



CITY OF NEW SMYRNA BEACH

ADOPTED BUDGET



FISCAL YEAR
OCTOBER 1, 2015 – SEPTEMBER 30, 2016



CITY OF NEW SMYRNA BEACH, FLORIDA

FY 2015-16

ADOPTED BUDGET REPORT

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**City of New Smyrna Beach, Florida
PRINCIPAL OFFICIALS**



Adopted Budget FY 2015-2016

October 1, 2015 through September 30, 2016

Mayor

Jim Hathaway

City Commission

Kirk Jones, Vice Mayor, Zone 4

Judy Reiker, Commissioner Zone 1

Jacob Sachs, Commissioner, Zone 2

Jason McGuirk, Commissioner, Zone 3

City Manager

Pam Brangaccio

City Attorney

Frank B. Gummey, III

City Department Directors

Johnny Bledsoe, City Clerk

Althea Philord, Finance Director

Carol A. Hargy, Human Resources Director

Khalid Resheidat, Assistant City Manager

Jeff Gove, Interim Planning & Engineering Manager

Elizabeth Yancey, Recreation Manager

Tony Otte, Economic Development Director

Mike Coffin, Police Chief

Greg Anglin, Fire Chief

Gary Wintz, Golf Course Manager

Faith Miller, Maintenance Operations Manager

Prepared by: City of New Smyrna Beach Finance Department



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of New Smyrna Beach
Florida**

For the Fiscal Year Beginning

October 1, 2014

Executive Director

FORMAT OF THE BUDGET DOCUMENT

The annual budget is prepared using a program performance approach. The format of the budget document serves multiple uses. It is designed to generate discussions related to policy issues, service delivery and attainment of performance objectives by the City Commission and management during the preparation, review and subsequent adoption of the budget. The section entitled “Operating Budget by Division and Activity” is the focus of the budget preparation process. The document is presented as follows:

Budget Message – The budget message identifies the major issues facing the City of New Smyrna Beach from a budgetary perspective. In addition, the budget message summarizes major changes and new programs included in the current fiscal year budget.

Budget Overview – This section provides an overview of the key policy issue and programs, community profile and revenue trend analysis, and an overall budget summary.

Budgeting Guide and Financial Policies – This section presents the accounting system and budgetary control and procedures utilized by the City of New Smyrna that guide the preparation of the budget.

Fund Overview – This section presents an overview of the different funds used by the City of New Smyrna Beach, a history of the fund balance for the previous four years, and a history of the City-Wide Revenue and Expenses for the past four years.

Budget Detail – The City officially adopts the budget at the fund level. Each fund is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. This section details the City Commission’s top ten goals and objectives. Detail fund information is broken down as follows:

- General Fund – This section provides detailed general fund revenue analysis and departmental/ division budget information on services, goals and objectives, performance measures, staffing, and expenditures by line item. The General Fund is the main operating fund of the City and includes traditional municipal activities, including: law enforcement and fire protection, development services, road and street maintenance; parks and recreation operations, and general administrative services.
- Special Revenue Funds – This section provides descriptions of each individual fund as well as detailed line item budget information. The funds account for revenues dedicated or restricted to specific uses. The City reports the following Special Revenue Funds:
 - Community Redevelopment Agency
 - Stormwater Utility Fund
 - Special Law Enforcement Trust Fund
 - Airport Fund
 - Building and Inspections
 - Impact Fees

Budget Detail (Continued) –

- Proprietary Funds – This section provides revenue projection for each proprietary fund and detailed department/division budget information on services, goals and objectives, performance measures, staffing, and expenditure by line item. The funds are expected to be self-supporting. The City reports the following Proprietary Funds:
 - Golf Course Fund
 - City Marina Fund
 - Sanitation Fund
 - Garage Fund

Debt Management – This section outlines the City’s outstanding debt obligations for the current fiscal year. A summary of each debt obligation and a schedule of debt service payments is provided.

Capital Improvement Plan – This section provides a long range capital improvement plan and describes planned capital improvement projects and funding sources for fiscal years 2015-2019. Also provides detail for each budgeted capital project.

Appendices – This section contains miscellaneous charts, graphs, statistical data, and a glossary of budget terms and acronyms.



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INTRODUCTORY SECTION

Budget Message

Budget Overview

Budgeting Guide and Financial Policies

Fund Overview



City of New Smyrna Beach

BUDGET MESSAGE

Honorable Mayor and City Commission
City of New Smyrna Beach, Florida:

With the presentation of the proposed budget, you will notice several major recurring themes concerning the City of New Smyrna Beach. We do not want to be thinking about doom and gloom each year; instead let's give credit for success in the City's financial recovery.



- 1) The rate of recovery in New Smyrna Beach from the recession, is a testimony to the City's Economic Development and Planning Efforts. New Smyrna Beach has continued to grow at a sustainable rate of a little over of 1% a year (2010-2015-6%) with the growth coming from annexations, as well as new construction. The majority of the growth is occurring in the single family housing market, previously approved for SF development. New Smyrna Beach led the County in the first quarter of 2015, with 53 SF permits. Most folks tend to forget, that by 2008, the City had 6,000 approved roof-tops at I-95 and SR 44. The City was 3rd in the County in commercial development, the first quarter of 2015; the majority occurring on SR 44. In FY 2014-15, 83% of the City's taxable value was residential as well. 4576 condos had a tax value of \$861M (with only 962 units homesteaded); with 10,247 homes at \$1.3B (6,474 homesteaded). The values are impressive, as the City has the second highest tax value of sixteen cities, just behind Daytona Beach with its' population of 62,700.



210 Sams Avenue • New Smyrna Beach, Florida 32168-9985 • 386-424-2108 • Fax 386-424-2109

The revitalization of Canal Street, is slated to continue to West Canal, US 1, and Historical Westside through the new CRA , which will have its' first year in FY 15-16. Redevelopment of the existing commercial properties on US 1, West Canal and SR 44, Expansion of the Airport Industrial Park, Tiona and Industrial Drive industrial properties; will greatly assist in increasing the balance of residential and commercial properties within the City. With only \$54,792 in the first year of the CRA; we will need the twenty year planning horizon for the redevelopment efforts.

- 2) The success of the City's Capital Improvement Program from upgrades at Riverside Park, North Causeway; to the new Fire Stations, Police Station, and new sidewalks; upgrades to Pettis and Mary Street Parks; to new boat ramps at Swoope and renovations to the North Causeway Boat Ramps; opening of Esther Street Park and upgrades to Flagler Ave Beach Park; enlargement of the Babe James Center; Beautification of Mary, Washington, Myrtle and the soon-to-be under construction North Causeway project; the construction of the Pioneer pedestrian trail and Colony Road; and moving forward with the new Brannon Civic Center, and two new parks under design at South Atlantic and Otter Road.



Newly Renovated Babe James Center



Esther Street Park



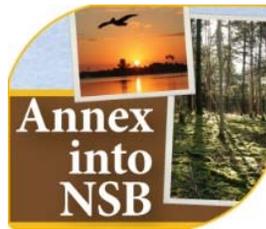
Renovated N. Causeway Boat Ramp



Swoope Boat Launch

- 3) The reduction in maintenance costs with newer equipment within the fleet; fire trucks, police cars and maintenance operations, are excellent examples of areas funded the last few years from one-time reserves; as well as an increase in property taxes in FY 13-14.

For replacement equipment in FY 15-16 Budget; \$367,200 in funds received from the sale of City property at Julia and Sams for an infill housing development are recommended to be applied to the #1 priorities as requested by the departments, and reviewed by Fleet Maintenance, the list of Priority I equipment funded in the proposed budget is attached. We have also included items that require funding, but could not be funded in this year's budget. Pressing needs remain within the City's budget ranging from additional replacement equipment for Maintenance Operations, Police and Fire; park upgrades as presented in the draft Parks & Recreation Master Plan; preservation of historical sites as identified by the Historical Preservation Advisory Board; repaving; as well as sea wall and bridge repairs.



- 4) The success, after only two years, of \$17,584,579 was added to the City's \$6,161,695 in FY 15-16 from annexed County is for ten years in total; and 16 for marketing of the tax saving the City's Annexation efforts; taxable value in FY 14-15; and properties. The Agreement with the specific areas will be targeted in FY 15- and service benefits.
- 5) The partnerships between the City and its' three unions, over the recession years, which assisted greatly in balancing the City Budget; while providing tax relief (\$5M) to the City residents from 2009 to 2014. This partnership will need to continue as the City strives to implement the 2015 Classification and Compensation Study. The Proposed Budget contains, within a reserve account, Phase I for implementation; which will need to be negotiated with the three labor unions. A COLA is included for negotiations as well.

The implementation of the Compensation Plan is a vital tool city-wide, ranging from the Police Department to Maintenance Operations. The Police Department is incurring training costs in excess of \$53,000 for each new patrol officer hired during the training/probationary period. When these officers leave, either to move to a better paying agency, or do not clear probation; these costs are repeated. Status Quo is not sustainable within the Police Department. In Maintenance Operations, there are currently permanent vacancies which we simply cannot fill; the last four applicants interviewed did not pass the background checks required for employment. The City is contracting out some mowing functions, just to get through the summer of 2015.

- 6) The decreases in over-all funding that would have been required to fund the Pension Funds; without three years of revisions, the City would have needed to additionally budget \$221,353. The total cost is still \$1.9m in the general fund, but going in the right direction.

- 7) A stable year in FY 15-16 in health care costs for City employees. An increase of 3% is budgeted; compared to past years of 10 to 15% increase. This is a reflection of the hard work of the Human Resource Department; on our wellness efforts.



On July 1, 2015 the Volusia County Property Appraiser notified the City of the preliminary assessed total taxable value of property within New Smyrna Beach.

	<u>Previous</u> <u>2014</u>	<u>Estimated</u> <u>2015</u>	<u>% Total</u> <u>Change</u>	<u>% Net</u> <u>Change</u>
Just Value	3,868,338,907	4,262,808,875	10.20	8.50
Taxable Value	2,722,721,625	2,924,320,120	7.40	5.39
New Construction	40,892,653	48,768,229		
Annexations	17,584,579	6,140,727		

These values translate to the following general fund millages, as well as additional tax monies from new construction and annexations. The pre-preliminary assessed total taxable property value for New Smyrna Beach is \$2,924,320,120. This represents an increase of 7.40% when compared to the current year's (FY2015) taxable value of \$2,722,721,625. The pre-preliminary taxable value also includes taxable new construction of \$48,768,229 and annexations, to date, of \$6,140,727. The City experienced the second highest value for new construction and annexations amongst the 16 municipalities county-wide.

FY2015-2016 proposed budget was prepared using the current operating millage rate of 3.5699. The proposed debt service millage rate is .4300. The proposed debt service millage rate is a reduction of 5% when compared to the current year's (FY2015) millage rate of .4519. The reduction in the proposed debt service millage rate is due to the increase in property values for the 2015 tax roll (FY2016). This brings the total Millage rate to 3.9999 which is a reduction of .71% when compared to FY2015's total millage rate of 4.0283.

The City Departments have worked very hard to keep the personnel and operating expenditures to a minimum increase in the proposed FY 15-16 Budget. There are no new positions in the FY 15-16 Budget. There are several major budget expenditures that are impacting our inability to recommend a lower millage for FY 15-16. Significant changes to operating revenues and/or expenses, are as follows:

Revenues:

Property Tax Revenue - **\$9,929,802 - General Fund (\$9,902,406); New CRA (\$27,396)**

Revenue Sharing - **\$141,543- General Fund**

Development Services Fees- **\$77,769 – General Fund**

Public Service Tax- **\$95,635- General Fund**

Expenses:

COLA Wage Increase - **\$398,117** (City-wide); **\$354,188** (General Fund)

CRA transition to General Fund - **\$716,065** (Personnel & Operating) – **\$222,474 (Indirect Cost Allocation).**

Implementation of Phase 1 Compensation Study - **\$129,409** (City-wide); **\$86,905** (General Fund)

2 police positions annual cost **-\$60,600** (In FY2015, budget only recognized 50% of 2 police officer salaries)

ROW maintenance contract increase by **\$245,000**

Other Items of Interest in the FY 15-16 Proposed Budget

Personnel Services:

The budget contains an across-the-board increase for City employees, which is in-line with the majority of other local governments in Volusia County. The Budget also contains a recommended Phase I of implementing the 2015 Compensation Plan. Both of these items will need to be negotiated with the three labor unions. These discussions are beginning this summer for FY 15-16. The three contracts are in the third year, of three, so there are limited reopeners by all parties.

One item that remains a major line-item in the City's General Fund is the City's contribution to the Police and Fire Pensions; \$533,315 and \$1,370,741 respectively in FY 15-16. However, these two line items, without the substantial changes made by the Commission, and agreed to by the two unions, over the last three years; would have been \$221,353 higher for FY 15-16.

There are no new personnel within the FY 15-16 Budget, as the priority is implementation of the Compensation Study. The Millage is impacted by a full fiscal year of the police positions added last year, as well as the full time status of the Credentialing Manager; and reclassification for a Deputy Chief position. Each of these budget actions has had a positive impact on the department. The Police Department was awarded State Accreditation earlier this year.

In addition, the efforts put forward by Human Resources Staff, and the Employee Wellness Committee have resulted for the first time in the last five years, in an increase less than 3% in health care cost for the City's portion of employee health care. The General Fund includes \$1,794,592 towards this major line-item; employees hired since 2011 pay 10% of individual cost, and 100% of family health care costs.

As for new employees in FY 14-15, there were two new part-time employees at Babe James Center added in June 2015, to assist with after-school programs. PAL had \$50,000 in CDBG funding in the past, which has been reduced to \$15,000 based on the funds available to the City. The new City funded positions were greatly needed to support evening and Saturday hours at the expanded Center.

Operating Expenditures:

The Finance Department had reviewed in detail the individual line-items within the Departments; the line items are very tight; with very little flexibility for unanticipated expenditures throughout the year.

One major item, approved in May 2015; is a greatly increased right-of-way mowing and maintenance contract for SR 44; 3rd Avenue; I-95 gateway; South Atlantic; US 1; and numerous City facilities. The City had non-performance issues with two lowest bid contracts; so in 2015, a RFQ was issued based on performance with similar local governments. The Contract requires an extra \$245,000 from the General Fund.

Capital Expenditures:

New projects which would, impact the millage, that are not currently included in the FY 15-16 Budget include: roof replacement at the COA Building and sea wall repairs are needed within Quay Assisi. There are major police and fire operating and rolling stock equipment replacements which will impact future budgets; such as communication equipment; and mandatory public safety equipment. There will be matching monies required for future ECHO and FIND grants. The budget only contains \$150,000 for resurfacing of City streets, which will barely dent the built-up inventory of streets requiring resurfacing. In addition, the budget does not address the needs identified by the Historical Advisory or Leisure Services Committee for maintenance of existing City infrastructure.

Transition of a 30 year CRA into the General Fund

The City of New Smyrna Beach is nationally recognized for the work accomplished within the City's CRA covering Canal Street, Flagler Street, 3rd Ave, North Causeway, and portions of US 1 and Historical Westside. There is much still to be accomplished along US 1 and with the existing housing stock in Historical Westside, which are top priorities. It is anticipated that the City will have \$54,792 in CRA revenues available in FY 15-16. These monies are allocated to housing incentives.

Meanwhile, existing CRA assets were transferred to the City in June 2015; this translates into a General Fund Budget that is absorbing \$716,065 in personal and maintenance expenditures; to be offset by \$652,386 in new revenues coming into the General Fund for the first time in 30 years, from the CRA. However, there would have been an indirect administrative charge to the CRA of \$222,474 for services rendered by various City departments, which will not be available with the end of the CRA. We included in the budget; four Maintenance Employees; our Economic Development/CRA Director; Neighborhood Planner; 50% of a Community Outreach Coordinator, and the City's Outreach and Marketing Manager. The task of Economic Development is even harder without large CRA funds to offer as incentives, and it's not time to ease up on our efforts to diversify our tax base.

The Community Redevelopment/Economic Development Department is pro-active, addressing the long-standing needs for redevelopment in specific areas and economic development in the City overall. The US 1 corridor and the Historic Westside are the focal points for redevelopment, and the core economic development need is for higher wage jobs in a local economy fueled by tourism/hospitality.

These efforts include a strong social media presence, marketing the City’s historic commercial areas through the NSBWaterfrontloop.com, and positive media relations.

Tools for redevelopment managed by the department include the new US 1 CRA, the Community Development Block Grant, the EPA Brownfield Assessment Grant (7 properties processed to date), and working with the Housing Authority and Habitat to provide affordable housing; economic development tools include the “City Ready” program (staff members meeting at a commercial property to advise potential buyers/lessees or property owners on commercial potential – 14 such meetings this calendar year) and providing other information such as “ring data” (through Team Volusia, the number of residents and incomes in 1, 3, and 5 mile rings) and traffic counts, the tax exemption program, and state programs. The department has also managed the sale of five residential lots on Columbus Ave, the sale of the property for the White Challis development, and the AOB proposal process.

Public participation and transparent information flow are key to these tasks. The department coordinates the Historic Westside community meetings, and department members attend the Chamber Economic Development committee, the Canal St. merchants, and Team Volusia meetings. The city website, press releases, all social media and public events to celebrate ground breakings/ribbon-cuttings are important as well. These pro-active efforts are facilitating a stronger, more balanced city economy – and tax base.



Other Major Funds

The Golf Course Fund continues to show improvement. The Golf Course has also been able to reduce their deficit fund balance by \$402,994 since FY2011. In addition, the Golf Course has been able to pay down their loan from the General Fund by \$194,629 since FY2011.

The Airport continues its' winning pattern of attaining FAA and FDOT grants totaling \$1,186,500 in FY 14-15; with several major projects submitted in FY 15-16 as well.

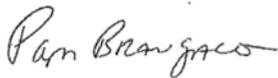
The Building Fund has impressive gains, with the City leading the County on single-family permits, as well as being in the top five in commercial valuation.

The Sanitation Fund is being closely monitored, as we are seeing a steady increase in tonnage from solid waste, related to the addition of new homes, and annexations. Next year will be the last year of the current five year Waste Pro contract.

In Summary

The budget does not become any easier each year; as demands for funding often offset the revenue gains from the economic recovery. C. Schulz said "It's already tomorrow in Australia, so the world did not come to an end today." The same can be said of a City budget that we prepare each year to reflect the City Commission's priorities. Thank you for the outstanding work from our Finance Department and City Departments in preparing this year's budget.

Respectfully



Pam Brangaccio,

City Manager

COMMUNITY PROFILE

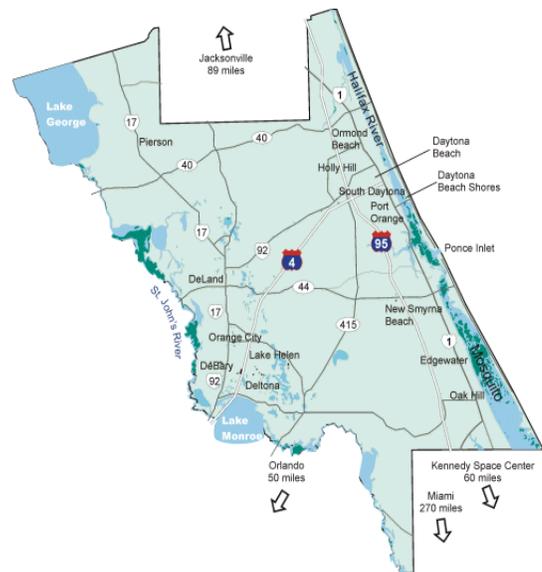
General Description

New Smyrna Beach is approximately 40.7 square miles in size and is located on Florida's east coast in the County of Volusia just north of Cape Canaveral with easy access to both Interstate 95 and Interstate 4.

The City was created in 1887 by adoption of its first charter, which was eventually replaced by the present charter through Chapter 224.08, Special Acts of Florida, 1943.

The City Commission is governed by the City Charter and by state and local laws and regulations. The City Commission is responsible for the establishment and adoption of policy. The execution of such policy is the responsibility of the Commission-appointed City Manager.

Located at the mouth of the Ponce de Leon Inlet, New Smyrna Beach serves as the gateway to the historic and picturesque Indian River Intracoastal Waterway with an estimated 10 miles of riverfront property and 13 miles of Atlantic Coast beach reputed to be the "World's Safest Bathing Beach".



The city is located:

- 15 miles south of Daytona Beach
- 50 miles east of Orlando
- 60 miles north of Kennedy Space Center
- 89 miles south of Jacksonville
- 270 miles north of Miami

Despite its proximity to the Daytona Beach area – with more than eight million tourists annually – New Smyrna Beach has a quiet charm and small-town ambiance all its own. New Smyrna Beach is home to a nationally recognized cultural center for performing and visual arts. A vibrant beach side boutique shopping district, historic downtown and antique district, excellent restaurants and beautiful parks contribute to the charm. Golfing, fishing (freshwater and saltwater) and a host of outdoor recreational activities are part of everyday life. It is a community in which the schools, churches and cultural diversity play an important role. New Smyrna Beach has a strong community spirit and offers a superior quality of life for families to live, work, learn and play.

Education

The city hosts five public schools: Read-Pattillo Elementary (PK through Grade 5), Chisholm Elementary (PK through Grade 5), Coronado Beach Elementary (K through Grade 5), New Smyrna Beach Middle (Grades 6, 7, and 8), and New Smyrna Beach High (Grades 9 through 12); one charter school: Samsula Academy (K through Grade 5); and two private school: Sacred Heart Catholic (PK through Grade 8), Knight's Christian Academy (PK through Grade 12 & Ungraded).

For those who seek higher education, some of the top colleges in the country are located right here in Volusia County. The area is flooded with numerous colleges and universities offering instruction in aviation, aerospace, computer technology, law, graphic design and more. Palmer College of Chiropractic, the first and largest chiropractic college in the world, is located just north of New Smyrna Beach in nearby Port Orange. Embry-Riddle Aeronautical University, located in Daytona Beach, boasts an aviation program that major airlines hire the most graduates from. Also in Volusia County, the University of Central Florida, the largest university in Florida and second largest in the United States, has a branch campus located in Daytona Beach. Other colleges in the area, all four year institutions, include Bethune-Cookman University, Daytona State College, Stetson University, and Keiser University. Daytona State College has a branch campus located in New Smyrna Beach.

Workforce

Education, healthcare and government are the largest employers in the New Smyrna Beach area. Retail businesses prosper from the area's international tourism industry and many unique businesses. Recent studies show the workforce to be educated, productive and competitive with 10 percent underemployed. Of the population who are 25 years and over, 91.3% have obtained a high school degree and 29.1% have obtained a bachelor's degree or higher. The median household income was \$45,054 in 2014, according to the Volusia County Division of Economic Development.

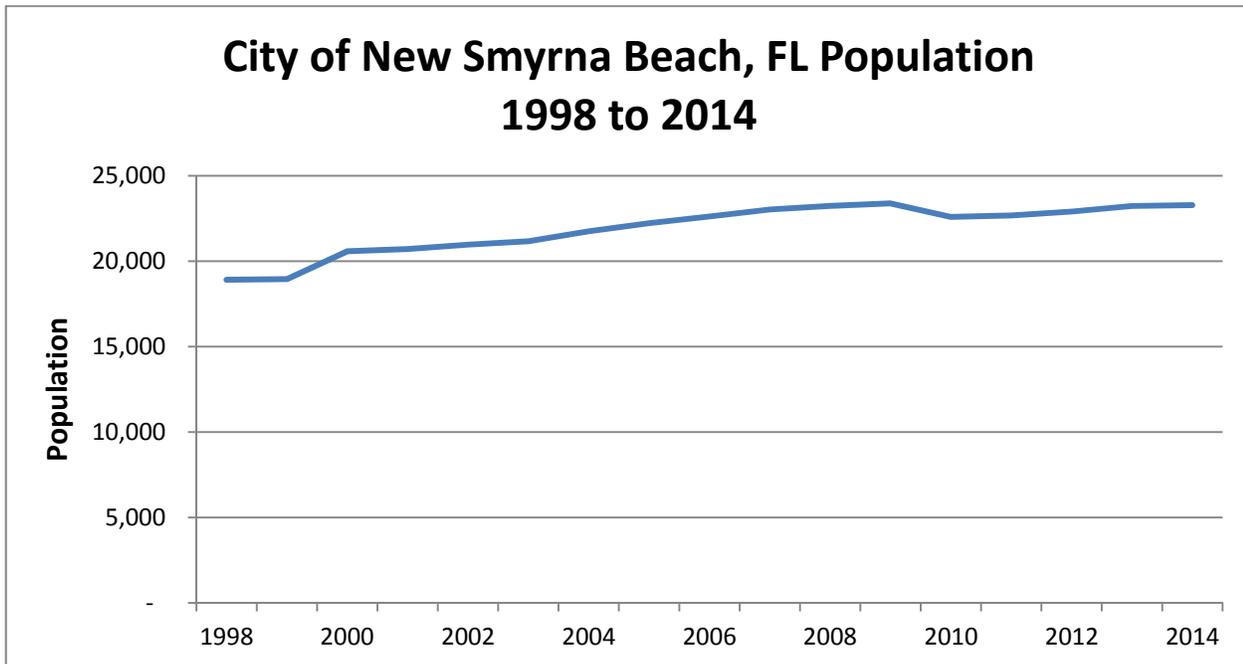
Population/Growth

The City of New Smyrna Beach underwent significant growth in population from 1999 to 2000; however, growth has slowed down in the most recent years with the largest decline from 2009 to 2010; however has remained stable from 2010 to 2014. On a more promising note, since the 3rd quarter in 2012, overall permit activity has experienced positive growth, with a 70% increase in permits for single family residential and new commercial buildings and a 52% increase in permits in general in 2013. In 2014 this number increased another 36% and has maintained this level in 2015. There is no expectation that there will be a decline in activity in 2016.



POPULATION PERCENTAGE INCREASE

Year	Population*	% Change from Prior Year
1999	18,945	0.201%
2000	20,576	7.927%
2001	20,703	0.613%
2002	20,965	1.250%
2003	21,160	0.922%
2004	21,745	2.690%
2005	22,221	2.142%
2006	22,615	1.742%
2007	23,025	1.781%
2008	23,232	0.891%
2009	23,376	0.616%
2010	22,583	-3.511%
2011	22,670	0.384%
2012	22,900	1.004%
2013	23,230	1.421%
2014	23,272	0.180%



Sources: Southeast Volusia Chamber of Commerce, Volusia County Division of Economic Development, U.S. Census Bureau, Volusia County Property Appraiser

Major Employers in New Smyrna Beach*

<u>Establishment</u>	<u>Industry/Product</u>	<u>Number of Employees</u>
BFMC Community Health Center	Healthcare	680
Publix Supermarkets	Grocery	301
Walmart	Grocery/Retail	215
New Smyrna Beach High School	Education	185
New Smyrna Beach Utilities Commission	Government	173
Ocean View Nursing & Rehab Center	Nursing Homes	170
City of New Smyrna Beach	Government	155
New Smyrna Beach Middle School	Education	150
McDonalds	Food/Beverage	146
Winn Dixie Stores, Inc.	Grocery	143
Home Depot	Retail	120
Pizza Hut/KFC/Taco Bell	Food/Beverage	111
Outriggers Tiki Bar	Food/Beverage	85
Daytona Beach Community College	Education	80
Beall's Inc.	Retail	79
Sugar Mill Country Club	Golf Course	75

Total Number of Employees in the City of New Smyrna Beach: 15,542

*Source: Infogroup Employer Database 2015 ed.1. Note: Some of these employers may be duplicative due to this source's use of telephone book listing to compile data (especially hospitals & government offices)

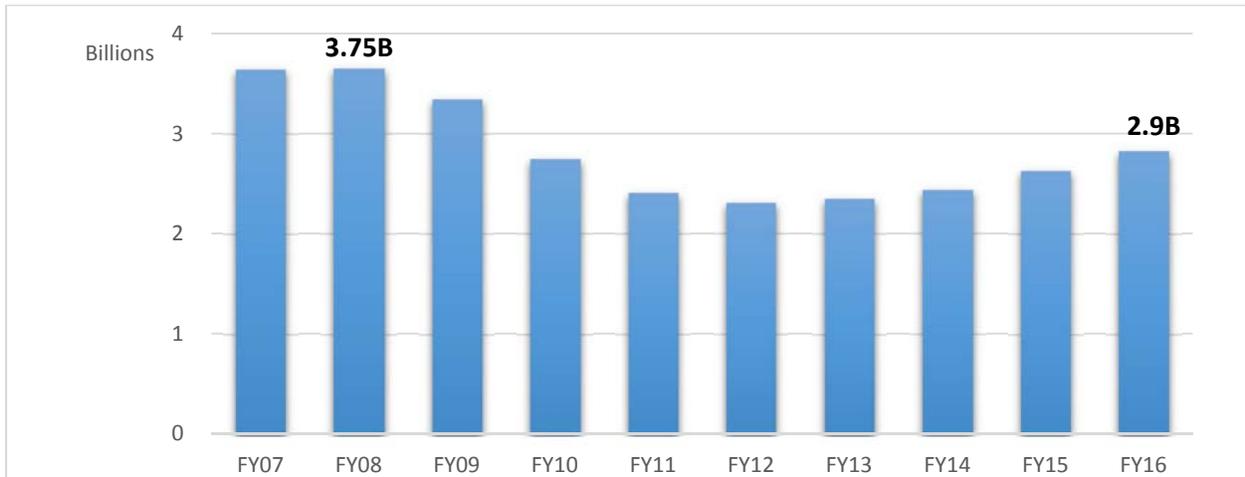
Top Ten Taxpayers for 2015

<u>Establishment</u>	<u>Industry/Product</u>
1. Coconut Palms Condo Association	Resorts
2. Wal-Mart Stores East LP	Retail
3. Publix Super Markets Inc.	Retail
4. Lyme Stone Ranch Investors LTD	Apartments
5. Cathy S. Truett Tr	Real Estate
6. Islander Beach Condo Assoc	Resorts
7. Florida East Coast Railway Co	Transportation Service
8. Geosam Capital US LP	Real Estate
9. Home Depot USA Inc.	Retail
10. Florida Public Utilities Co	Utilities

BUDGET SUMMARY

Summary of Budget:

The FY2016 budget is based upon the Certified Property Valuation received from the Volusia County Property Appraiser in the amount of \$2,924,320,120. This represents an increase of 7.40% from last year’s valuation. This is the fourth consecutive year the City has experienced an increase in its Property Valuation.



Using the final property valuation number, the adopted operating millage rate is 3.5699 mills, which is a reduction of **.71%** when compared to last year’s millage rate of 3.5764. The adopted operating rate (3.5699) is 12.3% above the rolled-back millage rate of 3.1782. The City experienced a significant increase in its percentage above the rolled-back rate due to the expiration of the CRA fund. The State computation of the rolled-back rate, treats the CRA tax monies (\$652,386) as new tax dollars to the General fund, and therefore must be advertised as an increase. Based on the increase to the City’s actual tax roll, the increase over the rolled-back rate would only be 5.2%, but when the expiring CRA’s tax revenue is included, the increase is 12.3%. What the computation does not take into account is the \$716K of recurring maintenance cost and \$222K in indirect allocation cost which is now absorbed by the General Fund budget for FY2016.

The adopted debt service millage is .4300, which represents a decrease from the prior year’s rate, of .4519, a **4.9%** reduction. The reduction in the debt service millage rate is due to the increase in property values for the 2015 tax roll. The 2005 general obligation bonds (GOB) were approved by the voters and secured by full faith, credit and taxing power. The debt service millage rate is driven by both the required debt obligation due for the budget year and the City’s property valuation. In September of 2014, the City refinanced the debt, which has saved citizens \$250K annually in debt service obligations.

Total General Fund expenditures are \$21,867,250 which represents an increase of \$416,378, or **1.94%**, from the prior year's (FY2015) estimated expenditures of \$21,450,872. The increase is due to the combination of reduced capital expenditures and transfers out, as some projects have been completed or near completion, and the increase of operating expenditures due to new contracts, such as the maintenance of the City's right of way areas.

General Fund revenues total \$21,867,250 and are \$469,466, or **2.1%** below the prior year's (FY2015) estimated revenues of \$22,336,716. In FY2014 and FY2015 the General Fund experienced an increase in miscellaneous revenue of \$500K due to the sale of City property. The City does not expect any unanticipated revenues which result in a **89.6%** reduction in miscellaneous revenue. In FY2016, the General Fund's transfers in, also shows a reduction of **95%** because the City elected to utilize excess funds from its internal service fleet fund to finance the purchase of capital equipment in FY2015. Under other tax revenue, the City does not budget any revenue for fire and police insurance premiums, which are directly related to police and fire pension cost, until the funds have been received and/or the annual state report has been approved. As a result, in FY2016, no revenue is budgeted for the insurance premiums dollars, however, the prior year's (FY2015) estimated actual is \$454,464. This also is a contributing factor in the overall reduction of the General Fund's revenue for the budget year FY2016. Furthermore, the General Fund total revenue of \$21,867,250 includes an appropriation of unassigned reserves in the amount of \$663,693. The use of reserves is further discussed in the reserves section of the summary of budget.

Effect of Adopted Millage on Typical Homeowner

The effect of the adopted millage rate of 3.5699 and the debt service millage rate of .4300 mills on four typical homesteaded properties with taxable values of \$100,000, \$200,000, \$300,000 and \$400,000 is illustrated in the table below:

TAXABLE VALUE (AFTER \$50K EXEMPTION)	FY2015 RATE 3.5764	ADOPTED RATE 3.5699 FY2015 BUDGET	ANNUAL INCREASE (DECREASE)
\$100,000	\$402.83	\$399.99	(\$2.84)
\$200,000	\$805.66	\$799.98	(\$5.68)
\$300,000	\$1,208.49	\$1,199.97	(\$8.52)
\$400,000	\$1,611.32	\$1,599.96	(\$11.36)

As noted above, homesteaded properties will see a reduction of **.71%** in the City portion of their tax bill ranging from \$2.84 to \$11.36, assuming no change in the assessed valuation of the property. However, the Save Our Homes Amendment provides that assessed values of homesteaded property will increase by the lesser of 3%, or the previous year's Consumer Price Index (CPI). This is true as long as the market value is greater than the assessed value. Therefore, the ultimate effect of the adopted tax rate would vary depending on the individual property's status under Save Our Homes.

Use of Reserves*Unassigned Reserves*

In FY2015, the General Fund revised budget appropriated \$1.4 million from fund balance; however, our most current projections estimate an increase of \$885K in fund balance for FY2016. The increase in fund balance is directly related to the sale of City property. The adopted budget projects a **7%** reduction in unassigned reserves due to the budgeted appropriation of reserves for FY2016 of \$663,693.

The use of reserves is only utilized to fund one-time expenditures, specifically related to capital improvements. The appropriation of \$623K will be utilized to fund FY2016's capital improvements and equipment. The City also maintains a reserve account for special events which is designated by the City Manager from incomes derived from special events. The FY2016 budget appropriates \$40K from the special events reserve account for the July 4th celebration which will take place in FY2016. The changes in fund balance, which can be viewed in the **fund balance history schedule**, illustrate the changes in fund balance, based on the discussion for both FY2015 and FY2016.

Overview of Expenditures by Department/Funds:**Citywide Budget:**

FY2016 total City-wide operating budget is \$41,738,893 or **22.4%** less than the estimated expenses of \$53,795,311 for FY2015. The significant reduction is primarily due to the completion of capital projects in FY2015. The City's estimated capital cost in FY2015 decreased from \$16.6 million to \$4 million in FY2016. Interfund transfers also decreased from \$3.2 million in FY2015 to \$1.2 (**61.4%** reduction) in FY2016. The transfers between funds is also tied to capital expenses.

FY2016 total City-wide revenue budget is \$41,738,893, or a **17%** decrease from FY2015 estimated revenues of \$50,294,906. The reduction in revenues is the result of completion of grant funded projects and interfund transfers which financed the cost of capital improvements. Of the FY2016 adopted budget, 4.8% or \$2,018,851 is appropriated from reserves City-wide.

General Fund

Overall, the General Fund expenditures increased by **1.9%** when compared to the prior year estimated actual.

In the FY2015/2016 adopted budget, personal services cost increased by **7.1%**, operating cost increased by **16.3%** and capital expenditures decreased by **46.9%**. Below are the General Fund changes by department from FY2015 to FY2016.

- **City Commission:** total budget increased by **0.18%**.
- **City Manager:** total appropriations for this department decreased by **(2.62%)**.
- **City Clerk:** total budget increased by **10.22%**. The increase is primarily due to the increase in publication expense.

- **Business/Economic Development – New Department** – With the sunset of the 1985 Community Redevelopment Agency Trust Fund (CRA), the City transferred the administrative staff and its expenses to the General Fund and created the Business/Economic Development Department.
- **Finance Dept.:** total budget increased **23.5%**. The increase in Finance is due to the rise in personnel cost. The finance department added a full-time purchasing agent.
- **Information Technology:** total budget decreased **7.8%**. In FY2015, computer replacement for various funds Citywide were budgeted in the IT department. This resulted in a significant increase in the IT budget as all public safety desktop and vehicle computers were scheduled for replacement in FY2015. In FY2016, the IT department is showing a reduction of **60%** for computer replacement as most of the City’s computers were replaced.
- **Human Resources:** experienced an increase of **3.7%**
- **City Attorney:** total budget increased by **4.7%**.
- **Planning and Engineering Services:** total budget increased **22.3%** is the result of the addition of 1 planner position transferred from the expired CRA Fund to the Planning & Engineering Department. In addition, operating expenses increased by **66%** due to the increase in professional services related to traffic impact analysis studies.
- **General Government:** experienced a decrease of **21%** due to the reduction in capital projects budgeted for FY2016.
- **Law Enforcement:** total budget decreased by **1.9%**.
- **Fire/Rescue Services:** total budget increased by **1.3%**. The increase in the overall budget is due to the increase in operating expenses.
- **Maintenance Operations:** Five departments fall under the Maintenance Operations:

Maintenance Operations Administration

Public Works Administration Department budget increased by **4.6%**.

Streets

Overall, the Streets budget shows an increase of **4.9%**. The increase is primarily due to the increase in personnel cost.

Building and Maintenance

Building and Maintenance's total budget increased **28.2%**. The increase is due to vacancies during FY2015 which is illustrated in estimated actuals, and the addition of 2 positions transferred from the Parks Division in FY2016.

Parks

Parks total budget increased by **31%**. The increase is primarily related to an increase in personnel and operating costs. The personnel cost increase is due to the addition of 4 positions transferred from the expired CRA fund in FY2016. Operating cost line items increased by **58%** due to the increase in the City's right-of-way maintenance contract and operating cost which were once financed by the CRA fund have now been absorbed by the Parks budget. The right-of-way maintenance cost increased from \$150K in FY2015 to \$395K in FY2016.

Sports Complex

Sports Complex total budget increased by less than 1% (**.99%**).

- **Recreation:**

Budget increased by **10.66%** primarily due to an increase in operating expenditures related to contractual agreements and the maintenance of remodeled and existing buildings.

Other Funds:

Stormwater

Stormwater is managed as a division of the City's Maintenance Operations Department. On June 26, 2012 the City Commission adopted Ordinance 63-12, which increased the stormwater assessment fee from \$5 a month to \$7 a month per ERU for residential units, \$84/year. The additional revenue will aid in funding improvements related to the Central Beach Phase III project, which addresses beach flooding mitigation (currently under design) as well as improvements in other flood-prone areas.

The adopted ordinance also includes an automatic annual adjustment to the stormwater utility fee fund using the Consumer Price Index (CPI) for All Urban Consumers from June 1. There was no increase in this year's adjustment which remains at \$86 per EDU for the year. The Stormwater Funds' budget significantly decreased by **75%** in FY2016. This reduction is the direct result of the \$8.7 million Central Beach Phase II project improvement which is 75% near completion at 09/30/2015.

Special Law Enforcement Trust Fund (SLETF)

The Law Enforcement Trust Fund accounts for revenues from forfeited property as per Florida Statutes, Chapter 932. Funds are to be expended for law enforcement purposes other than normal operations, such as proceeds received from the forfeiture of property related to various police undercover activities that are allocated to municipalities which participate in these programs.

Revenue/Sources

Per requirements outlined above, revenues cannot be budgeted. As a result of the unknown nature of future year revenues, the City does not budget this revenue stream. Receipts are recognized when earned. Traditionally, the funds appropriation is based on the projected balance of the fund at year end. However, in FY2016, the City elected not to appropriate any funds.

