Arrest Forms, Parking Citations, Warnings Notices, Comment Cards, Field Interview Cards, Letterhead and envelopes | 5,000                               | 5,000                               |
| Promotional Activities        | Plaques, Open House & Support Materials, Crime Prevention Promotional Materials, National Night Out   | 4,500                               | 5,000                               |
| Other Charges & Obligations   | Brevard County Non Ad Valorem Taxes; Vehicle Tags; Bright house HD  | 2,000                               | 2,000                               |
| Investigation Offsets         | Court Costs, Narcotics Investigation Costs, Criminal Case Costs, Animal Control   | 5,000                               | 5,000                               |
| K-9 Expenditures              | Veterinary Services, K-9 Equipment & Supplies, Kenneling, 2 Bite Suits  | 6,000                               | 6,000                               |
| Total service expenses        |   | <b>\$ 410,800</b>                   | <b>\$ 376,300</b>                   |

## City of West Melbourne

### Police Department Expenditures and Capital Outlay Descriptions

| Line Item                                 | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|--|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures (Continued)</b> |  |                                     |                                     |
| <b>Operating Supplies</b>                 |  |                                     |                                     |
| Office Supplies                           | Office Supplies  | \$ 12,000                           | \$ 12,000                           |
| Operating Supplies                        | Consumables, Paper, Cleaning Supplies for Vehicles, OSHA Supplies, Gloves, Badges, CPR Masks, Blood/Drug Test Kits, AED Supplies, Batteries  | 42,000                              | 62,000                              |
| Fuel                                      | Police Vehicles, Motorcycle Premium Fuel; Generator Fuel   | 130,000                             | 100,000                             |
| Body Armor                                | Body Armor for New Hires & Replacements as mandated  | 15,000                              | 7,500                               |
| Janitorial Supplies                       | Cleaning Supplies, Paper Products, Trash Bags  | 2,000                               | 2,000                               |
| Uniforms                                  | Uniforms/Shirts/Pants, Boots, Rain Coats, Jackets, Hats, Ties - for Sworn & Non Sworn Police Staff, Reserve Officers, and Crossing Guards  | 20,000                              | 20,000                              |
| Firearm Qualification Equipment           | Ammunition and Targets for FDLE Mandated Fire Arms Qualification and Training  | 7,500                               | 7,500                               |
| Small Tools, Equipment & Furniture        | Duty belts, Handcuff Cases, Handcuffs, Shackles, Magazine Pouches, Flashlights, Holsters, 6 iPads, SLR Camera Lenses, Go Bags, 2 Bikes, Desks  | 36,000                              | 41,500                              |
| Books, Dues, and Subscriptions            | Accurint Account for Public Records, CLEAR - Investigative tool, Annual Membership Dues for Law Enforcement Organizations, City Law Enforcement Data Sharing Consortium, Legislation Handbooks pertaining to criminal violations; Viper Subscription | 7,400                               | 4,400                               |
| Tuition Reimbursement                     | Educational Reimbursement  | 15,000                              | 22,100                              |
| Confiscated Funds                         | Night Vision Monocular; Thermal Imager; Rifles; Ballistic Shield; ARAS Crime Scene Mapping   | 33,000                              | 16,000                              |
| Police Athletic League                    | Operating Expenses for P.A.L.; Tournaments; Equipment & Furniture for P.A.L. Facility  | 5,000                               | 2,000                               |
| Police Education Fund                     | To Cover Costs to send Officers to State Approved/Mandatory Training   | 18,500                              | 18,500                              |
| Total operating supplies                  |  | <b>\$ 343,400</b>                   | <b>\$ 315,500</b>                   |

**City of West Melbourne**  
 Police Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                                   | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Capital Purchases</b>                    |   |                                     |                                     |
| Improvements to Building                    | Replace police station roof replacement   | \$ -                                | \$ 70,000                           |
| Machinery & Equipment                       | Automated license plate reader  | -                                   | 17,500                              |
| Machinery & Equipment                       | Mobile Fingerprint Scanners   | 4,500                               | -                                   |
| Squad Cars                                  | 4 Replacement patrol vehicles; Detective Sgt vehicle replacement; crime scene van replacement; two fully equipped patrol vehicles for new police officers | -                                   | 315,900                             |
| 800MHz radios                               | 31 of 43 pac sets replaced in 14-15; 14 (incl 2 addl officers) in 15-16   | 100,000                             | 47,000                              |
| Total capital purchases                     |   | <b>\$ 104,500</b>                   | <b>\$ 450,400</b>                   |
| <b>Capital Projects</b>                     |   |                                     |                                     |
| Software                                    | Police Records Mgt. System  | 150,000                             | -                                   |
| Improvements to Building                    | Police Bldg Expansion: Architect/Engineer fees  | -                                   | 135,000                             |
| Total capital projects                      |   | <b>\$ 150,000</b>                   | <b>\$ 135,000</b>                   |
| <b>Debt Service</b>                         |   |                                     |                                     |
| Debt Service-Principal                      | Capital leases on patrol vehicles   | \$ 101,600                          | \$ 103,800                          |
| Debt Service-Interest                       | Capital leases on patrol vehicles   | 9,100                               | 6,900                               |
| Total debt service                          |   | <b>\$ 110,700</b>                   | <b>\$ 110,700</b>                   |
| <b>Internal Service Fund</b>                |   |                                     |                                     |
| Vehicle Replacement                         | Vehicle Replacement Charges   | \$ -                                | \$ 55,600                           |
| Total internal service fund                 |   | <b>\$ -</b>                         | <b>\$ 55,600</b>                    |
| <b>Total Police Department Expenditures</b> |   | <b>\$ 4,877,400</b>                 | <b>\$ 5,400,800</b>                 |

## City of West Melbourne

Fiscal Year Ending September 30, 2016

### Legal Department

The Legal Department prepares contract documents, prosecutes and defends matters on behalf of the City, represents the City in legal proceedings, and provides legislative liaison.

The City Attorney furnishes the City Council, the City Manager, department directors, and other city officers and boards his opinion on any question of law relating to their respective powers and duties. In addition to these duties, the City Attorney performs such other professional duties as may be required by ordinance, resolution or motion of the City Council or as are prescribed for city attorneys under federal and state laws.

#### POSITIONS

City Attorney  
Legal Assistant

**City of West Melbourne**  
 Legal Department  
 Expenditures and Capital Outlay Descriptions

| Line Item   | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Personal Services</b>                                |   |                                     |                                     |
| Executive Wages   | City Attorney: Budgeted 100% General Fund   | \$ 114,700                          | \$ 115,100                          |
| Regular Wages   | Legal Assistant: Budgeted 100% General Fund   | 45,600                              | 47,300                              |
| Overtime  | Regular Wages Overtime  | 200                                 | 250                                 |
| Incentive   | Employee recognition  | 200                                 | 250                                 |
| FICA  | Taxes   | 12,300                              | 12,500                              |
| Retirement  | Florida Retirement System or ICMA   | 28,500                              | 28,200                              |
| Health/Life   | Insurance: Health/Life/Dental   | 29,500                              | 31,000                              |
| Workers' Comp   | Insurance   | 200                                 | 200                                 |
| Total personal services                                 |   | <b>\$ 231,200</b>                   | <b>\$ 234,800</b>                   |
| <b>Operating Expenditures</b>                           |   |                                     |                                     |
| <b>Service Expenses</b>                                 |   |                                     |                                     |
| Professional Services                                   | Outside Counsel for Specialized Areas; Labor Review Attorney  | \$ 10,000                           | \$ 20,000                           |
| Travel & Per Diem                                       | Monthly Expense Allowance; SCLC Dinners; Hotel & Per Diem for Local Government Conference and FMAA Conference | 4,500                               | 4,000                               |
| Communications  | Local/Long Distance Telephone Service, Verizon MiFi Air Cards, Cellular Services                              | -                                   | 300                                 |
| Freight & Postage                                       | Legal postage costs   | 100                                 | 100                                 |
| Total service expenses                                  |   | <b>\$ 14,600</b>                    | <b>\$ 24,400</b>                    |
| <b>Operating Supplies</b>                               |   |                                     |                                     |
| Office Supplies   | Name Plates, Badges, Office Supplies  | \$ 500                              | \$ 300                              |
| Books, Dues and Subscriptions                           | Legal Subscriptions and Books   | 8,500                               | 8,300                               |
| Training/Educational Expense                            | Training Expense  | 1,000                               | 1,000                               |
| Total operating supplies                                |   | <b>\$ 10,000</b>                    | <b>\$ 9,600</b>                     |
| <b>Total Legal Department General Fund Expenditures</b> |   | <b>\$ 255,800</b>                   | <b>\$ 268,800</b>                   |

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Finance Department**

The goal of the Finance Department is to provide professional and courteous service to citizens, contractors and vendors. It is responsible for maintaining the integrity of the financial records. The department compiles and submits financial reports and produces the annual budget, and processes all revenues received by the City.

**Finance**

The primary function of Finance is to maintain the integrity of the financial records in accordance with the Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB). It is responsible for preparing the Comprehensive Annual Financial Report and for the coordination of the annual external audit. The department monitors the appropriation, expenditure and revenue accounts, administers investments, processes vendor payments and accounts receivables, payroll, employee benefits, and retirement reports.

**Utilities Division**

City of West Melbourne Utilities Division consists of customer service and utility billing. Our goal is to provide professional and courteous service to all customers, improve data and billing accuracy, and offer our customers convenient payment options including Visa® and MasterCard® acceptance and an online bill payment option.

**Business Tax Receipts**

The City Manager has designated the Finance Director as the Business Receipt Tax Official.

This position is responsible for enforcement of the business tax receipt ordinance.

**POSITIONS**

Finance Director  
Accounting Operations Manager  
Payroll Specialist  
Senior Account Clerk  
Utility Accounts Coordinator  
Utility Billing Specialist  
Sr. Customer Service Representative  
Customer Service Representative (2)  
Customer Service Rep. - Part Time  
Receptionist/Mail Clerk  
Meter Reader Technicians (3)

**City of West Melbourne**  
Finance Department  
Expenditures and Capital Outlay Descriptions

| Line Item                | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |  |                                     |                                     |
| Executive Wages          | Finance Director: Budgeted 70% General Fund; 15% Water Fund; 15% Sewer Fund  | \$ 57,100                           | \$ 59,300                           |
| Regular Wages            | Accounting Operations Manager, Sr. Account Clerk, Payroll Specialist, Receptionist - Budgeted 50% General Fund; 25% Water Fund; 25% Sewer Fund; Utility Accounts Coordinator, Utility Billing Specialist, Senior Customer Service Representative, Customer Service Representatives (2) - Budgeted 10% General Fund; 45% Water Fund; 45% Sewer Fund | 115,600                             | 103,100                             |
| Part Time Wages          | Part Time Customer Service Representative - Budgeted 10% General Fund; 45% Water Fund; 45% Sewer Fund  | 1,900                               | 2,000                               |
| Overtime                 | Overtime   | 2,000                               | 2,000                               |
| Incentive                | Employee Recognition   | 500                                 | 500                                 |
| FICA                     | Taxes  | 13,500                              | 12,800                              |
| Retirement               | Florida Retirement System or ICMA  | 13,400                              | 12,400                              |
| Health/Life              | Insurance: Health/Life/Dental  | 24,100                              | 24,700                              |
| Workers' Comp            | Insurance  | 300                                 | 300                                 |
| Total personal services  |  | <b>\$ 228,400</b>                   | <b>\$ 217,100</b>                   |

|                               |  |                  |                  |
|-------------------------------|--|------------------|------------------|
| <b>Operating Expenditures</b> |  |                  |                  |
| <b>Service Expenses</b>       |  |                  |                  |
| Professional Services         | Professional Services  | \$ 6,000         | \$ 2,500         |
| Accounting Audit              | Auditor Contract - 50% to General Fund, 25% to Water Fund and 25% to Sewer Fund  | 26,000           | 28,100           |
| Travel & Per Diem             | In-State Conferences, Additional Training or Seminars for Staff  | 2,000            | 2,000            |
| Communications                | Cellular Phone; Air Card   | 600              | 1,000            |
| Postage & Freight             | Accounts Payable & Business Tax Receipt Mailings; Postage for Utility Bills is allocated to Water and Sewer Funds          | 3,000            | 3,000            |
| Printing and Binding          | CAFR, Payroll Checks and envelopes, Business Tax Receipt supplies  | 3,000            | 3,000            |
| Other Charges and Obligations | Miscellaneous Expenditures   | 800              | 1,000            |
| Credit Card Fees              | Credit Card Discount Fee on customer payments made by credit card; utility payments are allocated to Water and Sewer Funds | 30,000           | 30,000           |
| Bank Charges                  | Bank Analysis Fees   | 1,000            | 1,000            |
| Total service expenses        |  | <b>\$ 72,400</b> | <b>\$ 71,600</b> |

**City of West Melbourne**  
 Finance Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                          | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|------------------------------------|--|-------------------------------------|-------------------------------------|
| <b>Operating Supplies</b>          |  |                                     |                                     |
| Office Supplies                    | Office supplies  | \$ 1,200                            | \$ 1,000                            |
| Operating Supplies                 | Consumables, paper supplies, shirts  | 500                                 | 500                                 |
| Small Tools, Equipment & Furniture | Chairs   | 3,000                               | 2,000                               |
| Books, Dues and Subscriptions      | Government Finance Officers Association, Space Coast of Florida GFOA, Sungard H.T.E. User's Group Membership, Comprehensive Annual Financial Report Award, Seminar Registrations | 1,500                               | 1,500                               |
| Training                           | Anticipated training for all Finance Dept staff.   | 1,500                               | 1,500                               |
|                                    | Total operating supplies   | <b>\$ 7,700</b>                     | <b>\$ 6,500</b>                     |
| <b>Capital Projects</b>            |  |                                     |                                     |
| Equipment and Software             | Finance Management Information System:<br>Hardware, software and training  | \$ -                                | \$ 300,000                          |
|                                    | Total capital projects   | <b>\$ -</b>                         | <b>\$ 300,000</b>                   |
|                                    | <b>Total Finance Department:<br/>General Fund Expenditures</b>   | <b>\$ 308,500</b>                   | <b>\$ 595,200</b>                   |

