

**SPECIAL CALL CITY COUNCIL MEETINGS  
2010 – 2011 BUDGET HEARINGS  
JULY 21, 2010 – JULY 23, 2010 9:00 A.M.  
CITY HALL, COUNCIL CHAMBERS, VERO BEACH, FLORIDA**

**A G E N D A**

**WEDNESDAY, JULY 21, 2010**

9:00 A.M.

City Manager's Overview

Airport  
Airport Five Year Capital Plan

Marina  
Marina Five Year Capital Plan

Solid Waste  
Solid Waste Five Year Capital Plan

Electric Divisions  
Electric Divisions Five Year Capital Plans

Water & Sewer Divisions  
Water & Sewer Divisions Five Year Capital Plans

**THURSDAY, JULY 22, 2010**

9:00 A.M.

Police Department

Recreation  
Recreation Five Year Capital Plan

Public Works  
Public Works Five Year Capital Plan

City Manager  
City Attorney  
Human Resources/Risk Management/Health Insurance

Planning  
Finance/Information Systems/Purchasing/Warehouse  
General Fund Revenue/Non Departmental

**FRIDAY, JULY 23, 2010**

9:00 A.M.

City Council/City Clerk  
Retiree Benefits Review  
Charter Officer Review  
Setting of Tentative Millage

Council meetings will be televised on Channel 13 and replayed.

These are Public Meetings. Should any interested party seek to appeal any decision made by Council with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings and that, for such purpose he may need to ensure that a record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. Anyone who needs a special accommodation for this meeting may contact the City's Americans with Disabilities Act (ADA) Coordinator at 978-4920 at least 48 hours in advance of the meeting.



**ELECTRIC  
FUND**



# OPERATING BUDGET

Budget  
2010-2011

Budget  
2009-2010

<b>Operating Revenue</b>	\$ 88,472,500	\$ 92,707,237
<b>Operating Expenses:</b>		
Power Resources	4,867,019	5,116,900
Fuel & Purchased Power	52,797,788	59,875,897
Customer Service	1,919,354	2,008,981
Transmission & Distribution	4,623,934	4,301,664
Electric System Design	720,639	926,809
Electric Metering	657,549	723,398
NonDepartmental	4,224,420	4,310,220
Total Operating Expenses	69,810,703	77,263,869
<b>Net Operating Income</b>	18,661,797	15,443,368
<b>Debt Service</b>		
Transfer for 2003A Bonds	5,558,094	5,549,313
Transfer for 2008 Bank Loan	1,168,972	1,168,955
Transfer for 2010 Bank Loan	0	106,438
Total Debt Service Transfers	6,727,066	6,824,706
<b>Surplus Revenue</b>	\$ 11,934,731	\$ 8,618,662
<b>Surplus Revenue Distribution</b>		
Transfer to General Fund	\$ 5,598,350	\$ 5,893,000
Transfer to Renewal & Replacement	6,169,750	947,000
Balance Available for Capital Additions	166,631	1,778,662
<b>Total Distribution of Surplus</b>	\$ 11,934,731	\$ 8,618,662

# ELECTRIC FUND

**ELECTRIC FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
52,583,299	46,960,000	401.0000.343.010100	RESIDENTIAL SALES	45,541,375	46,000,000	458,625
48,489,562	39,500,000	401.0000.343.010200	COMMERCIAL SALES	43,118,379	39,000,000	-4,118,379
1,580,663	1,300,000	401.0000.343.010400	INDUSTRIAL SALES	1,655,092	1,300,000	-355,092
979,922	950,000	401.0000.343.010500	OUTDOOR LIGHTING	994,691	950,000	-44,691
394,630	340,000	401.0000.343.010800	TURN ON FEES	365,000	340,000	-25,000
0	0	401.0000.343.010900	COLLECTION FEES	500	0	-500
30,216	30,000	401.0000.343.011000	FIBER OPTIC RENTAL	35,000	30,000	-5,000
17,032	18,000	401.0000.343.011100	POLE RENTALS	17,200	18,000	800
231,200	230,000	401.0000.343.011200	CUSTOMER SVC WATER SEWER	231,200	230,000	-1,200
29,910	26,000	401.0000.343.011500	ELEC CONNECTION FEES	140,000	26,000	-114,000
272,885	275,000	401.0000.343.012100	PENALTY INCOME	270,000	275,000	5,000
38,300	38,000	401.0000.343.012200	CUST SVC/SW	38,300	38,000	-300
14,570	12,000	401.0000.343.061300	UNDERGROUND CONNECTION CHARGE	45,000	10,000	-35,000
39,425	40,000	401.0000.343.090100	COMMUNICATION EQUIP RENTAL	40,000	40,000	0
311,942	165,000	401.0000.361.010200	INTEREST ON INVESTMENTS	165,000	165,000	0
69,653	50,000	401.0000.369.090100	MISCELLANEOUS REVENUES	50,000	50,000	0
441	500	401.0000.369.090200	STATE SALES TAX FEES	500	500	0
3,759,409	7,544,075	401.0000.389.000200	CASH CARRYOVER	-1,778,662	-166,631	1,612,031
<b>108,843,059</b>	<b>97,478,575</b>			<b>90,928,575</b>	<b>88,305,869</b>	<b>-2,622,706</b>

**ELECTRIC FUND  
RENEWAL & REPLACEMENT**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
162,179	160,000	403.0000.343.000100	CONTRIBUTION(REIMB)ELEC WORK	160,000	160,000	0
198,585	500,000	403.0000.343.061200	ELECTRIC IMPACT FEES	500,000	500,000	0
0	0	403.0000.384.001000	PROPOSED BORROWING	6,550,000	0	-6,550,000
15,887,961	7,497,000	403.0000.382.000200	CONTRIBUTION FROM ELECTRIC FUND	947,000	6,169,750	5,222,750
<u>16,248,725</u>	<u>8,157,000</u>			<u>8,157,000</u>	<u>6,829,750</u>	<u>-1,327,250</u>
<b>Capital</b>						
<u>16,248,725</u>	<u>8,157,000</u>		CAPITAL ACCOUNTS	<u>8,157,000</u>	<u>6,829,750</u>	<u>-1,327,250</u>

# Power Resources

## Mission

The mission of the Power Resources department is to generate electricity in a fiscally responsible and environmentally sensitive manner, while challenging the organization to strive toward the achievement of a common goal that will, as a result, improve our product to the customer.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	14	14	0
Full Time Bargaining	18	18	0
Total	32	32	0
Part Time	0	0	0
Total	32	32	0

## Major Goals and Challenges

To comply with all Federal, State and Local Environmental Regulations.

To generate power in a cost effective, environmentally sensitive, safety conscious manner to meet the power supply requirements of our customers.

To effectively communicate our needs to our new Capacity and Energy Partner.

To maintain or improve upon a forced outage rate goal of 3.11% or less.

To maintain or improve upon an availability goal of 90.5% or greater.

To continually strive to improve the Maintenance Management System to better utilize resources to plan and track the cost of doing business.

To continue to evaluate staffing levels and training opportunities to provide for a skilled competent work force.

**ELECTRIC FUND  
POWER RESOURCES**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
1,981,957	2,001,403	401.5000.531.112001	OPERATING SALARIES	2,001,403	1,921,636	-79,767
159,844	220,000	401.5000.531.114001	OVERTIME SALARIES	220,000	200,000	-20,000
4,022	5,000	401.5000.531.115009	MEAL ALLOWANCE	5,000	5,000	0
153,642	170,320	401.5000.531.121001	SOCIAL SECURITY	170,320	162,688	-7,632
332,063	432,021	401.5000.531.122001	PENSION FUND CONTRIBUTION	432,021	346,584	-85,437
7,641	8,627	401.5000.531.123001	GROUP LIFE INSURANCE	8,627	8,041	-586
276,828	267,708	401.5000.531.123002	HOSPITALIZATION INSURANCE	267,708	226,771	-40,937
<u>2,915,997</u>	<u>3,105,079</u>			<u>3,105,079</u>	<u>2,870,720</u>	<u>-234,359</u>
<b>Operating Expenses</b>						
164,553	150,000	401.5000.531.331001	PROFESSIONAL SERVICES	150,000	150,000	0
5,175	5,000	401.5000.531.331003	PROF SVCS PERMITTING	5,000	5,000	0
17,602	18,000	401.5000.531.334002	CLEANING/LAUNDRY	18,000	18,000	0
740	4,000	401.5000.531.340001	MILEAGE ALLOWANCE	4,000	2,000	-2,000
3,600	3,600	401.5000.531.340002	AUTO ALLOWANCE	3,600	3,600	0
13,153	11,000	401.5000.531.341001	TELEPHONE	11,000	11,000	0
1,349	1,800	401.5000.531.342001	POSTAGE	1,800	1,000	-800
57,555	65,000	401.5000.531.343001	UTILITIES	65,000	65,000	0
2,750	9,000	401.5000.531.344001	MACH/EQUIP RENT	9,000	9,000	0
223,322	225,000	401.5000.531.345001	GENERAL INSURANCE-BOILER	225,000	226,600	1,600
5,040	5,571	401.5000.531.346002	VEHICLE MAINTENANCE	5,571	5,149	-422
9,813	5,000	401.5000.531.346006	BUILDING MAINT	5,000	5,000	0
2,815	0	401.5000.531.346007	BOILER/FURNACE MAINT	0	0	0
59,161	50,000	401.5000.531.346010	INSTRUMENTATION MAINT	50,000	40,000	-10,000
23,839	10,000	401.5000.531.346011	PLANT COMPUTER MAINTENANCE	10,000	10,000	0
8,594	5,000	401.5000.531.346012	OFFICE EQUIP MAINT	5,000	5,000	0
4,208	550	401.5000.531.346013	VEHICLE/EQUIP MAINT	550	550	0
36,498	33,000	401.5000.531.346058	GROUNDS MAINT	33,000	33,000	0
165	400	401.5000.531.347001	PRINTING/BINDING	400	400	0
26,112	40,000	401.5000.531.349003	SCHOOLS/MEETINGS	40,000	25,000	-15,000
139,455	215,000	401.5000.531.349021	ENVIRONMENTAL AND POLLUTION	215,000	215,000	0
2,693	5,000	401.5000.531.349028	LANDFILL FEES	5,000	5,000	0
8,045	8,000	401.5000.531.351001	OFFICE SUPPLIES	8,000	6,000	-2,000
0	1,000	401.5000.531.351002	LOGS/CHARTS/FORMS/MAPS	1,000	1,000	0
192	1,900	401.5000.531.351003	OFFICE FURN/EQUIP	1,900	1,500	-400
979	2,000	401.5000.531.352001	GAS AND OIL	2,000	4,000	2,000
15,689	15,000	401.5000.531.352006	JANITORIAL SUPPLIES	15,000	15,000	0
5,163	12,000	401.5000.531.352008	UNIFORMS & CLOTHING	12,000	12,000	0
17,526	48,000	401.5000.531.352019	CHEMICAL AND WATER TR SUP	48,000	45,000	-3,000
2,792	3,000	401.5000.531.352020	LUBRICANTS	3,000	3,000	0
37,467	30,000	401.5000.531.352021	GENERATOR COOLING GASES	30,000	45,000	15,000
15,526	15,000	401.5000.531.352022	MATERIALS	15,000	15,000	0
647	500	401.5000.531.352024	FIRST AID SUPPLIES	500	500	0
19,619	20,000	401.5000.531.352025	MACHINE SHOP SUPPLIES	20,000	20,000	0
3,099	3,500	401.5000.531.354001	SUBSCRIPTIONS/MEMBERSHIPS	3,500	3,000	-500
11,587	15,000	401.5000.531.355002	MISCELLANEOUS	15,000	15,000	0
<u>946,523</u>	<u>1,036,821</u>			<u>1,036,821</u>	<u>1,021,299</u>	<u>-15,522</u>
<b>Transfers</b>						
1,125,000	975,000	401.5000.531.991010	TRANSFER TO FUND 405	975,000	975,000	0
<u>4,987,520</u>	<u>5,116,900</u>			<u>5,116,900</u>	<u>4,867,019</u>	<u>-249,881</u>

**ELECTRIC FUND  
POWER & FUEL**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Operating Expenses</b>						
4,471,389	6,196,656	401.5001.531.352053	POWER PURCHASED ST LUCIE	6,196,656	6,760,552	563,896
0	0	401.5001.531.352062	STANTON I	0	9,000,558	9,000,558
0	0	401.5001.531.352063	STANTON II	0	8,000,541	8,000,541
0	0	401.5001.531.352064	OUC	0	25,884,721	25,884,721
0	0	401.5001.531.352065	FPL	0	3,151,416	3,151,416
32,280	32,280	401.5001.531.352100	CUSTOMER CHARGE	32,280	0	-32,280
22,303,185	21,946,920	401.5001.531.352105	DEMAND CHARGE/CAPACITY	21,946,920	0	-21,946,920
2,788,888	3,059,365	401.5001.531.352110	DEMAND CHARGE/TRANSMISSION	3,059,365	0	-3,059,365
39,412,521	29,979,070	401.5001.531.352130	ENERGY CHARGE	29,979,070	0	-29,979,070
-2,267,017	-549,250	401.5001.531.352140	BASE INTERM CAPACITY	-549,250	0	549,250
-3,176,434	-736,000	401.5001.531.352150	PEAKING CAPACITY	-736,000	0	736,000
-269,843	-61,250	401.5001.531.352160	STEAM VARIABLE O & M	-61,250	0	61,250
-1,467,347	-209,500	401.5001.531.352162	PROPOSED STARTUP CREDIT	-209,500	0	209,500
1,593,806	78,250	401.5001.531.352165	TRUE UP ADJUST/DEMAND	78,250	0	-78,250
3,236,298	221,175	401.5001.531.352170	TRUE UP ADJUST/ENERGY	221,175	0	-221,175
741,393	-28,250	401.5001.531.352215	TRANSMISSION TRUE UP CREDIT	-28,250	0	28,250
-197,226	-53,569	401.5001.531.352220	LOAD RETENTION FUNDING	-53,569	0	53,569
<u>67,201,893</u>	<u>59,875,897</u>			<u>59,875,897</u>	<u>52,797,788</u>	<u>-7,078,109</u>

**ELECTRIC FUND  
MAINTENANCE & REPAIR**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
490,242	-975,000	405.0000.382.000200	CONTRIBUTION FROM ELECTRIC FUND	975,000	975,000	0
<b>Operating Expenses</b>						
34,135	100,000	405.5000.531.346006	BUILDING MAINT	100,000	100,000	0
112,047	100,000	405.5000.531.346007	BOILER & FURNACE MAINT	100,000	100,000	0
30,766	125,000	405.5000.531.346009	PRIME MOVERS MAINT	125,000	125,000	0
154,227	150,000	405.5000.531.346011	MISC EQUIPMENT MAINT	150,000	150,000	0
108,434	400,000	405.5000.531.346014	PRIME MOVERS MAINT--UNITS 5&2	400,000	400,000	0
29,051	50,000	405.5000.531.346016	PIPING ACCESSORIES MAINT	50,000	50,000	0
21,582	50,000	405.5000.531.346020	GEN & ELEC EQUIP MAINT	50,000	50,000	0
490,242	975,000			975,000	975,000	0



# Capital Requests

Budget

Account Number

2010-2011

403.	5000.	531.	610391	1	Computers	\$	10,500	
403.	5000.	531.	661314	2	Unit 2 Turbine-Generator Inspection		350,000	
403.	5000.	531.	662314	3	Unit 4 Turbine-Generator Inspection		400,000	
403.	5000.	531.	611315	4	Unit 2 Vibration Monitor Replacement		50,000	
403.	5000.	531.	612315	5	Unit 4 Vibration Monitor Replacement		50,000	
403.	5000.	531.	697312	6	Power Plant Roof Work HRSG		110,000	
								<u>970,500</u>
							\$	<u>970,500</u>

**Budgeted 2009-2010 \$ 1,466,000**

Power Resources













# Customer Service

## Mission

The mission of Customer Service is to provide courteous and efficient service to all utility customers and ensure that utility billings are rendered correctly and collections are made in a timely manner. To provide statistical data to other city departments and outside agencies as required. To promote efficient use of electrical energy, water and other natural resources as mandated by the State of Florida and the St. John's Water Management District.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	20	20	0
Full Time Bargaining	6	6	0
Total	26	26	0
Part Time	0	0	0
Total	26	26	0

## Major Goals and Challenges

To continue the development of personnel through formal and on-the-job training.

To provide water and electrical energy conservation information to residential, commercial, and industrial customers.

To provide improved and expanded services as a part of the Utility Billing System enhancement schedule.

To implement a program to automate the reading of electrical and water meters when reliable hardware becomes available and cost effective when compared with present methods.

**ELECTRIC FUND  
CUSTOMER SERVICE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
941,172	904,205	401.5100.531.112001	OPERATING SALARIES	904,205	904,205	0
3,928	8,000	401.5100.531.114001	OVERTIME SALARIES	8,000	5,000	-3,000
67,520	69,780	401.5100.531.121001	SOCIAL SECURITY	69,780	69,554	-226
99,930	127,124	401.5100.531.122001	PENSION FUND CONTRIBUTION	127,124	126,203	-921
3,706	3,809	401.5100.531.123001	GROUP LIFE INSURANCE	3,809	3,772	-37
187,174	186,033	401.5100.531.123002	HOSPITALIZATION INSURANCE	186,033	189,860	3,827
<u>1,303,430</u>	<u>1,298,951</u>			<u>1,298,951</u>	<u>1,298,594</u>	<u>-357</u>
<b>Operating Expenses</b>						
39,986	140,000	401.5100.531.331001	PROFESSIONAL SERVICES	140,000	65,000	-75,000
1,175	1,200	401.5100.531.334003	JANITORIAL SERVICES	1,200	1,500	300
0	500	401.5100.531.340001	MILEAGE ALLOWANCE	500	500	0
4,104	4,500	401.5100.531.341001	TELEPHONE	4,500	4,000	-500
152,311	210,000	401.5100.531.342001	POSTAGE	210,000	200,000	-10,000
14,333	12,990	401.5100.531.346002	VEHICLE MAINTENANCE	12,990	12,760	-230
1,229	3,500	401.5100.531.346003	BUILDING MAINTENANCE	3,500	3,000	-500
0	1,000	401.5100.531.346004	METERS MAINTENANCE	1,000	1,000	0
2,878	4,500	401.5100.531.346017	OFFICE EQUIP MAINT	4,500	4,500	0
207	500	401.5100.531.346018	RADIO MAINT	500	500	0
64,262	150,000	401.5100.531.346200	SOFTWARE MAINTENANCE	150,000	150,000	0
81,838	120,000	401.5100.531.347001	PRINTING & BINDING	120,000	120,000	0
717	2,000	401.5100.531.349003	SCHOOLS & MEETINGS	2,000	2,000	0
24,677	35,000	401.5100.531.349015	CREDIT BUREAU CHARGES	35,000	30,000	-5,000
3,172	4,500	401.5100.531.351001	OFFICE SUPPLIES	4,500	4,500	0
2,645	2,500	401.5100.531.351003	OFFICE FURN & EQUIP	2,500	5,000	2,500
10,211	12,840	401.5100.531.352001	GAS & OIL	12,840	12,000	-840
2,146	3,000	401.5100.531.352008	UNIFORMS & CLOTHING	3,000	3,000	0
781	1,000	401.5100.531.352014	OTHER COMMODITIES	1,000	1,000	0
107	500	401.5100.531.352027	TOOLS & INSTRUMENTS	500	500	0
<u>406,779</u>	<u>710,030</u>			<u>710,030</u>	<u>620,760</u>	<u>-89,270</u>
<u>1,710,209</u>	<u>2,008,981</u>			<u>2,008,981</u>	<u>1,919,354</u>	<u>-89,627</u>

# Transmission & Distribution

## Mission

To ensure reliable power transmission and distribution to the City of Vero Beach's residents and business customers, by utilizing a technology based outage management system to monitor the system's performance; by implementing maintenance and construction projects designed to improve that performance; by rapidly responding and restoring service during significant outage periods; and by maintaining the ongoing integrity of the system's customer records.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	19	19	0
Full Time Bargaining	36	36	0
Total	55	55	0
Part Time	0	0	0
Total	55	55	0

## Major Goals and Challenges

Analyze and evaluate the overhead distribution system, substation capacities and feeder line interconnections for efficiency and reliability.

Evaluate smart grid initiatives and advise on their adequateness.

Maintain transmission and distribution system with the goal of checking at least 20% of the system each year as required by the Florida Public Service Commission.

Continue to harden the electric system to minimize damage due to disasters.

Maintain an accurate inventory of the entire electric system in an effort to enhance the Outage Management System, which will enable us to speed up our response to disasters and enhance our day-to-day operations.

To establish a formal training program for lineworkers, meter technicians, substation technicians and dispatchers, and engineering technicians.

**ELECTRIC FUND  
TRANSMISSION & DISTRIBUTION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
2,034,162	2,141,380	401.5400.531.112001	OPERATING SALARIES	2,141,380	2,141,380	0
246,503	212,000	401.5400.531.114001	OVERTIME SALARIES/DISTR	212,000	212,000	0
910	800	401.5400.531.115009	MEAL ALLOWANCE	800	800	0
177,942	180,090	401.5400.531.121001	SOCIAL SECURITY	180,090	180,090	0
461,892	478,542	401.5400.531.122001	PENSION FUND CONTRIBUTION	478,542	427,184	-51,358
8,428	8,843	401.5400.531.123001	GROUP LIFE INSURANCE	8,843	9,358	515
292,362	287,733	401.5400.531.123002	HOSPITALIZATION INSURANCE	287,733	248,317	-39,416
<u>3,222,199</u>	<u>3,309,388</u>			<u>3,309,388</u>	<u>3,219,129</u>	<u>-90,259</u>
<b>Operating Expenses</b>						
106,560	50,000	401.5400.531.331001	PROFESSIONAL SERVICES	50,000	150,000	100,000
0	0	401.5400.531.331002	NERC LICENSING FEES	0	375,000	375,000
19,353	20,000	401.5400.531.334002	CLEANING & LAUNDRY	20,000	17,500	-2,500
6,612	7,000	401.5400.531.334003	JANITORIAL SERVICES	7,000	6,500	-500
34,570	34,000	401.5400.531.334009	POLE RENTAL	34,000	34,000	0
14,836	25,000	401.5400.531.334010	ENVIRONMENTAL HEALTH & SAFETY	25,000	15,000	-10,000
2,133	2,000	401.5400.531.340001	MILEAGE ALLOWANCE	2,000	2,000	0
2,100	2,100	401.5400.531.340002	AUTO ALLOWANCE	2,100	2,100	0
48,125	45,000	401.5400.531.341001	TELEPHONE	45,000	30,000	-15,000
973	400	401.5400.531.342001	POSTAGE	400	350	-50
41,415	38,500	401.5400.531.343001	UTILITIES	38,500	38,500	0
10,467	6,710	401.5400.531.344001	EQUIPMENT RENTAL	6,710	5,000	-1,710
49,526	50,000	401.5400.531.344003	LAND RENT AIRPORT	50,000	50,000	0
37,814	35,966	401.5400.531.346002	VEHICLE MAINTENANCE	35,966	36,955	989
12,029	8,000	401.5400.531.346003	BUILDING MAINTENANCE	8,000	8,000	0
1,185	1,500	401.5400.531.346004	AIR CONDITIONING MAINT	1,500	1,500	0
2,864	2,000	401.5400.531.346012	OFFICE EQUIP MAINT	2,000	2,000	0
4,605	4,000	401.5400.531.346018	RADIO MAINT	4,000	3,000	-1,000
2,042	10,000	401.5400.531.346026	STATION EQUIP MAINT/DISTR	10,000	10,000	0
28,081	15,000	401.5400.531.346027	HYDRAULIC EQUIP MAINT	15,000	15,000	0
68,412	70,000	401.5400.531.346058	GROUNDS MAINT/DISTR	70,000	70,000	0
74,444	55,000	401.5400.531.346200	SOFTWARE MAINTENANCE	55,000	55,000	0
2,167	200	401.5400.531.347001	PRINTING & BINDING	200	200	0
672	100	401.5400.531.349001	ADVERTISING	100	100	0
41,274	45,000	401.5400.531.349003	SCHOOLS & MEETINGS	45,000	45,000	0
1,172	1,500	401.5400.531.349028	LANDFILL FEES	1,500	1,500	0
11,251	8,000	401.5400.531.351001	OFFICE SUPPLIES	8,000	8,000	0
4,614	4,000	401.5400.531.351003	OFFICE FURN & EQUIP	4,000	2,000	-2,000
50,168	62,300	401.5400.531.352001	GAS & OIL	62,300	45,000	-17,300
1,517	2,000	401.5400.531.352006	JANITORIAL SUPPLIES	2,000	2,000	0
3,926	6,500	401.5400.531.352008	UNIFORMS & CLOTHING	6,500	6,500	0
302	2,500	401.5400.531.352026	STATION EQUIP/DISTR	2,500	2,500	0
15,858	15,000	401.5400.531.352027	TOOLS & INSTRUMENTS	15,000	10,000	-5,000
101,680	12,000	401.5400.531.352038	STATION EXPENSES/DISTR	12,000	12,000	0
319,842	300,000	401.5400.531.352041	OVERHEAD LINES MAINT	300,000	300,000	0
12,606	10,000	401.5400.531.352042	UNDERGROUND LINES MAINT	10,000	10,000	0
17,523	25,000	401.5400.531.352044	STATION MATERIAL/DISTR	25,000	21,000	-4,000
221	2,500	401.5400.531.352045	OVERHEAD LINE MATERIAL	2,500	100	-2,400
1,480	3,500	401.5400.531.352047	LINE TRANSFORMER MATERIALS	3,500	1,000	-2,500
4,889	4,000	401.5400.531.352048	STREET LIGHT MATERIAL	4,000	4,000	0
3,273	0	401.5400.531.352144	STATION MATERIAL/TRANS	0	1,500	1,500
691	1,000	401.5400.531.354001	SUBSCRIPTIONS/MEMBERSHIPS	1,000	1,000	0
5,253	5,000	401.5400.531.355002	MISCELLANEOUS	5,000	4,000	-1,000
<u>1,168,525</u>	<u>992,276</u>			<u>992,276</u>	<u>1,404,805</u>	<u>412,529</u>
<u>4,390,724</u>	<u>4,301,664</u>			<u>4,301,664</u>	<u>4,623,934</u>	<u>322,270</u>

**ELECTRIC FUND  
ELECTRIC SYSTEM DESIGN**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
277,358	568,751	401.5410.531.112001	OPERATING SALARIES/DISTR	568,751	467,481	-101,270
43,495	43,510	401.5410.531.121001	SOCIAL SECURITY	43,510	35,762	-7,748
131,851	153,862	401.5410.531.122001	PENSION CONTRIBTUION	153,862	76,513	-77,349
2,356	2,384	401.5410.531.123001	GROUP LIFE INSURANCE	2,384	1,659	-725
70,498	75,234	401.5410.531.123002	HOSPITALIZATION INSURANCE	75,234	60,465	-14,769
<u>525,558</u>	<u>843,741</u>			<u>843,741</u>	<u>641,880</u>	<u>-201,861</u>
<b>Operating Expenses</b>						
12,360	0	401.5410.531.331001	PROFESSIONAL SERVICES	0	0	0
3,295	3,000	401.5410.531.334003	JANITORIAL SERVICES	3,000	3,000	0
370	4,000	401.5410.531.340001	MILEAGE ALLOWANCE	4,000	0	-4,000
4,939	5,500	401.5410.531.341001	TELEPHONE	5,500	5,500	0
284	250	401.5410.531.342001	POSTAGE	250	250	0
12,166	10,000	401.5410.531.343001	UTILITES	10,000	10,000	0
2,277	1,418	401.5410.531.346002	VEHICLE MAINTENANCE	1,418	1,109	-309
133	1,100	401.5410.531.346003	BUILDING MAINTENANCE	1,100	1,100	0
5,205	7,000	401.5410.531.346012	OFFICE EQUIPMENT MAINTENANCE	7,000	7,000	0
5,848	10,000	401.5410.531.346200	SOFTWARE MAINTENANCE	10,000	10,000	0
0	600	401.5410.531.347001	PRINTING & BINDING	600	600	0
0	300	401.5410.531.349001	ADVERTISING	300	300	0
8,733	20,000	401.5410.531.349003	SCHOOLS & MEETINGS	20,000	20,000	0
2,332	2,800	401.5410.531.351001	OFFICE SUPPLIES	2,800	2,800	0
1,123	3,000	401.5410.531.351002	LOGS/CHARTS/FORMS/MAPS	3,000	3,000	0
794	8,500	401.5410.531.351003	OFFICE FURNITURE & EQUIPMENT	8,500	8,500	0
3,591	3,500	401.5410.531.352001	GAS & OIL	3,500	3,500	0
53	100	401.5410.531.352006	JANITORIAL SUPPLIES	100	100	0
190	500	401.5410.531.354001	SUBSCRIPTIONS/MEMBERSHIPS	500	500	0
1,036	1,500	401.5410.531.355002	MISCELLANEOUS	1,500	1,500	0
<u>64,729</u>	<u>83,068</u>			<u>83,068</u>	<u>78,759</u>	<u>-4,309</u>
<u>590,287</u>	<u>926,809</u>			<u>926,809</u>	<u>720,639</u>	<u>-206,170</u>

**ELECTRIC FUND  
ELECTRIC METERING**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
485,770	448,251	401.5420.531.112001	OPERATING SALARIES/DISTR	448,251	448,251	0
26,286	35,000	401.5420.531.114001	OVERTIME SALARIES/DISTR	35,000	15,000	-20,000
0	100	401.5420.531.115009	MEAL ALLOWANCE	100	100	0
36,422	36,980	401.5420.531.121001	SOCIAL SECURITY	36,980	35,446	-1,534
94,172	57,419	401.5420.531.122001	PENSION FUND CONTRIBUTION	57,419	18,507	-38,912
1,920	1,804	401.5420.531.123001	GROUP LIFE INSURANCE	1,804	1,871	67
87,046	77,603	401.5420.531.123002	HOSPITALIZATION INSURANCE	77,603	75,362	-2,241
<u>731,616</u>	<u>657,157</u>			<u>657,157</u>	<u>594,537</u>	<u>-62,620</u>
<b>Operating Expenses</b>						
0	1,000	401.5420.531.331001	PROFESSIONAL SERVICES	1,000	1,000	0
4,134	4,000	401.5420.531.334002	CLEANING & LAUNDRY	4,000	3,500	-500
599	650	401.5420.531.341001	TELEPHONE	650	900	250
340	250	401.5420.531.342001	POSTAGE	250	350	100
10,365	8,650	401.5420.531.343001	UTILITIES	8,650	11,000	2,350
10,814	9,541	401.5420.531.346002	VEHICLE MAINTENANCE	9,541	8,662	-879
2,043	3,000	401.5420.531.346004	METER MAINT/DISTR	3,000	3,000	0
3,716	5,000	401.5420.531.346006	BUILDING MAINTENANCE	5,000	3,500	-1,500
0	1,000	401.5420.531.346017	OFFICE EQUIPMENT MAINTANCE	1,000	100	-900
123	1,000	401.5420.531.346018	RADIO MAINTENANCE	1,000	100	-900
360	1,000	401.5420.531.346019	TOOLS/SHOP EQUIPMENT MAINT	1,000	1,000	0
0	100	401.5420.531.346081	DISPOSAL OF SCRAP MATERIAL	100	100	0
511	100	401.5420.531.347001	PRINTING & BINDING	100	100	0
0	100	401.5420.531.349001	ADVERTISING	100	100	0
5,119	7,500	401.5420.531.349003	SCHOOLS & MEETINGS	7,500	5,000	-2,500
2,069	1,000	401.5420.531.351001	OFFICE SUPPLIES	1,000	1,500	500
0	2,500	401.5420.531.351003	OFFICE FURNITURE & EQUIPMENT	2,500	1,500	-1,000
12,566	13,000	401.5420.531.352001	GAS & OIL	13,000	15,000	2,000
1,200	2,500	401.5420.531.352008	UNIFORMS & CLOTHING	2,500	2,500	0
1,545	2,000	401.5420.531.352027	TOOLS & INSTRUMENTS	2,000	2,000	0
0	350	401.5420.531.354001	SUBSCRIPTIONS/MEMBERSHIPS	350	100	-250
2,184	2,000	401.5420.531.355002	MISCELLANEOUS	2,000	2,000	0
<u>57,688</u>	<u>66,241</u>			<u>66,241</u>	<u>63,012</u>	<u>-3,229</u>
<u>789,304</u>	<u>723,398</u>			<u>723,398</u>	<u>657,549</u>	<u>-65,849</u>



# Capital Requests

Account Number	Budget 2010-2011
403. 5400. 531. 667368    1    Line Transformers	\$    215,000
403. 5400. 531. 667367    2    Underground Conductors and Devices	500,000
403. 5400. 531. 667366    3    Underground Conduit	120,000
403. 5400. 531. 667369    4    Services-Overhead and Underground	80,000
403. 5400. 531. 667365    5    Overhead Conductors and Devices	550,000
403. 5400. 531. 667364    6    Poles, Towers and Fixtures	700,000
403. 5400. 531. 667373    7    Outdoor Lighting	100,000
403. 5400. 531. 667370    8    Electric Meters and Equipment	175,000
403. 5400. 531. 671364    9    Line Relocations	300,000
403. 5400. 531. 610365    10    Reconductor Feeders	2,000,000
403. 5400. 531. 670391    11    ArcGis Server and Training	12,500
403. 5400. 531. 610368    12    Line Reclosures	250,000
403. 5400. 531. 611365    13    Auto Devices	250,000
403. 5400. 531. 691362    14    Replace RTU's	80,000
403. 5400. 531. 611391    15    Replace IVR Computer	15,750
403. 5400. 531. 667394    16    Overhead/URD/Substation/Metering Tools	20,000
403. 5400. 531. 692362    17    Substation Equipment Painting	75,000
403. 5400. 531. 610391    18    Computer	1,000
403. 5400. 531. 693362    19    Replace 69 kV Breakers	250,000
403. 5400. 531. 695362    20    Station Batteries	15,000
403. 5400. 531. 691369    21    Fiber Optic Projects	100,000
403. 5400. 531. 667355    22    Repair Transmission Line	50,000
	<b>Total \$    5,859,250</b>
	<b>Budgeted 2009-2010 \$    6,685,000</b>

Transmission and Distribution













































# Non Departmental

## Mission

The Non Departmental accounts are used for expenses which are not directly associated with or allocable to any other department of the Electric Fund.

