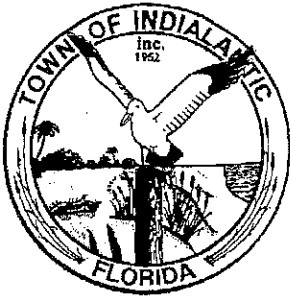


INDIALANTIC

FY-18  
PROPOSED BUDGET

July 5, 2017



## TOWN OF INDIALANTIC

216 Fifth Avenue, Indialantic, Florida 32903  
321-723-2242 Fax 321-984-3867

**MAYOR**  
David Berkman  
**DEPUTY MAYOR**  
Stuart Glass  
**COUNCIL MEMBERS**

Dick Dunn  
Randall Greer  
Mary Jo Kilcullen  
Christopher W. Chinault, Town Manager  
Joan Clark, MMC, Town Clerk

### MEMORANDUM

TO: Mayor & Council

FROM: Christopher W. Chinault  
Town Manager

RE: FY-18 Budget Message

DATE: August 11, 2017

Attached are the revised pages for the proposed budget for FY-18 for the Town of Indialantic. The total amount is proposed at \$5,035,385 with the General Fund portion being \$4,077,681. The millage rate is proposed to be held at the FY-17 rate of 6.2653 mills. The FY-18 rolled-back rate millage is 5.8056. One mill equals one dollar for every thousand dollars of taxable value.

The FY-17 budget was approved at \$5,047,361 with the General Fund portion being \$4,112,189,

The proposed budget provides for the normal and routine operations of the police, fire/rescue, public works, protective inspections, and administration departments of the Town. A cost-of-living adjustment is proposed (519.1200) in an effort to keep the Town competitive within the market place and a performance merit evaluation system is in place.

The following points are identified for particular note:

1. The cash balance transfer is proposed at \$287,531 to bring forth into the FY-18 budget monies that were budgeted in FY-17 to obtain P-25 compatible radios (\$248,031) for the police and fire/rescue departments and to reflect TIFT monies of \$39,500 received for the installation of a section of sidewalk.
2. A contingency amount of \$83,031 is included (519.5600) to reflect the potential that a grant request for non-local monies toward the purchase of P-25 compatible radios might not be approved. This was also reflected in the FY-17 budget as the original intent was to purchase the radios in FY-17.
3. Fifty thousand dollars is included in account 519.9000 toward building a reserve amount of \$400,000 in FY-23 should the Town need to replace the 1999 fire truck currently in operation plus money to address future hurricane expenses.

4. Election expenses (519.4630) are reflected as being higher due to there being no State or Federal election with which to share the expenses of an election.
5. The police department budget reflects Council's desire to provide money to fill a police officer position that was unfunded in FY-10. This equates to approximately \$65,200 for personnel and operational expenses. The position is intended to enable the department to return to focusing on pedestrian, bicyclist, and motor vehicle safety and to enhance community policing efforts.
  - A. An additional police vehicle and a replacement police vehicle (521.6400) are being requested in that one vehicle has in excess of 100,000 miles and one has 90,000 miles.
  - B. Vehicle maintenance (521.4630) is expected to decrease recognizing that two older vehicles were replaced in FY-17.
  - C. A security wall (521.6200) is proposed in the amount of \$30,000 to provide for a safer environment for police personnel and persons detained at the police station.
  - D. Uniform expenses (521.5210) are expected to rise as bullet resistant vests need to be replaced.
6. The fire/rescue department budget reflects the permit fee (522.5410) that is required to be paid to the State every other year to operate an Advanced Life Support (ALS) program.
  - A. The department also desires to increase the number of MSA thirty minute air bottles from seventeen to the goal of having twenty-two (522.5200).
  - B. The current ATV which is utilized to tow the jet ski for water rescue is nine years old and has experienced significant down time over recent years. It needs to be replaced at a cost of \$12,378 (522.6400).
7. The Public Works department budget includes \$15,000 toward painting the mast arm signals (541.4600) which was intended to be addressed in FY-17; however, the effects of Hurricane Matthew caused monies to be re-directed.
  - A. The Town expects to continue to replace failing storm sewer pipes and those under streets that are proposed to be resurfaced (541.6310) as well as resurfacing streets that are determined to be in need to resurfacing (541.6300).
  - B. Parks have expenses based on that which occurs in the park. Some parks have drinking fountains, some have electrical expenses with an irrigation system, and some require contract mowing.
  - C. Account 541.7601 is proposed to increase based on the expectation of recommendations being adopted from the Environmental Advisory Task Force as they relate to the removal of invasive plants and possibly adding certain plants.

- D. Account 541.7610 is included as an enhancement to reflect Council discussions to have an amount of money, in this case \$39,400, to respond to the desire to enhance some, what might be considered tired, features in the Town. This could include extending the sidewalk in Sunset Park.
- E. Parks Projects (572.9200) carries \$7,500 as an expense, which is expected to be funded with new revenue, for mobility improvements to the beach ramp at Access #6 (which lies at the east end of Fifth Avenue).

The Budget and Finance Committee has noted support for the proposed FY-18 budget and millage rate as originally presented. Staff is available to answer any questions that arise and assist in reviewing the proposed budget.

Attachment

# **TOWN OF INDIALANTIC**

## **PROPOSED BUDGET**

**OCTOBER 1, 2017 - SEPTEMBER 30, 2018**

### **INDIALANTIC TOWN COUNCIL**

**Dave Berkman, Mayor**  
**Stuart Glass, Deputy Mayor**  
**Dick Dunn, Councilmember**  
**Randy Greer, Councilmember**  
**Mary Jo Kilcullen, Councilmember**

### **BUDGET AND FINANCE COMMITTEE**

**Karen Turja, Chairperson**  
**Vince Benevente, Member**  
**Bruce Bogert, Member**  
**Mike Melhado, Member**  
**Lorraine Schulte, Member**

**Christopher W. Chinault, Town Manager**  
**Jennifer Small, Finance Director**

**2017/2018 BUDGET  
Personnel Schedule**

<b>Department</b>	<b>Position Classification</b>	<b>16/17 Current</b>	<b>New</b>	<b>17/18 Total</b>
Administrative	Town Manager	1	0	1
	Town Clerk	1	0	1
	Finance Director	1	0	1
Police	Police Chief	1	0	1
	Office Manager	1	0	1
	Police Sergeant	3	0	3
	Police Officer	6	1	7
	Police Detective	1	0	1
	Administrative Assistant (Records Clerk)	0	0	0
	Senior Communications Officer	1	0	1
	Communications Officer	3	0	3
	Communications Officer (PT)	4	1	5
	School Crossing Guard (PT)	1	0	1
Fire	Fire Chief	1	0	1
	Fire Fighter/Paramedic	3	0	3
	Fire Fighter/EMT	3	0	3
	Fire Fighter (Volunteer)	18	0	18
Protective Inspection	Building Official/Code Enforcement	1	0	1
Public Works	Public Works Director	1	0	1
	Maintenance Worker II	1	0	1
	Maintenance Worker I	3	0	3
	Maintenance Worker (PT)	1	0	1
	Administrative Assistant	1	0	1
	Parking Enforcement (PT)	4	0	4
Total Full Time		33	1	34
Total Part Time		10	1	11
Total Volunteer		18	0	18
Total		61	2	63