**City of West Melbourne**  
 Finance Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                | Description  | Water Fund<br>Budgeted<br>FY 2015 | Water Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-----------------------------------|-----------------------------------|
| <b>Personal Services</b> |  |                                   |                                   |
| Executive Wages          | Finance Director: Budgeted 70% General Fund; 15% Water Fund; 15% Sewer Fund  | \$ 12,300                         | \$ 12,700                         |
| Regular Wages            | Accounting Operations Manager, Sr. Account Clerk, Payroll Specialist, Receptionist - Budgeted 50% General Fund; 25% Water Fund; 25% Sewer Fund; Utility Accounts Coordinator, Utility Billing Specialist, Senior Customer Service Representative, Customer Service Representatives (2) - Budgeted 10% General Fund; 45% Water Fund; 45% Sewer Fund; Meter Reader Technicians (3) - Budgeted 50% Water Fund; 50% Sewer Fund | 203,100                           | 169,500                           |
| Part Time Wages          | Part Time Customer Service Representative - Budgeted 10% General Fund, 45% Water Fund and 45% Sewer Fund   | 8,200                             | 9,100                             |
| Overtime                 | Overtime   | 7,400                             | 3,000                             |
| Incentive                | Employee Recognition   | 200                               | 200                               |
| FICA                     | Taxes  | 17,800                            | 14,900                            |
| Retirement               | Florida Retirement System or ICMA  | 17,600                            | 14,500                            |
| Health/Life              | Insurance: Health/Life/Dental  | 52,700                            | 45,300                            |
| Workers' Comp            | Insurance  | 1,100                             | 1,400                             |
| Total personal services  |  | <b>\$ 320,400</b>                 | <b>\$ 270,600</b>                 |

| <b>Operating Expenditures</b>              |   |                  |                  |
|--|---|------------------|------------------|
| <b>Service Expenses</b>                    |   |                  |                  |
| Professional Services:<br>Accounting Audit | Auditor Contract - 50% to General Fund, 25% to Water Fund and 25% to Sewer Fund   | \$ 13,000        | \$ 14,100        |
| Other Contractual                          | Sungard H.T.E. Add on Module Products; Collection Company Fees  | 6,000            | 6,000            |
| Travel & Per Diem                          | In-State Conferences, Additional Training or Seminars for Staff   | 500              | 500              |
| Communications                             | Cellular phone for emergencies and contact with utilities personnel; Main telephone number is 50% allocated to Utility Department | 2,500            | 3,400            |
| Postage & Freight                          | Postage for Utility Bills is allocated to Water and Sewer Funds   | 25,000           | 26,400           |
| M&R Vehicles                               | Vehicle Repairs and Maintenance   | -                | 1,500            |
| Printing and Binding                       | Water and Sewer Funds - Paper for utility bills, window envelopes, deposit books, etc.  | 6,500            | 6,500            |
| Credit Card Fees                           | Allocation of Credit Card Discount Fee on customer payments made by credit card; for utility payments                             | 26,000           | 32,000           |
| Total service expenses                     |   | <b>\$ 79,500</b> | <b>\$ 90,400</b> |

**City of West Melbourne**  
 Finance Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                          | Description  | Water Fund<br>Budgeted<br>FY 2015 | Water Fund<br>Budgeted<br>FY 2016 |
|------------------------------------|--|-----------------------------------|-----------------------------------|
| <b>Operating Supplies</b>          |  |                                   |                                   |
| Office Supplies                    | Office Supplies  | \$ 2,000                          | \$ 1,600                          |
| Operating Supplies                 | Consumables, Paper, Shirts                                   | -                                 | 500                               |
| Fuel                               | Meter Readers  | -                                 | 3,750                             |
| Small Tools, Equipment & Furniture | Miscellaneous Equipment                                      | -                                 | 1,000                             |
| Books, Dues and Subscriptions      | Finance Water/Sewer: Subscriptions, Books, Dues              | 500                               | 1,000                             |
| Training                           | Anticipated training for all Finance Dept staff.             | 1,500                             | 1,500                             |
|                                    | Total operating supplies                                     | <b>\$ 4,000</b>                   | <b>\$ 9,350</b>                   |
| <b>Capital Projects</b>            |  |                                   |                                   |
| Equipment and Software             | Finance Management Information System                        | \$ -                              | \$ 50,000                         |
|                                    | Total capital projects                                       | <b>\$ -</b>                       | <b>\$ 50,000</b>                  |
|                                    | <b>Total Finance Department:<br/>Water Fund Expenditures</b> | <b>\$ 403,900</b>                 | <b>\$ 420,350</b>                 |

**City of West Melbourne**  
 Finance Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                | Description  | Sewer Fund<br>Budgeted<br>FY 2015 | Sewer Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-----------------------------------|-----------------------------------|
| <b>Personal Services</b> |  |                                   |                                   |
| Executive Wages          | Finance Director: Budgeted 70% General Fund; 15% Water Fund; 15% Sewer Fund  | \$ 12,300                         | \$ 12,700                         |
| Regular Wages            | Accounting Operations Manager, Sr. Account Clerk, Payroll Specialist, Receptionist - Budgeted 50% General Fund; 25% Water Fund; 25% Sewer Fund; Utility Accounts Coordinator, Utility Billing Specialist, Senior Customer Service Representative, Customer Service Representatives (2) - Budgeted 10% General Fund; 45% Water Fund; 45% Sewer Fund; Meter Reader Technicians (3) - Budgeted 50% Water Fund; 50% Sewer Fund | 121,800                           | 169,500                           |
| Part Time Wages          | Part Time Customer Service Representative - Budgeted 10% General Fund, 45% Water Fund and 45% Sewer Fund   | 8,200                             | 9,100                             |
| Overtime                 | Overtime   | 3,000                             | 3,000                             |
| Incentive                | Employee Recognition   | 200                               | 200                               |
| FICA                     | Taxes  | 11,100                            | 14,900                            |
| Retirement               | Florida Retirement System or ICMA  | 11,100                            | 14,450                            |
| Health/Life              | Medical, Dental, Life Insurance  | 23,900                            | 45,250                            |
| Workers' Comp            | Insurance  | 200                               | 1,400                             |
| Total personal services  |  | <b>\$ 191,800</b>                 | <b>\$ 270,500</b>                 |

**Operating Expenditures**

**Service Expenses**

|  |   |           |           |
|--|---|-----------|-----------|
| Professional Services:<br>Accounting Audit | Auditor Contract: 50% General Fund; 25% Water Fund; 25% Sewer Fund  | \$ 13,000 | \$ 14,100 |
| Other Contractual                          | Sungard H.T.E. Add on Module Products; Collection Company Fees  | 6,000     | 6,000     |
| Travel & Per Diem                          | In-State Conferences, Additional Training or Seminars for Staff   | 500       | 500       |
| Communications                             | Cellular phone for emergencies and contact with utilities personnel; Main telephone number is 50% allocated to Utility Department | 2,500     | 3,400     |
| Postage & Freight                          | Postage for Utility Bills is allocated to Water and Sewer Funds   | 25,000    | 26,400    |

## City of West Melbourne

### Finance Department Expenditures and Capital Outlay Description

| Line Item  | Description  | Sewer Fund<br>Budgeted<br>FY 2015 | Sewer Fund<br>Budgeted<br>FY 2016 |
|--|--|-----------------------------------|-----------------------------------|
| <b>Operating Expenditures (Continued)</b>                    |  |                                   |                                   |
| <b>Service Expenses (Continued)</b>                          |  |                                   |                                   |
| M&R Vehicles   | Vehicle Repairs and Maintenance  | -                                 | 1,500                             |
| Printing and Binding   | Water and Sewer Funds - Paper for utility bills, window envelopes, deposit books, etc.   | 6,500                             | 6,500                             |
| Credit Card Fees   | Allocation of Credit Card Discount Fee on customer payments made by credit card; for utility payments  | 26,000                            | 32,000                            |
| Total service expenses                                       |  | <b>\$ 79,500</b>                  | <b>\$ 90,400</b>                  |
| <b>Operating Supplies</b>                                    |  |                                   |                                   |
| Office Supplies  | Payroll paper supplies, other operating supplies   | \$ 2,000                          | \$ 1,600                          |
| Operating Supplies   | Consumables, paper supplies, shirts  | -                                 | 500                               |
| Fuel   | Meter Readers  | -                                 | 3,750                             |
| Small Tools, Equipment & Furniture                           | Miscellaneous Equipment  | -                                 | 1,000                             |
| Books, Dues and Subscriptions                                | Government Finance Officers Association, Space Coast of Florida GFOA, Sungard H.T.E. User's Group Membership, Comprehensive Annual Financial Report Award, Seminar Registrations | 500                               | 1,000                             |
| Training   | Anticipated training for all Finance Dept staff  | 1,500                             | 1,500                             |
| Total operating supplies                                     |  | <b>\$ 4,000</b>                   | <b>\$ 9,350</b>                   |
| <b>Capital Projects</b>                                      |  |                                   |                                   |
| Equipment and Software                                       | Finance Management Information System  | \$ 50,000                         | \$ 50,000                         |
| Total capital projects                                       |  | <b>\$ 50,000</b>                  | <b>\$ 50,000</b>                  |
| <b>Total Finance Department:<br/>Sewer Fund Expenditures</b> |  | <b>\$ 325,300</b>                 | <b>\$ 420,250</b>                 |
| <b>Total Finance Department Expenditures</b>                 |  | <b>\$ 1,037,700</b>               | <b>\$ 1,435,800</b>               |

## City of West Melbourne

Fiscal Year Ending September 30, 2016

### Recreation Department

The Recreation Department manages the recreation facilities and services of the City. The Recreation Manager manages the Veteran's Memorial Complex building to accommodate recreation classes and meetings. The Recreation Department contracts with private instructors for activities such as computer education classes, craft classes, as well as physical recreational activities for all ages, including seniors and children. In addition, this Department is responsible for scheduling baseball and softball field use and tennis and racquetball courts and for the collection of the user fees associated with the City's recreation program.

#### POSITIONS

Recreation Manager  
Secretary  
Special Projects Coordinator  
Rec Worker – Part Time

**City of West Melbourne**  
Recreation Department  
Expenditures and Capital Outlay Descriptions

| Line Item                | Description                             | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|---|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |   |                                     |                                     |
| Executive Wages          | Recreation Manager                      | \$ -                                | \$ 45,400                           |
| Regular Wages            | Secretary, Special Projects Coordinator | 103,900                             | 65,400                              |
| Part Time Wages          | Recreation Worker                       | 27,900                              | 24,000                              |
| Overtime                 | Overtime                                | 400                                 | 350                                 |
| Incentive                | Employee Recognition                    | -                                   | 250                                 |
| FICA                     | Taxes                                   | 10,100                              | 10,350                              |
| Retirement               | Florida Retirement System or ICMA       | 7,900                               | 8,150                               |
| Retirement               | Part Time Retirement                    | 2,100                               | 1,800                               |
| Health/Life              | Insurance: Health/Life/Dental           | 25,800                              | 31,000                              |
| Workers' Comp            | Insurance                               | 200                                 | 200                                 |
| Total personal services  |   | <b>\$ 178,300</b>                   | <b>\$ 186,900</b>                   |

| <b>Operating Expenditures</b> |  |          |          |
|-------------------------------|--|----------|----------|
| <b>Service Expenses</b>       |  |          |          |
| Contractual Services          | Pest Control for Veteran's Memorial Complex; Park Spraying Services, Fire Alarm Monitoring; Contract Janitorial  | \$ 6,800 | \$ 7,200 |
| Recreational Instructors      | Payments to contracted instructors   | 40,000   | 40,000   |
| Travel & Per Diem             | Conference Travel & Per Diem   | 400      | -        |
| Communications                | Telephone and Internet Connections for Veteran's Memorial and Bryant Adams Park; Cellular phone for Recreation Coordinator   | 1,400    | 500      |
| Freight & Postage             | Postage for Recreational Mailings  | 100      | 100      |
| Utilities                     | Water and Electric for Veteran's Memorial Complex (85%), Bryant Adams Park, Tennis Courts, Racquetball Courts, West Melbourne Community Park Field Lighting, Concession Stand, Community Center, Pavilion and Maintenance Building | 39,000   | 39,000   |
| Rentals & Leases              | Rentals for Special Events; Copy Machine   | 3,600    | 1,000    |
| Insurance                     | Automobile Insurance - 1 Vehicle   | 300      | 300      |
| Maintenance & Repair          | Preventive Maintenance for VMC Generator, Air Conditioning, AED and Miscellaneous Repair Costs, Facility Repairs   | 12,500   | 15,000   |
| M&R Vehicles                  | Vehicle Repairs and Maintenance  | 1,000    | 500      |
| Printing and Binding          | Recreation Brochures, Business Cards, Time Cards for Racquet Ball / Tennis Court Uses  | 500      | 100      |

**City of West Melbourne**  
 Recreation Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                                       | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures (Continued)</b>       |   |                                     |                                     |
| <b>Service Expenses (Continued)</b>             |   |                                     |                                     |
| Promotional Activities                          | Special Event Expenses, Prizes, Trophies, Entertainment                             | 2,000                               | 2,000                               |
| Other Promotional                               | Citizen Action Committee  | 5,000                               | 2,000                               |
| Other Charges & Obligations                     | Property Assessment Charges and Miscellaneous Minor Expenditures                    | 1,500                               | 500                                 |
| Total service expenses                          |   | <b>\$ 114,100</b>                   | <b>\$ 108,200</b>                   |
| <b>Operating Supplies</b>                       |   |                                     |                                     |
| Office Supplies                                 | Office Supplies   | \$ 500                              | \$ 400                              |
| Operating Supplies                              | Consumables, Uniforms, Janitorial Supplies, etc.                                    | 4,800                               | 2,800                               |
| Fuel  | Fuel for Recreation Vehicle   | 1,000                               | 600                                 |
| Small Tools, Equipment & Furniture              | Miscellaneous Tools, Equipment, Picnic Tables                                       | 2,000                               | 3,000                               |
| Books, Dues and Subscriptions                   | Membership Dues   | 400                                 | 400                                 |
| Training  | Training/Educational Expenditures   | 500                                 | 500                                 |
| Total operating supplies                        |   | <b>\$ 9,200</b>                     | <b>\$ 7,700</b>                     |
| <b>Capital Purchases</b>                        |   |                                     |                                     |
| Buildings                                       | VMC Public Restroom Upgrade (2015); VMC push button entry doors for disabled (2016) | \$ 8,000                            | \$ 5,000                            |
| Vehicles  | Unit 38 replacement (2016)  | -                                   | 20,000                              |
| Total capital purchases                         |   | <b>\$ 8,000</b>                     | <b>\$ 25,000</b>                    |
| <b>Capital Projects</b>                         |   |                                     |                                     |
| Improvements Other Than Building                | New electronic message sign at VMC  | -                                   | 30,500                              |
| Total capital projects                          |   | <b>\$ -</b>                         | <b>\$ 30,500</b>                    |
| <b>Internal Service Fund</b>                    |   |                                     |                                     |
| Vehicle Replacement                             | Vehicle Replacement Charges   | \$ -                                | \$ 2,000                            |
| Total internal service fund                     |   | <b>\$ -</b>                         | <b>\$ 2,000</b>                     |
| <b>Total Recreation Department Expenditures</b> |   | <b>\$ 309,600</b>                   | <b>\$ 360,300</b>                   |

## City of West Melbourne

Fiscal Year Ending September 30, 2016

### Planning & Economic Development

The Planning & Economic Development Department is responsible for long range planning, current planning and economic development initiatives. Long range planning involves broad issues, which set the guidelines for the City's future growth and development. Functions included in this category are future land use planning, coordination of transportation planning, parks and recreation planning, and coordination with local, county, regional, and state government entities. Current planning includes such activities as rezoning, variances, special exceptions, annexations, zoning regulations, land development regulations, site plan and subdivision processing and review, and the creation and revision of planning and zoning related ordinances. The Planning and Economic Development Director is designated to represent the City to various boards, committees, and work groups.