**ELECTRIC FUND  
NON DEPARTMENTAL**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
133,379	113,000	401.9900.531.123004	RETIREMENT PREM ASSISTANCE	113,000	113,000	0
50,000	50,000	401.9900.531.123005	WORKERS COMPENSATION	50,000	50,000	0
0	15,000	401.9900.531.125001	STATE UNEMPLOYMENT COMP	15,000	15,000	0
<u>183,379</u>	<u>178,000</u>			<u>178,000</u>	<u>178,000</u>	<u>0</u>
<b>Operating Expenses</b>						
12,755	10,000	401.9900.531.331001	PROFESSIONAL SERVICES	10,000	10,000	0
5,748	17,000	401.9900.531.331012	PAYING AGENTS FEE	17,000	17,000	0
38,361	36,300	401.9900.531.332001	AUDIT	36,300	36,300	0
12,701	20,700	401.9900.531.341002	TELECOMMUNICATIONS SERVICES	20,700	20,700	0
76,981	70,720	401.9900.531.344003	LAND RENT AIRPORT	70,720	70,720	0
1,741,808	1,735,000	401.9900.531.345001	GENERAL INSURANCE	1,735,000	1,735,000	0
29,650	0	401.9900.531.345100	INSURANCE ARVEY	0	0	0
1,188	30,000	401.9900.531.346039	DIESEL PLANT MISC.	30,000	30,000	0
6,773	0	401.9900.531.349007	STATE SALES TAX	0	0	0
1,793,700	1,775,100	401.9900.531.349016	GF ADMIN CHARGES	1,775,100	1,689,300	-85,800
218,305	170,000	401.9900.531.349019	METER DEPOSIT INTEREST	170,000	170,000	0
147,264	150,000	401.9900.531.349023	BAD DEBTS	150,000	150,000	0
179	3,000	401.9900.531.349028	LANDFILL FEES	3,000	3,000	0
16,095	10,000	401.9900.531.349031	PSC REGULATORY FEE	10,000	10,000	0
-668	0	401.9900.531.349034	GROSS RECEIPTS TAX	0	0	0
35,910	35,000	401.9900.531.354001	FMEA MEMBERSHIP	35,000	35,000	0
0	10,000	401.9900.531.354011	FMPA JOINT PURCH FEES	10,000	10,000	0
48,541	24,400	401.9900.531.355002	MISCELLANEOUS	24,400	24,400	0
-12,796	0	401.9900.531.355006	INVENTORY VARIANCE	0	0	0
12,127	35,000	401.9900.531.355007	GRACE	35,000	35,000	0
<u>4,184,622</u>	<u>4,132,220</u>			<u>4,132,220</u>	<u>4,046,420</u>	<u>-85,800</u>
<b>Debt Service &amp; Transfers</b>						
5,892,999	5,893,000	401.9900.531.991004	TRANSFER TO GENERAL FUND	5,893,000	5,598,350	-294,650
15,887,961	7,497,000	401.9900.531.991005	TRANS TO ELECTRIC R&R	947,000	6,169,750	5,222,750
2,671,563	5,549,313	401.9900.531.991053	TRF TO SF 2003A BONDS	5,549,313	5,558,094	8,781
352,598	1,168,955	401.9900.531.991056	TRF TO SF 8247K LOAN	1,168,955	1,168,972	17
0	106,438	401.9900.531.991057	TRF TO ELECTRIC LOAN	106,438	0	-106,438
<u>24,805,121</u>	<u>20,214,706</u>			<u>13,664,706</u>	<u>18,495,166</u>	<u>4,830,460</u>
<u>29,173,122</u>	<u>24,524,926</u>			<u>17,974,926</u>	<u>22,719,586</u>	<u>4,744,660</u>



The background features a large, light blue circular seal. The seal contains a landscape scene with a sun, clouds, palm trees, and a body of water. The text "CITY OF EVERE" is written along the top arc and "FLORIDA" along the bottom arc of the seal.

# **WATER & SEWER FUND**



# OPERATING BUDGET

Budget  
2010-2011

Budget  
2009-2010

## Operating Revenue

\$ 17,066,500

\$ 17,573,287

## Operating Expenses:

Wastewater Treatment

1,720,166

1,796,385

Gravity Sewer

496,971

516,410

Water Treatment Plant

3,093,869

3,209,774

Water Distribution

1,025,872

958,904

Wastewater Reuse

633,000

618,000

Administration

891,023

1,057,863

Environmental Laboratory

485,892

489,455

Facility Maintenance & Asset

737,575

707,748

Lift Station

570,670

565,924

Water Meter Maintenance

366,973

550,184

NonDepartmental

1,424,860

1,473,660

Total Operating Expenses

11,446,871

11,944,307

## Net Operating Income

5,619,629

5,628,980

## Debt Service

Transfer for Series 2008 Refunding

1,466,812

1,467,234

Transfer for State Revolving Fund Loans

686,352

166,975

Total Debt Service Transfers

2,153,164

1,634,209

## Surplus Revenue

\$ 3,466,465

\$ 3,994,771

## Surplus Revenue Distribution

Transfer to General Fund

\$ 859,950

\$ 859,950

Transfer to Capital Improvements Program

1,734,175

3,085,400

Balance Available for Capital Additions

872,340

49,421

## Total Distribution of Surplus

\$ 3,466,465

\$ 3,994,771

# WATER SEWER FUND

**WATER & SEWER FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
8,882,274	8,850,000	421.0000.343.060100	METERED WATER SALES	9,119,692	8,850,000	-269,692
13,228	5,000	421.0000.343.060200	NEW WATER CONNECTIONS	10,000	5,000	-5,000
5,546,015	6,900,000	421.0000.343.060400	SEWER SERVICE CHARGES	7,221,626	7,015,000	-206,626
166,787	46,500	421.0000.343.060600	FIRE HYDRANT RENTAL	175,000	46,500	-128,500
128,526	115,000	421.0000.343.061400	IRRIGATION REUSE NON PRESSURE	115,000	115,000	0
627,440	850,000	421.0000.343.061500	IRRIGATION REUSE OTHERS	882,369	975,000	92,631
121,093	50,000	421.0000.361.010200	INTEREST ON INVESTMENTS	37,100	50,000	12,900
12,357	12,500	421.0000.369.090100	MISCELLANEOUS REVENUES	12,500	10,000	-2,500
752,443	-221,422	421.0000.389.000200	CASH CARRYOVER	-49,421	-872,340	-822,919
<u>16,250,163</u>	<u>16,607,578</u>			<u>17,523,866</u>	<u>16,194,160</u>	<u>-1,329,706</u>

**WATER & SEWER FUND  
CAPITAL IMPROVEMENTS PROGRAM**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
0	0	423.0000.334.310100	AVIATION BLVD GRANT	0	195,000	195,000
84,233	75,000	423.0000.343.060900	WATER IMPACT FEES	10,000	50,000	40,000
19,950	35,000	423.0000.343.061000	SEWER IMPACT FEES	10,000	25,000	15,000
12,684	5,000	423.0000.361.010100	INTEREST INCOME	5,000	5,000	0
249	500	423.0000.363.000100	PENALTY INCOME	500	500	0
2,967,854	2,106,758	423.0000.382.000300	CONTRIBUTION FROM W/S REV FUND	3,085,400	1,734,175	-1,351,225
0	0	423.0000.384.001000	PROPOSED BORROWING	3,500,000	0	-3,500,000
82,727	200,000	423.0000.389.000900	NON OPER REV SPECIAL ASMTS	200,000	200,000	0
<u>3,167,697</u>	<u>2,422,258</u>			<u>6,810,900</u>	<u>2,209,675</u>	<u>-4,601,225</u>
<b>Capital</b>						
<u>3,167,697</u>	<u>2,422,258</u>		CAPITAL ACCOUNTS	<u>6,810,900</u>	<u>2,209,675</u>	<u>-4,601,225</u>

# Wastewater Treatment

## Mission

The mission of the Wastewater Treatment division is to promote public health, protect the environment and conserve water resources by purifying and reclaiming wastewater generated by the residents and businesses of our service territory.

Responsibilities of this division include complying with permit requirements of the Florida Department of Environmental Protection and the U.S. Environmental Protection Agency.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	1	1	0
Full Time Bargaining	9	9	0
Total	10	10	0
Part Time	0	0	0
Total	10	10	0

## Major Goals and Challenges

Continue to meet Federal and State permit requirements.

Initiate operation of the deep injection well to eliminate discharges of excess reclaimed water to the Indian River Lagoon.

Investigate potential modifications to the existing aeration basins blower system to increase efficiency and lower power expenses.

Update the current SCADA system and expand the monitoring points to increase automation at the treatment plant.

**WATER & SEWER FUND  
WASTEWATER TREATMENT**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
544,439	535,849	421.9000.536.112001	OPERATING SALARIES	535,849	510,138	-25,711
65,043	50,000	421.9000.536.114001	OVERTIME SALARIES	50,000	50,000	0
728	500	421.9000.536.115009	MEAL ALLOWANCE	500	500	0
43,217	44,860	421.9000.536.121001	SOCIAL SECURITY	44,860	42,889	-1,971
128,584	185,018	421.9000.536.122001	CONTRIB TO PENSION FUND	185,018	145,100	-39,918
2,079	2,229	421.9000.536.123001	GROUP LIFE INSURANCE	2,229	2,122	-107
122,976	92,102	421.9000.536.123002	HOSPITALIZATION INSURANCE	92,102	84,555	-7,547
<u>907,066</u>	<u>910,558</u>			<u>910,558</u>	<u>835,304</u>	<u>-75,254</u>
<b>Operating Expenses</b>						
8,012	10,000	421.9000.536.331001	PROFESSIONAL SERVICES	10,000	10,000	0
30,516	30,000	421.9000.536.331020	LICENSES & TESTING	30,000	33,000	3,000
194,688	200,000	421.9000.536.334007	OTHER CONTRACTUAL SERVICES	200,000	200,000	0
3,412	2,800	421.9000.536.341001	TELEPHONE	2,800	2,800	0
394	600	421.9000.536.342001	POSTAGE	600	600	0
317,746	360,000	421.9000.536.343001	UTILITIES	360,000	360,000	0
120	1,000	421.9000.536.344001	MACH & EQUIP RENT	1,000	1,000	0
127,234	105,000	421.9000.536.346001	EQUIPMENT MAINTENANCE	105,000	95,000	-10,000
2,715	2,399	421.9000.536.346002	VEHICLE MAINTENANCE	2,399	2,362	-37
19,638	15,000	421.9000.536.346029	STRUCTURE & IMPROV MAINT	15,000	15,000	0
2,276	2,500	421.9000.536.346058	GROUNDS MAINT	2,500	2,500	0
464	25,000	421.9000.536.346059	ODOR CONTROL SYSTEM MAINTENANCE	25,000	25,000	0
0	0	421.9000.536.346200	SOFTWARE & MAINTENANCE	0	2,000	2,000
2,108	1,750	421.9000.536.349003	SCHOOLS & MEETINGS	1,750	1,750	0
475	500	421.9000.536.349004	TRAINING	500	500	0
33	250	421.9000.536.349005	FIRST AID	250	250	0
23,558	48,000	421.9000.536.349028	LANDFILL FEES	48,000	48,000	0
1,890	1,750	421.9000.536.351001	OFFICE SUPPLIES	1,750	1,750	0
455	250	421.9000.536.351003	OFFICE FURN & EQUIP	250	250	0
12,798	10,428	421.9000.536.352001	GAS AND OIL	10,428	15,000	4,572
2,183	2,500	421.9000.536.352005	CONSUMABLE TOOLS	2,500	2,500	0
3,380	3,000	421.9000.536.352006	JANITORIAL SUPPLIES	3,000	3,000	0
5,714	5,600	421.9000.536.352008	UNIFORMS & CLOTHING	5,600	5,100	-500
1,945	3,500	421.9000.536.352013	CHEMICAL AND LAB SUPPLIES	3,500	3,500	0
2,909	2,500	421.9000.536.352014	OTHER COMMODITIES	2,500	2,500	0
54,971	50,000	421.9000.536.352019	CHEMICAL & WATER TR SUP	50,000	50,000	0
36	1,000	421.9000.536.352023	HORTICULTURAL SUPPLIES	1,000	1,000	0
1,073	500	421.9000.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	500	500	0
<u>820,743</u>	<u>885,827</u>			<u>885,827</u>	<u>884,862</u>	<u>-965</u>
<u>1,727,809</u>	<u>1,796,385</u>			<u>1,796,385</u>	<u>1,720,166</u>	<u>-76,219</u>



# Capital Requests

<u>Account Number</u>						<u>Budget</u>	
						<u>2010-2011</u>	
423.	9000.	536.	611334	1	Wastewater Treatment Plant Meters	\$	5,000
423.	9000.	536.	611389	2	Aerator Handrails		50,000
423.	9000.	536.	611397	3	Security Camera System		50,000
423.	9000.	536.	611380	4	Aerator Diffuser Replacement		45,000
423.	9000.	536.	610390	5	Computers		3,900
423.	9000.	536.	611364	6	Control Panel Breakers		15,000
						<b>Total</b>	<b>\$ 168,900</b>
							<b><u>832,000</u></b>
						<b>Budgeted 2009-2010</b>	<b>\$ <u>832,000</u></b>

Wastewater Treatment













# Gravity Sewer

## Mission

The mission of the Gravity Sewer Division is to ensure uninterrupted wastewater collection and to minimize external flows from infiltration and inflow into the gravity sewer system.

The Division presently maintains:  
132 miles of gravity sewer lines  
63 miles of force mains  
2,660 manholes

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	2	2	0
Full Time Bargaining	4	5	-1
Total	6	7	-1
Part Time	0	0	0
Total	6	7	-1

## Major Goals and Challenges

Reduce rainwater inflow into the wastewater collection system through repairs to deficiencies identified during scheduled smoke testing.

Contract the lining of deteriorated vitrified clay pipes as identified through TV evaluation of the sanitary sewer system.

Continue the valve-exercising program for all force main valves throughout the system.

**WATER & SEWER FUND  
GRAVITY SEWER**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
279,384	271,852	421.9001.536.112001	OPERATING SALARIES	271,852	270,126	-1,726
19,822	25,000	421.9001.536.114001	OVERTIME SALARIES	25,000	20,000	-5,000
700	600	421.9001.536.115009	MEAL ALLOWANCE	600	600	0
21,840	22,760	421.9001.536.121001	SOCIAL SECURITY	22,760	22,240	-520
39,118	59,323	421.9001.536.122001	PENSION CONTRIBUTION	59,323	37,669	-21,654
1,102	1,123	421.9001.536.123001	GROUP LIFE INSURANCE	1,123	1,234	111
73,646	49,694	421.9001.536.123002	HOSPITALIZATION INSURANCE	49,694	49,694	0
<u>435,612</u>	<u>430,352</u>			<u>430,352</u>	<u>401,563</u>	<u>-28,789</u>
<b>Operating Expenses</b>						
1,283	500	421.9001.536.331001	PROFESSIONAL SERVICES	500	500	0
0	500	421.9001.536.334007	OTHER CONTRACTUAL SERVICES	500	500	0
2,100	2,100	421.9001.536.340002	AUTO ALLOWANCE	2,100	2,100	0
1,968	2,100	421.9001.536.341001	TELEPHONE	1,750	2,100	350
86	250	421.9001.536.344001	MACH & EQUIP RENT	250	250	0
4,929	4,000	421.9001.536.346001	EQUIPMENT MAINTENANCE	4,000	4,000	0
21,923	15,008	421.9001.536.346002	VEHICLE MAINTENANCE	15,008	17,000	1992
0	2,500	421.9001.536.346029	STRUCTURE & IMPROVEMENT MAINT	2,500	2,500	0
16,343	18,000	421.9001.536.346042	MAINS & LATERALS MAINT	13,000	18,000	5000
1,400	1,000	421.9001.536.346047	CUST PREMISES MAINT	1,000	1,000	0
2,947	5,000	421.9001.536.346049	MAINS & APPURT MAINT	5,000	5,000	0
444	500	421.9001.536.349003	SCHOOLS & MEETINGS	500	500	0
501	1,000	421.9001.536.349004	TRAINING	1,000	1,000	0
0	250	421.9001.536.349005	FIRST AID	250	250	0
1,882	5,000	421.9001.536.349028	LANDFILL FEES	5,000	5,000	0
217	500	421.9001.536.351001	OFFICE SUPPLIES	500	500	0
0	250	421.9001.536.351003	OFFICE FURNITURE & EQUIPMENT	250	250	0
14,624	18,500	421.9001.536.352001	GAS & OIL	18,500	21,000	2500
1,034	1,500	421.9001.536.352005	CONSUMABLE TOOLS	1,500	1,500	0
435	600	421.9001.536.352006	JANITORIAL SUPPLIES	600	108	-492
3,743	3,000	421.9001.536.352008	UNIFORMS & CLOTHING	3,000	3,000	0
2,162	4,000	421.9001.536.352014	OTHER COMMODITIES	4,000	4,000	0
30	250	421.9001.536.352019	CHEMICAL & WATER TR SUP	250	250	0
1,503	5,000	421.9001.536.353003	REPLACEMENT PAVEMENT	5,000	5,000	0
186	100	421.9001.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	100	100	0
<u>79,740</u>	<u>91,408</u>			<u>86,058</u>	<u>95,408</u>	<u>9,350</u>
<u>515,352</u>	<u>521,760</u>			<u>516,410</u>	<u>496,971</u>	<u>-19,439</u>

# Capital Requests

<u>Account Number</u>					<u>Budget</u>
					<u>2010-2011</u>
423.	9001.	536.	671361	1 Gravity Sewer Rehabilitation	\$ 50,000
423.	9001.	536.	671360	2 Aviation Boulevard Sewer Relocation	150,000
423.	9001.	536.	673361	3 43rd Avenue Sewer Relocation	50,000
423.	9001.	536.	610390	4 Computer	1,000
423.	9001.	536.	611392	5 Shelving	2,000
					<hr/>
					<b>Total \$ 253,000</b>
					<hr/>
					<b>Budgeted 2009-2010 \$ 689,500</b>
					<hr/>

Gravity Sewer











# Water Treatment

## Mission

The mission of the Water Treatment Division is to continuously produce an adequate supply of potable water that protects and promotes public health and meets State and Federal Standards.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	1	1	0
Full Time Bargaining	12	12	0
Total	13	13	0
Part Time	0	0	0
Total	13	13	0

## Major Goals and Challenges

Complete the conversions of Wells Nos. 5 and 31 to raw water sources for the Reverse Osmosis WTP.

Initiate operation of the Deep Injection Well to eliminate the discharge of RO concentrate to the Indian River Lagoon.

Redrill Well No. 8.

**WATER & SEWER FUND  
WATER TREATMENT**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
653,365	661,311	421.9002.536.112001	OPERATING SALARIES	661,311	630,822	-30,489
45,399	35,000	421.9002.536.114001	OVERTIME SALARIES	35,000	35,000	0
168	500	421.9002.536.115009	MEAL ALLOWANCE	500	500	0
50,620	53,310	421.9002.536.121001	SOCIAL SECURITY	53,310	50,974	-2,336
159,720	177,421	421.9002.536.122001	PENSION CONTRIBUTION	177,421	115,480	-61,941
2,510	2,773	421.9002.536.123001	GROUP LIFE INSURANCE	2,773	2,650	-123
147,986	117,428	421.9002.536.123002	HOSPITALIZATION INSURANCE	117,428	98,863	-18,565
<u>1,059,768</u>	<u>1,047,743</u>			<u>1,047,743</u>	<u>934,289</u>	<u>-113,454</u>
<b>Operating Expenses</b>						
9,447	65,000	421.9002.536.331001	PROFESSIONAL SERVICES	65,000	65,000	0
55,371	45,000	421.9002.536.331020	LICENSES & TESTING	45,000	50,000	5,000
62,987	75,000	421.9002.536.334007	OTHER CONTRACTUAL SERVICES	75,000	75,000	0
6,861	50,000	421.9002.536.334023	PAINTING	50,000	50,000	0
2,711	2,500	421.9002.536.341001	TELEPHONE	2,500	2,500	0
1,181	2,000	421.9002.536.342001	POSTAGE	2,000	2,000	0
945,925	900,000	421.9002.536.343001	UTILITIES	900,000	900,000	0
11,862	20,000	421.9002.536.344001	MACH & EQUIP RENT	20,000	20,000	0
258,162	245,000	421.9002.536.344003	AIRPORT LAND RENT	245,000	335,000	90,000
-150,000	-150,000	421.9002.536.344004	ENVIRONMENTAL CLEANUP RECOVERY	-150,000	-225,952	-75,952
154,972	175,000	421.9002.536.346001	EQUIPMENT MAINTENANCE	175,000	150,000	-25,000
3,798	3,981	421.9002.536.346002	VEHICLE MAINTENANCE	3,981	3,432	-549
24,847	25,000	421.9002.536.346029	STRUCTURE & IMPROVEMENT MAINT	25,000	25,000	0
27,426	90,000	421.9002.536.346030	WELL MAINTENANCE	90,000	90,000	0
501	1,000	421.9002.536.346031	SUPPLY MAINS MAINT	1,000	1,000	0
10,232	10,000	421.9002.536.346058	GROUND MAINT.	10,000	10,000	0
113	75,000	421.9002.536.346059	ODOR CONTROL SYSTEM MAINTENANCE	75,000	75,000	0
0	0	421.9002.536.346200	SOFTWARE & MAINTENANCE	0	4,000	4,000
1,945	2,500	421.9002.536.349003	SCHOOLS & MEETINGS	2,500	2,500	0
475	800	421.9002.536.349004	TRAINING	800	800	0
42	250	421.9002.536.349005	FIRST AID	250	250	0
694	1,500	421.9002.536.351001	OFFICE SUPPLIES	1,500	1,500	0
747	1,000	421.9002.536.351002	LOGS/CHARTS/FORMS/MAPS	1,000	1,000	0
707	2,000	421.9002.536.351003	OFFICE FURNITURE & EQUIPMENT	2,000	1,000	-1,000
14,312	18,000	421.9002.536.352001	GAS & OIL	18,000	21,000	3,000
2,538	2,500	421.9002.536.352005	CONSUMABLE TOOLS	2,500	2,500	0
1,928	2,300	421.9002.536.352006	JANITORIAL SUPPLIES	2,300	2,300	0
7,426	7,450	421.9002.536.352008	UNIFORMS & CLOTHING	7,450	6,500	-950
5,868	7,500	421.9002.536.352013	CHEMICAL & LAB SUPPLIES	7,500	7,500	0
2,557	3,000	421.9002.536.352014	OTHER COMMODITIES	3,000	3,000	0
597,943	475,000	421.9002.536.352019	CHEMICAL & WATER TR SUP	475,000	475,000	0
1,027	3,000	421.9002.536.352023	HORTICULTURE SUPPLIES	3,000	2,000	-1,000
1,207	750	421.9002.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	750	750	0
<u>2,065,812</u>	<u>2,162,031</u>			<u>2,162,031</u>	<u>2,159,580</u>	<u>-2,451</u>
<u>3,125,580</u>	<u>3,209,774</u>			<u>3,209,774</u>	<u>3,093,869</u>	<u>-115,905</u>



# Capital Requests

<b>Account Number</b>						<b>Budget 2010-2011</b>	
423.	9002.	536.	693320	1	Water Reclamation Station	\$	35,000
423.	9002.	536.	694320	2	Accelator 2 VFD		15,000
423.	9002.	536.	611345	3	Crane		15,000
423.	9002.	536.	694320	4	Accelator 2 Gearbox		35,000
423.	9002.	536.	692307	5	R O Supply Wells		450,000
423.	9002.	536.	662307	6	Surficial Well Replacement		35,000
423.	9002.	536.	611340	7	Computers		3,900
423.	9002.	536.	610340	8	Security System		35,000
423.	9002.	536.	661311	9	High Service Pump		50,000
423.	9002.	536.	660339	10	Concentrate Valve		1,500
423.	9002.	536.	611334	11	Water Plant and Well Field Meters		30,000
423.	9002.	536.	660320	12	R O Membrane Addition		25,000
						<b>Total</b>	<b>\$ 730,400</b>
						<b>Budgeted 2009-2010</b>	<b>\$ 2,987,500</b>

Water Treatment



















**CITY OF VERO BEACH, FLORIDA  
CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Concentrate Valve

2. REQUEST NUMBER: 10

3. DEPARTMENT NUMBER: 9002

4. JUSTIFICATION:  
Replacement of concentrate valve on R O Train

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES  ALL

TO MEET ENVIRONMENTAL REGULATIONS?  NO  PART AMOUNT  
\_\_\_\_\_

7. ITEMS	8. QUANTITY	9. COST
Concentrate Valve		1,500

10. NOTES:	11. TOTAL: <u>1,500</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>1,500</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>1,500</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: R & R 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Charles Owle 19. ACCOUNT NUMBER : 423.9002.536.660339





# Water Distribution

## Mission

The mission of the Water Distribution division is to repair and maintain the water distribution system to assure uninterrupted delivery of water.

The Division presently maintains:

290 miles of transmission & distribution mains

11,967 service lines

1,160 fire hydrants and associated valves

22 miles of reuse mains

77 city owned reduced pressure backflow preventers

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	2	1	1
Full Time Bargaining	10	11	-1
Total	12	12	0
Part Time	0	0	0
Total	12	12	0

## Major Goals and Challenges

Continue with the replacement of old galvanized iron, transite and cast iron mains and service lines as identified in the Annual Water Line Replacement Program.

Inspect, paint, test and exercise all Fire Hydrants throughout the system.

Exercise all valves throughout the systems every two (2) years or as specified by the manufacturer. (FDEP 62-555.350)

Implement a water main flushing program to flush dead-end lines quarterly and other lines as necessary to maintain appropriate water quality standards. (FDEP 62-555.350)

Revise the Backflow Prevention Program to protect the water system from possible contaminants. (FDEP 62-555.360)

**WATER & SEWER FUND  
WATER DISTRIBUTION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
442,713	430,179	421.9003.536.112001	OPERATING SALARIES	430,179	479,298	49,119
39,160	50,000	421.9003.536.114001	OVERTIME SALARIES	50,000	50,000	0
1,500	1,200	421.9003.536.115009	MEAL ALLOWANCE	1,200	1,200	0
35,060	36,830	421.9003.536.121001	SOCIAL SECURITY	36,830	40,583	3,753
73,375	80,510	421.9003.536.122001	PENSION CONTRIBUTION	80,510	79,879	-631
1,736	1,778	421.9003.536.123001	GROUP LIFE INSURANCE	1,778	1,778	0
91,563	86,259	421.9003.536.123002	HOSPITALIZATION INSURANCE	86,259	92,288	6,029
<u>685,107</u>	<u>686,756</u>			<u>686,756</u>	<u>745,026</u>	<u>58,270</u>
<b>Operating Expenses</b>						
1,157	1,000	421.9003.536.331001	PROFESSIONAL SERVICES	1,000	1,000	0
0	0	421.9003.536.334003	JANITORIAL SERVICES	0	4,158	4,158
0	5,000	421.9003.536.334007	OTHER CONTRACTUAL SERVICES	5,000	5,000	0
0	0	421.9003.536.343001	UTILITIES	0	10,000	10,000
74	500	421.9003.536.344001	MACH & EQUIP RENT	500	500	0
7,003	6,650	421.9003.536.344003	AIRPORT LAND RENT	6,650	0	-6,650
3,878	7,500	421.9003.536.346001	EQUIPMENT MAINTENANCE	7,500	7,500	0
28,231	26,998	421.9003.536.346002	VEHICLE MAINTENANCE	26,998	26,738	-260
10,646	10,000	421.9003.536.346029	STRUCTURE & IMPROVEMENT MAINT	10,000	10,000	0
122,468	90,000	421.9003.536.346042	T & D MAINS MAINT	90,000	90,000	0
905	7,500	421.9003.536.346043	SERVICES MAINT	7,500	7,500	0
13,778	30,000	421.9003.536.346046	HYDRANTS MAINT	30,000	20,000	-10,000
3,993	3,000	421.9003.536.346047	CUST PREMISES MAINT	3,000	3,000	0
68,177	20,000	421.9003.536.346048	GROUND RESV MAINT	20,000	20,000	0
998	1,250	421.9003.536.349003	SCHOOLS & MEETINGS	1,250	1,250	0
587	250	421.9003.536.349004	TRAINING	250	250	0
0	250	421.9003.536.349005	FIRST AID	250	250	0
2,589	2,500	421.9003.536.349028	LANDFILL FEES	2,500	2,500	0
608	1,000	421.9003.536.351001	OFFICE SUPPLIES	1,000	1,000	0
0	250	421.9003.536.351003	OFFICE FURNITURE & EQUIPMENT	250	3,000	2,750
15,999	18,400	421.9003.536.352001	GAS & OIL	18,400	23,000	4,600
5,039	3,500	421.9003.536.352005	CONSUMABLE TOOLS	3,500	3,500	0
934	1,500	421.9003.536.352006	JANITORIAL SUPPLIES	1,500	1,500	0
6,994	7,100	421.9003.536.352008	UNIFORMS & CLOTHING	7,100	6,200	-900
6,070	7,500	421.9003.536.352014	OTHER COMMODITIES	7,500	7,500	0
28,996	20,000	421.9003.536.353003	REPLACEMENT PAVEMENT	20,000	25,000	5,000
225	500	421.9003.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	500	500	0
<u>329,349</u>	<u>272,148</u>			<u>272,148</u>	<u>280,846</u>	<u>8,698</u>
<u>1,014,456</u>	<u>958,904</u>			<u>958,904</u>	<u>1,025,872</u>	<u>66,968</u>



# Capital Requests

<b>Account Number</b>						<b>Budget</b>
						<b>2010-2011</b>
423.	9003.	536.	611331	1	Line & Service Replacement	\$ 50,000
423.	9003.	536.	626331	2	Aviation Blvd Water Main Relocation	300,000
423.	9003.	536.	621331	3	43rd Ave Water Main Relocation	125,000
423.	9003.	536.	628331	4	Airport Water Line Replacement	100,000
423.	9003.	536.	610343	5	Valve Tapping Machine Refurbishment	15,000
423.	9003.	536.	611347	6	Infrastructure Management System	100,000
423.	9003.	536.	610340	7	Computers	5,600
423.	9003.	536.	611334	8	Water Distribution Meters	60,000
423.	9003.	536.	612347	9	Ice Machine	2,825
423.	9003.	536.	613342	10	Shelving	15,000
						<hr/>
<b>Total</b>						<b>\$ 773,425</b>
						<hr/>
<b>Budgeted 2009-2010</b>						<b>\$ 1,460,500</b>
						<hr/>

Water Distribution







**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE:           Airport (Flight Safety, Piper) Water Line Replacement          

2. REQUEST NUMBER:           4                                3. DEPARTMENT NUMBER:           9003          

4. JUSTIFICATION:

The water lines at the Airport were installed in the 1940's and need to be replaced to maintain reliability and water quality. The new mains will be installed by Water Distribution Division personnel.