**TOWN OF INDIALANTIC**  
**BUDGET PREPARATION AND ADOPTION SCHEDULE**  
**FISCAL YEAR 2017/2018**

**MAY**

31 Proposed budgets submitted by Department Heads

**JUNE**

30 Certification of taxable value by Property Appraiser (form 420)

**JULY**

? Budget and Finance Committee meeting

17 Town Council meeting - set proposed millage rate

18 Notification to Property Appraiser of the proposed millage rate, rolled-back rate, and date, time and place of the tentative budget hearing (DR 420)

**AUGUST**

9 Town Council budget workshop – 6:00 p.m.

NLT 24 Property Appraiser mails notice of proposed property taxes (DR 474 trim notice)

**SEPTEMBER**

13 First tentative budget and millage rate public hearing (7:00 p.m.)

22 Advertise the tentative budget and millage rate

27 Second public hearing - adopt final millage and budget (5:30 p.m.)

28 Mail copy of millage resolution to Property Appraiser, the Tax Collector and the Department of Revenue

After the value adjustment board Property Appraiser delivers form DR 422 (final adjusted tax roll)

Within 3 days of the above Complete and certify form DR 422 and deliver to Property Appraiser

**OCTOBER**

27 Complete and submit form DR 487 with TRIM compliance package within 30 days following the final budget hearing

## FUNDS

The Town's operating budget is divided into different funds. Each fund is considered a separate accounting entity with resources allocated based on the purposes for which they are to be used. In effect, the Town has several distinct budgets which must be balanced separately within the one operating budget. The Town's funds are:

**General Fund** - This fund is the general operating fund of the Town. All general tax revenues and other revenues that are not allocated by law or contractual agreement to another fund are received into the general fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the general fund.

**Debt Service Fund** - This fund is used to account for the accumulation of resources for, and the payment of, principal and interest on general long-term debt, other than bonds payable from the operations of enterprise funds.

**Enterprise Fund** - This fund is used to account for operations that provide service to citizens, financed primarily by a user charge. The net income is measured on a periodic basis and deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**Trust and Agency Funds** - These funds are used to account for assets held by the Town as trustee or agent for individuals, private organizations, other governmental units and/or other funds.

**Special Investigative Trust Fund** - Monies seized by law enforcement officers in connection with drug activities pursuant to Florida statutes.

## REVENUE SOURCES

The Town's municipal revenues are utilized to pay for the services provided to its citizens.

Revenues collected by the Town are ad valorem taxes, municipal utility taxes, franchise fees, user fees, intergovernmental revenues, local option taxes, occupational license taxes, fines and forfeitures, investment income, contributions and donations, miscellaneous revenue, assessments and grants. A general description of each follows:

**Ad Valorem Property Taxes** - The property tax is the only local tax source authorized by the Constitution of the State of Florida and it is capped at 10 mills. The property tax is based on the value of real and personal property. The value of residential property represents only the value of the real estate, which includes buildings and improvement; while commercial property includes these values in addition to all relevant personal property. Example: If the single family median taxable value is \$132,000 after exemptions the number should be multiplied by 6.2653 mills, then divided by 1,000 to reach the Town ad valorem tax amount - \$827.02.



**Municipal Utility Taxes** - The municipal utility tax is levied by the municipality on specific utility services and collected by the utility provider through the utility bill, even if the provider is the municipality itself. The Communications Services Tax (also referred to as Telecommunications Tax) has replaced utility taxes on telephone service and cable providers.

**Franchise Fees** - The franchise fee is levied on a company or utility for the privilege of doing business within the municipality's jurisdiction and/or for utilizing municipal rights-of-way to do business. The Communications Services Tax (also referred to as Telecommunications Tax) has replaced franchise fees from telephone and cable television service providers.

**User Fees** - User fees are voluntary payments based on direct, measurable consumption of publicly provided goods and services.

**Intergovernmental Revenues** - These revenues are collected by one government, typically the State, and shared with other governmental units. State-shared revenue programs require the local government to meet specific conditions in order to receive such monies and to spend the monies for specific purposes.

**Local Option Taxes** - These taxes may only be levied in those municipalities where statutory requirements for their imposition have been met. The Town receives local option gasoline taxes and infrastructure sales tax under this option.

**Business Tax Receipts** - The business tax is levied for the privilege of engaging in or managing any business, profession or occupation within the jurisdiction of the Town.

**Fines and Forfeitures** - These receipts are collected from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations, and for neglect of official duty.

**Investment Income** - Investment income is derived from the investment of cash receipts and idle funds through cash management.

**Contributions and Donations** - Monies received from various sources such as gifts, pledges, requests or grants from non-governmental entities.

**Assessment** - Revenue generated for certain public improvements authorized by Section 170.01, Florida Statutes which is levied on individual property based on benefit.

**Grant** - Revenues received by various entities to fund in full or in part certain projects.

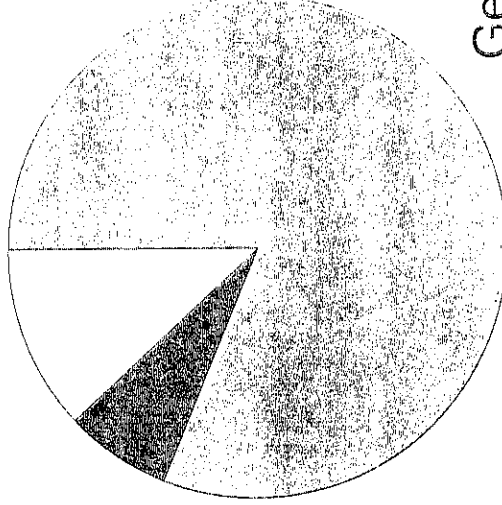
**Miscellaneous Revenue** - Miscellaneous revenues may be received from a variety of other non-designated sources that do not fit any of the aforementioned categories.