Another major function of this department is maintaining the City's Comprehensive Plan and seeing that new development meets plan guidelines. This department also creates and reproduces various maps of the City including street maps, land use maps, zoning maps, and water and sewer maps, as well as all mapping required for the Comprehensive Plan. The department works with the City Clerks Department regarding newspaper advertisements related to zoning, annexations and Comprehensive Plan changes.

The department proposes and implements approved economic development initiatives, including ad valorem exemption, West Melbourne Voluntary Enhancement District, and the redevelopment partnership with Brevard County.

#### POSITIONS

Planning and Economic Development  
Director  
Planner  
Secretary

**City of West Melbourne**  
 Planning & Economic Development  
 Expenditures and Capital Outlay Descriptions

| Line Item                | Description                              | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |  |                                     |                                     |
| Executive Wages          | Planning & Economic Development Director | \$ 75,800                           | \$ 79,600                           |
| Regular Wages            | Planner, Secretary                       | 83,600                              | 78,400                              |
| Overtime                 | Overtime                                 | 500                                 | 300                                 |
| Incentive                | Employee Recognition                     | 250                                 | 250                                 |
| FICA                     | Taxes                                    | 12,200                              | 12,100                              |
| Retirement               | Florida Retirement System or ICMA        | 12,300                              | 12,150                              |
| Health/Life              | Insurance: Health/Life/Dental            | 40,600                              | 36,200                              |
| Workers' Comp            | Insurance                                | 300                                 | 250                                 |
| Total personal services  |  | <b>\$ 225,550</b>                   | <b>\$ 219,250</b>                   |

|                               |   |                  |                  |
|-------------------------------|---|------------------|------------------|
| <b>Operating Expenditures</b> |   |                  |                  |
| <b>Service Expenses</b>       |   |                  |                  |
| Professional Services         | Traffic, Survey, Small Planning Studies                                       | \$ 25,000        | \$ 30,000        |
| Travel & Per Diem             | Conference Expenses for Department Director and Staff                         | 1,000            | 1,500            |
| Communications                | Cellular Phone  | -                | -                |
| Transportation                | Postage and Mailings  | 600              | 600              |
| Printing and Binding          | Map Reproduction, Outside Copies of Documents; Economic Development brochures | 800              | 800              |
| Promotional Activities        | Economic Development Promotional Activities; Exhibit/Expo Booth               | 1,200            | 1,500            |
| Other Contractual Obligations | Other Charges   | 200              | 15,000           |
| Visioning Meetings            | LDR Workshop; Comprehensive Plan Workshop, EDC Meetings                       | 300              | 300              |
| Address Assignment            | County charges for assigning new addresses                                    | -                | 1,700            |
| Total service expenses        |   | <b>\$ 29,100</b> | <b>\$ 51,400</b> |

**City of West Melbourne**  
 Planning & Economic Development  
 Expenditures and Capital Outlay Descriptions

| Line Item   | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|--|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures</b>   |  |                                     |                                     |
| <b>Operating Supplies</b>   |  |                                     |                                     |
| Office Supplies   | Pens, Printer Cartridges, Miscellaneous Office Supplies                  | \$ 400                              | \$ 400                              |
| Operating Supplies  | Consumables, paper, Shirts   | 1,500                               | 1,500                               |
| Fuel  | Fuel in City Pool Vehicle for Community Development Travel               | 200                                 | 250                                 |
| Books, Dues and Subscriptions   | American Planners Association Memberships, Conferences, Training Manuals | 4,700                               | 4,700                               |
| Training  | Seminar Registrations and Training                                       | 1,500                               | 800                                 |
| Training  | Land use training  | 600                                 | -                                   |
| Advertising   | Economic Development Advertising   | 1,000                               | -                                   |
| Total operating supplies  |  | <b>\$ 9,900</b>                     | <b>\$ 7,650</b>                     |
| <b>Grants and Aids</b>  |  |                                     |                                     |
| Aids to Private Organizations   | Economic Development Incentive Grant Agreement for Lockheed Martin       | \$ 7,200                            | \$ -                                |
| Total grants and aids   |  | <b>\$ 7,200</b>                     | <b>\$ -</b>                         |
| <b>Total Planning &amp; Economic Development:<br/>General Fund Expenditures</b> |  | <b>\$ 271,750</b>                   | <b>\$ 278,300</b>                   |

## **Building Department**

The Building Department functions as two divisions under the direction of the Building Official: Building and Code Enforcement.

### **Building Division**

The Building Division works closely with the City's Planning and Public Works Departments, as well as the Brevard County Fire Prevention Bureau during the review of site plans, subdivision developments, and land use change requests, including the variance and special exception application process. The Building Division administers and enforces City codes and ordinances and State laws associated with the construction of new structures, alterations, repairs or additions to existing structures. Responsibilities include plan review, permit issuance, and inspections for compliance.

### **Code Enforcement Division**

The Code Enforcement Division is responsible for enforcement of municipal codes and ordinances that regulate land development and use, zoning, construction, sanitation, and any other ordinances that have an effect on the health, safety, and general welfare of the public. Division employees investigate citizen complaints, require corrections as necessary and, as needed, process alleged violations of the City Code of Ordinances to the City Code Enforcement Board. The Division then ensures compliance with all orders issued, maintains records, and ensures collection of assessed penalties.

### **POSITIONS**

Building Official  
Plans Examiner  
Sr. Building Inspector  
Building Inspector  
Department Office Manager  
Secretary  
Customer Service Representative  
Code Enforcement Inspector  
Fire Code Inspector

**City of West Melbourne**  
 Building Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |  |                                     |                                     |
| Executive Wages          | Building Official  | \$ 81,000                           | \$ 81,300                           |
| Regular Wages            | Plans Examiner, Code Enforcement Inspector,<br>Fire Code Inspector, Sr. Building Inspector,<br>Building Inspector, Office Manager, Secretary,<br>Customer Service Representative | 316,300                             | 355,400                             |
| Temporary Employee       | Temporary Help   | -                                   | 3,000                               |
| Overtime                 | Overtime   | 2,000                               | 2,000                               |
| Incentive                | Employee Recognition   | 500                                 | -                                   |
| FICA                     | Taxes  | 30,600                              | 33,600                              |
| Retirement               | Florida Retirement System  | 31,200                              | 29,400                              |
| Health/Life              | Insurance: Health/Life/Dental  | 68,500                              | 76,400                              |
| Workers' Comp            | Insurance  | 5,000                               | 5,600                               |
| Total personal services  |  | <b>\$ 535,100</b>                   | <b>\$ 586,700</b>                   |

|                                   |  |                  |                  |
|-----------------------------------|--|------------------|------------------|
| <b>Operating Expenditures</b>     |  |                  |                  |
| <b>Service Expenses</b>           |  |                  |                  |
| Professional Services             | Outside Engineering/Review   | \$ 1,000         | \$ 1,000         |
| Other Contractual                 | Rotating Yard Clean Up Program   | 6,000            | 6,000            |
| Travel & Per Diem                 | Travel and Per Diem for Conferences and<br>Training  | 5,000            | 5,000            |
| Communications                    | Cellular Phones, Land Lines, Computer Air Card   | 2,500            | 2,500            |
| Postage & Freight                 | Certified Postage & Special Mailings   | 4,000            | 3,600            |
| Utilities                         | Electricity and Water Allocation 40%   | 10,000           | 10,000           |
| Rentals & Leases                  | Copier Operating Lease   | 6,000            | 1,000            |
| Insurance                         | Automobile Insurance Allocation for Building<br>Department Vehicles  | 3,000            | 1,400            |
| Maintenance & Repair              | Annual Software Maintenance for Building<br>Permits and Code Enforcement; Annual<br>Maintenance for Fire Inspection System<br>(Computer) | 17,500           | 18,000           |
| Maintenance & Repair<br>- Vehicle | Vehicle Maintenance  | 1,900            | 1,500            |
| Printing and Binding              | Correction Notices, Stop Work Orders,<br>Emergency Management Disaster Forms   | 1,000            | 1,000            |
| Other Charges &<br>Obligations    | Brevard County Tax Collector for Unit 54<br>Replacement Vehicle Tag  | -                | 200              |
| Total service expenses            |  | <b>\$ 57,900</b> | <b>\$ 51,200</b> |

**City of West Melbourne**  
 Building Department  
 Expenditures and Capital Outlay Descriptions

| Line Item   | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Operating Supplies</b>                                       |   |                                     |                                     |
| Office Supplies   | Office Supplies   | \$ 2,500                            | \$ 2,500                            |
| Operating Supplies  | Consumables, Uniforms/Shirts  | 4,000                               | 4,000                               |
| Fuel  | Fuel for Vehicles   | 12,000                              | 7,000                               |
| Small Tools & Equipment   | Small Tools & Equipment   | 1,000                               | 1,000                               |
| Computer Equipment  | None  | 1,000                               | 1,000                               |
| Books, Dues and Subscriptions                                   | Membership and Registration Fees for Organizations and Seminars, Books and Publications, Continuing Education Courses - ISO and State Mandated. | 8,000                               | 6,000                               |
| Training  | Training/Educational Expenditures   | 4,000                               | 4,000                               |
| Total operating supplies  |   | <b>\$ 32,500</b>                    | <b>\$ 25,500</b>                    |
| <b>Capital Purchases</b>  |   |                                     |                                     |
| Machinery and Equipment   | 2 Replacement Ford F150 trucks and Computer Hardware and Software for Fire Inspection (2015)  | \$ 24,000                           | \$ -                                |
| Total capital purchases   |   | <b>\$ 24,000</b>                    | <b>\$ -</b>                         |
| <b>Total Building Department:<br/>General Fund Expenditures</b> |   | <b>\$ 649,500</b>                   | <b>\$ 663,400</b>                   |

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Public Works Department**

**Deputy City Managers**

One of the Deputy City Managers assumes the executive responsibilities in the absence of the City Manager. The two Deputy City Managers' responsibilities include managing the Public Works Department and coordinating and expediting the various capital improvement projects of the City through project completion, as outlined in the five-year Capital Improvement Plan.

The Public Works Department is comprised of four divisions. Streets, Engineering, Park Maintenance and Garage.

**Streets**

The Streets division maintains roads, drainage, traffic and road signs, and right-of-ways for the City. This includes the road resurfacing program, cleaning all city drainage ditches, installing and maintaining all street signs, mowing and maintaining city rights-of-way, grading unimproved streets, and repairing roads.

**Garage**

The Garage Division is responsible for the maintenance and repairs of all City vehicles.

**Engineering**

Engineering is responsible for engineering reviews of all site plans, subdivision plats, and as-built drawings for compliance with City code and outside agency requirements. The division also conducts inspections for roadways and drainage in compliance with the as-built.

Engineering handles all requests for sewer and water expansion, and serves as the liaison to engineering consultants the City may hire to develop construction improvement plans.

**Parks Maintenance**

The Parks Maintenance Division is responsible for the maintenance of all City parks and recreation facilities. Currently, there are five parks: Bryant Adams, Tallwood, Clements Wood, Westbrooke, and West Melbourne Community Park.

| <b>POSITIONS</b>   |
|--|
| <p><b>Engineering</b><br/>Deputy City Manager/Public Works Director<br/>Deputy City Manager/Engineering Director<br/>Operations Superintendent<br/>Operations Coordinator<br/>Construction Inspector<br/>Planner</p> |
| <p><b>Streets</b><br/>Heavy Equipment Operator<br/>Equipment Operator (3)<br/>Maintenance Worker</p>   |
| <p><b>Garage</b><br/>Garage Superintendent<br/>Automotive Mechanic</p>   |
| <p><b>Parks Maintenance</b><br/>Parks Maintenance Crew Leader<br/>Parks Equipment Operator (2)<br/>Maintenance Worker (2)</p>  |

**City of West Melbourne**  
Public Works Department  
Expenditures and Capital Outlay Descriptions

| Line Item                | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|---|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |   |                                     |                                     |
| Executive Wages          | Deputy City Manager/Public Works Director:<br>Budgeted 20% Public Works; 30% Stormwater<br>Fund; 25% Water Fund; 25% Sewer Fund.<br>Deputy City Manager/Engineering Director:<br>Budgeted 25% Public Works; 25% Stormwater<br>Fund; 25% Water Fund; 25% Sewer Fund. | \$ 10,600                           | \$ 46,200                           |
| Regular Wages            | Operations Superintendent; Operations<br>Coordinator; Construction Inspector (55%); Public<br>Works Crew Leader; Heavy Equipment Operator;<br>Equipment Operator (3); Maintenance Worker;<br>Garage Superintendent; Auto Mechanic                                   | 325,900                             | 343,500                             |
| Overtime                 | Overtime  | 4,800                               | 4,800                               |
| FICA                     | Taxes   | 26,200                              | 30,200                              |
| Retirement               | Florida Retirement System or ICMA   | 26,100                              | 29,300                              |
| Health/Life              | Insurance: Health/Life/Dental   | 78,900                              | 93,900                              |
| Workers' Comp            | Insurance   | 13,500                              | 10,700                              |
| Total personal services  |   | <b>\$ 486,000</b>                   | <b>\$ 558,600</b>                   |

**Operating Expenditures**

**Service Expenses**

|                               |   |           |           |
|-------------------------------|---|-----------|-----------|
| Professional Services         | Contract Engineer (25%); Plat review and general<br>survey work   | \$ 28,000 | \$ 28,000 |
| Other Contractual<br>Services | Canal Cleaning; Large Tree Stump Removal;<br>Concrete Curbing for Medians; Traffic Signal<br>Maintenance; Pest Control Service; Janitorial<br>Service; I-95 landscape maintenance | 52,000    | 138,350   |
| Travel & Per Diem             | Conference Travel   | 500       | 500       |
| Communications                | Broadband Service to Connect to City Hall; Cellular<br>Phones; Local and Long Distance Service  | 4,500     | 5,000     |
| Postage & Freight             | Mailing expenses  | 200       | 200       |
| Utilities                     | Street Lighting; Traffic Lights; Water and Electric<br>Billing for Compound and Park Hill Blvd.   | 36,000    | 38,000    |
| Rentals & Leases              | Rental and Lease for Equipment; Lease of Copier<br>at Public Works Building   | 2,800     | 2,800     |
| Insurance                     | Allocation of Automobile Insurance to Public Works<br>Vehicles  | 4,500     | 3,500     |