5. TYPE OF EXPENSE:     NEW                                       REPLACE  
                                   REFURBISH                                       OTHER                                      \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES                                       ALL                                      AMOUNT  
 TO MEET ENVIRONMENTAL \_\_\_\_\_  
 REGULATIONS?                       NO                                       PART                                      \_\_\_\_\_

7. ITEMS	8. QUANTITY	9. COST
Pipe, Fire Hydrant, Valves, Fittings		100,000

10. NOTES:	11. TOTAL: <u>          100,000          </u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>          100,000          </u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>          100,000          </u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE:           R & R                                17. PROJECT NUMBER IN FIVE YEAR PLAN:           9003-09-1          

18. REQUESTED BY:           Robert J. Bolton                                19. ACCOUNT NUMBER :           423.9003.536.628331











**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Shelving

2. REQUEST NUMBER: 10                      3. DEPARTMENT NUMBER: 9003

4. JUSTIFICATION:  
 Metal Shelving to store water distribution parts and pipe in new Field Service Complex.

5. TYPE OF EXPENSE:  NEW                       REPLACE

REFURBISH                       OTHER

6. IS THIS ITEM REQUIRED  YES                       ALL

TO MEET ENVIRONMENTAL REGULATIONS?  NO                       PART

AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Pipe Rack		5,000
Pallet Shelving		10,000

10. NOTES:	11. TOTAL: <u>15,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>15,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>15,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: R & R                      17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Robert J. Bolton                      19. ACCOUNT NUMBER : 423.9003.536.613342

# Wastewater Reuse

## Mission

The mission of the Wastewater Reuse division is to produce and distribute reclaimed water for irrigation use to promote the conservation of potable water resources. Responsibilities of this division include meeting permit requirements of the Florida Department of Environmental Protection, St. John's River Water Management District and the U.S. Environmental Protection Agency.

## Staffing Table

*Staffing is provided by personnel of other Water Sewer divisions.*

## Major Goals and Challenges

Replace existing SCADA System to meet FCC requirements.

**WATER & SEWER FUND  
WASTEWATER REUSE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Operating Expenses</b>						
1,280	10,000	421.9004.536.331001	PROFESSIONAL SERVICES	10,000	10,000	0
1,036	2,500	421.9004.536.331020	LICENSES & TESTING	2,500	2,500	0
496,800	500,000	421.9004.536.343001	UTILITIES	500,000	500,000	0
59,743	65,000	421.9004.536.346001	EQUIPMENT MAINTENANCE	65,000	65,000	0
87,907	15,000	421.9004.536.346029	STRUCTURE & IMPROVEMENT MAINT	15,000	15,000	0
0	0	421.9004.536.346048	GROUND RESV MAINT	0	10,000	10,000
4,887	5,000	421.9004.536.346049	MAINS & APPURT MAINT	5,000	5,000	0
0	0	421.9004.536.346200	SOFTWARE & MAINTENANCE	0	2,000	2,000
0	0	421.9004.536.352001	GAS & OIL	0	3,000	3,000
331	500	421.9004.536.352013	CHEMICAL & LAB SUPPLIES	500	500	0
19,415	20,000	421.9004.536.352019	CHEMICAL & WATER TR SUP	20,000	20,000	0
<u>671,399</u>	<u>618,000</u>			<u>618,000</u>	<u>633,000</u>	<u>15,000</u>



# Capital Requests

<u>Account Number</u>						<b>Budget</b>
						<b>2009-2010</b>
423.	9004.	536.	611334	1	Reuse Meters	\$ 7,500
423.	9004.	536.	610396	2	SCADA System	<u>20,000</u>
<b>Total</b>						<b>\$ <u>27,500</u></b>
<b>Budgeted 2008-2009</b>						<b><u>\$250,000</u></b>

Wastewater Reuse





# Administration

## Mission

The mission of the Administration Division is to provide support to the operating divisions of the department. This also includes coordinating with other departments whose facilities or personnel may be affected by Water and Sewer operations. This Division monitors personnel actions, purchasing and payroll functions of the Department, and provides the interface for handling citizen complaints.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	9	11	-2
Full Time Bargaining	0	0	0
Total	9	11	-2
Part Time	0	0	0
Total	9	11	-2

## Major Goals and Challenges

Search for new methods and technologies that will reduce operational expenses, increase efficiency and improve service to the customer.

Continue the mapping program that will convert old paper maps, drawings and details into electronic format that can be used for modeling and field operations.

**WATER & SEWER FUND  
ADMINISTRATION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
622,088	686,228	421.9005.536.112001	OPERATING SALARIES	686,228	554,857	-131,371
2,785	3,500	421.9005.536.114001	OVERTIME SALARIES	3,500	3,500	0
112	50	421.9005.536.115009	MEAL ALLOWANCE	50	50	0
45,505	52,770	421.9005.536.121001	SOCIAL SECURITY	52,770	42,718	-10,052
96,322	130,117	421.9005.536.122001	PENSION CONTRIBUTION	130,117	86,544	-43,573
2,451	2,756	421.9005.536.123001	GROUP LIFE INSURANCE	2,756	2,642	-114
92,128	89,519	421.9005.536.123002	HOSPITALIZATION INSURANCE	89,519	85,285	-4,234
<u>861,391</u>	<u>964,940</u>			<u>964,940</u>	<u>775,596</u>	<u>-189,344</u>
<b>Operating Expenses</b>						
64,801	25,000	421.9005.536.331001	PROFESSIONAL SERVICES	25,000	25,000	0
21,511	20,000	421.9005.536.334003	JANITORIAL SERVICES	20,000	20,000	0
2,100	2,100	421.9005.536.340002	AUTO ALLOWANCE	2,100	2,100	0
6,415	5,000	421.9005.536.341001	TELEPHONE	5,000	5,000	0
661	500	421.9005.536.342001	POSTAGE	250	500	250
975	500	421.9005.536.346001	EQUIPMENT MAINTENANCE	500	500	0
1,171	1,138	421.9005.536.346002	VEHICLE MAINTENANCE	1,138	1,052	-86
23,762	27,500	421.9005.536.346200	SOFTWARE & MAINTENANCE	27,500	27,500	0
2,257	3,000	421.9005.536.349003	SCHOOLS & MEETINGS	3,000	3,000	0
1,927	2,500	421.9005.536.349004	TRAINING	2,500	2,500	0
2,867	4,000	421.9005.536.351001	OFFICE SUPPLIES	4,000	4,000	0
9,629	15,000	421.9005.536.351003	OFFICE FURNITURE & EQUIPMENT	15,000	15,000	0
32	235	421.9005.536.352001	GAS & OIL	235	250	15
0	250	421.9005.536.352006	JANITORIAL SUPPLIES	250	250	0
150	450	421.9005.536.352008	UNIFORMS & CLOTHING	450	275	-175
882	1,500	421.9005.536.352014	OTHER COMMODITIES	1,500	1,500	0
6,854	7,000	421.9005.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	7,000	7,000	0
<u>145,994</u>	<u>115,673</u>			<u>115,423</u>	<u>115,427</u>	<u>4</u>
<u>1,007,385</u>	<u>1,080,613</u>			<u>1,080,363</u>	<u>891,023</u>	<u>-189,340</u>

# Environmental Lab

## Mission

The mission of the Environmental Laboratory division is to provide analytical services and information to the collection, distribution, and treatment divisions and the customers of the Water & Sewer Department.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	4	4	0
Full Time Bargaining	2	2	0
Total	6	6	0
Part Time	0	0	0
Total	6	6	0

## Major Goals and Challenges

Continue to evaluate new sampling and analytical methodologies and instrumentation to provide the most cost-effective data for the Department.

Assist the water treatment plant by conducting tests related to the DIW Operating Permit.

Assist the Water Treatment Plant in investigating possible treatment process improvements.

**WATER & SEWER FUND  
ENVIRONMENTAL LAB**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
290,377	277,438	421.9006.536.112001	OPERATING SALARIES	277,438	277,736	298
133	1,500	421.9006.536.114001	OVERTIME SALARIES	1,500	1,500	0
0	100	421.9006.536.115009	MEAL ALLOWANCE	100	100	0
21,175	21,350	421.9006.536.121001	SOCIAL SECURITY	21,350	21,369	19
51,774	71,403	421.9006.536.122001	PENSION CONTRIBUTION	71,403	67,355	-4,048
1,151	1,164	421.9006.536.123001	GROUP LIFE INSURNACE	1,164	1,164	0
41,112	32,628	421.9006.536.123002	HOSPITALIZATION INSURANCE	32,628	35,620	2,992
<u>405,722</u>	<u>405,583</u>			<u>405,583</u>	<u>404,844</u>	<u>-739</u>
<b>Operating Expenses</b>						
11,447	13,000	421.9006.536.331020	LICENSES & TESTING	13,000	13,000	0
585	700	421.9006.536.341001	TELEPHONE	700	700	0
162	200	421.9006.536.342001	POSTAGE	200	200	0
8,558	18,000	421.9006.536.346001	EQUIPMENT MAINTENANCE	18,000	17,000	-1,000
1,433	1,272	421.9006.536.346002	VEHICLE MAINTENANCE	1,272	998	-274
365	2,000	421.9006.536.346029	STRUCTURE & IMPROV MAINT	2,000	2,000	0
0	1,000	421.9006.536.349003	SCHOOLS & MEETINGS	1,000	1,000	0
3,800	1,000	421.9006.536.349004	TRAINING	1,000	1,000	0
1,565	2,000	421.9006.536.351001	OFFICE SUPPLIES	2,000	2,000	0
1,732	2,000	421.9006.536.351003	OFFICE FURNITURE & EQUIPMENT	2,000	2,000	0
934	1,050	421.9006.536.352001	GAS & OIL	1,050	1,500	450
286	400	421.9006.536.352006	JANITORIAL SUPPLIES	400	400	0
476	550	421.9006.536.352008	UNIFORMS & CLOTHING	550	550	0
32,459	40,000	421.9006.536.352013	CHEMICAL & LAB SUPPLIES	40,000	38,000	-2,000
85	200	421.9006.536.352014	OTHER COMMODITIES	200	200	0
270	500	421.9006.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	500	500	0
<u>64,157</u>	<u>83,872</u>			<u>83,872</u>	<u>81,048</u>	<u>-2,824</u>
<u>469,879</u>	<u>489,455</u>			<u>489,455</u>	<u>485,892</u>	<u>-3,563</u>

# Facility Maintenance & Asset Management

## Mission

The mission of the Facility Maintenance and Asset Management Division is to schedule and perform maintenance on equipment, track assets, provide a central database for equipment and distributed data, maximize equipment reliability, improve efficiency and support the operations of the Water and Wastewater Divisions.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	5	8	-3
Total	8	11	-3
Part Time	0	0	0
Total	8	11	-3

## Major Goals and Challenges

Implement departmental procedures and policies for assets including, but limited to, complying with Florida Department of Environmental Protection (FDEP) requirements and GIS integration. This will result in the restructuring of our Computer Maintenance Management System (CMMS) and maintenance personnel for overall improvement and success.

Continue to improve centralizing and organizing department electronic data to alleviate redundancy, ensure data reliability and improve data acquisition time.

Implement a work order program to schedule preventative maintenance and track corrective maintenance on equipment that is tracked by FDEP.

**WATER & SEWER FUND  
FACILITY MAINTENANCE & ASSET**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
467,314	504,372	421.9007.536.112001	OPERATING SALARIES	504,372	446,998	-57,374
6,227	4,000	421.9007.536.114001	OVERTIME SALARIES	4,000	4,000	0
98	300	421.9007.536.115009	MEAL ALLOWANCE	300	300	0
33,576	38,910	421.9007.536.121001	SOCIAL SECURITY	38,910	34,524	-4,386
17,222	115,596	421.9007.536.122001	PENSION CONTRIBUTION	29,342	112,496	83,154
1,841	2,213	421.9007.536.123001	GROUP LIFE INSURANCE	2,213	1,875	-338
43,579	81,061	421.9007.536.123002	HOSPITALIZATION INSURANCE	81,061	83,068	2,007
<u>569,857</u>	<u>746,452</u>			<u>660,198</u>	<u>683,261</u>	<u>23,063</u>
<b>Operating Expenses</b>						
0	5,000	421.9007.536.331001	PROFESSIONAL SERVICES	5,000	5,000	0
0	0	421.9007.536.334003	JANITORIAL SERVICES	0	1,107	1,107
0	5,000	421.9007.536.334007	OTHER CONTRACTUAL SERVICES	5,000	5,000	0
0	0	421.9007.536.343001	UTILITIES	0	3,500	3,500
0	500	421.9007.536.344001	MACH & EQUIP RENT	500	500	0
1,534	2,500	421.9007.536.346001	EQUIPMENT MAINTENANCE	2,500	2,500	0
6,173	4,795	421.9007.536.346002	VEHICLE MAINTENANCE	4,795	4,757	-38
0	0	421.9007.536.346029	STRUCTURE & IMPROV MAINT	0	1,000	1,000
3,597	7,500	421.9007.536.346200	SOFTWARE & MAINTENANCE	7,500	7,500	0
353	5,000	421.9007.536.349003	SCHOOLS & MEETINGS	5,000	5,000	0
399	4,000	421.9007.536.349004	TRAINING	4,000	4,000	0
768	500	421.9007.536.351001	OFFICE SUPPLIES	500	500	0
109	0	421.9007.536.351003	OFFICE FURNITURE & EQUIPMENT	0	500	500
2,525	3,505	421.9007.536.352001	GAS & OIL	3,505	3,500	-5
1,905	3,000	421.9007.536.352005	CONSUMABLE TOOLS	3,000	4,000	1,000
2,945	4,500	421.9007.536.352008	UNIFORMS & CLOTHING	4,500	4,200	-300
40	1,000	421.9007.536.352014	OTHER COMMODITIES	1,000	1,000	0
305	750	421.9007.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	750	750	0
<u>20,653</u>	<u>47,550</u>			<u>47,550</u>	<u>54,314</u>	<u>6,764</u>
<u>590,510</u>	<u>794,002</u>			<u>707,748</u>	<u>737,575</u>	<u>29,827</u>

# Capital Requests

Account Number	Budget 2010-2011
423. 9007. 536. 611397 1 Power Analyzer	<u>\$ 8,000</u>
Budgeted 2009-2010	<u>\$6,100</u>

Facility Maintenance and Asset



# Lift Station

## Mission

The mission of the Lift Station Division is to maintain and repair the electrical and mechanical pumping equipment associated with the wastewater transmission system.

This Division presently maintains:  
126 Electrical Panels  
244 Pumps

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	0	0	0
Full Time Bargaining	5	5	0
Total	5	5	0
Part Time	0	0	0
Total	5	5	0

## Major Goals and Challenges

Continue a routine valve-exercising program for all lift station valves and emergency pump out connections.

Replace/Refurbish Lift Stations as required to insure system reliability and environmental protection.

Replace Lift Station pumps and panels as warranted.

**WATER & SEWER FUND  
LIFT STATION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
208,923	199,104	421.9008.536.112001	OPERATING SALARIES	199,104	202,139	3,035
21,454	25,000	421.9008.536.114001	OVERTIME SALARIES	25,000	20,000	-5,000
252	250	421.9008.536.115009	MEAL ALLOWANCE	250	250	0
16,624	17,160	421.9008.536.121001	SOCIAL SECURITY	17,160	17,395	235
13,926	23,132	421.9008.536.122001	PENSION CONTRIBUTION	23,132	18,417	-4,715
824	838	421.9008.536.123001	GROUP LIFE INSURANCE	838	850	12
70,054	46,064	421.9008.536.123002	HOSPITALIZATION INSURANCE	46,064	46,037	-27
<u>332,057</u>	<u>311,548</u>			<u>311,548</u>	<u>305,088</u>	<u>-6,460</u>
<b>Operating Expenses</b>						
0	15,000	421.9008.536.334007	OTHER CONTRACTUAL SERVICES	15,000	15,000	0
1,879	2,100	421.9008.536.341001	TELEPHONE	2,100	2,100	0
116,816	115,000	421.9008.536.343001	UTILITIES	115,000	115,000	0
360	500	421.9008.536.344001	MACH & EQUIP RENT	500	500	0
52,912	55,000	421.9008.536.346001	EQUIPMENT MAINTENANCE	55,000	55,000	0
14,231	17,026	421.9008.536.346002	VEHICLE MAINTENANCE	17,026	21,882	4,856
47	1,000	421.9008.536.346029	STRUCTURE & IMPROV MAINT	1,000	1,000	0
16,079	5,000	421.9008.536.346035	ELEC CONTROL SYS MAINT	5,000	5,000	0
16,925	17,500	421.9008.536.346058	GROUNDS MAINT	17,500	17,500	0
1,430	300	421.9008.536.349003	SCHOOLS & MEETINGS	300	300	0
587	500	421.9008.536.349004	TRAINING	500	500	0
0	250	421.9008.536.349005	FIRST AID	250	250	0
302	250	421.9008.536.351001	OFFICE SUPPLIES	250	250	0
0	500	421.9008.536.351003	OFFICE FURNITURE & EQUIP	500	500	0
16,726	17,650	421.9008.536.352001	GAS & OIL	17,650	24,000	6,350
61	750	421.9008.536.352005	CONSUMABLE TOOLS	750	750	0
127	500	421.9008.536.352006	JANITORIAL SUPPLIES	500	500	0
3,809	4,450	421.9008.536.352008	UNIFORMS & CLOTHING	4,450	4,450	0
1,142	1,000	421.9008.536.352014	OTHER COMMODITIES	1,000	1,000	0
75	100	421.9008.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	100	100	0
<u>243,508</u>	<u>254,376</u>			<u>254,376</u>	<u>265,582</u>	<u>11,206</u>
<u>575,565</u>	<u>565,924</u>			<u>565,924</u>	<u>570,670</u>	<u>4,746</u>



# Capital Requests

<b>Account Number</b>					<b>Budget</b>			
					<b>2010-2011</b>			
423.	9008.	536.	608361	1	Lift Station Pump Replacement	\$	<b>20,000</b>	
423.	9008.	536.	668361	2	Electrical Panel Replacement		<b>25,000</b>	
423.	9008.	536.	614371	3	Lift Station #3 Aviation Blvd		<b>195,000</b>	
423.	9008.	536.	611393	4	Equipment for New Building		<b>8,450</b>	
							<b>Total</b>	<b>\$ 248,450</b>

**Budgeted 2009-2010 \$ 391,000**

Lift Station





**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Lift Station No 3 Replacement - Aviation Boulevard

2. REQUEST NUMBER: 3 3. DEPARTMENT NUMBER: 9008

4. JUSTIFICATION:

Road widening on Aviation Boulevard between US Hwy 1 and 43rd Avenue will begin in Fiscal Year 2010-2011. The Water and Sewer Department will replace Lift Station No 3 to accommodate this widening.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES  ALL

TO MEET ENVIRONMENTAL REGULATIONS?  NO  PART AMOUNT \_\_\_\_\_

7. ITEMS	8. QUANTITY	9. COST
Replacement of Lift Station No 3		195,000

10. NOTES:	11. TOTAL: <u>195,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>195,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>195,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: FDOT 17. PROJECT NUMBER IN FIVE YEAR PLAN: 9008-08-1

18. REQUESTED BY: Dallis J. Jenkins 19. ACCOUNT NUMBER : 423.9008.536.614371



# Meter Maintenance

## Mission

The mission of the Meter Maintenance Division is to maintain meter accuracy through testing and repair/replacement of meters.

The Division currently maintains:

13,050 Potable Water Meters

154 Reuse Meters

36 Well field Meters

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	0	1	-1
Full Time Bargaining	5	6	-1
Total	5	7	-2
Part Time	0	0	0
Total	5	7	-2

## Major Goals and Challenges

Test well field meters every three (3) years as required by the Consumptive Use Permit and repair or replace as warranted.

Replace according to age approximately 1000 - 5/8" through 1" potable water meters annually.

Repair and/or replace 1-1/2" through 2" meters as warranted.

Test and Repair as needed 3" and larger meters annually.

**WATER & SEWER FUND  
METER MAINTENANCE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
319,801	304,212	421.9009.536.112001	OPERATING SALARIES	304,212	213,270	-90,942
2,449	5,000	421.9009.536.114001	OVERTIME SALARIES	5,000	5,000	0
14	50	421.9009.536.115009	MEAL ALLOWANCE	50	50	0
23,906	23,660	421.9009.536.121001	SOCIAL SECURITY	23,660	16,701	-6,959
69,968	81,795	421.9009.536.122001	CONTRIB TO PENSION FUND	81,795	54,598	-27,197
1,261	1,278	421.9009.536.123001	GROUP LIFE INSURANCE	1,278	894	-384
44,604	49,710	421.9009.536.123002	HOSPITALIZATION INSURANCE	49,710	44,082	-5,628
<u>462,003</u>	<u>465,705</u>			<u>465,705</u>	<u>334,595</u>	<u>-131,110</u>
<b>Operating Expenses</b>						
0	0	421.9009.536.334007	OTHER CONTRACTUAL SERVICES	55,000	0	-55,000
0	0	421.9009.536.342001	POSTAGE	0	1,000	1,000
0	1,000	421.9009.536.346001	EQUIPMENT MAINTENANCE	1,000	1,000	0
4,141	4,684	421.9009.536.346002	VEHICLE MAINTENANCE	4,684	4,478	-206
146	5,000	421.9009.536.346043	SERVICES MAINT	5,000	5,000	0
846	3,000	421.9009.536.346044	METERS MAINT	3,000	3,000	0
29	500	421.9009.536.346047	CUSTOMER PREMISES MAINT	500	500	0
196	500	421.9009.536.349003	SCHOOLS & MEETINGS	500	500	0
587	500	421.9009.536.349004	TRAINING	500	500	0
487	750	421.9009.536.351001	OFFICE SUPPLIES	750	2,500	1,750
329	500	421.9009.536.351003	OFFICE FURN & EQUIPMENT	500	500	0
6,029	8,145	421.9009.536.352001	GAS & OIL	8,145	8,500	355
1,498	500	421.9009.536.352005	CONSUMABLE TOOLS	500	500	0
497	250	421.9009.536.352006	JANITORIAL SUPPLIES	250	250	0
3,183	3,400	421.9009.536.352008	UNIFORMS & CLOTHING	3,400	3,400	0
699	500	421.9009.536.352014	OTHER COMMODITIES	500	500	0
25	250	421.9009.536.354001	SUBSCRIPTIONS/MEMBERSHIPS	250	250	0
<u>18,692</u>	<u>29,479</u>			<u>84,479</u>	<u>32,378</u>	<u>-52,101</u>
<u>480,695</u>	<u>495,184</u>			<u>550,184</u>	<u>366,973</u>	<u>-183,211</u>

# Non Departmental

## Mission

The Non Departmental accounts are used for expenses which are not directly associated with or allocable to any other department of the Water Sewer Fund.

**WATER & SEWER FUND  
NON DEPARTMENTAL**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
33,234	33,000	421.9900.536.123004	RETIREMENT PREM ASSIST	33,000	33,000	0
150,000	150,000	421.9900.536.123005	WORKERS COMPENSATION	150,000	150,000	0
0	1,500	421.9900.536.125001	STATE UNEMPLOYMENT COMP	1,500	1,500	0
<u>183,234</u>	<u>184,500</u>			<u>184,500</u>	<u>184,500</u>	<u>0</u>
<b>Operating Expenses</b>						
6,929	4,000	421.9900.536.331001	PROFESSIONAL SERVICES	1,000	1,000	0
1,800	14,000	421.9900.536.331012	PAYING AGENTS FEE	14,000	14,000	0
12,316	7,500	421.9900.536.332001	AUDIT	7,500	7,500	0
2,053	4,000	421.9900.536.340001	MILEAGE ALLOWANCE	4,000	4,000	0
5,742	9,600	421.9900.536.341002	TELECOMMUNICATIONS SERVICES	9,600	9,600	0
15,788	14,560	421.9900.536.344003	LAND RENT AIRPORT	14,560	14,560	0
269,155	257,000	421.9900.536.345001	GENERAL INSURANCE	257,000	257,000	0
22,700	0	421.9900.536.345100	INSURANCE ARVEY	0	0	0
231,200	231,200	421.9900.536.349011	CUSTOMER SERVICE	231,200	231,200	0
738,500	685,300	421.9900.536.349016	GF ADMIN CHARGE	685,300	636,500	0
1,037	0	421.9900.536.349023	BAD DEBT	0	0	0
87,876	65,000	421.9900.536.355007	GRACE	65,000	65,000	0
<u>1,395,096</u>	<u>1,292,160</u>			<u>1,289,160</u>	<u>1,240,360</u>	<u>0</u>
<b>Debt Service and Transfers</b>						
859,950	859,950	421.9900.536.991004	TRANSFER TO GENERAL FUND	859,950	859,950	0
2,967,854	2,106,758	421.9900.536.991007	TRANS TO W/S R&R FUND	3,085,400	1,734,175	-1,351,225
665,399	1,467,234	421.9900.536.991057	TRF TO SF 14833K	1,467,234	1,466,812	-422
0	166,975	421.9900.536.991058	TRF TO SRF LOAN	166,975	686,352	519,377
<u>4,493,203</u>	<u>4,600,917</u>			<u>5,579,559</u>	<u>4,747,289</u>	<u>-832,270</u>
<u>6,071,533</u>	<u>6,077,577</u>			<u>7,053,219</u>	<u>6,172,149</u>	<u>-832,270</u>





**AIRPORT  
FUND**

# Airport

## Mission

The mission of the Airport is to provide safe and efficient aviation facilities and associated services to both commercial and non-commercial users, while operating in harmony with the community's quality of life goals.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	6	6	0
Full Time Bargaining	4	4	0
Total	10	10	0
Part Time	0	0	0
Total	10	10	0

## Major Goals and Challenges

### Optimize operational safety, efficiency, and effectiveness at the airport:

- Maintain airfield as per capital improvement program (FAA/FDOT grants).
- Update Minimum Standards and Airport Rules and Regulations.
- Complete Annual FAA Certification Inspection with minimum discrepancies.

### Optimize the airport's income potential in order to maintain financial self-sufficiency:

- Complete final build-out of Airport West and Airport North.
- Maintain 10% or less vacancy rate at T-Hangars.
- Review comprehensive plan consideration of airport property.

### Meet the long range aviation needs of the community:

- Remain active in local Planning and Economic Development groups.
- Remain active in Treasure Coast and Statewide Aviation Planning Committees.
- Remain active in Florida Airports Council and Florida Airport Trades Assoc.

### Ensure that the airport's short and long-term plans are environmentally compatible and in harmony with local and regional objectives and plans:

- Monitor FAA-approved Noise Compatibility Plan; educate pilots and community.
- Review lease files to ensure tenant's regulatory compliance.

### Enhance the aesthetic value of the airport:

- Continue work on improvements/widening along Aviation Boulevard.
- Pursue FDOT funding for improvements to Airport Drive.
- Pursue possible grant funds for parking improvements to Bldg. 78.

### Provide the City of Vero Beach with planning options for the airport, which are consistent with these goals and in accordance with the City's policy of controlled growth and quality of life:

- Ensure that the Airport Master Plan is included in the City Comprehensive Plan.
- Ensure that land use compatibility is considered in property surrounding the Airport.
- Consider Strategic Land Purchase for future Eco-Business Park.

**AIRPORT FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
21,644	18,000	441.0000.311.010000	AD VALOREM TAXES	18,000	18,000	0
1,649,664	1,550,000	441.0000.344.010100	AIRPORT RENTALS	1,550,000	1,550,000	0
193,591	140,000	441.0000.344.010200	CITRUS PARK VILLAGE RENTALS	140,000	140,000	0
110,247	120,000	441.0000.344.010300	FUEL FLOWAGE FEES	120,000	100,000	-20,000
492,601	492,650	441.0000.344.010500	RESOLUTION RENTALS	492,650	582,795	90,145
210,206	230,000	441.0000.344.010700	GROSS RECEIPTS	230,000	150,000	-80,000
35,268	40,000	441.0000.361.010200	INTEREST ON INVESTMENTS	40,000	25,000	-15,000
3,838	3,000	441.0000.369.040100	LANDFILL	3,000	3,000	0
12,866	5,000	441.0000.369.090100	MISCELLANEOUS REVENUES	5,000	10,000	5,000
-380,339	-23,799	441.0000.389.000200	CASH CARRY OVER	-23,799	-473,986	-450,187
<u>2,349,586</u>	<u>2,574,851</u>			<u>2,574,851</u>	<u>2,104,809</u>	<u>-470,042</u>

## AIRPORT FUND EXPENSES

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
530,860	509,897	441.4000.542.112001	OPERATING SALARIES	509,897	509,897	0
0	1,000	441.4000.542.113002	PART TIME SALARIES	1,000	1,000	0
4,524	9,500	441.4000.542.114001	OVERTIME SALARIES	9,500	9,500	0
38,950	39,810	441.4000.542.121001	SOCIAL SECURITY TAXES	39,810	39,810	0
81,190	118,390	441.4000.542.122001	PENSION FUND CONTRIBUTION	118,390	95,747	-22,643
2,095	2,126	441.4000.542.123001	GROUP LIFE INSURANCE	2,126	2,039	-87
59,700	75,234	441.4000.542.123002	HOSPITALIZATION INSURANCE	75,234	74,680	-554
<u>717,319</u>	<u>755,957</u>			<u>755,957</u>	<u>732,673</u>	<u>-23,284</u>
<b>Operating Expenses</b>						
25,516	45,000	441.4000.542.331001	PROFESSIONAL SERVICES	45,000	25,000	-20,000
4,712	4,800	441.4000.542.332001	AUDIT	4,800	4,800	0
1,386	2,000	441.4000.542.334002	CLEANING & LAUNDRY	2,000	2,000	0
23,364	22,000	441.4000.542.334003	JANITORIAL SERVICES	22,000	25,000	3,000
195,000	195,000	441.4000.542.334005	FIRE PROTECTION	195,000	195,000	0
8,002	10,000	441.4000.542.334007	OTHER CONTRACTUAL SERVICES	10,000	5,000	-5,000
91,670	91,670	441.4000.542.334010	AIRPORT SECURITY	91,670	91,670	0
0	5,000	441.4000.542.334017	ENVIRONMENTAL	5,000	10,000	5,000
418	2,000	441.4000.542.340001	MILEAGE ALLOWANCE	2,000	2,000	0
4,210	5,000	441.4000.542.341001	TELEPHONE	5,000	5,000	0
1,574	2,100	441.4000.542.342001	POSTAGE	2,100	2,000	-100
208,438	170,000	441.4000.542.343001	UTILITIES	170,000	150,000	-20,000
517	1,000	441.4000.542.344001	MACH & EQUIP RENT	1,000	1,000	0
150,000	150,000	441.4000.542.344004	ENVIRONMENTAL CLEANUP	150,000	225,952	75,952
159,544	210,000	441.4000.542.345001	GENERAL INSURANCE	210,000	175,000	-35,000
2,520	0	441.4000.542.345100	INSURANCE ARVEY	0	0	0
2,197	5,000	441.4000.542.346001	EQUIPMENT MAINTENANCE	5,000	5,000	0
25,256	92,600	441.4000.542.346002	VEHICLE MAINTENANCE	92,600	36,114	-56,486
46,867	40,000	441.4000.542.346003	BUILDING MAINTENANCE	40,000	40,000	0
263	4,000	441.4000.542.346004	AIR CONDITIONING MAINT	4,000	4,000	0
11,988	0	441.4000.542.346008	ARFF VEHICLE MAINTENANCE	0	0	0
36,451	40,000	441.4000.542.346052	AIRFIELD MAINT	40,000	40,000	0
47,422	47,000	441.4000.542.346058	GROUNDS MAINT	47,000	47,000	0
3,000	5,000	441.4000.542.346061	AIRSIDE DRAINAGE MAINT	5,000	5,000	0
662	3,000	441.4000.542.346200	SOFTWARE MAINTENANCE	3,000	1,000	-2,000
11,955	0	441.4000.542.348001	TERMINAL BUILDING DEDICATION	0	0	0
7,699	12,000	441.4000.542.349001	ADVERTISING	12,000	9,000	-3,000
4,185	9,000	441.4000.542.349003	SCHOOLS & MEETINGS	9,000	9,000	0
44,387	50,000	441.4000.542.349008	COUNTY AD VALOREM TAXES	50,000	45,000	-5,000
136,800	133,200	441.4000.542.349016	GF ADMIN CHARGE	133,200	123,000	-10,200
20,685	15,000	441.4000.542.349028	LANDFILL FEES	15,000	15,000	0
2,975	3,000	441.4000.542.351001	OFFICE SUPPLIES	3,000	3,000	0
3,185	2,000	441.4000.542.351003	OFFICE FURN & EQUIP	2,000	3,000	1,000
12,932	15,000	441.4000.542.352001	GAS AND OIL	15,000	16,000	1,000
522	1,000	441.4000.542.352005	CONSUMABLE TOOLS	1,000	1,000	0
512	2,000	441.4000.542.352006	JANITORIAL SUPPLIES	2,000	2,000	0
707	2,000	441.4000.542.352007	SIGN MATERIAL	2,000	2,000	0
622	1,000	441.4000.542.352008	UNIFORMS & CLOTHING	1,000	1,000	0
977	2,000	441.4000.542.352010	ELEC PARTS & SUPPLIES	2,000	2,000	0
137	2,000	441.4000.542.352011	PLUMB PARTS & SUPPLIES	2,000	2,000	0
5,571	6,000	441.4000.542.352013	CHEMICAL AND LAB SUPPLIES	6,000	6,000	0
1,223	2,000	441.4000.542.352014	OTHER COMMODITIES	2,000	2,000	0
3,243	4,000	441.4000.542.354001	SUBSCRIPTIONS/MEMBERSHIPS	4,000	4,000	0
1,169	1,424	441.4000.542.355002	MISCELLANEOUS	1,424	1,500	76
360	100	441.4000.542.355010	CHRISTMAS DECORATIONS	100	100	0
2,576	5,000	441.4000.542.365002	STORM DAMAGE	5,000	3,000	-2,000
<u>1,313,399</u>	<u>1,419,894</u>			<u>1,419,894</u>	<u>1,347,136</u>	<u>-72,758</u>
<b>Capital</b>						
17,876	7,000			7,000	0	-7,000
<b>Debt Service &amp; Transfers</b>						
300,992	392,000	441.4000.542.991017	NON OP TRANS TO CONST FUND	392,000	25,000	-367,000
<u>2,349,586</u>	<u>2,574,851</u>			<u>2,574,851</u>	<u>2,104,809</u>	<u>-470,042</u>

**AIRPORT FUND  
CONSTRUCTION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
47,204	0	443.0000.331.010000	FEDERAL GRANTS/CAPITAL	0	950,000	950,000
702,607	1,200,000	443.0000.334.010000	STATE GRANTS/CAPITAL	1,200,000	25,000	-1,175,000
469,210	392,000	443.0000.389.001000	NON OPER TRF FROM AIRPORT FUND	392,000	25,000	-367,000
<u>1,219,021</u>	<u>1,592,000</u>			<u>1,592,000</u>	<u>1,000,000</u>	<u>-592,000</u>
Capital						
<u>1,219,021</u>	<u>1,592,000</u>		CAPITAL ACCOUNTS	<u>1,592,000</u>	<u>1,000,000</u>	<u>1,408,000</u>

# Capital Requests

<u>Account Number</u>	<u>Budget</u> <u>2010-2011</u>
443. 4000. 542. 611001 1 Clear Part 77 Obstructions Phase 1	<u>\$ 1,000,000</u>
	<b>Budgeted 2009-2010</b> <u>\$1,592,000</u>

Airport Construction

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: CLEAR PART 77 OBSTRUCTIONS, PHASE 2

2. REQUEST NUMBER: 1                      3. DEPARTMENT NUMBER: 4000

4. JUSTIFICATION:  
 PHASE 2 OF CLEAR PART 77 OBSTRUCTIONS PROJECT.  
 THIS PROJECT PROPOSES TO REMOVE OR TRIM TREES THAT HAVE PENETRATED  
 THE FAA APPROACH SURFACES THAT SURROUND THE AIRPORT.