17/18

# BUDGET SUMMARY

Trust & Agency  
Funds  
12%

Enterprise  
Funds  
7%



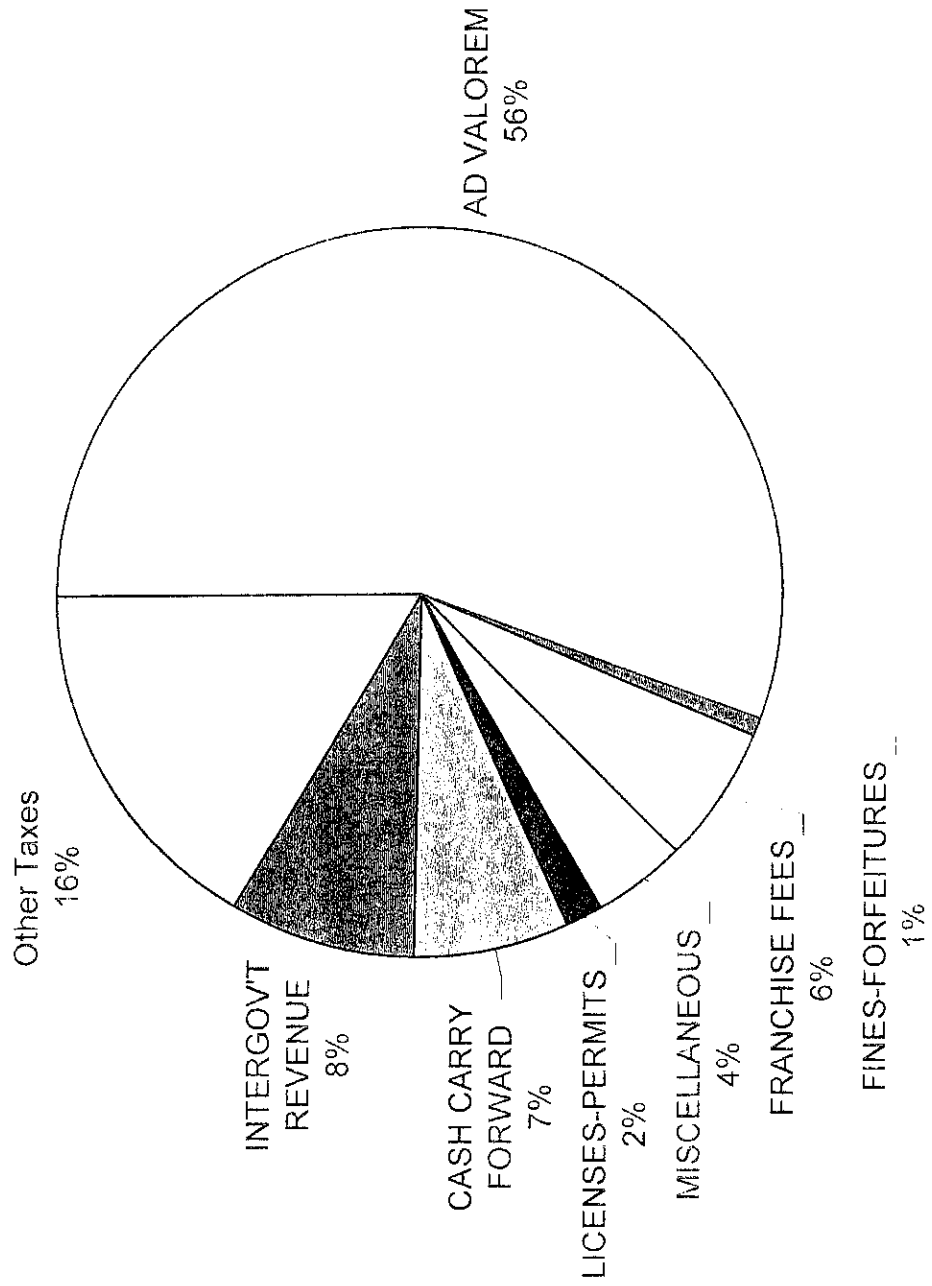
General Fund  
81%

2017/2018 BUDGET BY DEPARTMENT

GENERAL FUND					
Department	Personnel	Operating	Capital	Transfer/Reserve	Total
Town Council	12,918	1,610	-	-	14,528
Administration	264,890	11,996	-	-	276,886
Professional Services	-	75,575	-	-	75,575
Other General Services	41,000	241,865	-	88,935	371,800
Law Enforcement	1,341,916	112,362	240,416	-	1,694,694
Fire Control	661,125	65,034	99,172	-	825,331
Protective Inspection	126,581	5,340	-	-	131,921
Roads, Streets, Parks	254,030	231,425	146,791	-	632,246
Recreation/Beautification	-	29,700	-	-	29,700
Capital Improvement	-	-	25,000	-	25,000
<b>TOTAL GENERAL FUND</b>	<b>2,702,460</b>	<b>774,907</b>	<b>511,379</b>	<b>88,935</b>	<b>4,077,681</b>
ENTERPRISE FUND					
Department	Personnel	Operating	Capital	Transfer	Total
Enterprise 1	79,595	184,443	4,664	5,971	274,673
Enterprise 2	19,900	62,401	1,166	-	83,467
<b>TOTAL</b>	<b>99,495</b>	<b>246,844</b>	<b>5,830</b>	<b>5,971</b>	<b>358,140</b>
TRUST AND AGENCY FUNDS					
Department	Personnel	Operating	Capital	Transfer	Total
Pension Trust Funds	-	598,564	-	-	598,564
Special Investigative Trust	-	1,000	-	-	1,000
<b>TOTAL</b>	<b>-</b>	<b>599,564</b>	<b>-</b>	<b>-</b>	<b>599,564</b>
	Personnel	Operating	Capital	Transfer	Total
<b>TOTAL ALL FUNDS</b>	<b>2,801,955</b>	<b>1,621,315</b>	<b>517,209</b>	<b>94,906</b>	<b>5,035,385</b>