**City of West Melbourne**  
Public Works Department  
Expenditures and Capital Outlay Descriptions

| Line Item                                 | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures (Continued)</b> |   |                                     |                                     |
| <b>Service Expenses (Continued)</b>       |   |                                     |                                     |
| Maintenance & Repair                      | Maintenance and Repair to Equipment; Video detection cameras; Sidewalk Repairs; Facility Repairs at Compound; AED Maintenance | \$ 27,000                           | \$ 60,000                           |
| Maintenance & Repair - Roads              | Paving and Milling of City Roads  | 464,400                             | 423,400                             |
| Maintenance & Repair - Drainage           | Storm Pipe Repairs/Replacements   | 60,000                              | 15,000                              |
| Maintenance & Repair - Vehicle            | Vehicle Repairs   | 15,000                              | 10,000                              |
| Printing and Binding                      | Printing & Binding; Business Cards  | 200                                 | 200                                 |
| Other Charges & Obligations               | School Licenses; Storage Take Permit; Vehicle Registrations   | 1,000                               | 1,000                               |
| Total service expenses                    |   | <b>\$ 696,100</b>                   | <b>\$ 725,950</b>                   |

**Operating Supplies**

|                               |   |                  |                  |
|-------------------------------|---|------------------|------------------|
| Office Supplies               | Office Supplies; pens; etc.   | \$ 1,000         | \$ 800           |
| Operating Supplies            | Consumables; Paper; Uniforms; Boots; Safety Supplies; Signage; Office Supplies; Consumables | 26,000           | 23,000           |
| Fuel                          | Fuel for Vehicles; Equipment and Generators   | 32,000           | 22,000           |
| Small Tools & Equipment       | Equipment; Barricades; Barricade Lights; Pumps; Traffic Cones; Pumps; Shovels, Etc.         | 9,400            | 6,000            |
| Road Materials and Supplies   | Marl; Concrete; Storm Grates; Disposal of Road Materials & Solid Waste; Sod Restoration     | 18,000           | 18,000           |
| Books; Dues and Subscriptions | CPR/First Aid Schooling; Training; Continuing Education                                     | 1,000            | 1,000            |
| Total operating supplies      |   | <b>\$ 87,400</b> | <b>\$ 70,800</b> |

**City of West Melbourne**  
Public Works Department  
Expenditures and Capital Outlay Descriptions

| Line Item                        | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|----------------------------------|---|-------------------------------------|-------------------------------------|
| <b>Capital Purchases</b>         |   |                                     |                                     |
| Machinery and Equipment          | Automotive Lifts (2); Tire Changing Machine; Office Furniture for New Public Works Building Under Construction. | \$ 38,000                           | \$ 72,000                           |
| Machinery and Equipment          | Replacement Trucks - Units 73 & 74  | 40,000                              | 58,000                              |
| Total capital purchases          |   | <u>\$ 78,000</u>                    | <u>\$ 130,000</u>                   |
| <b>Capital Projects</b>          |   |                                     |                                     |
| Project # 5100                   | I-95 & US 192 Landscaping/Entry Signage   | \$ 950,000                          | \$ -                                |
| Project # 5101                   | US 192 Lighting   | 110,000                             | 379,000                             |
| Project # 5108                   | New Public Works/Water Building   | 400,000                             | 453,300                             |
| Project NEW                      | Henry & Doherty Street Lighting   | -                                   | 50,000                              |
| Total capital projects           |   | <u>\$ 1,460,000</u>                 | <u>\$ 882,300</u>                   |
| <b>Internal Service Fund</b>     |   |                                     |                                     |
| Vehicle Replacement              | Vehicle Replacement Charges   | \$ -                                | \$ 5,800                            |
| Total internal service fund      |   | <u>\$ -</u>                         | <u>\$ 5,800</u>                     |
| <b>Total Public Works:</b>       |   |                                     |                                     |
| <b>General Fund Expenditures</b> |   | <u>\$ 2,807,500</u>                 | <u>\$ 2,373,450</u>                 |

**City of West Melbourne**  
Public Works: Parks Department  
Expenditures and Capital Outlay Descriptions

| Line Item                | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|---|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |   |                                     |                                     |
| Executive Wages          | Deputy City Manager/Public Works Director;<br>Budgeted 10% Public Works; 10% PW-Parks;<br>30% Stormwater Fund; 25% Water Fund; 25%<br>Sewer Fund (2015) | \$ 10,600                           | \$ -                                |
| Regular Wages            | Park Maintenance Crew Leader; Equipment<br>Operators (2); Maintenance Workers (2)   | 144,600                             | 145,800                             |
| Overtime                 | Overtime  | 5,000                               | 5,000                               |
| Incentive                | Employee Recognition  | 250                                 | 250                                 |
| FICA                     | Taxes   | 12,300                              | 11,550                              |
| Retirement               | Florida Retirement System or ICMA   | 12,100                              | 11,050                              |
| Health/Life              | Insurance: Health/Life/Dental   | 43,000                              | 45,000                              |
| Workers' Comp            | Insurance   | 3,500                               | 3,800                               |
| Total personnel services |   | <b>\$ 231,350</b>                   | <b>\$ 222,450</b>                   |

**Operating Expenditures**

**Service Expenses**

|                                |  |                  |                  |
|--------------------------------|--|------------------|------------------|
| Other Contractual Services     | Other mowing services  | \$ -             | \$ 200           |
| Travel & Per Diem              | Conference Travel for Continuing Education Units   | 250              | 250              |
| Communications                 | Cellular Phones; Broadband Internet  | 1,500            | 1,500            |
| Postage & Freight              | Mailings   | 100              | 100              |
| Utilities                      | Electric: WM Community Park; City Parks and<br>Restrooms; Basketball Courts; Park Hill     | 7,000            | 8,000            |
| Rentals & Leases               | Rental and Lease for Equipment   | 400              | 400              |
| Insurance                      | Allocation of Automobile Insurance to Parks<br>Vehicles                                    | 1,300            | 800              |
| Maintenance & Repair           | Maintenance & Repair of Tractors & Mowers;<br>Equipment & Facilities; P.D. Lawn Irrigation | 10,000           | 14,000           |
| Maintenance & Repair - Vehicle | Maintenance & Repair of Vehicles   | 4,000            | 4,000            |
| Other Charges & Obligations    | Signage for Parks; Solid Waste Land Fill Charge  | 5,200            | 3,300            |
| Total service expenses         |  | <b>\$ 29,750</b> | <b>\$ 32,550</b> |

City of West Melbourne  
Public Works: Parks Department  
Expenditures and Capital Outlay Descriptions

| Line Item   | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures</b>   |   |                                     |                                     |
| <b>Operating Supplies</b>   |   |                                     |                                     |
| Office Supplies   | Office Supplies   | \$ 100                              | \$ 100                              |
| Operating Supplies  | Irrigation Supplies; Mower Blades; Uniforms; City Park Signage; Insecticides; Consumables | \$ 13,000                           | \$ 13,000                           |
| Fuel  | Fuel for Vehicles; Equipment and Generators   | 12,000                              | 8,000                               |
| Landscaping Supplies  | Landscape Materials for VMC, City Parks, Medians; Sand & Clay for Ball Field at Parks     | 8,000                               | 8,000                               |
| Small Tools & Equipment   | Small Tools   | 2,000                               | 3,000                               |
| Books, Dues and Subscriptions   | Books and Publications  | -                                   | 100                                 |
| Training  | Training/Educational Expenditures   | 100                                 | 200                                 |
| Total operating supplies  |   | <b>\$ 35,200</b>                    | <b>\$ 32,400</b>                    |
| <b>Capital Purchases</b>  |   |                                     |                                     |
| Machinery & Equipment   | Miscellaneous Machinery & Equipment; John Deere Tractor Replacement in 2015               | \$ 17,000                           | \$ -                                |
| Total capital purchases   |   | <b>\$ 17,000</b>                    | <b>\$ -</b>                         |
| <b>Capital Projects</b>   |   |                                     |                                     |
| Project # 5098  | West Melbourne Community Park Phase I Construction  | \$ 655,000                          | \$ -                                |
| Project # 5122  | Field of Dreams   | 2,050,000                           | 1,000,000                           |
| Project NEW   | WMCP-Phase II Engineering   | -                                   | 175,000                             |
| Total capital projects  |   | <b>\$ 2,705,000</b>                 | <b>\$ 1,175,000</b>                 |
| <b>Total Public Works-Parks Division:<br/>General Fund Expenditures</b> |   | <b>\$ 3,018,300</b>                 | <b>\$ 1,462,400</b>                 |
| <b>Total Public Works - All Divisions:<br/>All Funds Expenditures *</b> |   | <b>\$ 6,503,200</b>                 | <b>\$ 4,627,550</b>                 |

\* Includes Stormwater Special Revenue Funds (see page 93)

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Non-Departmental**

Non-Departmental is the General Fund budget for expenditures not allocated or assigned to specific departments, such as city wide liability insurance, payment of claims below the deductible limits, unemployment claim payments, city wide contingencies, and certain general fund capital improvement projects.

**City of West Melbourne**  
 Non-Departmental  
 Expenditures and Capital Outlay Descriptions

| Line Item                 | Description               | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|---------------------------|---------------------------|-------------------------------------|-------------------------------------|
| <b>Personal Services</b>  |                           |                                     |                                     |
| Unemployment Compensation | Unemployment Compensation | \$ 10,000                           | \$ 10,000                           |
| Total personal services   |                           | <b>\$ 10,000</b>                    | <b>\$ 10,000</b>                    |

| <b>Operating Expenditures</b> |   |                   |                   |
|-------------------------------|---|-------------------|-------------------|
| <b>Service Expenses</b>       |   |                   |                   |
| Contractual Services          | Pest Control, Janitorial Services, Alarm Monitoring, Fire Extinguisher Maintenance  | 20,000            | 20,000            |
| Other Contractual Services    | City's Tax Increment Payment to CRA   | 25,000            | 41,000            |
| Communications                | City Hall Telephone Service Allocation 25%;<br>City Hall Internet 100%  | 6,500             | 6,500             |
| Postage & Freight             | Postage for Mailings  | 800               | 500               |
| Utilities                     | City Hall Electric & Water Allocation 60%   | 14,000            | 13,500            |
| Rentals & Leases              | Postage Meter; City Hall Copier Lease   | 12,000            | 14,000            |
| Insurance                     | General Liability, Automobile & Property Insurance not allocated to other departments   | 105,000           | 63,500            |
| Maintenance & Repair-Building | Preventative Maintenance on City Hall Generator, Elevator, Air Conditioner, Non leased Copy Machine and Pool Vehicle; Maintenance for 2 AED Units | 20,000            | 19,000            |
| Vehicle Maintenance           | Pool Vehicle Maintenance  | 1,000             | 1,000             |
| Printing & Binding            | Envelopes, Letterhead, Newsletter   | 6,300             | 6,500             |
| Other Charges & Obligations   | Fire Alarm Testing, ID Cards, Property Taxes, Employee Assistance Program   | 9,000             | 6,000             |
| Claims                        | Liability, Property, Workers Compensation Claims - Deductibles  | 49,000            | 34,000            |
| Total service expenses        |   | <b>\$ 268,600</b> | <b>\$ 225,500</b> |

**City of West Melbourne**  
 Non-Departmental  
 Expenditures and Capital Outlay Descriptions

| Line Item                                 | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2015 |
|---|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures (Continued)</b> |   |                                     |                                     |
| <b>Operating Supplies</b>                 |   |                                     |                                     |
| Office Supplies                           | Office Supplies, Pens, etc.   | \$ 5,000                            | \$ 5,000                            |
| Operating Supplies                        | Operating Supplies, Consumables, Paper and Janitorial Supplies  | 6,000                               | 4,000                               |
| Fuel                                      | City Hall Pool Vehicle and Generator Fuel   | 1,000                               | 700                                 |
| Small Tools & Equipment                   | Small Tools & Equipment   | 2,000                               | 2,000                               |
| Books, Dues and Subscriptions             | Memberships, Melbourne Chamber of Commerce of East Central FL, Palm Bay Chamber of Commerce, Sam's Club, Bold Planning Solutions, Florida League of Cities Dues, United Safety Council (Regional), Keep Brevard Beautiful | 5,500                               | 5,500                               |
| Tuition Reimbursement                     | Tuition Reimbursement and Staff Training Expenses   | 2,500                               | 2,000                               |
| Bad Debt Expense                          | Bad Debt Expense  | -                                   | 4,100                               |
| Total operating supplies                  |   | <b>\$ 22,000</b>                    | <b>\$ 23,300</b>                    |
| <b>Capital Purchases</b>                  |   |                                     |                                     |
| Machinery & Equipment                     | City Hall Pool Vehicle  | \$ -                                | \$ 25,000                           |
| Building                                  | Hurricane Shutters for City Hall  | 12,000                              | -                                   |
| Total capital purchases                   |   | <b>\$ 12,000</b>                    | <b>\$ 25,000</b>                    |
| <b>Capital Projects</b>                   |   |                                     |                                     |
| Improvements Other than Building          | Entryway signs  | 130,000                             | 120,000                             |
| Capital Project                           | City Hall Customer Service Relocation   | -                                   | 150,000                             |
| Total capital projects                    |   | <b>\$ 130,000</b>                   | <b>\$ 270,000</b>                   |

**City of West Melbourne**  
 Non-Departmental  
 Expenditures and Capital Outlay Descriptions

| Line Item                         | Description                                | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2015 |
|-----------------------------------|--|-------------------------------------|-------------------------------------|
| <b>Internal Service Fund</b>      |  |                                     |                                     |
| Vehicle Replacement               | Vehicle Replacement Charges                | \$ -                                | \$ 2,500                            |
|                                   | Total internal service fund                | <b>\$ -</b>                         | <b>\$ 2,500</b>                     |
| <b>Non-Operating Expenditures</b> |  |                                     |                                     |
| Contingencies                     | Contingencies Reserved for Emergencies     | \$ 50,000                           | \$ 50,000                           |
|                                   | Total non-operating expenditures           | <b>\$ 50,000</b>                    | <b>\$ 50,000</b>                    |
|                                   | <b>Total Non-Departmental Expenditures</b> | <b>\$ 492,600</b>                   | <b>\$ 606,300</b>                   |

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Information Technology Department**

The Department of Information Technology is responsible for providing the City of West Melbourne with information and telecommunication services. The primary responsibility of the department is to provide and maintain the city's data and communication network infrastructures, enterprise applications and to ensure the security of the city's information and data processes.