5. TYPE OF EXPENSE:  NEW                                       REPLACE

REFURBISH                                       OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES                                       ALL

TO MEET ENVIRONMENTAL \_\_\_\_\_  
 REGULATIONS?  NO                                       PART \_\_\_\_\_  
 AMOUNT

7. ITEMS	8. QUANTITY	9. COST
OBSTRUCTION REMOVAL	1	1,000,000

10. NOTES:	11. TOTAL: <u>1,000,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>1,000,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>1,000,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: FR/GR                      17. PROJECT NUMBER IN FIVE YEAR PLAN: 1

18. REQUESTED BY: AIRPORT                      19. ACCOUNT NUMBER: 443.4000.542.611001





# Marina

## Mission

The mission of the Vero Beach Municipal Marina is to provide efficient first class service at reasonable cost to resident and visiting boaters in a manner that reflects well on the character of the City of Vero Beach. In order to fulfill our mission Marina personnel are trained to:

- \* Act as goodwill ambassadors for the city by promoting tourism and local business patronage.
- \* Exercise business, maintenance and safety practices that meet Industry and City standards.
- \* Ensure that Marina and Mooring operations maintain a favorable relationship with neighbouring residents, clubs and businesses.
- \* Promote Clean Marina practices and assist in developing programs and procedures to keep the Indian River clean and environmentally safe.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	2	2	0
Full Time Bargaining	4	4	0
Total	6	6	0
Part Time	2	1	1
Total	8	7	1

## Major Goals and Challenges

Comply with all Federal, State, and Local Environmental Regulations.

Achieve designation as one of the first Clean Managed Mooring Fields in the State of Florida.

Identify available grant monies to assist in future projects.

Evaluate opportunities to expand facilities to meet demand.

**MARINA FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
378,075	248,935	451.0000.334.072000	FIN D GRANT	300,000	250,000	-50,000
0	30,000	451.0000.334.075000	FWCC GRANT	30,000	0	-30,000
29,876	23,000	451.0000.344.020100	TRANSIENT UTILITIES	23,000	23,000	0
9,904	9,000	451.0000.344.020200	PERMANENT SLIP UTILITIES	9,000	9,000	0
193,142	215,000	451.0000.344.020300	DOCK RENTAL	215,000	215,000	0
201,393	284,000	451.0000.344.020400	DOCK RENTAL TRANSIENT	283,750	284,000	250
1,884	1,880	451.0000.344.020500	HOUSE RENTAL DOCKMASTER	1,880	1,880	0
298,291	360,000	451.0000.344.020600	DIESEL FUEL SALES	360,000	360,000	0
3,832	5,000	451.0000.344.020700	OIL SALES	5,000	5,000	0
402,552	412,500	451.0000.344.020800	GAS SALES	412,500	412,500	0
12,607	10,000	451.0000.344.020900	LIVE ABOARD FEE	8,000	10,000	2,000
192,699	199,500	451.0000.344.021100	ANCHORAGE RENTAL	199,500	199,500	0
1,287	1,000	451.0000.344.021200	LOCKER RENTALS	1,000	1,000	0
147,938	150,000	451.0000.344.021300	DRY STORAGE SOUTH COMPLEX	200,000	200,000	0
28,000	49,750	451.0000.344.021600	BUILDING RENTAL SOUTH COMPLEX	42,000	49,750	7,750
118	5,000	451.0000.361.010200	INTEREST ON INVESTMENTS	5,000	5,000	0
35,801	47,200	451.0000.369.090100	MISCELLANEOUS REVENUES	47,200	47,200	0
-376,402	-267,350	451.0000.389.000200	CASH CARRY OVER	-394,427	-390,221	4,206
<u>1,560,997</u>	<u>1,784,415</u>			<u>1,748,403</u>	<u>1,682,609</u>	<u>-65,794</u>

**MARINA FUND  
MARINA EXPENSES**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
165,851	164,101	451.4100.575.112001	OPERATING SALARIES	164,101	164,101	0
8,831	7,000	451.4100.575.113002	PART TIME SALARIES	7,000	14,000	7,000
6,244	8,000	451.4100.575.114001	OVERTIME SALARIES	8,000	8,000	0
13,303	13,700	451.4100.575.121001	SOCIAL SECURITY TAXES	13,700	14,236	536
17,263	16,315	451.4100.575.122001	PENSION FUND CONTRIBUTION	16,315	13,637	-2,678
952	1,018	451.4100.575.123001	GROUP LIFE INSURANCE	1,018	923	-95
25,080	28,279	451.4100.575.123002	HOSPITALIZATION INSURANCE	28,279	23,865	-4,414
<u>237,524</u>	<u>238,413</u>			<u>238,413</u>	<u>238,762</u>	<u>349</u>
<b>Operating Expenses</b>						
284	242	451.4100.575.331001	PROFESSIONAL SERVICES	0	250	250
592	623	451.4100.575.332001	AUDIT	500	650	150
1,733	2,000	451.4100.575.334002	CLEANING & LAUNDRY	2,300	2,000	-300
9,815	10,000	451.4100.575.334003	JANITORIAL SERVICES	10,000	10,000	0
5,150	4,000	451.4100.575.334007	OTHER CONTRACTUAL SERVICES	4,000	4,000	0
17,918	20,000	451.4100.575.334016	DISCOUNT ON CREDIT CARDS	20,000	20,000	0
1,824	1,000	451.4100.575.340001	MILEAGE ALLOWANCE	1,000	1,000	0
2,595	3,000	451.4100.575.341001	TELEPHONE	2,200	2,500	300
465	1,100	451.4100.575.342001	POSTAGE	300	500	200
66,013	62,000	451.4100.575.343001	UTILITIES	52,000	62,000	10,000
692	300	451.4100.575.344001	MACH & EQUIP RENT	300	300	0
32,971	35,000	451.4100.575.345001	GENERAL INSURANCE	35,000	35,000	0
4,035	1,700	451.4100.575.346001	EQUIPMENT MAINTENANCE	1,700	1,700	0
11,712	15,000	451.4100.575.346002	FORKLIFT MAINTENANCE	10,650	10,650	0
21,417	17,000	451.4100.575.346003	BUILDING MAINTENANCE	7,000	7,000	0
9,226	4,000	451.4100.575.346056	DOCKS MAINTENANCE	4,000	4,000	0
1,160	500	451.4100.575.346200	SOFTWARE MAINTENANCE	500	500	0
2,604	3,000	451.4100.575.349001	ADVERTISING	3,000	3,000	0
824	1,000	451.4100.575.349003	SCHOOLS & MEETINGS	1,000	1,000	0
47,010	44,920	451.4100.575.349016	GF ADMIN CHARGE	44,920	40,520	-4,400
1,272	1,338	451.4100.575.349028	LANDFILL FEES	500	250	-250
2,130	1,000	451.4100.575.351001	OFFICE SUPPLIES	1,000	1,000	0
225,966	258,000	451.4100.575.352000	DIESEL	258,000	258,000	0
320,558	315,000	451.4100.575.352001	GAS AND OIL	315,000	315,000	0
1,370	4,100	451.4100.575.352004	EQUIP PARTS & SUPPLIES	1,500	1,500	0
626	550	451.4100.575.352005	CONSUMABLE TOOLS	500	500	0
2,784	2,500	451.4100.575.352006	JANITORIAL SUPPLIES	2,500	2,500	0
1,154	1,500	451.4100.575.352008	UNIFORMS & CLOTHING	1,000	1,500	500
2,338	1,000	451.4100.575.352009	BUILD SUPPLIES & MATLS	1,000	1,000	0
5,268	9,000	451.4100.575.352010	ELEC PARTS & SUPPLIES	2,000	2,000	0
672	1,125	451.4100.575.352011	PLUMB PARTS & SUPPLIES	450	450	0
4,700	2,000	451.4100.575.352014	OTHER COMMODITIES	3,500	3,500	0
22,054	28,987	451.4100.575.352063	LANDSCAPE/MARINA	28,987	32,755	3,768
2,368	1,000	451.4100.575.354001	SUBSCRIPTIONS/MEMBERSHIPS	1,500	1,000	-500
9,976	10,000	451.4100.575.355001	PURCHASES FOR RESALE	8,000	10,000	2,000
8,215	7,000	451.4100.575.355002	MISCELLANEOUS	7,666	7,000	-666
<u>849,491</u>	<u>870,485</u>			<u>833,473</u>	<u>844,525</u>	<u>11,052</u>
<b>Capital</b>						
37,499	82,000			82,000	4,000	-78,000
<b>Debt Service &amp; Transfers</b>						
181,929	343,690	451.4100.575.772000	DEBT SERVICE \$4.6M LOAN	343,690	343,690	0
76,962	86,618	451.4100.575.991004	TRANSFER TO GENERAL FUND	86,618	86,618	0
<u>258,891</u>	<u>430,308</u>			<u>430,308</u>	<u>430,308</u>	<u>0</u>
<u>1,383,405</u>	<u>1,621,206</u>			<u>1,584,194</u>	<u>1,517,595</u>	<u>-66,599</u>

**MARINA FUND  
MOORINGS EXPENSES**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
82,925	81,073	451.4101.575.112001	OPERATING SALARIES	81,073	81,073	0
4,415	6,000	451.4101.575.113002	PART TIME SALARIES	6,000	12,000	6,000
3,122	0	451.4101.575.114001	OVERTIME SALARIES	0	0	0
6,651	6,660	451.4101.575.121001	SOCIAL SECURITY TAXES	6,660	7,120	460
0	8,035	451.4101.575.122001	PENSION FUND CONTRIBUTION	8,035	6,716	-1,319
0	300	451.4101.575.123001	GROUP LIFE INSURANCE	300	300	0
12,540	12,791	451.4101.575.123002	HOSPITALIZATION INSURANCE	12,791	11,755	-1,036
<u>109,653</u>	<u>114,859</u>			<u>114,859</u>	<u>118,964</u>	<u>4,105</u>
<b>Operating Expenses</b>						
2,845	2,800	451.4101.575.334002	CLEANING & LAUNDRY	2,300	2,800	500
279	500	451.4101.575.334007	OTHER CONTRACTUAL SERVICES	500	500	0
8,959	0	451.4101.575.334016	DISCOUNT ON CREDIT CARDS	4,000	0	-4,000
3,382	2,000	451.4101.575.341001	TELEPHONE	2,000	2,000	0
232	0	451.4101.575.342001	POSTAGE	0	0	0
25,651	22,500	451.4101.575.343001	UTILITIES	22,500	22,500	0
0	0	451.4101.575.344001	MACH & EQUIP RENT	150	0	-150
2,480	0	451.4101.575.345001	GENERAL INSURANCE	0	0	0
380	150	451.4101.575.346001	EQUIPMENT MAINTENANCE	150	150	0
2,220	1,000	451.4101.575.346003	BUILDING MAINTENANCE	2,000	2,000	0
3,282	4,500	451.4101.575.346060	MARINA MOORINGS MAINT	4,500	4,500	0
5,716	5,000	451.4101.575.349001	ADVERTISING	5,000	5,000	0
1,161	1,000	451.4101.575.351001	OFFICE SUPPLIES	1,000	1,000	0
1,980	0	451.4101.575.351003	OFFICE FURN & EQUIP	1,000	0	-1,000
691	1,000	451.4101.575.352004	EQUIP PARTS & SUPPLIES	550	500	-50
131	100	451.4101.575.352005	CONSUMABLE TOOLS	100	100	0
3,615	2,800	451.4101.575.352006	JANITORIAL SUPPLIES	2,000	2,800	800
189	0	451.4101.575.352009	BUILD SUPPLIES & MATLS	100	100	0
370	100	451.4101.575.352010	ELEC PARTS & SUPPLIES	100	100	0
741	1,000	451.4101.575.352011	PLUMB PARTS & SUPPLIES	300	500	200
2,240	2,900	451.4101.575.352014	OTHER COMMODITIES	100	500	400
1,395	1,000	451.4101.575.355002	MISCELLANEOUS	1,000	1,000	0
<u>67,939</u>	<u>48,350</u>			<u>49,350</u>	<u>46,050</u>	<u>-3,300</u>
<u>177,592</u>	<u>163,209</u>			<u>164,209</u>	<u>165,014</u>	<u>805</u>
<u>1,560,997</u>	<u>1,784,415</u>			<u>1,748,403</u>	<u>1,682,609</u>	<u>-65,794</u>

# Capital Requests

<u>Account Number</u>		<u>Budget 2010-2011</u>
451. 4102. 575. 611001	1 Computers	<u>\$ 4,000</u>
	<b>Budgeted 2009-20109</b>	<u><b>\$82,000</b></u>

Marina





The background features a large, light blue circular seal of the City of Vero Beach, Florida. The seal contains a landscape scene with a sun, clouds, palm trees, and a building. The text "CITY OF VERO BEACH" is written along the top arc and "FLORIDA" along the bottom arc.

# **SOLID WASTE FUND**

# Solid Waste

## Mission

The mission of the Solid Waste Division is to protect the environment, public health and welfare, and enhance the quality of life by providing effective programs to collect and remove solid waste materials in a convenient, economical and environmentally sensitive manner. Activities include: removal and disposal of all refuse accumulated inside the city limits which includes single family and multi-family residences as well as commercial businesses and other non-residential customers. Refuse collection and disposal services include: garbage, yard debris, appliances, furniture and other household items. The city monitors the residential recycling program provided by the county within the city limits.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	24	26	-2
Total	27	29	-2
Part Time	0	0	0
Total	27	29	-2

## Major Goals and Challenges

Prepare and publish annual Full Cost Accounting Report before March 31.

Provide bi-weekly side-yard garbage collection to approximately 7,200 customers.

Provide weekly curbside yard-trash collection to approximately 6,600 customers.

Provide daily container services to approximately 1,150 customers.

Continue to provide special collection services to all residential and non-residential customers. Service shall be provided within 24 hours of requests.

Improve cleanliness of dumpster enclosure areas and assess appropriate fees as applicable.

Improve convenience of dumpster use to multi-family residences.

Manage franchise agreements for private haulers

**SOLID WASTE FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
2,390,864	2,679,750	461.0000.343.040100	GARBAGE COLLECTION FEES	2,679,750	2,679,750	0
2	50	461.0000.361.010200	INTEREST ON INVESTMENTS	1,000	50	-950
8,477	8,000	461.0000.369.090100	MISCELLANEOUS REVENUES	5,000	5,000	0
265,536	-269,462	461.0000.389.000500	UNAPPROPRIATED SURPLUS	-268,812	-371,386	-102,574
<u>2,664,879</u>	<u>2,418,338</u>			<u>2,416,938</u>	<u>2,313,414</u>	<u>-103,524</u>

**SOLID WASTE FUND  
EXPENSES**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
1,035,281	951,825	461.3308.534.112001	OPERATING SALARIES	951,825	896,714	-55,111
0	10,000	461.3308.534.113002	PART TIME SALARIES	10,000	0	-10,000
28,615	30,000	461.3308.534.114001	OVERTIME SALARIES	30,000	30,000	0
76,393	75,870	461.3308.534.121001	SOCIAL SECURITY TAXES	75,870	70,894	-4,976
169,764	193,162	461.3308.534.122001	PENSION FUND CONTRIBUTION	193,162	160,477	-32,685
3,958	3,981	461.3308.534.123001	GROUP LIFE INSURANCE	3,981	3,764	-217
206,621	214,791	461.3308.534.123002	HOSPITALIZATION INSURANCE	214,791	215,744	953
22,844	18,000	461.3308.534.123004	RETIREMENT PREM ASSIST	18,000	18,000	0
125,000	125,000	461.3308.534.123005	WORKER COMPENSATION	125,000	125,000	0
<u>1,668,476</u>	<u>1,622,629</u>			<u>1,622,629</u>	<u>1,520,593</u>	<u>-102,036</u>
<b>Operating Expenses</b>						
1,961	1,000	461.3308.534.331001	PROFESSIONAL SERVICES	1,000	1,500	500
376	2,100	461.3308.534.332001	AUDIT	2,100	2,100	0
9,178	9,900	461.3308.534.334002	CLEANING & LAUNDRY	9,900	8,900	-1,000
2,474	2,500	461.3308.534.334007	OTHER CONTRACTUAL SERVICES	2,500	2,500	0
31	750	461.3308.534.342001	POSTAGE	750	750	0
6,422	6,600	461.3308.534.343001	UTILITIES	5,200	5,500	300
74,199	74,200	461.3308.534.344000	RENT	74,200	74,200	0
19,564	17,400	461.3308.534.344003	LAND RENT/AIRPORT	17,400	17,400	0
52,029	52,100	461.3308.534.345001	GENERAL INSURANCE	52,100	52,100	0
13,250	0	461.3308.534.345100	INSURANCE ARVEY	0	0	0
88	1,000	461.3308.534.346001	EQUIPMENT MAINTENANCE	1,000	1,000	0
182,817	164,739	461.3308.534.346002	VEHICLE MAINTENANCE	164,739	156,891	-7,848
9,644	25,000	461.3308.534.346390	CONTAINERS	25,000	25,000	0
191	900	461.3308.534.349001	ADVERTISING	900	900	0
202	1,000	461.3308.534.349003	SCHOOLS & MEETINGS	1,000	1,000	0
38,300	38,300	461.3308.534.349011	CUSTOMER SERVICE	38,300	38,300	0
116,829	93,370	461.3308.534.349016	GF ADMIN CHARGE	93,370	82,230	-11,140
330	250	461.3308.534.349023	BAD DEBT	250	250	0
2,456	7,000	461.3308.534.349028	LANDFILL FEES	7,000	7,000	0
734	1,500	461.3308.534.351001	OFFICE SUPPLIES	1,500	1,500	0
99	900	461.3308.534.351003	OFFICE FURN & EQUIP	900	900	0
102,452	123,700	461.3308.534.352001	GAS AND OIL	123,700	142,000	18,300
0	900	461.3308.534.352004	EQUIP PARTS & SUPPLIES	900	900	0
2,107	2,500	461.3308.534.352005	CONSUMABLE TOOLS	2,500	2,500	0
5,927	4,500	461.3308.534.352008	UNIFORMS & CLOTHING	4,500	3,900	-600
3,602	3,300	461.3308.534.352013	CHEMICAL AND LAB SUPPLIES	3,300	3,300	0
2,172	6,000	461.3308.534.352014	OTHER COMMODITIES	6,000	6,000	0
0	500	461.3308.534.354001	SUBSCRIPTIONS/MEMBERSHIPS	500	500	0
1,012	800	461.3308.534.355007	GRACE	800	800	0
<u>648,446</u>	<u>642,709</u>			<u>641,309</u>	<u>639,821</u>	<u>-1,488</u>
<b>Capital</b>						
194,957	0			0	0	0
<b>Debt Service &amp; Transfers</b>						
153,000	153,000	461.3308.534.99100	TRANSFER TO GENERAL FUND	153,000	153,000	0
<u>2,664,879</u>	<u>2,418,338</u>			<u>2,416,938</u>	<u>2,313,414</u>	<u>-103,524</u>





**RECREATION &  
PARKS FUND**

# Recreation & Parks

## Mission

The mission of the Recreation Department is to provide, publicize, maintain, schedule and operate city recreation facilities and programs for the use of residents and visitors of all age groups, in accordance with a fee schedule set by City Council. The Department is to provide trained, certified water safety personnel at city beaches and aquatic facilities; to maintain playgrounds; and to provide funds to maintain city parks.

The Department is to administer the City of Vero Beach Recreation Department and staff including budgeting, staffing, requisitioning and the administration of trained, certified water safety personnel at city beaches and aquatic facilities.

The Department is to provide a Citywide Recreation Program Delivery System utilizing city recreation staff and facilities.

The Department is to provide ADA accessibility to users of recreation facilities and recreation programs.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	10	10	0
Full Time Bargaining	9	9	0
Total	19	19	0
Part Time	15	15	0
Total	34	34	0

## Major Goals and Challenges

Promote a happier, healthier citizen in a community that is a better place to live because it has an active, vital Recreation Department. Promote "The Benefits of Recreation Are Endless."

Personal Benefits in the form of physical fitness, relaxation, rest and revitalization;

Social Benefits in the form of stronger and healthier families, ethnic and cultural harmony, reduced anti-social behavior and enriched lives for persons with disabilities;

Environmental Benefits in the form of a green and tree-filled city, habitat for native plants & animals, and open land protected green-space;

Economic Benefits in the form of more productive and healthier citizens, increased tourism, and contributions to the quality of life sought by business and industry.

Maintain low cost Recreation opportunities for children and older adults, as this is important and integral in maintaining an acceptable quality of life.

Position the Recreation Department as an important player in crime and drug prevention for children and young adults in programming and facilities for after school, summer, evening and weekend utilization.

Partnership with community organizations having common mission statements to enhance the delivery of recreational services in the most efficient and effective system to benefit the user and the taxpayer.

Increase Water Safety and Awareness through the department's Aquatic Safety Division.

Maintain clean, efficient rental centers for the citizens of Vero Beach.

**RECREATION & PARKS FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
391,297	406,000	471.0000.347.000100	RECREATION DEPARTMENT INCOME	562,500	435,000	-127,500
34,523	42,000	471.0000.362.000100	CONCESSIONS & RENTALS	42,000	42,000	0
134,326	145,000	471.0000.362.000110	RENTALS	165,000	155,000	-10,000
11,786	12,000	471.0000.369.000100	JANITORIAL SERVICES	12,000	12,000	0
1,378	2,000	471.0000.369.090100	MISCELLANEOUS REVENUES	2,000	2,000	0
3,163,000	2,628,839	471.0000.383.000100	CONTRIBUTIONS FROM GENERAL FUND	2,417,361	2,165,340	-252,021
6,061	7,000	471.0000.389.002100	RECREATION SPONSORSHIP	5,000	7,000	2,000
2,641	4,000	471.0000.389.002110	PERFORMING ARTS COSTUMES	4,000	4,000	0
<u>3,745,012</u>	<u>3,246,839</u>			<u>3,209,861</u>	<u>2,822,340</u>	<u>-387,521</u>

**RECREATION & PARKS FUND  
EXPENSES**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Personal Services</b>						
989,829	756,315	471.4500.572.112001	OPERATING SALARIES	756,315	719,377	-36,938
388,267	151,090	471.4500.572.113002	PART TIME SALARIES	151,090	80,596	-70,494
61,460	54,800	471.4500.572.114001	OVERTIME SALARIES	54,800	38,114	-16,686
13,504	8,320	471.4500.572.115006	EMT/LIFEGUARD	8,320	6,240	-2,080
210	200	471.4500.572.115009	MEAL ALLOWANCE	200	200	0
97,040	74,260	471.4500.572.121001	SOCIAL SECURITY TAXES	74,260	64,610	-9,650
82,036	108,656	471.4500.572.122001	PENSION FUND CONTRIBUTION	108,656	76,973	-31,683
3,543	3,577	471.4500.572.123001	GROUP LIFE INSURANCE	3,577	3,426	-151
158,357	151,966	471.4500.572.123002	HOSPITALIZATION INSURANCE	122,088	123,206	1,118
11,709	15,000	471.4500.572.123004	RETIREMENT PREM ASSIST	15,000	15,000	0
25,000	25,000	471.4500.572.123005	WORKER COMPENSATION	25,000	25,000	0
<u>1,830,955</u>	<u>1,349,184</u>			<u>1,319,306</u>	<u>1,152,742</u>	<u>-166,564</u>
<b>Operating Expenses</b>						
38,903	34,500	471.4500.572.331001	PROFESSIONAL SERVICES	34,500	26,100	-8,400
448	1,475	471.4500.572.332001	AUDIT	1,475	1,475	0
896	1,250	471.4500.572.334002	CLEANING & LAUNDRY	1,250	1,250	0
55,644	44,908	471.4500.572.334003	JANITORIAL SERVICES	44,908	44,908	0
15,439	15,500	471.4500.572.334004	SUMMER CAMP EXP	17,000	15,500	-1,500
11,455	12,000	471.4500.572.334005	JANITORIAL SERVICES/RENTALS	12,000	12,000	0
2,831	2,500	471.4500.572.340001	MILEAGE ALLOWANCE	2,500	2,500	0
2,100	2,100	471.4500.572.340002	AUTO ALLOWANCE	2,100	2,100	0
15,281	11,000	471.4500.572.341001	TELEPHONE	13,500	11,000	-2,500
1,306	1,000	471.4500.572.342001	POSTAGE	1,500	1,000	-500
272,703	264,000	471.4500.572.343001	UTILITIES	224,000	200,000	-24,000
0	5,900	471.4500.572.344005	RR RENT-COMMUNITY CENTER	5,900	5,900	0
72,696	67,000	471.4500.572.345001	GENERAL INSURANCE	67,000	55,000	-12,000
6,671	5,600	471.4500.572.346001	EQUIPMENT MAINTENANCE	6,600	5,600	-1,000
12,303	11,540	471.4500.572.346002	VEHICLE MAINTENANCE	11,540	11,297	-243
60,869	51,940	471.4500.572.346003	BUILDING MAINTENANCE	61,940	48,020	-13,920
7,101	6,000	471.4500.572.346004	AIR CONDITIONING MAINT	6,000	6,000	0
304	1,000	471.4500.572.346300	FLOORING	2,000	1,000	-1,000
0	1,000	471.4500.572.346315	ROOFING	2,000	0	-2,000
1,614	1,500	471.4500.572.346330	PAINTING & EXTERIOR REPAIRS	2,000	1,500	-500
1,300	1,000	471.4500.572.346375	CARPENTRY DRYWALL & ELECTRICAL	2,000	1,000	-1,000
9,421	9,000	471.4500.572.347001	PRINTING & BINDING	9,000	5,000	-4,000
3,812	3,000	471.4500.572.349003	SCHOOLS & MEETINGS	3,000	2,750	-250
6,585	7,000	471.4500.572.349028	LANDFILL FEES	7,000	7,000	0
13,968	9,000	471.4500.572.351001	OFFICE SUPPLIES	10,000	8,000	-2,000
6,730	7,000	471.4500.572.352001	GAS AND OIL	7,000	7,000	0
434	500	471.4500.572.352005	CONSUMABLE TOOLS	1,000	1,000	0
5,091	4,000	471.4500.572.352006	JANITORIAL SUPPLIES	4,000	4,000	0
6,013	6,000	471.4500.572.352008	UNIFORMS & CLOTHING	6,000	5,500	-500
4,985	5,000	471.4500.572.352017	SPECIAL EVENTS SUPPLIES	5,000	2,500	-2,500
139	2,000	471.4500.572.352027	PERFORMING ARTS COSTUMES	4,000	2,000	-2,000
12,361	13,000	471.4500.572.352033	ATHLETICS	18,000	12,750	-5,250
897	1,000	471.4500.572.352034	YOUTH COUNCIL JR STAFF	2,000	0	-2,000
7,323	7,000	471.4500.572.352035	ATHLETIC AREAS MAINT	8,000	8,000	0
5,512	5,000	471.4500.572.352036	PLAYGROUNDS MAINT	6,000	6,000	0
2,580	2,600	471.4500.572.352064	RECREATION SPONSORSHIPS	5,000	5,000	0
1,422	750	471.4500.572.354001	SUBSCRIPTIONS/MEMBERSHIPS	750	750	0
4,229	4,000	471.4500.572.355001	PURCHASES FOR RESALE	4,000	4,000	0
9,595	7,630	471.4500.572.355002	MISCELLANEOUS	7,630	1,630	-6,000
<u>680,961</u>	<u>636,193</u>			<u>629,093</u>	<u>536,030</u>	<u>-93,063</u>
<b>Capital</b>						
6,762	12,400			12,400	0	-12,400
<u>2,518,678</u>	<u>1,997,777</u>			<u>1,960,799</u>	<u>1,688,772</u>	<u>-272,027</u>
<b>Operating Expenses</b>						
1,098,348	1,112,522	471.4501.572.346054	GROUNDS MAINTENANCE	1,112,522	1,022,228	-90,294
11,056	25,000	471.4501.572.346070	BOARDWALK REPAIRS/REPLACEMENT	25,000	12,500	-12,500
116,930	111,540	471.4501.572.349016	GF ADMIN CHARGES	111,540	98,840	-12,700
<u>1,226,334</u>	<u>1,249,062</u>			<u>1,249,062</u>	<u>1,133,568</u>	<u>-115,494</u>
<u>3,745,012</u>	<u>3,246,839</u>			<u>3,209,861</u>	<u>2,822,340</u>	<u>-387,521</u>