Expenditures/Uses

Per requirements previously mentioned, expenditures for law enforcement purposes other than budgeted items must be approved by the City Commission. In FY2016, the City elected not to appropriate any funds. Funds may be appropriated at a later date during FY2016 through a budget amendment.

Airport

Airport revenues collected through rental and user fees are used to maintain and improve the airport facilities and are not used for general government functions; they account for 72% of the revenue source. Revenues projections are based on current hangar leases and trend analysis's for sale of gas. Major airfield projects are funded in part by the Florida Department of Transportation (FDOT) and the Federal Aviation Administration (FAA). Grant revenues account for 27% of the revenue, which is strictly utilized to complete capital improvements.

Personal services accounts for 4.8% of the Airports operating budget, operating expenditures make up 62.5%, and capital improvements account for 32.8% of the Airports FY2015/2016 budget.

Impact Fees

The purpose of impact fees are to ensure new developments bear its proportionate share of the cost of capital expenditures necessary to provide the services required to mitigate the impacts of new growth in the City, as contemplated by the City's comprehensive plan.

Police

The Police Impact Fees Fund accounts for the fiscal activity relating to the City's Law Enforcement impact fees charged for growth-related law enforcement capital improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates additional law enforcement demands. For FY2015/2016, the revenues were based at the approximate residential rate of **\$302.21**. Fees are charged for residential land use and at a rate per square foot for nonresidential land use.

Fire

The Fire/Rescue Service Impact Fees Fund accounts for the fiscal activity relating to the City's fire/rescue impact fees charged for growth-related fire protection and rescue capital improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates additional fire/rescue demands. For FY2015/2016, the revenues were based on the residential rate of approximately **\$326.24**.

Recreational

The Park Impact Fees Fund accounts for the fiscal activity relating to the City's park impact fees assessed for growth-related parks and improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit. For FY2015/2016, the revenues were based at the residential rate of **\$137.98**.

Transportation

The Transportation Impact Fees Fund accounts for the fiscal activity relating to the City's transportation impact fees charged for growth-related transportation capital improvements. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates additional transportation demands. FY2015/2016 revenues were based at the residential rate of **\$1,066.18**.

Building & Inspections Fund

In FY2012 the City Commission approved a permitting fee increase to support enhancements in services. The increases were endorsed by a local industry committee, working with the Chief Building Official. In FY2015 the City continued to experience an increase in the number of building permits issued for residential and commercial properties. As a result of the activity in FY2015, the Building & Inspection Fund is estimated to generate an operating income of \$120K more than the previous year, FY2014.

Management does not foresee the same level of activity in FY2016 and as a result is projecting a **23%** reduction in revenue in FY2016. The FY2016 budget also reflects the revenues and expenditures associated with the registration of vacant structures and nuisance abatement actions.

The Building & Inspections Fund's operating expenditures doubled when FY2015 is compared to FY2016 (**56.4%**). The increase is primarily due \$321K increase in operating cost. The increase in operating expenses is due to increases in contractual services.

Parking Fund

The Parking Fund was established by Resolutions 02-14 and 09-15 with a short-term goal to raise funds for the maintenance of beach park facilities. Additionally, the fund has a long-term goal to raise funds to obtain additional property for citizen beach parking in the future. All revenue and expenditures remain within the fund for these purposes.

Revenue sources include parking fees from four current beachside parking lots within the City, citations to violators of current parking ordinances and the sale of annual parking vouchers for out of county visitors. Residents of Volusia County may obtain a free permit for parking and are exempt from fees. Initial expenses for the fund included the installation of seven parking kiosks for cash or credit collection along with expenses for compatible software. Recurring expenses for the fund include parking enforcement staff, vehicle costs and operating maintenance. The City will begin collecting fees in October of 2015, and is projected to generate \$348,777 in revenue.

Community Redevelopment Agency

As of September 30, 2015, the Community Redevelopment Agency (CRA) of the City of New Smyrna Beach ended after 30 years with the conveyance of its assets to the City. Although the CRA sunsets, F.S. Ch.163.370 allows the City to complete projects within 3 years of appropriation. The City is scheduled to spend down the reserve balance for projects in progress as of 09/30/2015 or the unexpended funds must be “returned to each taxing authority which paid the increment in the proportion that the amount of the payment” (F.S. Ch. 163.370).

During its three decades, the CRA provided more than \$22 million for 32 capital projects, including streetscapes in the historic commercial districts on Flagler Avenue, Canal Street, and the Historic Westside Community, as well as new parks and park improvements throughout the district. More than \$3 million funded 181 grants for private property improvements. Today dramatic results are seen in the revitalized core areas.

The Volusia County Council has approved a new CRA in the City, which will fund projects on US.1 and in the Historic Westside Community in its first 10 years. The new CRA was approved for a total of 20 years and will generate \$15 million for capital projects and economic development incentives.

Capital Projects

The Capital Projects Fund accounts for the financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary and trust funds. The major activities currently included in these funds are the construction of a new civic center, the renovation of the existing City Hall building and various sidewalk projects within the City. Both projects account for more than \$1.3 million budgeted for capital projects.

Current capital improvements in the Capital Projects fund are backed by a General Obligation Bond (GOB) approved through voter referendum in 2005 and a Capital Improvement Note issued in December of 2013. ***The capital projects mentioned above are financed solely by the remaining fund balance/reserves in the GOB and Capital Improvements Note project funds.*** More information on the projects can be viewed in the capital improvement plan section.

Golf Course

In FY2015/2016 budget, Golf Course made no change to its membership fee structure. Golf Course’s operating budget increased **9.76%**. The increase is primarily due to the increase in capital

outlay in FY2015. There are no transfers budgeted from the General Fund to the Golf Course in fiscal year 2015/2016.

Sanitation

In FY2015 it is estimated that the fund will experience an operating income of \$26,156. In FY2015 the City Commission approved the transfer of \$500K to the Capital Projects Fund to finance the replacement of the Sports Complex Bleachers. In FY2016 there is no appropriation of fund balance/reserves in the Sanitation Fund.

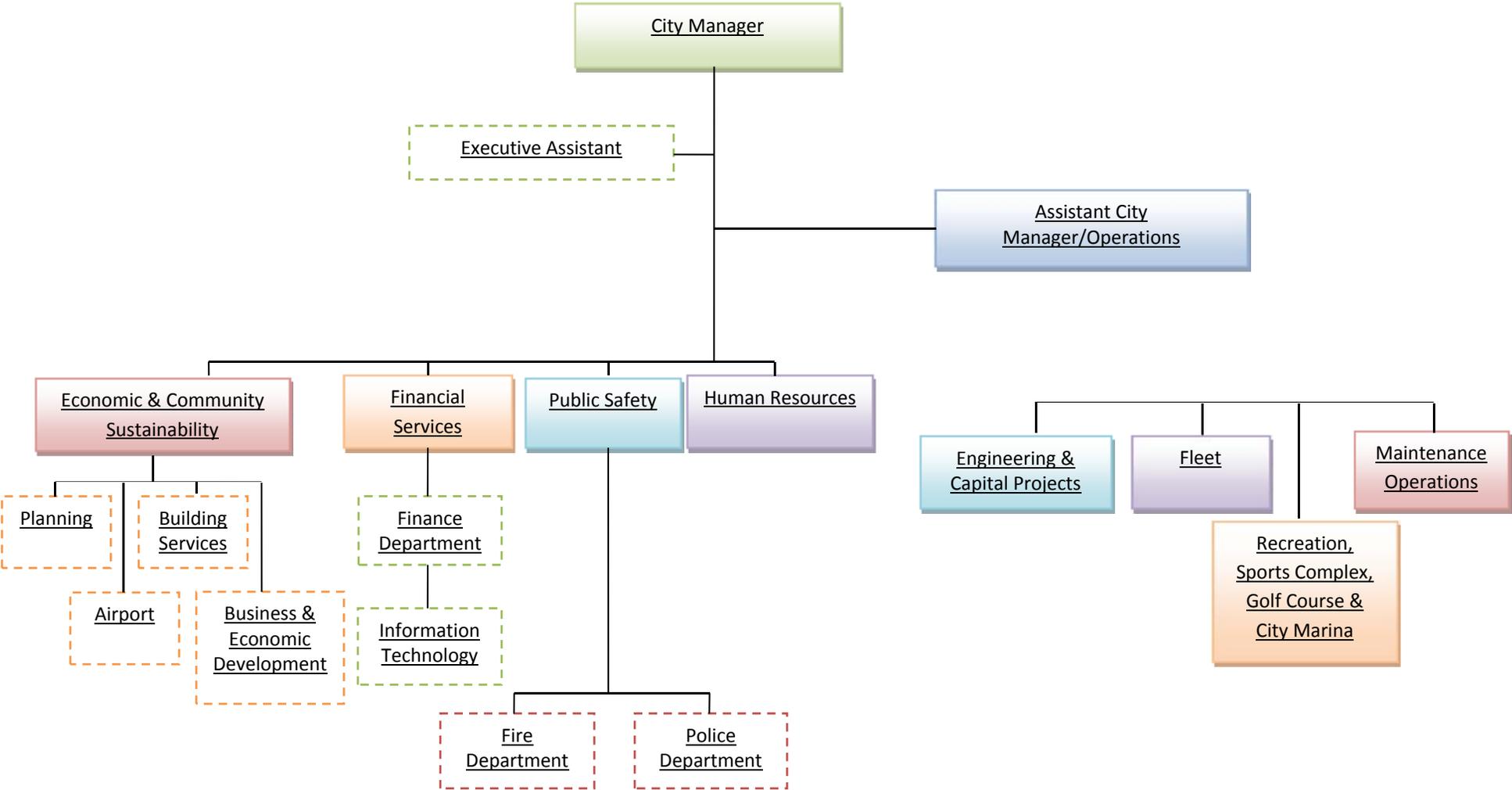
Marina

This operation continues to be self-supporting. The City will update boat slip fees, in relationship to other marinas, if warranted, during the review of FY2015/2016 budget. The primary revenue source is the slip rentals which account for more than 99.6% of the Marina operational cost. The Marina docks are scheduled for maintenance in FY2016, as a result the Marina budget is showing an increase in operating cost of **26.8%**.

Fleet

The Fleet fund has proven to be self-supporting, as revenues continue to exceed expenses. The Fleet Fund is reviewing a capital equipment replacement plan to replace City vehicles and equipment on a consistent basis. In FY2015, \$515,056 is was transferred to the General Fund and other various funds to finance the replacement of capital equipment. The transfer resulted in a **56%** reduction in Fleet Maintenance reserve balance in FY2015.

CITY OF NEW SMYRNA BEACH ORGANIZATION CHART
 FY2015-2016



City of New Smyrna Beach, Florida

FULL TIME EQUIVALENT (FTE) HISTORICAL STAFFING SUMMARY

General Funds	FY2012	FY2013	FY2014	FY2015	FY2016	Change FY15 to FY16
City Attorney	2.50	2.50	2.50	2.50	2.50	0.00
City Clerk	2.00	2.00	2.00	2.00	2.00	0.00
City Commission	5.00	5.00	5.00	5.00	5.00	0.00
City Manager	3.00	3.00	3.00	3.00	3.00	0.00
General Government	0.00	0.00	1.00	2.00	2.00	0.00
Business & Economic Development	0.00	0.00	0.00	0.00	1.75	1.75
Finance	6.00	6.75	7.25	8.00	8.00	0.00
Fire Department	40.00	39.00	40.00	40.00	40.00	0.00
Human Resources	2.00	2.00	2.00	2.50	2.50	0.00
Information Technology	3.00	3.00	4.00	4.00	4.00	0.00
Parks Department	12.00	9.00	10.00	10.00	12.00	2.00
Planning & Engineering	6.50	6.50	6.50	6.50	7.50	1.00
Police Department	56.50	56.25	56.25	61.75	61.75	0.00
Recreation Department	10.00	9.00	8.50	9.50	9.50	0.00
Sports Complex	3.00	5.00	5.00	5.00	5.00	0.00
Streets Department	13.00	13.00	12.00	12.00	12.00	0.00
Maintenance Operations Administration	2.00	2.00	2.00	2.00	2.00	0.00
Building Maintenance	<u>7.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>11.00</u>	<u>2.00</u>
General Funds Total	173.50	173.00	176.00	184.75	191.50	6.75

Special Revenue Funds	FY2012	FY2013	FY2014	FY2015	FY2016	Change FY15 to FY16
Stormwater	0.00	0.00	2.00	2.00	2.00	0.00
Airport	4.00	4.00	4.00	4.00	4.00	0.00
Building & Inspection	9.00	9.00	10.00	11.00	11.00	0.00
Parking Fund	0.00	0.00	0.00	1.00	1.00	0.00
Community Redevelopment	9.00	8.75	6.75	7.75	0.00	-7.75
Special Law Enforcement Trust	<u>0.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Special Revenue Funds Total	22.50	21.75	22.75	25.75	18.00	-7.75

Proprietary Funds	FY2012	FY2013	FY2014	FY2015	FY2016	Change FY15 to FY16
Fleet	4.00	4.00	4.00	4.00	4.00	0.00
Golf Course	15.50	18.00	18.00	18.00	18.00	0.00
Marina	2.00	2.50	2.50	2.50	2.50	0.00
Sanitation	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Proprietary Funds Total	22.50	25.50	25.50	25.50	25.50	0.00

TOTAL ALL FUNDS	218.50	220.25	224.25	236.00	235.00	-1.00
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STRATEGIC ISSUES

In March 2013, futurist Rebecca Ryan came to New Smyrna Beach for Charting Our Course 2039. Over one hundred residents attended a Saturday visioning session to arrive at the following top goals:

Strategic Issue No. 1 – Goal – Indian River Lagoon

Vision I: Create a thriving healthy ecosystem where the first words people say are “My God, it’s beautiful!”

Vision II: Establish an economically viable, environmentally prolific and internationally recognized sustainable lagoon.

Strategic Issue No. 2 – Goal – Parks and Public Property

Vision: Cultivate a system of diverse, well-utilized, easily accessible network of parks, open spaces, and trails, meeting the needs of our diverse population.

Strategic Issue No. 3 – Goal – Redevelopment of US 1

Vision: In 2039 US 1 shall be a viable, aesthetically pleasing, revitalized, mixed use corridor that serves and economic engine of the City.

Strategic Issue No. 4 – Goal - Preservation

Vision: Preserve the historic footprint and neighborhood character of our community.

Strategic Issue No. 5 – Goal – Development of State Road 44

Vision: Foster economic development and maintain New Smyrna Beach’s identity.

Strategic Issue No. 6 – Goal – Job Creation and Retention

Vision: Develop an attractive business climate for companies with high-wage jobs.

Strategic Issue No. 7 – Goal – Public Safety

Vision: Maintain public safety in concert with permanent and transient population growth in the community.

BUDGETING BASIS

The City budgets for governmental funds based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized in the period they become measurable and available to finance expenditures of the period and expenditures (expenses) are recorded with incurred with the exception of principal and interest on long term debt, which are recorded when due.

Exceptions to the modified accrual basis of accounting are as follows:

- Encumbrances are treated as expenditures in the year they are encumbered, not when the expenditure occurs.
- Grants are considered to be revenue when awarded, not when earned.
- Contributions from the State for police and fire pensions are not considered to be revenues and expenditures.
- Sales and use taxes are considered to be revenue when received rather than when earned.

The budgets for all proprietary funds, which include Enterprise Funds and Internal Service Funds, are prepared using the accrual basis of accounting, with exceptions listed below. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

- Capital outlay is budgeted as expenditure in the year purchased.
- Depreciation is not budgeted.
- Interest capitalized on construction projects is budgeted as interest expense.
- Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities.
- Encumbrances are treated as expenditures in the year they are encumbered, not when the expense occurs.
- Grants obtained for the construction of assets are considered to be revenues, not capital contributions.
- Receipts of long-term receivables are considered to be revenues, not reductions of the receivable.
- Proceeds from the sale of assets are recognized as revenue; however, the related gain or loss is not.
- Purchases of inventory are considered to be expenditures when purchased, not when sold or used.

BUDGET AMENDMENTS

For the purposes of budgeting, the City defines a balanced budget as occurring when the total sum of money a government collects in a year is equal to the amount it spends on goods, services and debt interest. Policies regarding budget amendments are as follows:

Upon request of the city manager, the city commission may transfer any part of an unencumbered balance of an appropriation to a purpose or object for which the appropriation of the current year has proved insufficient or may authorize a transfer to be made between items appropriated to the same office or department.

At the close of each fiscal year, the unencumbered balance of each appropriation shall revert to the appropriate fund and shall be subject to future appropriations. Any accruing revenues of the city not appropriated and any balance at any time remaining after the purpose of the appropriation shall have been satisfied or abandoned may from time to time be appropriated by the city commission to such use as will not conflict with any uses for which specifically such revenues accrued.

BUDGETING PROCESS

Chapter 200, F.S. as well as the City Charter outlines the budget process beginning with the certification of taxable value by the Property Appraiser on July 1st. The Truth in Millage process (TRIM) allows taxpayers and the public to participate in the local legislative process by which ad valorem taxes are levied. The statutes provide for public comment and for the governing body of the taxing authority to explain the reasons for proposed changes in the millage rate and budget. TRIM formalizes the tax levying and budget adoption process by requiring a specific method of calculating the tax rate, the form of notification given to property owners and the public hearing and advertising requirements prior to the adoption of the budget and tax rate.

Department Heads are provided with a Budget Preparation Guide, which provides guidelines and instructions related to submitting operating and capital budgets. Once staff has completed their budget requests based on the goals they want to accomplish in the coming fiscal year they meet with the City Manager and Finance Director to prioritize and refine their budgets. Upon completion of this review and matching with the projected revenues available, the budget is compiled by the Finance Department. Early in July the proposed budget is submitted to the City Commission, who reviews the budget and conducts public workshops to get input on the proposed budget and millage rate.

During the month of September the City Commission conducts two public hearings, the first of which is advertised on the “Notice of Proposed Taxes” sent to all taxpayers. At this hearing the tentative budget and millage rate are adopted. The second hearing is advertised in the newspaper along with a budget summary and the City Commission adopts the final millage rate and budget at this meeting. Below is a calendar, which outlines the public process used in developing the budget.

The Budget Calendar for Fiscal Year 2015-2016 is included on the following page:

CITY OF NEW SMYRNA BEACH OPERATING BUDGET CALENDAR FISCAL YEAR 2015-2016

OCTOBER 2014

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2014

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER 2014

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2015

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2015

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL 2015

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2015

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2015

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY 2015

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2015

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2015

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

March 2

Finance

Distribute all budget documents to departments

March 2- March 23

All Departments

Prepare line item budgets, budget goals and objectives, and performance indicators schedules

March 23

All Departments

Deadline to submit line item budgets and performance indicators schedules

March 24

City Manager/Finance

Update of 5 year projections with City Commission

April 13 - April 30

City Manager/Finance

Review proposed budgets with department heads

June 1

Finance

Receipt of pre-preliminary certified property value from Volusia County Property Appraiser

June 26

Commission 5pm

Mini Budget Workshop with Commission and provide Commission with proposed budget document

July 1

Finance

Receipt of preliminary certified property value from Volusia County Property Appraiser

July 29

Commission/Departments

Budget workshops: Review proposed budgets with department heads. Set proposed millage.

September 9

1st Public Hearing 6:00 pm

Tentative on Volusia County and School Board selected dates. Adopt final millage

September 22

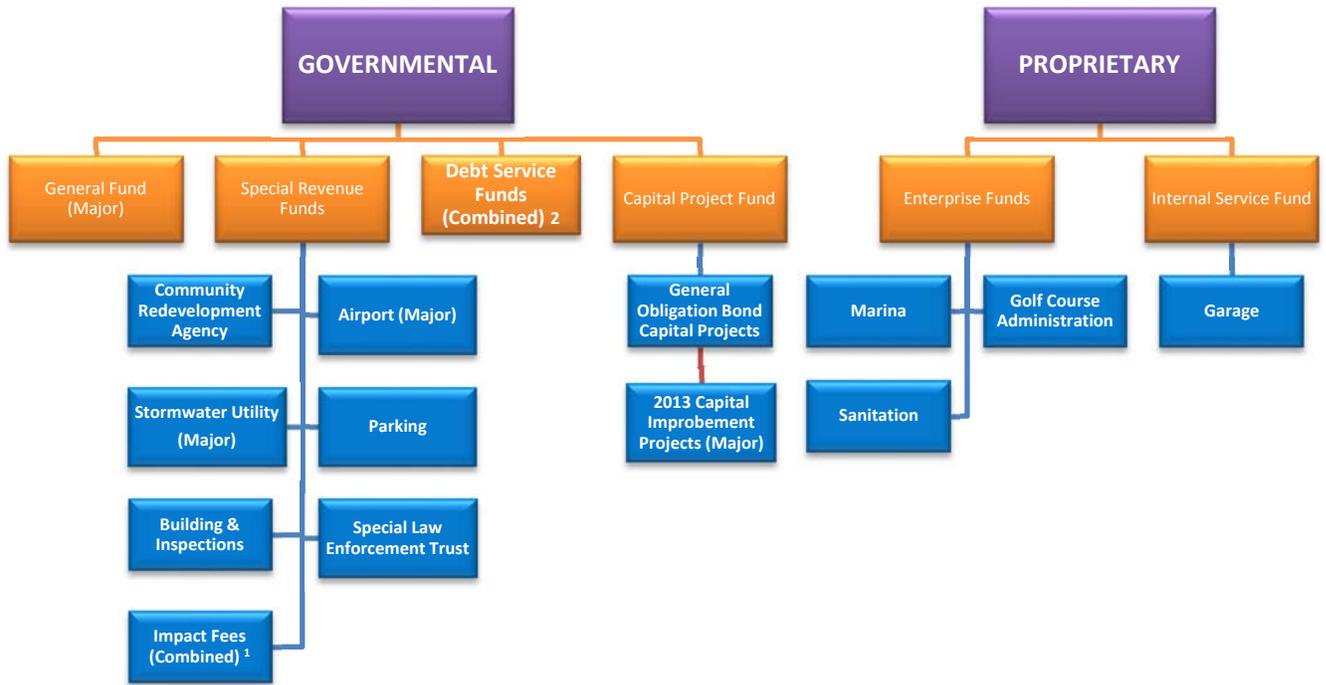
2nd Public Hearing 5:30 pm

Tentative on Volusia County and School Board selected dates. Adopt final millage.

SUMMARY OF FINANCIAL POLICIES

- The City Commission will adopt a balanced budget, that is, the total of estimated receipts, including balances brought forward, shall equal the total of appropriations.
- The City of New Smyrna Beach uses a computerized financial accounting system that incorporates a system of internal accounting controls as part of the internal control framework. The control framework is designed to both protect the City's assets from loss, theft, or misuse and to compile sufficient reliable information. Because the cost of implementing these controls should not outweigh their benefits, the City's internal controls have been designed to provide reasonable, but not absolute, assurance that the financial information will be free of material misstatement.
- Accounting and budgeting records for governmental fund types are maintained on a modified accrual basis; revenues are recognized when available and measurable. Expenditures are recognized when goods or services are received and the liabilities are incurred. Accounting and budgeting records for proprietary fund type and similar trust funds are maintained on the accrual basis. Revenues are recognized when they are earned and expenses when they are incurred. For proprietary funds, accounting and budget records differ to the extent that depreciation, compensated absences, amortization of prepaid expenses, and bad debt expenses are not budgeted for, but are a factor in determining fund balance available for appropriations.
- The annual operating budget is proposed by the City Manager and enacted by the City Commission via Ordinance after two public readings. Although the budgets are legally controlled at the fund level, management control over the operating budgeted is additionally maintained at the Division level.
- The operating budget authorizing expenditure of ad valorem taxes, user charges, fees and other revenues will be adopted annually by the City Commission at fund level.
- Shifts in appropriations within fund totals may be done administratively on authority of the City manager. Changes in total fund appropriations and use of contingency appropriations must be approved by the City Commission.
- The operating budget will reflect programmatic performance measure for each Division and actual performance will be compared periodically to estimated targets.
- The General Fund will maintain a reserve equal to 25% of the current year budgeted expenditures, less capital outlay and transfers out, in unassigned fund balance.
- Capital Outlay is the purchase of fixtures and other tangible personal property of a non-consumable nature. Capital assets costing more than \$5,000 and having a useful life of more than one year are capitalized.

FUND SUMMARY CHART



Note- All funds are Non-major unless indicated as Major.

1. Impact Fees (Combined) consists of:

- Police Impact Fee
- Fire Impact Fee
- Parks & Recreation Impact Fee
- Transportation Impact Fee

2. Debt Service (Combined) consists of:

- State Revolving Fund Loans
- Series 2014 Capital Improvement Revenue Refunding Note
- Series 2014 General Obligation Refunding Note
- Series 2013 Capital Improvement Revenue Note

FUND STRUCTURE

The City utilizes a fund structure as outlined in the accounting regulations that govern units of local government. A fund is a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. Funds are divided into various types according to the legal restrictions imposed upon them or the uses to which the funds may be placed. The following is the fund structure contained in the budget.

GOVERNMENTAL FUNDS

Governmental funds are used to account for the City’s general government activities. Governmental fund types use the flow of current financial resources measurement focus and modified accrual basis of accounting. Accordingly, the reported fund balances provide an indicator of available, spendable or appropriable resources but may be reserved or designated for specific purposes. Following are the City’s governmental funds.

GENERAL FUND

The General Fund is the City’s primary operating fund. This fund accounts for all financial resources, except those that are required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

The Special Revenue Funds account for the proceeds of specific revenue sources which are legally restricted to expenditures for specific purposes. The following funds are included:

Stormwater Utility Fund	Community Redevelopment Agency
Special Law Enforcement Trust Fund	Fund
Airport Fund	Transportation Impact Fee Fund
Police Impact Fee Fund	Building & Inspection Fund
Fire Impact Fee Fund	Parking Fund
Park & Recreation Impact Fee Fund	

CAPITAL PROJECTS FUNDS

The Capital Projects Funds account for financial resources to be used for the acquisition or construction of capital facilities and equipment. The following funds are included:

General Obligation Bond Capital Projects
2013 Capital Improvement Projects

DEBT SERVICE FUNDS

The Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The following funds are included as Debt Service Funds:

State Revolving Fund Loans

Series 2014 Capital Improvement Refunding Revenue Note

Series 2014 General Obligation Refunding Note

Series 2013 Capital Improvement Revenue Note

PROPRIETARY FUNDS

The City maintains two types of proprietary funds. The Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the various departments and cost functions. The City uses an Internal Service Fund to account for its vehicle and equipment fleet maintenance facilities and operations.

The City's Proprietary Funds include the following:

City Marina Fund

Golf Course Fund

Sanitation Fund

Garage Fund

All Funds included in the Comprehensive Financial Report are budgeted and included in the FY2015-16 Budget except for the Pension Funds.

City of New Smyrna Beach, Florida

DEPARTMENT/DIVISION AND FUND LINKAGE MATRIX

This table summarizes the relationship between City departments/divisions and the funds in the accounting and budgetary groupings previously described. In addition, the accounting functions used to summarize the operating expenditures/expenses for each department/division are listed.

Department/Division	Function	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Proprietary Fund
City Commission	General Government	X				
City Manager	General Government	X				
City Clerk	General Government	X				
Finance Department	General Government	X				
Information Technology	General Government	X				
City Attorney	General Government	X				
Planning and Engineering Services	General Government	X				
Human Resources	General Government	X				
Law Enforcement	Public Safety	X				
Fire/Rescue Services	Public Safety	X				
Public Works Administration	Physical Environment	X				
Building and Maintenance	Physical Environment	X				
Streets	Physical Environment	X				
Parks	Cultural/Recreation	X				
Recreation	Cultural/Recreation	X				
Sports Complex	Cultural/Recreation	X				
Stormwater Utility	Physical Environment		X			
Special Law Enforcement Trust	Public Safety		X			
Airport	Transportation		X			
Police Impact Fee	Public Safety		X			
Fire Impact Fee	Public Safety		X			
Park & Recreation Impact Fee	Cultural/Recreation		X			
Community Redevelopment Agency	Economic Environment		X			
Transportation Impact Fee	Transportation		X			
Building & Inspections	Public Safety		X			
Parking Fund	Public Safety		X			
General Obligation Bond Capital Projects	Capital Projects			X		
2013 Capital Improvement Projects	Capital Projects			X		
State Revolving Fund Loans	Debt Service				X	
Capital Improvement Revenue Refunding Note	Debt Service				X	
General Obligation Refunding Note	Debt Service				X	
2013 Capital Improvement Revenue Note	Debt Service				X	
Golf Course Administration	Cultural/Recreation					X
Marina	Cultural/Recreation					X
Sanitation	Physical Environment					X
Fleet Maintenance	Physical Environment					X

City of New Smyrna Beach, Florida

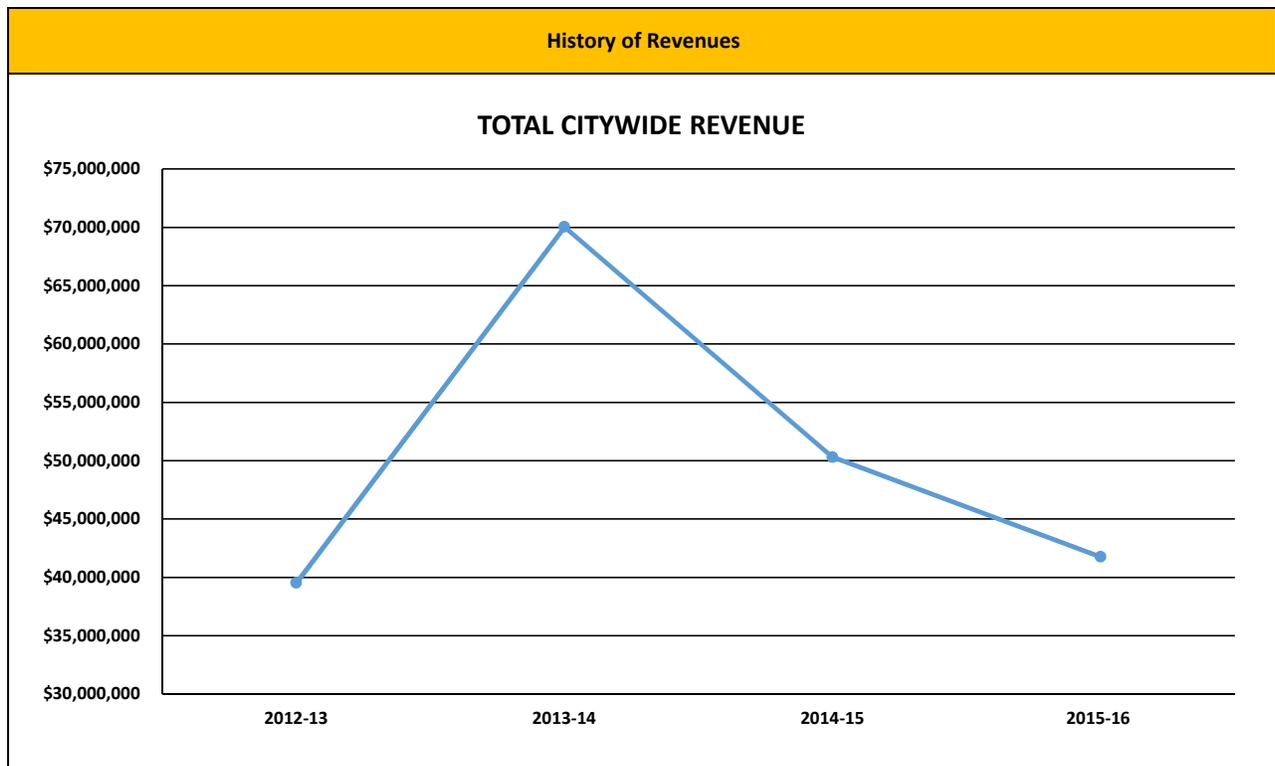
FUND BALANCE HISTORY BY FUND

FUND	Description	Fund Balance at 09/30/13	Fund Balance at 09/30/14	Estimated Fund Balance at 09/30/15	Estimated Fund Balance at 09/30/16	% Change
GENERAL FUND						
001	General Fund	\$ 8,998,462	\$ 9,098,377	\$ 9,992,555	\$ 9,608,728	-4%
	Total General Fund	8,998,462	9,098,377	9,992,555	9,608,728	-4%
SPECIAL REVENUE FUNDS						
101	Stormwater Utility	3,483,610	4,828,838	3,909,730	3,792,119	-3%
103	Special Law Enforcement Trust	66,733	67,209	96,627	96,627	0%
104	Airport	835,311	862,566	1,266,961	1,248,961	-1%
105	Police Impact Fees	926,885	988,765	1,125,470	1,159,234	3%
106	Fire Impact Fees	409,750	453,835	397,156	409,071	3%
107	Parks & Recreational Impact Fees	94,286	45,003	70,733	72,855	3%
109	Transportation Impact Fees	1,267,915	1,120,300	315,377	324,838	3%
113	Building & Inspections	1,295,289	2,125,720	2,942,872	2,841,639	-3%
115	Parking Fund	-	-	83,028	83,028	0%
120	Community Redevelopment (Retired)	2,805,545	2,084,670	1,222,097	32,097	-97%
125	Community Redevelopment (New)	-	-	-	10,000	N/A
	Total Special Revenue Funds	11,185,323	12,576,907	11,430,051	10,070,469	-12%
DEBT SERVICE FUNDS						
204	Public Improvement Refunding Revenue Bonds	27,615	27,675	27,704	27,704	0%
205	State Revolving Fund Loans	99,434	99,439	99,544	99,544	0%
206	Florida Municipal Loan Council Promissory Notes	431	1,532	1,534	1,534	0%
207	State Revolving Fund Sinking Fund	130,657	130,664	133,374	133,374	0%
208	Capital Improvement Revenue Refunding Note	-	8,076	10,598	10,598	0%
209	General Obligation Refunding Note	61,842	6,544	27,016	27,016	0%
210	2013 Capital Improvement Revenue Note	-	-	2,001	2,001	0%
	Total Debt Service Funds	319,979	273,930	301,771	301,771	0%
CAPITAL PROJECTS FUND						
302	2013 Capital Improvement Revenue Note	-	7,576,335	5,633,798	4,219,249	-25%
303	General Obligation Bond Projects Fund	4,403,080	2,031,102	1,623,323	1,123,323	-31%
	Total Capital Projects Fund	4,403,080	9,607,437	7,257,120	5,342,571	-26%
PROPRIETARY FUNDS						
401	Golf Course	(628,525)	(560,800)	(588,411)	(588,411)	0%
405	Sanitation	835,498	621,204	147,360	150,307	2%
408	Marina	575,390	646,399	712,936	727,195	2%
501	Garage	840,949	917,753	467,122	476,464	2%
	Total Proprietary Fund	1,623,312	1,624,556	739,008	765,556	4%
TOTAL FUNDS		\$ 26,530,156	\$ 33,181,207	\$ 29,720,506	\$ 26,089,095	-12%

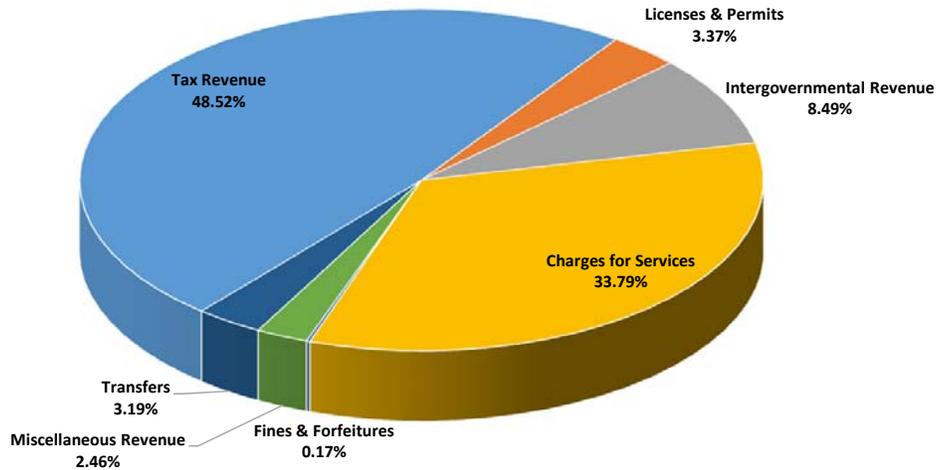
City of New Smyrna Beach, Florida
CITYWIDE REVENUE SUMMARY

CITYWIDE REVENUE	2012-13	2013-14	2014-15	2015-16	% Change
REVENUE SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Tax Revenue	\$ 17,457,871	\$ 18,683,784	\$ 19,176,128	\$ 19,273,783	0.51%
Licenses & Permits	1,672,160	1,696,107	1,778,420	1,339,313	-24.69%
Intergovernmental Revenue	4,188,958	6,706,966	8,515,245	3,371,107	-60.41%
Charges for Services	12,470,913	12,693,700	12,782,678	13,422,708	5.01%
Fines & Forfeitures	71,989	158,804	201,262	69,210	-65.61%
Miscellaneous Revenue	1,184,885	2,778,861	1,999,705	976,621	-51.16%
Transfers	2,465,890	2,523,723	5,841,467	1,267,300	-78.31%
Debt Proceeds	-	24,780,000	-	-	N/A
Appropriated Fund Balance	-	-	-	2,018,851	N/A
TOTAL REVENUE	\$ 39,512,665	\$ 70,021,944	\$ 50,294,906	\$ 41,738,893	-17.01%

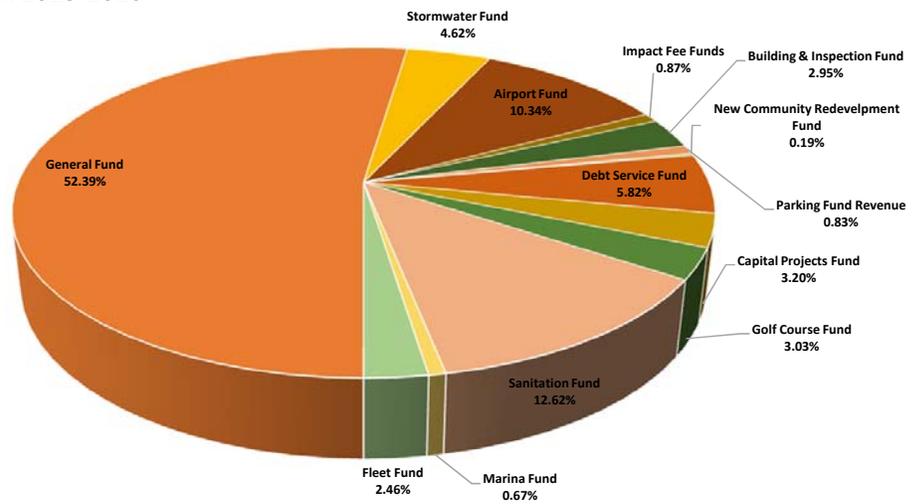
CITYWIDE REVENUE	2012-13	2013-14	2014-15	2015-16	% Change
FUND SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
General Fund	\$ 20,304,566	\$ 22,306,704	\$ 22,336,717	\$ 21,867,250	-2.10%
Stormwater Fund	1,815,954	2,137,865	8,007,024	1,929,264	-75.91%
Special Law Enforcement Trust Fund	32,679	11,732	38,538	-	-100.00%
Airport Fund	3,118,633	4,604,449	3,748,306	4,317,819	15.19%
Impact Fee Funds	413,805	384,216	277,007	365,000	31.77%
Building & Inspection Fund	1,553,838	1,654,996	1,603,895	1,229,862	-23.32%
Parking Fund Revenue	-	-	183,054	348,277	90.26%
Community Redevelopment Agency Fund	1,912,631	1,734,376	2,025,927	-	-100.00%
New Community Redevelopment Fund	-	-	-	77,310	N/A
Debt Service Fund	2,649,452	20,502,459	1,903,986	2,431,185	27.69%
Capital Projects Fund	3,852	8,963,286	2,415,758	1,337,158	-44.65%
Golf Course Fund	1,234,295	1,215,231	1,125,046	1,265,107	12.45%
Sanitation Fund	5,012,250	5,128,651	5,288,808	5,265,606	-0.44%
Marina Fund	277,158	276,307	285,486	277,700	-2.73%
Fleet Fund	1,183,551	1,101,674	1,055,354	1,027,355	-2.65%
TOTAL REVENUE	\$ 39,512,665	\$ 70,021,944	\$ 50,294,906	\$ 41,738,893	-17.01%