**POSITIONS**

Information Technology Director  
Computer Network Technician

**City of West Melbourne**  
 Information Technology Department  
 Expenditures and Capital Outlay Descriptions

| Line Item                | Description  | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-------------------------------------|-------------------------------------|
| <b>Personal Services</b> |  |                                     |                                     |
| Executive Wages          | Information Technology Director: Budgeted 80% General Fund; 10% Water Fund; 10% Sewer Fund | \$ 44,600                           | \$ 58,700                           |
| Regular Wages            | Computer Network Technician: Budgeted 80% General Fund; 10% Water Fund; 10% Sewer Fund     | 31,200                              | 36,750                              |
| Overtime                 | Overtime for weekend system upgrades   | 1,900                               | 3,200                               |
| Incentive                | Employee Recognition   | -                                   | 200                                 |
| FICA                     | Taxes  | 6,000                               | 7,600                               |
| Retirement               | Florida Retirement System or ICMA  | 5,900                               | 7,300                               |
| Health/Life              | Medical, Dental, Life Insurance  | 6,400                               | 7,500                               |
| Workers' Comp            | Insurance  | 100                                 | 150                                 |
| Total personal services  |  | <b>\$ 96,100</b>                    | <b>\$ 121,400</b>                   |

**Operating Expenditures**

**Service Expenses**

|                                    |  |                   |                   |
|------------------------------------|--|-------------------|-------------------|
| Professional Services              | Professional Services  | \$ 4,000          | \$ 5,500          |
| Other Contractual                  | DPTek (Council Video Streaming); Network Support   | 2,800             | 2,800             |
| Travel & Per Diem                  | FLGISA IT Conference; Microsoft Cloud Based Expert Training  | 1,500             | 2,300             |
| Communications                     | Internet for City Hall, VMC Employee Internet Connection, Council Chambers; Verizon MiFi   | 19,800            | 17,700            |
| Postage & Freight                  | Shipping/Freight   | 200               | 500               |
| Maintenance & Repair               | Annual Software and Hardware Maintenance for all Computers and Main Server, Telephone System, Code Red Emergency Alert System and City Website | 125,550           | 133,150           |
| Maintenance & Repair - Police Dept | Police Department Annual Software and Hardware Maintenance for all Computers and Appropriate Servers   | 64,450            | 73,850            |
| Total service expenses             |  | <b>\$ 218,300</b> | <b>\$ 235,800</b> |

## City of West Melbourne

### Information Technology Department Expenditures and Capital Outlay Descriptions

| Line Item  | Description   | General Fund<br>Budgeted<br>FY 2015 | General Fund<br>Budgeted<br>FY 2016 |
|--|---|-------------------------------------|-------------------------------------|
| <b>Operating Expenditures (Continued)</b>                          |   |                                     |                                     |
| <b>Operating Supplies</b>  |   |                                     |                                     |
| Office Supplies  | Office Supplies, Pens, etc.   | \$ 600                              | \$ 600                              |
| Operating Supplies   | System Backup Supplies, Toner, Cabling and Connectors, Office Supplies, Uniforms                    | 1,000                               | 1,000                               |
| Small Tools, Equipment & Furniture                                 | Power Supply Testers, Cable Ties, Cabling   | 700                                 | 1,400                               |
| Software Programs less than \$2,000                                | Various Software Programs, New Software Upgrades for All City Departments                           | 7,500                               | 8,500                               |
| Computer Equipment less than \$2,000                               | Battery Backups, Computer Replacements, Computer Peripheral Replacements - for All City Departments | 44,050                              | 43,500                              |
| Books, Dues, and Subscriptions                                     | Memberships and Conference Registrations  | 800                                 | 1,000                               |
| Training   | Training/Education Microsoft Tech Mentor Training; FLGISA Conference                                | 2,500                               | 3,000                               |
| Total operating supplies   |   | <b>\$ 57,150</b>                    | <b>\$ 59,000</b>                    |
| <b>Capital Purchases</b>   |   |                                     |                                     |
| Machinery and Equipment  | Replacement Server, RSA - PD, Switches, SonicWALL and Barracuda VPN Failover                        | \$ 11,500                           | \$ 13,000                           |
| Software   | Miscellaneous Software Needs  | 20,000                              | 8,000                               |
| Total capital purchases  |   | <b>\$ 31,500</b>                    | <b>\$ 21,000</b>                    |
| <b>Total Information Technology:<br/>General Fund Expenditures</b> |   | <b>\$ 403,050</b>                   | <b>\$ 437,200</b>                   |

**City of West Melbourne**  
Information Technology Department  
Expenditures and Capital Outlay Descriptions

| Line Item  | Description  | Water Fund<br>Budgeted<br>FY 2015 | Water Fund<br>Budgeted<br>FY 2016 |
|--|--|-----------------------------------|-----------------------------------|
| <b>Personal Services</b>   |  |                                   |                                   |
| Executive Wages  | Information Technology Director: Budgeted 80% General Fund; 10% Water Fund; 10% Sewer Fund   | \$ 9,600                          | \$ 7,400                          |
| Regular Wages  | Computer Network Technician: Budgeted 80% General Fund; 10% Water Fund; 10% Sewer Fund   | 6,700                             | 4,600                             |
| Overtime   | Overtime for weekend system upgrades   | 1,500                             | 400                               |
| FICA   | Taxes  | 1,400                             | 1,000                             |
| Retirement   | Florida Retirement System or ICMA  | 1,350                             | 1,000                             |
| Health/Life  | Insurance: Health/Life/Dental  | 1,400                             | 950                               |
| Workers' Comp  | Insurance  | 50                                | 50                                |
| Total personal services  |  | <b>\$ 22,000</b>                  | <b>\$ 15,400</b>                  |
| <b>Operating Expenditures</b>                                    |  |                                   |                                   |
| <b>Service Expenses</b>  |  |                                   |                                   |
| Maintenance & Repair   | Annual Software and Hardware Maintenance for all Computers and Main Server, Telephone System, Code Red Emergency Alert System and City Website | \$ 20,825                         | \$ 18,900                         |
| Total service expenses   |  | <b>\$ 20,825</b>                  | <b>\$ 18,900</b>                  |
| <b>Operating Supplies</b>  |  |                                   |                                   |
| Computer Equipment less than \$2,000                             | Miscellaneous Computer Equipment   | \$ 1,000                          | \$ 1,000                          |
| Total operating supplies   |  | <b>\$ 1,000</b>                   | <b>\$ 1,000</b>                   |
| <b>Capital Purchases</b>   |  |                                   |                                   |
| Machinery & Equipment  | Miscellaneous  | \$ 3,000                          | \$ -                              |
| Total capital purchases  |  | <b>\$ 3,000</b>                   | <b>\$ -</b>                       |
| <b>Total Information Technology:<br/>Water Fund Expenditures</b> |  | <b>\$ 46,825</b>                  | <b>\$ 35,300</b>                  |

**City of West Melbourne**  
Information Technology Department  
Expenditures and Capital Outlay Descriptions

| Line Item  | Description  | Sewer Fund<br>Budgeted<br>FY 2015 | Sewer Fund<br>Budgeted<br>FY 2016 |
|--|--|-----------------------------------|-----------------------------------|
| <b>Personal Services</b>   |  |                                   |                                   |
| Executive Wages  | Information Technology Director: Budgeted 80% General Fund; 10% Water Fund; 10% Sewer Fund   | \$ 9,600                          | \$ 7,400                          |
| Regular Wages  | Computer Network Technician: Budgeted 80% General Fund; 10% Water Fund; 10% Sewer Fund   | 6,700                             | 4,600                             |
| Overtime   | Overtime for weekend system upgrades   | 1,500                             | 400                               |
| Incentive  | Employee Recognition   | -                                 | 50                                |
| FICA   | Taxes  | 1,350                             | 1,000                             |
| Retirement   | Florida Retirement System or ICMA  | 1,300                             | 1,000                             |
| Health/Life  | Medical, Dental, Life Insurance  | 1,400                             | 950                               |
| Workers' Comp  | Worker's Compensation Insurance  | 50                                | 50                                |
| Total personal services  |  | <b>\$ 21,900</b>                  | <b>\$ 15,450</b>                  |
| <b>Operating Expenditures</b>                                    |  |                                   |                                   |
| <b>Service Expenses</b>  |  |                                   |                                   |
| Maintenance & Repair   | Annual Software and Hardware Maintenance for all Computers and Main Server, Telephone System, Code Red Emergency Alert System and City Website | \$ 20,825                         | \$ 18,900                         |
| Total service expenses   |  | <b>\$ 20,825</b>                  | <b>\$ 18,900</b>                  |
| <b>Operating Supplies</b>  |  |                                   |                                   |
| Computer Equipment less than \$2,000                             | Miscellaneous Computer Equipment   | -                                 | \$ 1,500                          |
| Total operating supplies   |  | <b>\$ -</b>                       | <b>\$ 1,500</b>                   |
| <b>Capital Purchases</b>   |  |                                   |                                   |
| Machinery & Equipment  | Miscellaneous  | \$ 12,000                         | \$ -                              |
| Total capital purchases  |  | <b>\$ 12,000</b>                  | <b>\$ -</b>                       |
| <b>Total Information Technology:<br/>Sewer Fund Expenditures</b> |  | <b>\$ 54,725</b>                  | <b>\$ 35,850</b>                  |
| <b>Expenditures</b>  |  | <b>\$ 504,600</b>                 | <b>\$ 508,350</b>                 |

## **Special Revenue Funds**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Recreation Special Revenue Fund**

The Recreation Special Revenue Fund receives recreation fees at the time of developing a residential project. The funds are expended for planning and construction of capital projects including tennis courts, racquetball courts, bicycle paths, jogging paths, and exercise trails. Funds may not be used for operational or maintenance purposes.

The recreation fee paid to the City is based upon the appraised value of the land, prior to development (per acre value), multiplied by the required recreation acreage on site, less any approved recreational improvements (\$ value of acreage value).

No new recreation fee revenues are anticipated this Fiscal Year. The proposed expenditures are for the engineering for the second phase of West Melbourne Community Park.

**City of West Melbourne**  
Recreation Special Revenue Fund  
**Revenues & Expenditures**

|                       | Actual<br>2012   | Actual<br>2013  | Actual<br>2014   | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|-----------------------|------------------|-----------------|------------------|----------------------------|----------------------------|
| Interest Earned       | \$ 60            | \$ 59           | \$ 509           | \$ -                       | \$ -                       |
| Recreation Fees       | 59,366           | 9,506           | 65,208           | -                          | -                          |
| Balance Forward       | -                | -               | -                | 340,000                    | 50,000                     |
| <b>Total Revenues</b> | <b>\$ 59,426</b> | <b>\$ 9,565</b> | <b>\$ 65,717</b> | <b>\$ 340,000</b>          | <b>\$ 50,000</b>           |

|   | Actual<br>2012  | Actual<br>2013  | Actual<br>2014   | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|-----------------|-----------------|------------------|----------------------------|----------------------------|
| Parks Facility Improvements   | \$10,500        | \$ -            | \$ -             | \$ -                       | \$ -                       |
| West Melbourne Community Park -<br>Phase I Design & Master Plan<br>Permitting | -               | 56,053          | 107,547          | -                          | -                          |
| West Melbourne Community Park -<br>Phase I Construction                       | -               | -               | -                | 340,000                    | -                          |
| West Melbourne Community Park -<br>Phase II Engineering                       | -               | -               | -                | -                          | 50,000                     |
| VMC Improvements  | -               | 13,845          | 95,192           | -                          | -                          |
| <b>Total Expenditures</b>   | <b>\$10,500</b> | <b>\$69,898</b> | <b>\$202,739</b> | <b>\$340,000</b>           | <b>\$ 50,000</b>           |

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Stormwater Special Revenue Fund**

The Stormwater Fund is used to account for the proceeds of assessments to pay for drainage improvements within the City. The Stormwater Utility Fund is provided for in the City Code of Ordinances, Sections 58-411 and 58-412.

**City of West Melbourne**  
Stormwater Special Revenue Fund  
**Revenues & Expenditures**

|                       | Actual<br>2012    | Actual<br>2013    | Actual<br>2014    | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|-----------------------|-------------------|-------------------|-------------------|----------------------------|----------------------------|
| Stormwater Tax        | \$ 343,331        | \$ 345,826        | \$ 356,485        | \$ 349,900                 | \$ 353,800                 |
| Interest              | 97                | 97                | 1,153             | 800                        | 1,000                      |
| Balance Forward       | -                 | -                 | -                 | 326,700                    | 436,900                    |
| <b>Total Revenues</b> | <b>\$ 343,428</b> | <b>\$ 345,923</b> | <b>\$ 357,638</b> | <b>\$ 677,400</b>          | <b>\$ 791,700</b>          |

|  | Actual<br>2012    | Actual<br>2013    | Actual<br>2014    | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|--|-------------------|-------------------|-------------------|----------------------------|----------------------------|
| <b>Personal Services</b>                         | \$ 44,737         | \$ 43,658         | \$ 44,596         | \$ 45,400                  | \$ 79,700                  |
| <b>Operating Services</b>                        | 84,861            | 84,143            | 151,072           | 127,000                    | 127,000                    |
| <b>Capital Outlay</b>                            |                   |                   |                   |                            |                            |
| Improvements Other Than Building                 | -                 | 33,254            | 21,637            | 100,000                    | 110,000                    |
| Land Purchase                                    | -                 | 2,500             |                   | 80,000                     | 150,000                    |
| <b>Subtotal Capital Outlay</b>                   | -                 | <b>35,754</b>     | <b>21,637</b>     | <b>180,000</b>             | <b>260,000</b>             |
| <b>Capital Projects</b>                          |                   |                   |                   |                            |                            |
| Stormwater Master Plan                           | 39,655            | -                 | -                 | -                          | -                          |
| Box Culverts                                     | 174,250           | -                 | -                 | -                          | -                          |
| Henry/Doherty Intersection Drainage Improvements | -                 | -                 | 1,190             | 325,000                    | 325,000                    |
| <b>Subtotal Capital Projects</b>                 | <b>213,905</b>    | <b>-</b>          | <b>1,190</b>      | <b>325,000</b>             | <b>325,000</b>             |
| <b>Total Expenditures</b>                        | <b>\$ 343,503</b> | <b>\$ 163,555</b> | <b>\$ 218,495</b> | <b>\$ 677,400</b>          | <b>\$ 791,700</b>          |