**RECREATION & PARKS FUND  
CONSTRUCTION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
20,607	15,000	473.0000.389.000200	CONTRIBUTION FROM 311	15,000	6,800	254,200
<b>Capital</b>						
20,607	15,000		CAPITAL ACCOUNTS	15,000	6,800	254,200

# Capital Requests

					Budget
<u>Account Number</u>					<u>2010-2011</u>
473.	4500.	572.	611001	1 Tennis Courts Resurfacing	<u>\$ 6,800</u>

Budgeted 2009-2010 \$ 15,000

Recreation and Parks Construction

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Resurface Six (6) Tennis Courts at Riverside and Two (2) Courts at Charles Park

2. REQUEST NUMBER: 1 3. DEPARTMENT NUMBER: 4500

4. JUSTIFICATION: Courts have begun to crack and slightly depress.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES  ALL \_\_\_\_\_

TO MEET ENVIRONMENTAL REGULATIONS?  NO  PART \_\_\_\_\_ AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Courts resurfaced (\$3,400 each)	8	6,800

10. NOTES:	11. TOTAL: <u>6,800</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>6,800</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>6,800</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: Recreation Construction 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Rob Slezak 19. ACCOUNT NUMBER: 473.4500.572.611001





**GENERAL  
FUND**

<b>Revenue by Type</b>	<b>Budget 2010-2011</b>	<b>Budget 2009-2010</b>
Ad Valorem Taxes	\$ 4,166,960	\$ 4,647,630
Local Option Gas Tax	467,656	443,135
Roll-Off Franchise Fees	30,000	30,000
Utility Taxes	2,250,000	2,500,000
Local Communications Services Tax	1,362,995	1,388,353
Local Business Tax	155,000	145,000
Sign Permit Fees	6,000	5,500
Burglar Alarm Permits	30,000	30,000
Vehicles for Hire Permits	1,050	1,050
LLE Block Grant	0	5,000
Bulletproof Vest Partnership	5,000	5,000
State Revenue Sharing	554,625	539,827
Mobile Home Licenses	40,000	40,000
Alcoholic Beverage Licenses	45,000	45,000
Half Cent Sales Tax	1,054,773	963,140
Airport Security	91,670	91,670
Administrative Charges	2,722,240	2,898,940
Fines & Forfeitures	94,000	94,000
Burglar Alarm Fines	500	500
Code Enforcement Fines	2,800	2,800
Planning Department Revenue	55,000	48,500
Interest on Investments	200,000	200,000
Downtown Post Office Rent	16,650	16,650
Rental of Public Works Facilities	74,000	74,000
4th of July Contribution	2,500	2,500
Police Miscellaneous Income	2,500	2,500
Police Admin Fee	10,000	10,000
Miscellaneous Revenue	100,000	100,000
Contribution from Electric Fund	5,598,350	5,893,000
Contribution from Water & Sewer Fund	859,950	859,950
Contribution from Solid Waste Fund	153,000	153,000
Contribution from Marina Fund	86,618	86,618
Unappropriated Surplus	47,423	50,159
	<b>\$ 20,286,260</b>	<b>\$ 21,373,422</b>
<b>GENERAL FUND</b>		

<b>Expenses By Division</b>	<b>Budget 2010-2011</b>	<b>Budget 2009-2010</b>
<b>City Council</b>	\$ 107,868	\$ 108,300
<b>City Clerk</b>	352,901	367,984
<b>City Manager</b>	310,460	320,870
<b>City Hall</b>	146,000	180,500
<b>City Attorney</b>	591,542	554,722
<b>Human Resources</b>	340,330	386,133
<b>Finance</b>		
Administration	728,375	720,027
Information Systems	803,730	882,110
Purchasing	393,573	401,107
Warehouse	262,921	338,730
<b>Planning &amp; Development</b>	721,282	739,278
<b>Police</b>	7,157,637	7,213,780
<b>Public Works</b>		
Engineering & Survey	833,950	887,342
Stormwater	652,483	666,183
Streets	414,927	455,097
Traffic	256,655	290,134
G I S	193,980	208,969
Grounds Maintenance	788,822	811,326
Administration	484,751	494,037
Fleet Management	417,700	339,203
Facilities Management	752,895	841,319
<b>Non-Departmental</b>		
Transfer to Recreation	2,165,340	2,417,361
Transfer to Cemetery	0	0
Debt Service	726,803	726,803
Other	681,332	1,022,107
<b>Total Expenses</b>	\$ 20,286,260	\$ 21,373,422

## GENERAL FUND



**GENERAL FUND  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
5,021,183	4,647,630	001.0000.311.010000	AD VALOREM TAXES	4,647,630	4,166,960	-480,670
456,308	443,135	001.0000.312.041000	LOCAL OPTION GAS TAX	443,135	467,656	24,521
18,247	30,000	001.0000.313.300000	ROLL-OFF FRANCHISE FEE	30,000	30,000	0
2,273,222	2,500,000	001.0000.314.000000	UTILITY TAXES	2,500,000	2,250,000	-250,000
1,453,247	1,388,353	001.0000.315.000100	LOCAL COMMUNICATIONS SERV TAX	1,388,353	1,362,995	-25,358
161,518	145,000	001.0000.316.000100	LOCAL BUSINESS TAX	145,000	155,000	10,000
5,660	5,500	001.0000.322.000200	SIGN PERMIT FEES	5,500	6,000	500
39,394	30,000	001.0000.322.000300	BURGLAR ALARM PERMITS	30,000	30,000	0
1,383	1,050	001.0000.329.000100	VEHICLES FOR HIRE PERMITS	1,050	1,050	0
2,275	5,000	001.0000.331.201002	LLE BLOCK GRANT	5,000	0	-5,000
0	17,758	001.0000.331.201006	FDLE ARRA GRANT	0	0	0
1,296	5,000	001.0000.331.202000	BULLETPROOF VEST PARTNERSHIP	5,000	5,000	0
25,952	8,651	001.0000.334.201005	OJP TRAFFIC CITATION GRANT	0	0	0
551,736	539,827	001.0000.335.012000	STATE REVENUE SHARING	539,827	554,625	14,798
31,484	40,000	001.0000.335.014000	MOBILE HOME LICENSES	40,000	40,000	0
43,776	45,000	001.0000.335.015000	ALCOHOLIC BEVERAGE LICENSES	45,000	45,000	0
1,026,769	963,140	001.0000.335.018000	HALF CENT SALES TAX	963,140	1,054,773	91,633
91,670	91,670	001.0000.342.010100	AIRPORT SECURITY	91,670	91,670	0
3,009,470	2,898,940	001.0000.349.000500	ADMINISTRATIVE CHARGES	2,898,940	2,722,240	-176,700
81,453	94,000	001.0000.354.000100	FINES & FORFEITURES	94,000	94,000	0
1,175	500	001.0000.354.000200	BURGLAR ALARM FINES	500	500	0
6,989	2,800	001.0000.354.000300	CODE ENFORCEMENT FINES	2,800	2,800	0
48,569	48,500	001.0000.360.000100	PLANNING DEPT REVENUE	48,500	55,000	6,500
300,665	200,000	001.0000.361.010200	INTEREST ON INVESTMENTS	200,000	200,000	0
16,200	16,650	001.0000.362.000100	DOWNTOWN PO RENT	16,650	16,650	0
74,199	74,000	001.0000.362.000600	RENTAL OF PW FACILITIES	74,000	74,000	0
2,500	2,500	001.0000.366.000100	FOURTH OF JULY CONTRIBUTION	2,500	2,500	0
2,003	2,500	001.0000.368.000100	POLICE MISC INCOME	2,500	2,500	0
9,462	10,000	001.0000.368.000200	POLICE ADMIN FEES	10,000	10,000	0
115,228	100,000	001.0000.369.090100	MISC REVENUE	100,000	100,000	0
5,892,999	5,893,000	001.0000.382.000200	CONTRIBUTION FROM ELEC FUND	5,893,000	5,598,350	-294,650
859,950	859,950	001.0000.382.000300	CONTRIBUTION FROM W/S FUND	859,950	859,950	0
153,000	153,000	001.0000.382.000400	CONTRIBUTION FROM SW FUND	153,000	153,000	0
76,962	86,618	001.0000.382.001700	CONTRIBUTION FROM MARINA	86,618	86,618	0
1,212,123	50,159	001.0000.389.000500	UNAPPROPRIATED SURPLUS	50,159	47,423	-2,736
<b>23,068,067</b>	<b>21,399,831</b>			<b>21,373,422</b>	<b>20,286,260</b>	<b>-1,087,162</b>

# City Council

## Mission

The City Council is the legislative branch of the city government. It approves and promulgates the ordinances and resolutions and defines the policies to be carried out by city management. The Council represents the city's interests before other legislative and regulatory bodies and can establish citizen advisory boards and committees to assist the Council in its duties.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	5	5	0
Full Time Bargaining	0	0	0
Total	5	5	0
Part Time	0	0	0
Total	5	5	0

## Major Goals and Challenges

Establish an effective policy framework to ensure efficient operation of the City of Vero Beach to meet the needs of the residents and visitors to the city.

**GENERAL FUND  
CITY COUNCIL**

DPT/DV 0100							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
56,700	56,700	001.0100.511.112001	OPERATING SALARIES	56,700	56,700	0	
3,772	4,340	001.0100.511.121001	SOCIAL SECURITY	4,340	4,340	0	
726	693	001.0100.511.123001	GROUP LIFE INSURANCE	693	693	0	
30,517	26,002	001.0100.511.123002	HOSPITALIZATION INSURANCE	22,067	22,135	68	
<u>91,715</u>	<u>87,735</u>			<u>83,800</u>	<u>83,868</u>	<u>68</u>	
<b>Operating Expenses</b>							
809	2,000	001.0100.511.341001	CELL & TELEPHONE	2,000	1,500	-500	
8,179	16,000	001.0100.511.349003	SCHOOLS & MEETINGS	16,000	16,000	0	
4,291	6,500	001.0100.511.355002	MISCELLANEOUS	6,500	6,500	0	
<u>13,279</u>	<u>24,500</u>			<u>24,500</u>	<u>24,000</u>	<u>-500</u>	
<u>104,994</u>	<u>112,235</u>			<u>108,300</u>	<u>107,868</u>	<u>-432</u>	

# City Clerk

## Mission

The mission of the City Clerk is to record and maintain orderly and accessible records of all City Council meetings, discussions and other communications. Additionally, the City Clerk transcribes and maintains the records of all advisory commission activities, as directed by the City Council. The City Clerk acts as the repository to preserve all official municipal documents in an efficient and dependable manner. All contracts with value in excess of \$50,000 are maintained in the Clerk's files. Further, the City Clerk is the Supervisor of Elections for all City Referenda and Elections.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	4	4	0
Full Time Bargaining	0	0	0
Total	4	4	0
Part Time	1	1	0
Total	5	5	0

## Major Goals and Challenges

To maintain the level of service that we have always provided to Council, Commissions, Boards, City Hall staff and the public. Maintain an open-record system to provide timely information regarding the city operations to the citizens, the media, and other interested persons.

Have a citywide document imaging process in place. Upgrading the Council Chambers with new video equipment, as well video streaming the Council meetings and going with a paperless agenda.

**GENERAL FUND  
CITY CLERK**

DPT/DV 0200							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
197,259	184,021	001.0200.512.112001	OPERATING SALARIES	184,021	184,300	279	
15,620	21,000	001.0200.512.113002	PART TIME SALARIES	21,000	21,000	0	
15,351	15,680	001.0200.512.121001	SOCIAL SECURITY	15,680	15,710	30	
16,928	29,173	001.0200.512.122001	PENSION CONTRIBUTION	29,173	24,549	-4,624	
763	763	001.0200.512.123001	GROUP LIFE INSURANCE	763	763	0	
42,005	36,747	001.0200.512.123002	HOSPITALIZATION INSURANCE	36,747	40,379	3,632	
<u>287,926</u>	<u>287,384</u>			<u>287,384</u>	<u>286,701</u>	<u>-683</u>	
<b>Operating Expenses</b>							
11,459	0	001.0200.512.331005	TELEVISION SERVICES	0	0	0	
3,600	3,600	001.0200.512.340002	AUTO ALLOWANCE	3,600	3,600	0	
1,577	1,500	001.0200.512.341001	TELEPHONE	1,500	1,500	0	
1,709	3,500	001.0200.512.342001	POSTAGE	3,500	2,000	-1,500	
1,240	600	001.0200.512.346001	EQUIPMENT MAINTENANCE	600	600	0	
0	2,400	001.0200.512.346200	SOFTWARE MAINTENANCE	2,400	0	-2,400	
11,293	12,000	001.0200.512.347001	PRINTING & BINDING	12,000	12,000	0	
9,939	10,000	001.0200.512.349001	ADVERTISING	13,000	10,000	-3,000	
4,887	30,000	001.0200.512.349002	ELECTION EXPENSE	30,000	25,000	-5,000	
8,269	5,000	001.0200.512.349003	SCHOOLS & MEETINGS	5,000	2,500	-2,500	
3,863	4,000	001.0200.512.351001	OFFICE SUPPLIES	4,000	4,000	0	
1,122	0	001.0200.512.351003	OFFICE FURNTIURE & EQUIP	0	0	0	
1,593	2,000	001.0200.512.354001	SUBSCRIPTIONS/MEMBERSHIPS	2,000	2,000	0	
3,929	3,000	001.0200.512.355002	MISCELLANEOUS	3,000	3,000	0	
<u>64,480</u>	<u>77,600</u>			<u>80,600</u>	<u>66,200</u>	<u>-14,400</u>	
<u>352,406</u>	<u>364,984</u>			<u>367,984</u>	<u>352,901</u>	<u>-15,083</u>	

# City Manager

## Mission

To provide professional leadership and guidance in the execution of policies and programs established by the City Council. To administer and monitor the daily affairs of the city government including law enforcement, civil engineering and public works, sanitation, financial operations, human resources, community development, recreational activities and related operations. Creates and implements new management techniques to facilitate the effective delivery of municipal services. Promotes professional management of the utility systems owned and operated by the City of Vero Beach to provide reliable, environmentally safe and economical power, potable water, sewer, reuse water and solid waste collection to the customers of Vero Beach. Fosters the effective use of all City assets and a safe work environment for all employees. Recruits and maintains a skilled work force to handle the daily needs of the general populous to create a clean and safe environment that includes those amenities that produce a sense of pride and a high quality of life throughout the community.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	0	0	0
Total	3	3	0
Part Time	0	0	0
Total	3	3	0

## Major Goals and Challenges

To administer the City in the most efficient manner to control ad valorem taxes and user fees, and yet be responsive to the needs and desires of the residents and utility customers of Vero Beach.

To develop annual budgets for each function of the city, keeping in mind the financial integrity of the city and the requirements of the bondholders.

To provide electrical, water and sewer, and solid waste services to customers in the City's service territories on a reliable, economical, environmentally acceptable and financially sound basis.

To operate the electrical, water and sewer, marina, and solid waste systems as self-sustaining, regulated businesses yielding reasonably consistent, positive rates of return paid to the residents of Vero Beach through annual contributions to the City's General Fund.

To implement new management techniques as necessary to ensure the effective operation of the various departments of the City.

To direct and assist in any special projects assigned by the City Council.

**GENERAL FUND  
CITY MANAGER**

DPT/DV 0300							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
238,716	227,500	001.0300.512.112001	OPERATING SALARIES	227,500	227,500	0	
16,271	17,400	001.0300.512.121001	SOCIAL SECURITY	17,400	17,400	0	
31,477	39,440	001.0300.512.122001	PENSION CONTRIBUTION	39,440	33,840	-5,600	
940	950	001.0300.512.123001	GROUP LIFE INSURANCE	950	950	0	
18,129	18,130	001.0300.512.123002	HOSPITALIZATION INSURANCE	18,130	17,870	-260	
<u>305,533</u>	<u>303,420</u>			<u>303,420</u>	<u>297,560</u>	<u>-5,860</u>	
<b>Operating Expenses</b>							
828	800	001.0300.512.340001	MILEAGE ALLOWANCE	1,500	1,000	-500	
4,800	4,800	001.0300.512.340002	AUTO ALLOWANCE	4,800	4,800	0	
1,218	1,250	001.0300.512.341001	TELEPHONE	1,250	1,250	0	
222	300	001.0300.512.342001	POSTAGE	500	400	-100	
213	200	001.0300.512.346001	EQUIPMENT MAINTENANCE	750	200	-550	
1,052	1,500	001.0300.512.347001	PRINTING & BINDING	1,500	1,500	0	
0	0	001.0300.512.349001	ADVERTISING	100	0	-100	
4,172	2,000	001.0300.512.349003	SCHOOLS & MEETINGS	4,000	1,500	-2,500	
1,123	2,000	001.0300.512.351001	OFFICE SUPPLIES	2,500	2,000	-500	
2,599	652	001.0300.512.351003	OFFICE FURNITURE & EQUIP	0	0	0	
254	250	001.0300.512.352014	OTHER COMMODITIES	500	250	-250	
0	50	001.0300.512.354001	SUBSCRIPTIONS/MEMBERSHIPS	50	0	-50	
<u>16,481</u>	<u>13,802</u>			<u>17,450</u>	<u>12,900</u>	<u>-4,550</u>	
<b>Capital</b>							
1,584	0			0	0	0	
<u>322,014</u>	<u>317,222</u>			<u>320,870</u>	<u>310,460</u>	<u>-10,410</u>	

# City Attorney

## Mission

As directed by the City Charter, the City Attorney is the chief legal advisor to the City of Vero Beach, including the City Council, other Charter Officers, boards and commissions, and various departments. As such, the Attorney is charged with providing competent, timely and cost-effective legal advice to the City so that the City may provide services and programs as expected by its residents.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	4	4	0
Full Time Bargaining	0	0	0
Total	4	4	0
Part Time	1	1	0
Total	5	5	0

## Major Goals and Challenges

Effectively handle litigation, document review, and other legal services using staff attorneys.

Use emerging technology to make the office more efficient, to remain current on all statutory and case law developments, and to more effectively accomplish the department mission.

Provide sound preventative legal advice to minimize litigation.

**GENERAL FUND  
CITY ATTORNEY**

DPT/DV 1100							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
409,234	366,034	001.1100.514.112001	OPERATING SALARIES	366,034	389,726	23,692	
29,027	28,000	001.1100.514.121001	SOCIAL SECURITY	28,000	29,810	1,810	
99,347	105,718	001.1100.514.122001	PENSION FUND CONTRIBUTION	105,718	121,167	15,449	
1,329	1,343	001.1100.514.123001	GROUP LIFE INSURANCE	1,343	1,343	0	
23,992	23,988	001.1100.514.123002	HOSPITALIZATION INSURANCE	23,988	23,622	-366	
<u>562,929</u>	<u>525,083</u>			<u>525,083</u>	<u>565,668</u>	<u>40,585</u>	
<b>Operating Expenses</b>							
0	500	001.1100.514.331001	PROFESSIONAL SERVICES	1,000	500	-500	
42	100	001.1100.514.340001	MILEAGE ALLOWANCE	300	100	-200	
3,600	3,600	001.1100.514.340002	AUTO ALLOWANCE	3,600	3,600	0	
852	900	001.1100.514.341001	TELEPHONE	1,000	900	-100	
114	200	001.1100.514.342001	POSTAGE	300	200	-100	
324	324	001.1100.514.346001	EQUIPMENT MAINTENANCE	324	324	0	
2,104	2,000	001.1100.514.346006	EQUIPMENT LEASING	2,015	2,200	185	
24	50	001.1100.514.347001	PRINTING & BINDING	300	50	-250	
1,728	4,000	001.1100.514.349003	SCHOOLS & MEETINGS	4,000	2,000	-2,000	
1,917	2,500	001.1100.514.351001	OFFICE SUPPLIES	2,500	2,000	-500	
396	200	001.1100.514.351003	OFFICE FURNITURE & EQUIP	500	200	-300	
2,482	3,500	001.1100.514.354001	SUBSCRIPTIONS/MEMBERSHIPS	3,500	3,500	0	
5,710	6,000	001.1100.514.354005	LAW LIBRARY/SUBSCRIPTIONS	6,000	6,000	0	
47	300	001.1100.514.355002	MISCELLANEOUS	300	300	0	
2,055	4,000	001.1100.514.355011	RECORDING FEES	4,000	4,000	0	
<u>21,395</u>	<u>28,174</u>			<u>29,639</u>	<u>25,874</u>	<u>-3,765</u>	
<b>Capital</b>							
6,931	0			0	0	0	
<u>591,255</u>	<u>553,257</u>			<u>554,722</u>	<u>591,542</u>	<u>36,820</u>	

# Human Resources

## Mission

The Human Resources Department will strive for fair and equitable treatment of all employees in a manner that will ensure proactive support of the City's mission. The department will develop and implement policies, procedures, programs and services that will contribute to attainment of the goals and objectives of the City and its employees by:

- \*Properly balancing the needs of the employees and the City in a manner that motivates everyone to operate efficiently and effectively when engaged in the performance of duties to support the citizens of our community.
- \*Ensuring a diverse workforce in a safe and discrimination/harassment free environment through compliance with applicable employment laws, proactive investigation and defense of the City in claims of discrimination; and by providing appropriate training for management and employees in these areas.
- \*Providing effective training and development in areas including, but not limited to, effective leadership, career development, employment law and government regulations, and understanding and applying City personnel policies and procedures.
- \*Hiring the most qualified employees through comprehensive staffing reviews, an effective internal interviewing process, identifying the most efficient and cost effective recruiting programs, and conducting thorough background investigations.
- \*Retaining valued employees by providing competitive wages and benefits, effective recognition programs, positive coaching/counseling, and ensuring open and proactive two-way communications between employees and their managers.
- \*Fostering positive and professional relationships on the part of all managers having direct or indirect involvement with labor organizations representing City employees through proper guidance and direction in the application and interpretation of labor agreements, training in proper documentation to support disciplinary action, and procedures to be used in investigating and adjusting grievances.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	0	0	0
Total	3	3	0
Part Time	0	0	0
Total	3	3	0

## Major Goals and Challenges

- \*Continue to hold Labor Management Committee meetings to foster and maintain amicable relationship between the City and the Teamsters Local 769.
- \*Within the scope of the Labor Management Committee write job descriptions for new positions as needed.
- \*Review and update the job descriptions for non-bargaining unit positions.
- \*Continue development and delivery of training programs for all managers covering documentation to support disciplinary action, conduct disciplinary meetings, and the preparation of disciplinary letters.
- \*Finalize Personnel Rules and provide overview and training on the changes.
- \*Continue development and implementation of programs and procedures to maximize selection and retention of highly qualified and motivated employees.
- \*Continue orientation of all newly hired employees.
- \*Continue training all newly hired employees on proper computer usage.
- \*Focus on employee communication by providing employees with an informative bi-monthly newsletter on a variety of topics on safety, health, and human resources.
- \*Negotiate contract with Coastal Florida Police Benevolent Association.
- \*Continue training employees in grievance handling, supervisory training, and employee relations.
- \*Continue working with Worforce Solutions to obtain available grants for training and hiring.
- \*Work with Teamsters Local 769 on PERC Certification of all covered positions.

**GENERAL FUND  
HUMAN RESOURCES**

DPT/DV 1200							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
209,413	199,391	001.1200.513.112001	OPERATING SALARIES	199,391	199,669	278	
15,421	15,250	001.1200.513.121001	SOCIAL SECURITY	15,250	15,270	20	
28,694	36,031	001.1200.513.122001	PENSION FUND CONTRIBUTION	36,031	29,598	-6,433	
824	832	001.1200.513.123001	GROUP LIFE INSURANCE	832	832	0	
22,302	18,129	001.1200.513.123002	HOSPITALIZATION INSURANCE	18,129	22,041	3,912	
<u>276,654</u>	<u>269,633</u>			<u>269,633</u>	<u>267,410</u>	<u>-2,223</u>	
<b>Operating Expenses</b>							
8,716	10,500	001.1200.513.331001	PROFESSIONAL SERVICES	56,500	28,970	-27,530	
0	0	001.1200.513.331013	RECRUITMENT EXPENSES	1,000	900	-100	
226	500	001.1200.513.340001	MILEAGE ALLOWANCE	2,500	1,500	-1,000	
1,309	1,500	001.1200.513.341001	TELEPHONE	2,000	1,800	-200	
754	1,000	001.1200.513.342001	POSTAGE	2,000	1,500	-500	
0	500	001.1200.513.346001	EQUIPMENT MAINTENANCE	1,000	500	-500	
4,078	6,000	001.1200.513.347001	PRINTING & BINDING	10,000	6,000	-4,000	
0	500	001.1200.513.349001	ADVERTISING	1,500	1,000	-500	
2,055	500	001.1200.513.349003	SCHOOLS & MEETINGS	7,000	3,200	-3,800	
766	1,000	001.1200.513.351001	OFFICE SUPPLIES	3,000	2,500	-500	
378	1,200	001.1200.513.351003	OFFICE FURNITURE & EQUIP	2,000	1,700	-300	
497	500	001.1200.513.352015	TRAINING AIDS	1,000	800	-200	
1,442	1,500	001.1200.513.354001	SUBSCRIPTIONS/MEMBERSHIPS	2,000	1,800	-200	
36,126	14,000	001.1200.513.355009	EMPLOYEE BENEFITS	25,000	20,750	-4,250	
<u>56,347</u>	<u>39,200</u>			<u>116,500</u>	<u>72,920</u>	<u>-43,580</u>	
<u>333,001</u>	<u>308,833</u>			<u>386,133</u>	<u>340,330</u>	<u>-45,803</u>	

# Risk Management

## Mission

**The mission of the Risk Management Division is to:**

1. Protect City resources including personnel, facilities, assets and real property from loss and insure the City's ability to deliver essential services following a loss.
2. Continue to coordinate and deliver a comprehensive and cost-effective benefit package to help retain current employees and attract the best qualified applicants for openings in the future.
3. Provide safety resources and training to ensure the well-being of City employees while on the job with the goal of reducing and/or eliminating exposures to disease, injury and death.

**The primary responsibilities of this department include:**

1. Property, Casualty and Workers' Compensation Claim Administration: Coordinate the services of the TPA to professionally adjust and/or negotiate a resolution on potentially costly property and liability claims within the constraints of applicable state, federal and local laws, statutes and regulations. Customary insurance industry practices are applied to resolve each claim in the most efficient, fair and advantageous manner possible. Continue adjusting most liability claims not requiring TPA services. Adjust workers' compensation claims in-house using the ethical and legal standards provided by the State. Recover monies due the City on subrogated claims whenever possible.
2. Commercial Insurance Policy Management: Continue to evaluate the City's insurance policies, focusing on any gaps in coverage and vulnerable areas. Procure and monitor appropriate insurance policies through the City's Agent that protect City assets too valuable to self-insure. This includes a continuous evaluation of loss exposure to City assets with the goal of identifying alternative risk financing solutions that are economically advantageous to the City.
3. Employee Benefit Administration: Provide ongoing evaluation and assessment of employee insurance and benefit programs. Research new and innovative means to provide highest level of benefits in a cost effective manner.
4. Employee Benefit Education and Assistance: Deliver continuing education to employees on the value and features of benefit packages offered through every available communication resource. Provide on-site representation of all vendors. Provide daily assistance and guidance to employees regarding benefit choices and proper administration. Make available an employee assistance program to aid all employees in maintaining their physical and mental well being.
5. Regulatory Compliance: Remain compliant with COBRA, HIPAA, Section 125, OSHA, ADA, NFPA, and other Federal, State and local rules, regulations and standards.
6. Employee Safety and Training: Enhance existing in-house training to provide city-wide safety instruction at a reasonable cost. Solicit participation of City employees in supporting safe work practices and a safe work environment. Conduct emergency preparedness drills and practice evacuation procedures. Continue enhancing security throughout City Hall.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	0	0	0
Total	3	3	0
Part Time	0	0	0
Total	3	3	0

## Major Goals and Challenges

Continue to explore measures to control rising health insurance costs in the current self-insured arena and make appropriate recommendations in plan design and cost-sharing between employees and the City. Promote employee wellness by planning and hosting the Annual Health Fair open to all employees, retirees and dependents. Initiate new wellness programs such as Risk Assessments, fitness activities, and health talks using free resources as often as possible. Provide on-going safety and wellness information to all employees utilizing the City Lines newsletter and website.

Identify exposures, implement and monitor the effectiveness of loss control measures and programs to protect City resources including employees, facilities, vehicles and other assets owned or entrusted to the City government from loss and ensure compliance with all applicable occupational safety and health regulations. Conduct hazard identification programs (worksites inspections) with the departments and employees with the goal of reducing, controlling and/or eliminating workplace hazards. Work with departments to assure prompt response to accidents and losses to assure that proper action is taken and procedures are followed. Develop procedures to insure promptly newly acquired assets at proper values.

Continue conducting DOT drug testing and random testing on all employees subject to the City's Drug-Free Workplace Program. Maintain programs that provide discounts in insurance premiums or assessments.

Assure compliance with existing policies such as cell phone usage, vehicle usage, safety shoes, and safety glasses and develop additional policies as the need arises. Expand job safety training using group seminars, videotapes, guest speakers, and other resources to reinforce safety practices and help control losses to City resources and workers' compensation claims. Continue employee training in CPR, First Aid and the use of defibrillators to prepare City staff to respond to medical emergencies both on and off the job. Formalize standard OSHA training to provide in-house instruction in such areas as proper lifting techniques, fire protection, hazardous communications, forklift training and work zone safety, confined space, trenching, asbestos, ergonomics, etc.

Monitor the Emergency Management Plan to streamline processes and promote effective recovery of assets and monies following any disaster.