**CITYWIDE REVENUE SUMMARY
FISCAL YEAR 2015-2016**



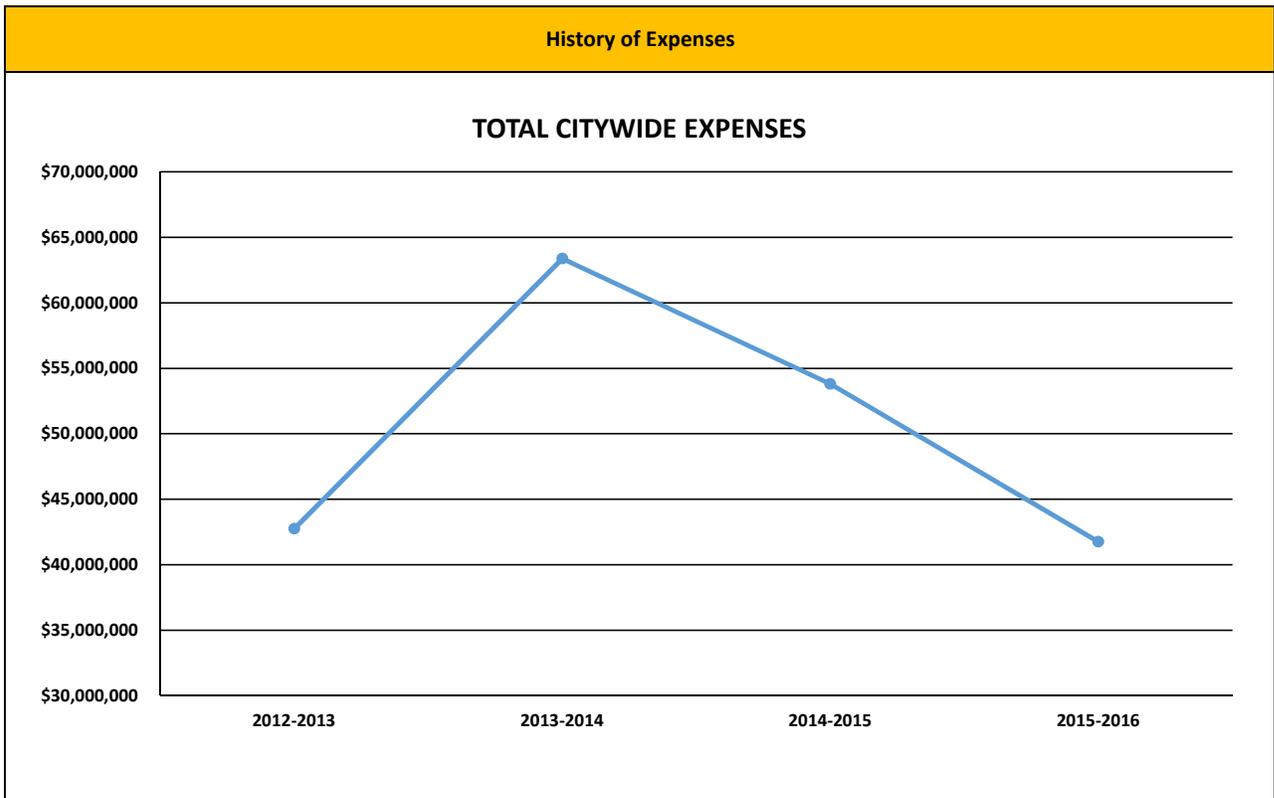
**CITYWIDE REVENUE FUND SUMMARY
FISCAL YEAR 2015-2016**

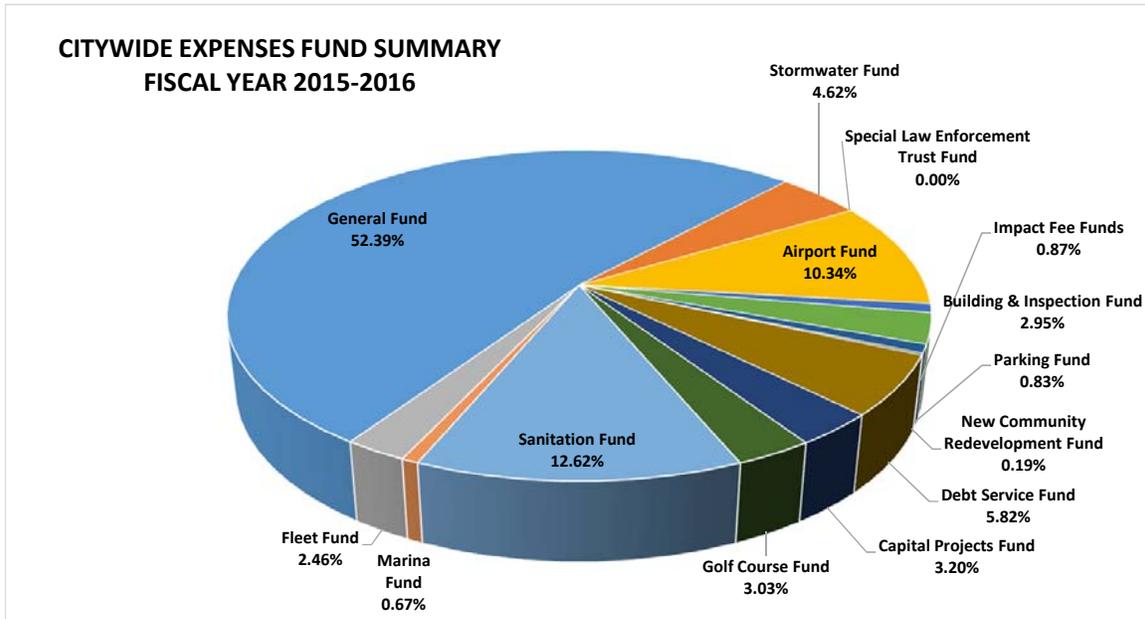
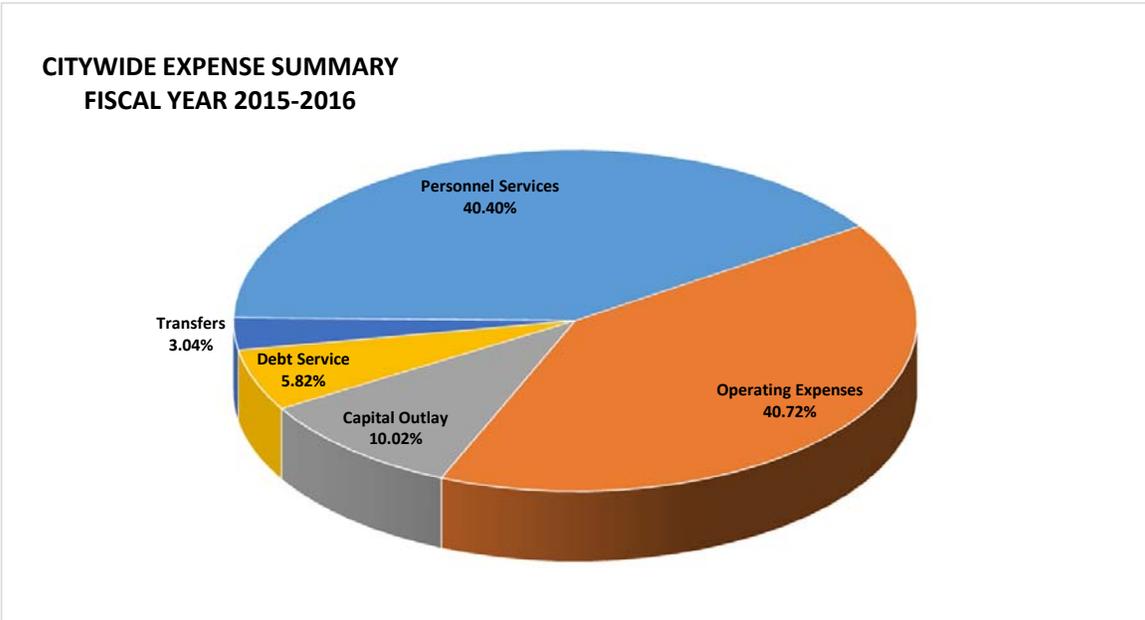


City of New Smyrna Beach, Florida
CITYWIDE EXPENSE SUMMARY

CITYWIDE EXPENSES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
CATEGORY SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personnel Services	\$ 14,778,468	\$ 15,122,467	\$ 16,060,255	\$ 16,861,911	4.99%
Operating Expenses	16,348,190	15,261,397	15,431,421	16,997,743	10.15%
Capital Outlay	6,044,881	9,420,808	16,618,517	4,180,754	-74.84%
Debt Service	3,094,040	21,043,399	2,395,873	2,431,185	1.47%
Transfers	2,465,890	2,523,723	3,289,245	1,267,300	-61.47%
TOTAL EXPENSES	\$ 42,731,469	\$ 63,371,794	\$ 53,795,311	\$ 41,738,893	-22.41%

CITYWIDE EXPENSES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
FUND SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
General Fund	\$ 19,757,919	\$ 22,206,788	\$ 21,450,872	\$ 21,867,250	1.94%
Stormwater Fund	1,159,524	792,637	8,926,132	1,929,264	-78.39%
Special Law Enforcement Trust Fund	56,152	11,256	9,090	-	-100.00%
Airport Fund	3,068,779	4,577,194	3,376,180	4,317,819	27.89%
Impact Fee Funds	213,051	475,148	1,196,768	365,000	-69.50%
Building & Inspection Fund	739,471	824,960	786,348	1,229,862	56.40%
Parking Fund	-	-	100,026	348,277	N/A
Community Redevelopment Agency Fund	5,877,073	2,455,250	2,888,500	-	-100.00%
New Community Redevelopment Fund	-	-	-	77,310	N/A
Debt Service Fund	2,620,047	20,548,509	2,395,553	2,431,185	1.49%
Capital Projects Fund	844,497	3,758,961	4,026,074	1,337,158	-66.79%
Golf Course Fund	1,114,149	1,147,540	1,152,623	1,265,107	9.76%
Sanitation Fund	5,987,477	5,342,944	5,762,652	5,265,606	-8.63%
Marina Fund	204,457	205,298	218,948	277,700	26.83%
Fleet Fund	1,088,874	1,025,310	1,505,545	1,027,355	-31.76%
TOTAL EXPENSES	\$ 42,731,469	\$ 63,371,794	\$ 53,795,311	\$ 41,738,893	-22.41%





BUDGET DETAIL BY FUND

General Fund Budget Summary

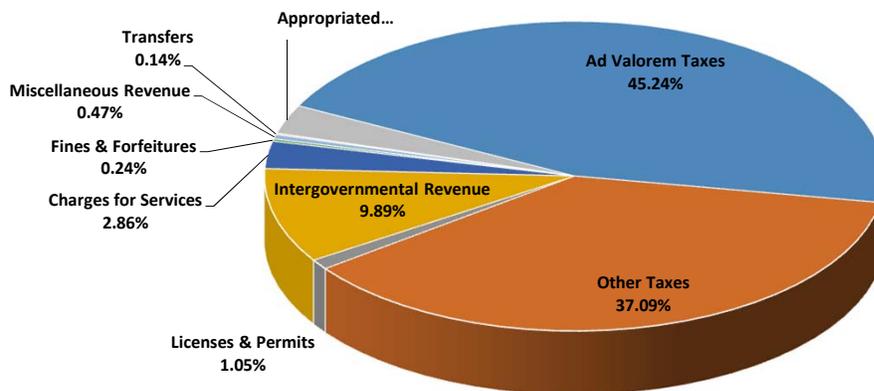
General Government Departmental Summaries



001 – GENERAL FUND

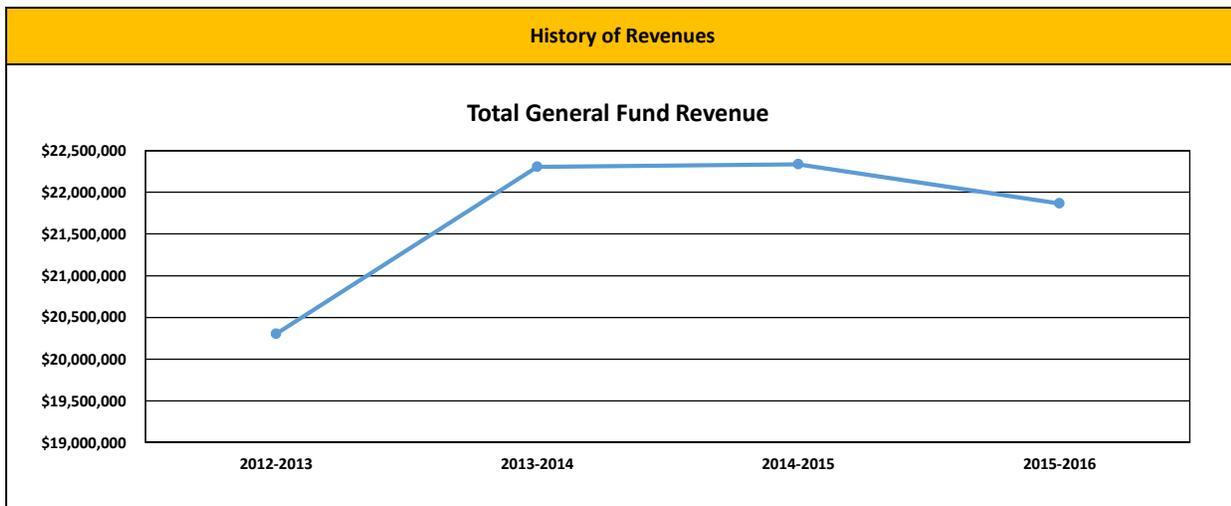
GENERAL FUND REVENUE REVENUE SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Ad Valorem Taxes	\$ 7,620,592	\$ 8,159,500	\$ 8,761,475	\$ 9,891,899	12.90%
Other Taxes	7,847,083	8,476,199	8,572,512	8,109,989	-5.40%
Licenses & Permits	228,684	214,959	234,872	228,905	-2.54%
Intergovernmental Revenue	2,685,933	3,511,967	2,360,990	2,162,558	-8.40%
Charges for Services	552,191	623,538	663,678	624,645	-5.88%
Fines & Forfeitures	45,556	123,343	136,875	52,450	-61.68%
Miscellaneous Revenue	228,612	775,884	989,987	102,411	-89.66%
Transfers	1,095,916	421,314	616,329	30,700	-95.02%
Appropriated Fund Balance	-	-	-	663,693	N/A
TOTAL REVENUE	\$ 20,304,566	\$ 22,306,704	\$ 22,336,716	\$ 21,867,250	-2.10%

**GENERAL FUND REVENUE SUMMARY
FISCAL YEAR 2015-2016**



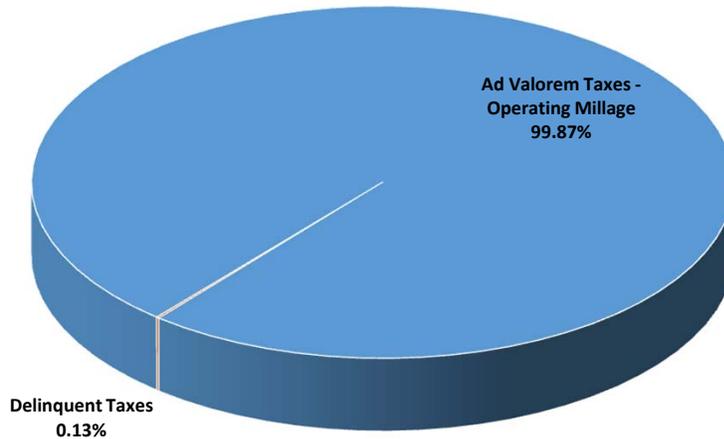
Management Discussion

Gross taxable value of property located within the city limits increased 7.4% from the previous tax year. The City Commission adopted a operating millage rate of 3.5699. Intergovernmental revenue decreased (8.40%) due to the completion of grant funded capital projects during the 2015 fiscal year. The reduction of 89.6% in miscellaneous revenue is primarily the result of the sell of City owned in FY2015. The General Fund budget does not rely on interfund transfers for day to day operations, but may utilize those transfers to fund capital equipment. The City's internal service fleet fund accumulated a surplus over the years and the excess funds finance the over \$450K in capital equipment in FY2015, hence the reduction of 95% in transfers in FY2016. Overall the General Fund revenue budget decreased by 2.1% in FY2016. The City does not intend to utilize appropriated fund balance for it's operating activities, but the appropriation is used to fund one-time capital equipment and improvements.



AD VALOREM TAXES REVENUE SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Ad Valorem Taxes - Operating Millage	\$ 7,608,463	\$ 8,146,036	\$ 8,759,643	\$ 9,878,899	12.78%
Delinquent Taxes	\$ 12,129	\$ 13,464	\$ 1,831	\$ 13,000	609.89%
Total Ad Valorem Taxes Revenue	\$ 7,620,592	\$ 8,159,500	\$ 8,761,475	\$ 9,891,899	12.90%

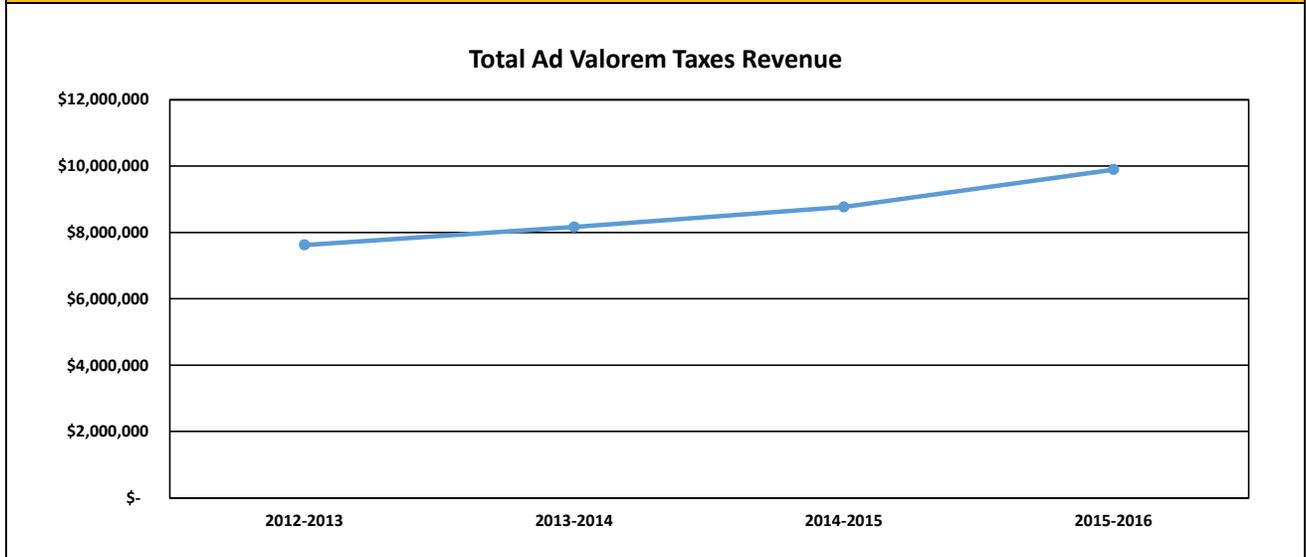
**Ad Valorem Taxes Revenue Summary
Fiscal Year 2015-2016**



Management Discussion

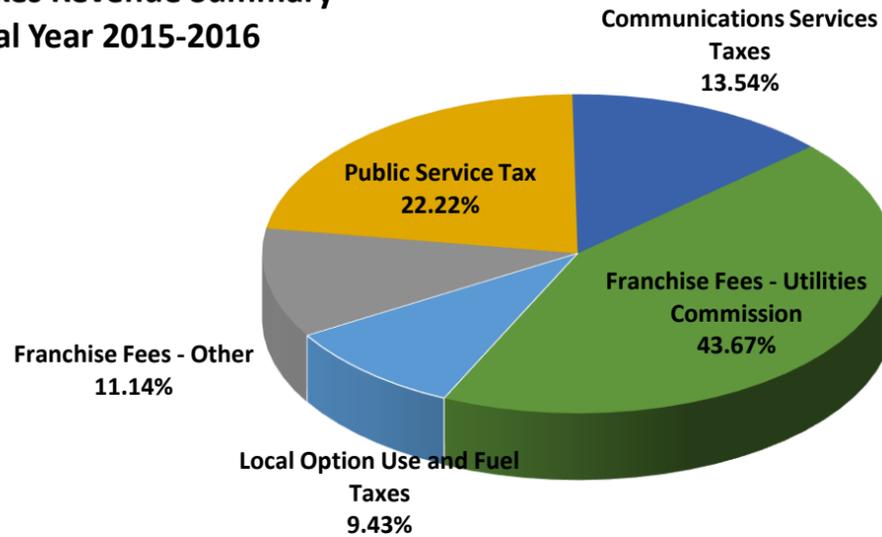
This is the single largest revenue source for the City, accounting for 45% of the total general fund revenue excluding transfers and reserves. The amount of revenue is determined by the taxable values established by the Volusia County Property Appraiser and the millage rate set by the City. The 2015 preliminary taxable value is \$2,924,320,102.

History of Revenues



OTHER TAXES REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Local Option Use and Fuel Taxes	\$ 730,363	\$ 733,284	\$ 761,129	\$ 764,796	0.48%
Fire and Police Insurance Premiums	448,180	469,719	454,464	-	N/A
Franchise Fees - Other	700,676	921,769	890,047	903,097	1.47%
Public Service Tax	1,639,550	1,784,610	1,850,161	1,802,114	-2.60%
Communications Services Taxes	1,092,940	1,079,607	1,066,650	1,098,173	2.96%
Franchise Fees - Utilities Commission	3,235,374	3,487,211	3,550,061	3,541,809	-0.23%
Total Other Taxes Revenue	\$ 7,847,083	\$ 8,476,199	\$ 8,572,512	\$ 8,109,989	-5.40%

**Other Taxes Revenue Summary
Fiscal Year 2015-2016**



Management Discussion

Local Option Gas Tax

These 6 cent and 5 cent per gallon taxes county-wide are allocated to the City based upon an inter-local agreement with Volusia County. The distribution formula is based on a population formula that is updated periodically. Budgeted revenues for FY2016 are \$753,537 and are estimated based on state forecasting.

Franchise Fees - Other

Franchise fees are levied on certain utilities by the City for the privilege of doing business in the City. Franchise holders include Waste Pro, Southard Recycling and Florida Public Utilities. Most fees are based on gross revenues and fluctuate with changes in consumption and rates charged by the franchise holder. Budgeted franchise fee revenues are \$903,097 and are estimated based on trend analysis of the prior three years.

Public Service Tax

A utility tax is charged on homes and businesses located within the City. These taxes are assessed on the total amount of the monthly bills issued to customers by the Utilities Commission for electric service. Budgeted utility tax for 2016 is \$1.8 million, based on trend analysis of the prior three years.

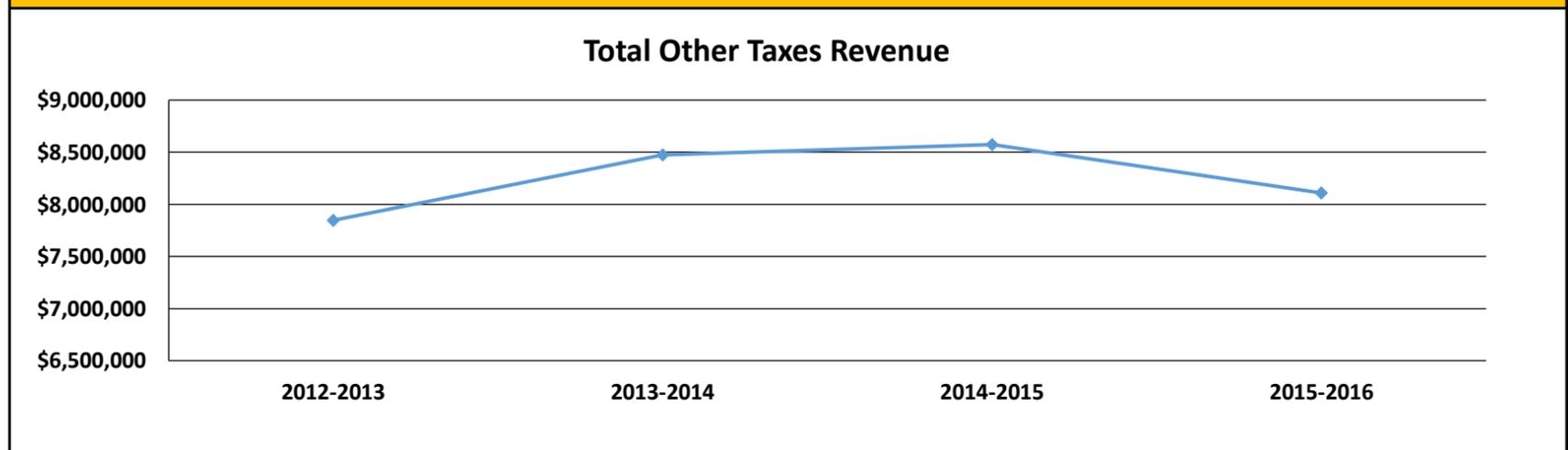
Communications Services Tax

The Simplified Communications Services Tax allows both the state and local communications services tax to be imposed on a broad base of telecommunications and cable services and does not discriminate between services or providers. The tax base includes the transmission of voice, data, audio, video or other information services, including cable services. The State of Florida is responsible for collecting the tax and remitting it to the various local agencies. Estimated revenues for the City for 2016 by the State of Florida are \$1,098,173.

Franchise Fees - Utilities Commission

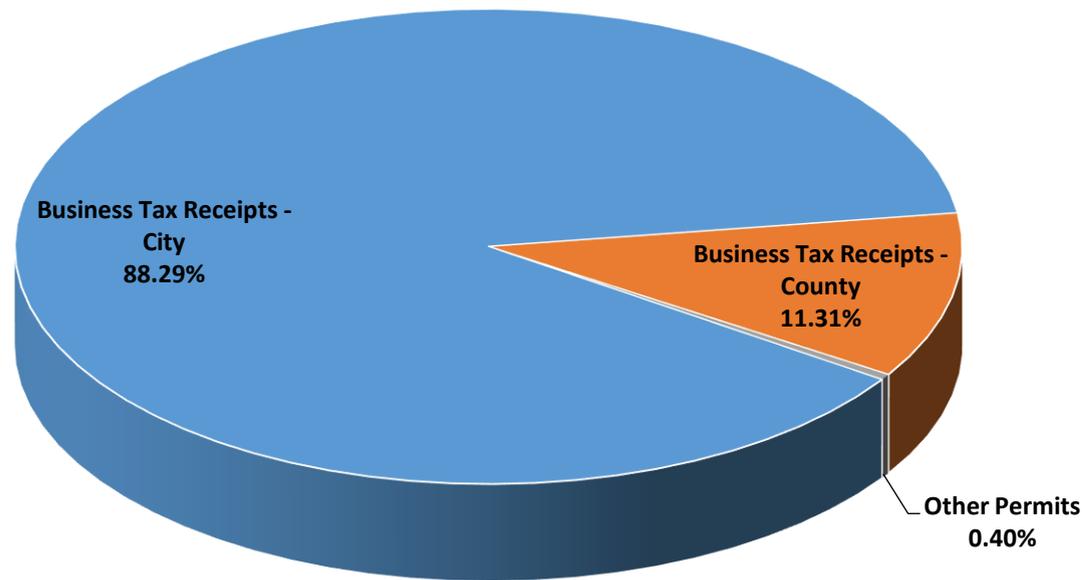
The Utilities Commission of New Smyrna Beach pays franchise fees to the City in accordance with the legislation that created the Commission. The fee imposed is 6% of gross revenues received from the incorporated areas for electricity, water, sewer and reuse. FY16 Budget of \$3,541,809 is based on trend analysis of the prior three years.

History of Revenues



LICENSES & PERMITS REVENUE SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Business Tax Receipts - City	\$ 205,221	\$ 189,712	\$ 211,282	\$ 202,110	-4%
Business Tax Receipts - County	\$ 22,599	\$ 24,389	\$ 22,702	\$ 25,880	14%
Other Permits	\$ 864	\$ 858	\$ 889	\$ 915	3%
Total Licenses & Permits Revenue	\$ 228,684	\$ 214,959	\$ 234,872	\$ 228,905	-3%

**Licenses & Permits Revenue Summary
Fiscal Year 2015-2016**

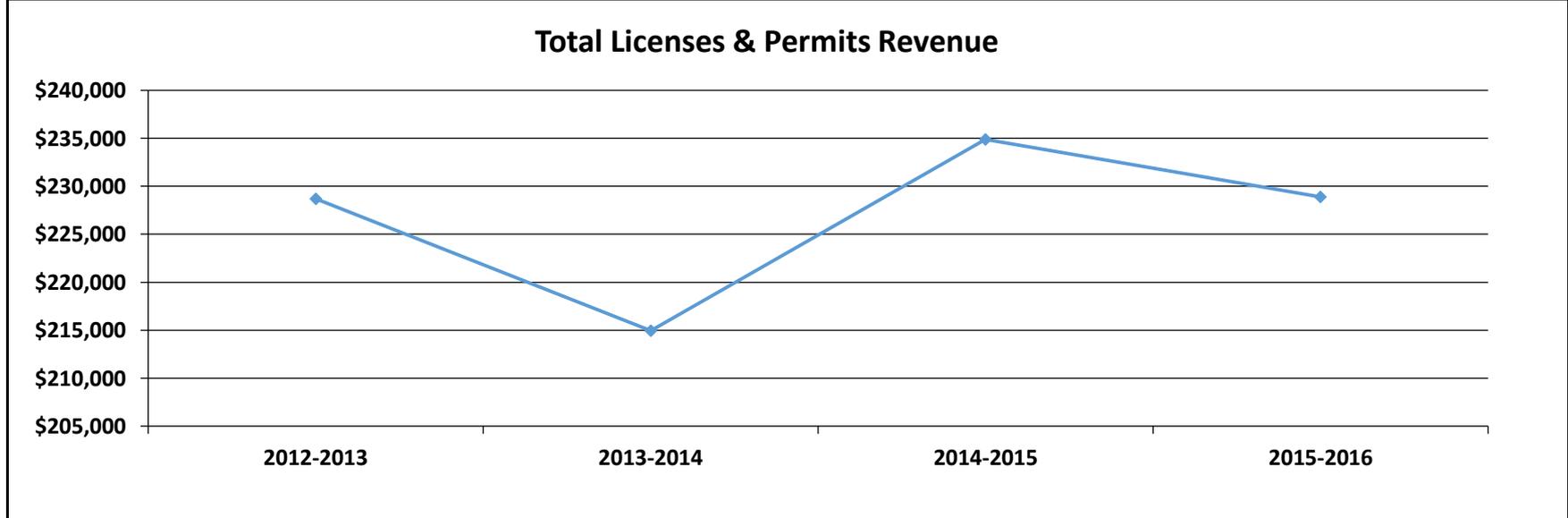


Management Discussion

Business Tax Receipts

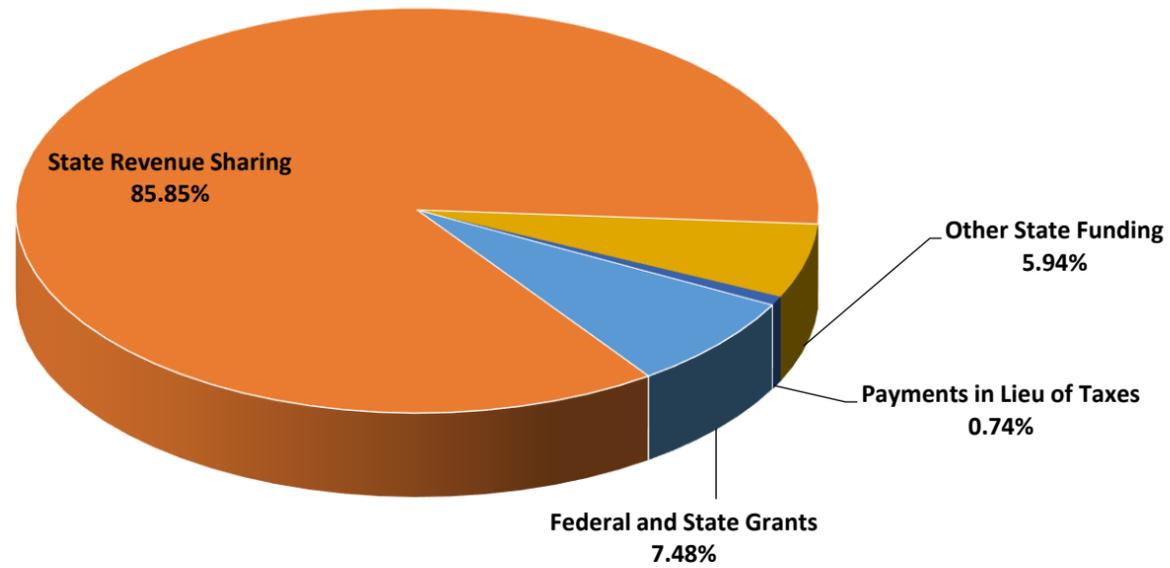
A person or company doing business in the City must have a business tax receipt (formerly called an occupational license). The majority of this revenue is generated from annual renewals and projected income for FY2016 is \$228,905 based on trend analysis.

History of Revenues



INTERGOVERNMENTAL REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Federal and State Grants	\$ 728,782	\$ 1,307,925	\$ 304,755	\$ 161,715	-47%
State Revenue Sharing	\$ 1,625,514	\$ 1,710,432	\$ 1,858,553	\$ 1,856,475	0%
Grants from other Local Units	\$ 180,986	\$ 324,157	\$ 30	\$ -	-100%
Other State Funding	\$ 150,650	\$ 169,453	\$ 163,136	\$ 128,368	-21%
Payments in Lieu of Taxes	\$ -	\$ -	\$ 34,515	\$ 16,000	N/A
Total Intergovernmental Revenue	\$ 2,685,933	\$ 3,511,967	\$ 2,360,990	\$ 2,162,558	-8%

**Intergovernmental Revenue Summary
Fiscal Year 2015-20156**



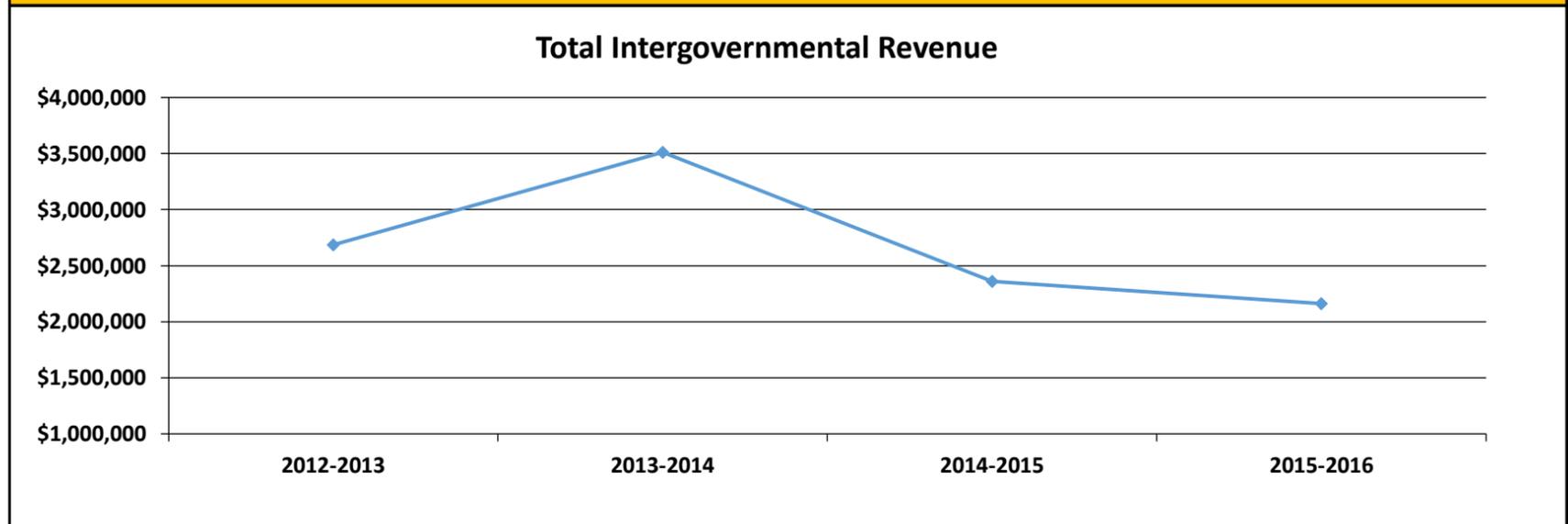
Management Discussion

State Revenue Sharing
The Municipal Revenue Sharing Program is based on a percentage of taxes and user fees collected by the State of Florida and allocated based on a formula that considers population, sales tax collections and the relative ability to raise revenue. The fiscal year 2016 projection is \$1,856,475 based on trend analysis and state forecasts.

Federal and State Grants
The City expects to receive \$128,368 in state and federal grants for various general fund programs. Agencies involved include the US Department of Justice and the Department of Community Affairs. These were estimated based on the new grants awarded and agreement executed.

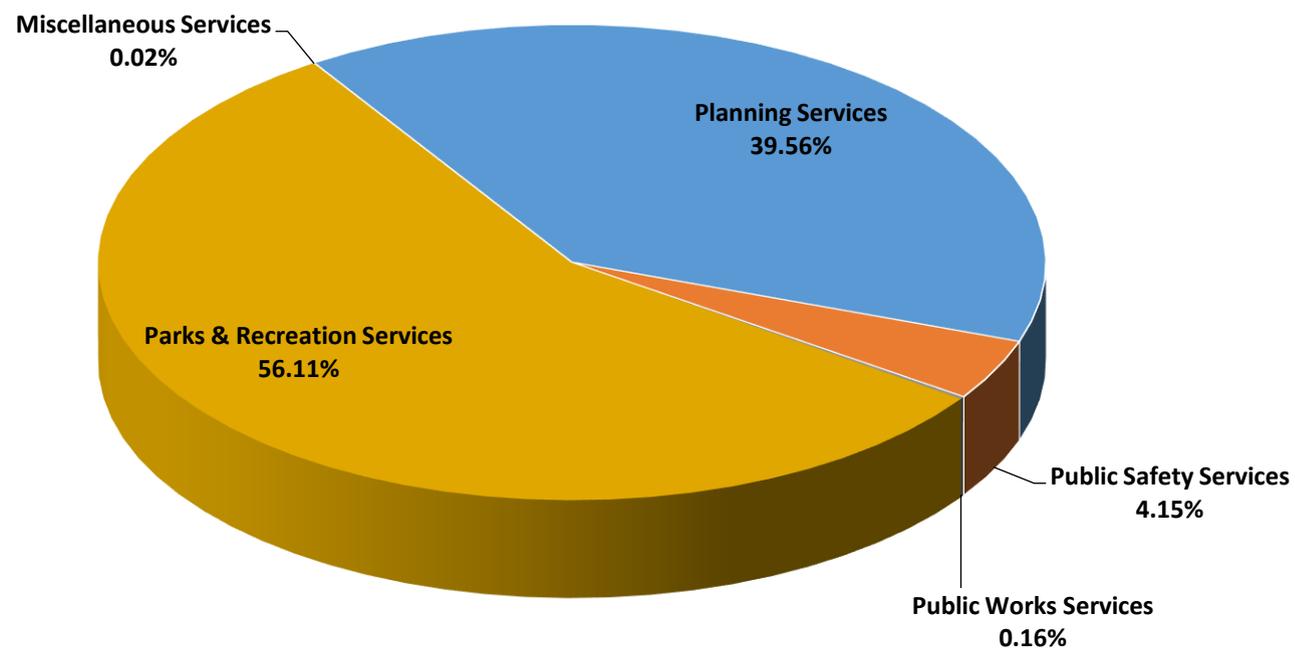
Other State Funding
Other State Funding includes LAP agreements with other State agencies for the maintenance of the part of the State Highway System within the limits of the City including traffic signals, roadway, roadside areas, and median strips. Also included is the State of Florida's contribution to the Firefighter's Supplemental Compensation Fund.