## GENERAL FUND

2017-2018  
REVENUES



REVENUES

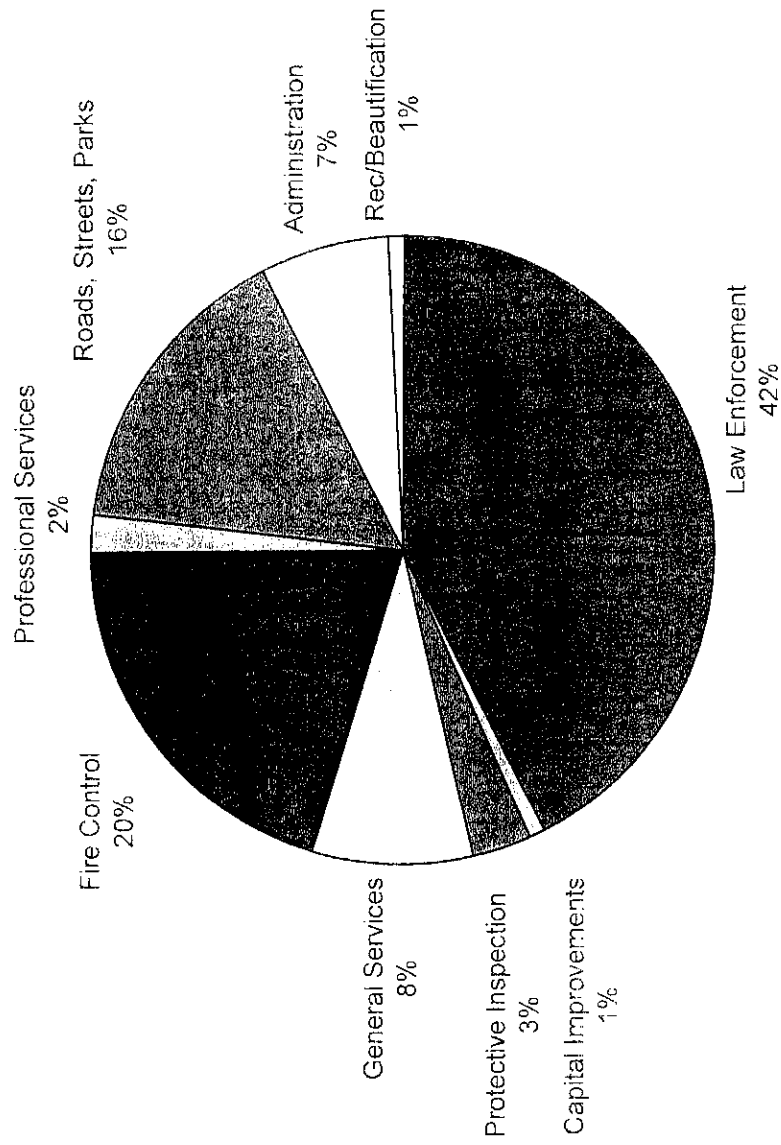
ACCT	GENERAL FUND	16-17	17-18
	TAXES	ADOPTED	PROPOSED
311.1000	Ad Valorem Taxes	2,088,880	2,267,349
312.4000	Local Option Gas Tax	99,000	104,000
312.5100	Fire Insurance Premium Tax (Pension)	43,538	39,000
312.5200	Casualty Insurance Premium Tax (Pension)	37,734	41,000
323.1000	Electric Franchise Fee	207,500	200,000
323.7000	Solid Waste Franchise Fee	50,000	50,000
314.1000	Electric Utility Tax	260,000	260,000
314.3000	Water Utility Tax	59,000	59,000
314.4000	Gas Utility Tax	10,000	11,000
323.3200	Telecommunications Tax	165,000	150,000
	<b>Total Taxes</b>	<b>3,020,652</b>	<b>3,181,349</b>
	LICENSES-PERMITS		
316.0000	Business Tax	30,070	31,000
322.1000	Building Permits	35,000	40,000
	<b>Total Licenses &amp; Permits</b>	<b>65,070</b>	<b>71,000</b>
	INTERGOVERNMENTAL REVENUE		
335.1200	State Revenue Sharing Proceeds	78,000	78,000
335.1500	Alcoholic Beverage Licenses	3,800	3,300
335.1800	Local Government Half-Cent Sales Tax	154,000	158,000
338.1100	County Business Tax	1,000	1,000
338.1200	League of Cities Safety Grant	-	2,948
338.1300	Local Law Enforcement Grant	1,000	1,000
338.1400	FEMA Firefighter Assistance grant-radios	82,454	82,455
338.1600	FDOT Maintenance	6,772	6,772
338.1610	FDOT Signal Maintenance	6,688	7,060
	<b>Total Intergovernmental</b>	<b>333,714</b>	<b>340,535</b>

REVENUES

ACCT	GENERAL FUND	16-17	17-18
	SERVICE CHARGES	ADOPTED	PROPOSED
341.2000	Variance Fees	675	800
341.4000	Copying	400	500
	<b>Total Charges for Services</b>	<b>1,075</b>	<b>1,300</b>
	FINES-FORFEITURES		
351.1000	Judgments and Fines	26,000	25,000
351.2000	Surplus Property	1,000	2,000
351.3000	Police Education Fund	2,500	2,500
	<b>Total Fines &amp; Forfeitures</b>	<b>29,500</b>	<b>29,500</b>
	MISCELLANEOUS		
366.1000	Miscellaneous Income	26,388	22,662
369.2000	Harris Recycling	3,500	3,600
382.1000	Contributions - Enterprise Operations	124,204	124,204
382.4000	Witch Way 5k	15,000	15,000
382.5000	Pavers	1,000	1,000
382.6000	Holiday lights	-	-
387.0035	Cash Carry Forward	379,846	287,531
	<b>Total Miscellaneous</b>	<b>549,938</b>	<b>453,997</b>
	<b>TOTAL GENERAL FUND</b>	<b>3,999,949</b>	<b>4,077,681</b>

**GENERAL FUND EXPENDITURES  
2017/2018**

**BY DEPARTMENT**





EXPENDITURES

SUMMARY						
ACCT	NAME	16-17	17-18			
		ADOPTED	PROPOSED			
511	Town Council	14,528	14,528			
514	Professional Services	81,874	75,575			
541	Roads, Streets, Parks	768,228	632,246			
513	Administration	270,384	276,886			
572	Rec/Beautification	35,446	29,700			
521	Law Enforcement	1,633,413	1,694,694			
590	Capital Improvements	25,000	25,000			
524	Protective Inspection	145,300	131,921			
519	General Services	285,458	371,800			
522	Fire Control	852,558	825,331			
	<b>TOTAL</b>	<b>4,097,661</b>	<b>4,077,681</b>			

EXPENDITURES

GENERAL FUND			
TOWN COUNCIL			
ACCT.	NAME	16-17 ADOPTED	17-18 PROPOSED
511.1200	Council Compensation	12,000	12,000
511.2100	Fica	918	918
	<b>Subtotal</b>	<b>12,918</b>	<b>12,918</b>
511.4000	Functions/Travel	1,510	1,510
511.5100	Photos/Plaques	100	100
	<b>Subtotal</b>	<b>1,610</b>	<b>1,610</b>
	<b>TOTAL</b>	<b>14,528</b>	<b>14,528</b>

## ADMINISTRATION

This Department is responsible for the day-to-day operation of the Town and provides a central point of contact for the public. Administration coordinates the financial operation of the Town, administers the merit pay system, processes payroll and benefits, administers the Town's Personnel/Civil Service Manual, supervises municipal elections, updates the Code of Ordinances and is custodian of the Town's official records.

Administration also issues business tax receipts, publishes the quarterly newsletter and provides current information for the Town's website. In addition, the Department provides administrative support for the Town Council, Boards and Committees and other departments.

Personnel consist of the Town Manager, Town Clerk and Finance Director.

FY-17 Personnel Related	\$ <u>264,890</u>
Operating	\$ <u>11,996</u>
Capital	\$ _____
TOTAL	\$ <u>276,886</u>

EXPENDITURES

GENERAL FUND			
ADMINISTRATION			
ACCT.	NAME	16-17 ADOPTED	17-18 PROPOSED
513.1200	Salaries	194,547	197,748
513.1400	Overtime	500	500
513.2100	Fica	14,883	15,128
513.2200	Retirement	21,919	24,690
513.2300	Life/Health Insurance	25,646	25,955
513.2400	Workers' Comp	869	869
	<b>Subtotal</b>	<b>258,364</b>	<b>264,890</b>
513.4000	Functions/Travel	2,100	2,250
513.4100	Telephone	2,628	2,700
513.4600	Equipment Maintenance	400	400
513.4650	Computer Maintenance	800	800
513.4700	Printing	500	500
513.5100	Office Supplies	3,746	3,500
513.5400	Dues/Memberships	1,846	1,846
	<b>Subtotal</b>	<b>12,020</b>	<b>11,996</b>
	<b>TOTAL</b>	<b>270,384</b>	<b>276,886</b>