## RISK MANAGEMENT

2008-2009	2009-2010			2009-2010	2010-2011	
Actual	Expected	Account Number	Account Name	Budget	Budget	Change
<b>Revenue</b>						
50,000	50,000	502.0000.394.040100	PREMIUMS/W C/ELECTRIC	50,000	50,000	0
150,000	150,000	502.0000.394.042100	PREMIUMS/W C/WATER & SEWER	150,000	150,000	0
125,000	125,000	502.0000.394.046100	PREMIUMS/W C/SOLID WASTE	125,000	125,000	0
25,000	25,000	502.0000.394.047100	PREMIUMS/W C/RECREATION	25,000	25,000	0
100,000	50,000	502.0000.395.000100	PREMIUMS LIAB/GENERAL	50,000	50,000	0
175,000	175,000	502.0000.395.040100	PREMIUMS LIAB/ELECTRIC	175,000	175,000	0
50,000	50,000	502.0000.395.042100	PREMIUMS LIAB/WATER & SEWER	50,000	50,000	0
75,000	125,000	502.0000.395.044100	PREMIUMS LIAB/AIRPORT	125,000	125,000	0
50,000	50,000	502.0000.395.046100	PREMIUMS LIAB/SOLID WASTE	50,000	50,000	0
145,000	0	502.0000.397.090100	INSURANCE ARVEY	0	0	0
<u>945,000</u>	<u>800,000</u>			<u>800,000</u>	<u>800,000</u>	<u>0</u>
77,427	80,000	502.0000.361.010200	INTEREST ON INVESTMENTS	80,000	80,000	0
-287,306	-73,615	502.0000.389.000200	AVAILABLE FOR FUTURE CLAIMS	-30,589	-71,937	-41,348
<u>735,121</u>	<u>806,385</u>			<u>849,411</u>	<u>808,063</u>	<u>-41,348</u>
<b>Expenses</b>						
2008-2009	2009-2010			2009-2010	2010-2011	
Actual	Expected	Account Number	Account Name	Budget	Budget	Change
<b>Personal Services</b>						
163,759	156,677	502.1400.513.112001	OPERATING SALARIES	156,677	156,677	0
11,934	11,990	502.1400.513.121001	SOCIAL SECURITY TAXES	11,990	11,990	0
30,734	42,618	502.1400.513.122001	PENSION FUND CONTRIBUTION	42,618	43,919	1,301
650	657	502.1400.513.123001	GROUP LIFE INSURANCE	657	657	0
15,546	21,031	502.1400.513.123002	HOSPITALIZATION INSURANCE	18,129	17,870	-259
<u>222,623</u>	<u>232,973</u>			<u>230,071</u>	<u>231,113</u>	<u>1,042</u>
<b>Operating Expenses</b>						
35,625	37,000	502.1400.513.331001	PROFESSIONAL SERVICES	40,000	40,000	0
2,110	11,600	502.1400.513.331010	SPECIAL PROJECTS/STUDIES	14,500	5,500	-9,000
2,215	2,285	502.1400.513.332001	AUDIT	400	2,285	1,885
225	117	502.1400.513.332022	WORKER'S COMPENSATION BILLING	400	0	-400
810	1,500	502.1400.513.334015	SECURITY	2,000	1,500	-500
151	750	502.1400.513.340001	MILEAGE ALLOWANCE	1,500	1,000	-500
2,100	2,100	502.1400.513.340002	AUTO ALLOWANCE	2,100	2,100	0
1,133	1,400	502.1400.513.341001	TELEPHONE	1,600	1,150	-450
551	750	502.1400.513.342001	POSTAGE	1,200	1,000	-200
3,997	4,500	502.1400.513.347001	PRINTING/BINDING	4,500	3,500	-1,000
6,713	6,000	502.1400.513.348001	EMPLOYEE HEALTH PROGRAMS	12,000	8,250	-3,750
1,539	1,000	502.1400.513.349003	SCHOOLS/MEETINGS	3,500	3,500	0
49,800	46,160	502.1400.513.349016	GF ADMIN CHARGE	46,160	43,860	-2,300
854	750	502.1400.513.351001	OFFICE SUPPLIES	2,000	1,500	-500
717	200	502.1400.513.351003	OFFICE FURN/EQUIP	500	500	0
1,032	1,000	502.1400.513.352014	OTHER COMMODITIES	1,000	1,000	0
5,604	4,000	502.1400.513.352015	TRAINING AIDS	9,115	7,840	-1,275
22,966	500	502.1400.513.352056	SAFETY	25,000	600	-24,400
2,595	1,800	502.1400.513.354001	SUBSCRIPTIONS/MEMBERSHIPS	1,865	1,865	0
<u>140,737</u>	<u>123,412</u>			<u>169,340</u>	<u>126,950</u>	<u>-42,390</u>
<b>Transfers</b>						
145,000	0	502.1801.521.331021	LOSS PAYMENTS/ARVAY	0	0	0
226,761	450,000	502.9900.590.345001	LOSS PAYMENTS/GENERAL	450,000	450,000	0
<u>371,761</u>	<u>450,000</u>			<u>450,000</u>	<u>450,000</u>	<u>0</u>
<u>735,121</u>	<u>806,385</u>			<u>849,411</u>	<u>808,063</u>	<u>-41,348</u>

# Finance

## Administration

### Mission

The mission of the Finance Department is to enhance and promote professional management of governmental resources. This is accomplished, in part, by identifying, developing and advancing fiscal strategies and practices to account for and safeguard City assets; and by maximizing the return to the city on each dollar saved and each dollar spent for equipment and services. The Finance Department coordinates, administers and invests the pooled financial resources of the city and provides accounting, payroll, billing, bookkeeping, budgeting, treasury and cashing services to all city departments, divisions and enterprises.

As the focal point of the city's management information system, this division provides timely and accurate accounting records for all financial transactions and distributes various reports to all levels of city management.

In addition to Information Systems, the department oversees the Purchasing, Warehouse

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	9	9	0
Full Time Bargaining	0	0	0
Total	9	9	0
Part Time	3	3	0
Total	12	12	0

### Major Goals and Challenges

To provide professional support to City Management for making fiscal decisions necessary to plan and implement the optimum use of City resources.

To provide reports that demonstrate fiscal accountability to other governmental entities, the general public and various regulatory agencies.

To prepare annual financial statements for audit by the City's Independent Certified Public Accountants and publish the City's Comprehensive Annual Financial Report.

**GENERAL FUND  
FINANCE ADMINISTRATION**

DPT/DV 1300							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
439,714	418,810	001.1300.513.112001	OPERATING SALARIES	418,810	419,645	835	
39,720	31,500	001.1300.513.113002	PART TIME SALARIES	31,500	31,500	0	
293	1,000	001.1300.513.114001	OVERTIME SALARIES	1,000	0	-1,000	
34,199	34,530	001.1300.513.121001	SOCIAL SECURITY	34,530	34,510	-20	
102,002	110,496	001.1300.513.122001	PENSION FUND CONTRIBUTION	110,496	122,929	12,433	
1,782	1,754	001.1300.513.123001	GROUP LIFE INSURANCE	1,754	1,754	0	
64,179	72,437	001.1300.513.123002	HOSPITALIZATION INSURANCE	72,437	72,537	100	
<u>681,889</u>	<u>670,527</u>			<u>670,527</u>	<u>682,875</u>	<u>12,348</u>	
<b>Operating Expenses</b>							
659	500	001.1300.513.340001	MILEAGE ALLOWANCE	500	500	0	
3,082	3,000	001.1300.513.341001	TELEPHONE	3,000	3,000	0	
6,297	7,000	001.1300.513.342001	POSTAGE	7,000	7,000	0	
6,302	5,000	001.1300.513.344001	MACH & EQUIP RENT	5,000	5,000	0	
1,068	1,000	001.1300.513.346001	EQUIPMENT MAINTENANCE	1,000	1,000	0	
11,182	10,000	001.1300.513.347001	PRINTING & BINDING	10,000	10,000	0	
1,625	3,000	001.1300.513.349001	ADVERTISING	3,000	2,000	-1,000	
2,162	5,000	001.1300.513.349003	SCHOOLS & MEETINGS	5,000	2,000	-3,000	
10,476	10,000	001.1300.513.351001	OFFICE SUPPLIES	10,000	10,000	0	
126	2,000	001.1300.513.351003	OFFICE FURNITURE & EQUIP	2,000	2,000	0	
3,603	3,000	001.1300.513.354001	SUBSCRIPTIONS/MEMBERSHIPS	3,000	3,000	0	
<u>46,582</u>	<u>49,500</u>			<u>49,500</u>	<u>45,500</u>	<u>-4,000</u>	
<b>Capital</b>							
1,079	0			0	0	0	
<u>729,550</u>	<u>720,027</u>			<u>720,027</u>	<u>728,375</u>	<u>8,348</u>	

# Finance

## Information Technology

### Mission

The mission of the Information Technology Division is to provide technical, professional, and operational services to all departments of the City of Vero Beach, resulting in the efficient and cost-effective use of current computer and communications technology by the City's workforce.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	9	9	0
Full Time Bargaining	0	0	0
Total	9	9	0
Part Time	0	1	-1
Total	9	10	-1

### Major Goals and Challenges

Replace backup system for Citywide servers to maintain reliability.

Increase redundancy for City servers using virtualization.

Explore options to reduce paper and energy consumption.

Work with Customer Service to offer electronic bill presentment.

Implement Information Technology Service Management (ITSM) best practices to ensure efficiency with reduced staffing.

**GENERAL FUND  
FINANCE INFORMATION TECHNOLOGY**

DPT/DV 1301							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
567,432	500,851	001.1301.513.112001	OPERATING SALARIES	500,851	439,278	-61,573	
9,558	0	001.1301.513.113002	PART TIME SALARIES	0	0	0	
2,123	8,000	001.1301.513.114001	OVERTIME SALARIES	8,000	6,000	-2,000	
28	100	001.1301.513.115009	MEAL ALLOWANCE	100	0	-100	
41,104	38,930	001.1301.513.121001	SOCIAL SECURITY	38,930	34,060	-4,870	
98,883	124,444	001.1301.513.122001	PENSION FUND CONTRIBUTION	124,444	82,989	-41,455	
2,242	2,285	001.1301.513.123001	GROUP LIFE INSURANCE	2,285	2,289	4	
87,274	68,500	001.1301.513.123002	HOSPITALIZATION INSURANCE	68,500	63,114	-5,386	
<u>808,644</u>	<u>743,110</u>			<u>743,110</u>	<u>627,730</u>	<u>-115,380</u>	
<b>Operating Expenses</b>							
4,350	5,000	001.1301.513.331001	PROFESSIONAL SERVICES	5,000	5,000	0	
181	400	001.1301.513.340001	MILEAGE ALLOWANCE	400	400	0	
3,690	3,500	001.1301.513.341001	TELEPHONE	3,500	3,500	0	
1,103	700	001.1301.513.342001	POSTAGE	700	700	0	
4,665	19,300	001.1301.513.346001	EQUIPMENT MAINTENANCE	19,300	19,300	0	
8,166	9,000	001.1301.513.346012	NETWORK MAINTENANCE	9,000	9,000	0	
66,628	74,100	001.1301.513.346200	SOFTWARE MAINTENANCE	74,100	74,100	0	
0	200	001.1301.513.347001	PRINTING & BINDING	200	200	0	
7,733	7,500	001.1301.513.349003	SCHOOLS & MEETINGS	7,500	7,500	0	
5,068	8,000	001.1301.513.351001	OFFICE SUPPLIES	8,000	8,000	0	
803	1,500	001.1301.513.351003	OFFICE FURNITURE & EQUIP	1,500	1,500	0	
613	800	001.1301.513.354001	SUBSCRIPTIONS/MEMBERSHIPS	800	800	0	
<u>103,000</u>	<u>130,000</u>			<u>130,000</u>	<u>130,000</u>	<u>0</u>	
<b>Capital</b>							
16,326	9,000			9,000	46,000	37,000	
<u>927,970</u>	<u>882,110</u>			<u>882,110</u>	<u>803,730</u>	<u>-78,380</u>	



# Capital Requests

<u>Account Number</u>						<b>Budget</b>
						<b>2010-2011</b>
001.	1301.	513.	611001	1	Citywide Backup System	\$ 40,000
001.	1301.	513.	611002	2	Computers	<u>6,000</u>
<b>Total</b>						<b>\$ <u>46,000</u></b>
<b>Budgeted 2009-2010</b>						<b><u>\$9,000</u></b>

Finance Information Technology

## CITY OF VERO BEACH, FLORIDA

### CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011

1. PROJECT TITLE: Replace Citywide Backup System

2. REQUEST NUMBER: 1 3. DEPARTMENT NUMBER: 1301

4. JUSTIFICATION: The centralized system that backs up the City's file servers is five years old and needs to be replaced to remain reliable. We plan to use current technology to provide additional redundancy and virtualize six servers. This will also decrease future capital expenses and operating expenses as well as decreasing the energy needs of multiple servers.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  NO

ALL  PART

AMOUNT \_\_\_\_\_

7. ITEMS	8. QUANTITY	9. COST
Storage Area Network (SAN)		15,000
Networking devices and cabling		5,000
Technical Services		10,000
Software		10,000

10. NOTES:	11. TOTAL: <u>40,000</u> 12. INSTALLATION: _____ 13. TRADE-IN: _____ 14. NET REQUEST: <u>40,000</u>
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15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>40,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: General Fund 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Nancy Reichardt 19. ACCOUNT NUMBER : 001.1301.513.611001

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Computers

2. REQUEST NUMBER: 2 3. DEPARTMENT NUMBER: Information Systems

4. JUSTIFICATION: Replace four older computers as part of the Life Cycle Management of Information Systems technology.

5. TYPE OF EXPENSE:  NEW  REPLACE  
 REFURBISH  OTHER

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  NO  
 ALL  PART

7. ITEMS	8. QUANTITY	9. COST
Laptop Computer	2	4,000
Desktop Computer	2	2,000

10. NOTES:	11. TOTAL: <u>6,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>6,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>6,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: General Fund 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Nancy Reichardt 19. ACCOUNT NUMBER: 001.1301.513.611002

# Finance

## Purchasing

### Mission

The mission of the Purchasing Division is to provide centralized procurement services for products and services required by city departments, consistent with the provisions of Chapter 2, Article VIII of the City of Vero Beach Code of Ordinances. This division administers service and supply contracts central to city departments and provides inventory management for the Central Warehouse and disposes of surplus materials and equipment no longer required by the city.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	4.75	4.75	0
Full Time Bargaining	0	0	0
Total	4.75	4.75	0
Part Time	0	0	0
Total	4.75	4.75	0

### Major Goals and Challenges

Develop service and supply contracts; participate in cooperative procurement activities with other government agencies; and manage procurement activities of the Electric Utility through continued participation with the Florida Municipal Power Agency's Joint Purchasing Project.

Reduce the Transmission and Distribution inventory.

**GENERAL FUND  
FINANCE PURCHASING**

DPT/DV 1302							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
266,859	252,237	001.1302.513.112001	OPERATING SALARIES	252,237	252,424	187	
19,605	19,300	001.1302.513.121001	SOCIAL SECURITY	19,300	19,310	10	
51,145	71,336	001.1302.513.122001	PENSION FUND CONTRIBUTION	71,336	65,098	-6,238	
1,158	1,171	001.1302.513.123001	GROUP LIFE INSURANCE	1,171	1,171	0	
35,930	35,888	001.1302.513.123002	HOSPITALIZATION INSURANCE	35,888	35,620	-268	
<u>374,697</u>	<u>379,932</u>			<u>379,932</u>	<u>373,623</u>	<u>-6,309</u>	
<b>Operating Expenses</b>							
2,408	2,130	001.1302.513.334003	JANITORIAL SERVICES	2,000	2,200	200	
553	500	001.1302.513.340001	MILEAGE ALLOWANCE	1,000	800	-200	
2,493	2,200	001.1302.513.341001	TELEPHONE	2,400	2,200	-200	
348	500	001.1302.513.342001	POSTAGE	700	500	-200	
10,314	10,600	001.1302.513.343001	UTILITIES	7,725	7,500	-225	
559	600	001.1302.513.346001	EQUIPMENT MAINTENANCE	600	600	0	
97	500	001.1302.513.346003	BUILDING MAINTENANCE	500	500	0	
65	200	001.1302.513.347001	PRINTING & BINDING	300	200	-100	
0	100	001.1302.513.349001	ADVERTISING	100	100	0	
1,157	1,200	001.1302.513.349003	SCHOOLS & MEETINGS	1,200	1,200	0	
2,969	2,500	001.1302.513.351001	OFFICE SUPPLIES	2,500	2,500	0	
3,922	500	001.1302.513.351003	OFFICE FURNITURE & EQUIP	500	500	0	
0	250	001.1302.513.352006	JANITORIAL SUPPLIES	250	250	0	
639	600	001.1302.513.354001	SUBSCRIPTIONS/MEMBERSHIPS	1,000	600	-400	
6	300	001.1302.513.355002	MISCELLANEOUS	400	300	-100	
<u>25,530</u>	<u>22,680</u>			<u>21,175</u>	<u>19,950</u>	<u>-1,225</u>	
<u>400,227</u>	<u>402,612</u>			<u>401,107</u>	<u>393,573</u>	<u>-7,534</u>	

# Finance

## Warehouse

### Mission

The mission of the Warehouse Division is to operate as the central receiving, storage, issuing and shipping location for all materials and supplies required by city departments; to provide mail and small package delivery service on a daily basis; to provide the central storage facility for all records; and to handle the disposal of all surplus, obsolete and scrap materials.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	0.25	0.25	0
Full Time Bargaining	5	5	0
Total	5.25	5.25	0
Part Time	0	0	0
Total	5.25	5.25	0

### Major Goals and Challenges

Provide centralized storage for City T&D materials and equipment, as well as departmental supplies.

Reduce inventory carrying cost.

Ensure all personnel are trained in appropriate material handling techniques.

In addition to using traditional auctions, make use of on-line auction services to dispose of obsolete and scrap in the most cost-effective manner.

**GENERAL FUND  
FINANCE WAREHOUSE**

DPT/DV 1303							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
271,488	208,301	001.1303.513.112001	OPERATING SALARIES	208,301	166,711	-41,590	
189	700	001.1303.513.114001	OVERTIME SALARIES	700	700	0	
20,092	15,990	001.1303.513.121001	SOCIAL SECURITY	15,990	12,810	-3,180	
58,189	51,997	001.1303.513.122001	PENSION FUND CONTRIBUTION	51,997	28,678	-23,319	
827	744	001.1303.513.123001	GROUP LIFE INSURANCE	744	424	-320	
44,604	32,628	001.1303.513.123002	HOSPITALIZATION INSURANCE	32,628	27,063	-5,565	
<u>395,389</u>	<u>310,360</u>			<u>310,360</u>	<u>236,386</u>	<u>-73,974</u>	
<b>Operating Expenses</b>							
1,429	1,300	001.1303.513.334002	CLEANING & LAUNDRY	1,200	1,300	100	
365	400	001.1303.513.341001	TELEPHONE	400	400	0	
10,314	10,750	001.1303.513.343001	UTILITIES	7,910	7,500	-410	
528	400	001.1303.513.346001	EQUIPMENT MAINTENANCE	500	250	-250	
8,579	8,260	001.1303.513.346002	VEHICLE MAINTENANCE	8,260	8,335	75	
1,000	1,800	001.1303.513.346003	BUILDING MAINTENANCE	1,200	1,500	300	
275	500	001.1303.513.349003	SCHOOLS & MEETINGS	1,000	1,000	0	
782	2,000	001.1303.513.351001	OFFICE SUPPLIES	2,000	1,000	-1,000	
832	250	001.1303.513.351003	OFFICE FURNITURE & EQUIP	250	250	0	
3,330	3,500	001.1303.513.352001	GAS AND OIL	3,500	3,500	0	
173	350	001.1303.513.352006	JANITORIAL SUPPLIES	350	350	0	
900	750	001.1303.513.352008	UNIFORMS & CLOTHING	1,000	750	-250	
225	200	001.1303.513.352014	OTHER COMMODITIES	600	200	-400	
15	50	001.1303.513.354001	SUBSCRIPTIONS/MEMBERSHIPS	100	100	0	
0	100	001.1303.513.355002	MISCELLANEOUS	100	100	0	
<u>28,747</u>	<u>30,610</u>			<u>28,370</u>	<u>26,535</u>	<u>-1,835</u>	
<u>424,136</u>	<u>340,970</u>			<u>338,730</u>	<u>262,921</u>	<u>-75,809</u>	

# General Fund Non Departmental

## Mission

The NonDepartmental accounts are used for expenses which are not directly associated with or allocable to any other department of the General Fund.

**GENERAL FUND  
NONDEPARTMENTAL**

DPT/DV 9900						2009-2010	2010-2011	
2008-2009	2009-2010					Budget	Budget	Change
Actual	Expected	Account Number	Account Name					
<b>Personal Services</b>								
216,736	215,000	001.9900.519.123004	RETIREMENT PREMIUM ASSIST			215,000	215,000	0
5,560	20,000	001.9900.519.125001	STATE UNEMPLOYMENT COMP			20,000	20,000	0
0	0	001.9900.519.190500	WORKFORCE REDUCTION INCENTIVE			0	-300,000	-300,000
<u>222,296</u>	<u>235,000</u>					<u>235,000</u>	<u>-65,000</u>	<u>-300,000</u>
<b>Operating Expenses</b>								
10,849	0	001.9900.519.331001	PROFESSIONAL SERVICES			0	0	0
55,537	0	001.9900.519.331010	VISIONING			0	0	0
15,125	5,000	001.9900.519.331020	FOURTH OF JULY EXPENDITURES			5,000	0	-5,000
8,980	15,000	001.9900.519.332001	AUDIT			15,000	15,000	0
35,907	52,400	001.9900.519.341002	TELECOMMUNICATIONS SERVICES			52,400	52,400	0
355,476	315,000	001.9900.519.343002	STREET & HIGHWAY LIGHTING			315,000	268,000	-47,000
65,574	60,632	001.9900.519.344003	AIRPORT LAND RENT			60,632	60,632	0
255,067	204,000	001.9900.519.345001	GENERAL INSURANCE			204,000	180,000	-24,000
7,197	7,000	001.9900.519.345002	HERITAGE CENTER INSURANCE			7,000	7,000	0
72,460	0	001.9900.519.345100	INSURANCE ARVEY			0	0	0
73,152	75,000	001.9900.519.346028	MAIN TRAFFIC SIGNALS			25,000	75,000	50,000
908	1,000	001.9900.519.349028	LANDFILL FEES			1,000	1,000	0
940	75	001.9900.519.352001	GAS & OIL			75	300	225
380	500	001.9900.519.354001	SUBSCRIPTIONS/MEMBERSHIPS			500	500	0
2,053	2,000	001.9900.519.354002	FLA LEAGUE OF CITIES			2,000	2,000	0
24,986	25,000	001.9900.519.354005	IRCC POLICE & FIRE ACADEMY			25,000	0	-25,000
1,157	1,000	001.9900.519.354006	DOWNTOWN FRIDAY FEST			1,000	1,000	0
35,000	25,000	001.9900.519.354008	MAIN STREET VERO BEACH			25,000	25,000	0
0	0	001.9900.519.354010	NEIGHBORHOOD IMPLEMENTATION			0	0	0
150,000	0	001.9900.519.354012	PIPER AIRCRAFT CONTRIBUTION			0	0	0
25,644	7,500	001.9900.519.355002	MISCELLANEOUS			7,500	2,500	-5,000
42,767	30,000	001.9900.519.355010	CHRISTMAS DECORATIONS			30,000	20,000	-10,000
2,951	3,000	001.9900.519.355012	MEMORIAL IS FLAG			3,000	3,000	0
49,509	30,000	001.9900.519.365010	DUNE RESTORATION			30,000	30,000	0
2,796	3,000	001.9900.519.365015	TURTLE LIGHTS			3,000	3,000	0
<u>1,294,415</u>	<u>862,107</u>					<u>812,107</u>	<u>746,332</u>	<u>-65,775</u>
<b>Debt Service &amp; Transfers</b>								
3,163,000	2,417,361	001.9900.519.991012	TRANS TO RECREATION			2,417,361	2,165,340	-252,021
32,150	0	001.9900.519.991023	TRANS TO CEMETERY			0	0	0
721,980	726,803	001.9900.519.991033	DEBT SVC TRF 2008 7115K LOAN			726,803	726,803	0
<u>3,917,130</u>	<u>3,144,164</u>					<u>3,144,164</u>	<u>2,892,143</u>	<u>-252,021</u>
<u>5,433,841</u>	<u>4,241,271</u>					<u>4,191,271</u>	<u>3,573,475</u>	<u>-617,796</u>

# Planning & Development

## Mission

The mission of the Planning and Development Department is to provide professional development permitting, land development and planning, and code enforcement services and advice to the public, City Council, city advisory boards and commissions, and City Manager and other city departments. These services are to be provided in a courteous, timely, and cost-effective manner, consistent with the policy direction of the City Council and in conformance with Federal and Florida laws and regulations and the Vero Beach Comprehensive Plan and City Code.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	9	9	0
Full Time Bargaining	0	0	0
Total	9	9	0
Part Time	0	0	0
Total	9	9	0

## Major Goals and Challenges

The Department's major effort in FY11 will involve the preparation of amendments to the Comprehensive Plan recommended in the Evaluation and Appraisal Report anticipated to be adopted in FY 10. This effort will take at least 18 months to complete and will involve public participation in the formulation of the amendments. The end product will be a complete updating and revision of the current Comprehensive Plan that will incorporate and build upon the recommendations from the adopted Vision Plan and other relevant neighborhood/district plans and policy documents.

In coordination with local neighborhood associations, the staff will continue to follow up on appropriate actions for implementation of neighborhood plans for Osceola Park and Original Town adopted by the City Council. Upon request of other neighborhood associations, the staff will work with those communities in addressing neighborhood planning and development issues.

As staff to the Historic Preservation Commission, the staff will work with that body in identifying and protecting historic structures and resources within the City. One element of this effort will be work needed to designate the "Vero Man" site for protection under the City's Historic Preservation Ordinance, including securing designation of this site on the National Register of Historic Places.

The City's cooperation with Main Street Vero Beach in FY11 will include providing assistance on specific action items identified by that organization in its annual work plan for implementation. As requested, the City staff will work with other commercial and business associations and organizations on addressing their planning and development needs.

The Department, with the assistance of the City Attorney's office and other appropriate City departments, will continue its program to revise and update the City Land Development Regulations initiated in FY 07. The main emphasis in FY 11 will be preparing revisions to the City's off-street parking and loading, wetlands and aquifer recharge protection regulations, and regulations for the Professional Office Institutional (POI) Zoning District.

Code enforcement will continue its efforts in cooperation with other agencies and local neighborhood associations on implementing comprehensive enforcement programs to help stabilize and improve the City's older neighborhoods.

The major goal for the development review functions of the Department will be the continued improvement in the delivery of review services to customers especially in reducing unnecessary delays in processing of development applications.

**GENERAL FUND  
PLANNING**

DPT/DV 1700							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
519,000	494,954	001.1700.515.112001	OPERATING SALARIES	494,954	494,954	0	
1,995	2,000	001.1700.515.114001	OVERTIME SALARIES	2,000	2,000	0	
36,172	38,020	001.1700.515.121001	SOCIAL SECURITY	38,020	38,020	0	
57,565	71,245	001.1700.515.122001	PENSION FUND CONTRIBUTION	71,245	53,274	-17,971	
2,041	2,063	001.1700.515.123001	GROUP LIFE INSURANCE	2,063	2,063	0	
77,010	76,926	001.1700.515.123002	HOSPITALIZATION INSURANCE	76,926	77,437	511	
<u>693,783</u>	<u>685,208</u>			<u>685,208</u>	<u>667,748</u>	<u>-17,460</u>	
<b>Operating Expenses</b>							
0	2,200	001.1700.515.334002	CLEANING & LAUNDRY	1,100	2,200	1,100	
663	400	001.1700.515.340001	MILEAGE ALLOWANCE	750	500	-250	
1,800	1,800	001.1700.515.340002	AUTO ALLOWANCE	1,800	1,800	0	
2,372	2,000	001.1700.515.341001	TELEPHONE	2,400	2,000	-400	
5,318	4,900	001.1700.515.342001	POSTAGE	4,000	4,900	900	
4,665	5,600	001.1700.515.346001	EQUIPMENT MAINTENANCE	5,000	5,700	700	
2,616	2,420	001.1700.515.346002	VEHICLE MAINTENANCE	2,420	1,784	-636	
24,700	10,800	001.1700.515.346200	SOFTWARE MAINTENANCE	10,800	13,200	2,400	
3,524	2,200	001.1700.515.347001	PRINTING & BINDING	7,100	2,500	-4,600	
4,763	4,600	001.1700.515.349001	ADVERTISING	4,000	4,600	600	
3,873	4,500	001.1700.515.349003	SCHOOLS & MEETINGS	4,500	4,500	0	
3,431	3,800	001.1700.515.351001	OFFICE SUPPLIES	4,500	3,800	-700	
4,095	250	001.1700.515.351003	OFFICE FURNITURE & EQUIP	500	250	-250	
1,357	1,550	001.1700.515.352001	GAS & OIL	1,500	1,600	100	
2,770	1,100	001.1700.515.352008	UNIFORMS & CLOTHING	1,100	1,100	0	
2,666	3,100	001.1700.515.354001	SUBSCRIPTIONS/MEMBERSHIPS	2,600	3,100	500	
<u>68,613</u>	<u>51,220</u>			<u>54,070</u>	<u>53,534</u>	<u>-536</u>	
<b>Capital</b>							
1,984	0			0	0	0	
<u>764,380</u>	<u>736,428</u>			<u>739,278</u>	<u>721,282</u>	<u>-17,996</u>	

# Police

## Mission

The mission of the Vero Beach Police Department is to reduce the number and frequency of all degrees of criminal behavior, motor vehicle collisions, and all other incidents which negatively impact the safety, security, and life quality of the citizens of Vero Beach.

To accomplish the above through application of the most effective police technology available to the Department and the incorporation of management principles and other resources proven to be the most conducive to the mission's success.

To diligently work to minimize the cumulative cost of operation without compromising the department's ability or desire to provide quality service which transcends community expectations.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	36	36	0
Full Time Bargaining	52	52	0
Total	88	88	0
Part Time	0	6	-6
Total	88	94	-6

The department receives assistance from two reserve officers and 3 community service volunteers.

## Major Goals and Challenges

Further enhance and expand investigative capabilities in areas of drug abuse, property crimes, and crimes against persons.

Maintain current drug control and crime prevention programs in the community, particularly with school children through the use of the D.A.R.E. and RAD Kids programs.

Continue to develop and maintain quality community training programs including RAD Systems.

Continue to develop and implement firearms training programs that emphasize officer safety.

Continue to expand and enhance Community Partnership Programs and to maintain a positive relationship with all members of the community.

Continue to monitor all facets of departmental operations to find, develop and implement more efficient, streamlined procedures without sacrifice to quality or safety.

**GENERAL FUND  
POLICE**

DPT/DV 1801							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
4,338,341	4,148,426	001.1801.521.112001	OPERATING SALARIES	4,148,426	4,000,100	-148,326	
0	2,900	001.1801.521.113002	PART TIME SALARIES	2,900	2,900	0	
51,917	43,100	001.1801.521.113003	SCHOOL PATROL	43,100	0	-43,100	
348,220	207,400	001.1801.521.114001	OVERTIME SALARIES	207,400	207,400	0	
67,036	83,200	001.1801.521.114002	COURT OVERTIME	83,200	70,000	-13,200	
29,458	45,000	001.1801.521.115002	CAREER DEVELOPMENT	45,000	30,000	-15,000	
739	2,300	001.1801.521.115003	INCENTIVE PROGRAM	2,300	800	-1,500	
42,417	60,000	001.1801.521.115006	CITY INCENTIVE	60,000	42,000	-18,000	
28,935	33,000	001.1801.521.115007	EDUCATION	33,000	30,000	-3,000	
13,349	18,000	001.1801.521.115008	INCENTIVE OVERTIME	18,000	16,000	-2,000	
490	200	001.1801.521.115009	MEAL ALLOWANCE	0	300	300	
363,520	355,210	001.1801.521.121001	SOCIAL SECURITY	355,210	336,560	-18,650	
114,237	123,261	001.1801.521.122001	CONTRIB TO PENSION FUND	123,261	107,388	-15,873	
347,832	537,198	001.1801.521.122002	CONTRIB TO POLICE PENSION	450,062	732,000	281,938	
16,700	16,768	001.1801.521.123001	GROUP LIFE INSURANCE	16,768	16,682	-86	
647,896	662,016	001.1801.521.123002	HOSPITALIZATION INSURANCE	662,016	646,740	-15,276	
<u>6,411,087</u>	<u>6,337,979</u>			<u>6,250,643</u>	<u>6,238,870</u>	<u>-11,773</u>	
<b>Operating Expenses</b>							
5,155	15,375	001.1801.521.331001	PROFESSIONAL SERVICES	15,375	8,875	-6,500	
375	1,500	001.1801.521.331002	STATE ACCREDITATION	1,500	1,500	0	
18,957	18,000	001.1801.521.334002	CLEANING & LAUNDRY	18,000	18,000	0	
59,425	62,138	001.1801.521.334007	OTHER CONTRACTUAL SERVICES	62,138	67,574	5,436	
52,175	54,537	001.1801.521.334014	INDIAN RIVER CRIME LAB	54,537	54,537	0	
26,326	30,776	001.1801.521.341001	TELEPHONE	30,776	30,776	0	
3,567	4,000	001.1801.521.342001	POSTAGE	4,000	4,000	0	
103,101	96,600	001.1801.521.343001	UTILITIES	96,600	96,600	0	
135,073	136,634	001.1801.521.344001	VEHICLE LEASING	136,634	98,494	-38,140	
26,338	29,422	001.1801.521.346001	EQUIPMENT MAINTENANCE	29,422	25,832	-3,590	
108,745	102,112	001.1801.521.346002	VEHICLE MAINTENANCE	102,112	105,843	3,731	
3,669	5,840	001.1801.521.346003	BUILDING MAINTENANCE	5,840	5,590	-250	
1,948	2,000	001.1801.521.346004	AIR CONDITIONING MAINT	2,000	2,000	0	
15,404	10,450	001.1801.521.346013	OTHER VEHICLE & BOAT MAINT	10,450	3,750	-6,700	
195	960	001.1801.521.346054	POLICE RANGE GROUND MAINT	960	960	0	
0	200	001.1801.521.346064	POLICE RANGE TARGET EQUIP MAINT	200	200	0	
3,889	10,430	001.1801.521.347001	PRINTING & BINDING	10,430	7,509	-2,921	
17	500	001.1801.521.349001	ADVERTISING	500	500	0	
11,825	0	001.1801.521.349003	SCHOOLS & MEETINGS	0	0	0	
904	1,560	001.1801.521.349028	LANDFILL FEES	1,560	1,900	340	
19,926	21,600	001.1801.521.351001	OFFICE SUPPLIES	21,600	21,100	-500	
1,589	2,070	001.1801.521.351003	OFFICE FURNITURE & EQUIP	2,070	0	-2,070	
116,392	150,000	001.1801.521.352001	GAS & OIL	150,000	164,450	14,450	
14,939	39,897	001.1801.521.352004	EQUIP PARTS & SUPPLIES	39,897	40,795	898	
2,363	6,114	001.1801.521.352005	CONSUMABLE TOOLS	6,114	5,614	-500	
28,702	27,526	001.1801.521.352006	JANITORIAL SUPPLIES	27,526	27,526	0	
0	250	001.1801.521.352007	SIGN MATERIAL	250	250	0	
19,723	35,180	001.1801.521.352008	UNIFORMS & CLOTHING	35,180	33,180	-2,000	
28,936	5,081	001.1801.521.352010	EMERGENCY VEHICLE EQUIP	5,081	1,125	-3,956	
10,307	15,619	001.1801.521.352014	OTHER COMMODITIES	15,619	14,649	-970	
2,526	3,620	001.1801.521.352015	TRAINING AIDS	3,620	3,620	0	
0	600	001.1801.521.352031	PHOTOS & BLUEPRINTING	600	600	0	
0	1,700	001.1801.521.352050	CRIME PREVENTION	1,700	1,700	0	
-12,285	5,000	001.1801.521.352061	INVESTIGATION EXPENSE	5,000	2,500	-2,500	
2,710	3,306	001.1801.521.352070	ID SUPPLIES	3,306	3,306	0	
16,805	16,960	001.1801.521.352071	AMMUNITION	16,960	17,280	320	
5,750	10,592	001.1801.521.352072	UNIFORMS/EQUIP/ACCESSORY	10,592	13,084	2,492	
6,766	3,000	001.1801.521.352074	DARE PROGRAM	3,000	3,000	0	
4,296	5,465	001.1801.521.354001	SUBSCRIPTIONS/MEMBERSHIPS	5,465	4,320	-1,145	
3,301	6,700	001.1801.521.355002	MISCELLANEOUS	6,700	6,700	0	
2,487	7,123	001.1801.521.355003	K 9 EXPENSES	7,123	5,623	-1,500	
0	1,000	001.1801.521.355004	CODE ENFORCEMENT	1,000	1,000	0	
<u>852,321</u>	<u>951,437</u>			<u>951,437</u>	<u>905,862</u>	<u>-45,575</u>	
<b>Capital</b>							
163,078	11,700			11,700	12,905	1,205	
<u>7,426,486</u>	<u>7,301,116</u>			<u>7,213,780</u>	<u>7,157,637</u>	<u>-56,143</u>	



# Capital Requests

<u>Account Number</u>						<b>Budget</b>
						<b>2010-2011</b>
001.	1801.	521.	611001	1	CRT Ballistic Vests	\$ 8,405
001.	1801.	521.	611002	2	Mobile Data Terminals	<u>4,500</u>
<b>Total</b>						<b>\$ <u>12,905</u></b>
<b>Budgeted 2009-2010</b>						<b>\$ <u>11,700</u></b>

Police Department





# Confiscated Property

## Mission

This Trust Fund is the depository for money either confiscated or derived by legal settlement agreements or obtained through the sale by auction of property confiscated by the Police Department through court forfeiture proceedings. The Police Department is allowed, after court approval, to keep money or goods confiscated as contraband when used as an instrument of a felony. The money may be used to support specific police activities or to purchase specific types of equipment.