History of Revenues



CHARGES FOR SERVICES REVENUE SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Planning Services	\$ 141,428	\$ 227,822	\$ 274,949	\$ 247,123	-10.12%
Public Safety Services	\$ 29,281	\$ 37,123	\$ 28,066	\$ 25,906	-7.69%
Public Works Services	\$ 600	\$ 427	\$ 513	\$ 1,000	95.12%
Parks & Recreation Services	\$ 380,550	\$ 357,727	\$ 359,802	\$ 350,516	-2.58%
Miscellaneous Services	\$ 331	\$ 439	\$ 349	\$ 100	-71.35%
Total Charges for Services Revenue	\$ 552,191	\$ 623,538	\$ 663,678	\$ 624,645	-5.88%

**Charges for Services Revenue Summary
Fiscal Year 2015-2016**



Management Discussion

General Government

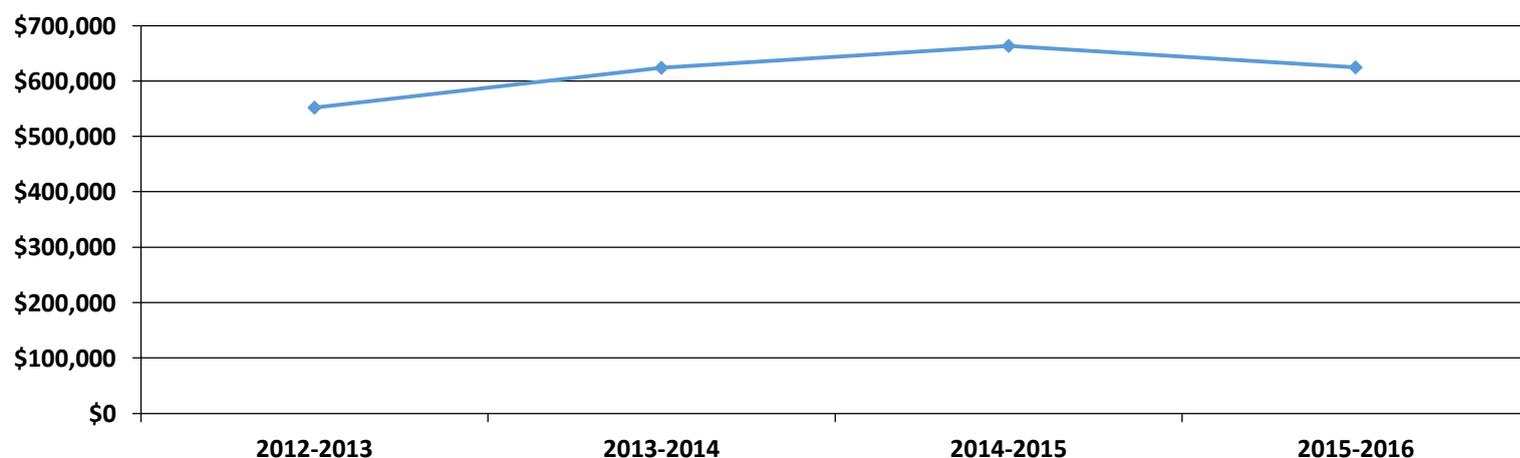
The main component of this category of revenue is development services fees for planning and zoning activities. Fees are charged for funeral escorts, fingerprinting, CPR training, garage sale permits and pet licenses. These revenues represent an insignificant portion of total revenues.

Recreation

User fees for participants in various classes and sport related activities offered by the Recreation Department are the major source of revenue. This also includes the Summer Fun and school break programs for youth. These fees generally cover all direct costs of running these programs and are estimated based on historical trends.

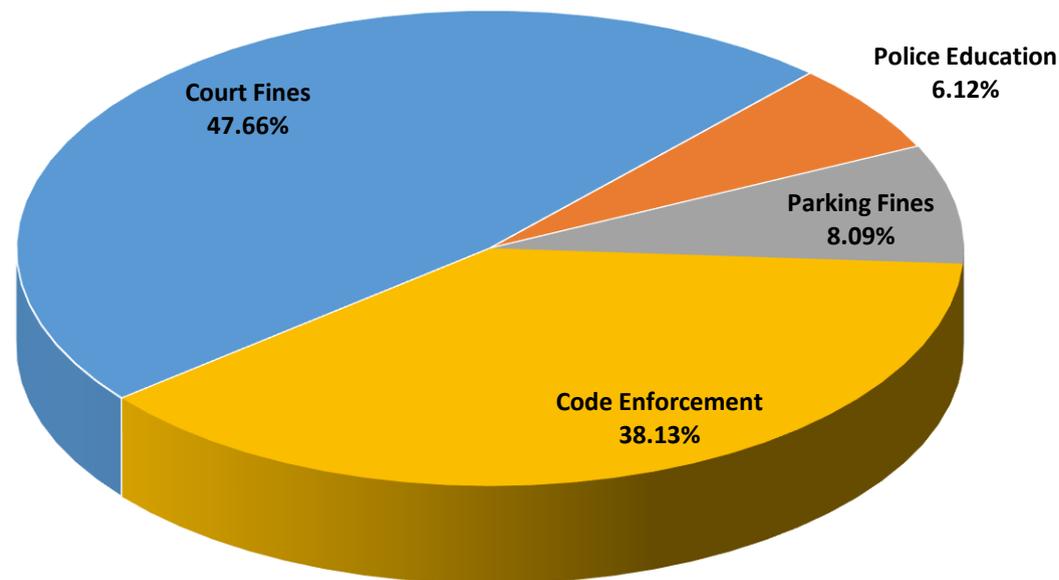
History of Revenues

Total Charges for Services Revenue



FINES & FORFEITURES REVENUE SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Court Fines	\$ 33,382	\$ 26,167	\$ 29,715	\$ 25,000	-15.87%
Police Education	\$ 4,550	\$ 3,464	\$ 3,117	\$ 3,208	2.91%
Parking Fines	\$ 5,475	\$ 11,273	\$ 16,245	\$ 4,242	-73.89%
Code Enforcement	\$ 2,150	\$ 82,440	\$ 87,798	\$ 20,000	-77.22%
Total Fines & Forfeitures Revenue	\$ 45,556	\$ 123,343	\$ 136,875	\$ 52,450	-61.68%

**Fines & Forfeitures Revenue Summary
Fiscal Year 2015-2016**



Management Discussion

Court Fines

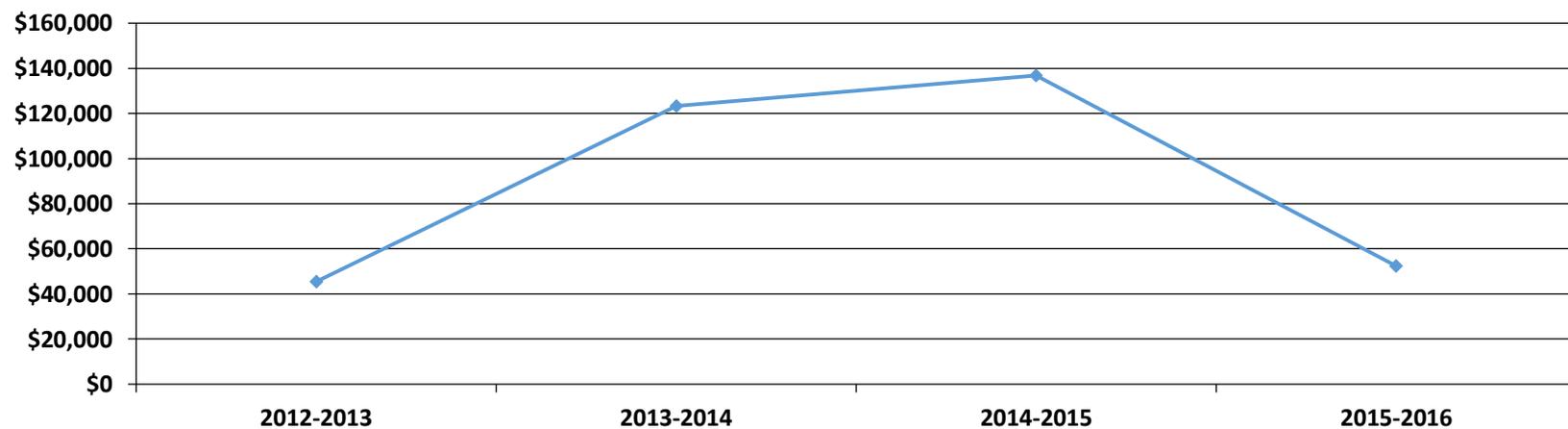
This revenue is the result of fines and penalties imposed by the court system for crimes and parking violations committed in New Smyrna Beach.

Police Education

This revenue is derived from a \$2 assessment on all moving traffic violations. The use of this revenue is restricted to police education expenses.

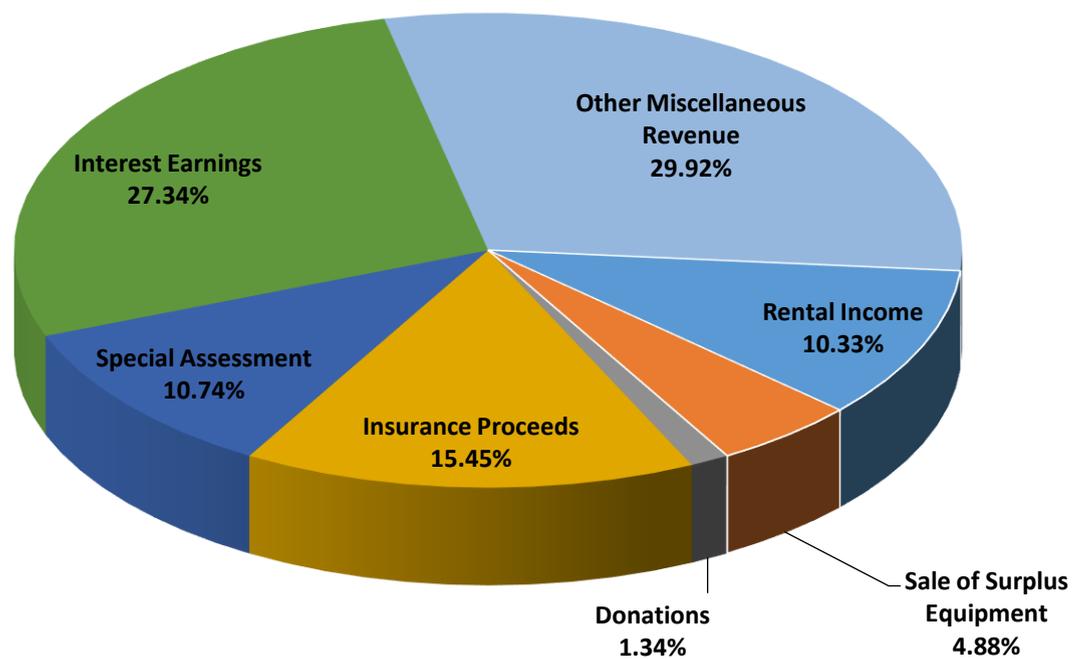
History of Revenues

Total Fines & Forfeitures Revenue



MISCELLANEOUS REVENUE SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Rental Income	\$ 93,236	\$ 93,629	\$ 54,959	\$ 10,581	-80.75%
Sale of Surplus Equipment	\$ -	\$ -	\$ 20,909	\$ 5,000	N/A
Donations	\$ 14,768	\$ 1,900	\$ 2,200	\$ 1,370	-37.73%
Insurance Proceeds	\$ 11,422	\$ 24,875	\$ 18,158	\$ 15,823	-12.86%
Special Assessment	\$ 36,166	\$ 24,382	\$ 25,384	\$ 11,000	-56.67%
Interest Earnings	\$ 24,124	\$ 28,981	\$ 28,900	\$ 28,000	-3.12%
Other Miscellaneous Revenue	\$ 48,896	\$ 602,117	\$ 839,477	\$ 30,637	-96.35%
Total Miscellaneous Revenue	\$ 228,612	\$ 775,884	\$ 989,987	\$ 102,411	-89.66%

Miscellaneous Revenue Summary
Fiscal Year 2015-2016



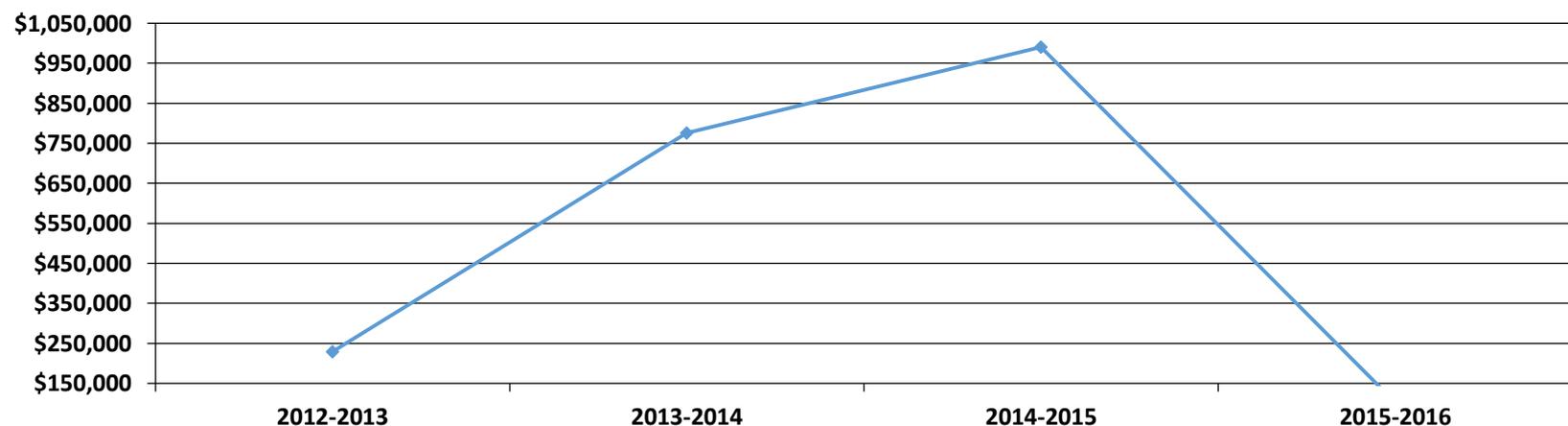
Management Discussion

MISCELLANEOUS

Miscellaneous income includes any income that is not in one of the other categories and primarily consists of rental income from various city facilities, insurance proceeds and donations.

History of Revenues

Total Miscellaneous Revenue



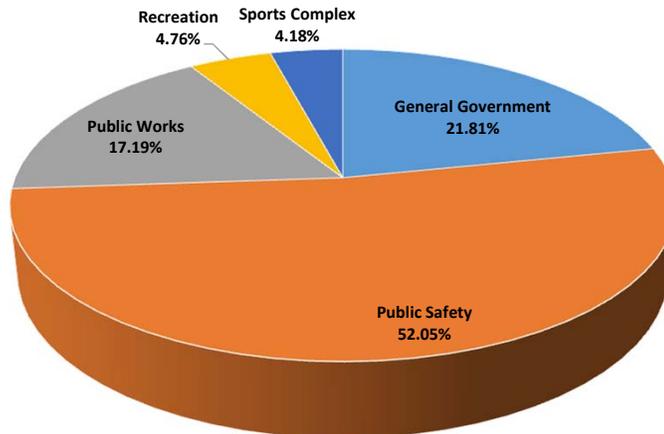
City of New Smyrna Beach, Florida
GENERAL FUND EXPENDITURE SUMMARY

GENERAL FUND EXPENDITURES CATEGORY SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 12,686,379	\$ 13,054,693	\$ 13,753,390	\$ 14,730,578	7.11%
Operating Expenditures	4,309,983	4,423,918	4,709,515	5,479,903	16.36%
Capital Outlay	1,744,419	3,733,231	1,260,891	669,739	-46.88%
Debt Service	408,347	389,722	-	-	N/A
Transfers	608,791	605,224	1,727,076	987,030	-42.85%
TOTAL EXPENDITURES	\$ 19,757,919	\$ 22,206,788	\$ 21,450,872	\$ 21,867,250	1.94%

GENERAL FUND EXPENDITURES FUNCTION SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
General Government	\$ 4,631,494	\$ 6,069,307	\$ 5,051,377	\$ 4,769,851	-5.57%
Public Safety	10,476,958	11,266,753	11,359,023	11,382,814	0.21%
Public Works	2,903,671	3,020,219	3,194,841	3,759,647	17.68%
Recreation	832,594	851,870	941,173	1,041,526	10.66%
Sports Complex	913,202	998,640	904,457	913,412	0.99%
TOTAL EXPENDITURES	\$ 19,757,919	\$ 22,206,788	\$ 21,450,872	\$ 21,867,250	1.94%

GENERAL FUND SUMMARY STAFFING - FTEs	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
General Government	30.75	33.25	35.50	38.25	2.75
Public Safety	95.25	96.25	101.75	101.75	0.00
Public Works	38.00	38.00	38.00	42.00	4.00
Recreation	9.00	8.50	9.50	9.50	0.00
TOTAL STAFFING	173.00	176.00	184.75	191.50	6.75

**GENERAL FUND EXPENDITURE SUMMARY
FISCAL YEAR 2015-2016**



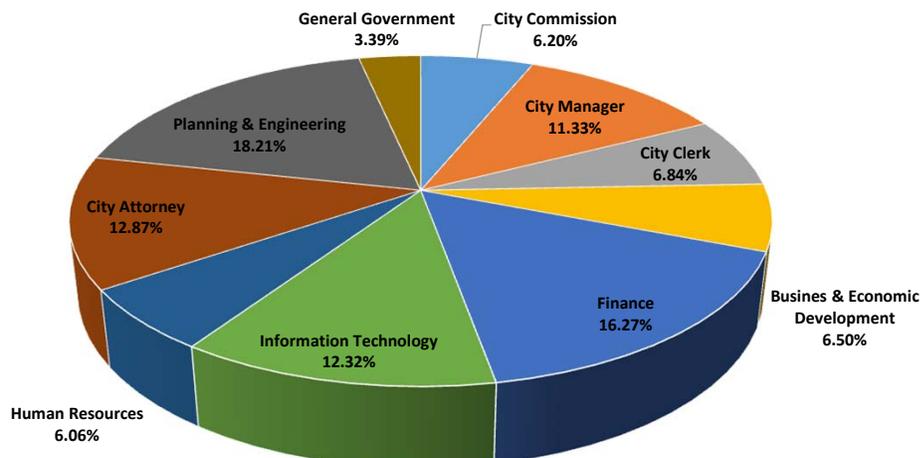
City of New Smyrna Beach, Florida
GENERAL GOVERNMENT EXPENDITURE SUMMARY

GENERAL GOVERNMENT EXPENDITURES CATEGORY SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 2,261,262	\$ 2,458,911	\$ 2,579,308	\$ 3,116,700	20.83%
Operating Expenditures	1,034,138	1,128,184	1,336,484	1,163,046	-12.98%
Capital Outlay	1,123,965	2,445,066	445,550	131,021	-70.59%
Debt Service	408,347	389,722	-	-	N/A
Transfers	608,791	605,224	1,727,076	987,030	-42.85%
Indirect Cost Allocation	(805,008)	(957,799)	(1,037,040)	(627,946)	-39.45%
TOTAL EXPENDITURES	\$ 4,631,494	\$ 6,069,307	\$ 5,051,377	\$ 4,769,851	-5.57%

GENERAL GOVERNMENT EXPENDITURES DEPARTMENT SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
City Commission	\$ 214,762	\$ 239,863	\$ 234,208	\$ 234,625	0.18%
City Manager	404,005	434,359	439,966	428,422	-2.62%
City Clerk	249,933	230,693	234,656	258,634	10.22%
Busines & Economic Development	-	-	-	246,030	N/A
Finance	427,473	447,592	498,378	615,610	23.52%
Information Technology	385,082	300,637	505,708	466,215	-7.81%
Human Resources	209,528	183,239	220,953	229,128	3.70%
City Attorney	423,652	457,948	464,952	486,969	4.74%
Planning & Engineering	537,276	552,802	562,984	688,785	22.35%
General Government	1,170,992	2,616,950	162,497	128,403	-20.98%
Transfers	608,791	605,224	1,727,076	987,030	-42.85%
TOTAL EXPENDITURES	\$ 4,631,494	\$ 6,069,307	\$ 5,051,377	\$ 4,769,851	-5.57%

GENERAL GOVERNMENT SUMMARY STAFFING - FTEs	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
City Commission	5.00	5.00	5.00	5.00	0.00
City Manager	3.00	3.00	3.00	3.00	0.00
City Clerk	2.00	2.00	2.00	2.00	0.00
Busines & Economic Development	0.00	0.00	0.00	1.75	1.75
Finance	6.75	7.25	8.00	8.00	0.00
Information Technology	3.00	4.00	4.00	4.00	0.00
Human Resources	2.00	2.00	2.50	2.50	0.00
City Attorney	2.50	2.50	2.50	2.50	0.00
Planning & Engineering	6.50	6.50	6.50	7.50	1.00
General Government	0.00	1.00	2.00	2.00	0.00
TOTAL STAFFING	30.75	33.25	35.50	38.25	2.75

**GENERAL GOVERNMENT EXPENDITURE SUMMARY
FISCAL YEAR 2015-2016**



CITY COMMISSION (51101)

To implement the City Commission’s strategic vision for the City “an attractive City offering exceptional opportunities for her citizens and lifestyles that embrace an enhanced quality of life”

2015 ACCOMPLISHMENTS

✓ **Public Safety**

The new fire station opened in January on S.R. 44. It replaces the old Fire Station 50 on Faulkner Street. The new station is more centrally located to serve the current population and future growth. In 2004, the voters agreed to tax yourselves in order to replace the aging fire stations and police station. The fire station on S.R. 44 is the final public safety project to be built with those general obligation bonds. In all, the City replaced three aging fire station and the old police station.

The Police Department has worked diligently to earn an accredited status from the Commission for Florida Law Enforcement Accreditation. The agency awarded accreditation to the City’s police department in February 2015. Accreditation is a testament of the agency’s level of professional excellence.



✓ **Addressing infrastructure and public service needs is important to the City.**

Thirty-two (32) capital projects are either planned or under construction today. Here’s a look at a few of the recent projects:

- The New Smyrna Beach Multi-Use Trail stretches between West Pine Avenue and Sugar Mill Drive. It’s used by walkers, runners and bicyclers of all ages.

CITY COMMISSION (51101)

2015 ACCOMPLISHMENTS (Continued)

- Colony Park Road expansion is completed and will connect with Otter Boulevard, which ties into Pioneer Trail. This is the road that runs along the east side of Home Depot. The road opened in early spring 2015.
- Expansion of the Babe James Center was completed in April 2015. The project will enable larger groups to hold meetings and conferences at the center; provide additional security, and provide training opportunities.
- The Swoope Boat Ramp has eased some of the boat traffic at the N. Causeway boat ramps. It's a more direct route to the inlet for boaters. The facility is heavily used in its first year.
- The western side of the North Causeway Boat Ramp is closed for construction. The facility is getting a facelift including the boat ramps, restrooms and parking lot. This western side is expected to reopen in early summer. In the meantime, boaters still may use the ramps and parking area on the east side, and the Swoope Boat Ramps.
- Several more projects are on the 2015 – 2016 horizon:

The new (home side) bleachers at the Sports Complex should be completed by August 15th. The goal is to complete this project by the beginning of the football season. The School Board proposed \$500,000 towards the \$1.04 million replacement cost which was approved on June 23rd.

Holland Park, at Otter Road and Pioneer, is in design phase. The park is along the new Multi-purpose trail. When finished, the design will include fishing, a canoe launch, trails, restrooms and picnic areas.

Request for construction bids were placed out in February 2015 for a new Brannon Center. If the bids are within budget, construction began in early summer with a 2016 completion date.

Repair of the 5th Street Bridge was completed in early summer.

The City will be constructing a new Beach Park on South Atlantic, which is currently under design.

Design and construction options are under review for expansion of City Hall to address long-term space needs.

CITY COMMISSION (51101)

2015 ACCOMPLISHMENTS (Continued)

- ✓ **The City has a 5-year Capital Improvement Plan for various projects such as these.**
You can see the entire list including the cost and description of each on the City's website at: www.cityofnsb.com/capital-improvement-projects
- ✓ **The City was successful establishing the new Community Redevelopment Area/CRA in 2015**
The U.S. 1 CRA, is expected to renovate blighted areas of the City's Historic Westside .Community and U.S. 1 using an estimated \$15 million generated over 20 years. The new CRA includes most of U.S. 1 in the City limits, the New Smyrna Beach Municipal Airport, the Historic Westside, West Canal Street, the former K-Mart Plaza, a portion of the North Causeway, and 180 acres of Federal East Coast Railway Company (FECR) property west of U.S. 1 and south of Canal Street.
- ✓ **The City's entire website was redesigned in 2015.**
The new site is cleaner, easier to navigate and reflects our way of life in the artwork and photographs. It is part of an improved public information and marketing initiative to not only ensure residents are aware of City initiatives but also to brand the City for potential residents and economic development prospects. It was an important project for us since more than 20,000 users visit the site each month. The address is: www.cityofnsb.com
- ✓ The City Commission on a 5 – 0 vote, approved an increase in general fund millage for 2015 to fund additional Police Officers.

CITY COMMISSION (51101)

2015-2016 STRATEGIC ISSUES

Below is a list of FY 2015-2016 Strategic Issues. For a detailed description of these items, please see page 30.

- **Strategic Issue No. 1 – Goal – Indian River Lagoon**
- **Strategic Issue No. 2 – Goal – Parks and Public Property**
- **Strategic Issue No. 3 – Goal – Redevelopment of US 1**
- **Strategic Issue No. 4 – Goal – Preservation**
- **Strategic Issue No. 5 – Goal – Development on State Road 44**
- **Strategic Issue No. 6 – Goal – Job Creation and Retention**
- **Strategic Issue No. 7 – Goal – Public Safety**

CITY COMMISSION (51101)

OPERATING BUDGET COMPARISON

CITY COMMISSION BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 184,753	\$ 213,091	\$ 206,065	\$ 203,987	-1.01%
Operating Expenses	30,009	26,773	28,144	30,638	8.86%
Total Budget	\$ 214,762	\$ 239,863	\$ 234,208	\$ 234,625	0.18%

CITY COMMISSION STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Mayor	46A	1.00	1.00	1.00	1.00	0.00
Commissioner	46B	4.00	4.00	4.00	4.00	0.00
Total Staffing		5.00	5.00	5.00	5.00	0.00



CITY MANAGER (51201)

To implement the City Commission’s strategic vision for the City “an attractive City offering exceptional opportunities for her citizens and lifestyles that embrace an enhanced quality of life”.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of City employees per 1,000 pop.		9.40	9.86	9.90
Percent of City-wide operating budget (decrease) increase over prior year		(2.4%)	3.1%	(22.41%)
Percent of (decrease)increase in General Fund Millage rate		3.8%	0%	(.18%)

2015 ACCOMPLISHMENTS

✓ **Public Safety**

The new fire station opened in January on S.R. 44. It replaces the old Fire Station 50 on Faulkner Street. The new station is more centrally located to serve the current population and future growth. In 2004, the voters agreed to tax themselves in order to replace the aging fire stations and police station. The fire station on S.R. 44 is the final public safety project to be built with the general obligation bonds. In all, the City replaced three aging fire stations and the old police station.

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2015 ACCOMPLISHMENTS (Continued)

✓ **Addressing infrastructure and public service needs is important to the City.**

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Holland Park, at Otter Road and Pioneer, is in the design phase. The park is along the new Multi-purpose trail. When finished, the design will include fishing, a canoe launch, trails, restrooms and picnic areas.

Construction of the Brannon Center began in spring of 2015; with a "Topping Out" held in October 2015.

Repair of the 5th Street Bridge was completed in early summer.

The City will be constructing a new Beach Park on South Atlantic, which is currently under design. Bids are to be taken this fall for the project.

Design options are under review for expansion of City Hall to address long-term space needs.

CITY MANAGER (51201)

2015 ACCOMPLISHMENTS (Continued)

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CITY MANAGER (51201)

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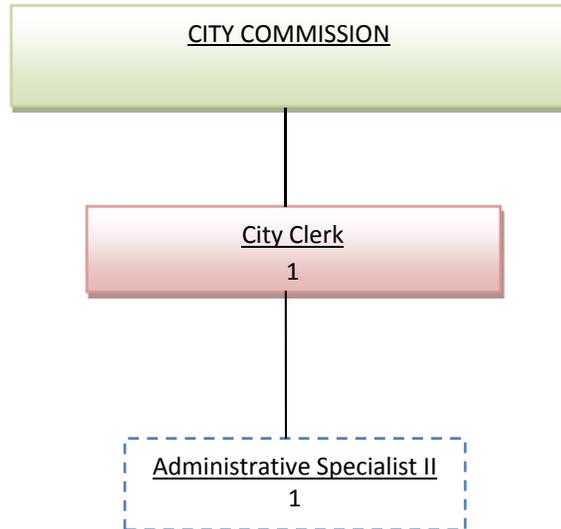
CITY MANAGER (51201)

OPERATING BUDGET COMPARISON

CITY MANAGER BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 378,745	\$ 402,605	\$ 416,444	\$ 405,443	-2.64%
Operating Expenses	<u>25,260</u>	<u>31,754</u>	<u>23,522</u>	<u>22,979</u>	<u>-2.31%</u>
Total Budget	\$ 404,005	\$ 434,359	\$ 439,966	\$ 428,422	-2.62%

CITY MANAGER STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
City Manager	45A	1.00	1.00	1.00	1.00	0.00
Assistant City Manager/Operations	44A	1.00	1.00	1.00	1.00	0.00
Executive Assistant	14A	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Staffing		3.00	3.00	3.00	3.00	0.00

**City of New Smyrna Beach, Florida
City Clerk's Office Organizational Chart**



CITY CLERK (51202)

The City Clerk's Office serves as the information source for the citizens of New Smyrna Beach as well as the departments within our municipal organization. Within the scope of this mission, the City Clerk's Department performs three vital core functions – Administering the Legislative Process, Facilitating Public Participation in Governmental Processes and Protecting and Managing the Public Record.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Percentage of Agendas completed 4 days before the Commission Meeting		100	100	100
Percentage of Public Records Requests handled within 72 hours		90	95	95
Number of documents scanned and maintained electronically annually		40,597	36,014	35,000
Number of supplements to the City's code of ordinances		2	1	1
Percentage of agendas distributed in a timely manner		100	100	100

2015 ACCOMPLISHMENTS

- ✓ Published agendas for 53 City Commission meetings, and authored and gained City Commission approval of minutes for 30 City Commission meetings.
- ✓ Successfully managed the BoardDocs paperless agenda management process, which has resulted in a more streamlined process for City staff, and improved the overall transparency of the legislative and agenda management processes for both the public and City Commission.
- ✓ Successfully supported City Commission initiatives by providing legislative and administrative support for the Mock City Commission and Youth Council Task Force, comprised of New Smyrna Beach High School Students.
- ✓ Successfully administered candidate records related to the general election held in November 2014. Records related to five candidates that ran for three seats on the City Commission.
- ✓ Successfully performed the duties of Financial Disclosure Coordinator, resulting in all City representatives timely submitting their respective Financial Disclosure Certificates to the Florida Commission on Ethics.

CITY CLERK (51202)

2015 ACCOMPLISHMENTS (continued)

- ✓ Processed approximately 329 requests for public records/information.
- ✓ Assisted numerous citizens with inquiries regarding City services and opportunities.
- ✓ Provided public services that included Notary Public services.
- ✓ Processed approximately 276 requests for records retrieval from Iron Mountain, Inc.
- ✓ Coordinated the shipment and storage of approximately 6,278 cubic feet of records at Iron Mountain, Inc.
- ✓ Continued to assist in the management of the City website by managing the City Commission, City Clerk and Boards and Commissions portions of the website, as well as contributing to the quarterly newsletter.

GOALS AND OBJECTIVES

1. Continue to coordinate City Commission/Board agenda processes & document City Commission actions efficiently, effectively and timely.
2. Continue to provide exceptional customer service to citizens, employees and public/private officials alike.
3. Continue to professionally, timely and accurately research, coordinate and respond to requests for public records and/or information.
4. Preserve the integrity of official City records by implementing measures to accurately archive at least 30,000 documents into the Laserfiche automated records management system.
5. Continue to review internal measures and controls necessary to allow for the internal storage and accountability of those City records more commonly utilized and sensitive for the operations of the City by the use of existing resources.
6. Identify those records meeting statutory requirements for destruction and properly take necessary steps to destroy such records using the most cost effective means available.
7. Support implemented enhancements to the City's official website designed to improve how the public is informed of local government activities, meetings, etc.
8. Proactively and aggressively seek more cost effective measures to meet the statutory requirements for public notification of public hearings and other public meetings/ actions through newspapers of general circulation.

GOALS AND OBJECTIVES (continued)

9. More effectively manage the process for updating of City Codes and Land Development Regulations by implementing a process to keep customers informed of all ordinances adopted, but pending official codification.
10. Research the effectiveness of current City Boards and Commissions and make appropriate recommendations as to future needs of the City.
11. More effectively address budgetary discrepancies in order to appropriately distribute funding responsibilities for services to the City department responsible for the expenditure in order to more accurately account for expenditures.



MANAGEMENT DISCUSSION - CHANGES IN SERVICES & BUDGET VARIATIONS

- The City Clerk function of the City continues to perform with no personnel resources other than the City Clerk and an Administrative Specialist II (which also supports the City Manager and Human Resources Departments). The lack of a Deputy/Assistant City Clerk and Records Management Supervisor/Specialist continues to adversely affect efforts to meet established State of Florida guidelines for records management compliance. In spite of such impacts on overall departmental effectiveness, FY 2015/2016 hopes to bring improvements to services provided by the City Clerk's Office to its customers. Changes to current operational practices are designed to improve accountability of taxpayer funds and are outlined below.
- FY 2015/2016 will continue the process of utilizing a paperless agenda management process to better streamline the legislative process regarding the review, approval and publishing of City Commission meeting agenda packets. Other improvements to the legislative processes of the City will include possible upgrades to the technology currently utilized in the City Hall Commission Chamber by improving existing audio equipment and the research into possible future video equipment installation in order to one day provide the public the opportunity to both view and listen to City meetings on television.
- It is proposed that the City Clerk's Office relocate within City Hall in conjunction with planned renovations to the overall City Hall campus. A move will result in an overall increase of square footage available for internal records storage, improved records reviewing areas and improved customer service abilities, thus enhancing the overall effectiveness of the City Clerk function for both the citizenry and governmental entities the City Clerk's Office works with on a daily basis.

CITY CLERK (51202)

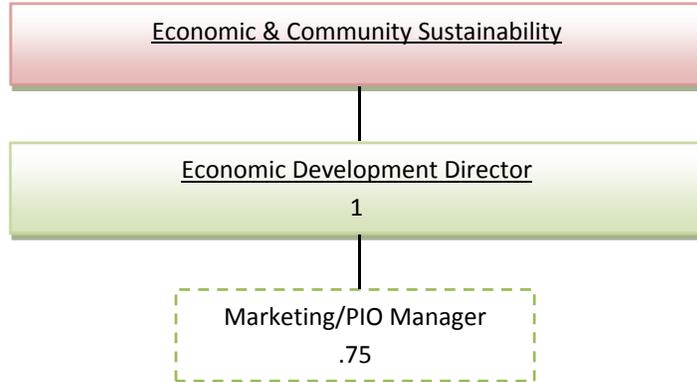
OPERATING BUDGET COMPARISON

CITY CLERK BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 114,750	\$ 116,603	\$ 121,953	\$ 124,725	2.27%
Operating Expenses	126,183	114,091	112,703	133,909	18.82%
Capital Outlay	9,000	-	-	-	N/A
Total Budget	\$ 249,933	\$ 230,693	\$ 234,656	\$ 258,634	10.22%

CITY CLERK STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
City Clerk	27B	1.00	1.00	1.00	1.00	0.00
Administrative Specialist II	10B	1.00	1.00	1.00	1.00	0.00
Total Staffing		2.00	2.00	2.00	2.00	0.00



City of New Smyrna Beach, Florida
Business & Economic Development Organizational Chart



BUSINESS & ECONOMIC DEVELOPMENT (51203)

“To maintain and enhance the Retail and Service Centers that is the Character amenity for the Entire City and Surrounding Region. To identify and implement Public Investments or Policy that will induce quality private investment response in order to reach the desired character and economic potential of the area.”

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 PROPOSED
Total CRA Grants Awarded (not event related)		2	11	0
Number of Small-Scale Commercial Grants Approved		0	7	0
Number of Combined Grants Approved		0	3	0
Number of Opportunity Site Grants Approved		1	0	0
Rental Assistance Grant		1	1	0

2015 ACCOMPLISHMENTS

- ✓ CRA/Economic Development staff prepare the agendas and attend Economic Development Advisory Board (EDAB) Meetings, which include reports on economic development topics. The EDAB makes recommendations to the City Commission, including the tax exemption program (which was approved by voters in the November, 2014 general election), the suspension of impact fees, and the use of the Sports Complex.
- ✓ The EDAB has begun preparation of an update of the City’s Economic Development Plan, which was presented in 2010. Most of the goals from 2010 have been addressed. The Plan Update will bring a new emphasis on providing higher wage jobs by focusing on expanding businesses and attracting new businesses to the Airport Industrial Park and the I-95/SR 44 area, as well as expanding/attracting “creative class” businesses as a part of the redevelopment of US 1.
- ✓ CRA/Economic Development staff serve as an information source for business owners and realtors seeking information about the City and the economic climate. Staff provides demographic “ring data” (for 1-3-5 miles) and traffic counts for arterial roads that is critical for locating retail businesses.
- ✓ The City Commission approved an agreement with Southeast Volusia Habitat for Humanity in FY 12 which allows homeowners to combine the CRA’s residential programs with Habitat’s Brush with Kindness program. This combination permits the homeowners to access the CRA residential

BUSINESS & ECONOMIC DEVELOPMENT (51203)

2015 ACCOMPLISHMENTS (Continued)

programs without having a cash outlay. Work on the first group of homes (five homes on Mary Ave.) was completed in FY 13, and the volunteer workers included a number of city employees.

- ✓ Representatives from Habitat contacted the City and requested that a new program be developed that would allow for more extensive repairs for houses in the Historic Westside – up to \$10,000 per house, on a matching and reimbursement basis. In April of 2014, a new housing program was approved by the City Commission, and the new program is open to non-profit organizations with housing improvement experience. Habitat staff worked with CRA/Economic Development and City Code Enforcement staff to identify houses that would be eligible for the program.
- ✓ The program was revised on June 10 to fit with the Habitat guidelines, as Habitat is processing one home to receive funds for repairs under the program. The City Commission has also approved a request to allow Habitat to construct a duplex on Sheldon St with CRA funding participation. As of June, the home repairs are nearly complete and the duplex is under construction.
- ✓ City staff offers a service to commercial property owners and business owners that has been called “City Ready”. Several City staff members (the CRA/Economic Development Director, a member of the Planning Department, the Building Official, and for some sites the City Fire Marshal) as well as a representative of the Utilities Commission meet to discuss the potential for maximizing the use of a commercial property, discussing items such as access, parking, the dividing of leasable spaces within a building, etc. There were 12 such meetings held in 2013, and in the first six months of fiscal year 2015 there have been 15 meetings held. These meetings included the eastern-most building included in the sale of The HUB properties, and several buildings on the North Causeway that recently sold.
- ✓ In FY 11 the CRA and City Commission approved a new grant program to address “Opportunity Sites” as described in the CRA Master Plan Update. Since then there have been five Opportunity Site grants awarded and implemented, with a sixth project (The “Tabby House” across Julia St from City Hall) now preparing to break ground.
- ✓ Construction has been completed at the Alonzo “Babe” James Community Center, 201 N. Myrtle. The 15,244 square foot building that includes a large meeting room, a small meeting room, computer center, and the gym has been expanded with a CRA funded project adding 1,380 square feet to enlarge the larger meeting room by moving the adjacent offices to a building addition. The offices of the department director and the community resource coordinator are located in the expanded building.
- ✓ The CRA made property improvements grant awards to ten grantees in January, 2015, and nine grants were accepted. The grantees had a limited amount of time to make the improvements, and the funding provided was less than requested in most cases. The grant locations include

BUSINESS & ECONOMIC DEVELOPMENT (51203)

2015 ACCOMPLISHMENTS (Continued)

- ✓ prominent locations on Flagler Ave and Canal St, as well as other properties in the CRA area. The grant-funded work is now complete.
- ✓ The CRA is funding half of a \$1 million improvement project for the N Causeway, which is scheduled to begin construction in July. The project will include “bold” landscaping, crosswalks, and new lighting. The funding partner for the project is the Florida Department of Transportation.
- ✓ The CRA is funding a substantial upgrade at the Manatee Park Playground in Riverside Park, and the project is now under construction. The original playground was constructed by volunteers over 20 years ago, and it was in need of substantial improvements. The playground is a key feature in Riverside Park which has been the focus of a number of CRA projects.
- ✓ The City was awarded a US EPA Grant in the amount of \$400,000 in 2009, and this grant was closed out in FY 12. In FY 13 City staff met with a consultant and officials from the cities of Edgewater and Oak Hill and prepared a grant application for a second Brownfield assessment grant, which has been awarded. The grant period began on October 1, 2013 and the City of Edgewater is the grant administrator. The City of New Smyrna Beach has an allocation of nearly \$200,000 from the \$600,000 in grant funds awarded, with some funds going towards grant administration. As of June, 7 properties in the city have had environmental site assessments conducted with grant funds. This program is managed by the Community Resource Coordinator, who also coordinated an outreach meeting in August to ensure that realtors, brokers, and title companies were aware of the availability of grant funds.
- ✓ CRA/Economic Development and City staff negotiated an extension of its lease of property used for parking from the Coronado Community United Methodist Church until 2021. This property is conveniently located along Flagler Ave with an entrance from Columbus Ave, and an entrance from the Coronado Civic Center parking lot.
- ✓ CRA/Economic Development staff prepares the agendas and participates in community meetings with the Historic Westside residents.
- ✓ CRA/Economic Development staff also participates on the Team Volusia Practitioners Council. For most of 2013 and all of 2014 the CRA/Economic Development Director served as Chair.
- ✓ The Community Resource Coordinator administers the Community Development Block Grant funds, and works with the CDBG Advisory Board for project recommendations. The funding provided to the City by Volusia County for the 2014-2015 fiscal year is \$93,847.
- ✓ The Community Resource Coordinator is the Liaison for the City with several organizations including the Safe Harbor (Homeless) Coalition Board; and Experience Works, which provides a reading tutor for children at the Alonzo “Babe” James Center, and a work-study job experience for a student.