**City of West Melbourne**  
Stormwater Special Revenue Fund  
Expenditures and Capital Outlay Descriptions

| Line Item                           | Description   | Stormwater<br>Fund<br>Budgeted<br>FY2015 | Stormwater<br>Fund<br>Budgeted<br>FY2016 |
|-------------------------------------|---|--|--|
| <b>Personal Services</b>            |   |  |  |
| Executive Wages                     | Deputy City Manager/Public Works Director:<br>Budgeted 20% Public Works; 30% Stormwater<br>Fund; 25% Water Fund; 25% Sewer Fund<br>Deputy City Manager/Engineering Director:<br>Budgeted 25% Public Works; 25% Stormwater<br>Fund; 25% Water Fund; 25% Sewer Fund | \$ 31,000                                | \$ 57,000                                |
| Regular Wages                       | Construction Inspector (5%); Operations<br>Coordinator (5%)   | 4,000                                    | 4,300                                    |
| Overtime                            | Overtime  | 100                                      | 100                                      |
| FICA                                | Taxes   | 2,700                                    | 4,700                                    |
| Retirement                          | Florida Retirement System or ICMA   | 2,800                                    | 4,700                                    |
| Health/Life                         | Insurance: Health/Life/Dental   | 4,700                                    | 8,800                                    |
| Workers' Comp                       | Insurance   | 100                                      | 100                                      |
| Total personal services             |   | <b>\$ 45,400</b>                         | <b>\$ 79,700</b>                         |
| <b>Operating Expenditures</b>       |   |  |  |
| <b>Service Expenses</b>             |   |  |  |
| Professional Services               | Engineering Services; Sampling  | \$ 22,000                                | \$ 22,000                                |
| Other Contractual<br>Services       | Contract Street Sweeper Services; Menzy Muck<br>Machine: County Cleaning; Brevard County's<br>Administrative Charges  | 100,000                                  | 100,000                                  |
| Maintenance & Repair                | Vector Truck Maintenance 50%<br>(50% in Sewer)  | 5,000                                    | 5,000                                    |
| Total service expenses              |   | <b>\$ 127,000</b>                        | <b>\$ 127,000</b>                        |
| <b>Capital Purchases</b>            |   |  |  |
| Land Purchase                       | Carryover - ROW Purchase for Stormwater<br>Retention Area East Side Per Master Plan   | \$ 80,000                                | \$ 150,000                               |
| Improvement Other Than<br>Building  | U-Lining Drainage Lines/Pipes   | 100,000                                  | 110,000                                  |
| Total capital purchases             |   | <b>\$ 180,000</b>                        | <b>\$ 260,000</b>                        |
| <b>Capital Projects</b>             |   |  |  |
| Capital Project                     | Henry/Doherty Intersection Improvements   | 325,000                                  | 325,000                                  |
| Total capital projects              |   | <b>\$ 325,000</b>                        | <b>\$ 325,000</b>                        |
| <b>Total Public Works:</b>          |   |  |  |
| <b>Stormwater Fund Expenditures</b> |   | <b>\$ 677,400</b>                        | <b>\$ 791,700</b>                        |

## **City of West Melbourne**

Fiscal Year Ending September 30, 2016

### **Community Redevelopment Agency Trust Fund**

The City of West Melbourne and Brevard County has formed the first joint City-County redevelopment agency in Brevard County. Fiscal Year 2015-2016 will be the second year of the Agency's financial operations. The eight member Agency Board of Directors is composed of the seven elected members of the West Melbourne City Council plus the elected County Commissioner representing District 5. Initial operations were funded from a loan from the City of West Melbourne to the Agency. An additional loan is proposed to fund the U.S. 192 lighting project in 2015-2016.

**City of West Melbourne**  
Community Redevelopment Agency Trust Fund

**Revenues & Expenditures**

|   | Actual<br>2012 | Actual<br>2013 | Actual<br>2014   | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|----------------|----------------|------------------|----------------------------|----------------------------|
| Tax Increment                           | \$ -           | \$ -           | \$ 27,706        | \$ 45,000                  | \$130,000                  |
| Loan from General Fund                  | -              | -              | -                | -                          | 759,000                    |
| Balance Forward                         | -              | -              | -                | 184,000                    | -                          |
| <b>Total Revenues and Loan Proceeds</b> | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ 27,706</b> | <b>\$229,000</b>           | <b>\$889,000</b>           |

|   | Actual<br>2012 | Actual<br>2013 | Actual<br>2014 | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|----------------|----------------|----------------|----------------------------|----------------------------|
| Façade Improvement Program              | \$ -           | \$ -           | \$ -           | \$ 30,000                  | \$ -                       |
| U.S. 192 Lighting Dike Rd. to Pearl St. | -              | -              | -              | 160,000                    | 759,000                    |
| CRA Overlay Zoning District Incentives  | -              | -              | -              | 15,000                     | 5,000                      |
| Debt Service                            | -              | -              | -              | 24,000                     | 24,000                     |
| Reserves for Balance Forward            | -              | -              | -              | -                          | 101,000                    |
| <b>Total Expenditures</b>               | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$229,000</b>           | <b>\$889,000</b>           |

**Capital Improvement  
Construction Fund**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**The Capital Improvement Construction Fund**

The Capital Improvement Construction Fund is used to account for the financial resources used for the acquisition or construction of major capital facilities other than those financed by proprietary funds and trust funds, including proceeds from an agreement with Brevard County to collect road impact fees from developers in the City.

**City of West Melbourne**  
Capital Improvement Construction Fund

**Revenues & Expenditures**

|                       | <b>Actual<br/>2012</b> | <b>Actual<br/>2013</b> | <b>Actual<br/>2014</b> | <b>Approved<br/>Budget<br/>2015</b> | <b>Proposed<br/>Budget<br/>2016</b> |
|-----------------------|------------------------|------------------------|------------------------|-------------------------------------|-------------------------------------|
| Impact fees           | \$ -                   | \$ 275,000             | \$ -                   | \$ -                                | \$ -                                |
| Interest              | 234                    | 232                    | 1,711                  | -                                   | -                                   |
| Balance Forward       | -                      | -                      | -                      | 275,000                             | 275,000                             |
| <b>Total Revenues</b> | <b>\$ 234</b>          | <b>\$ 275,232</b>      | <b>\$ 1,711</b>        | <b>\$ 275,000</b>                   | <b>\$ 275,000</b>                   |

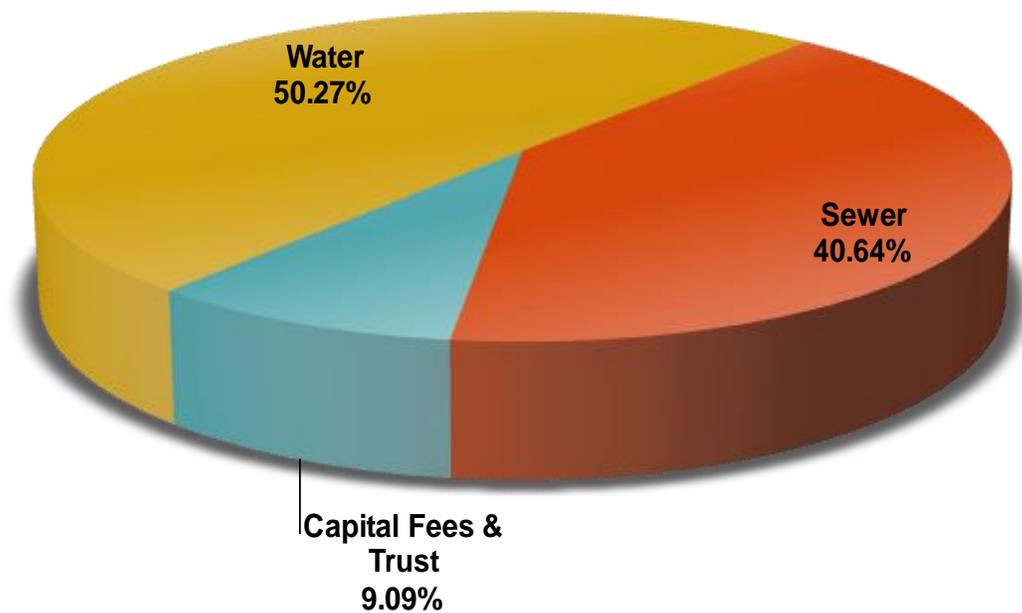
|  | <b>Actual<br/>2012</b> | <b>Actual<br/>2013</b> | <b>Actual<br/>2014</b> | <b>Approved<br/>Budget<br/>2015</b> | <b>Proposed<br/>Budget<br/>2016</b> |
|--|------------------------|------------------------|------------------------|-------------------------------------|-------------------------------------|
| Henry Avenue Road Project                                      | \$ 967,441             | \$ -                   | \$ -                   | \$ -                                | \$ -                                |
| Code Administration  | (750)                  | -                      | -                      | -                                   | -                                   |
| Right Turn Lane on Fell Westbound<br>to Northbound Hollywood   | -                      | 6,350                  | 124,481                | -                                   | -                                   |
| Doherty Extension to Heritage<br>Oaks Blvd.-Engineering Design | 127,481                | 27,352                 | 2,305                  | -                                   | -                                   |
| Henry & Doherty Intersection<br>Improvements                   | -                      | -                      | -                      | 275,000                             | 275,000                             |
| Norfolk Parkway widening east of<br>Minton Rd.                 | -                      | -                      | 304,847                | -                                   | -                                   |
| <b>Total Expenditures</b>                                      | <b>\$ 1,094,172</b>    | <b>\$ 33,702</b>       | <b>\$ 431,633</b>      | <b>\$ 275,000</b>                   | <b>\$ 275,000</b>                   |

# **Enterprise Funds**

## City of West Melbourne

### Enterprise Funds at a Glance

| <b>Expenses</b>      | <b>Fiscal Year<br/>2015-2016</b> | <b>Percent<br/>of Total</b> |
|----------------------|----------------------------------|-----------------------------|
| Water                | \$ 6,329,050                     | 50.27%                      |
| Sewer                | 5,117,150                        | 40.64%                      |
| Capital Fees & Trust | 1,144,500                        | 9.09%                       |
| <b>Total</b>         | <b>\$ 12,590,700</b>             | <b>100.00%</b>              |



**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

**Enterprise Net Assets**

|   | Water<br>(400)       | Sewer<br>(406)       | Capital Fees<br>Trust Fund<br>(401) | Total<br>Water/Sewer<br>Enterprise |
|---|----------------------|----------------------|-------------------------------------|------------------------------------|
| <b>Net Assets at 9/30/2014 *</b>          | <b>\$ 16,801,376</b> | <b>\$ 16,801,376</b> | <b>\$ 931,435</b>                   | <b>\$ 34,534,186</b>               |
| Plus: Budgeted Revenues<br>FY2015         | 5,949,800            | 4,302,400            | 1,220,000                           | 11,472,200                         |
| Less: Budgeted Expenditures<br>FY2015     | (6,787,925)          | (5,713,425)          | (831,100)                           | (13,332,450)                       |
| <b>Estimated Net Assets<br/>9/30/2015</b> | <b>15,963,251</b>    | <b>15,390,351</b>    | <b>1,320,335</b>                    | <b>32,673,936</b>                  |
| Plus: Projected Revenues<br>FY2016        | 6,175,425            | 4,319,000            | 1,016,000                           | 11,510,425                         |
| Less: Proposed Expenditures<br>FY2016     | (6,329,050)          | (5,117,150)          | (1,144,500)                         | (12,590,700)                       |
| <b>Projected Net Assets<br/>9/30/2016</b> | <b>\$ 15,809,626</b> | <b>\$ 14,592,201</b> | <b>\$ 1,191,835</b>                 | <b>\$ 31,593,661</b>               |

\* - Net asset components of the water and sewer portion (Funds 400 & 406) of the enterprise fund are estimates, as both components are legally pledged to fund aggregate enterprise fund bond indebtedness.

**Enterprise Funds**  
**Water Fund**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016  
Enterprise Funds

**Water Operating Fund**

The combined water and sewer system represents the only self-supporting enterprise activity of City government. The utilities are water distribution, sales and service, and sanitary wastewater collection, treatment, and disposal. Water is purchased from the City of Melbourne and distributed through the City of West Melbourne owned water distribution system. The wastewater system consists of approximately 90 miles of gravity and pressure sewer lines, 58 owned lift stations, and approximately 12 miles of reclaimed water lines servicing 2,312 customers. The operating treatment system is a 3 MGD capacity wastewater treatment facility. This state-of-the-art facility provides exceptional treatment of the influent and is an asset to the community. The disposal of the treated effluent is via the City's deep injection well system and reuse system distribution.

The water and sewer system pays certain costs incurred by the City for administration, engineering, finance and public works to benefit the enterprise.