EXPENDITURES

GENERAL FUND			
	PROFESSIONAL SERVICES		
ACCT.	NAME	16-17 ADOPTED	17-18 PROPOSED
	LEGAL SERVICES		
514.3100	Legal Fees	40,000	34,000
514.3110	Labor Attorney	2,500	2,500
	<b>Subtotal</b>	<b>42,500</b>	<b>36,500</b>
	ENGINEERING SERVICES		
552.3100	Professional Services	3,549	2,500
	<b>Subtotal</b>	<b>3,549</b>	<b>2,500</b>
	FINANCIAL MANAGEMENT		
513.3200	Audit	19,125	18,975
513.3210	Professional Services	3,000	3,000
513.3220	Bookkeeping	9,000	9,400
516-3110	Web maintenance	1,200	1,200
	<b>Subtotal</b>	<b>32,325</b>	<b>32,575</b>
	PLANNING SERVICES		
515.3100	Professional Services	1,000	1,000
515.3110	Comprehensive Plan	2,500	3,000
	<b>Subtotal</b>	<b>3,500</b>	<b>4,000</b>
	<b>TOTAL</b>	<b>81,874</b>	<b>75,575</b>

EXPENDITURES

GENERAL FUND			
OTHER GENERAL GOVERNMENT SERVICES			
		16-17	17-18
ACCT.	NAME	ADOPTED	PROPOSED
519.1200	Personnel Related Expenses	-	40,000
519.2500	Unemployment	1,000	1,000
	<b>Subtotal</b>	<b>1,000</b>	<b>41,000</b>
519.4100	Postage	3,500	3,300
519.4110	United Parcel Service	1,700	1,400
519.4310	Electricity	5,700	5,400
519.4315	Water/Sewer	843	500
519.4500	Insurance	116,685	116,685
519.4610	Safety Committee - repairs/mainten	200	200
519.4620	Building cleaning/maintenance	2,400	2,000
519.4650	Computer maintenance	1,000	5,300
519.4700	Newsletter	3,350	3,350
519.4710	Codification	400	400
519.4930	Election Expense	400	5,000
519.4950	Legal Notices	5,000	5,500
519.5200	Copier Expense	2,500	2,300
519.5210	Maintenance Supplies	650	500
519.5220	Computer Supplies	1,200	1,100
519.5400	Books/Subscriptions/Dues	1,400	1,400
519.5500	Training/Education	4,499	4,499
	<b>Subtotal</b>	<b>151,427</b>	<b>158,834</b>
519.5600	Contingency	83,031	83,031
	<b>Subtotal</b>	<b>83,031</b>	<b>83,031</b>
519.9000	Reserve	50,000	88,935
	fire truck - 50,000		
	hurricane response - 38,935		
	<b>Subtotal</b>	<b>50,000</b>	<b>88,935</b>
	<b>TOTAL</b>	<b>285,458</b>	<b>371,800</b>

## POLICE DEPARTMENT

The Indialantic Police Department is a full time operation, providing police and dispatch services 24 hours a day, 365 days a year. In calendar year 2016 the Department recorded 8,533 calls for service.

The Department consists of 16 full time employees and 5 part-time employees. Sworn law enforcement personnel include the Chief of Police, 3 Sergeants, 1 Detective and 6 Patrol officers. The Communications Center includes 1 Senior Communications Officer, 3 Communications Officers, and 5 part-time Communications Officers. The Office Manager (records, property and evidence) and 1 part-time School Crossing Guard complete the compliment of employees. An additional police officer is being requested.

The vehicle fleet includes 5 marked police sedans, 1 marked supervisor vehicle (SUV), 1 unmarked detective vehicle, 1 unmarked vehicle for the Chief of Police and 2 police bicycles. Combined patrol mileage for the last year was approximately 55,000 miles.

The Police Department is responsible for providing the following services:

- Response to calls for police services
- Enforcement of applicable federal, state and local laws
- Investigation of criminal activity
- Traffic enforcement and control
- Crime prevention and public education programs
- Dispatch services for police, fire and public works

Other services provided by the Police Department include vacation house checks, child I.D. and fingerprinting, home and business security surveys, crime prevention and neighborhood watch programs, elderly well-being program, personal property identification and recording program.

The increase of calls for service in 2016 compared to previous years is a result of a new automated report management system. With the update all police activity is computerized and requires all police activity to be issued a call for service number. Prior to 2016 activity such as traffic stops, business checks, residential checks and other miscellaneous police activity were not issued numbers as required by the new system.

*Calendar year	2011	2012	2013	2014	2015	2016
Arrests	359	332	402	329	359	327
Traffic Citations	2,917	2,027	2,447	1,803	1,587	1,175
Warnings	1,388	1,298	1,714	1,285	1,179	1,391
Sexual Battery	1	0	0	0	2	0
Burglary	13	8	19	11	15	16
Robbery	1	2	0	2	1	1
Assault/battery	23	27	23	31	24	17
Larceny	56	62	42	65	59	59
Auto Theft	3	5	2	1	4	2
Vandalism	19	10	5	12	10	13
Arson	0	0	0	0	0	0
Narcotics	39	61	97	66	60	42
DUI	36	25	34	32	33	18
Alarms	147	157	171	191	203	235
Traffic Crashes	151	155	130	162	179	207
Disturbances	137	169	129	146	193	218
Ordinance Violations	89	117	127	85	112	81
Suspicious Violations	755	699	667	746	888	845
Assists	576	490	494	504	578	580
All Other	1625	1484	1321	1322	1352	6199
<b>Total Calls</b>	<b>3,671</b>	<b>3,471</b>	<b>3,261</b>	<b>3,376</b>	<b>3,713</b>	<b>8,533</b>

FY-17 Personnel Related	\$ 1,341,916
Operating	\$ 112,362
Capital	\$ 240,416
<b>TOTAL</b>	<b>\$ 1,694,694</b>

## EXPENDITURES

GENERAL FUND			
		16-17	17-18
ACCT.	NAME	ADOPTED	PROPOSED
	<b>LAW ENFORCEMENT</b>		
521.1200	Salaries	720,831	756,097
521.1210	Part-time salaries	16,000	18,000
521.1220	Holiday	36,000	36,000
521.1230	Crossing Guard	10,676	10,825
521.1400	Overtime	53,000	53,000
521.1500	Special Pay (Incentive)	12,360	13,440
521.2100	Fica	64,712	66,855
521.2200	Retirement- General	20,545	25,184
521.2210	Retirement - Police/Fire Town	85,314	105,120
	State	37,734	41,000
521.2300	Life/Health Insurance	132,907	171,282
521.2400	Workers' Comp.	45,113	45,113
	<b>Subtotal</b>	<b>1,235,192</b>	<b>1,341,916</b>
521.3100	Professional Services	2,500	1,100
521.3110	Medical	500	500
521.4100	Telephone	4,500	8,000
521.4110	800 MHZ. lines	5,832	7,000
521.4120	800 MHZ. Maintenance	4,000	4,000
521.4310	Electricity	5,600	5,400
521.4315	Water/sewer	704	500
521.4600	Communication Maintenance	5,831	5,812
521.4610	Equipment Maintenance	2,500	2,700
521.4620	Building Cleaning/Maintenance	100	100
521.4630	Vehicle Maintenance	13,000	11,000
521.4650	Computer Maintenance	18,200	18,500
521.4700	Printing	750	750
521.5100	Office Supplies/copier	2,200	2,400
521.5200	Operating Supplies	4,000	4,000
521.5201	Vehicle Fuel	18,000	17,000
521.5210	Uniforms	7,200	9,000
521.5230	Investigative Expenses	2,500	2,500
521.5240	Photographs	100	100
521.5250	Crime Watch Program	200	200
521.5260	Other Equipment	3,000	3,000
521.5400	Memberships	800	800
521.5500	Training	8,000	8,000
	<b>Subtotal</b>	<b>110,017</b>	<b>112,362</b>
521.6200	Security Wall	10,000	30,000
521.6400	Capital	276,204	208,416
	In-car camera - 5,895		
	Vehicle - 34,935		
	800 MHZ radio replacement - 165,000		
	Vehicle laptop computer - 1,391		
	Speed radar unit - 1,195		
521.6420	Law Enf. Grant	2,000	2,000
	<b>Subtotal</b>	<b>288,204</b>	<b>240,416</b>
	<b>TOTAL</b>	<b>1,633,413</b>	<b>1,694,694</b>