BUSINESS & ECONOMIC DEVELOPMENT (51203)

2015 ACCOMPLISHMENTS (Continued)

- ✓ Workshops and Programs are provided at the Alonzo “Babe” James Center and scheduled by the Community Resource Coordinator: A weekly Financial Literacy class is being provided during June, and additional classes are upcoming on business topics including How to Start Your Own Business, Marketing Matters, and Social Media and Your Business.
- ✓ The Community Resource Coordinator also makes arrangements for Job Fairs to be held at the Alonzo “Babe” James Center, with local employers discussing job openings with residents.
- ✓ The Community Resource Coordinator also:
 - Coordinates with the TechBridge program, which operates at the Alonzo “Babe” James Center. High school diploma classes for youth 16-21 who have chosen not to attend class in the standard school setting.
 - Senior Summit – a full day of activities for Senior Citizens.
 - Exercise/Line Dancing Classes – held weekly.
 - Prepares grant applications, such as the upcoming wind mitigation grant to make homes more resistant to wind damage during storms.
- ✓ Public Participation – A key element of community redevelopment and economic development is interaction and engagement with residents, business owners, employees, and visitors. The City achieves interaction and engagement through the work of the Marketing Coordinator, who:
 - Manages the NSBWaterfrontLoop.com website, rack card production, and newsletter, which provides information on events in the Loop area. Feedback from visitors indicates that this information is well-received;
 - Manages the City’s Facebook presence, with pictures and text, and frequent updates;
 - Manages the banner replacement program for the NSBWaterfrontLoop;
 - Prepares news releases for City meetings and events, including ground-breakings and ribbon-cuttings for City projects. The news releases for meetings alert interested residents to upcoming meetings of interest.
- ✓ The CRA Master Plan Update calls for marketing and branding the CRA. The CRA initially hired a marketing consultant who is now a member of the City staff on a part-time basis. The marketing staff member continues to implement the marketing plan which brands the CRA as the NSBWaterfrontLoop. Marketing efforts include periodic press releases, a website (NSBWaterfrontLoop.com), a monthly CRA newsletter, emails of events, radio spots, a Facebook page, and monthly rack cards of events. The CRA marketing program was selected in FY 13 for presentation as a case study at a national local government conference and a statewide redevelopment conference, and in the first month of FY 14 won a Florida Redevelopment Association award.
- ✓ CRA staff began work on the second neighborhood plan for the Coronado Island area.

BUSINESS & ECONOMIC DEVELOPMENT (51203)

2015 ACCOMPLISHMENTS (Continued)

- ✓ The CRA staff continues to work with the Florida Department of Transportation staff and their engineering consultant when called upon for the design of improvements for US 1 in the area just north of Canal St to an area south of the SR 44 overpass. The CRA has paid for plans for the enhancement of improvements to be constructed at the intersection of US 1 and Canal Street. Since the project's inception, CRA staff has facilitated meetings on this project with area stakeholders. The funding for this FDOT project is scheduled for FY 18. This area has been a focal point for several CRA projects, including the parking lot on the NW corner, and the mini-park on the SW corner.
- ✓ The CRA works with Team Volusia staff to add properties for sale and leasable spaces to Team Volusia's website: Volusiasites.com. The site is easy to navigate where users can select a tab for only New Smyrna Beach sites.
- ✓ CRA/Economic Development staff issued a fourth Request for Proposals for the Administrative Office Building (AOB) site at 160 N. Causeway, and with City staff will begin negotiations with the selected proposers.
- ✓ CRA/Economic Development staff participated with staff members from seven other cities for hosting a Scavenger Hunt on US 1 for one week in April, 2015, to help customers re-discover the US 1 business district. Additional US 1 events are being discussed.
- ✓ The CRA is funding a "gateway feature" at SR 44 and Peninsula Ave for the Third Ave area. A bidder has been selected and construction will begin in the near future.
- ✓ Additional wayfinding signs have been purchased and installed to direct motorists to City parking lots in the Canal St and Flagler Ave areas. Two signs for the City parking lot at US 1 and Canal St will be installed in FDOT Right of Way following FDOT permit approval.
- ✓ The CRA and City Commission approved a modification to the Rental Assistance Move-In Program and approved additional funding for "The HUB", to be used towards the purchase of the building or additional lease payments. This facility was approved in FY 14 for a third year of CRA funding. The HUB features art objects for sale, music lessons, and other artistic endeavors from over 60 artists. This project leases a large space on Canal St that had been vacant for over a year. The Hub is open for many street events in addition to normal business hours. Several adjacent business owners have said that The HUB's location was a key factor when they chose to open their business.

BUSINESS & ECONOMIC DEVELOPMENT (51203)

GOALS & OBJECTIVES

1. Implementation of the City Commission Economic Development goals, including business retention, expansion, and recruitment. Staff will continue the “City Ready” efforts, working with prospects to conduct building or property tours with members of the Planning, Building, and Fire Departments, as well as Utilities Commission staff, to discuss potential building uses, and help them “walk through the process”. The City Commission 2015 Goals call for:
 - an update of the City’s Economic Development Plan, including a plan for the I-95/SR44 Interchange and a Business Retention and Expansion plan
 - Redevelopment of US 1, including further development of the Airport Industrial Park
 - Tasks regarding development on SR 44
 - Increasing residential development downtown
 - Job creation and retention
 - Develop an attractive business climate for companies with high-wage jobs, including enhancing the City’s website, site inventory information, and incentives
2. Close-out of the expiring CRA.
3. Implementation of the US 1 CRA.
4. Research, notify possible candidates, and implement:
 - the Brownfield Coalition Grant that will provide property owners with Phase 1 and Phase II Environmental Assessments;
 - the Tax Exemption program approved by the City Commission and by voters in the November, 2014 General Election.
5. Policy and Partnership Activities, including support for the following:
 - Arts Overlay District (prepared by the Planning Department and approved at the June 12, 2012 City Commission meeting)
 - Enhanced Code Enforcement
 - Streamline Development procedures including coordination with the Utilities Commission
6. Outreach to business groups for marketing, promotions, and event planning

BUSINESS & ECONOMIC DEVELOPMENT (51203)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS

It is anticipated that the first year of the US 1 CRA and the shift to increased Economic Development Activity will bring:

- A new sense of urgency, to complete the capital projects for which funding is available.
- A new sense of collaboration, with funding partners, local businesses, and businesses relocation enticements either through an expressed interest or through recruitment and property owners.

Personnel

The work program for the CRA/Economic Development Department in FY 2016 will include the implementation of the US 1 CRA and economic development tasks, including working with business owners in recruitment, expansion, and retention; developing new tools for economic development such as additional areas for brownfield designation; planning for the future use of the Administrative Office Building (AOB) site, the implementation of selected recommendations of the Parking Task Force, continuing the “City Ready” service, assistance in the planning of improvements at the intersection of US 1 and Canal Street and other transportation related projects, and the initial steps for two new neighborhood plans.

Operating Expenditures

Operating Expenditures have been reviewed line by line and adjustments have been made. Travel expenditures include the CRA attendance at the Florida Redevelopment Association annual conference, and the Florida Brownfield conference.

BUSINESS / ECONOMIC DEV (51203)

OPERATING BUDGET COMPARISON

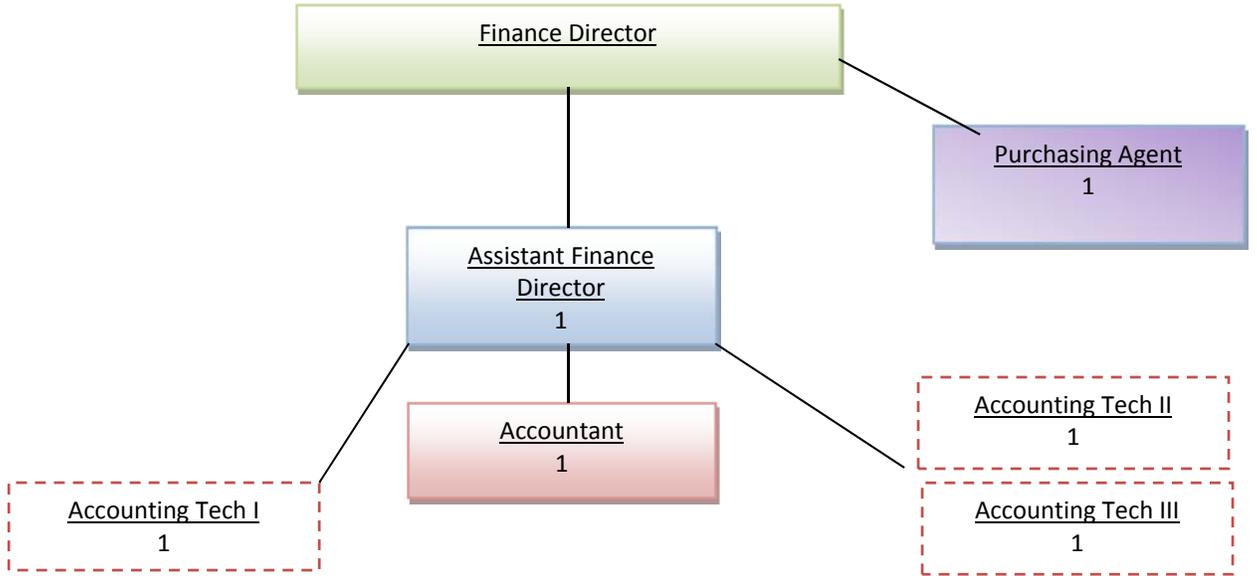
BUSINESS / ECONOMIC DEVELOPMENT BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ -	\$ -	\$ -	\$ 209,834	N/A
Operating Expenses	-	-	-	36,196	N/A
Capital Outlay	-	-	-	-	N/A
Total Budget	\$ -	\$ -	\$ -	\$ 246,030	N/A

BUSINESS / ECONOMIC DEVELOPMENT STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Economic Development Director	36A	0.00	0.00	0.00	1.00	1.00
Marketing / PIO Manager	26G	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.75</u>	<u>0.75</u>
Total Staffing		0.00	0.00	0.00	1.75	1.75

*1 Economic Development Director transferred from the Community Redevelopment Agency.

*.75 Marketing / PIO Manager transferred from the Community Redevelopment Agency.

City of New Smyrna Beach, Florida
Finance Department Organizational Chart



FINANCE (51301)

The mission of the Finance Department is to responsibly manage the financial affairs of the City by providing efficient internal services, careful investment and debt management, sound financial leadership and professional and courteous support services to other City Departments and the public.

PERFORMANCE INDICATORS	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
GFOA "Certificate of Achievement for Excellence in Financial Reporting"	✓	✓	✓
GFOA "Distinguished Budget Presentation Award"	✓	✓	✓
Percent of tenants in compliance with lease agreements	95%	96%	96%
Number of renewal business tax receipts issued	1871	2016	2030

2015 ACCOMPLISHMENTS

- ✓ Clean audit report
- ✓ Received Distinguished Budget Award for 5th consecutive year
- ✓ Centralization of Competitive Bidding Process
- ✓ Implemented credit card processing function in Finance

GOALS & OBJECTIVES

1. Timely, accurate, and quality financial reporting.
2. Adopt Investment Policy
3. Send Finance Department employees to training for continuing education on financial system trainings
4. Development of expanded Purchasing Program to focus on cost savings, fiscal economics and product quality.

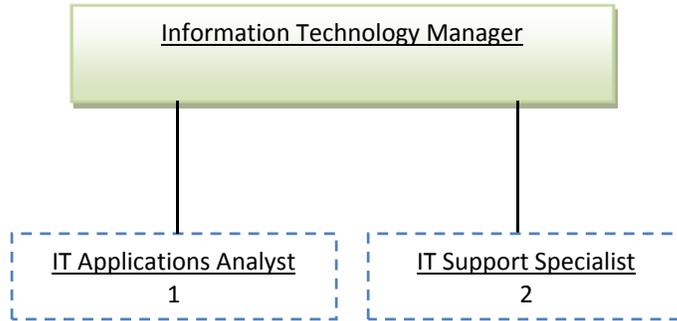
FINANCE (51301)

OPERATING BUDGET COMPARISON

FINANCE BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 378,740	\$ 397,388	\$ 396,634	\$ 570,847	43.92%
Operating Expenses	48,733	50,204	101,743	44,763	-56.00%
Capital Outlay	-	-	-	-	N/A
Total Budget	\$ 427,473	\$ 447,592	\$ 498,378	\$ 615,610	23.52%

FINANCE STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Finance Director	40A	1.00	1.00	1.00	1.00	0.00
Community Resource Coord.	31A	1.00	1.00	1.00	1.00	0.00
Assistant Finance Director	26F	1.00	1.00	1.00	1.00	0.00
Accountant	20G	1.00	1.00	1.00	1.00	0.00
Grant Coordinator	18F	0.00	0.00	0.00	0.00	0.00
Purchasing Coordinator	20K	0.00	0.50	1.00	1.00	0.00
Accounting Tech III	12I	0.00	0.00	0.00	0.00	0.00
Accounting Tech II	11G	1.00	2.00	2.00	2.00	0.00
Accounting Tech I	10H	1.75	0.75	1.00	1.00	0.00
Intern	05I	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Staffing		6.75	7.25	8.00	8.00	0.00

City of New Smyrna Beach, Florida
Information Technology Organizational Chart



INFORMATION TECHNOLOGY (51302)

The Information Technology Services Department will provide easy to use and secure information processing with reliable communications networks that increase the efficiency and effectiveness of the City of New Smyrna Beach employees that support our entire community.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Total number of workstations (FBCIT001)		350	350	351
Operating Cost (FBC IT002)		\$300,637	\$540,075	\$373,244
Operating Cost per workstation (FBC IT008)	\$4,000-6,000	\$1,382	\$ 1,543	\$1,063
Percent Operating budget attributed to IT services(FBC IT010)	5-7%	1.10%	0.7%	0.8%
Number of employees attending computer training class		2	2	2
Number of major projects completed		7	18	22
Percentage of computer work orders completed		100%	98%	98%
Percentage of telephone work orders completed		100%	100%	100%
Percentage of major projects completed		100%	100%	100%

2015 ACCOMPLISHMENTS

1. Initial phases - migration of email services to Microsoft Office 365.
2. Initial phases - migration from distributed database model to centralized model.
3. Completed hardware upgrade cycle of 130 workstations/notebooks/mobile data terminals.
4. Completed software upgrade cycle (Office 2013) of 130 workstations/notebooks/mobile data terminals.
5. Purchased, installed, and configured 8 new city copiers to replace outdated copier equipment.
6. Completed migration for NSBFD from old fire reporting software to Firehouse.Net solution.
7. Completed full upgrade of Police Department Lenel access control and video surveillance system (3 Servers, 6 panels, 55 card readers).

INFORMATION TECHNOLOGY (51302)

2015 ACCOMPLISHMENTS (Continued)

8. Installed, configured networking equipment, workstations and network architecture for Babe James Center (full subnet deployment including fiber).
9. Installed, configured Lenel video surveillance system and recording server at Babe James center.
10. Installed configured new print server for computer labs and office staff at new Babe James center.
11. Installed, configured complete VOIP solution for Babe James center (network logic, phones, fax, router, Cisco call manager, unity and emergency responder configuration).
12. Installed, configured Lenel video surveillance system and recording server at new central fire station.
13. Installed, configured complete VOIP solution for Maintenance Ops (network logic, phones, Cisco call manager, unity and emergency responder configuration).
14. Finished deployment of 55 dual factor authentication tokens to meet new FBI CJIS requirements.
15. Deployed 6 new MDT (Mobile Data Terminal) solutions to the building department.
16. Consulted, designed, implemented technology solutions and network infrastructure requirements for building, engineering, planning and code enforcement relocation to 2650 Dixie Highway (including computer network, phone systems network, video surveillance network and wireless).
17. Assisted in deployment, software configuration and business workflows for new parking kiosk system.
18. Complete upgrade and redesign of Fuel Master Server and infrastructure for Fleet Maintenance.
19. Upgraded hardware and software for Police Department badging/ID system.
20. Upgraded commissioner, directors, and managers' iPads.
21. Implemented new Internal Affairs solution for Police Department (server, software & configuration).
22. Implemented new Use of Force solution for Police Department (server, software & configuration).
23. Deployed new enterprise WiFi solution to Babe James center (access points, controller, and fusion gateway).



INFORMATION TECHNOLOGY (51302)

GOALS & OBJECTIVES

1. Complete migration of email services to Microsoft Office 365 (hybrid).
2. Complete migration from distributed database model to centralized model.
3. Continue rollout of Municipal WiFi.
4. Implement technology solutions and network infrastructure requirements for Brannon Center structure (including fiber, computer network, phone systems network, video surveillance network and wireless).
5. Implement technology solutions and network infrastructure requirements for Building, Planning, Engineering and Code Enforcement relocation to 2650 N. Dixie Freeway (including fiber, computer network, phone systems network, video surveillance network and wireless).
6. Police Department file server upgrade.
7. Fire Department file server upgrade.
8. Parking Kiosk Deployment (including; setup configuration of kiosks, installation and configuration of BOSS server, mobile enforcement tablets and printers, digital permitting, violations portal and annual pass portal).
9. Telestaff server upgrade and expansion.
10. Laserfische server upgrade and expansion.
11. Police body camera system (including digital video evidence management solution).
12. Redundant firewall deployment for city datacenter.
13. Dell iSCSI SAN expansion / upgrade.
14. Citywide router swap (2800 to 2900).
15. Network monitor deployment.
16. Veeam backup and recovery deployment.
17. BoardDocs replacement / migration.
18. Relocation and reconfiguration of VOIP subscribers to central fire.
19. SIP trunk relocation.
20. Datacenter waterless fire suppression system.
21. Munis server upgrade / migration.
22. EOC technology refresh (routers, switches, cabling).
23. EOC media system refresh.
24. Implement any unplanned / high priority technology initiatives for other city departments (variable).

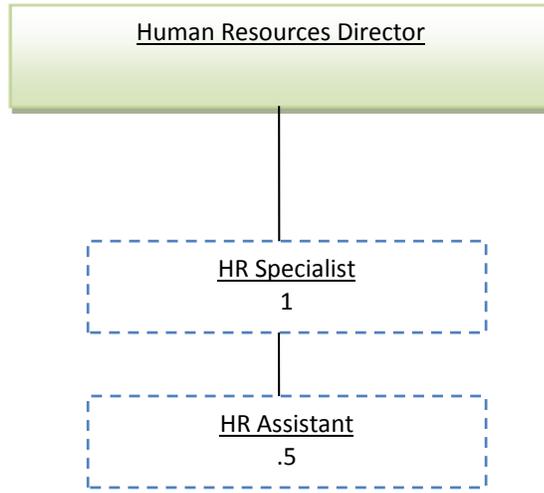
INFORMATION TECHNOLOGY (51302)

OPERATING BUDGET COMPARISON

INFORMATION TECHNOLOGY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 129,018	\$ 166,916	\$ 137,700	\$ 234,286	70.14%
Operating Expenses	164,233	108,346	349,537	138,929	-60.25%
Capital Outlay	<u>91,832</u>	<u>25,375</u>	<u>18,472</u>	<u>93,000</u>	N/A
Total Budget	\$ 385,082	\$ 300,637	\$ 505,708	\$ 466,215	-7.81%

INFORMATION TECHNOLOGY STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Information Technology Manager	20F	1.00	1.00	1.00	1.00	0.00
IT Applications Analyst	20J	1.00	1.00	1.00	1.00	0.00
Programmer/Analyst	19G	0.00	0.00	0.00	0.00	0.00
IT Support Specialist	18G	<u>1.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>
Total Staffing		3.00	4.00	4.00	4.00	0.00

City of New Smyrna Beach, Florida
Human Resources Organizational Chart



HUMAN RESOURCES (51303)

The mission of the Human Resource Department is to provide quality services and support in recruitment and selection, training, employee relations, labor relations, benefits, compensation and safety to promote the development and retention of its employees to ensure constituents satisfaction.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Total Number of FTEs (Labor Force) HR001		224.25	235	234
Total operating expenditures for expenditures for government HR002		30,383,865	34,043,919	33,747,412
Total employee compensation (salary and overtime) HR011		9,688,873	10,441,043	10,802,998
Total employee compensation (including benefits) HR012		15,872,139	17,408,953	17,748,800
Total Retirement Contribution (Labor Force) HR013		2,421,550	2,500,449	2,487,313
Police		644,936	656,439	583,315
Fire		1,322,814	1,312,229	1,370,741
Florida Retirement System		136,350	142,143	135,271
Defined Contribution		317,450	389,638	397,986
Number of employees receiving tuition reimbursement (Labor Force) HR014		13	14	TBD
Percent government expenditures devoted to HR (Labor Force) HR031		.009	.010	TBD
Average number of Vacancies HR043		12.07	15.58	TBD
Total labor costs for contracted services and labor HR045		208,305	308,930	TBD
Health benefit payments per employee (employer-paid) HR046		9,410	9,533	TBD
Health benefit payments per retiree (employer-paid) HR047		25,877	28,930	TBD
Worker's Compensation Experience Ratio		.433	.612	TBD

HUMAN RESOURCES (51303)

2015 ACCOMPLISHMENTS

- ✓ Negotiated contract agreements with IAFF, Teamsters, and LIUNA
- ✓ Coordinated Annual Employee Awards Banquet
- ✓ Issued Monthly Employee Newsletter
- ✓ Participated in Countywide Food Drive collecting 6,833 lbs. of food
- ✓ United Way Campaign
- ✓ Organized three Annual EAP Seminars
- ✓ Completed transition to ICMA-RC for 401A pension plan
- ✓ Addition of Nationwide 457B retirement plan
- ✓ Received Bronze Healthiest Company award from Fun Coast Workforce Wellness Council
- ✓ Received State Surgeon General award in recognition of Worksite Wellness
- ✓ Recruitment of Police & Fire Chief
- ✓ Established Classification & Compensation Study
- ✓ Organized first Personal Health Assessment program
- ✓ Establishment of Employee Committee to address benefit costs
- ✓ Implement revised recruitment and hiring process



HUMAN RESOURCES (51303)

GOALS & OBJECTIVES

1. Improve the efficiency and effectiveness of Human Resources
2. Utilize technology to enhance services, communications and productivity
 - Addition of MUNIS Applicant Tracking and Employee Portal modules
 - Paperless Open Enrollment
3. Maintain sound policies to ensure compliance with employment and manage labor costs
4. Create an environment which will enhance the harmony of our workforce
 - Participate with the Employee Activities Group to identify programs and activities for employee participation throughout the fiscal year, such as, United Way, Food Drive and supports all other department fund raising events
 - Negotiate contract agreements with IAFF, Teamsters, and LIUNA
 - Organize Annual Benefit Fair to include Health Fair vendors August 2016
 - Coordinate Annual Employee Recognition Awards Banquet January 2016
5. Provide three Annual EAP Trainings
6. Provide Employee Benefit Statement
7. Coordinate Worksite Wellness Team and submit application for the Fun Coast Worksite Wellness Council (FCWWC) Healthiest Company Award

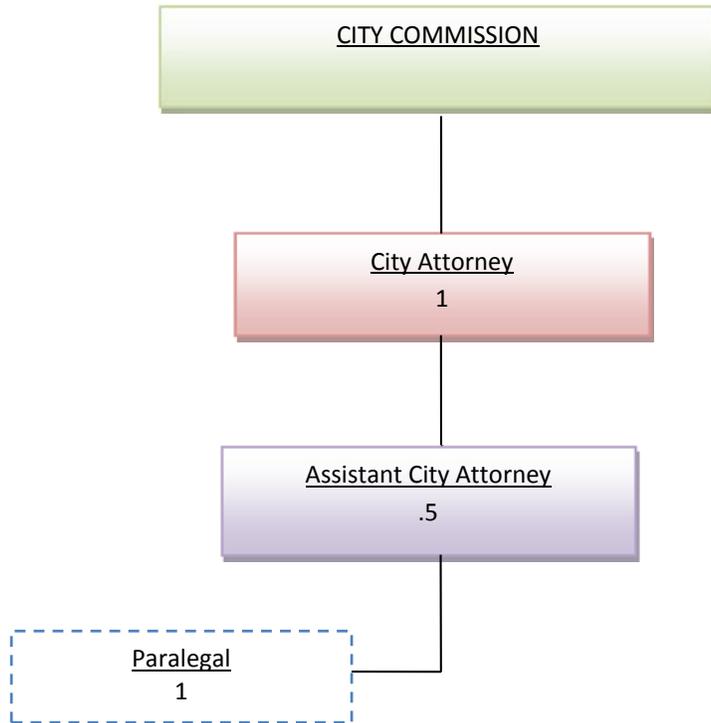
HUMAN RESOURCES (51303)

OPERATING BUDGET COMPARISON

HUMAN RESOURCES BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 165,076	\$ 168,824	\$ 187,056	\$ 208,916	11.69%
Operating Expenses	44,452	14,414	33,897	20,212	-40.37%
Capital Outlay	-	-	-	-	N/A
Total Budget	\$ 209,528	\$ 183,239	\$ 220,953	\$ 229,128	3.70%

HUMAN RESOURCES STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Human Resources Director	34C	1.00	1.00	1.00	1.00	0.00
Human Resources Specialist	14P	0.00	0.00	1.00	1.00	0.00
Human Resources Assistant	13G	<u>1.00</u>	<u>1.00</u>	<u>0.50</u>	<u>0.50</u>	<u>0.00</u>
Total Staffing		2.00	2.00	2.50	2.50	0.00

**City of New Smyrna Beach, Florida
City Attorney's Office Organizational Chart**



CITY ATTORNEY (51401)

“To provide legal implementation of the goals and policies set by the City Commission. To represent and counsel the City Commission, appointed boards, City Manager, other officers and employees in their functions.”

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of ordinances and resolutions processed		230/42	225/40	225/40
Number of lease agreements processed		15	20	20
Number of forfeiture cases processed		30	30	30
Number of Claims processed		100	100	100
Number of contracts drafted/processed		40	50	60

2015 ACCOMPLISHMENTS

- ✓ Continued on-site availability for the practice of preventative law.

GOALS & OBJECTIVES

1. On an annual basis this office participates in the formulation of 32 regular and additional special City Commission meetings, including the preparation of approximately 270 ordinances and resolutions.
2. Attend approximately 165 public meetings, including Community Redevelopment Agency meetings, to provide counsel on procedure and substantive actions.
3. Advise officers and employees through meetings, conferences and written communications.
4. Represent the City in various Federal, State and Regional judicial and administrative tribunals.
5. Provide internal claims administration services and act as a liaison to insurance representatives and counsel.
6. Represent the City in all legal aspects of inter-governmental matters.
7. Provide on call criminal law and procedure counsel and forfeiture representation to the Police Department.
8. Remain abreast of emerging legal trends through required continuing education
9. Assist management in achieving compliance and accountability goals.

CITY ATTORNEY (51401)

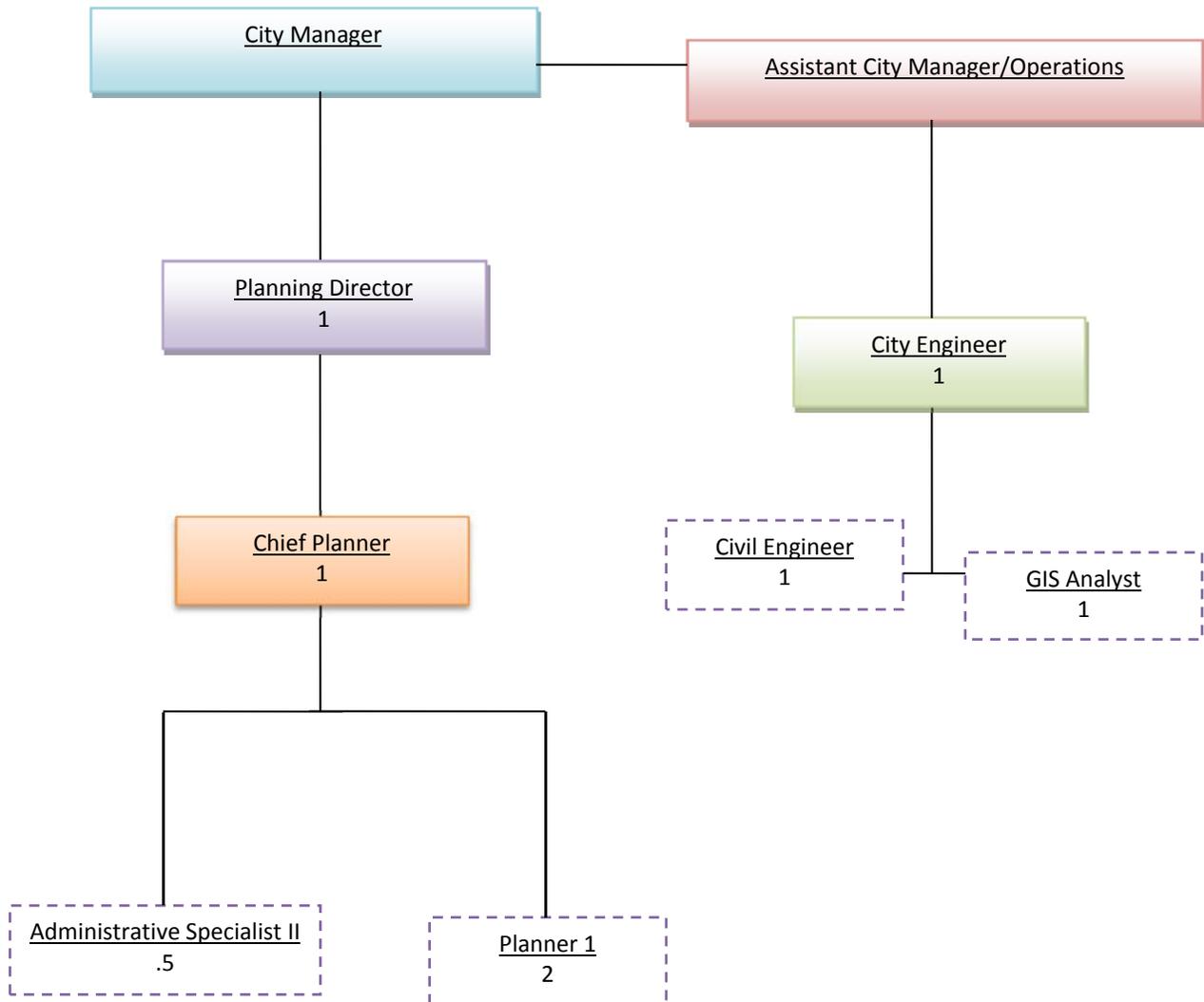
OPERATING BUDGET COMPARISON

CITY ATTORNEY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 399,790	\$ 432,905	\$ 442,722	\$ 453,847	2.51%
Operating Expenses	23,862	25,043	22,230	33,122	49.00%
Capital Outlay	-	-	-	-	N/A
Total Budget	\$ 423,652	\$ 457,948	\$ 464,952	\$ 486,969	4.74%

CITY ATTORNEY STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
City Attorney	44B	1.00	1.00	1.00	1.00	0.00
P/T Assistant City Attorney	43B	0.50	0.50	0.50	0.50	0.00
Paralegal	13C	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Staffing		2.50	2.50	2.50	2.50	0.00



City of New Smyrna Beach, Florida
Planning / Engineering Organizational Chart



PLANNING AND ENGINEERING (51501)

To assist elected and appointed officials and residents in establishing and implementing a long-range vision for future growth of the City and to provide a “one-stop shopping experience” to guide residents, business owners, and developers through the land development process, from conception to completion.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Comprehensive Plan is in compliance with State requirements Evaluation and Appraisal Report amendments in compliance		100%	100%	100%
Land use amendments to the Future Land Use map processed		3	8	10
Total applications processed (excluding site plans and subdivisions)		82	105	109
Amendments to LDR’s to address new issues		3	9	10
Number of lineal feet funded through bikeway/pedestrian path grants		0	0	500
Percentage Future Land Use map amendments found in compliance by DEO & VGMC (new measurement)		100%	100%	100%
Evaluation and appraisal report determined in compliance by DCA		N/A	N/A	N/A
Evaluation and Appraisal Report amendments in compliance		N/A	N/A	N/A
Number of site plans and subdivisions reviewed		22	32	35
Number of neighborhood plans under preparation		0	3	3
Number of projects designed – internal		1	2	2
Percentage of projects inspected – in house *with assistance from CRA		75	85	85
Number of right-of-way permits processed		63	60	60
Percentage of permits reviewed within 7 days to 3 weeks		100	100	100
Percentage of projects inspected within 3 days		95	95	95
Percentage of right-of-way permits processed within 7 days		85	90	95
Compliance with CRS rating provide FEMA flood determination		Yes	Yes	Yes

PLANNING AND ENGINEERING (51501)

2015 ACCOMPLISHMENTS

- ✓ Completed the Multi-Use Trail, Phase 1.
- ✓ Processed 21 annexation cases, consisting of 24 individual applications, under the Inter-local Service Boundary Agreement (ISBA).
- ✓ Obtained all of the required easements needed to move forward with sewer assessment district on the south side of State Road 44, between Glencoe Road and Wild Orange Drive. Design contract awarded to Parker Mynchenberg.
- ✓ Completed improvements to the N. Causeway Boat Ramp Facility – New restroom, paved parking lot, etc.
- ✓ Completed construction of the extension of Colony Park Road, as well as Pioneer Trail left turn lane.
- ✓ Providing zoning assistance to the Building Department
- ✓ Annual Historic Preservation Awards
- ✓ Prepared six grant applications for 2015 River to Sea Transportation Planning Organization’s call for projects
- ✓ Participated in City-Ready meetings arranged by the Economic Development Director
- ✓ Assisted staff with preparation and presentation of information at 2015 Transportation Summit
- ✓ On-going staff support for Planning and Zoning Board; Neighborhood Council; Beachside Residents Task Force; Historic Preservation Commission; Plan Review Committee; and City Commission
- ✓ Major improvements continued with Central Beach Phase III Flood Mitigation Improvement Project - \$8.8 million
- ✓ Completed FY 2014/2015 Concurrency Management Report – no deficiencies were noted
- ✓ On-going oversight and support for various City-initiated capital improvement projects.
- ✓ Completed NPDES annual compliance report
- ✓ Initiated process to prepare neighborhood plans for Coronado Island, Central Beach and Canal/Downtown neighborhoods
- ✓ On-going mailings to residents in unincorporated areas covered by the ISBA with the goal of processing a minimum of 100 annexation applications in FY 15/16
- ✓ Implemented significant water quality guidelines by adopting an illicit discharge ordinance.

PLANNING AND ENGINEERING (51501)

2015 ACCOMPLISHMENTS (Continued)

- ✓ Complied with the FEMA CRS recertification.
- ✓ On-going weekly staff liaison to Special Events Committee
- ✓ Completed FDOT Local Agency Program recertification

GOALS & OBJECTIVES

1. Continue implementation of ISBA
2. Implement *Comprehensive Plan* amendments, zoning changes and other LDR amendments associated with recommendations from the Coronado Island, Central Beach and Canal/Downtown neighborhood plans
3. Continue implementing recommendations from Citywide Community Visioning Process – Charting Our Course – NSB 2039
4. Continue working with Building Department and IT staff to accept on-line applications for Planning using new MUNIS permitting software
5. Prepare property owner surveys to expand existing Mainland and Coronado National Register Historic Districts and to create a local Coronado Historic District
6. Complete Future Land Use and Zoning Review by December 8, 2015
7. Prepare property owner surveys to create Historic Westside National Register Historic District
8. Begin preparations for Evaluation and Appraisal Report (EAR), which is due in 2017.
9. Continue to prepare monthly Development Activity Report, detailing the status of new and on-going projects
10. Continue to provide zoning assistance to the Building Department
11. On-going re-write of Land Development Regulations to streamline and update regulations
12. Continue to meet with school district staff on an annual basis to report new development projects and projections and to coordinate planning for future school concurrency improvements.
13. Prepare grant applications for 2016 River to Sea Transportation Planning Organization call for projects
14. Prepare information for City Commission to consider a Mobility Fee in lieu of a transportation impact fee for specific areas of the City.
15. Work with Neighborhood Council to create staff liaison program for HOAs and assign a Neighborhood Council representative to specific neighborhoods.
16. Continue to participate in City-Ready meetings arranged by the Economic Development Director
17. Continue to provide staff support and review for weekly Special Events Committee

PLANNING AND ENGINEERING (51501)

GOALS & OBJECTIVES (Continued)

18. Conduct fee review for development applications
19. Complete revisions to planning pages on City's website to incorporate brochures addressing frequently asked questions.
20. Continue to refine land development permit applications to reduce time and complexity associated with the application process.
21. Implement enforceable code language for the Community Rating System and provide links to services within the Engineering Department page.
22. Continue to facilitate FEMA guidelines and reduce repetitive flooding properties.
23. Ongoing implementation of capital improvement projects.
24. Adhere to NPDES guidelines including promulgation of benefits to the public of the stormwater management system.
25. Continue to implement flood control and stormwater management projects.
26. Assist Public Works with the annual roadway evaluation & resurfacing program.
27. Implement on line permitting & payment for basic improvements such as fences in conjunction with the Building Department
28. Move forward with implementing capital improvement projects including:
 - a. Management for Central Beach Phase III (sub phases A, B &C) flood mitigation improvements.
 - b. Complete construction of the Multi-Use Trail and commence.
 - c. Develop Capital Improvement Project plan to be adopted by the City Commission
29. Continue to provide technical assistance to other departments
30. Two other notable upcoming City infrastructure improvements include:
 - a. Assist Fire Rescue Department with installation of preemption (via Opticom) devices for all signalized intersections on State roadways.
 - b. Proceed with selecting a consultant to design & permit major flood abatement and stormwater improvements within the Islesboro subdivision.