No budget is presented for Fiscal Year 2010-2011. Sec. 932.7055, Florida Statutes, (8)(c) states that "Neither the law enforcement agency nor the entity having budgetary control over the law enforcement agency shall anticipate future forfeitures or proceeds therefore in the adoption and approval of the budget for the law enforcement agency."

**CONFISCATED PROPERTY TRUST FUND**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
8,514	0	601.0000.351.020000	CONFISCATED PROPERTY	0	0	0
13	0	601.0000.361.010200	INTEREST ON INVESTMENTS	0	0	0
21,748	0	601.0000.389.000200	CASH CARRYOVER	0	0	0
<u>30,275</u>	<u>0</u>			<u>0</u>	<u>0</u>	<u>0</u>
<b>Expenses</b>						
3,275	0	601.1801.521.355002	MISCELLANEOUS	0	0	0
27,000	0	601.1801.521.661019	CAPITAL	0	0	0
<u>30,275</u>	<u>0</u>			<u>0</u>	<u>0</u>	<u>0</u>

# Law Enforcement Education

## Mission

The City of Vero Beach receives fines, bond forfeitures, court costs, funds from defensive driving schools, and a two dollar assessment on each charge by the Police Department which is successfully prosecuted through the County court system. This two-dollar assessment is known as the Local Law Enforcement Education Fund and is mandated by the State to fund law enforcement related education for police officers.

**LAW ENFORCEMENT EDUCATION FUND**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
5,617	5,000	602.0000.351.030000	POLICE FINES/ORDINANCE 1480	5,000	5,000	0
12	500	602.0000.361.010200	INTEREST ON INVESTMENTS	500	500	0
2,705	14,000	602.0000.389.000200	CASH CARRY/OVER	14,000	14,000	0
<u>8,334</u>	<u>19,500</u>			<u>19,500</u>	<u>19,500</u>	<u>0</u>
<b>Expenses</b>						
<u>8,334</u>	<u>19,500</u>	602.1801.521.349003	SCHOOLS/MEETINGS	<u>19,500</u>	<u>19,500</u>	<u>0</u>

# PUBLIC WORKS

## Engineering & Survey

**The Engineering and Survey Division is composed of two Sections.**

### Mission: Engineering Section

The Mission of the Engineering Section is to provide professional expertise in the field of civil engineering for the projects, programs and policies of the City of Vero Beach, and to utilize that expertise in the following tasks:

- Design and execution of "Quality of Life" projects such as improvements to; Transportation and Drainage systems, Parks and Street Scapes which meet or exceed expectations in the City of Vero Beach;
- Coordination of public improvements with other agencies;

- Performance of plan review services for other departments and compliance with ordinances;
- Communication with the public regarding City of Vero Beach projects and policies;
- Development of revisions to the Code of Ordinances;

### Mission: Survey Section

The Mission of the Survey Section is to provide surveying and inspections for the city projects, properties and support for other city departments.

- Provides preliminary survey and as-built information for city projects;
- Provides survey stakeout and inspection for city projects;
- Provides survey stakeout and inspection for other departments;
- Assists Streets and Stormwater Divisions with road, swale and ditch grading;
- Reviews applications, issues permits, performs inspections and maintains databases for right of way permits;
- Provides stakeouts and inspections for all right of way construction;
- Maintains sidewalk inspection program;
- Researches and stakes easements and right of ways;

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	12	13	-1
Full Time Bargaining	0	0	0
Total	12	13	-1
Part Time	0	0	0
Total	12	13	-1

### Major Goals and Challenges for Engineering Section

- Coordinate Consultant contracts for:
  - Aviation Boulevard Improvements
  - 5th Avenue Corridor Study
  - Water Quality Monitoring
  - Humiston Boardwalk Rehabilitation Study
- Continue Implementation of Sidewalk Master Plan I
- Continue implementation of Stormwater Outfall Retrofits and other BMP's as required by NPDES Phase II permit:
  - Lateral E Stormwater Facility
  - Date Palm Stormwater Facility
  - 18th Street Stormwater Facility at Indian River Blvd.
  - 10th Avenue and 12th Avenue Outfall Improvements
- Miscellaneous Drainage projects
- Draft and Implement Traffic Calming Policies and Procedures
- Improve Plan Review Process and Response time

### Major Goals and Challenges for Survey Section

- Mapping of Abandonment of right of ways, release of easements, and utility easements
- Prepare boundary surveys and create data base for all city owned parcels
- Expand the City's global positioning system (GPS) grid
- Mapping of city facilities using GPS technology
- Assisting with annual street, sidewalk and curb rehabilitation programs
- Provides assistance on miscellaneous drainage projects

**GENERAL FUND  
PUBLIC WORKS ENGINEERING & SURVEY**

DPT/DV 2001							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
740,392	671,672	001.2001.519.112001	OPERATING SALARIES	671,672	624,057	-47,615	
0	2,500	001.2001.519.113002	PART TIME SALARIES	2,500	0	-2,500	
4,556	2,500	001.2001.519.114001	OVERTIME SALARIES	2,500	2,500	0	
420	250	001.2001.519.115009	MEAL ALLOWANCE	250	250	0	
54,223	51,780	001.2001.519.121001	SOCIAL SECURITY	51,780	47,950	-3,830	
77,227	107,217	001.2001.519.122001	PENSION FUND CONTRIBUTION	107,217	54,003	-53,214	
2,930	2,996	001.2001.519.123001	GROUP LIFE INSURANCE	2,996	2,628	-368	
105,419	97,251	001.2001.519.123002	HOSPITALIZATION INSURANCE	97,163	82,507	-14,656	
<u>985,167</u>	<u>936,166</u>			<u>936,078</u>	<u>813,895</u>	<u>-122,183</u>	
<b>Operating Expenses</b>							
2,135	3,000	001.2001.519.331001	PROFESSIONAL SERVICES	3,000	0	-3,000	
1,425	1,100	001.2001.519.334002	CLEANING & LAUNDRY	1,286	1,100	-186	
185	0	001.2001.519.334007	OTHER CONTRACTUAL SERVICES	0	0	0	
2,094	1,500	001.2001.519.340001	MILEAGE ALLOWANCE	1,500	1,500	0	
597	0	001.2001.519.341001	TELEPHONE	0	0	0	
1,342	1,300	001.2001.519.346001	EQUIPMENT MAINTENANCE	1,300	1,300	0	
7,386	6,783	001.2001.519.346002	VEHICLE MAINTENANCE	6,783	7,255	472	
3,955	7,695	001.2001.519.346200	SOFTWARE MAINTENANCE	7,695	7,700	5	
39	0	001.2001.519.349001	ADVERTISING	0	0	0	
1,816	3,000	001.2001.519.349003	SCHOOLS & MEETINGS	3,000	2,500	-500	
1,907	3,000	001.2001.519.351001	OFFICE SUPPLIES	3,000	2,000	-1,000	
8,632	9,900	001.2001.519.352001	GAS & OIL	9,900	12,400	2,500	
900	1,000	001.2001.519.352008	UNIFORMS & CLOTHING	2,500	1,000	-1,500	
3,195	4,500	001.2001.519.352012	SURVEY PARTS & SUPPLIES	4,500	3,500	-1,000	
932	2,000	001.2001.519.352014	OTHER COMMODITIES	2,000	1,000	-1,000	
963	1,300	001.2001.519.354001	SUBSCRIPTIONS/MEMBERSHIPS	1,300	1,300	0	
-18,833	-99,000	001.2001.519.359900	INTERFUND SVCS	-99,000	-22,500	76,500	
<u>18,670</u>	<u>-52,922</u>			<u>-51,236</u>	<u>20,055</u>	<u>71,291</u>	
<b>Capital</b>							
4,006	2,500			2,500	0	-2,500	
<u>1,007,843</u>	<u>885,744</u>			<u>887,342</u>	<u>833,950</u>	<u>-53,392</u>	

# Public Works

## Stormwater

### Mission

The Stormwater Division's mission is to build, maintain and improve stormwater systems including pipes, ditches, swales and structures, and to provide construction services for the City's sidewalk improvement and repair program.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	1.33	1.33	0.00
Full Time Bargaining	10.00	10.00	0.00
Total	11.33	11.33	0.00
Part Time	0.00	0.00	0.00
Total	11.33	11.33	0.00

### Major Goals and Challenges

Continue to evaluate procedures and provide necessary training to increase the rate of accomplishing new construction and repair/replacement projects, including sidewalk repairs as necessary.

Continue to construct drainage facilities in areas that experienced flooding (from rainfall) during the 2004 and 2005 hurricanes.

Complete the inventory/evaluation database project and implement the program maintenance requirements for a 10-year projection.

Continue providing the level of maintenance services necessary to maintain the current F.E.M.A. flood insurance rating.

Adjust activities as necessary to implement the NPDES permit.

Continue a stormwater facilities inspection program.

Continue the new sidewalk program.

Continue a stormwater outfall treatment improvement program.

**GENERAL FUND  
PUBLIC WORKS STORMWATER**

DPT/DV 2002						2009-2010	2010-2011	
2008-2009	2009-2010					Budget	Budget	Change
Actual	Expected	Account Number	Account Name					
<b>Personal Services</b>								
462,893	398,678	001.2002.541.112001	OPERATING SALARIES			398,678	398,678	0
0	1,000	001.2002.541.113002	PART TIME SALARIES			1,000	0	-1,000
296	1,000	001.2002.541.114001	OVERTIME SALARIES			1,000	1,000	0
14	250	001.2002.541.115009	MEAL ALLOWANCE			250	200	-50
35,048	30,670	001.2002.541.121001	SOCIAL SECURITY			30,670	30,590	-80
44,563	65,411	001.2002.541.122001	CONTRIB TO PENSION FUND			65,411	45,007	-20,404
1,831	1,859	001.2002.541.123001	GROUP LIFE INSURANCE			1,859	1,859	0
74,559	83,312	001.2002.541.123002	HOSPITALIZATION INSURANCE			65,444	70,965	5,521
<u>619,204</u>	<u>582,180</u>					<u>564,312</u>	<u>548,299</u>	<u>-16,013</u>
<b>Operating Expenses</b>								
2,047	2,300	001.2002.541.334002	CLEANING & LAUNDRY			2,300	2,300	0
3,709	4,000	001.2002.541.334007	OTHER CONTRACTUAL SERVICES			4,300	4,000	-300
5,611	6,000	001.2002.541.343001	UTILITIES			5,000	4,500	-500
25,137	23,721	001.2002.541.346002	VEHICLE MAINTENANCE			23,721	28,484	4,763
658	1,215	001.2002.541.349003	SCHOOLS & MEETINGS			750	500	-250
26,499	33,700	001.2002.541.352001	GAS & OIL			33,700	36,300	2,600
1,550	2,500	001.2002.541.352005	CONSUMABLE TOOLS			3,000	2,500	-500
1,811	2,000	001.2002.541.352008	UNIFORMS & CLOTHING			2,000	2,000	0
14,041	12,000	001.2002.541.352009	BUILD SUPPLIES & MATLS			12,000	9,000	-3,000
4,664	5,100	001.2002.541.352014	OTHER COMMODITIES			5,100	4,100	-1,000
6,084	10,000	001.2002.541.352073	SWALE SOD			10,000	8,000	-2,000
-1,428	0	001.2002.541.359900	INTERFUND SERVICES			0	0	0
<u>90,383</u>	<u>102,536</u>					<u>101,871</u>	<u>101,684</u>	<u>-187</u>
<b>Capital</b>								
1,071	0					0	2,500	2,500
<u>710,658</u>	<u>684,716</u>					<u>666,183</u>	<u>652,483</u>	<u>-13,700</u>

# Capital Requests

<u>Account Number</u>	<u>Budget</u> <u>2010-2011</u>
001. 2002. 541. 611001 1 VacCon Hose	<u>\$ 2,500</u>
	<b>Budgeted 2009-2010</b> <u>\$0</u>

PW Stormwater



# Public Works

## Streets

### Mission

The Streets Division's mission is to improve and maintain all public rights-of-way including roadways, stormwater systems, curbs, walkways, and bike paths. The Division also supplies heavy equipment service for other Public Works Divisions and other city departments.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	1.34	1.34	0.00
Full Time Bargaining	9.00	10.00	-1.00
Total	10.34	11.34	-1.00
Part Time	0.00	0.00	0.00
Total	10.34	11.34	-1.00

### Major Goals and Challenges

Continue to assist with and maintain the pavement management system (PMS) database.

Implement pavement repair and restoration program based upon PMS results via resurfacing, reconstruction and recycling.

Continue the curb evaluation and repair/replacement program throughout the City.

Intersection improvements throughout the City.

Begin program to improve alley entrances.

Continue to assist Water and Sewer on asphalt repairs.

Continue Tree Trimming Program in all public areas.

**GENERAL FUND  
PUBLIC WORKS STREETS**

DPT/DV 2003							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
419,455	421,032	001.2003.541.112001	OPERATING SALARIES	421,032	387,496	-33,536	
922	2,500	001.2003.541.114001	OVERTIME SALARIES	2,500	1,000	-1,500	
42	400	001.2003.541.115009	MEAL ALLOWANCE	400	200	-200	
29,108	32,430	001.2003.541.121001	SOCIAL SECURITY	32,430	29,740	-2,690	
56,181	80,790	001.2003.541.122001	CONTRIB TO PENSION FUND	80,790	56,456	-24,334	
1,654	1,676	001.2003.541.123001	GROUP LIFE INSURANCE	1,676	1,530	-146	
97,310	99,695	001.2003.541.123002	HOSPITALIZATION INSURANCE	99,695	91,532	-8,163	
<u>604,672</u>	<u>638,523</u>			<u>638,523</u>	<u>567,954</u>	<u>-70,569</u>	
<b>Operating Expenses</b>							
2,133	2,000	001.2003.541.334002	CLEANING & LAUNDRY	2,000	2,000	0	
554	1,000	001.2003.541.334007	OTHER CONTRACTUAL SERVICES	1,000	1,000	0	
4,704	5,000	001.2003.541.343001	UTILITIES	3,500	3,000	-500	
0	1,000	001.2003.541.344001	MACH & EQUIP RENT	1,000	1,000	0	
100,304	99,499	001.2003.541.346002	VEHICLE MAINTENANCE	99,499	106,823	7,324	
30,949	30,000	001.2003.541.346063	ROAD MAINT MATERIALS	30,000	25,000	-5,000	
401	1,110	001.2003.541.349003	SCHOOLS & MEETINGS	600	500	-100	
5,713	25,000	001.2003.541.349028	LANDFILL FEES	25,000	25,000	0	
48,820	60,300	001.2003.541.352001	GAS & OIL	60,300	66,900	6,600	
1,935	3,000	001.2003.541.352005	CONSUMABLE TOOLS	3,000	2,750	-250	
1,750	1,919	001.2003.541.352008	UNIFORMS & CLOTHING	1,650	1,600	-50	
0	700	001.2003.541.352009	BUILD SUPPLIES & MATLS	700	400	-300	
4,105	3,325	001.2003.541.352014	OTHER COMMODITIES	3,325	3,000	-325	
8,137	8,000	001.2003.541.352073	SWALE SOD	8,000	8,000	0	
-462,671	-423,000	001.2003.541.359900	INTERFUND SVCS	-423,000	-400,000	23,000	
<u>-253,166</u>	<u>-181,147</u>			<u>-183,426</u>	<u>-153,027</u>	<u>30,399</u>	
<u>351,506</u>	<u>457,376</u>			<u>455,097</u>	<u>414,927</u>	<u>-40,170</u>	

# Public Works

## Traffic

### Mission

The Traffic Division's mission is to prepare, install and maintain traffic control related items such as signs, markings and striping. The Division also provides special signing and striping projects for other departments, events and agencies.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	0.33	0.33	0.00
Full Time Bargaining	3.00	3.00	0.00
Total	3.33	3.33	0.00
Part Time	0.00	0.00	0.00
Total	3.33	3.33	0.00

### Major Goals and Challenges

Continue replacing signs and post markers (stop signs) with "diamond" grade sign and "brite sides" where warranted.

Replace Thermoplastic markings for roads in the Airport Area and in the McAnsh Park Area.

Improve temporary traffic control procedures for multilane intersections.

Continue to supply signs for other departments as requested.

Reinstall markings for any streets or parking lots included in the annual paving contract.

Give every sign an identifier and keep an updated G.I.S. inventory of all City signs.

**GENERAL FUND  
PUBLIC WORKS TRAFFIC**

DPT/DV 2004							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
112,470	127,995	001.2004.541.112001	OPERATING SALARIES	127,995	127,995	0	
667	700	001.2004.541.114001	OVERTIME SALARIES	700	700	0	
0	200	001.2004.541.115009	MEAL ALLOWANCE	200	200	0	
8,447	9,860	001.2004.541.121001	SOCIAL SECURITY	9,860	9,860	0	
20,150	28,320	001.2004.541.122001	CONTRIB TO PENSION FUND	28,320	25,945	-2,375	
445	451	001.2004.541.123001	GROUP LIFE INSURANCE	451	451	0	
18,129	17,724	001.2004.541.123002	HOSPITALIZATION INSURANCE	18,129	15,065	-3,064	
<u>160,308</u>	<u>185,250</u>			<u>185,655</u>	<u>180,216</u>	<u>-5,439</u>	
<b>Operating Expenses</b>							
503	700	001.2004.541.334002	CLEANING & LAUNDRY	700	700	0	
88	300	001.2004.541.334007	OTHER CONTRACTUAL SERVICES	300	300	0	
7,841	8,400	001.2004.541.343001	UTILITIES	5,800	6,500	700	
5,966	5,529	001.2004.541.346002	VEHICLE MAINTENANCE	5,529	5,484	-45	
401	500	001.2004.541.349003	SCHOOLS & MEETINGS	500	500	0	
2,767	2,900	001.2004.541.352001	GAS & OIL	2,900	3,050	150	
888	1,500	001.2004.541.352004	EQUIP PARTS & SUPPLIES	1,500	1,000	-500	
464	300	001.2004.541.352005	CONSUMABLE TOOLS	300	300	0	
62,584	62,000	001.2004.541.352007	SIGN MATERIAL	63,000	60,000	-3000	
450	450	001.2004.541.352008	UNIFORMS & CLOTHING	450	450	0	
234	1,000	001.2004.541.352014	OTHER COMMODITIES	1,000	655	-345	
-3,530	-3,200	001.2004.541.359900	INTERFUND SERVICES	-2,500	-2,500	0	
<u>78,656</u>	<u>80,379</u>			<u>79,479</u>	<u>76,439</u>	<u>-3,040</u>	
<b>Capital</b>							
12,189	0			0	0	0	
<u>251,153</u>	<u>265,629</u>			<u>265,134</u>	<u>256,655</u>	<u>-8,479</u>	

# PUBLIC WORKS

## GIS

### Mission

The mission of the Geographic Information Systems (GIS) Division is to provide the City of Vero Beach, the public, and other agencies data that contains accurate geographic location and associated information for material assets or activities located in the City of Vero Beach (examples: streets, stormwater infrastructure, addresses, street signs, cemetery lots). To maintain communication between GIS, City departments, and other agencies to ensure data quality and avoid data redundancy. To remain informed of new technologies that may assist or improve data collection and distribution capabilities.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	0	0	0
Total	3	3	0
Part Time	0	0	0
Total	3	3	0

### Major Goals and Challenges

Maintain a working relationship with all City departments interested in incorporating GIS capabilities into their daily business functions (example departments include; Planning and Development, Water & Sewer, Recreation, and Police).

Provide technical support for all City employees interested in viewing GIS information from their computer.

Maintain acceptable GIS formats and quality standards for City departments who create data for City and public distribution.

Maintain the following GIS data for the City; addresses, vehicle accidents, stormwater infrastructure, cemetery plots, elevations, zoning, streets, street signs, city limits, parking spaces, trees, waterbodies, disaster management sites, and residential communities.

Coordinate and share data with Indian River County GIS Department and private firms.

Provide GIS data and maps to the public and promote the Department of Public Works on the City's website.

Research and acquire vector (points, lines, and polygons) and raster (aerial photos) data that benefits the City.

**GENERAL FUND  
PUBLIC WORKS GIS**

DPT/DV 2006							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
158,456	149,905	001.2006.519.112001	OPERATING SALARIES	149,905	149,905	0	
4,218	5,000	001.2006.519.113002	PART TIME SALARIES	5,000	5,000	0	
11,640	11,850	001.2006.519.121001	SOCIAL SECURITY	11,850	11,850	0	
11,390	17,261	001.2006.519.122001	PENSION FUND CONTRIBUTION	17,261	14,431	-2,830	
622	629	001.2006.519.123001	GROUP LIFE INSURANCE	629	629	0	
22,074	24,649	001.2006.519.123002	HOSPITALIZATION INSURANCE	24,649	24,940	291	
<u>208,400</u>	<u>209,294</u>			<u>209,294</u>	<u>206,755</u>	<u>-2,539</u>	
<b>Operating Expenses</b>							
227	300	001.2006.519.340001	MILEAGE ALLOWANCE	250	350	100	
162	100	001.2006.519.341001	TELEPHONE	125	125	0	
0	50	001.2006.519.342001	POSTAGE	50	50	0	
228	800	001.2006.519.346001	EQUIPMENT MAINTENANCE	800	800	0	
5,899	6,000	001.2006.519.346200	SOFTWARE MAINTENANCE	6,000	6,000	0	
782	2,800	001.2006.519.349003	SCHOOLS & MEETINGS	2,800	2,000	-800	
2,409	2,600	001.2006.519.351001	OFFICE SUPPLIES	2,600	2,600	0	
24	300	001.2006.519.354001	SUBSCRIPTIONS/MEMBERSHIPS	300	300	0	
-79	-1,500	001.2006.519.359900	INTERFUND SERVICES	-27,750	-25,000	2,750	
<u>9,652</u>	<u>11,450</u>			<u>-14,825</u>	<u>-12,775</u>	<u>2,050</u>	
<b>Capital</b>							
0	14,500			14,500	0	-14,500	
<u>218,052</u>	<u>235,244</u>			<u>208,969</u>	<u>193,980</u>	<u>-14,989</u>	

# Public Works

## Grounds Maintenance

### Mission

The mission of the Grounds Maintenance Division is to perform outstanding landscape and custodial maintenance for our customers in a manner that provides exceptional levels of service. Thus providing first-rate parks, beaches and public areas that are managed in an environmentally sensitive manner, support the community's vision and maintain their value over time.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	2	2	0
Full Time Bargaining	32	34	-2
Total	34	36	-2
Part Time	0	0	0
Total	34	36	-2

### Major Goals and Challenges

Maintain and improve landscaped medians, islands and parkways in major thoroughfares within city limits.

Maintain and upgrade landscaping in city parks and properties. Furnish sanitation supplies and maintain cleanliness of public restrooms in the city parks.

Replace damaged and declining trees and plants on public properties. Continue tree replacement program on Victory Boulevard.

Oversee maintenance of tree replacement plantings throughout the city.

Additional workload is expected with the completion of the following projects and additional areas of responsibilities:

- SR 60 and Indian River Blvd landscape upgrades
- Dodgertown Property
- Sexton Plaza Improvements
- US 1 Landscape Improvements (20th Street to 33rd Street)
- Humiston Park Improvements

**GENERAL FUND  
PUBLIC WORKS GROUNDS MAINTENANCE**

DPT/DV 3304							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
1,214,204	1,120,076	001.3304.572.112001	OPERATING SALARIES	1,120,076	1,065,225	-54,851	
0	7,000	001.3304.572.113002	PART TIME SALARIES	7,000	0	-7,000	
21,238	31,000	001.3304.572.114001	OVERTIME SALARIES	31,000	31,000	0	
75	0	001.3304.572.115009	MEAL ALLOWANCE	0	0	0	
88,510	88,590	001.3304.572.121001	SOCIAL SECURITY	88,590	83,860	-4,730	
154,614	169,724	001.3304.572.122001	CONTRIB TO PENSION FUND	169,724	119,084	-50,640	
4,560	4,708	001.3304.572.123001	GROUP LIFE INSURANCE	4,708	4,369	-339	
210,049	226,234	001.3304.572.123002	HOSPITALIZATION INSURANCE	226,234	194,489	-31,745	
<u>1,693,250</u>	<u>1,647,332</u>			<u>1,647,332</u>	<u>1,498,027</u>	<u>-149,305</u>	
<b>Operating Expenses</b>							
7,504	8,800	001.3304.572.334002	CLEANING & LAUNDRY	9,000	8,800	-200	
8,045	17,900	001.3304.572.334007	OTHER CONTRACTUAL SERVICES	17,900	13,400	-4,500	
38,850	44,000	001.3304.572.334020	BEACH CLEANING	44,000	44,000	0	
8,530	21,500	001.3304.572.334021	FERTILIZER	21,500	21,500	0	
0	1,000	001.3304.572.334022	IRRIGATION	1,000	1,000	0	
215,004	210,000	001.3304.572.343001	UTILITIES	166,000	185,000	19,000	
78,378	73,061	001.3304.572.346002	VEHICLE MAINTENANCE	73,061	71,566	-1,495	
20	200	001.3304.572.349003	SCHOOLS & MEETINGS	200	200	0	
50,437	57,300	001.3304.572.352001	GAS & OIL	57,300	69,606	12,306	
2,530	2,200	001.3304.572.352005	CONSUMABLE TOOLS	2,200	2,200	0	
12,548	10,300	001.3304.572.352006	JANITORIAL SUPPLIES	10,300	10,300	0	
6,606	8,000	001.3304.572.352008	UNIFORMS & CLOTHING	8,000	8,000	0	
2,563	6,000	001.3304.572.352014	OTHER COMMODITIES	6,000	6,000	0	
3,671	4,000	001.3304.572.352065	SMALL EQUIPMENT	4,000	4,000	0	
15,826	15,000	001.3304.572.352066	IRRIGATION MATERIALS	15,000	15,000	0	
0	500	001.3304.572.352067	FENCING MATERIALS	500	500	0	
19,620	12,000	001.3304.572.352068	CHEMICAL SUPPLIES	12,000	13,500	1,500	
20,200	22,000	001.3304.572.352069	LANDSCAPE MATERIALS	22,000	22,000	0	
35	300	001.3304.572.354001	SUBSCRIPTIONS & MEMBERSHIP	300	300	0	
-1,299,048	-1,317,267	001.3304.572.359900	PARK MAINT INCOME	-1,317,267	-1,208,311	108,956	
0	0	001.3304.572.365020	DEDICATORY TREE REPLACEMENT	2,000	2,234	234	
<u>-808,681</u>	<u>-803,206</u>			<u>-845,006</u>	<u>-709,205</u>	<u>135,801</u>	
<b>Capital</b>							
21,468	9,000			9,000	0	-9,000	
<u>906,037</u>	<u>853,126</u>			<u>811,326</u>	<u>788,822</u>	<u>-22,504</u>	

# Public Works Administration

## Mission

The Administration Division provides professional leadership, management and administrative support for all Divisions in the Department of Public Works which include: Solid Waste, Engineering and Survey, G.I.S., Streets, Stormwater, Traffic, Facilities Management, Fleet Management, Grounds Maintenance and Cemetery. We provide these services in the safest and most economical manner and communicate this information to the citizens of Vero Beach.

Part of our Mission is to coordinate public improvements projects with Indian River County, the State of Florida and other governmental agencies. We are also available to assist other City departments in areas where our departmental assets are beneficial to fulfilling a project goal in a safe and economical manner.

Ultimately, our goal is to continue to promote and maintain the quality of life expected by the citizens of Vero Beach through the maintenance and improvement to Public Works facilities.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	5	5	0
Full Time Bargaining	0	0	0
Total	5	5	0
Part Time	0	0	0
Total	5	5	0

## Major Goals and Challenges

Coordinate consultant contract for:

Aviation Boulevard from 43rd Avenue to U.S. #1

Continue support for the implementation of Best Management Practices (BMP) as required by the National Pollution Discharge Elimination System (NPDES) Phase II permit.

Serve as city representative on the Technical Complement of the Indian River County Metropolitan Planning Organization.

Coordinate the department's activities with City Council and other boards as directed by the City Manager.