## FIRE RESCUE

The Department of Fire Rescue, established January 18, 1966, is a combination department consisting of seven (7) paid firefighters including the Fire Chief and eighteen (18) volunteer firefighters.

The firehouse is manned 24 hours a day, seven days a week with one (1) Firefighter/Paramedic and one (1) Firefighter/EMT and a reserve of eighteen (18) on-call volunteer firefighters. The Fire Chief is on duty 7:00 am. to 4:00 pm. Monday thru Friday and on call after hours. Most of the career firefighters are certified by the state of Florida as Fire Safety Inspectors and are therefore authorized to conduct fire and life safety inspections on commercial and multi-residential properties in accordance with Florida Statute 633.216.

The Departments equipment consists of one (1) pumper; one (1) 75 ft. aerial ladder truck, one (1) squad, which carries water rescue equipment; one (1) jet ski; one (1) four-wheel drive all-terrain vehicle used for beach rescue; one (1) staff vehicle and one (1) fourteen foot enclosed trailer that houses rescue and recovery tools and equipment.

The Department of Fire Rescue proudly provides fire suppression, advanced life support emergency medical services, water rescue both in the Indian River Lagoon and the Atlantic Ocean, commercial fire safety inspections, free home fire surveys and free blood pressure testing. The fire station is a designated Safe Place for Children, a Safe Baby Point and a community sharps drop-off point.

The Department also provides support to the Witch-Way 5K race, the Town's annual Halloween Party, Holiday Tree Lighting Ceremony, Easter Egg Hunt as well as driving Santa around the Town on Christmas Eve.

	FY-10	FY-11	FY-12	FY-13	FY-14	FY-15	FY-16
Building Fires	4	14	7	1	3	6	4
Vehicle Fires	2	0	1	3	1	0	4
Other Fires	34	182	95	4	5	8	9
Rescue Calls	964	843	733	557	238	305	311
Water Rescues					7	5	24
Vehicle Accidents						37	54
Hazardous Condition Calls		29	20	8	11	31	21
False Alarms				26	22	67	72
Good Intent						6	79
Fire Safety Inspections				254	282	233	276
Assist Other Agency						58	8
Hydrant Inspections						91	90
Other Type Incidents					370	68	20
Total Calls	1004	1068	856	867	932	915	972

FY-17 Personnel Related	\$ <u>661,125</u>
Operating	\$ <u>65,034</u>
Capitol	\$ <u>99,172</u>
TOTAL	\$ <u>825,331</u>

EXPENDITURES

GENERAL FUND			
FIRE RESCUE			
ACCT.	NAME	16-17 ADOPTED	17-18 PROPOSED
522.1200	Full time Salaries	324,977	330,092
522.1400	Overtime/Holiday/FSLA	75,000	80,000
522.1500	Special Pay (Incentive)	16,420	16,420
522.2100	Fica	30,707	32,628
522.2200	Retirement - Police/Fire - Town	59,246	61,320
	State	43,538	39,000
522.2300	Life/Health Insurance	55,377	55,891
522.2400	Workers' Comp	45,774	45,774
	<b>Subtotal</b>	<b>651,039</b>	<b>661,125</b>
522.3100	Medical Supplies/Equipment	4,800	4,800
522.3110	Infection control	325	390
522.3120	Physicals/Immunizations	3,000	3,000
522.3410	Volunteers	4,400	4,400
522.4100	Telephone	750	750
522.4120	800 MHZ. Maintenance	3,000	3,344
522.4310	Electricity	5,800	5,700
522.4315	Water/Sewer	1,700	1,700
522.4600	Communications Maintenance	2,700	2,700
522.4610	Equipment Maintenance	4,800	5,000
522.4620	Building Maintenance	4,000	4,000
522.4630	Vehicle Maintenance	8,000	8,000
522.4650	Computer Maintenance	500	500
522.5100	Office Supplies	600	600
522.5200	Operating Supplies	6,000	7,000
522.5201	Vehicle Fuel	6,000	5,000
522.5210	Uniforms	2,500	2,500
522.5400	Books/Subscriptions/Dues	550	850
522.5410	License/permits ALS	900	2,000
522.5500	Training	2,800	2,800
	<b>Subtotal</b>	<b>63,125</b>	<b>65,034</b>
522.6400	Capital	138,394	99,172
	Radios - 86,794		
	ATV - 12,378		
	<b>Subtotal</b>	<b>138,394</b>	<b>99,172</b>
	<b>TOTAL</b>	<b>852,558</b>	<b>825,331</b>

## PROTECTIVE INSPECTION

Protective Inspection includes the building and code enforcement programs for the Town, more commonly referred to as the building department. The building department is administered by the building official. The building official is responsible for administration and enforcement of the Florida Building Code and the Town codes and ordinances regulating building construction activities. This is accomplished through the building permitting and inspections process. The building official also acts as the Town's code enforcement officer, as prescribed by Florida Statute Chapter 162 and the Town code of ordinances. The building official participates in the Town's Technical Review Committee (TRC), which reviews site plan applications, and attends the Town's Zoning and Planning Board, Board of Adjustment and Code Enforcement Board meetings.