PLANNING AND ENGINEERING (51501)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS

- Since October 1, 2012, staff has processed 222 voluntary annexation applications, consisting of approximately 789 acres. The number of applications processed represents an increase of approximately 1,918% over FY 11/12, during which 11 annexation applications were processed. All application fees for these annexations have been waived, equating to over \$319,000 in application and advertising fees that have been waived. The fees collected from Planning and Engineering applications are deposited into the General Fund. The Planning Department is responsible for paying the filing fees with the Volusia County Clerk of Court for these annexations.
- The annexation cases, which are typically processed as large-scale amendment packages, require two submittals to the state for review. These large-scale amendment packages, which are processed on a monthly basis, require additional staff time to prepare and track the status of each application.
- Between 2008 and 2012, staff reviewed and approved two residential subdivision plats, consisting of a total of 10 single-family lots. In 2013, a new subdivision for 21 single-family lots was reviewed and approved. Since January 1, 2014, staff has received eight final plat applications for a total of 11 new commercial lots and 625 residential lots. Residential development is anticipated to increase in FY 15/16, as the existing inventory of vacant improved lots is depleted. The majority of this new development is expected to occur west of Interstate 95 (Venetian Bay and North Village area) and east of Interstate 95 on the property recently purchased by Geosam (formerly known as Gardens 207).
- A fee review was last conducted in 2007. A fee review should be conducted to determine whether the City's fees are competitive with surrounding jurisdictions.
- To date, Planning has processed 112 land development applications (excluding annexation applications, an approximately 38% increase over FY 13/14. It is anticipated that in the remaining months of FY 14/15, this number will continue to increase.
- Planning is directly responsible for four advisory boards: Planning and Zoning, Historic Preservation Commission, Neighborhood Council, and PRC – these are in addition to reports prepared independently for the City Commission. Staff also provides as-needed support to the EDAB, Beachside Residents Advisory Task Force, CDBG Advisory Board, Leisure Services Board and CRA.
- In FY 14/15, the Community Redevelopment Agency (CRA) hired a full-time planner to work on projects within the CRA, including the neighborhood plans for Coronado Island, Central Beach and Canal/Downtown neighborhoods. While the assistance for these special projects has not impacted planning staff, the new planner is restricted to working only on items within the CRA and related to the 2010 CRA Master Plan Update. Therefore, there has been a

PLANNING AND ENGINEERING (51501)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS (Continued)

- minimal decrease to Planning staff regarding day-to-day operations and workload, as the majority of the cases processed by staff are outside of the existing CRA. It is anticipated that when the current CRA sunsets in 2015, that this planner position would be transferred to the General Fund and that the person in that position would then be able to take on some of the workload currently processed by Planning staff.
- For approximately 3 months in FY 14/15, the Department did not have an in-house GIS Analyst. This resulted in additional unexpected costs of approximately \$1,067 to the Department for salary and benefits paid to the GIS Analyst for the City of Edgewater, who assisted staff during that period. A replacement GIS Analyst began working for the City in February 2015.
- Planning & Engineering currently employs a part time Administrative Specialist II. In October 2013, a second part-time administrative person was provided to the City through a workforce training organization. This greatly alleviated the workload on the current part-time administrative person. However, the temporary administrative person found permanent employment in March 2014, leaving only the original part-time administrative position.
- In FY 14/15, the Planning Department incurred approximately \$6,000 in unanticipated expenses associated with the proposed hotel developments on Beachside. Because of the number of residents attending these meetings, meetings were moved to larger locations in order to accommodate all audience members. As a result, the department had to hire an outside audio firm to provide public address equipment and recording of the meetings.

PLANNING AND ENGINEERING (51501)

OPERATING BUDGET COMPARISON

PLANNING AND ENGINEERING BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 465,099	\$ 459,811	\$ 484,187	\$ 557,703	15.18%
Operating Expenses	72,177	92,991	78,797	131,082	66.35%
Capital Outlay	-	-	-	-	N/A
Total Budget	\$ 537,276	\$ 552,802	\$ 562,984	\$ 688,785	22.35%

PLANNING AND ENGINEERING STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Development Services Director	41A	0.00	0.00	0.00	0.00	0.00
City Engineer	30A	1.00	1.00	1.00	1.00	0.00
Planning Director	29B	1.00	1.00	1.00	1.00	0.00
Chief Planner	25A	0.00	0.00	1.00	1.00	0.00
Civil Engineer	25B	0.00	1.00	1.00	1.00	0.00
Code Enforcement Supervisor	19F	0.00	0.00	0.00	0.00	0.00
Planner I	19E	2.00	2.00	1.00	2.00	1.00
GIS Analyst	15C	1.00	1.00	1.00	1.00	0.00
Code Enforcement Officer	13D	0.00	0.00	0.00	0.00	0.00
Planning & Zoning Tech	12F	1.00	0.00	0.00	0.00	0.00
Administrative Specialist II	10B	0.50	0.50	0.50	0.50	0.00
Administrative Specialist I	08F	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Staffing		6.50	6.50	6.50	7.50	1.00

*1 Planner transferred from the Community Redevelopment Agency.

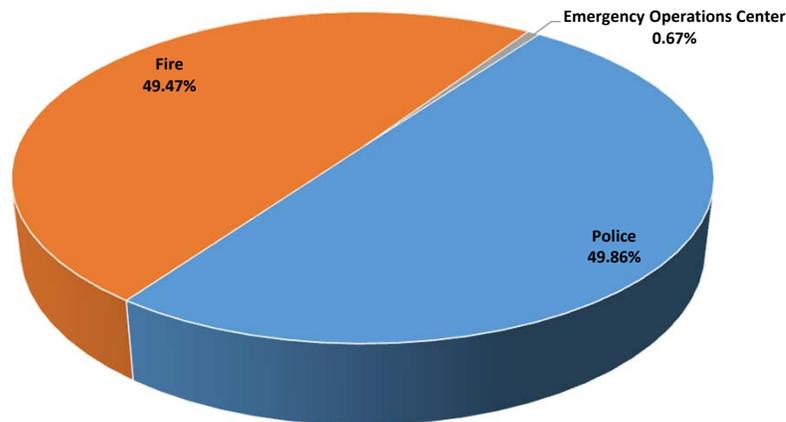


PUBLIC SAFETY EXPENDITURES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
CATEGORY SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 8,527,400	\$ 8,627,572	\$ 9,042,413	\$ 9,137,569	1.05%
Operating Expenditures	1,848,916	1,786,589	1,815,299	1,999,113	10.13%
Capital Outlay	100,641	852,592	501,311	246,132	-50.90%
TOTAL EXPENDITURES	\$ 10,476,958	\$ 11,266,753	\$ 11,359,023	\$ 11,382,814	0.21%

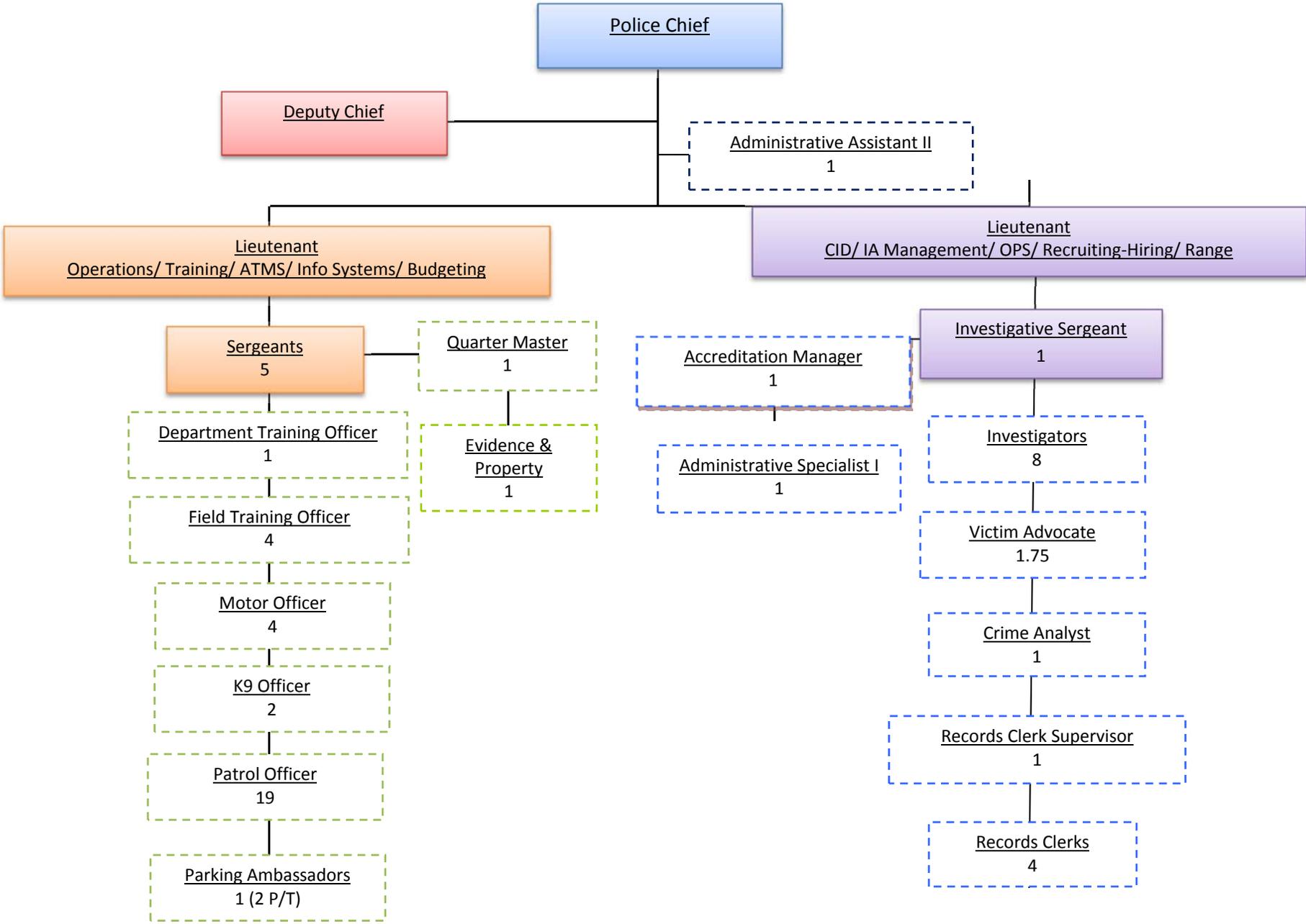
PUBLIC SAFETY EXPENDITURES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
DEPARTMENT SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Police	\$ 5,202,491	\$ 5,519,995	\$ 5,782,857	\$ 5,675,835	-1.85%
Fire	5,256,233	5,730,233	5,561,122	5,631,029	1.26%
Emergency Operations Center	18,233	16,525	15,045	75,950	404.83%
TOTAL EXPENDITURES	\$ 10,476,958	\$ 11,266,753	\$ 11,359,023	\$ 11,382,814	0.21%

PUBLIC SAFETY SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Police	56.25	56.25	61.75	61.75	0.00
Fire	39.00	40.00	40.00	40.00	0.00
TOTAL STAFFING	95.25	96.25	101.75	101.75	0.00

PUBLIC SAFETY EXPENDITURE SUMMARY
FISCAL YEAR 2015-2016



**City of New Smyrna Beach, Florida
Police Department Organizational Chart**



POLICE DEPARTMENT (52101)

"To Provide the Highest Quality of Service through Commitment, Cooperation and Accountability. Use our mission during these economic times, to protect and preserve the safety and quality of our Citizenry."

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Organizational:				
Adopted, authorized, budgeted sworn members (FBC PO002)	162	44	44	49
Actual sworn full-time employees (FBC PO003)	161	42	44	42
Budgeted civilian members (FBC PO004)	60.49	12.25	12.25	14.5
Actual civilian (FTE's) (FBC PO05)	55.48	12.25	12.25	14.5
Sworn supervisors (law enforcement only) (FBC PO006)		5	5	6
Sworn managers (law enforcement only) (FBC PO007)		4	3	3
Sworn personnel demographics (FBC PO008-0013) :				
# of sworn Non-minority (white)		40	40	38
# of sworn Black		3	2	2
# of sworn Hispanic		2	1	2
# of sworn Asian		0	0	0
# of sworn "Other"		0	0	0
# of sworn Female		6	8	7
Sworn personnel education level (FBC PO014-0018) :				
Sworn Members with H.S. only		30	29	28
Sworn Members with 2-year college degree		4	4	5
Sworn Members with 4-year college degree		12	8	7
Sworn Members with Master Degree		0	1	2
Sworn Members with Doctoral Degree		0	0	0
Sworn law enforcement members available for CFS response (FBC PO019)	88	26	25	30
Civilian members available for CFS response (FBC PO020)	5.65	0	0	0
Members assigned to communications (FBC PO021)		0	0	0
Sworn members assigned to Communications (FBC PO022)		0	0	0

POLICE DEPARTMENT (52101)

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Organizational:				
Civilian members assigned to Investigative Units (FBC PO023)		1	1	1
Members assigned to Crime Scene/forensic duties (FBC PO024)		0	0	0
Sworn members assigned to Traffic Enforcement (FBC PO025)		4	2	2
Members assigned to Traffic Crash Investigation (FBC PO026)		4	2	2
Members assigned to a Community Oriented Policing or Problem Oriented Policing Unit (FBC PO027)		1	1	0
Members assigned to Drug Enforcement (FBC PO028)		2	2	2
Members assigned to Crime Analysis (FBC PO029)		1	1	1
Members assigned to Intelligence (FBC PO030)		0	0	0
Members assigned to Homeland Security (FBC PO031)		0	0	0
Members assigned to Vice or Street Crimes (FBC PO032)		0	0	0
Members assigned to local schools (FBC PO033)		2	2	1
Members assigned to Training (FBC PO034)		1	2	1
Members assigned to Crime Prevention Unit (FBC PO035)		1	0	0
Members assigned to K9 Unit (FBC PO036)		2	1	2
Total patrol districts (FBC PO037)		7	7	7
Is your Agency accredited? (FBC PO038)		No	No	Yes
Operational:				
Does the agency have an assigned or take-home vehicle plan? (FBC PO039)		Yes	Yes	Yes
Special Purpose Vehicles: Law enforcement use vehicles only (FBC PO040)		Yes	Yes	Yes
Total police vehicles (FBC PO041)		53	56	59
Aircraft (FBC PO042)		0	0	0
Total Mobile computers (FBC PO043)				42
Total police facilities (FBC PO044)				1

City of New Smyrna Beach, Florida
GENERAL FUND

POLICE DEPARTMENT (52101)

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Financial:				
Approved budget (FBC PO01)		5,311,356	6,244,486	5,675,835
Approved local government budget (FBC)				
Police Services:				
Total number of calls for service (FBC PO049)	137,893	58,521	37,815	TBD
Citizen-generated workload (Calls for Service – CFS)(FBC PO50)	69,533	23,135	13,960	TBD
Pro-active Police Actions (FBC PO053)	47,518	19,181	23,855	TBD
Traffic Citations – moving violations only (FBC PO054)	9,558	1355	981	TBD
Traffic crashes (FBC PO055)	2,725	793	721	TBD
Pedestrian fatalities (FBC PO056)	1.31	1	0	TBD
Traffic fatalities (FBC PO57)	6.77	3	9	TBD
Residential population (FBC PO58a)		22,792	22,500	TBD
Policing \$ per capita (FBC PO59f)	311.06			
Percentage of Total Sworn Available for CFS Response (FBC-PO61f)	58.54%	57.78	71%	TBD
Percentage of Total Members Available for CFS Response (FBC PO62f)	47.06%	45.42	48%	TBD
Percentage of Total Sworn Assigned to Investigative Units (FBC-PO63)		20	21%	TBD
Calls requiring police service (CFS) per 1,000 residents (FBC-PO73f)	1,092	2567	1680	TBD
UCR Part 1 Crime rate per 1,000 residents (FBC-PO75)	49.74	52.1	26	TBD
Total arrests per 1,000 residents (FBC-PO82f)	47.73	47.03	45	TBD
Traffic citations per 1,000 residents (FBC-PO84f)	122.52	59.45	22.93	TBD
Total crashes per 1,000 residents (FBC-PO86f)	36.31	34.79	14	TBD
Traffic fatalities per 1,000 residents (FBC-PO88f)	.10	.13	.04	TBD
Participation in community group meetings		YES	YES	YES
Percentage of policies reviewed and/or modified		100%	100%	TBD
Number of staff inspections conducted in department involving all components		6	4	TBD

POLICE DEPARTMENT (52101)

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Police Services:				
Attend 80% of all invitations from community groups or assign a command level officer when attendance is not possible		YES	Yes	YES
Maintaining or improving the percentages of cleared cases above national averages	National Avg.			
Homicide	62.1%	N/A	100%	TBD
Rape	41.3%	100%	50%	TBD
Robbery	25.4%	59%	40%	TBD
Aggravated Assault	55.2%	63%	74%	TBD
Burglary	12.7%	16%	27%	TBD
Larceny	18.0%	16%	30%	TBD
Car Theft	13.0%	19%	25%	TBD
Percentage of cases solved		22.7%	34%	TBD
Number of school children participating in the DARE curriculum		2142	1,200	TBD
Number of victims serviced by the Victim Advocate's Office		1666	1,791	TBD
Number of neighborhoods recognized as a Neighborhood Watch Area		15	15	TBD
Number of traffic safety programs conducted		3	5	TBD
Number of narcotics operations, arrests, and search warrants		465	255	TBD
Number of officers involved in tactical operations		10	8	TBD
Number of volunteer hours logged by Alumni members		0	0	TBD
Number of training hours dedicated to high liability topics		2,299	2,355	TBD
Percentage of community education programs reviewed for design, purpose, current interest and intended result		100%	100%	TBD
Average number of calls per officer		550.83	900.4	TBD
Cases assigned for investigation by patrol officers		178	N/A	TBD
Number of tickets issued		4828	3767	TBD

POLICE DEPARTMENT (52101)

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Communication Response:				
High priority call response (call dispatched to unit dispatched) (FBC PO51) Based upon minutes	2.36	1.03	1.02	TBD
High priority calls response time (unit dispatched to unit on scene – drive time) (FBC PO52) Based upon minutes.	3.98	2.32	2.7	TBD
Service Area Demographics				
Primary Schools in jurisdiction (FBC PO45)		6	6	TBD
Secondary Schools in jurisdiction (FBC PO46)		1	1	TBD
Large entertainment facilities located in jurisdiction (FBC PO47)		1	1	TBD
Transportation hub located in jurisdiction. Municipal airport (FBC PO48)		1	1	TBD
Police Service –specific population (FBC GE019)	72,791	22,668	22,500	TBD
Police Service – specific land area (Square miles) (FBC GE020)	39.57	38.14	38.14	TBD

2015 ACCOMPLISHMENTS

- ✓ Continued to meet the service demands that the citizens and visitors of this community deserve.
- ✓ Citizen response questionnaires and an independent study by the University of Central Florida show that the citizens have a high satisfaction with police department.
- ✓ Expanded in-house block training within the police department. The training emphasizes officer safety, use of force, and other areas of high liability.
- ✓ Obtained and equipped a multi-purpose special operations vehicle that will allow the police department to effectively respond to critical incidents and natural disaster areas within the city.
- ✓ Obtained Accreditation through the Commission of Florida Law Enforcement Accreditation.

POLICE DEPARTMENT (52101)

GOALS & OBJECTIVES

Goal 1: Fill existing personnel shortages

A. Objectives:

1. Hire officers to fill vacant positions
2. Evaluate Body Camera for all officers in the field
3. Evaluate License Plate Recognition equipment

Goal 2: Improve agency morale

A. Objectives:

1. Fill existing vacancies for specialized units
 - a. Motors
 - b. Investigations
 - c. Canine
2. Maintain flexible scheduling when possible
3. Maintain present level of training and increase where gaps are identified

Goal 3: Provide intra-agency data as it relates to crime patterns

A. Objectives:

1. Utilize crime analyst to map “hot spots”
2. Communicate crime patterns within the agency and law enforcement partners
3. Focus on identified areas of concern to proactively decrease criminal activity

Goal 4: Community Policing

A. Objectives:

1. Attend community meetings to hear citizen concerns
2. Address concerns with a sense of urgency
3. Proactive police contact with citizens on a daily basis

Goal 5: Succession Plan/training

A. Objectives:

1. Assess the impact of future retirement/vacancies
2. Develop a strategy to fill and train for anticipated vacancies
3. Identify key players for future leadership roles

Goal 6: Review Budget

A. Objectives:

1. Meet with Finance Director regarding LETF Funds and plan for expenditures
2. Assess departmental organizational structure and how resources are deployed
3. Determine budget strengths and weaknesses to address needs and adjustments

POLICE DEPARTMENT (52101)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS

The following impacts will be experienced in 2015-2016:

- Significant increases in the work load of the administrative staff, training staff, and support personnel. This increase in work load will directly influence the agency's ability to train and mentor newly hired personnel, to include sworn officers.
- Primary responses will continue to be calls for service. Staffing levels continue to severely impact our ability to effectively implement specialized programs and proactive police response.
- An increased service demand with the present level of staffing has negatively impacted officer morale and has created officer fatigue through mandated overtime.

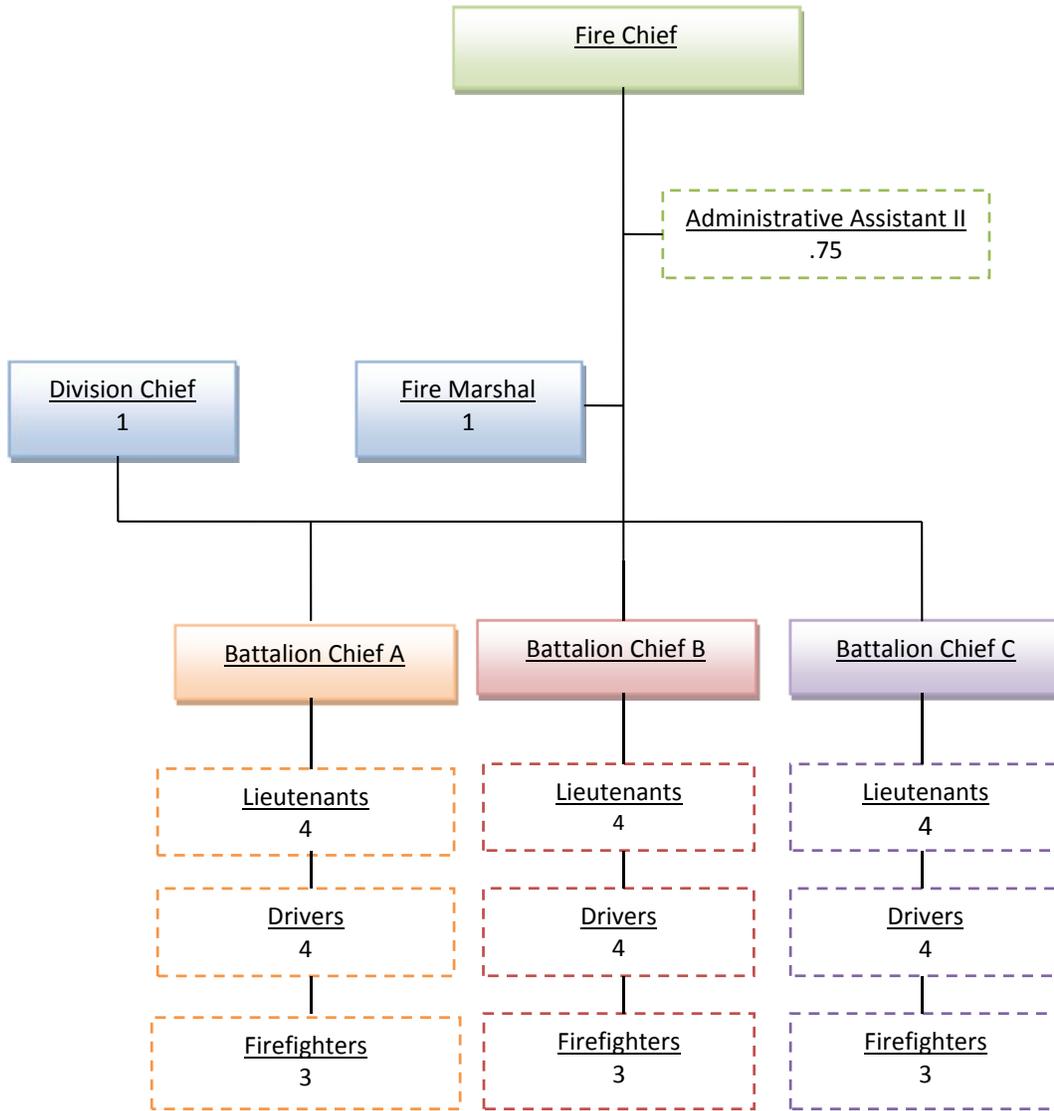
POLICE (52101)

OPERATING BUDGET COMPARISON

POLICE BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 4,010,662	\$ 4,062,557	\$ 4,175,715	\$ 4,396,565	5.29%
Operating Expenses	1,141,240	1,124,840	1,130,532	1,230,770	8.87%
Capital Outlay	<u>50,590</u>	<u>332,598</u>	<u>476,610</u>	<u>48,500</u>	<u>-89.82%</u>
Total Budget	\$ 5,202,491	\$ 5,519,995	\$ 5,782,857	\$ 5,675,835	-1.85%

POLICE STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Police Chief	43A	1.00	1.00	1.00	1.00	0.00
Commander	28B	0.00	0.00	0.00	0.00	0.00
Lieutenant	26C	2.00	2.00	2.00	2.00	0.00
Sergeant Detective	20C	1.00	1.00	1.00	1.00	0.00
Sergeant	20B	5.00	5.00	6.00	6.00	0.00
Accreditation Manager	20H	0.50	0.50	1.00	1.00	0.00
Code Enforcement Supervisor	19F	0.00	0.00	0.00	0.00	0.00
Police Officer	14E	15.00	15.00	19.00	19.00	0.00
Detective	14F	8.00	8.00	8.00	8.00	0.00
Police Officer/K9	14G	2.00	2.00	2.00	2.00	0.00
Police Officer/Motor	14H	4.00	4.00	4.00	4.00	0.00
Police Officer/FTO	14I	4.00	4.00	4.00	4.00	0.00
Special Task Force Officer	14K	1.00	1.00	1.00	1.00	0.00
Records Clerk Supv.	13B	1.00	1.00	1.00	1.00	0.00
Code Enforcement Officer	13D	0.00	0.00	0.00	0.00	0.00
Neighborhood Resource Officer	13I	1.00	1.00	1.00	1.00	0.00
Domestic Intervention Advocate	12C	1.00	1.00	1.00	1.00	0.00
P/T Domestic Intervention Advocate	11F	0.75	0.75	0.75	0.75	0.00
Crime Analyst	11E	1.00	1.00	1.00	1.00	0.00
Administrative Specialist II	10B	1.00	1.00	1.00	1.00	0.00
Intern	10F	0.00	0.00	0.00	0.00	0.00
Communications Dispatcher	09B	0.00	0.00	0.00	0.00	0.00
Quarter Master	09E	1.00	1.00	1.00	1.00	0.00
Evidence Property Records Tech	09F	1.00	1.00	1.00	1.00	0.00
Administrative Specialist I	08F	1.00	1.00	1.00	1.00	0.00
Police Records Clerk	08G	3.00	3.00	3.00	3.00	0.00
P/T Public Information Clerk (2)	07E	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Staffing		56.25	56.25	61.75	61.75	0.00

**City of New Smyrna Beach, Florida
Fire Department Organizational Chart**



FIRE DEPARTMENT (52201)

New Smyrna Beach Fire Rescue Department provides fire protection and prevention, firefighting, rescue, Advanced Life Support (ALS) and Hazardous Materials (Haz-Mat) response capabilities to prevent or minimize injury, loss of life, and damage to property and the environment.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Organizational:				
Total Budgeted Positions (FBC-FR07)	127	39	41	40
Total Fire Rescue Budget (FBC-FR08)	\$15,174,527	\$5,091,184	\$5,000,000	\$5,150,000
Total Calls Dispatched (FBC-FR53)	12,269	4188	3900	4250
Citizen Fire Injuries (FBC-FR31)	6	1	0	0
Citizens Fire Death (FBC – FR32)	1	1	0	0
Maintain Existing Split Rating of 4/9		Yes	Yes	Yes
Financial:				
Cost per call dispatched (FBC-FR56)		\$1,339.00	\$1,340.00	\$1,211.76
Total Estimated Dollar Loss (FBC-FR33)	\$1,859,778	\$20,000	\$100,000	\$100,000
Total Estimated Dollar Property Saved (FBC-FR34)	\$84,988,386	\$1,260,000	\$1,000,000	\$1,000,000
Unit Hour Cost (ICMA)		\$145.30	\$142.69	\$142.69
Fire Services:				
Number of confirmed fires suppressed by fire personnel (FBC-FR30)	216	33	35	37
Residential structure fire incidents confined to room of origin or confined to structure of origin (ICMA)		4	9	7
Emergency Medical Services:				
Total number of EMS and rescue calls dispatched (including medical alarms, canceled and no action taken calls) (FBC-FR16)	9416	3175	3100	3175
Cardiac arrest calls w/ resuscitation efforts regardless of outcome (FBC-FR17)	61	40	35	38
Cardiac arrest calls w/ successful resuscitation (FBC-FR19)	17	4	6	8

FIRE DEPARTMENT (52201)

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of EMS – rescue calls responded to where ALS is on scene in <9 minutes (FBC-FR26)	8780	2720	2400	2350
Emergency Medical Services Cont'd:				
EMS calls dispatched to as percent of total calls (FBC-FR55)	73%	77%	65%	76%
Percentage of building fire call response times (turnout + travel) equal to or less than 5 minutes (NFPA 1710 benchmark) (FBC-FR44)	49.6%	76%	60%	48%
Percentage of building fire calls (turnout + travel) greater than 5 minutes and equal to or less than 9 minutes (NFPA 1710 benchmark) (FBC-FR45)	34.8%	24%	40%	51%
Percentage of calls that are motor vehicle accidents (MVA)		7%	10%	12%
Fire Prevention:				
Total Expenditures for Fire Prevention, Public Education (FBC FR05)	\$619,224	\$8,500	\$8,500	\$8,500
Total square footage of buildings subject to fire safety inspections	N/A	0	0	0
Total square footage of buildings subject to fire safety inspections actually inspected	N/A	0	0	0
Total number of citizens of any age touched by a risk reduction or fire prevention activity		1,100	800	1000



FIRE DEPARTMENT (52201)

2015 ACCOMPLISHMENTS

- ✓ Partnered with the City of Edgewater and the New Smyrna Beach Senior High School as a Volunteer Agency. Medical Academy, safety and accident prevention program also includes Daytona State College as part of the Pathways Program, an effort to align student interests with their college career potential
- ✓ Provided elementary school fire prevention programs in collaboration with Volusia County Schools
- ✓ New Rescue unit placed in service December 2015.
- ✓ Completed comprehensive Personal Protective Equipment review
- ✓ Public programs included: “Going Pink” for Breast Cancer Awareness and shrink wrapping an Engine in pink. MDA fund-raising, continued support of the High School Medical Academy Program, Citizens Academy, and incorporated local radio station WSBB into our public safety announcements
- ✓ Managed closest unit, auto-aid within the City, unincorporated enclaves and adjacent city/county areas. Revisiting and updating run cards to improve response profiles.
- ✓ Implementation of FireHouse software as primary record system for the fire department.
- ✓ Implemented a new run card matrix for I-95 responses.
- ✓ Completed annual wild land fire training
- ✓ Continued existing programs such as First Aid, CPR, Medical Academy, Smoke Detector Installations, and Safety Surveys, etc.
- ✓ Provided a new-hire process, selecting four new firefighters
- ✓ Promoted two Driver/Engineers to rank of Lieutenant
- ✓ Developing promotional exam process for Driver Engineer and Fire Lieutenant to implement new promotional list
- ✓ Four newly certified paramedics completed the Volusia County Medical Director’s Internship Program to attain lead paramedic status
- ✓ Ongoing contract negotiations with Labor membership
- ✓ Hired Greg Anglin as Chief of Department
- ✓ Processing traffic signal preemption system with FDOT
- ✓ Completed New Cardiac Monitor Purchase
- ✓ Collaborating in the Southeast Volusia Regional Training Group, participated in monthly multi-jurisdictional exercises and drills
- ✓ Participated in the completion of the five year Multi-Jurisdictional Local Mitigation Strategy update, including City Commission adoption.

FIRE DEPARTMENT (52201)

GOALS & OBJECTIVES

1. Develop an organization to effectively administer and manage the resources of the Department.
 - Complete a review and revision of all rules, regulations and standard operating procedures.
 - Prepare an integrated five-year organizational staffing and internal/external retention plan.
 - Improve employee diversity through an expanded recruitment and selection process.
 - Continue to promote effective labor/management relations.

2. Improve emergency preparedness and inter/intra agency coordination to address community all hazards planning.
 - Utilize the Comprehensive Emergency Management Plan (CEMP) to provide effective all hazards evacuation planning for the local community.
 - Make use of Volusia County Emergency Management all hazards preparedness programs for the local community.
 - Utilize the CEMP to improve large-scale incident management capabilities within the organization.

3. Safeguard the community through proactive prevention, enforcement, engineering, preparedness and public education programs.
 - Perform an annual fire prevention inspection in each high rise building, commercial building and multi-family occupancy.
 - Identify and implement community risk reduction programs.

4. Ensure capital assets (facilities, apparatus and equipment) fulfill the needs of external and internal customers.
 - Define fire station foot prints and design standards.
 - Develop an apparatus acquisition plan that meets the emergency response needs of the community.
 - Enhance the use of information technology into departmental functions.

FIRE (52201)

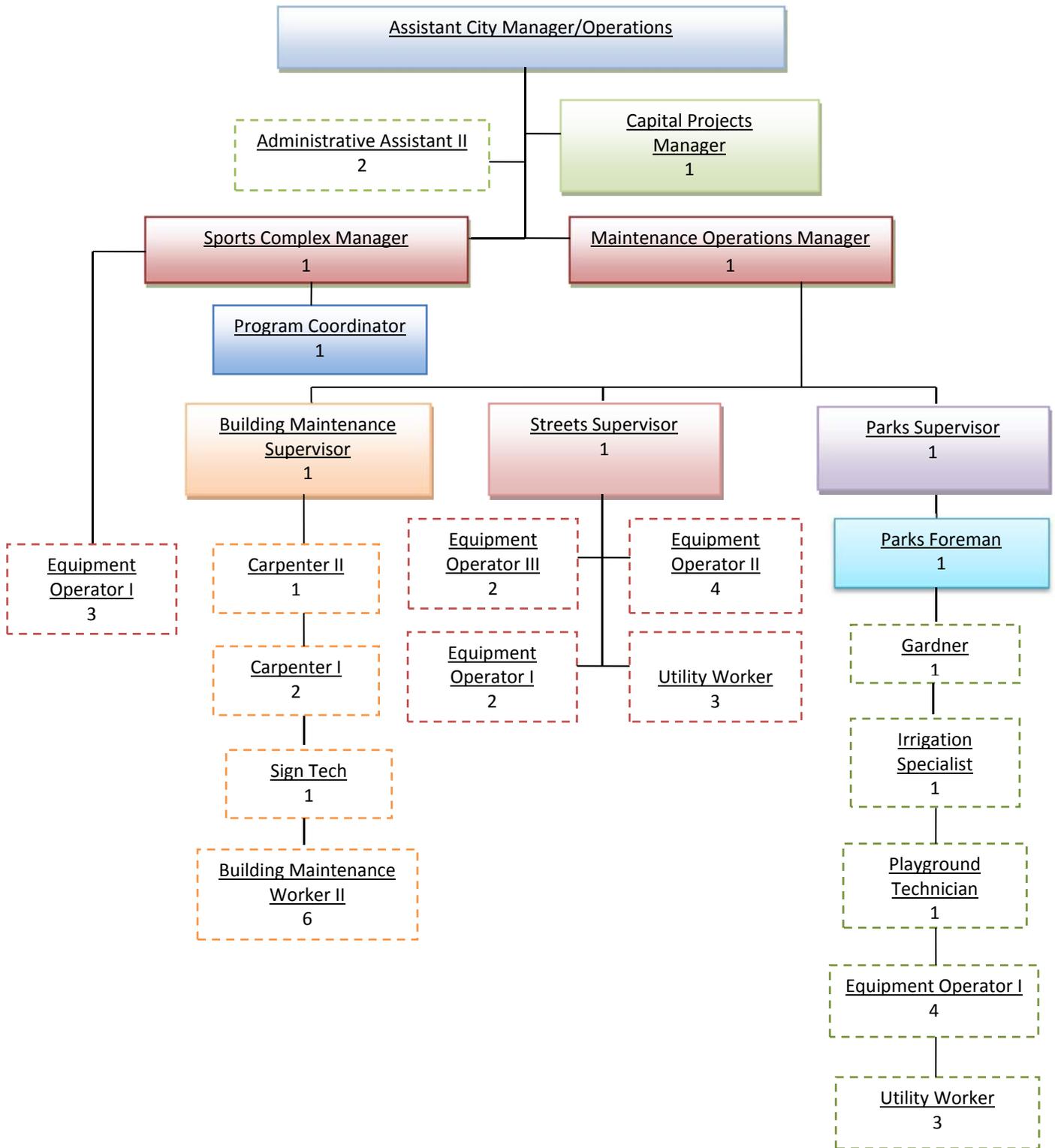
OPERATING BUDGET COMPARISON

FIRE	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 4,516,738	\$ 4,565,015	\$ 4,866,697	\$ 4,741,004	-2.58%
Operating Expenses	689,443	645,224	669,723	749,250	11.87%
Capital Outlay	<u>50,052</u>	<u>519,994</u>	<u>24,702</u>	<u>140,775</u>	N/A
Total Budget	\$ 5,256,233	\$ 5,730,233	\$ 5,561,122	\$ 5,631,029	1.26%

FIRE	PAY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	GRADE	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Fire Chief	38A	1.00	1.00	1.00	1.00	0.00
Deputy Fire Chief	28A	0.00	0.00	0.00	0.00	0.00
Battalion Chief	24A	3.00	3.00	3.00	3.00	0.00
Fire Marshal	24B	0.00	1.00	1.00	1.00	0.00
Division Chief	24E	1.00	1.00	1.00	1.00	0.00
Fire Lt./EMT/PARA	19C	8.00	10.00	10.00	10.00	0.00
Fire Lt./EMT	18C	4.00	2.00	2.00	2.00	0.00
Fire Driver/EMT/PARA	15B	9.00	9.00	9.00	9.00	0.00
Fire Driver/EMT	14D	3.00	3.00	3.00	3.00	0.00
Firefighter/EMT/PARA	13H	3.00	3.00	3.00	3.00	0.00
Firefighter/EMT	11D	6.00	6.00	6.00	6.00	0.00
Administrative Specialist II	10B	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Staffing		39.00	40.00	40.00	40.00	0.00



City of New Smyrna Beach, Florida Maintenance Operations Organizational Chart

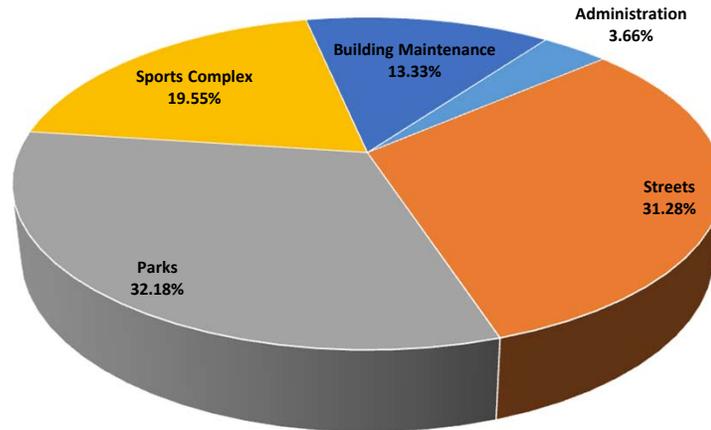


MAINTENANCE OPERATIONS EXPENDITURES CATEGORY SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 1,508,587	\$ 1,564,825	\$ 1,723,493	\$ 2,026,624	17.59%
Operating Expenditures	1,804,268	2,031,411	2,111,330	2,353,849	11.49%
Capital Outlay	504,017	422,622	264,475	292,586	10.63%
TOTAL EXPENDITURES	\$ 3,816,873	\$ 4,018,858	\$ 4,099,298	\$ 4,673,059	14.00%

MAINTENANCE OPERATIONS EXPENDITURES DEPARTMENT SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Administration	\$ 76,967	\$ 96,548	\$ 163,566	\$ 171,052	4.58%
Streets	1,609,215	1,615,996	1,393,621	1,461,635	4.88%
Parks	803,657	820,730	1,151,498	1,503,813	30.60%
Sports Complex	913,202	998,640	904,457	913,412	0.99%
Building Maintenance	413,832	486,945	486,158	623,147	28.18%
TOTAL EXPENDITURES	\$ 3,816,873	\$ 4,018,858	\$ 4,099,298	\$ 4,673,059	14.00%

MAINTENANCE OPERATIONS SUMMARY STAFFING - FTEs	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Administration	2.00	2.00	2.00	2.00	0.00
Streets	13.00	12.00	12.00	12.00	0.00
Parks	9.00	10.00	10.00	12.00	2.00
Sports Complex	5.00	5.00	5.00	5.00	0.00
Building Maintenance	9.00	9.00	9.00	11.00	2.00
TOTAL STAFFING	38.00	38.00	38.00	42.00	4.00

**MAINTENANCE OPERATIONS EXPENDITURE SUMMARY
FISCAL YEAR 2015-2016**



MAINTENANCE OPERATIONS ADMINISTRATION (51902)

The mission of the Maintenance Operations Department of New Smyrna Beach is to respond promptly to customer service concerns, to safeguard the environment and to constantly respect the needs of the citizens. We will attain the mission by providing:

- Safe, efficient, effective, well maintained roads and stormwater systems
- Comprehensive management of the solid waste reduction, collection, recycling and disposal
- Rehabilitate and efficiently maintain City-owned buildings, facilities and fleet by being proactive
- Maintain all City park facilities and City-owned properties in a safe and aesthetically pleasing manner

2015 ACCOMPLISHMENTS

- ✓ Completed installation of the City's first Universally Accessible playground and associated improvements to Rocco Park (Sunset Drive).
- ✓ Completed replacement of 20-year old wooden playground structure with new community-designed ADA compliant playground at Manatee All Childrens' Playground (Riverside Park).
- ✓ Continued to work with the Engineering Department to complete construction of new North Causeway boat ramp and associated facilities.
- ✓ Continued to work with Capital Projects Manager on the North Causeway Beautification and the 3rd Avenue Aesthetic Improvement Projects.
- ✓ Evaluated and selected new right-of-way maintenance contractor.
- ✓ Removed old landscaping on U.S. 1 medians and replaced with low maintenance plantings.
- ✓ Opened new 2.2 mile Pedestrian Trail in November 2014.
- ✓ Opened new Central Fire Station on SR44.
- ✓ Parks Division moved into Maintenance Operations.
- ✓ Hired new Parks Supervisor and filled Parks Foreman and Irrigation Specialist positions with internal applicants.
- ✓ Hired new Fleet Supervisor.
- ✓ Completed Parks Inventory and Draft Parks Master Plan.
- ✓ Replaced roofs at CRA building, picnic pavilions at Inlet Shores Park, and pavilions at Skatepark.