**Water Department:** The primary functions within the Water Department are to provide quality drinking water to the public, prompt service on installations of water lines and meters, and fast response to water breaks.

| <b>POSITIONS</b>   |
|--|
| Deputy City Manager/Public Works Director<br>Deputy City Manager/Engineering Director<br>Operations Superintendent<br>Water Superintendent |
| <b><u>Water Quality</u></b>  |
| Utilities Coordinator<br>Water Distribution Worker (2)   |
| <b><u>Water Operations</u></b>   |
| Water Crew Leader Operations<br>Water Distribution Worker (2)  |

**City of West Melbourne**  
Enterprise Funds  
**Water Operating Revenues**

|                           | <b>Actual<br/>2012</b> | <b>Actual<br/>2013</b> | <b>Actual<br/>2014</b> | <b>Approved<br/>Budget<br/>2015</b> | <b>Proposed<br/>Budget<br/>2016</b> |
|---------------------------|------------------------|------------------------|------------------------|-------------------------------------|-------------------------------------|
| Water Revenue/Sales       | \$ 4,437,728           | \$ 4,474,477           | \$ 4,785,820           | \$ 4,896,900                        | \$ 5,267,200                        |
| Community Dev Block Grant | -                      | -                      | -                      | 700,000                             | 545,000                             |
| Meter Installation Fees   | 82,820                 | 82,815                 | 59,845                 | 83,500                              | 81,900                              |
| Service Fees              | 88,047                 | 97,790                 | 95,455                 | 91,000                              | 97,900                              |
| Delinquent Penalties      | 114,350                | 105,546                | 110,797                | 103,100                             | 116,725                             |
| Shut Off Non-Payment Fees | 70,850                 | 68,200                 | 72,200                 | 69,500                              | 61,700                              |
| Ordinance Violation       | 909                    | 341                    | 334                    | 600                                 | -                                   |
| Interest Earnings         | 8,968                  | 1,122                  | 4,471                  | 5,000                               | 5,000                               |
| Sale of Scrap Metal       | 492                    | 471                    | (1)                    | -                                   | -                                   |
| Miscellaneous             | 377                    | 225                    | 232                    | 200                                 | -                                   |
| Cash Over/Short           | 126                    | 205                    | 55                     | -                                   | -                                   |
| Developer Contribution    | -                      | -                      | 120,502                | -                                   | -                                   |
| Balance Forward           | -                      | -                      | -                      | 838,125                             | 153,625                             |
| <b>Total Revenues</b>     | <b>\$ 4,804,667</b>    | <b>\$ 4,831,192</b>    | <b>\$ 5,249,710</b>    | <b>\$ 6,787,925</b>                 | <b>\$ 6,329,050</b>                 |

**City of West Melbourne**  
Enterprise Funds  
**Water Operating Expenses**

|   | Actual<br>2012      | Actual<br>2013      | Actual<br>2014      | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|---------------------|---------------------|---------------------|----------------------------|----------------------------|
| <b>Water-Public Works Operations</b>                  |                     |                     |                     |                            |                            |
| Personal Services                                     | \$ 488,392          | \$ 500,838          | \$ 529,488          | \$ 474,100                 | \$ 469,000                 |
| Service Expenses                                      | 2,838,930           | 3,113,261           | 3,160,185           | 3,299,700                  | 3,455,500                  |
| Operating Expenses                                    | 227,022             | 283,191             | 305,182             | 402,800                    | 452,000                    |
| Capital Expenses                                      | 21,435              | 15,407              | 34,659              | 39,500                     | 27,500                     |
| <b>Total Water-Public Works</b>                       | <b>\$ 3,575,779</b> | <b>\$ 3,912,697</b> | <b>\$ 4,029,514</b> | <b>\$ 4,216,100</b>        | <b>\$ 4,404,000</b>        |
| <b>Support Departments and Capital Projects</b>       |                     |                     |                     |                            |                            |
| Personal Services:                                    |                     |                     |                     |                            |                            |
| City Manager's Office                                 | \$ 21,565           | \$ 10,849           | \$ 5,868            | \$ 4,500                   | \$ 4,800                   |
| Legal   | 20,078              | 10,394              | -                   | -                          | -                          |
| Finance Department                                    | 162,204             | 162,071             | 175,417             | 320,400                    | 270,600                    |
| Information Technology Department                     | 28,269              | 32,775              | 32,801              | 22,000                     | 15,400                     |
| Total personal services                               | \$ 232,116          | \$ 216,089          | \$ 214,086          | \$ 346,900                 | \$ 290,800                 |
| Service Expenses:                                     |                     |                     |                     |                            |                            |
| Finance Department                                    | \$ 66,332           | \$ 81,032           | \$ 77,556           | \$ 79,500                  | \$ 90,400                  |
| Information Technology Department                     | 15,844              | 17,171              | 16,233              | 20,825                     | 18,900                     |
| Total service expenses                                | \$ 82,176           | \$ 98,203           | \$ 93,789           | \$ 100,325                 | \$ 109,300                 |
| Operating Supplies:                                   |                     |                     |                     |                            |                            |
| Finance Department                                    | \$ 1,911            | \$ 1,799            | \$ 3,108            | \$ 4,000                   | \$ 9,350                   |
| Information Technology Department                     | 4,193               | 1,835               | 3,815               | 1,000                      | 1,000                      |
| Total operating supplies                              | \$ 6,104            | \$ 3,634            | \$ 6,923            | \$ 5,000                   | \$ 10,350                  |
| Capital Expenses:                                     |                     |                     |                     |                            |                            |
| Finance Department                                    | \$ -                | \$ -                | \$ -                | \$ -                       | \$ 50,000                  |
| Information Technology Department                     | -                   | -                   | -                   | 3,000                      | -                          |
| Total Personal Services                               | \$ -                | \$ -                | \$ -                | \$ 3,000                   | \$ 50,000                  |
| Non-Operating Expenses                                |                     |                     |                     |                            |                            |
| Debt Service  | \$ 567,156          | \$ 575,717          | \$ 538,064          | \$ 550,400                 | \$ 280,700                 |
| Capital Projects                                      | 2,260,331           | 568,249             | 90,475              | 1,566,200                  | 1,183,900                  |
| <b>Total Support Departments and Capital Projects</b> | <b>\$ 3,147,883</b> | <b>\$ 1,461,892</b> | <b>\$ 943,337</b>   | <b>\$ 2,571,825</b>        | <b>\$ 1,925,050</b>        |
| <b>Total Water Expenses</b>                           | <b>\$ 6,723,662</b> | <b>\$ 5,374,589</b> | <b>\$ 4,972,851</b> | <b>\$ 6,787,925</b>        | <b>\$ 6,329,050</b>        |

**City of West Melbourne**  
Enterprise Funds

**Water Capital Projects**

|   | <b>Actual<br/>2014</b> | <b>Approved<br/>Budget<br/>2015</b> | <b>Proposed<br/>Budget<br/>2016</b> |
|---|------------------------|-------------------------------------|-------------------------------------|
| <b>Water Fund Capital Projects</b>  |                        |                                     |                                     |
| Hollywood/Palm Bay Rd Emergency Interconnect                              | 4,218                  | -                                   | -                                   |
| Fell & Hollywood Intersection Relocations                                 | 69,160                 | -                                   | -                                   |
| Water Main Extension - Cinema World to Miami                              | -                      | 175,000                             | -                                   |
| West Melbourne Community Park - Phase 1 Design                            | 7,550                  | -                                   | -                                   |
| West Melbourne Community Park: Phase 1 Construction                       | -                      | 95,000                              | -                                   |
| Cannova Park Water Line Replacement: CDBG Funded - Completion FY2015-2016 | 5,000                  | 875,000                             | 720,000                             |
| New Public Works/Water Building   | 4,547                  | 241,200                             | 268,900                             |
| Water System Capital Improvement: Contingency                             | -                      | -                                   | 50,000                              |
| Woodland Main Loop Across M-1 Canal                                       | -                      | 80,000                              | -                                   |
| Rodes Park Loop   | -                      | 100,000                             | -                                   |
| Next Generation FMIS Hardware, Software and Training                      | -                      | -                                   | 50,000                              |
| Bry-Lynn/Woodland Manor: Water Main Interconnect                          | -                      | -                                   | 145,000                             |
| <b>Total Capital-Water Fund</b>   | <b>\$ 90,475</b>       | <b>\$ 1,566,200</b>                 | <b>\$ 1,233,900</b>                 |

**City of West Melbourne**  
Water Department  
Expenditures and Capital Outlay Descriptions

| Line Item                | Description  | Water Fund<br>Budgeted<br>FY 2015 | Water Fund<br>Budgeted<br>FY 2016 |
|--------------------------|--|-----------------------------------|-----------------------------------|
| <b>Personal Services</b> |  |                                   |                                   |
| Executive Wages          | Deputy City Manager / Public Works Director<br>Deputy City Manager/Engineering Director  | \$ 26,500                         | \$ 51,600                         |
| Regular Wages            | Operations Superintendent (30%); Construction Inspector (20%); Operations Coordinator (25%); Utilities Coordinator, Water Superintendent, Water Crew Leader, Water Distribution Worker (4) | 284,200                           | 270,000                           |
| Overtime                 | Overtime   | 12,900                            | 12,000                            |
| Special Pay              | On Call Pay  | 3,200                             | 2,500                             |
| Incentive                | Employee recognition   | 500                               | 500                               |
| FICA                     | Taxes  | 24,700                            | 25,600                            |
| Retirement               | Florida Retirement System or ICMA  | 25,100                            | 24,000                            |
| Health/Life              | Insurance: Health/Life/Dental  | 89,200                            | 76,350                            |
| Workers' Comp            | Insurance  | 7,800                             | 6,450                             |
| Total personal services  |  | <b>\$ 474,100</b>                 | <b>\$ 469,000</b>                 |

**Operating Expenses**

**Service Expenses**

|                                |   |           |           |
|--------------------------------|---|-----------|-----------|
| Professional Services          | Bacteriological Sampling; Mainline Sampling; HAA5 & TTHM Quarterly Sampling; Lead & Copper Sampling; Sunshine State One-Call Locate Utility Tickets; Other Professional Services; Contract Engineer 25% (25% Public Works; 25% Sewer; 25% Stormwater) | \$ 52,200 | \$ 45,700 |
| Other Contractual              | Emergency Water Breaks, Pour Valve Boxes, Directional Bores for Services & Line Stops   | 25,000    | 22,500    |
| Travel & Per Diem              | Per Diem for Continuing Education Courses   | 500       | 500       |
| Communications                 | Cellular Services, Computer Communication Device  | 5,000     | 5,100     |
| Freight & Postage              | Shipping and Mailings   | 200       | 200       |
| Utilities                      | Utilities - Electric, Water, Sewer  | 2,000     | 3,500     |
| Rentals and Leases             | Equipment Rentals as needed   | 1,000     | 1,000     |
| Insurance                      | Allocation of Property, General Liability and Auto Insurance  | 28,000    | 18,000    |
| Maintenance & Repair           | Maintenance for Fire Hydrants and Equipment   | 20,000    | 12,000    |
| Maintenance & Repair - Vehicle | Vehicle Repairs   | 10,000    | 7,000     |

**City of West Melbourne**  
Water Department  
Expenditures and Capital Outlay Descriptions

| Line Item                              | Description  | Water Fund<br>Budgeted<br>FY 2015 | Water Fund<br>Budgeted<br>FY 2016 |
|--|--|-----------------------------------|-----------------------------------|
| <b>Operating Expenses Continued)</b>   |  |                                   |                                   |
| <b>Service Expenses (Continued)</b>    |  |                                   |                                   |
| Printing and Binding                   | Annual Consumer Confidence Report & Water Quality Report   | 1,000                             | 1,500                             |
| Other Charges and Obligations          | Non Ad Valorem Taxes; DEP Renewal for Annual Drinking Water License Operating Fee due July 1st   | 4,000                             | 4,000                             |
| Other Charges and Obligations          | Water Purchase from Melbourne  | 3,150,800                         | 3,334,500                         |
| Total service expenses                 |  | <b>\$ 3,299,700</b>               | <b>\$ 3,455,500</b>               |
| <b>Operating Supplies</b>              |  |                                   |                                   |
| Operating Supplies                     | Uniforms; Boots; Safety Wear; Sampling Enclosures; Meters for New construction; Valves; Curb Stops; Risers; Hydrant Meters; Miscellaneous Supplies | \$ 61,000                         | \$ 55,000                         |
| Fuel                                   | Fuel for Vehicles  | 44,000                            | 30,000                            |
| Meters                                 | Meters for New Development, Replacement Fire Hydrants Including Extension Kits And Parts   | 286,500                           | 358,500                           |
| Small Tools & Equipment                | Fire Hydrant Tools; Night Lights; Small Tools; Trash Pumps; Chain Saws; Other Miscellaneous As Needed  | 7,500                             | 7,500                             |
| Books, Dues and Subscriptions          | Books for Water Distribution and Backflow Repair and Testing, First Aid/Safety and CPR courses   | 1,800                             | 1,000                             |
| Training                               | Training/Educational Exp.  | 2,000                             | -                                 |
| Total operating supplies               |  | <b>\$ 402,800</b>                 | <b>\$ 452,000</b>                 |
| <b>Capital Outlay</b>                  |  |                                   |                                   |
| Improvements Other Than Bldg           | 8" Line Stop - Technology; Additional Line Stop, EZ Valve Insertions for Water Line Repairs  | \$ 12,000                         | \$ 10,000                         |
| Machinery and Equipment                | Pressure Registers; New Office Building Furnishings  | 2,500                             | 17,500                            |
| Machinery and Equipment - Vehicles     | Replacement Pickup Truck 2015  | 25,000                            | -                                 |
| Total capital outlay                   |  | <b>\$ 39,500</b>                  | <b>\$ 27,500</b>                  |
| <b>Total Water Department Expenses</b> |  | <b>\$ 4,216,100</b>               | <b>\$ 4,404,000</b>               |

**Enterprise Funds  
Wastewater Fund**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

Enterprise Funds

**Wastewater Operating Fund**

The City's wastewater treatment system is currently operated by an independent contractor. The Enterprise Fund is supported by user charges which are used to fund operations, maintenance, repair, renewals, replacements, debt service, and capital improvements.

**City of West Melbourne**  
Enterprise Funds

**Wastewater Operating Revenues**

|                                 | Actual<br>2012      | Actual<br>2013      | Actual<br>2014      | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---------------------------------|---------------------|---------------------|---------------------|----------------------------|----------------------------|
| Sewer Operations Revenue        | \$ 3,726,170        | \$ 3,818,281        | \$ 3,924,300        | \$ 4,061,100               | \$ 4,090,000               |
| Sewer Reuse Connection Charges  | 22,622              | 4,712               | -                   | -                          | -                          |
| Reuse Water Charges             | 195,657             | 201,304             | 206,523             | 227,800                    | 228,000                    |
| Energy Efficiency Block Grant   | 63,500              | -                   | -                   | -                          | -                          |
| Interest Revenue                | 2                   | -                   | 915                 | 1,000                      | 1,000                      |
| Balance Forward                 | -                   | -                   | -                   | 1,411,025                  | 798,150                    |
| Miscellaneous                   | 12,775              | 13,825              | 13,004              | 12,500                     | -                          |
| <b>Total Wastewater Revenue</b> | <b>\$ 4,020,726</b> | <b>\$ 4,038,122</b> | <b>\$ 4,144,742</b> | <b>\$ 5,713,425</b>        | <b>\$ 5,117,150</b>        |