Expenditures include funding for the building department office expenses, purchase of code books, training and associated travel expenses, building department vehicle, fuel and maintenance, and department uniforms. These expenses are partially offset by the collection of permit fee revenues. The table below lists data consisting of historical figures of building department activity:

	FY-12	FY-13	FY-14	FY-15	FY-16
No. of permits issued	367	353	417	428	420
Total construction value	7.75m	4.53m	6.64m	9.74m	9.5m
New single family residences	6	5	9	5	9
New commercial buildings	0	0	0	0	1
New multi-family buildings	0	1	1	1	1

FY-18 Personnel Related	\$ <u>126,581</u>
Operating	\$ <u>5,340</u>
Capital	\$ <u>0</u>
TOTAL	\$ <u>131,921</u>

EXPENDITURES

GENERAL FUND		16-17	17-18
ACCT.	NAME	ADOPTED	PROPOSED
	PROTECTIVE INSPECTION		
524.1200	Salaries	91,500	93,698
524.1400	Overtime	-	-
524.2100	Fica	7,000	7,168
524.2200	Retirement	11,492	14,092
524.2300	Life/Health Insurance	8,759	8,779
524.2400	Workers' Comp	2,844	2,844
	<b>Subtotal</b>	<b>121,595</b>	<b>126,581</b>
524.4100	Telephone	680	680
524.4110	Postage	525	500
524.4630	Vehicle Maintenance	400	400
524.4650	Computer Maintenance	150	160
524.4700	Printing	100	100
524.4910	Radon gas - state	500	500
524.5100	Office Supplies	450	200
524.5200	Operating Supplies	200	200
524.5201	Vehicle Fuel	500	400
524.5210	Uniforms	200	200
524.5400	Publications	600	600
524.5500	Training/Education	1,400	1,400
	<b>Subtotal</b>	<b>5,705</b>	<b>5,340</b>
524.6400	Capital	18,000	-
	<b>Subtotal</b>	<b>18,000</b>	<b>-</b>
	<b>TOTAL</b>	<b>145,300</b>	<b>131,921</b>

## PUBLIC WORKS DEPARTMENT

The Department of Public Works is assigned responsibility to maintain 18.1 miles of Town streets, curbs along portions of streets, sidewalks, a closed and open drainage system, public buildings and grounds, and Town parks. Town personnel patch streets as needed, recommend streets for the annual resurfacing effort and maintain all traffic related signs on Town streets. Assistance is provided through contract services for street resurfacing, removing material from storm sewer inlets, mowing, pest control of certain areas, replacing stormwater pipes, street sweeping, and maintaining building systems.

The Town contracts with Brevard County government to maintain traffic signals and with the Florida Department of Transportation (FDOT) enabling the Town to be compensated for maintaining FDOT rights-of-way other than the driving surface.

The Town has the following park properties: Dewey, Douglas, Gus Carey, Indialantic Ocean Beach, Indian River, Lily, Nance, Orlando, Ernest Kouwen-Hoven Riverside, Sea Park, Sunrise, Vincent Benevente Sunset, Tradewinds, Wavecrest, and Wavecrest Extended. The parks differ in terms of amenities that are provided and the level of care that is required. Additionally, the Town has 445 metered parking spaces.

Staffing is provided as follows: Director, Maintenance Worker II (1), Maintenance Worker I (3), part-time Maintenance Worker I (1), Administrative Assistant, and (3) part-time parking enforcement specialists, some positions are necessitated for Enterprise Fund operations.

The department provides required management over the two enterprise funds that address activities at Indialantic Ocean Beach, Nance, Sea (aka Tampa Avenue), and Sunrise parks. The management of the enterprise fund facilities requires personnel to be available to perform a multitude of duties including cleaning restrooms; emptying trash containers; removing litter; maintaining vegetation, facilities, and equipment; and enforcing parking regulations in the parks.

The department functions with the following vehicles/major equipment: four pick-up trucks, dump truck, two golf carts, tractor, and loader.

FY-17 Personnel Related	\$ <u>254,030</u>
Operating	\$ <u>231,425</u>
Capital	\$ <u>146,791</u>
TOTAL	\$ <u>632,246</u>

EXPENDITURES

GENERAL FUND			
PUBLIC WORKS			
ACCT.	NAME	16-17 ADOPTED	17-18 PROPOSED
541.1200	Salaries	151,327	153,921
541.1210	Part time salaries	13,235	13,409
541.1400	Overtime	1,000	1,000
541.2100	Fica	12,589	12,878
541.2200	Retirement	19,007	23,300
541.2300	Life/Health Insurance	34,800	26,727
541.2400	Workers' Comp	22,795	22,795
	<b>Subtotal</b>	<b>254,753</b>	<b>254,030</b>
541.3100	Contractual services/street sweeping	11,250	11,250
541.3110	Engineering	20,000	10,000
541.4100	Telephone	550	500
541.4300	Street/Traffic Lights	55,600	55,000
541.4310	Electricity	2,100	2,000
541.4315	Water/Sewer	640	700
541.4400	Equipment Rental	150	400
541.4600	Traffic Signal Maintenance	17,700	18,500
541.4610	Equipment Repairs	5,000	7,500
541.4615	Generator Maintenance	1,000	1,000
541.4620	Bldg/Grounds Maintenance	6,000	5,000
541.4630	Right-of-way Maintenance	3,500	5,300
541.4640	Street drainage maintenance	11,000	9,000
541.4650	Computer maintenance	500	400
541.5200	Operating Supplies	6,000	7,000
541.5201	Gas & Diesel Fuel	5,500	4,500
541.5210	Uniforms	1,300	1,300
541.5220	Small Tools	900	1,000
541.5230	Sign Materials	2,500	2,500
541.5240	Lawn Maintenance Equipment	600	1,000
541.5241	Solid waste	200	300
541.5260	Other Equipment	500	2,000
541.5500	Training	1,500	1,500
	<b>Subtotal</b>	<b>153,990</b>	<b>147,650</b>
541.6300	Street Improvements	48,000	45,291
541.6310	Street Drainage	60,000	62,000
541.6315	Lily Park Drainage	157,000	-
541.6320	Sidewalks	39,500	39,500
541.6400	Capital	4,110	-
	<b>Subtotal</b>	<b>308,610</b>	<b>146,791</b>

EXPENDITURES

GENERAL FUND				
	PUBLIC WORKS			
		16-17	17-18	
ACCT.	NAME	ADOPTED	PROPOSED	
541.7500	Orlando Park	7,850	8,100	
541.7510	Douglas Park	3,350	3,850	
541.7520	Riverside Park	4,850	3,000	
541.7530	Lily Park	1,270	2,076	
541.7540	Gus Carey Park	1,235	1,170	
541.7550	Dewey Park	110	150	
541.7560	Wavecrest Park	900	900	
541.7570	Sunset Park	10,635	1,200	
541.7580	Town Hall Maintenance	2,190	2,190	
541.7590	Causeway Maintenance	5,700	5,700	
541.7600	Equipment Repair/Replacement	4,000	4,500	
541.7601	Plant/mulch	750	4,000	
541.7610	Enhancement	2,000	39,400	
541.7620	Tradewinds Park	1,235	1,170	
541.7630	5th Ave. Median Maintenance	4,800	6,269	
541.7640	Indian River Park	-	100	
	<b>Subtotal</b>	<b>50,875</b>	<b>83,775</b>	
	<b>TOTAL</b>	<b>768,228</b>	<b>632,246</b>	

EXPENDITURES

GENERAL FUND			
		16-17	17-18
ACCT.	RECREATION/BEAUTIFICATION NAME	ADOPTED	PROPOSED
572.4400	Holiday Lighting	5,500	5,500
572.4810	Halloween Party	4,000	4,600
572.4820	Heritage Committee	600	600
572.4900	Recreation Events	2,000	3,000
	<b>Subtotal</b>	<b>12,100</b>	<b>13,700</b>
572.9200	Parks projects	7,346	7,500
572.9300	Witch Way 5k	15,000	7,500
572.9400	Pavers	1,000	1,000
	<b>Subtotal</b>	<b>23,346</b>	<b>16,000</b>
	<b>TOTAL</b>	<b>35,446</b>	<b>29,700</b>