MAINTENANCE OPERATIONS ADMINISTRATION (51902)

2015 – 2016 PROJECTS

Under Construction:

- Central Beach Flood Mitigation Project
- US 1 & Canal Street Improvements (working with City staff & FDOT staff)

Under Planning & Design:

- Isleboro Subdivision Drainage Improvements
- Development of Holland Park and Marianne Clancy Park

Other Significant Projects:

- Remove outdated landscaping on 3rd Avenue/South Causeway medians and replacement of new sod, mulch and low maintenance plantings.
- Evaluate existing solid waste and recycling contract providers for recommendation as to re-negotiate existing contracts or solicit new request for proposals.
- Work with Recreation & Special Events Department to streamline process for logistical support needed from Maintenance Operations to support special events/activities throughout the year.

GOALS & OBJECTIVES

1. Continue to enhance and effectively maintain main City thoroughfares and City property through current Right-of-Way maintenance contract with Austin Outdoors.
2. Continue to enhance training opportunities for all employees.
3. Certify all new employees in CPR and First Aid.
4. Complete maintenance inventory of all irrigation systems/components on City property.
5. Finalize Parks' Master Plan and maintenance standards.
6. Continue to implement and enhance "Facility Dude" work order system.
7. Improve Fleet Operations with a new electronic work order, parts inventory, and fuel management system.
8. Perform Monthly Safety Meetings each month as needed.
9. Remodel Maintenance Operations office once Assistant City Manager relocates.

MAINTENANCE OPERATIONS ADMINISTRATION (51902)

OPERATING BUDGET COMPARISON

ADMINISTRATION BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 46,841	\$ 59,488	\$ 129,239	\$ 131,001	1.36%
Operating Expenses	30,126	37,060	34,326	40,051	16.68%
Capital Outlay	-	-	-	-	N/A
Total Budget	\$ 76,967	\$ 96,548	\$ 163,566	\$ 171,052	4.58%

ADMINISTRATION STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Maintenance Operations Manager	26E	0.00	1.00	1.00	1.00	0.00
Capital Projects Manager	20I	1.00	0.00	0.00	0.00	0.00
Administrative Specialist II	10B	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Staffing		2.00	2.00	2.00	2.00	0.00



STREETS (54101)

The Streets Division is responsible for the maintenance of all streets and sidewalks within the city limits to provide safe passage to motorists and pedestrians. This division repairs all asphalt streets, damaged sidewalks, signs, pavement markings and right-of-ways.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Roads:				
Number of jurisdictional lane miles (FBC RR01)		204.30	207.34	216.47
Total expenditures for asphalt application (in house) (FBC RR02)		\$3,000	\$5,746	\$6,000
Customer service request response time for asphalt repairs fiscal year (FBC RR04)		24 hours	24 hours	24 hours
Total number of asphalt repairs per work orders entire fiscal year (FBC RR05)		65	115	120
Total annual expenditures for resurfacing (contractual services) (FBC RR07)		\$472,313	\$363,548	\$150,000
Average response time (hours) per work order (FBC RR12)		48hrs	48hrs	48hrs
City maintained roads		159.04	144.41	142.94
Area of City (sq. miles)		38.14	38.99	39.21
Street resurfacing (miles)		1	2.50	1
Potholes repaired		100	123	150
Paved streets (miles)		188.04	196.71	203.38
Unpaved streets (miles)		16.28	10.63	13.09
Streetlights		2865	2865	2900
Traffic signals		33	35	38
Percentage of sidewalk repairs completed within 30 calendar days		20%	75%	25%
Percentage of street repairs completed within 30 calendar days		50%	60%	50%
Percentage of potholes filled within 5 days		100%	100%	100%
Number of miles of sidewalks constructed		1	2	1
Percentage of DOT quality inspections passed		100%	100%	100%

STREETS (54101)

2015 ACCOMPLISHMENTS

- ✓ Maintained all City right-of-ways in a clean and safe condition.
- ✓ Worked with the Maintenance Operations Manager and City Engineer to develop the resurfacing inventory for FY 2014 – 2015.
- ✓ Restored the seawall twice at Esther Park due to fall storm events.
- ✓ Assisted CRA staff with Flagler Avenue maintenance.
- ✓ Continued to enhance safety procedures by training of employees.

GOALS & OBJECTIVES

1. Install concrete floors in storage building to keep new equipment out of weather.
2. Organize the maintenance yard to utilize space more efficiently.
3. Work towards establishing a divisional focus on right-of-way, storm water and sidewalk repair, and maintenance with dedicated staff.
4. Continue the street resurfacing program for all City streets.
5. Enhance the safety and aesthetics throughout the City by appropriately trimming and maintaining street trees and palms.
6. Improve street markings and striping Citywide.

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS

- The Streets Division will continue to provide the service needed in order to maintain our infrastructure, roads, stormwater systems and sidewalks. Due to personnel limitations, the level of service is not at the level that is most beneficial to the City. That is reflected in grading unpaved roads, sidewalk repairs, maintaining right-of-ways and general maintenance of our infrastructure.
- In addition, staff proposed \$250,000 in the FY2016 budget for the annual resurfacing program, \$150,000 was approved. Our streets are in continual need of resurfacing and staff is concerned with the condition of streets in general. Due to the increase in the cost of asphalt, we are doing less mileage in terms of resurfacing.
- Our Streets Division plays an important role during emergencies and natural disasters. During hurricanes, flooding, tornados or wild fires other divisions join the Streets crews for additional support.

STREETS (54101)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS (Continued)

- The Streets Division will continue to maintain the City’s infrastructure to the best of its ability within the resources allocated.



STREETS (54101)

OPERATING BUDGET COMPARISON

STREETS BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 526,919	\$ 493,364	\$ 473,930	\$ 528,304	11.47%
Operating Expenses	865,924	1,001,142	906,592	741,531	-18.21%
Capital Outlay	<u>216,372</u>	<u>121,490</u>	<u>13,098</u>	<u>191,800</u>	N/A
Total Budget	\$ 1,609,215	\$ 1,615,996	\$ 1,393,621	\$ 1,461,635	4.88%

STREETS STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Maintenance Operations Manager	26E	1.00	0.00	0.00	0.00	0.00
Streets Supervisor	18B	1.00	1.00	1.00	1.00	0.00
Equipment Operator III	11B	2.00	2.00	2.00	2.00	0.00
Equipment Operator II	09C	4.00	4.00	4.00	4.00	0.00
Equipment Operator I	08A	2.00	2.00	2.00	2.00	0.00
Utility Worker	05C	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>0.00</u>
Total Staffing		13.00	12.00	12.00	12.00	0.00



PARKS (57202)

To provide safe and wholesome leisure activities in an aesthetically pleasing environment throughout the community for the citizens of City of New Smyrna Beach. These activities - active, passive, cultural and educational, shall be responsive to the community's needs and carried out in a caring and cost effective manner, according to the direction of the Administration Staff and the City Commission.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of passive park acreage (PR-001)		127	249	249
Number of active park acreage(PR-002)		58	58	58
Number of parks maintained acreage(PR-003)		185	307	307
Number of FTEs for park maintenance(PR-005)		8-Parks 4-CRA	8-Parks 4-CRA	12 Parks
Operating Expenditures for park maintenance(PR-006)		\$792,017	\$984,345	\$930,945
Number of passive park acres per 1,000 population (PR-017)		5.53	10.80	10.80
Number of active park acres per 1,000 population (PR-018)		2.50	2.50	2.50
Maintenance cost per acre (PR-021)		\$4,281	\$3,206	\$3,032
All hours paid to park employees-Parks &SC		24,960	24,960	24,960
Total number of acres in Parks Including Sports Complex		253	374	374
Total number of playgrounds		12	12	12
Number of Tennis & Racquetball Courts		9	20	20
Number of Shuffleboard & Lawn Bowling Courts		21	20	20
Number of basketball courts indoors & outdoors		9	17	17
Number of Parks & Picnic Areas		22	22	22
Approved Budget for Parks		\$848,479	\$1,132,835	1,503,813
Capital Items for Parks		\$26,322	\$148,491	\$19,700
Number of mowing cycles completed annually		39	39	39
Number of irrigation repairs performed annually		2000	2250	2500
Number of litter removal cycles annually		365	365	365
Number of acres of park land per 1,000 residents		11	16	16

PARKS (57202)

2015 ACCOMPLISHMENTS

- ✓ Replaced Rocco Park playground equipment with the City's first universally accessible playground structure, added two (2) handicap parking spaces.
- ✓ Completed replacement of 20-year old wooden playground structure with new community-designed ADA compliant playground at Manatee All Childrens' Playground (Riverside Park).
- ✓ Replaced roof structure of picnic pavilion at Inlet Shores Park, and roof structures of two (2) picnic pavilions at the City's Skatepark.
- ✓ Added grounds maintenance of new Pedestrian Trail to maintenance schedule of right-of-way contractor.
- ✓ Removed old landscaping and replaced with new low maintenance aesthetically pleasing landscaping on U.S. 1 medians, roundabouts on South Atlantic, Riverside Drive and intersection of Canal Street & Riverside Drive.

GOALS & OBJECTIVES

1. Continue to upgrade and replace landscaping along Canal Street and adjacent connecting streets.
2. Continue to organize the Parks Division working with the Parks Supervisor and Parks Foreman to improve efficiency and service to the residents.
3. Incorporate duties and responsibilities of personnel previously assigned to CRA Division to the Parks Division.
4. Improve playground inspections and document needed repairs and sanitary issues.
5. Enhance and replace landscaping as needed in all City parks.
6. Develop and implement a comprehensive chemical and fertilizer application program for City parks and other properties maintained by the Parks Division.
7. Complete inventory of all City-owned and maintained irrigation system locations.

PARKS (57202)

OPERATING BUDGET COMPARISON

PARKS BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 358,601	\$ 385,528	\$ 422,335	\$ 565,843	33.98%
Operating Expenses	340,880	408,880	580,672	918,270	58.14%
Capital Outlay	<u>104,176</u>	<u>26,322</u>	<u>148,491</u>	<u>19,700</u>	<u>-86.73%</u>
Total Budget	\$ 803,657	\$ 820,730	\$ 1,151,498	\$ 1,503,813	30.60%

PARKS STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Parks Manager	18H	0.00	1.00	1.00	1.00	0.00
Parks Foreman	13J	0.00	0.00	0.00	1.00	1.00
Irrigation Specialist	11C	1.00	1.00	1.00	1.00	0.00
Playground Specialist	10E	1.00	1.00	1.00	1.00	0.00
Gardener	10G	0.00	0.00	0.00	1.00	1.00
Equipment Operator I	08A	4.00	4.00	4.00	4.00	0.00
Building Maintenance Worker II	07C	2.00	2.00	2.00	0.00	(2.00)
Utility Worker	05C	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>3.00</u>	<u>2.00</u>
Total Staffing		9.00	10.00	10.00	12.00	2.00

*3 Utility Worker positions transferred from the Community Redevelopment Agency Fund.

*1 Utility Worker position reclassified to Parks Foreman.

*1 Gardener position transferred from Community Redevelopment Agency Fund.

*2 Building & Maintenance Worker II transferred to Building & Maintenance Department.



SPORTS COMPLEX (57501)

The New Smyrna Beach Sports Complex provides the citizens of Southeast Volusia County with a vibrant Epicenter of community athletics activities, designed to provide a family-oriented environment and encourage the participation in athletics to enhance the health and quality of life for the citizens of New Smyrna Beach.

NSBSC pledges to provide HIGH PERFORMANCE in:

- Athletic facilities
- Youth and adult sports leagues
- Activities for seniors
- Business partnerships in order to achieve its annual goal – Providing the HIGHEST PERFORMANCE in level of service.

What is HIGH PERFORMANCE at the NSBSC?

- First-class, well-maintained fields, buildings and accessories
- Manicured common areas, trees and landscaping
- Organized, energetic, forward-thinking management
- Going the “extra mile” for the citizens and organizations using the facilities

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Total number of visitors to Sports Complex		367,90	380,000	390,000
Total Budget for Sports Complex		\$1,029,062	\$908,682	\$913,412
Capital Items for Sports Complex		\$246,795	\$101,205	\$55,286

2015 ACCOMPLISHMENTS

- ✓ Continued physical upgrades to playing surfaces with enhanced turf growth and replacement.
- ✓ Strengthened relationships with all NSBHS Athletics as well as Spruce Creek and Atlantic HS.
- ✓ Continued to promote use of Sports Complex for youth baseball, men’s softball and youth fast pitch softball tournaments on the weekend schedule.
- ✓ Brought in a new light monitoring system.

SPORTS COMPLEX (57501)

2015 ACCOMPLISHMENTS (Continued)

- ✓ Secured Men's Lacrosse tournaments.
- ✓ Brought in over 20 loads of ball field clay and 11 tons of turface to add and laser grade the high school baseball field, two softball infields, and two baseball infields to continue park beautification mini- projects.
- ✓ Put together the new affiliate agreement and short term rental agreement for basis of field rental at the Sport Complex moving forward.
- ✓ New Rental fees resolution passed for field rental starting in 2015.
- ✓ New Sponsorship fees set for 2015.
- ✓ Secured a new chemical maintenance agreement.
- ✓ Built new home side football bleachers, press box and sound system.
- ✓ Secured Sports Network International Youth Football Championships.

GOALS & OBJECTIVES

1. Work with the DBCVB to bring in out of town tournaments.
2. Replace the field netting surrounding the soccer fields.
3. Replace the Scoreboards on 5 baseball fields, 3 soccer fields and 3 softball fields.
4. Laser Grade all baseball/softball fields to maintain a quality and safe playing field.
5. Look into the potential to have field turf brought into the football stadium.
6. Repair and replace park accessories/consumables as needed.
7. Adding wind screens to the fencing around the Sport Complex.
8. Determine feasibility of replacing the football stadium track surface and acquiring new track equipment to host NSBHS track and field, high school district track meets, Bethune-Cookman University Track and Field collegiate meets, and AAU- level track meets.
9. Continue to work towards bringing a Miracle League Field to the Sport Complex.
10. Strengthen relationship with affiliates of the city: SEV Baseball, SVSC Soccer Club, and Pop Warner Football.

SPORTS COMPLEX (57501)

OPERATING BUDGET COMPARISON

SPORTS COMPLEX BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 241,593	\$ 246,749	\$ 298,374	\$ 303,293	1.65%
Operating Expenses	491,912	486,780	503,196	554,833	10.26%
Capital Outlay	<u>179,697</u>	<u>265,110</u>	<u>102,886</u>	<u>55,286</u>	<u>-46.26%</u>
Total Budget	\$ 913,202	\$ 998,640	\$ 904,457	\$ 913,412	0.99%

SPORTS COMPLEX STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Sports Complex Manager	19I	1.00	1.00	1.00	1.00	0.00
Program Coordinator	14L	1.00	1.00	1.00	1.00	0.00
Equipment Operator I	<u>08A</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>0.00</u>
Total Staffing		5.00	5.00	5.00	5.00	0.00



BUILDING MAINTENANCE (59101)
<p>The Building Maintenance Division is responsible for maintaining all City facilities and buildings. They are also responsible for maintaining all fishing piers, walkways, streets and traffic signs.</p>

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Building and Maintenance:				
Number of work orders received by other departments		576	822	999
Number of facilities maintained by the City		35	35	35
Number of parks maintained		16	25	25
Number of fishing piers maintained		9	9	9
Number of work orders processed		650	1800	800
Number of buildings assessed (for preventative maintenance)		22	22	22

2015 ACCOMPLISHMENTS

- ✓ Continued to inventory and repair all lighting needs throughout the City to include building, exterior, parks and street lights.
- ✓ Continued replacement of all speed limit and no parking signs throughout the City.
- ✓ Maintained restrooms in a clean and sanitary manner for all City parks and public buildings on a daily basis.
- ✓ Replaced all dispensers with Tork T-2 toilet tissue, Tork paper towel dispensers and Spartan Lite & Foamy hand soap which has a lower unit cost and longer refill duration.

BUILDING MAINTENANCE (59101)

GOALS & OBJECTIVES

1. Continue to incorporate LED lighting into the existing infrastructure as needed to improve on efficiency and reduce labor cast for maintenance.
2. Continue to replace all R-22 A/C systems throughout the City as needed to improve efficiency and meet new EPA guidelines.
3. Continue with energy efficiency upgrades on all City buildings to include LED retrofits and replacement of all T-12 florescent lighting.
4. Replace all bathroom lighting at the Sports Complex with LED fixtures (50% complete).



BUILDING MAINTENANCE (59101)

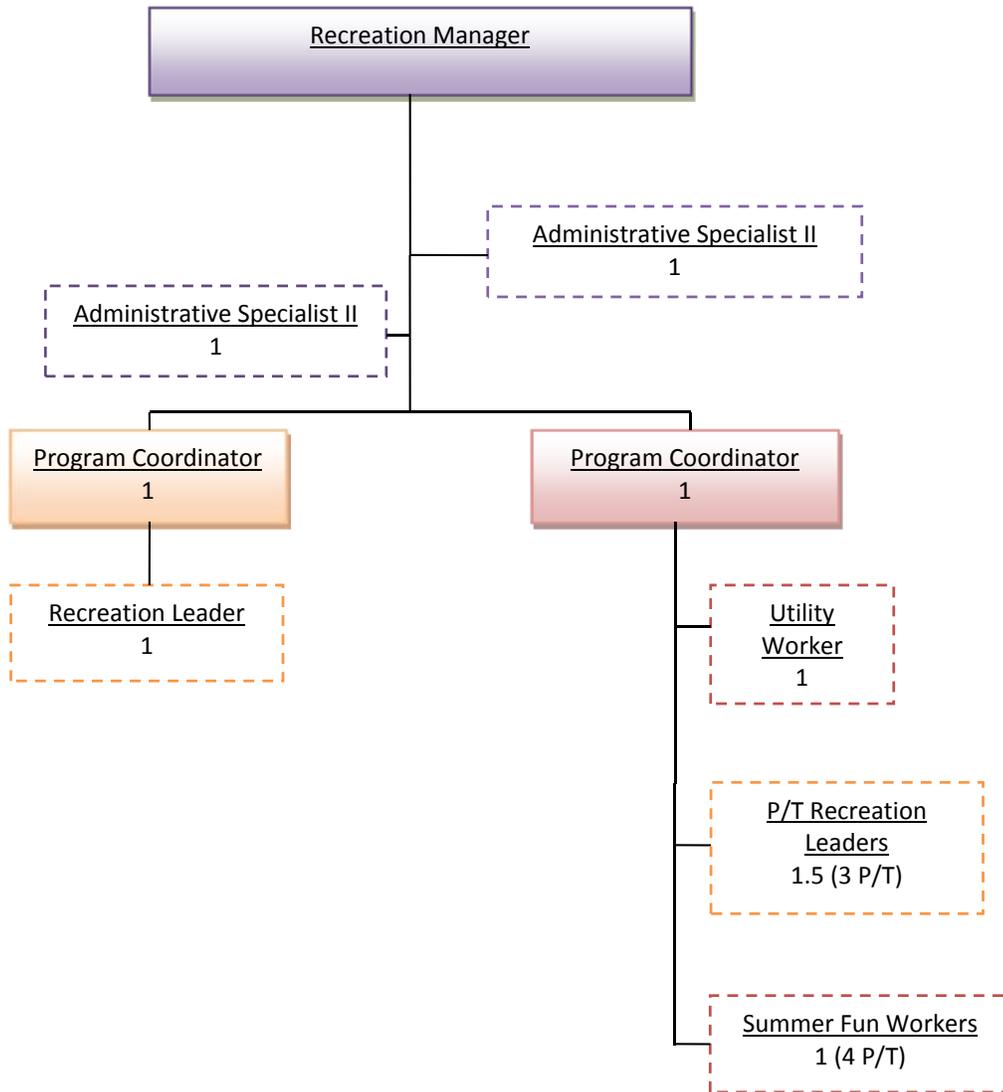
OPERATING BUDGET COMPARISON

BUILDING MAINTENANCE BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 334,634	\$ 379,696	\$ 399,614	\$ 498,183	24.67%
Operating Expenses	75,426	97,549	86,544	99,164	14.58%
Capital Outlay	<u>3,772</u>	<u>9,700</u>	-	<u>25,800</u>	N/A
Total Budget	\$ 413,832	\$ 486,945	\$ 486,158	\$ 623,147	28.18%

BUILDING MAINTENANCE STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Building Maintenance Supervisor	18A	1.00	1.00	1.00	1.00	0.00
Sign Technician	10A	1.00	1.00	1.00	1.00	0.00
Carpenter I	10C	3.00	3.00	3.00	3.00	0.00
Building Maintenance Worker II	07C	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>6.00</u>	<u>2.00</u>
Total Staffing		9.00	9.00	9.00	11.00	2.00

*2 Building & Maintenance Worker II positions transferred from Parks Department.

**City of New Smyrna Beach, Florida
Recreation Organizational Chart**



RECREATION (57201)

To provide safe and wholesome leisure activities in an aesthetically pleasing environment throughout the community for the citizens of the City of New Smyrna Beach. These activities; active, passive, cultural and educational, shall be responsive to the community's needs and carried out in a caring and cost effective manner, according to the direction of the Administration Staff, the Parks and Recreation Board and the City Commission.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of FTE's for recreation		9.5	9	9
Operating costs of all recreation programs (personnel & Operating Expenses)		889,347	923,214	996,456
Percent of budget supported by user fees		39%	14%	11%
Number of volunteer hours as percentage of total staff hours		19%	15%	17.5%
Number of unpaid hours in parks, recreation activities and sports		3500	1200	3000
Number of participants in programs and open gym – both youth and adult		31,000	28,500	32,500
All hours worked by recreation employees		18,720	17,848	18,000
Revenue from facility rentals		95,000	36,529	22,000
Revenue from activity fees		250,000	87,818	85,000
Revenue collected from non-resident fees		3,200	3,923	3,000
Capital Items for Recreation		12,952		
Parks and Recreation Revenue received from endowments, grants and foundations per Capita (ICMA)		-		
Percentage increase/decrease in skateboard park registrations		15%	21%	20%
Number of programs		22	20	20
Number of youth programs		10	9	8
Number of adult programs		13	21	21
Number of special events supported		17	18	20
Public relations releases to promote programs and events		40	48	48

RECREATION (57201)

2015 ACCOMPLISHMENTS

- ✓ Inaugural Light the Night 5K Run
- ✓ Open Gym and Adult Programs added – Pickle ball, SPARC Exercise
- ✓ Increased Participation in Mayor’s Fitness Challenge
- ✓ Babe James Expansion completed with new activities implemented
- ✓ Canal Street Food Truck Events
- ✓ “How to” Program at Babe James every Tuesday

GOALS & OBJECTIVES

1. Plan and organize to encourage family participation to improve the quality of life and to become a healthier community.
2. Effectively promote and publicize recreational programs and events to increase participation opportunities with minimum expense.
3. Better utilize all City facilities for both public and private use through programming as well rental opportunities.

RECREATION (57201)

OPERATING BUDGET COMPARISON

RECREATION BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 389,130	\$ 403,385	\$ 408,177	\$ 449,685	10.17%
Operating Expenses	427,669	435,533	483,442	591,841	22.42%
Capital Outlay	15,795	12,952	49,555	-	-100.00%
Total Budget	\$ 832,594	\$ 851,870	\$ 941,173	\$ 1,041,526	10.66%

RECREATION STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Recreation Manager	19J	1.00	1.00	1.00	1.00	0.00
Program Coordinator	14L	2.00	2.00	2.00	2.00	0.00
Administrative Specialist II	10B	1.00	1.00	1.00	1.00	0.00
Recreation Leader	08B	1.00	1.00	1.00	1.00	0.00
Administrative Specialist I	08F	1.00	1.00	1.00	1.00	0.00
P/T Recreation Leader	08I	0.00	0.50	1.50	1.50	0.00
Utility Worker	05C	1.00	1.00	1.00	1.00	0.00
Intersession Worker	04A	1.00	1.00	1.00	1.00	0.00
Park Ranger	10L	1.00	0.00	0.00	0.00	0.00
Total Staffing		9.00	8.50	9.50	9.50	0.00



BUDGET DETAIL BY FUND

Special Revenue Fund Budget Summary

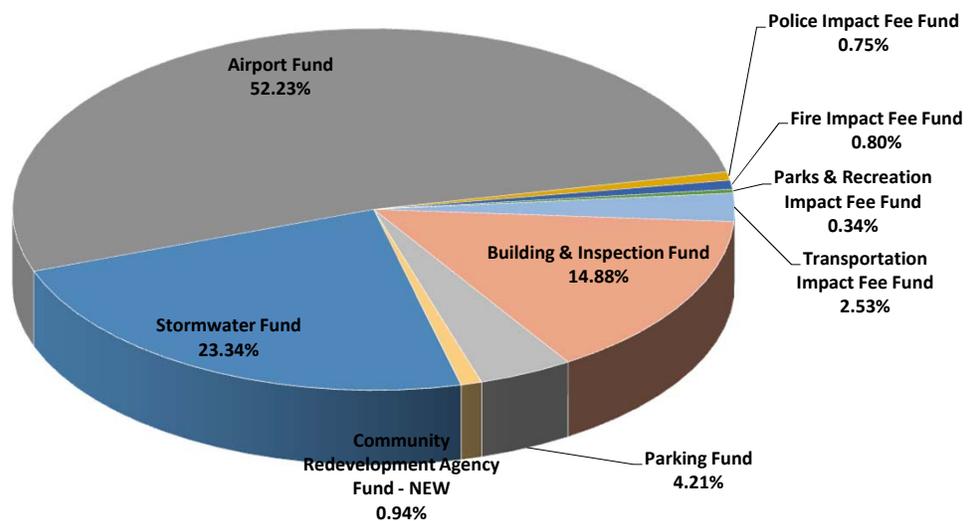
Special Revenue Departmental Summaries

City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

SPECIAL REVENUE FUND REVENUE	2012-2013	2013-2014	2014-2015	2015-2016	% Change
REVENUE SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Tax Revenue	\$ 538,519	\$ 583,671	\$ 652,386	\$ 38,655	-94.07%
Licenses & Permits	1,443,476	1,481,148	1,543,548	1,110,408	-28.06%
Intergovernment Revenue	1,503,025	3,160,055	5,723,973	1,247,204	-78.21%
Charges for Services	4,228,921	4,360,285	4,383,867	4,974,495	13.47%
Fines & Forfeitures	26,433	35,461	64,387	16,760	-73.97%
Miscellaneous Revenue	934,944	907,014	958,910	862,010	-10.11%
Transfers	172,222	-	2,777,273	-	-100.00%
Debt Proceeds	-	-	-	-	N/A
Appropriated Fund Balance	-	-	-	18,000	N/A
TOTAL REVENUE	\$ 8,847,540	\$ 10,527,633	\$ 16,104,344	\$ 8,267,532	-48.66%

SPECIAL REVENUE FUND REVENUE	2012-2013	2013-2014	2014-2015	2015-2016	% Change
FUND SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Stormwater Fund	\$ 1,815,954	\$ 2,137,865	\$ 8,007,024	\$ 1,929,264	-75.91%
Special Law Enforcement Trust Fund	32,679	11,732	38,538	-	-100.00%
Airport Fund	3,118,633	4,604,449	3,748,306	4,317,819	15.19%
Police Impact Fee Fund	52,043	61,880	136,705	62,000	-54.65%
Fire Impact Fee Fund	56,181	65,686	114,573	66,000	-42.39%
Parks & Recreation Impact Fee Fund	23,762	27,717	25,730	28,000	8.82%
Transportation Impact Fee Fund	281,820	228,933	220,593	209,000	-5.26%
Building & Inspection Fund	1,553,838	1,654,996	1,603,895	1,229,862	-23.32%
Parking Fund	-	-	183,054	348,277	90.26%
Community Redevelopment Agency Fund - NEW	-	-	-	77,310	N/A
Community Redevelopment Agency Fund	1,912,631	1,734,376	2,025,927	-	-100.00%
TOTAL REVENUE	\$ 8,847,540	\$ 10,527,633	\$ 16,104,344	\$ 8,267,532	-48.66%

SPECIAL REVENUE FUNDS REVENUE SUMMARY
FISCAL YEAR 2015-2016



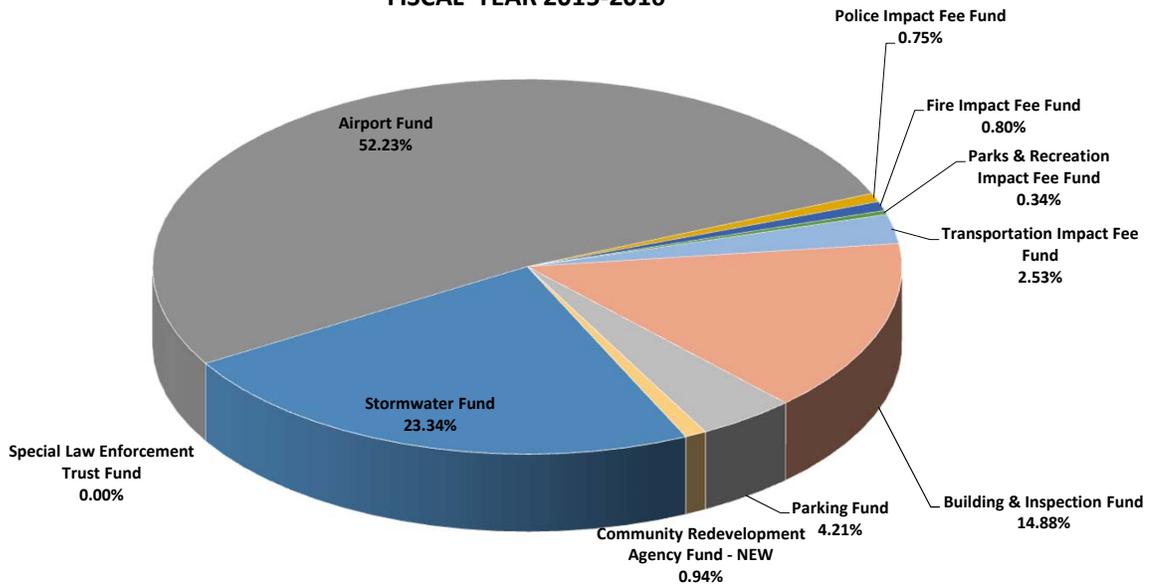
City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

SPECIAL REVENUE FUND EXPENDITURES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
CATEGORY SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 1,078,669	\$ 1,048,541	\$ 1,262,508	\$ 999,299	-20.85%
Operating Expenditures	5,700,558	4,370,632	4,128,851	4,869,358	17.93%
Capital Outlay	3,456,408	3,096,177	11,375,271	2,149,305	-81.11%
Debt Service	64,024	62,719	-	-	N/A
Transfers	814,393	558,376	516,413	249,570	-51.67%
TOTAL EXPENDITURES	\$ 11,114,051	\$ 9,136,445	\$ 17,283,044	\$ 8,267,532	-52.16%

SPECIAL REVENUE FUND EXPENDITURES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
FUND SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Stormwater Fund	\$ 1,159,524	\$ 792,637	\$ 8,926,132	\$ 1,929,264	-78.39%
Special Law Enforcement Trust Fund	56,152	11,256	9,090	-	-100.00%
Airport Fund	3,068,779	4,577,194	3,376,180	4,317,819	27.89%
Police Impact Fee Fund	-	-	-	62,000	N/A
Fire Impact Fee Fund	-	21,600	171,252	66,000	N/A
Parks & Recreation Impact Fee Fund	53,657	77,000	-	28,000	N/A
Transportation Impact Fee Fund	159,394	376,548	1,025,516	209,000	-79.62%
Building & Inspection Fund	739,471	824,960	786,348	1,229,862	56.40%
Parking Fund	-	-	100,026	348,277	248.19%
Community Redevelopment Agency Fund - NEW	-	-	-	77,310	N/A
Community Redevelopment Agency Fund	5,877,073	2,455,250	2,888,500	-	-100.00%
TOTAL EXPENDITURES	\$ 11,114,051	\$ 9,136,445	\$ 17,283,044	\$ 8,267,532	-52.16%

SPECIAL REVENUE FUND SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Stormwater Fund	0.00	2.00	2.00	2.00	0.00
Special Law Enforcement Trust Fund	0.00	0.00	0.00	0.00	0.00
Airport	4.00	4.00	4.00	4.00	0.00
Building & Inspection	9.00	10.00	11.00	11.00	0.00
Parking Fund	0.00	0.00	1.00	1.00	0.00
Community Redevelopment Agency Fund	8.75	6.75	7.75	0.00	(7.75)
TOTAL STAFFING	21.75	22.75	25.75	18.00	(7.75)

SPECIAL REVENUE FUNDS EXPENDITURE SUMMARY
FISCAL YEAR 2015-2016





101 - STORMWATER FUND

City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

STORMWATER FUND (101)

Stormwater Division is part of the Streets Division. The Streets Division maintains all stormwater systems within the City limits including ditches, swales and pumps where available.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Stormwater:				
Total # of drainage work orders requested by citizens (FBC SD01)		110	92	60
Total days between customer requests (FBC SD02)		7	7	7
Total linear feet of drainage pipes cleaned (FBC SD03)		10,000	3,200	16,000
Annual expenditures for cleaning pipes (FBC SD04)		\$108,000	\$46,000	\$140,000
Total square ft of drainage ditches cleaned (FBC SD05)		2,600	109,200	100,000
Total operating expenditures for all drainage repairs and maintenance under jurisdictional responsibility (FBC SD06)		\$382,000	\$7,742,200	\$1,742,240
Percentage of storm water ponds maintained per maintenance schedule		100%	100%	100%
Number of retention ponds maintained		13	19	19
Percentage of curb miles swept		100%	100%	100%
Lineal feet of ditches maintained		20,479	20,479	20,479
Number of feet storm sewer cleaned		22,324	2,000	10,000
Number of storm sewer inlets cleaned		1500	1500	1500
Number of complaints received (retention ponds, storm sewers and storm sewer inlets)		70	96	70

2015 ACCOMPLISHMENTS

- ✓ Central Beach Phase III design completed and construction continued throughout the year.
- ✓ Dredging Canal Calore to provide boat access.

STORMWATER FUND (101)

GOALS & OBJECTIVES

1. Design and permitting for Isleboro Stormwater Improvement Plan.
2. Protect the City's investment in its roadway, drainage and sidewalk infrastructures through inspection, maintenance and improvement program.
3. Enhancing the City's vitality of quality of life.
4. Providing high quality and cost effective services to the citizens of New Smyrna Beach.
5. Protect the City's natural resources in a manner in compliance with policies, codes and regulations.
6. Encourage staff development of Maintenance Operations employees through training and use of latest technology.

OPERATING BUDGET COMPARISON

STORMWATER EXPENDITURE SUMMARY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ -	\$ 36,386	\$ 144,557	\$ 159,550	10.37%
Operating Expenses	444,992	337,414	603,707	856,144	41.81%
Capital Outlay	296,007	172,086	7,928,520	664,000	N/A
Transfers	418,524	246,751	249,348	249,570	0.09%
Total Budget	\$ 1,159,524	\$ 792,637	\$ 8,926,132	\$ 1,929,264	-78.39%

STORMWATER REVENUE SUMMARY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Intergovernmental Revenue	\$ -	\$ 267,854	\$ 3,512,146	\$ -	N/A
Charges for Services	1,814,486	1,861,661	1,922,669	1,929,264	0.34%
Miscellaneous Revenues/Other	1,468	8,350	4,147	-	N/A
Transfers In	-	-	2,568,062	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total Stormwater Revenue	\$ 1,815,954	\$ 2,137,865	\$ 8,007,024	\$ 1,929,264	-75.91%

STORMWATER STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Inspectors		0.00	2.00	2.00	2.00	0.00
Total Staffing		0.00	2.00	2.00	2.00	0.00

SPECIAL REVENUE FUND

SPECIAL LAW ENFORCEMENT TRUST FUND (SLETF) (103)

The SLETF was established by FS 932.705 and accounts for revenues and expenditures to be used for law enforcement. Revenues are generated from sale of confiscated property and shall be used for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators for use in law enforcement vehicles, and providing matching funds to obtain federal grants. The proceeds and interest may not be used to meet normal operating expenses of the law enforcement agency.

OPERATING BUDGET COMPARISON

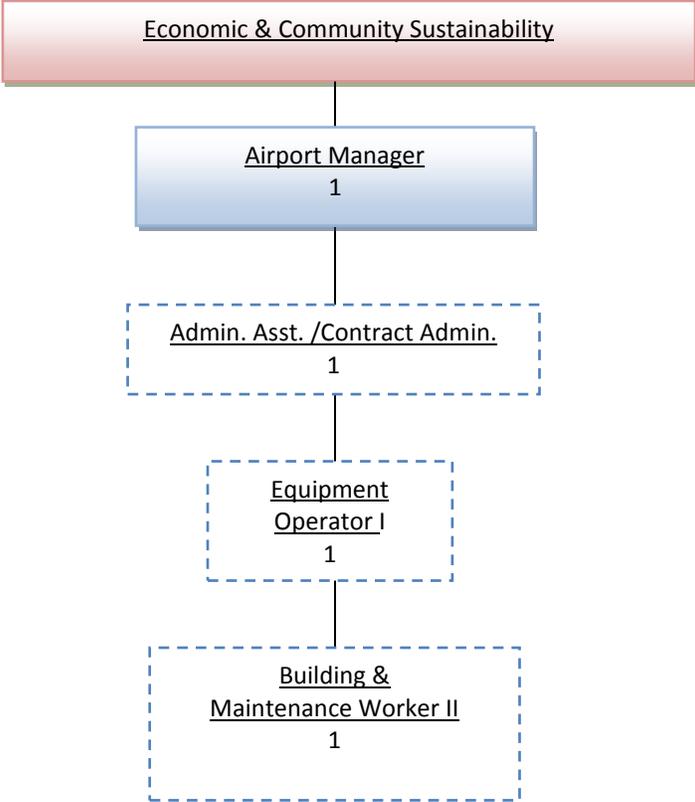
SLETF EXPENDITURE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 25,000	\$ -	\$ -	\$ -	N/A
Operating Expenses	31,152	-	-	-	N/A
Capital Outlay	-	11,256	9,090	-	N/A
Total Budget	\$ 56,152	\$ 11,256	\$ 9,090	\$ -	N/A

SLETF REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Fines & Forfeitures	\$ -	\$ 11,708	\$ 37,239	\$ -	N/A
Miscellaneous Revenues/Other	32,679	25	1,299	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total SLETF Revenue	\$ 32,679	\$ 11,732	\$ 38,538	\$ -	N/A

SLETF	PAY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	GRADE	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Accreditation Manager		0.00	0.00	0.00	0.00	0.00
Total Staffing		0.00	0.00	0.00	0.00	0.00



104 - AIRPORT FUND



City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

AIRPORT FUND (104)

New Smyrna Beach Municipal Airport’s mission is to enhance and promote safety, ensure security, while promoting economic development for future growth to make the Airport self-sufficient.