Support Project Administration of:

Humiston Park Stormwater System completion  
14th Avenue at 23rd Street  
MacWilliams Park Boat Ramp FIND Grant  
17th Street Storage Yard Fence Improvements  
Live Oak and Mockingbird Rd Drainage Improvements  
Miscellaneous Drainage projects for Stormwater Division  
Annual Street Maintenance and Resurfacing Contract

**GENERAL FUND  
PUBLIC WORKS ADMINISTRATION**

DPT/DV 3305									
2008-2009	2009-2010			2009-2010	2010-2011				
Actual	Expected	Account Number	Account Name	Budget	Budget			Change	
<b>Personal Services</b>									
319,513	294,310	001.3305.519.112001	OPERATING SALARIES	294,310	294,310			0	
0	1,000	001.3305.519.114001	OVERTIME SALARIES	1,000	1,000			0	
22,240	22,590	001.3305.519.121001	SOCIAL SECURITY	22,590	22,590			0	
42,499	65,109	001.3305.519.122001	PENSION FUND CONTRIBUTION	65,109	60,288			-4,821	
1,249	1,215	001.3305.519.123001	GROUP LIFE INSURANCE	1,215	1,215			0	
39,522	31,753	001.3305.519.123002	HOSPITALIZATION INSURANCE	31,753	31,448			-305	
<u>425,023</u>	<u>415,977</u>			<u>415,977</u>	<u>410,851</u>			<u>-5,126</u>	
<b>Operating Expenses</b>									
8,941	9,500	001.3305.519.334003	JANITORIAL SERVICES	9,500	9,500			0	
4,419	5,000	001.3305.519.334007	OTHER CONTRACTUAL SERVICES	5,000	5,000			0	
1,145	1,500	001.3305.519.340001	MILEAGE ALLOWANCE	1,500	1,500			0	
2,100	2,100	001.3305.519.340002	AUTO ALLOWANCE	2,100	2,100			0	
9,304	10,000	001.3305.519.341001	TELEPHONE	10,000	10,000			0	
1,135	2,000	001.3305.519.342001	POSTAGE	2,000	2,000			0	
24,196	26,000	001.3305.519.343001	UTILITIES	21,160	20,000			-1,160	
2,934	3,000	001.3305.519.346001	EQUIPMENT MAINTENANCE	3,000	3,000			0	
1,093	2,500	001.3305.519.346003	BUILDING MAINTENANCE	2,500	2,500			0	
79	600	001.3305.519.347001	PRINTING & BINDING	600	600			0	
316	300	001.3305.519.349001	ADVERTISING	300	300			0	
821	1,500	001.3305.519.349003	SCHOOLS & MEETINGS	1,500	1,500			0	
2,865	4,000	001.3305.519.349028	LANDFILL FEES	4,000	4,000			0	
5,238	7,000	001.3305.519.351001	OFFICE SUPPLIES	7,000	7,000			0	
896	1,000	001.3305.519.351003	OFFICE FURNITURE & EQUIPMENT	1,000	1,000			0	
1,033	1,400	001.3305.519.352006	JANITORIAL SUPPLIES	1,400	1,400			0	
439	1,000	001.3305.519.352014	OTHER COMMODITIES	1,000	1,000			0	
530	1,500	001.3305.519.354001	SUBSCRIPTIONS/MEMBERSHIPS	1,500	1,500			0	
-2,500	-2,500	001.3305.519.359900	INTERFUND SVCS	0	0			0	
<u>64,984</u>	<u>77,400</u>			<u>75,060</u>	<u>73,900</u>			<u>-1,160</u>	
<b>Capital</b>									
6,819	3,000			3,000	0			-3,000	
<u>496,826</u>	<u>496,377</u>			<u>494,037</u>	<u>484,751</u>			<u>-9,286</u>	

# Public Works

## Fleet Management

### Mission

The mission of the Fleet Management Division is to ensure availability of all vehicles and equipment used by the various departments of the City of Vero Beach. This includes providing preventive maintenance recommended by the manufacturer and remedial repairs to ensure proper operation. The division maintains inventory for replacement parts, fuel, and supplies; provides a qualified staff of mechanics and technicians; keeps records on all equipment regarding work performed, schedules, and costs. Staff operates the computerized fleet management and fuel dispensing systems and evaluates information to ensure the timely maintenance of all assigned equipment; the division also researches and recommends standard equipment specifications as well as provides guidance in the timing and type of replacement vehicles and equipment.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	3	3	0
Full Time Bargaining	7	7	0
Total	10	10	0
Part Time	0	0	0
Total	10	10	0

### Major Goals and Challenges

- Provide preventive maintenance program for 84 autos, 130 light trucks and cargo vans, 68 Medium and heavy duty trucks, 19 Small utility vehicles, 49 Pieces of heavy equipment, 75 Trailers, 16 Commercial Mowers and 452 Pieces of small engine equipment (e.g., generators, weed trimmers, edger's, etc.).
- Perform maintenance and welding repairs for 654 dumpster containers for Solid Waste division, Provide welding repairs as needed for city departments.
- Practice fiscal responsibility by managing the fleet in a manner that insures the lowest possible operating cost while maintaining consistently high mechanical reliability.
- Maintain a service facility, which will provide superior customer service, repair, and administrative support to the customer while maintaining a self-supporting posture.
- Keep the customer foremost in our minds when implementing policies and procedures for the betterment of the fleet and the City.
- Strive at all times to obtain the absolute best ratio of dollars spent to miles driven.
- Through sound purchasing and negotiating practices, acquire only appropriate and necessary vehicles to meet the needs of city departments.
- Continue to investigate Alternative Fuel options.
- Provide standard vehicle/equipment acquisition program.

**GENERAL FUND  
PUBLIC WORKS FLEET MANAGEMENT**

DPT/DV 3306							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
434,540	406,128	001.3306.519.112001	OPERATING SALARIES	406,128	406,128	0	
938	2,000	001.3306.519.114001	OVERTIME SALARIES	2,000	2,000	0	
31,140	31,220	001.3306.519.121001	SOCIAL SECURITY	31,220	31,220	0	
51,085	69,675	001.3306.519.122001	PENSION FUND CONTRIBUTION	69,675	60,434	-9,241	
1,695	1,685	001.3306.519.123001	GROUP LIFE INSURANCE	1,685	1,685	0	
63,514	70,224	001.3306.519.123002	HOSPITALIZATION INSURANCE	70,224	69,873	-351	
<u>582,912</u>	<u>580,932</u>			<u>580,932</u>	<u>571,340</u>	<u>-9,592</u>	
<b>Operating Expenses</b>							
2,840	3,000	001.3306.519.334002	CLEANING & LAUNDRY	3,000	3,000	0	
2,534	1,500	001.3306.519.334007	OTHER CONTRACTUAL SERVICES	1,500	1,500	0	
14,308	12,500	001.3306.519.334023	CONTRACT PAINTING SVCS	12,500	12,500	0	
1,136	1,500	001.3306.519.341001	TELEPHONE	1,500	1,500	0	
25,092	27,000	001.3306.519.343001	UTILITIES	22,080	21,000	-1,080	
6,206	4,500	001.3306.519.346001	EQUIPMENT MAINTENANCE	4,500	4,500	0	
11,369	10,239	001.3306.519.346002	VEHICLE MAINTENANCE	10,239	10,081	-158	
4,194	8,000	001.3306.519.346003	BUILDING MAINTENANCE	8,000	8,000	0	
2,464	1,500	001.3306.519.346062	GAS BOY MAINTENANCE	1,500	1,500	0	
0	500	001.3306.519.347001	PRINTING & BINDING	500	500	0	
2,023	1,500	001.3306.519.349003	SCHOOLS & MEETINGS	1,500	1,500	0	
1,315	1,900	001.3306.519.349028	LANDFILL FEES	1,900	1,900	0	
1,035	2,250	001.3306.519.351001	OFFICE SUPPLIES	2,250	2,250	0	
524	750	001.3306.519.351003	OFFICE FURNITURE & EQUIPMENT	750	750	0	
4,102	4,700	001.3306.519.352001	GAS & OIL	4,700	4,700	0	
417,344	419,943	001.3306.519.352003	VEHICLE PARTS & SUPPLIES	419,943	419,943	0	
2,754	4,500	001.3306.519.352004	EQUIP PARTS & SUPPLIES	4,500	4,500	0	
1,350	5,000	001.3306.519.352005	CONSUMABLE TOOLS	5,000	5,000	0	
1,350	1,350	001.3306.519.352008	UNIFORM AND CLOTHING	1,350	1,350	0	
594	1,000	001.3306.519.352014	OTHER COMMODITIES	1,000	1,000	0	
26,175	24,000	001.3306.519.352059	SHOP SUPPLIES	24,000	24,000	0	
863	500	001.3306.519.352060	SMALL ENGINE REPLACEMENT	500	500	0	
1,704	2,000	001.3306.519.354001	SUBSCRIPTIONS/MEMBERSHIPS	2,000	2,000	0	
-757,320	-782,441	001.3306.519.359900	INTERFUND SVCS LABOR	-782,441	-727,114	55,327	
<u>-226,044</u>	<u>-242,809</u>			<u>-247,729</u>	<u>-193,640</u>	<u>54,089</u>	
<b>Capital</b>							
10,251	6,000			6,000	40,000	34,000	
<u>367,119</u>	<u>344,123</u>			<u>339,203</u>	<u>417,700</u>	<u>78,497</u>	

# Capital Requests

<u>Account Number</u>		<b>Budget 2010-2011</b>
001. 3306. 519. 611001	1 Fuel Management System	<b><u>\$ 40,000</u></b>
	<b>Budgeted 2009-2010</b>	<b><u>\$6,000</u></b>

PW Fleet Management

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: P.W. Fuel Management System

2. REQUEST NUMBER: 1 3. DEPARTMENT NUMBER: 3306

4. JUSTIFICATION: Fuel management system is to replace aging fuel dispenser and management, control system at Public Works Fuel Island.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  NO  ALL  PART

AMOUNT  
40,000

7. ITEMS	8. QUANTITY	9. COST
Dispenser pumps and fuel management system	1	40,000

10. NOTES:	11. TOTAL: <u>40,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>40,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ _____
2010-2011 \$ <u>40,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: General Fund 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: MKF 19. ACCOUNT NUMBER: 001.3306.519.611001

# Public Works

## Facilities Management

### Mission

The mission of the Facilities Management Division is to provide a safe, comfortable operating environment for all facilities outside the right-of-way (excluding janitorial services and grounds maintenance). Work includes maintenance and construction services for approximately 35 facilities and 130 buildings associated with: air quality, including heat and air conditioning; electrical, including interior and exterior lighting; plumbing, including approximately 85 restrooms; interior and exterior painting; major and minor renovations such as carpentry/framing, drywall and cabinet/furniture making; roofing; miscellaneous structures such as fences, gates, dumpster enclosures, benches, trash baskets, lifeguard towers and boardwalk/crossovers; coordination of capital improvement projects with private consultants and contractors.

### Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	1	1	0
Full Time Bargaining	9	10	-1
<b>Total</b>	<b>10</b>	<b>11</b>	<b>-1</b>
Part Time	0	0	0
<b>Total</b>	<b>10</b>	<b>11</b>	<b>-1</b>

### Major Goals and Challenges

Maintenance of all city owned buildings, dune crossovers, and boardwalks. Services include carpentry, painting, air conditioning, plumbing, and electrical.

Develop database of City facilities and begin quarterly inspection program.

Maintain lighting in all city parking lots, parks, and interior and exterior lighting for buildings.

Build and install 50 trash baskets.

Continue exterior painting of Park Pavilions

Re - finish downtown dedicated benches

Begin Concrete Bench and Table Replacement/Repairs at all parks

Continue Wooden Park Sign Replacement or Repairs

Replace wooden benches with recycled plastic

Paint Exterior/PW Compound Admin office, Breakroom & Restroom

Paint Exterior/Community Center

**GENERAL FUND  
PUBLIC WORKS FACILITIES MANAGEMENT**

DPT/DV 3309							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
<b>Personal Services</b>							
484,161	456,980	001.3309.519.112001	OPERATING SALARIES	456,980	426,239	-30,741	
2,841	10,000	001.3309.519.114001	OVERTIME SALARIES	10,000	7,000	-3,000	
14	100	001.3309.519.115009	MEAL ALLOWANCE	100	100	0	
35,142	35,730	001.3309.519.121001	SOCIAL SECURITY	35,730	33,150	-2,580	
72,309	98,834	001.3309.519.122001	PENSION FUND CONTRIBUTION	98,834	89,224	-9,610	
1,925	1,914	001.3309.519.123001	GROUP LIFE INSURANCE	1,914	1,773	-141	
98,091	82,801	001.3309.519.123002	HOSPITALIZATION INSURANCE	82,801	77,579	-5,222	
<u>694,483</u>	<u>686,359</u>			<u>686,359</u>	<u>635,065</u>	<u>-51,294</u>	
<b>Operating Expenses</b>							
4,992	5,000	001.3309.519.334002	CLEANING & LAUNDRY	5,000	5,000	0	
2,436	5,000	001.3309.519.334007	OTHER CONTRACTUAL SERVICES	5,000	5,000	0	
2,250	15,000	001.3309.519.334023	CONTRACT PAINTING SERVICES	15,000	12,000	-3,000	
7,841	8,400	001.3309.519.343001	UTILITIES	5,888	6,600	712	
0	500	001.3309.519.344001	MACH & EQUIP RENT	500	0	-500	
22,206	23,422	001.3309.519.346002	VEHICLE MAINTENANCE	23,422	23,830	408	
3,911	4,000	001.3309.519.346004	AIR CONDITIONING MAINT	4,000	4,000	0	
627	1,500	001.3309.519.349003	SCHOOLS & MEETINGS	1,500	1,500	0	
15,156	17,300	001.3309.519.352001	GAS AND OIL	17,300	21,100	3,800	
7,738	8,500	001.3309.519.352005	CONSUMABLE TOOLS	8,500	8,500	0	
1,865	1,714	001.3309.519.352008	UNIFORMS AND CLOTHING	1,650	2,100	450	
12,461	14,000	001.3309.519.352009	BUILD SUPPLIES & MATLS	14,000	14,000	0	
10,104	18,000	001.3309.519.352010	ELEC PARTS & SUPPLIES	18,000	18,000	0	
6,254	4,000	001.3309.519.352011	PLUMB PARTS & SUPPLIES	4,000	4,000	0	
2,547	2,000	001.3309.519.352014	OTHER COMMODITIES	2,000	2,000	0	
228	200	001.3309.519.354001	SUBSCRIPTIONS/MEMBERSHIPS	200	200	0	
-15,907	-10,000	001.3309.519.359900	INTERFUND SVCS LABOR	-10,000	-10,000	0	
<u>84,709</u>	<u>118,536</u>			<u>115,960</u>	<u>117,830</u>	<u>1,870</u>	
<b>Capital</b>							
2,981	39,000			39,000	0	-39,000	
<u>782,173</u>	<u>843,895</u>			<u>841,319</u>	<u>752,895</u>	<u>-88,424</u>	

# City Hall

## Mission

City Hall accounts are used for expenses that are associated with the City Hall building and are not specifically allocable to any other department.

**GENERAL FUND  
PUBLIC WORKS CITY HALL**

DPT/DV 0600							
2008-2009	2009-2010			2009-2010	2010-2011		
Actual	Expected	Account Number	Account Name	Budget	Budget	Change	
Personal Services							
Operating Expenses							
33,022	31,300	001.0600.519.334003	JANITORIAL SERVICES	31,300	31,300	0	
2,016	2,500	001.0600.519.341001	TELEPHONE	2,500	2,500	0	
104,769	100,000	001.0600.519.343001	UTILITIES	103,000	85,000	-18,000	
1,367	3,200	001.0600.519.346001	EQUIPMENT MAINTENANCE	3,200	2,600	-600	
8,075	25,000	001.0600.519.346003	BUILDING MAINTENANCE	25,000	10,000	-15,000	
5,927	6,000	001.0600.519.346004	AIR CONDITIONING MAINT	6,000	6,000	0	
531	650	001.0600.519.349028	LANDFILL FEES	650	600	-50	
2,770	5,000	001.0600.519.352006	JANITORIAL SUPPLIES	3,000	3,000	0	
6,348	5,000	001.0600.519.352009	BUILD SUPPLIES & MATLS	5,000	5,000	0	
31	850	001.0600.519.352014	OTHER COMMODITIES	850	0	-850	
<u>164,856</u>	<u>179,500</u>			<u>180,500</u>	<u>146,000</u>	<u>-34,500</u>	



The background of the slide features a large, light blue, semi-transparent seal of the University of Florida. The seal is circular and contains the text "UNIVERSITY OF FLORIDA" around the perimeter. In the center of the seal is a detailed illustration of a campus scene, including a large building, a sun, a palm tree, and a bird.

# **GENERAL FUND CONSTRUCTION**

**GENERAL FUND  
CONSTRUCTION**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
0	1,250,000	304.0000.334.040000	FDOT GRANT AVIATION BLVD	1,250,000	1,250,000	0
274,777	0	304.0000.334.040200	CDBG GRANT	0	0	0
113,809	0	304.0000.334.040400	FDOT GRANT LAP A-1-A	0	0	0
0	100,000	304.0000.334.040600	GRANT MACWILLIAMS PARK	100,000	0	-100,000
53,828	0	304.0000.334.700000	FRDAP VETERANS PARK	0	0	0
5,244	2,000	304.0000.361.010100	INTEREST INCOME	2,000	2,000	0
48,022	30,000	304.0000.363.000100	SPECIAL ASSESSMENTS	30,000	30,000	0
188,056	1,250,000	304.0000.363.024120	IMPACT FEES AVIATION BLVD	1,250,000	1,250,000	0
0	0	304.0000.384.001000	PROPOSED BORROWING	1,500,000	0	-1,500,000
1,499,142	2,767,549	304.0000.389.001600	TRANS FROM 311 GENERAL	1,267,549	1,423,072	155,523
<u>2,182,878</u>	<u>5,399,549</u>			<u>5,399,549</u>	<u>3,955,072</u>	<u>-1,444,477</u>
<b>Capital</b>						
<u>2,182,878</u>	<u>5,399,549</u>			<u>5,399,549</u>	<u>3,955,072</u>	<u>-1,444,477</u>

**GENERAL FUND  
ONE CENT SALES TAX**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
<b>Revenue</b>						
1,875,231	1,726,900	311.0000.312.06010	1 CENT SALES TAX	1,726,900	1,865,822	138,922
102,025	135,000	311.0000.361.01020	INTEREST ON INVESTMENTS	135,000	135,000	0
480,949	1,859,067	311.0000.389.00020	CASH CARRYOVER	359,067	362,966	3,899
<u>2,458,205</u>	<u>3,720,967</u>			<u>2,220,967</u>	<u>2,363,788</u>	<u>142,821</u>
<b>Debt Service &amp; Transfers</b>						
212,695	214,288	311.9900.519.99103	DEBT SERV TRF 2008 7115K LOAN	214,288	214,164	-124
526,761	525,130	311.9900.519.99106	DEBT SERV DODGER PROPERTY 2005A	525,130	520,752	-4,378
199,000	199,000	311.9900.519.99106	DEBT SERV DODGER PROPERTY 2007B-	199,000	199,000	0
1,499,142	2,767,549	311.9900.541.99103	TRANS TO 304	1,267,549	1,423,072	155,523
20,607	15,000	311.9900.572.99047	TRF TO 473 REC CONSTRUCTION	15,000	6,800	-8,200
<u>2,458,205</u>	<u>3,720,967</u>			<u>2,220,967</u>	<u>2,363,788</u>	<u>142,821</u>

# Capital Requests

Budget

Account Number

2010-2011

304.	9900.	541.	665002	1	Annual Street Restoration	\$	300,000
304.	9900.	541.	665005	2	Secondary Drainage		45,000
304.	9900.	541.	665006	3	Annual Concrete Sidewalks		50,000
304.	9900.	541.	605003	4	Improvements to Aviation Boulevard		2,500,000
304.	9900.	541.	608003	5	Stormwater Outfalls		300,000
304.	9900.	541.	608005	6	New Sidewalk Construction		225,000
304.	9900.	541.	605002	7	Paving & Drainage 14th Avenue/24th Street		50,000
304.	9900.	541.	610003	8	Drainage Improvements 26th Ave/14th to 16th Street		50,000
304.	9900.	541.	607007	9	Live Oak and Mockingbird Roadway and Drainage Improvements		165,000
304.	9900.	541.	611001	10	23rd Street and 20th Avenue Culvert Replacement		50,000
304.	9900.	521.	611001	11	Vehicle Lease Buyouts		32,050
304.	9900.	521.	611002	12	Police Interceptor Motorcycles		37,522
304.	9900.	521.	611003	13	SIU Vehicles		32,000
304.	9900.	521.	611004	14	Patrol Vehicles		118,500

**Total \$ 3,955,072**

**Budgeted 2009-2010 \$5,264,800**

General Fund Construction

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Annual Street Restoration

2. REQUEST NUMBER: 1 3. DEPARTMENT NUMBER: 9900

4. JUSTIFICATION: Reconstruct existing streets, alleys, and City parking lots throughout the city by milling, reconstruction and resurfacing. This is necessary in order to increase safety, reduce liability, improve rideability and aesthetics.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES  ALL

TO MEET ENVIRONMENTAL REGULATIONS?  NO  PART \_\_\_\_\_  
 AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Street Restoration		300,000

10. NOTES:	11. TOTAL: <u>300,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>300,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ <u>300,000</u>
2010-2011 \$ <u>300,000</u>	2013-2014 \$ <u>300,000</u>
2011-2012 \$ <u>300,000</u>	2014-2015 \$ <u>300,000</u>

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: 1

18. REQUESTED BY: MKF 19. ACCOUNT NUMBER : 304.9900.541.665002

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Secondary Drainage

2. REQUEST NUMBER: 2 3. DEPARTMENT NUMBER: 9900

4. JUSTIFICATION:  
 Annual materials cost for drainage facility improvements and/or repairs throughout the City

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES  ALL

TO MEET ENVIRONMENTAL REGULATIONS?  NO  PART \_\_\_\_\_ AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Secondary Drainage		45,000

10. NOTES:	11. TOTAL: <u>45,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>45,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ <u>50,000</u>
2010-2011 \$ <u>45,000</u>	2013-2014 \$ <u>50,000</u>
2011-2012 \$ <u>50,000</u>	2014-2015 \$ <u>50,000</u>

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: 2

18. REQUESTED BY: MKF 19. ACCOUNT NUMBER : 304.9900.541.665005

**CITY OF VERO BEACH, FLORIDA  
CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Annual Concrete Curb and Sidewalk

2. REQUEST NUMBER: 3 3. DEPARTMENT NUMBER: 9900

4. JUSTIFICATION:  
Repair and/or replace concrete curbs and sidewalks city wide.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  NO  ALL  PART \_\_\_\_\_

AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Curb and Sidewalk repairs		50,000

10. NOTES:	11. TOTAL: <u>50,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>50,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2012-2013 \$ <u>50,000</u>
2010-2011 \$ <u>50,000</u>	2013-2014 \$ <u>50,000</u>
2011-2012 \$ <u>50,000</u>	2014-2015 \$ <u>50,000</u>

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: 3

18. REQUESTED BY: MKF 19. ACCOUNT NUMBER : 304.9900.541.665006



**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Stormwater Outfalls

2. REQUEST NUMBER: 5 3. DEPARTMENT NUMBER: 9900

4. JUSTIFICATION:  
 To provide treatment facilities at the discharge points of the City's 60+ stormwater outfalls

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED  YES  ALL

TO MEET ENVIRONMENTAL REGULATIONS?  NO  PART \_\_\_\_\_  
 AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Design and Construction		300,000

10. NOTES:	11. TOTAL: <u>300,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>300,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ <u>900,000</u>	2012-2013 \$ <u>150,000</u>
2010-2011 \$ <u>300,000</u>	2013-2014 \$ <u>150,000</u>
2011-2012 \$ <u>300,000</u>	2014-2015 \$ <u>150,000</u>

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: 5

18. REQUESTED BY: MKF 19. ACCOUNT NUMBER : 304.9900.541.608003







**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010-2011**

1. PROJECT TITLE: Live Oak and Mockingbird Roadway and Drainage Improvements

2. REQUEST NUMBER: 9 3. DEPARTMENT NUMBER: 9900

4. JUSTIFICATION: Continued funding for the Live Oak drainage and roadway improvement project. This project will provide an outfall treatment facility and complete the Mockingbird Dr drainage improvements initially started after the 2004 hurricanes.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  ALL

NO  PART \_\_\_\_\_ AMOUNT

7. ITEMS	8. QUANTITY	9. COST
Mockingbird Drive drainage improvements		165,000

10. NOTES:	11. TOTAL: <u>165,000</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>165,000</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ <u>345,000</u>	2012-2013 \$ _____
2010-2011 \$ <u>165,000</u>	2013-2014 \$ _____
2011-2012 \$ _____	2014-2015 \$ _____

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: 9

18. REQUESTED BY: MKF 19. ACCOUNT NUMBER : 304.9900.541.607007



**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010- 2011**

1. PROJECT TITLE: Vehicle Lease Buy-outs

2. REQUEST NUMBER: 11 3. DEPARTMENT NUMBER: 1801

4. JUSTIFICATION:  
 Purchase the Mears lease vehicles to continue their use as patrol vehicles.

5. TYPE OF EXPENSE:  NEW  REPLACE  
 REFURBISH  OTHER  
 6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  ALL  
 NO  PART

AMOUNT

7. ITEMS	8. QUANTITY	9. COST
2007 Ford Crown Victoria Marked Police Vehicle	6@\$4,650.00	27,900
2007 Ford Crown Victoria Unmarked Police Vehicle	1@\$4,150.00	4,150

10. NOTES:

11. TOTAL:	32,050
12. INSTALLATION:	
13. TRADE-IN:	
14. NET REQUEST:	32,050

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2005-06 \$ _____
2003-04 \$ <u>32,050</u>	2006-07 \$ _____
2004-05 \$ _____	2007-08 \$ _____

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Chief Don Dappen 19. ACCOUNT NUMBER : 304.9900.521.611001

**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010- 2011**

1. PROJECT TITLE: KAWASAKI POLICE INTERCEPTOR MOTORCYCLES

2. REQUEST NUMBER: 12 3. DEPARTMENT NUMBER: 1801

4. JUSTIFICATION:  
 OUR HARLEY DAVIDSON MOTORCYCLE LEASE RUNS OUT IN JANUARY OF 2011.  
 KAWASAKI POLICE INTERCEPTOR MOTORCYCLES WILL REPLACE THE  
 HARLEY-DAVIDSON MOTORCYCLES.

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  ALL

NO  PART \_\_\_\_\_ AMOUNT

7. ITEMS	8. QUANTITY	9. COST
2010 KAWASAKI POLICE INTERCEPTOR MOTORCYCLES INCLUDES EMERGENCY EQUIPMENT, INSTALLATION AND GRAPHICS	2@18,761	37,522

10. NOTES:	11. TOTAL: <u>37,522</u>
	12. INSTALLATION: _____
	13. TRADE-IN: _____
	14. NET REQUEST: <u>37,522</u>

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2005-06 \$ _____
2003-04 \$ <u>37,522</u>	2006-07 \$ _____
2004-05 \$ _____	2007-08 \$ _____

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Chief Don Dappen 19. ACCOUNT NUMBER : 304.9900.521.611002



**CITY OF VERO BEACH, FLORIDA**  
**CAPITAL OUTLAY REQUEST FOR BUDGET YEAR 2010- 2011**

1. PROJECT TITLE: PATROL VEHICLE PURCHASE

2. REQUEST NUMBER: 14 3. DEPARTMENT NUMBER: 1801

4. JUSTIFICATION:  
 THREE NEW VEHICLES FOR NEW HIRES IN 2010

5. TYPE OF EXPENSE:  NEW  REPLACE

REFURBISH  OTHER \_\_\_\_\_

6. IS THIS ITEM REQUIRED TO MEET ENVIRONMENTAL REGULATIONS?  YES  ALL

NO  PART \_\_\_\_\_

AMOUNT

7. ITEMS	8. QUANTITY	9. COST
NEW MARKED PATROL VEHICLES INCLUDING ALL EMERGENCY EQUIPMENT, INSTALLATION AND GRAPHICS	3	39,500 118,500

10. NOTES:	11. TOTAL:	118,500
	12. INSTALLATION:	_____
	13. TRADE-IN:	_____
	14. NET REQUEST:	118,500

15. ANNUAL PAYMENT SCHEDULE:

PRIOR YEARS \$ _____	2005-06 \$ _____
2003-04 \$ <u>118,500</u>	2006-07 \$ _____
2004-05 \$ _____	2007-08 \$ _____

16. FUNDING SOURCE: one cent 17. PROJECT NUMBER IN FIVE YEAR PLAN: N/A

18. REQUESTED BY: Chief Don Dappen 19. ACCOUNT NUMBER : 304.9900.521.611004



**CEMETERY  
FUND**

# Crestlawn Cemetery

## Mission

The mission of the Cemetery Division is to provide and maintain Crestlawn Cemetery in a dignified, well maintained and peaceful setting.

## Staffing Table

Employee Type	Budget 2010-2011	Budget 2009-2010	Change
Full Time Non Bargaining	0	0	0
Full Time Bargaining	3	3	0
Total	3	3	0
Part Time	0	0	0
Total	3	3	0

## Major Goals and Challenges

Continue to investigate opportunities to improve maintenance practices.

Enforce and upgrade Cemetery Ordinance.

Develop northwest portion of cemetery with columbarium areas.

**CRESTLAWN CEMETERY  
REVENUE**

2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	2009-2010 Budget	2010-2011 Budget	Change
21,190	26,800	603.0000.343.040300	OPENING/CLOSING FEES & MISC	26,800	26,800	0
260	50	603.0000.361.010200	INTEREST ON INVESTMENTS	1,500	50	-1,450
93,223	137,500	603.0000.364.010100	SALE OF GRAVE SPACES	137,500	137,500	0
0	0	603.0000.364.020100	SALE OF COLUMNBARIUM SPACES	46,000	46,000	0
32,150	0	603.0000.383.000100	CONTRIBUTIONS FROM GENERAL FUND	0	0	0
76,628	130,400	603.0000.389.000200	CASH CARRY/OVER	82,450	-24,117	-106,567
<b>223,451</b>	<b>294,750</b>			<b>294,250</b>	<b>186,233</b>	<b>-108,017</b>

**CRESTLAWN CEMETERY  
EXPENSES**

DPT/DV 3307				2009-2010	2010-2011	
2008-2009 Actual	2009-2010 Expected	Account Number	Account Name	Budget	Budget	Change
<b>Personal Services</b>						
102,855	101,077	603.3307.539.112001	OPERATING SALARIES	101,077	101,077	0
0	0	603.3307.539.113002	PART TIME SALARIES	3,000	0	-3,000
666	500	603.3307.539.114001	OVERTIME SALARIES	500	500	0
7,553	8,000	603.3307.539.121001	SOCIAL SECURITY TAXES	8,000	7,770	-230
7,621	10,550	603.3307.539.122001	PENSION FUND CONTRIBUTION	10,550	7,352	-3,198
399	404	603.3307.539.123001	GROUP LIFE INSURANCE	404	404	0
22,302	22,264	603.3307.539.123002	HOSPITALIZATION INSURANCE	22,264	22,041	-223
3,789	3,700	603.3307.539.123004	RETIREMENT PREM ASSIST	3,700	3,700	0
<b>145,185</b>	<b>146,495</b>			<b>149,495</b>	<b>142,844</b>	<b>-6,651</b>
<b>Operating Expenses</b>						
628	700	603.3307.539.334002	CLEANING/LAUNDRY	700	700	0
1,425	750	603.3307.539.334007	OTHER CONTRACTUAL SERVICES	750	750	0
290	400	603.3307.539.341001	TELEPHONE	400	400	0
10,097	10,000	603.3307.539.343001	UTILITIES	6,500	10,000	3,500
827	1,000	603.3307.539.345001	GENERAL INSURANCE	1,000	1,000	0
5,483	5,077	603.3307.539.346002	VEHICLE MAINTENANCE	5,077	4,960	-117
337	500	603.3307.539.346003	BUILDING MAINTENANCE	500	500	0
2,695	2,728	603.3307.539.346058	GROUNDS MAINTENANCE	2,728	2,728	0
9,900	9,350	603.3307.539.349016	GF ADMIN CHARGE	9,350	7,990	-1,360
195	400	603.3307.539.349028	LANDFILL FEES	400	400	0
2,793	3,100	603.3307.539.352001	GAS AND OIL	3,100	3,711	611
501	500	603.3307.539.352008	UNIFORMS & CLOTHING	500	500	0
6,570	8,250	603.3307.539.352014	OTHER COMMODITIES	8,250	9,250	1,000
485	500	603.3307.539.352065	SMALL EQUIPMENT	500	500	0
<b>42,226</b>	<b>43,255</b>			<b>39,755</b>	<b>43,389</b>	<b>3,634</b>
<b>Capital</b>						
36,040	105,000			105,000	0	-105,000
<b>223,451</b>	<b>294,750</b>			<b>294,250</b>	<b>186,233</b>	<b>-108,017</b>