EXPENDITURES

GENERAL FUND			
CAPITAL IMPROVEMENTS			
ACCT.	NAME	16-17 ADOPTED	17-18 PROPOSED
590.1000	Buildings and equipment	25,000	25,000
	<b>Total</b>	<b>25,000</b>	<b>25,000</b>

## ENTERPRISE FUNDS

ACCT #	ENTERPRISE 1 NAME	16-17 ADOPTED	17-18 PROPOSED
<b>REVENUE</b>			
329.1001	Permits	13,300	14,500
344.5001	Meter Revenue	204,000	206,000
359.1001	Parking Fines	51,700	53,000
361.1001	Interest	100	100
361.3001	Miscellaneous income	1,242	1,073
	<b>TOTAL</b>	<b>270,342</b>	<b>274,673</b>
<b>GENERAL EXPENSES</b>			
545.1200	Full time salaries	34,608	35,198
545.1210	Part time salaries	14,000	16,487
545.1500	Personnel related expenses	0	0
545.2100	Fica	3,719	3,954
545.2200	Retirement	4,347	5,294
545.2300	Life/health insurance	15,632	15,708
545.2400	Workers' Comp	2,954	2,954
	<b>Subtotal</b>	<b>75,260</b>	<b>79,595</b>
545.3100	Engineering	400	400
545.3200	Audit	4,100	4,100
545.3210	Accounting Service	1,000	1,000
545.3400	Charge for Services	99,363	99,363
545.3410	Lifeguards	30,040	30,040
545.3420	Computer Maintenance	2,600	2,600
545.4110	UPS	250	250
545.4400	Equipment Rental	100	100
545.4500	Liability insurance	6,840	6,840
545.4700	Printing	600	1,300
545.4950	Legal ads	600	600
545.5100	Office Supplies	300	250
545.5200	Operating Supplies	3,500	4,000
545.5201	Vehicle fuel	1,500	1,200
545.5210	Uniforms	500	500
545.5240	Other equipment	200	200
545.5500	Training	200	200
	<b>Subtotal</b>	<b>152,093</b>	<b>152,943</b>
<b>METER ENFORCEMENT</b>			
545.4600	Meter repair/maintenance	10,000	10,000
545.4610	Vehicle repair/maintenance	1,300	1,200
	<b>Subtotal</b>	<b>11,300</b>	<b>11,200</b>
<b>BEACHFRONT</b>			
545.4310	Electricity	1,900	1,500
545.4320	Solid Waste	4,500	4,300
545.4620	Beachfront maintenance	2,000	4,000
545.4630	Beautification	200	200
545.4640	Park maintenance	2,000	2,000
545.4650	Boardwalk/crossover maintenance	100	100
545.5300	Street maintenance	1,000	1,000
545.5310	Signs	200	200
545.5400	Meter replacement	7,500	7,000
	<b>Subtotal</b>	<b>19,400</b>	<b>20,300</b>
<b>CAPITAL EXPENSE</b>			
545.6300	Casio handheld ticket machines	7,000	4,664
545.9100	Enterprise 2 transfer	5,289	5,971
	<b>Subtotal</b>	<b>12,289</b>	<b>10,635</b>
	<b>GRAND TOTAL</b>	<b>270,342</b>	<b>274,673</b>

ACCT #	ENTERPRISE 2 NAME	16-17 ADOPTED	17-18 PROPOSED
<b>REVENUE</b>			
329.1002	Permits	3,432	4,200
344.5002	Meter Revenue	50,851	51,000
359.1002	Parking Fines	15,030	15,030
361.3002	Miscellaneous income	6,158	7,266
381.1000	Enterprise 1 Transfer	5,289	5,971
	<b>TOTAL</b>	<b>80,760</b>	<b>83,467</b>
<b>GENERAL EXPENSES</b>			
546.1200	Full time salaries	8,651	8,799
546.1210	Part time salaries	3,500	4,122
546.1500	Personnel related expenses	0	0
546.2100	Fica	930	989
546.2200	Retirement	1,086	1,323
546.2300	Life/health insurance	3,908	3,928
546.2400	Workers' Comp	739	739
	<b>Subtotal</b>	<b>18,814</b>	<b>19,900</b>
546.3100	Engineering	300	300
546.3200	Audit	1,025	1,025
546.3400	Charge for services	24,841	24,841
546.3410	Lifeguards	7,510	7,510
546.3420	Computer maintenance	675	675
546.4110	UPS	75	75
546-4400	Equipment rental	0	0
546.4500	Liability insurance	1,700	1,700
546.4700	Printing	175	475
546.4950	Legal ads	50	50
546.5100	Office supplies	50	50
546.5200	Operating supplies	2,700	2,800
546.5201	Vehicle fuel	500	400
546.5210	Uniforms	250	250
	<b>Subtotal</b>	<b>39,851</b>	<b>40,151</b>
<b>METER ENFORCEMENT</b>			
546.4600	Meter repair/maintenance	2,500	2,500
546.4610	Vehicle repair/maintenance	350	400
	<b>Subtotal</b>	<b>2,850</b>	<b>2,900</b>
<b>PUBLIC WORKS</b>			
546.4310	Electricity	1,275	1,200
546.4315	Water/sewer	4,800	5,100
546.4320	Solid waste	1,100	1,100
546.4620	Beachfront maintenance	100	100
546.4630	Beautification	100	100
546.4640	Park Maintenance	9,000	9,000
546.4650	Boardwalk/crossover maintenance	300	300
546.4660	Building Maintenance	750	750
546.5310	Signs	100	100
546.5400	Meter replacement	1,720	1,600
	<b>Subtotal</b>	<b>19,245</b>	<b>19,350</b>
<b>CAPITAL EXPENSE</b>			
	Casio handheld ticket machines	0	1,166
	<b>Subtotal</b>	<b>0</b>	<b>1,166</b>
	<b>GRAND TOTAL</b>	<b>80,760</b>	<b>83,467</b>

## TRUST AND AGENCY FUNDS

## PENSION FUNDS 17-18

	16-17 ADOPTED	17-18 PROPOSED
<b>REVENUES</b>		
Employee Contributions	72,146	72,846
State Contributions	79,493	79,320
Town Contributions	217,523	220,710
Investment Earnings	213,908	225,688
<b>TOTAL</b>	<b>583,070</b>	<b>598,564</b>
<b>EXPENSES</b>		
Retirement Payments	166,135	263,012
Disability Payments	169,760	178,946
Administrative Fees	52,204	36,721
Training/Education	2,000	2,000
Funds available for reinvestment	192,971	117,885
<b>TOTAL</b>	<b>583,070</b>	<b>598,564</b>

**TRUST AND AGENCY FUNDS**

	16-17 ADOPTED	17-18 PROPOSED
<b>SPECIAL INVESTIGATIVE FUND</b>		
<b>Revenues</b>		
Forfeitures	1,000	1,000
<b>Expenses</b>		
Investigative equipment/supplies	1,000	1,000