## City of West Melbourne

### Enterprise Funds

## Wastewater Operating Expenses

|   | Actual<br>2012      | Actual<br>2013      | Actual<br>2014      | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|---------------------|---------------------|---------------------|----------------------------|----------------------------|
| <b>SEWER-Public Works</b>                             |                     |                     |                     |                            |                            |
| Personal Services                                     | \$ 76,030           | \$ 75,099           | \$ 78,826           | \$ 81,800                  | \$ 115,950                 |
| Service Expenses                                      | 1,805,798           | 1,959,042           | 2,085,485           | 2,207,400                  | 2,007,200                  |
| Operating Expenses                                    | 10,300              | 13,951              | 15,836              | 156,500                    | 157,500                    |
| Capital Expenses                                      | 61,456              | 172,837             | 356,479             | 379,400                    | 165,000                    |
| <b>Total Wastewater-Public Works</b>                  | <b>\$ 1,953,584</b> | <b>\$ 2,220,929</b> | <b>\$ 2,536,626</b> | <b>\$ 2,825,100</b>        | <b>\$ 2,445,650</b>        |
| <b>Support Departments and Capital Projects</b>       |                     |                     |                     |                            |                            |
| Personal Services:                                    |                     |                     |                     |                            |                            |
| City Manager's Office                                 | \$ 21,566           | \$ 10,847           | \$ 5,870            | \$ 4,500                   | \$ 4,800                   |
| Legal   | 20,076              | 10,394              | -                   | -                          | -                          |
| Finance Department                                    | 162,192             | 164,485             | 174,897             | 191,800                    | 270,500                    |
| Information Technology Department                     | 28,264              | 32,770              | 32,799              | 21,900                     | 15,450                     |
| Total personal services                               | <u>\$ 232,098</u>   | <u>\$ 218,496</u>   | <u>\$ 213,566</u>   | <u>\$ 218,200</u>          | <u>\$ 290,750</u>          |
| Service Expenses:                                     |                     |                     |                     |                            |                            |
| Finance Department                                    | \$ 66,084           | \$ 81,004           | \$ 77,316           | \$ 79,500                  | \$ 90,400                  |
| Information Technology Department                     | 10,415              | 14,569              | 16,233              | 20,825                     | 18,900                     |
| Total service expenses                                | <u>\$ 76,499</u>    | <u>\$ 95,573</u>    | <u>\$ 93,549</u>    | <u>\$ 100,325</u>          | <u>\$ 109,300</u>          |
| Operating Supplies:                                   |                     |                     |                     |                            |                            |
| Finance Department                                    | \$ 1,911            | \$ 1,799            | \$ 3,108            | \$ 4,000                   | \$ 9,350                   |
| Information Technology Department                     | 853                 | 866                 | 4,019               | -                          | 1,500                      |
| Total operating supplies                              | <u>\$ 2,764</u>     | <u>\$ 2,665</u>     | <u>\$ 7,127</u>     | <u>\$ 4,000</u>            | <u>\$ 10,850</u>           |
| Capital Expenses:                                     |                     |                     |                     |                            |                            |
| Finance Department                                    | \$ -                | \$ -                | \$ -                | \$ 50,000                  | \$ 50,000                  |
| Information Technology Department                     | -                   | -                   | -                   | 12,000                     | -                          |
| Total capital expenses                                | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ 62,000</u>           | <u>\$ 50,000</u>           |
| Debt Service  | \$ 359,874          | \$ 359,874          | \$ 355,833          | \$ 360,000                 | \$ 306,000                 |
| Capital Projects                                      | 680,522             | 745,789             | 888,710             | 2,143,800                  | 1,904,600                  |
| <b>Total Support Departments and Capital Projects</b> | <b>\$ 1,351,757</b> | <b>\$ 1,422,397</b> | <b>\$ 1,558,785</b> | <b>\$ 2,888,325</b>        | <b>\$ 2,671,500</b>        |
| <b>Total Wastewater Expenses</b>                      | <b>\$ 3,305,341</b> | <b>\$ 3,643,326</b> | <b>\$ 4,095,411</b> | <b>\$ 5,713,425</b>        | <b>\$ 5,117,150</b>        |

## City of West Melbourne

### Enterprise Funds

### Wastewater Capital Projects

|   | Actual<br>2014    | Approved<br>Budget<br>2015 | Approved<br>Budget<br>2016 |
|---|-------------------|----------------------------|----------------------------|
| <b>Wastewater Fund Capital Projects</b>                                 |                   |                            |                            |
| Fell & Hollywood Intersection Relocations                               | 203,860           | -                          | -                          |
| New Regional Lift Station at Minton & Henry                             | 636,771           | 750,000                    | -                          |
| Sewer Improvement - Lowes   | 12,000            | -                          | -                          |
| Sam's Club Lift Station Rehabilitation                                  | 28,750            | -                          | -                          |
| West Melbourne Community Park:<br>Phase 1 Design                        | 6,910             | -                          | -                          |
| West Melbourne Community Park:<br>Phase 1 Construction                  | -                 | 160,000                    | -                          |
| New Public Works/Water Building   | 419               | 38,800                     | 46,000                     |
| Reuse Disc Filter System  | -                 | 695,000                    | 683,600                    |
| Lift Station 142 Rehab - Taco Bell                                      | -                 | 85,000                     | -                          |
| Lift Station 104 Rehab - Target   | -                 | 115,000                    | -                          |
| Lift Station 150 Rehab - Quail Run                                      | -                 | 115,000                    | -                          |
| Scum Pit Rehab  | -                 | 80,000                     | -                          |
| WWTP Drain Lift Station Full Rehab                                      | -                 | 105,000                    | 105,000                    |
| U-Lining Rehab:<br>Cannova Park West Hollywood                          | -                 | -                          | 150,000                    |
| Manhole Rehab:<br>Cannova Park West Hollywood                           | -                 | -                          | 50,000                     |
| Lift Station Rehab:<br>#151 Pine Lakes Subdivision                      | -                 | -                          | 115,000                    |
| Lift Station Liner Replacement:<br>#130 Palm Crossing                   | -                 | -                          | 70,000                     |
| Replacement - 3,100 Linear feet 10":<br>Garrett's Run Force Main        | -                 | -                          | 435,000                    |
| Headworks Intake Structure Rehab  | -                 | -                          | 150,000                    |
| Belt Press Control Panel Supporting<br>Equipment and Lift Station Rehab | -                 | -                          | 100,000                    |
|   | <b>\$ 888,710</b> | <b>\$ 2,143,800</b>        | <b>\$ 1,904,600</b>        |

## City of West Melbourne

Enterprise Funds

### Wastewater Utility

Expenditures and Capital Outlay Descriptions

| Line Item                      | Description  | Sewer Fund<br>Budgeted<br>FY 2015 | Sewer Fund<br>Budgeted<br>FY 2016 |
|--------------------------------|--|-----------------------------------|-----------------------------------|
| <b>Personal Services</b>       |  |                                   |                                   |
| Executive Wages                | Deputy City Manager / Public Works Director;<br>Deputy City Manager / Engineering Director   | \$ 26,500                         | \$ 51,600                         |
| Regular Wages                  | Allocation for Construction Inspector, Operations<br>Coordinator, Operations Superintendent  | 34,100                            | 35,150                            |
| Overtime                       | Overtime   | 1,500                             | 1,000                             |
| Incentive                      | Employee recognition   | -                                 | 250                               |
| FICA                           | Taxes  | 4,800                             | 6,750                             |
| Retirement                     | Florida Retirement System or ICMA  | 4,800                             | 6,700                             |
| Health/Life                    | Medical, Dental, Life Insurance  | 9,500                             | 13,900                            |
| Workers' Comp                  | Worker's Compensation Insurance  | 600                               | 600                               |
| Total personal services        |  | <b>\$ 81,800</b>                  | <b>\$ 115,950</b>                 |
| <b>Operating Expenses</b>      |  |                                   |                                   |
| <b>Service Expenses</b>        |  |                                   |                                   |
| Professional Services          | Contract CH2MHill / Operation Management,<br>Inc.; Sewer Surveying; Contract Engineer  | \$ 1,330,000                      | \$ 1,388,000                      |
| Permits                        | Ray Bullard Wastewater Treatment Plant Permit<br>Renewal   | 5,000                             | 5,000                             |
| Other Contractual              | Emergency deep sewer breaks  | 5,000                             | 12,500                            |
| Freight & Postage              | Freight & Postage  | 200                               | 200                               |
| Utilities                      | Electric: Ray Bullard Wastewater Treatment<br>Plant, Lift Stations   | 280,000                           | 271,600                           |
| Rentals & Leases               | Emergency Rental of Equipment  | 2,000                             | 1,000                             |
| Insurance                      | Allocation of General Liability and Property<br>Insurance  | 80,000                            | 70,000                            |
| Maintenance and Repairs        | Maintenance and Repairs for Sewer Department<br>Equipment, Emergency Replacement of Lift<br>Station Pumps, Service Contracts for<br>Generators;<br>Lift Station Rehabilitation: Oak Park, Sheridan,<br>Berkshire; Clean and Inspect Digester;<br>Miscellaneous Repairs | 455,000                           | 253,500                           |
| Maintenance and Repairs        | Vactor Truck Maintenance   | 50,000                            | 5,000                             |
| Printing and Binding           | Annual Consumer Confidence Report  | -                                 | 200                               |
| Other Charges &<br>Obligations | Non Ad Valorem Property Taxes - Brevard<br>County Tax Collector  | 200                               | 200                               |
| Total service expenses         |  | <b>\$ 2,207,400</b>               | <b>\$ 2,007,200</b>               |

**City of West Melbourne**

Enterprise Funds

Wastewater Utility  
Expenditures and Capital Outlay Descriptions

| Line Item                             | Description   | Sewer Fund<br>Budgeted<br>FY 2015 | Sewer Fund<br>Budgeted<br>FY 2016 |
|---------------------------------------|---|-----------------------------------|-----------------------------------|
| <b>Operating Expenses (Continued)</b> |   |                                   |                                   |
| <b>Operating Supplies</b>             |   |                                   |                                   |
| Operating Supplies                    | Operating Supplies; Weed Killer-Spray   | \$ 2,500                          | \$ 2,500                          |
| Fuel                                  | Fuel for Generators and Vac Con Truck   | 4,000                             | 4,000                             |
| Small Tools & Equipment               | Small Tools Other Miscellaneous As Needed   | -                                 | 1,000                             |
| Contingency                           | Contingencies for major failure repairs   | 150,000                           | 150,000                           |
|                                       | Total operating supplies  | <b>\$ 156,500</b>                 | <b>\$ 157,500</b>                 |
| <b>Capital Outlay</b>                 |   |                                   |                                   |
| Building                              | Replace Countertops, Sinks & Cabinets in Lab  | \$ -                              | \$ 20,000                         |
| Improvement Other Than Building       | Belt Filter Press Rehabilitation; Times Square Lift Station Control Panel Rehabilitation in 2014; Manhole Rehabs, increase reuse holding capacity; transfer and distribution pump; sludge pump, WWTP east security fence replacement, gravity collection U-Lining in 2015 | 349,400                           | -                                 |
| Machinery & Equipment                 | 2 New Dumpsters; Sewer Video Camera System; Reuse System Disk Filter; Digital Depth Utility Locator; WWTP and Reuse Improvements in 2014; Replace two autocontrollers in 2015   | 30,000                            | 145,000                           |
|                                       | Total capital outlay  | <b>\$ 379,400</b>                 | <b>\$ 165,000</b>                 |
|                                       | <b>Total Wastewater Department Expenses</b>   | <b>\$ 2,825,100</b>               | <b>\$ 2,445,650</b>               |

**Enterprise Funds**  
**Additional Funds**

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

Enterprise Funds

**Additional Funds Revenues**

|  | Actual<br>2012    | Actual<br>2013      | Actual<br>2014    | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|--|-------------------|---------------------|-------------------|----------------------------|----------------------------|
| <b><u>Capital Fees Trust</u></b>                                 |                   |                     |                   |                            |                            |
| Water Connection Fees  | \$ 362,797        | \$ 552,170          | \$ 448,880        | \$ 610,000                 | \$ 501,400                 |
| Sewer Connection Fees  | 249,448           | 605,986             | 449,993           | 610,000                    | 513,600                    |
| Interest Earnings  | -                 | -                   | 957               | -                          | 1,000                      |
| Balance forward  | -                 | -                   | -                 | -                          | 128,500                    |
| <b>Total Capital Fees Trust</b>                                  | <b>\$ 612,245</b> | <b>\$ 1,158,156</b> | <b>\$ 899,830</b> | <b>\$ 1,220,000</b>        | <b>\$ 1,144,500</b>        |
| <b><u>Renewal, Replacement &amp; Betterment</u></b>              |                   |                     |                   |                            |                            |
| <small>(Revenues relocated to Capital Fees Trust FY2013)</small> |                   |                     |                   |                            |                            |
| Water Connection Fees  | \$ 120,932        | \$ -                | \$ -              | \$ -                       | \$ -                       |
| Sewer Connection Fees  | 304,048           | -                   | -                 | -                          | -                          |
| Interest   | 73                | -                   | -                 | -                          | -                          |
| <b>Total R, R &amp; B</b>  | <b>\$ 425,054</b> | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>                |
| <b><u>Wastewater Reuse</u></b>                                   |                   |                     |                   |                            |                            |
| <small>(Revenues relocated to Wastewater Fund FY2013)</small>    |                   |                     |                   |                            |                            |
| Reuse Connection Fees  | \$ 22,622         | \$ -                | \$ -              | \$ -                       | \$ -                       |
| Reuse Usage Fees   | 195,657           | -                   | -                 | -                          | -                          |
| Interest   | -                 | -                   | -                 | -                          | -                          |
| <b>Total Wastewater Reuse</b>                                    | <b>\$ 218,279</b> | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>                |

**City of West Melbourne**  
Fiscal Year Ending September 30, 2016

Enterprise Funds

**Additional Funds Expenses**

|   | Actual<br>2012      | Actual<br>2013    | Actual<br>2014    | Approved<br>Budget<br>2015 | Proposed<br>Budget<br>2016 |
|---|---------------------|-------------------|-------------------|----------------------------|----------------------------|
| <b><u>Capital Fees Trust</u></b>  |                     |                   |                   |                            |                            |
| Debt Service-Principal  | \$ 580,000          | \$ 600,000        | \$ 620,000        | \$ 645,000                 | \$ 1,020,600               |
| Debt Service-Interest   | 238,835             | 219,073           | 204,658           | 186,100                    | 123,900                    |
| Paying Agent & Trustee Fees   | 2,253               | 2,198             | -                 | -                          | -                          |
| Reserves for Balance Forward  | -                   | -                 | -                 | 388,900                    | -                          |
| <b>Total Capital Fees Trust</b>   | <b>\$ 821,088</b>   | <b>\$ 821,271</b> | <b>\$ 824,658</b> | <b>\$ 1,220,000</b>        | <b>\$ 1,144,500</b>        |
| <b><u>Renewal, Replacement &amp; Betterment</u></b>                     |                     |                   |                   |                            |                            |
| <small>(Expenses relocated to Water or Wastewater Funds FY2013)</small> |                     |                   |                   |                            |                            |
| Capital Projects  | \$ 1,076,947        | -                 | -                 | -                          | -                          |
| <b>Total R, R &amp; B</b>   | <b>\$ 1,076,947</b> | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>                |
| <b><u>Wastewater Reuse</u></b>  |                     |                   |                   |                            |                            |
| <small>(Expenses relocated to Wastewater Fund FY2013)</small>           |                     |                   |                   |                            |                            |
| Debt Service-Interest   | \$ 179,936          | \$ -              | \$ -              | \$ -                       | \$ -                       |
| <b>Total Wastewater Reuse</b>   | <b>\$ 179,936</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>                | <b>\$ -</b>                |