The Airport serves as a gateway to our community for visitors and businessmen, as well as local residents. We strive to make a first-class lasting impression.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 ADOPTED
Percentage of Airport users satisfied with Airport appearance and services		95	95	99
Gross revenue from leases – non aviation		267,067	271,834	271,334
Gross revenue from leases – aviation		509,474	615,271	615,721
Total number of Hangars		106	87	87
Number of new or amended leases at Airport		8	22	20
Number of T-Hangars Leases		77	77	77
Number of Shade Hangars Leases		14	0	0
Number of United Drive Hangar Leases		4	4	4
Number of Land Leases		14	8	8
Number of Ramp Leases		6	10	10
Number of Commercial Buildings		11	13	13
Number of Access Leases		3	3	3
Number of service requests processed		100	100	100
Percentage of total available acres leased		103	90	90
Number of noise complaints investigated		130	125	180
Percentage of noise complaints responded to within 48 hours		98	95	95
Percentage of service request responded to within 3 days		95	100	100
Number of complaints from airport users		5	2	4

2015 – 2016 PROJECTS

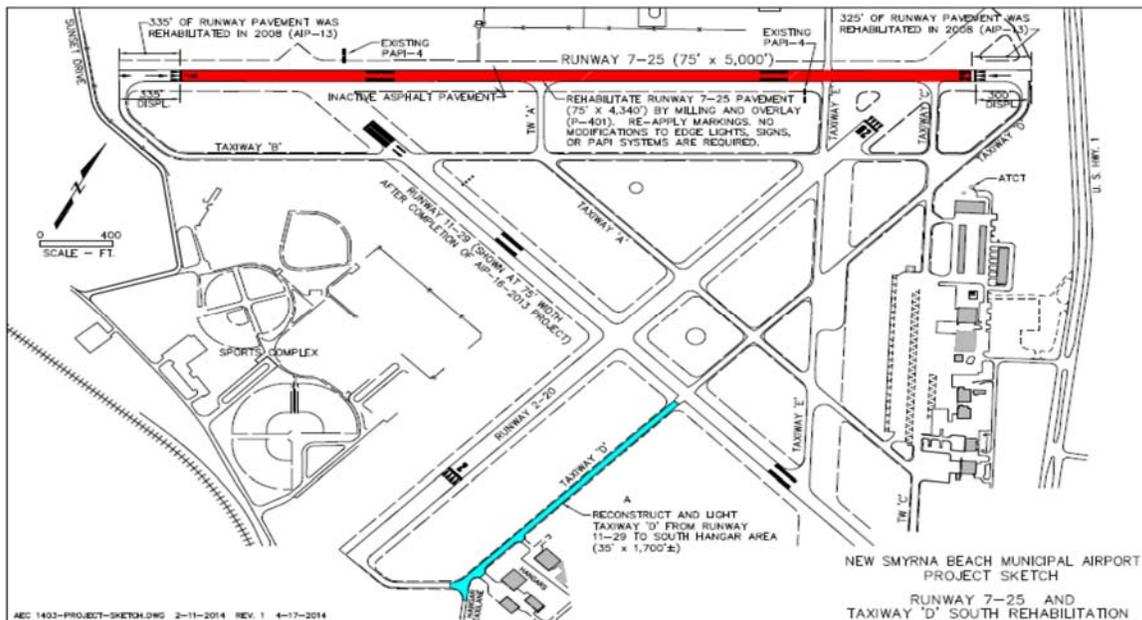
Design & Construct Main Airport Apron and 1501 Airway Circle/United Drive Hangar Apron

The project will design and construct a new terminal apron pavement, replace existing unsuitable pavement, and modify pavement markings as required to provide a clear taxi path (Taxiway 'C') through the terminal apron area for Design Group 2 (up to 79' wingspan) aircraft.

The 1501 Airway Circle/United Drive hangar apron project will replace the existing narrow (30'), structurally failed concrete taxilane serving the hangars with a new 35' wide asphalt-paved taxilane for Design Group 2 aircraft and will be relocated to provide better access to the apron area. The existing apron will be widened so that a Design Group 2 aircraft may safely taxi past another aircraft that is parked on the apron in front of the hangar. The project will be funded (pending approval) by an 80% grant from FDOT with the remaining 20% to be paid from the Airport funds. The project is estimated to cost \$880,200.

Rehab Runway 07/25 and a Portion of Taxiway 'D'

The design phase of the project will be completed in FY15 with the construction phase completed in FY16. The project includes reconstruction of Runway 07/25 pavement between the displaced thresholds (4,340' x 75') and a portion of Taxiway 'D' from Runway 11/29 to the United Drive hangars (35' x 1,960'). This project will provide new surface and re-marking of the runway and taxiway to meet the current FAA standards and will assist in providing safety to the daily operations. Runway 07/25 is considered the Airport's secondary runway but it is the preferred runway with heavy usage. It is also the only 5,000' runway on the airfield and is essential for jet operations. The project will be funded by a 90% grant from FAA, an 8% grant from the FDOT with the remaining 2% to be paid out of the Airport funds. The project is estimated to cost \$1,027,000.



2015 – 2016 PROJECTS (Continued)

Airport Master Plan Update (MPU)

The MPU will provide an outline of the capital improvement program for future development at the airport, as well as an overview of land use compatibility issues. The MPU will include the identification, location, timing, and costs of proposed developments necessary to meet future demands or to increase safety. In addition, this effort will result in the development of an Airport Layout Plan which meets both FAA and FDOT criteria. The project will take 18-24 months to complete and is being funded by a 90% grant from FAA, an 8% grant from the FDOT with the remaining 2% to be paid from the Airport funds. The project will cost \$278,098.

Wildlife Hazard Assessment

This project is required by the FAA and will include a yearlong analysis of the potential wildlife hazards on the airfield. The project will be funded (pending approval) by a 90% grant from the FAA, a 5% grant from the FDOT, with the remaining 5% to be paid from the Airport funds. The project is estimated to cost \$115,000.

Extension of Taxiway 'E'

This project will extend taxiway 'E' from runway 11/29 to the T-hangars on the south end of the airfield and will increase accessibility to the hangars. The project will be funded (pending approval) by a 90% grant from the FAA, a 5% grant from the FDOT with the remaining 5% to be paid from the Airport funds. The project is estimated to cost \$715,000.

Terminal Area Vehicular Parking Expansion

This project will provide for an asphalt paved parking lot for approximately 40 vehicles, including curbing, drainage, connector drives, lighting, landscaping and irrigation. The project will be funded (pending approval) by an 80% grant from FDOT with the remaining 20% to be paid from the Airport funds. The project is estimated to cost \$347,500.

Equipment Replacement for the Air Traffic Control Tower (ATCT)

The project includes purchase and installation of replacement equipment in the ATCT, including the equipment needed for third controller position required by the FAA. The project will be funded (pending approval) by an 80% grant from FDOT with the remaining 20% to be paid from the Airport funds. The project is estimated to cost \$150,000.

AIRPORT FUND (104)

GOALS & OBJECTIVES

1. Maintain the Airport runways, taxiways, and airfield for safety and appearance.
2. Provide a first class aviation facility to the flying public.
3. Make the Airport/Industrial Park self-sufficient. This is best achieved through the construction of facilities and subsequent rental of those facilities.
4. Attract new aviation and /or industrial businesses to locate at the Airport and /or Industrial Park and attain 100% occupancy of all Airport and Industrial Park facilities.
5. Apply for grants through the JACIP for funding by the FAA and FDOT for major airfield projects to maintain and improve the existing Airport facilities and infrastructure.
6. Continue the update of the Airport Master Plan including development of the Airport Industrial park, which will provide direct and indirect economic impact to the local economy.



City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

AIRPORT (104)

OPERATING BUDGET COMPARISON

AIRPORT EXPENDITURE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 182,293	\$ 193,100	\$ 185,849	\$ 205,488	10.57%
Operating Expenses	2,503,071	2,347,100	2,272,184	2,696,931	18.69%
Capital Outlay	319,391	1,974,276	918,147	1,415,400	54.16%
Debt Service	64,024	62,719	-	-	N/A
Total Budget	\$ 3,068,779	\$ 4,577,194	\$ 3,376,180	\$ 4,317,819	27.89%

AIRPORT REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Intergovernmental Revenue	\$ 279,157	\$ 1,727,693	\$ 935,011	\$ 1,186,500	26.90%
Charges for Services	2,048,155	2,019,517	1,973,871	2,320,000	17.54%
Fines & Forfeitures	4,633	2,753	4,648	2,000	-56.97%
Miscellaneous Revenues/Other	786,688	854,486	820,959	791,319	-3.61%
Transfers In	-	-	13,817	-	N/A
Appropriated Fund Balance	-	-	-	18,000	N/A
Total Airport Revenue	\$ 3,118,633	\$ 4,604,449	\$ 3,748,306	\$ 4,317,819	15.19%

AIRPORT	PAY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	GRADE	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Airport Manager	23A	1.00	1.00	1.00	1.00	0.00
Administrative Specialist II	10B	1.00	1.00	1.00	1.00	0.00
Equipment Operator I	08A	1.00	1.00	1.00	1.00	0.00
Building Maintenance Wkr II	07C	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total Staffing		4.00	4.00	4.00	4.00	0.00



105 – POLICE IMPACT FEE FUND

106 – FIRE IMPACT FEE FUND

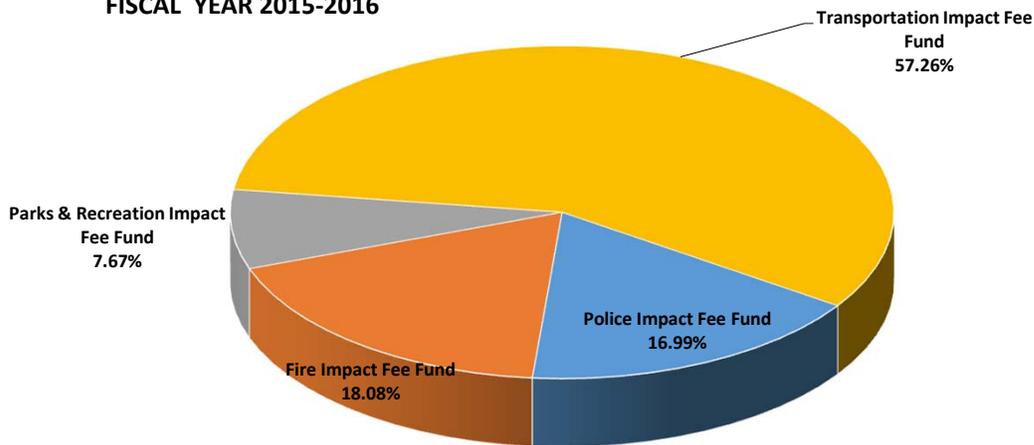
107 – PARK & RECREATION IMPACT FEE FUND

109 – TRANSPORTATION IMPACT FEE FUND

IMPACT FEE REVENUE CATEGORY SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Charges for Services	\$ 313,805	\$ 365,007	\$ 491,252	\$ 365,000	-25.70%
Miscellaneous Revenue	100,000	19,209	6,348	-	-100.00%
Appropriated Fund Balance	-	-	-	-	N/A
TOTAL IMPACT FEE REVENUE	\$ 413,805	\$ 384,216	\$ 497,600	\$ 365,000	-26.65%

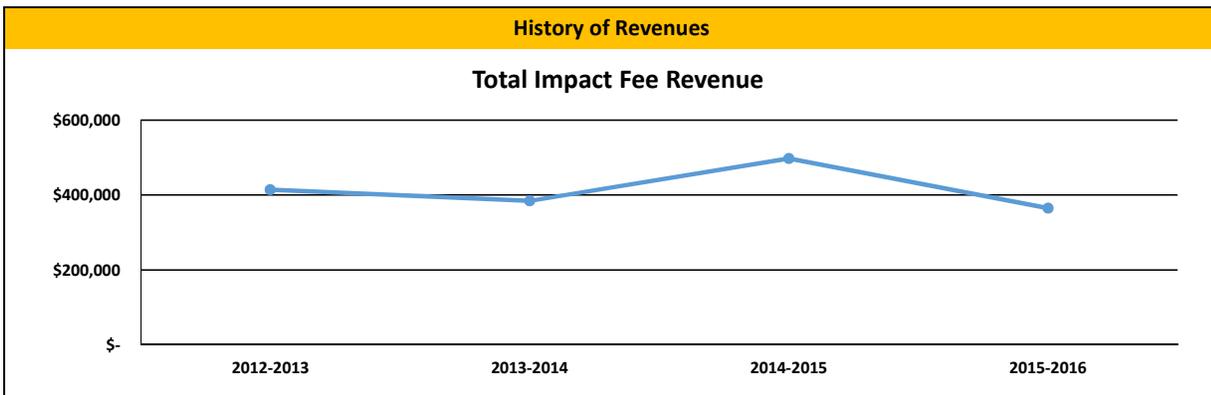
IMPACT FEE REVENUE FUND SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Police Impact Fee Fund	\$ 52,043	\$ 61,880	\$ 136,705	\$ 62,000	-54.65%
Fire Impact Fee Fund	56,181	65,686	114,573	66,000	-42.39%
Parks & Recreation Impact Fee Fund	23,762	27,717	25,730	28,000	8.82%
Transportation Impact Fee Fund	281,820	228,933	220,593	209,000	-5.26%
TOTAL IMPACT FEE REVENUE	\$ 413,805	\$ 384,216	\$ 497,600	\$ 365,000	-26.65%

**IMPACT FEE FUNDS REVENUE SUMMARY
FISCAL YEAR 2015-2016**



Management Discussion

The Impact Fees Fund accounts for the fiscal activity relating to the City's impact fees charged for growth-related capital improvements associated with law enforcement, fire, recreation and transportation functions. Activities subject to fees include any improvement to land which requires the issuance of a building permit or any changes in the use of a structure which generates additional services demands. Fees are charged for residential land use and at a rate per square foot for nonresidential land use. Fees may be appropriated for capital improvements including construction of facilities, acquisition of equipment, construction and equipping of training facilities equipping of vehicles and other equipment.

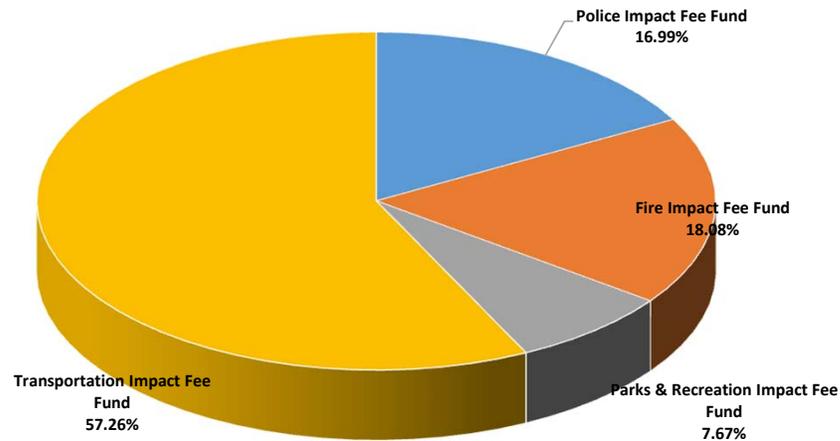


City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

IMPACT FEE EXPENDITURES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
CATEGORY SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Operating Expenses	\$ -	\$ 20	\$ 4,500	\$ 365,000	N/A
Capital Outlay	159,394	398,128	1,192,268	-	-100.00%
Transfers	53,657	77,000	-	-	N/A
TOTAL IMPACT FEE EXPENDITURES	\$ 213,051	\$ 475,148	\$ 1,196,768	\$ 365,000	-69.50%

IMPACT FEE EXPENDITURES	2012-2013	2013-2014	2014-2015	2015-2016	% Change
FUND SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Police Impact Fee Fund	\$ -	\$ -	\$ -	\$ 62,000	N/A
Fire Impact Fee Fund	-	21,600	171,252	66,000	N/A
Parks & Recreation Impact Fee Fund	53,657	77,000	-	28,000	N/A
Transportation Impact Fee Fund	159,394	376,548	1,025,516	209,000	-79.62%
TOTAL IMPACT FEE EXPENDITURES	\$ 213,051	\$ 475,148	\$ 1,196,768	\$ 365,000	-69.50%

IMPACT FEE FUNDS EXPENSE SUMMARY
FISCAL YEAR 2015-2016

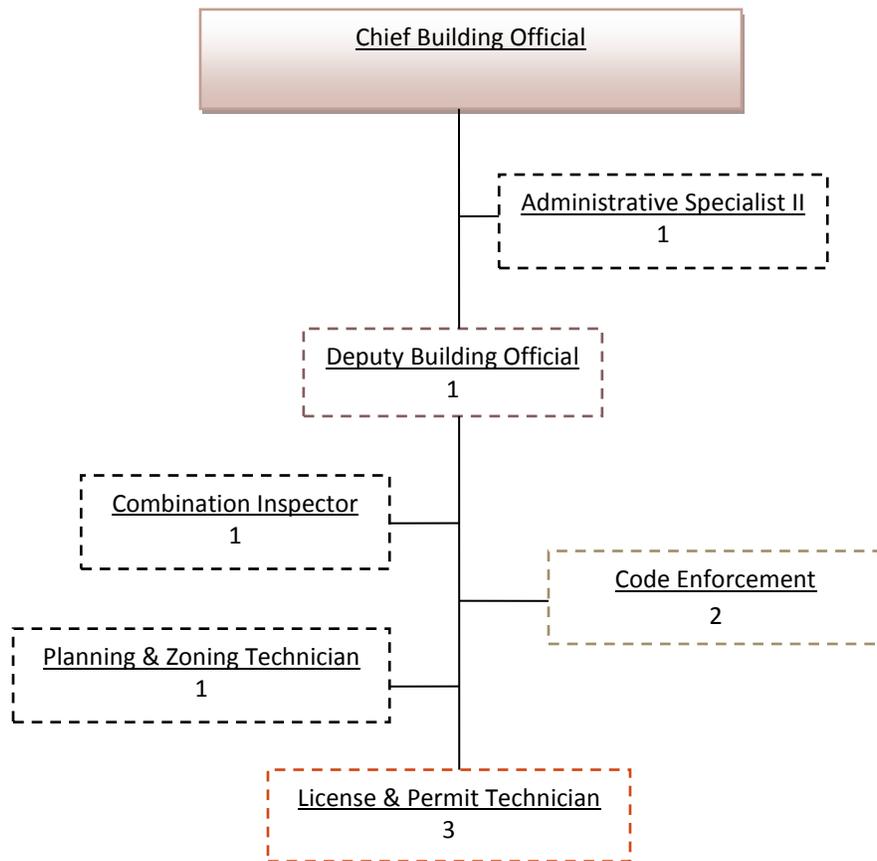


Management Discussion

The purpose of impact fees are to ensure new developments bear its proportionate share of the cost of capital expenditures necessary to provide the services required to mitigate the impacts of new growth in the City, as contemplated by the City's comprehensive plan. The City has not designated any funds to any operating or capital projects in FY2016. A contingency of funds are budgeted for all City impact fee funds for FY2016. At a later date, staff may request a budget amendment to appropriate those contingency funds during FY2016.



113 – BUILDING & INSPECTIONS FUND



BUILDING & INSPECTIONS FUND (113)

Programs: The primary responsibilities of the Building Department are to administer, implement and enforce State and local land use codes, along with construction regulations within the City of New Smyrna Beach.

Public Trust: The Building Department effectively manages existing and future development by facilitating the availability of adequate services and facilities, advocating wise use of resources, promoting an awareness and consideration of cultural resources and protecting and enhancing the quality of life in New Smyrna Beach.

Practices: Staff provides precise, up-to-date and innovative advice and technical expertise; are “problem solvers” seeking solutions to issues within the framework of regulations; develops a working environment that strives for excellence and exemplary customer service through teamwork, and receives continuous training, career advancement and innovation.

People: All members of the public, applicants, decision-makers, and co-workers are treated in a courteous, respectful and professional manner.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of building inspections per day per inspector (FBC-PG14)	12	16	18	18
Average annual cost per inspection (FBC-PG15)	45	51.20	55.1	50.5
Number of building plans reviewed per day per reviewer (residential and commercial)(FBC-PG16)	5	5	8	5
Average annual cost per plan review (FBC-PG17)	126	143	146	140
Number of new single family housing permits reviewed and issued	12	209	727	225
Number of commercial and multi-family permits issued	3	10	23	45
Number of small permits reviewed	3500	4109	4034	4655
Total number of permits reviewed and issued	3700	4612	5554	4976
Percentage of inspection service within 24 hours of request unless otherwise requested	100	100	100	100
Percentage of 3 day turnaround time on small permit review	100	100	100	100
Percentage of 10 day turnaround time on new residential permit review	100	100	100	100

BUILDING & INSPECTIONS FUND (113)

2015 ACCOMPLISHMENTS

- ✓ Created a Building Department Advisory Committee to advise and make recommendations to the City Manager and Commission on issues affecting the building development. Assist in developing new programs and policies in order to foster the development of New Smyrna Beach and the preservation of structures for those city residents who desire to live in a safe environment. Also, to ensure the permitting process has taken place to provide a fiscally sound, proactive and effective process that is responsive and dependable.

GOALS & OBJECTIVES

1. Developments of handouts for residential and commercial customers to help them better understand building permit submittal and construction requirements. (Published plan checklists and guidance for different type of permits)
2. Improvement of submittal requirements by consolidating requirements of all departments in one document.
3. Monitored and improved customer service through cold calls, meetings and customer satisfaction surveys.
4. Looked at permitting process as the whole, including all the departments and agencies involvement, not just a single department. Established ongoing weekly meetings with representatives from all involved departments on improvement of permitting process, communications, share technology, timelines and goals.
5. Established better internal and external coordination and consistency.
6. Improved plan check and inspection turn-around time.
7. Implemented single hotline number. (Customer calls are answered in an average of 10 seconds)
8. Improved the way we interact with the businesses and residents. Re-evaluated our services from the point of view of our customers such as customer service, efficiency, and responsiveness.
9. Simplified submittal requirements by eliminating drawing submittals for simple remodeling projects, such as kitchen and bathroom remodels and others. In order to eliminate drawing submittals we developed all necessary construction details and information on code requirements for the homeowners.
10. Have an “express plan check” program for a full day. Applicant can receive plan check comments or obtain building permits for small size projects such as single-family residential addition or remodel up to 600 square feet within one hour without an appointment.
11. Offered “plan check by appointment” services for the medium size projects such as residential additions up to 1,000 square feet or tenant improvements up to 10,000 square feet. Such services allow applicants to receive plan review comments or obtain building permit on the date of submittal instead of waiting for two to three weeks.

BUILDING & INSPECTIONS FUND (113)

GOALS & OBJECTIVES (Continued)

12. Offered “temporary building permit” for projects with no structural and exterior work and providing courtesy inspections prior to obtaining building permits. Providing such service allows customers to complete their projects on time and improve their building occupancy and start of business operation time schedule.
13. Conducting regularly scheduled meetings with public to address various topics related to building permits and building safety, such as “homeowner’s night” and various meetings with the industry representatives.
14. Implemented “voluntary hurricane upgrade program for homeowners” to make their houses safer. We provide interested homeowners with a prescriptive plan set that may be used to strengthen older homes and for obtaining their building permit. The Building Department will provide pre-construction and follow-up inspections to ensure that the construction is done properly. The cost of the program, which includes the plan set, permit fees and up to three inspections is only \$240.
15. Continued cross-training of staff by having building inspectors performing plan review of certain type of submittals and having office staff ride along with building inspectors to view inspections and see construction in progress at various stages. Making sure that staff is working smarter resulting in a faster turnaround time.
16. Utilized technology and automation to enhance department performance.
17. Implemented “digitized” imaging of construction documents for permanent filing allowing instant computerized records access.
18. Implemented new automated permit information system enabling all departments involved in review process to better track and manage work activities.
19. Make more inspection field time available to inspectors by the use of laptop computers (tough book) in the field that allows full access to relevant information for the inspection, enter inspection results in the field and print inspection results for the customers at the job site.
20. Arranged on line permitting applications for the customers to apply, pay for and obtain simple permits such as water heater from their home or office computer. This service eliminates car trips and saves customer time.
21. Implemented better tracking system for assignments and closure of service requests.
22. Implement new permitting software and developing “on-line” permit process allowing residents and building contractors easier and faster on-line access to permitting information and obtaining number of building permits without leaving their homes or offices.
23. Implement building and safety web site that allows applicant to schedule inspection, receive update on the status of plan submittal, review plan check comments and obtain other general information.

BUILDING & INSPECTIONS FUND (113)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS

- An additional full-time Code Enforcement position has been added to the Building Department to increase Code Enforcement action in an effort to stabilize neighborhoods. One half of this position is presently funded with Community Development Block Grant (CDBG) grant funds and one half by the General Fund.

- To endure fiscal shortfalls, increase in service requests, and greater levels of public scrutiny, the Division has been forced to make significant changes in the way they do business in order to keep pace with the ever-changing environment. The Division strategically addressed this issue by creating or amending the following ordinances.
 - Ordinance No. 27-11 – Nuisance Properties
 - Ordinance No. 26-10 – Unsafe or Dilapidated Structures
 - Ordinance No. 33-12 - Floodplain Management
 - Ordinance No. 07-11 – Green Building Program
 - Ordinance No. 21-12 – Business Tax

- Building activities in the City have slightly increased from the previous year. This trend along with the Building Department’s new fee schedule (Resolution No. 46-11) has given the Department the ability to project and collect an increase in revenue in the interest of preserving services. With this increase in revenue the Department has maintained its staff level and has the ability to improve communication with the residents of New Smyrna Beach through technology.

- Currently the Department is creating or amending ordinances that will continue to improve the services. These ordinances are:
 - Special Events Ordinance
 - Code Enforcement Ordinance
 - Rental Safety Program
 - Commercial Maintenance Ordinance

City of New Smyrna Beach, Florida
SPECIAL REVENUE FUND

BUILDING & INSPECTIONS (113)

OPERATING BUDGET COMPARISON

BUILDING & INSPECTIONS EXPENDITURE SUMMARY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 430,675	\$ 433,325	\$ 545,629	\$ 600,374	10.03%
Operating Expenses	252,423	264,774	238,100	559,583	N/A
Capital Outlay	56,373	63,247	2,619	69,905	N/A
Transfers Out	-	63,614	-	-	N/A
Total Budget	\$ 739,471	\$ 824,960	\$ 786,348	\$ 1,229,862	56.40%

BUILDING & INSPECTIONS REVENUE SUMMARY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Licenses & Permits	\$ 1,443,476	\$ 1,481,148	\$ 1,543,548	\$ 1,110,408	-28.06%
Intergovernmental Revenue	21,978	27,734	25,000	22,049	-11.80%
Charges for Services	52,475	114,100	(4,301)	70,000	N/A
Fines & Forfeitures	21,800	21,000	22,500	14,760	-34.40%
Miscellaneous Revenues/Other	14,110	11,015	12,903	12,645	-2.00%
Transfers In	-	-	4,245	-	N/A
Total Building & Inspections Revenue	\$ 1,553,838	\$ 1,654,996	\$ 1,603,895	\$ 1,229,862	-23.32%

BUILDING & INSPECTIONS STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Chief Building Official	27A	1.00	1.00	1.00	1.00	0.00
Deputy Building Official	20E	1.00	1.00	1.00	1.00	0.00
Combination Inspector I	15D	1.00	1.00	1.00	1.00	0.00
Combination Inspector II	16A	0.00	1.00	1.00	1.00	0.00
Code Enforcement Officer	13D	2.00	2.00	2.00	2.00	0.00
Zoning & Permit Technician	11H	1.00	1.00	1.00	1.00	0.00
License Permit Technician	10D	3.00	3.00	3.00	3.00	0.00
Administrative Specialist I	08F	0.00	0.00	1.00	1.00	0.00
Total Staffing		9.00	10.00	11.00	11.00	0.00

SPECIAL REVENUE FUND

PARKING FUND (115)

The Parking Fund was established by Resolutions 02-14 and 09-15 with a short-term goal to raise funds for the maintenance of beach park facilities. Additionally, the fund has a long-term goal to raise funds to obtain additional property for citizen beach parking in the future. All revenue and expenditures remain within the fund for these purposes. Revenue sources include parking fees from four current beachside parking lots within the City, citations to violators of current parking ordinances and the sale of annual parking vouchers for out of county visitors. Residents of Volusia County may obtain a free permit for parking and are exempt from fees in the City lots. Initial expenses for the fund included the installation of seven parking kiosks for cash or credit collection along with expenses for compatible software. Recurring expenses for the fund include parking enforcement staff, vehicle costs and operating maintenance.

OPERATING BUDGET COMPARISON

PARKING FUND EXPENDITURE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ -	\$ -	\$ 5,969	\$ 33,887	N/A
Operating Expenses	-	-	10,563	314,390	N/A
Capital Outlay	-	-	83,494	-	N/A
Transfers Out	-	-	-	-	N/A
Total Budget	\$ -	\$ -	\$ 100,026	\$ 348,277	N/A

PARKING FUND REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Charges for Services	\$ -	\$ -	\$ 376	\$ 290,231	N/A
Fines & Forfeitures	-	-	-	-	N/A
Miscellaneous Revenues/Other	-	-	-	58,046	N/A
Transfers In	-	-	182,678	-	N/A
Total Building & Inspections Revenue	\$ -	\$ -	\$ 183,054	\$ 348,277	N/A

PARKING FUND	PAY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	GRADE	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Parking Ambassadors		0.00	0.00	1.00	1.00	0.00
Total Staffing		0.00	0.00	1.00	1.00	0.00



**120 – COMMUNITY REDEVELOPMENT AGENCY FUND
(Retired)**

**125 – COMMUNITY REDEVELOPMENT AGENCY FUND
(New)**

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

“To maintain and enhance the Retail and Service Centers that is the Character amenity for the Entire City and Surrounding Region. To identify and implement Public Investments or Policy that will induce quality private investment response in order to reach the desired character and economic potential of the area.”

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 ADOPTED
Total CRA Grants Awarded (not event related)		2	11	0
Number of Small-Scale Commercial Grants Approved		0	7	0
Number of Combined Grants Approved		0	3	0
Number of Opportunity Site Grants Approved		1	0	0
Rental Assistance Grant		1	1	0

2015 ACCOMPLISHMENTS

- ✓ CRA/Economic Development staff prepare the agendas and attend Economic Development Advisory Board (EDAB) Meetings, which include reports on economic development topics. The EDAB makes recommendations to the City Commission, including the tax exemption program (which was approved by voters in the November, 2014 general election), the suspension of impact fees, and the use of the Sports Complex.
- ✓ The EDAB has begun preparation of an update of the City’s Economic Development Plan, which was presented in 2010. Most of the goals from 2010 have been addressed. The Plan Update will bring a new emphasis on providing higher wage jobs by focusing on expanding businesses and attracting new businesses to the Airport Industrial Park and the I-95/SR 44 area, as well as expanding/attracting “creative class” businesses as a part of the redevelopment of US 1.
- ✓ CRA/Economic Development staff serve as an information source for business owners and realtors seeking information about the City and the economic climate. Staff provides demographic “ring data” (for 1-3-5 miles) and traffic counts for arterial roads that is critical for locating retail businesses.
- ✓ The City Commission approved an agreement with Southeast Volusia Habitat for Humanity in FY 12 which allows homeowners to combine the CRA’s residential programs with Habitat’s Brush with Kindness program. This combination permits the homeowners to access the CRA residential programs without having a cash outlay. Work on the first group of homes (five homes on Mary Ave.) was completed in FY 13, and the volunteer workers included a number of city employees.

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

2015 ACCOMPLISHMENTS (Continued)

- ✓ Representatives from Habitat contacted the City and requested that a new program be developed that would allow for more extensive repairs for houses in the Historic Westside – up to \$10,000 per house, on a matching and reimbursement basis. In April of 2014, a new housing program was approved by the City Commission, and the new program is open to non-profit organizations with housing improvement experience. Habitat staff worked with CRA/Economic Development and City Code Enforcement staff to identify houses that would be eligible for the program.
- ✓ The program was revised on June 10 to fit with the Habitat guidelines, as Habitat is processing one home to receive funds for repairs under the program. The City Commission has also approved a request to allow Habitat to construct a duplex on Sheldon St with CRA funding participation. As of June, the home repairs are nearly complete and the duplex is under construction.
- ✓ City staff offers a service to commercial property owners and business owners that has been called “City Ready”. Several City staff members (the CRA/Economic Development Director, a member of the Planning Department, the Building Official, and for some sites the City Fire Marshal) as well as a representative of the Utilities Commission meet to discuss the potential for maximizing the use of a commercial property, discussing items such as access, parking, the dividing of leasable spaces within a building, etc. There were 12 such meetings held in 2013, and in the first six months of fiscal year 2015 there have been 15 meetings held. These meetings included the eastern-most building included in the sale of The HUB properties, and several buildings on the North Causeway that recently sold.
- ✓ In FY 11 the CRA and City Commission approved a new grant program to address “Opportunity Sites” as described in the CRA Master Plan Update. Since then there have been five Opportunity Site grants awarded and implemented, with a sixth project (The “Tabby House” across Julia St from City Hall) now preparing to break ground.
- ✓ Construction has been completed at the Alonzo “Babe” James Community Center, 201 N. Myrtle. The 15,244 square foot building that includes a large meeting room, a small meeting room, computer center, and the gym has been expanded with a CRA funded project adding 1,380 square feet to enlarge the larger meeting room by moving the adjacent offices to a building addition. The offices of the department director and the community resource coordinator are located in the expanded building.
- ✓ The CRA made property improvements grant awards to ten grantees in January, 2015, and nine grants were accepted. The grantees had a limited amount of time to make the improvements, and the funding provided was less than requested in most cases. The grant locations include

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

2015 ACCOMPLISHMENTS (Continued)

- ✓ prominent locations on Flagler Ave and Canal St, as well as other properties in the CRA area. The grant-funded work is now complete.
- ✓ The CRA is funding half of a \$1 million improvement project for the N Causeway, which is scheduled to begin construction in July. The project will include “bold” landscaping, crosswalks, and new lighting. The funding partner for the project is the Florida Department of Transportation.
- ✓ The CRA is funding a substantial upgrade at the Manatee Park Playground in Riverside Park, and the project is now under construction. The original playground was constructed by volunteers over 20 years ago, and it was in need of substantial improvements. The playground is a key feature in Riverside Park which has been the focus of a number of CRA projects.
- ✓ The City was awarded a US EPA Grant in the amount of \$400,000 in 2009, and this grant was closed out in FY 12. In FY 13 City staff met with a consultant and officials from the cities of Edgewater and Oak Hill and prepared a grant application for a second Brownfield assessment grant, which has been awarded. The grant period began on October 1, 2013 and the City of Edgewater is the grant administrator. The City of New Smyrna Beach has an allocation of nearly \$200,000 from the \$600,000 in grant funds awarded, with some funds going towards grant administration. As of June, 7 properties in the city have had environmental site assessments conducted with grant funds. This program is managed by the Community Resource Coordinator, who also coordinated an outreach meeting in August to ensure that realtors, brokers, and title companies were aware of the availability of grant funds.
- ✓ CRA/Economic Development and City staff negotiated an extension of its lease of property used for parking from the Coronado Community United Methodist Church until 2021. This property is conveniently located along Flagler Ave with an entrance from Columbus Ave, and an entrance from the Coronado Civic Center parking lot.
- ✓ CRA/Economic Development staff prepares the agendas and participates in community meetings with the Historic Westside residents.
- ✓ CRA/Economic Development staff also participates on the Team Volusia Practitioners Council. For most of 2013 and all of 2014 the CRA/Economic Development Director served as Chair.
- ✓ The Community Resource Coordinator administers the Community Development Block Grant funds, and works with the CDBG Advisory Board for project recommendations. The funding provided to the City by Volusia County for the 2014-2015 fiscal year is \$93,847.
- ✓ The Community Resource Coordinator is the Liaison for the City with several organizations including the Safe Harbor (Homeless) Coalition Board; and Experience Works, which provides a reading tutor for children at the Alonzo “Babe” James Center, and a work-study job experience for a student.

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

2015 ACCOMPLISHMENTS (Continued)

- ✓ Workshops and Programs are provided at the Alonzo “Babe” James Center and scheduled by the Community Resource Coordinator: A weekly Financial Literacy class is being provided during June, and additional classes are upcoming on business topics including How to Start Your Own Business, Marketing Matters, and Social Media and Your Business.
- ✓ The Community Resource Coordinator also makes arrangements for Job Fairs to be held at the Alonzo “Babe” James Center, with local employers discussing job openings with residents.
- ✓ The Community Resource Coordinator also:
 - Coordinates with the TechBridge program, which operates at the Alonzo “Babe” James Center. High school diploma classes for youth 16-21 who have chosen not to attend class in the standard school setting.
 - Senior Summit – a full day of activities for Senior Citizens.
 - Exercise/Line Dancing Classes – held weekly.
 - Prepares grant applications, such as the upcoming wind mitigation grant to make homes more resistant to wind damage during storms.
- ✓ Public Participation – A key element of community redevelopment and economic development is interaction and engagement with residents, business owners, employees, and visitors. The City achieves interaction and engagement through the work of the Marketing Coordinator, who:
 - Manages the NSBWaterfrontLoop.com website, rack card production, and newsletter, which provides information on events in the Loop area. Feedback from visitors indicates that this information is well-received;
 - Manages the City’s Facebook presence, with pictures and text, and frequent updates;
 - Manages the banner replacement program for the NSB Waterfront Loop;
 - Prepares news releases for City meetings and events, including ground-breakings and ribbon-cuttings for City projects. The news releases for meetings alert interested residents to upcoming meetings of interest.
- ✓ The CRA Master Plan Update calls for marketing and branding the CRA. The CRA initially hired a marketing consultant who is now a member of the City staff on a part-time basis. The marketing staff member continues to implement the marketing plan which brands the CRA as the NSB Waterfront Loop. Marketing efforts include periodic press releases, a website (NSBWaterfrontLoop.com), a monthly CRA newsletter, emails of events, radio spots, a Facebook page, and monthly rack cards of events. The CRA marketing program was selected in FY 13 for presentation as a case study at a national local government conference and a statewide redevelopment conference, and in the first month of FY 14 won a Florida Redevelopment Association award.
- ✓ CRA staff began work on the second neighborhood plan for the Coronado Island area.

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

2015 ACCOMPLISHMENTS (Continued)

- ✓ The CRA staff continues to work with the Florida Department of Transportation staff and their engineering consultant when called upon for the design of improvements for US 1 in the area just north of Canal St to an area south of the SR 44 overpass. The CRA has paid for plans for the enhancement of improvements to be constructed at the intersection of US 1 and Canal Street. Since the project's inception, CRA staff has facilitated meetings on this project with area stakeholders. The funding for this FDOT project is scheduled for FY 18. This area has been a focal point for several CRA projects, including the parking lot on the NW corner, and the mini-park on the SW corner.
- ✓ The CRA works with Team Volusia staff to add properties for sale and leasable spaces to Team Volusia's website: Volusiasites.com. The site is easy to navigate where users can select a tab for only New Smyrna Beach sites.
- ✓ CRA/Economic Development staff issued a fourth Request for Proposals for the Administrative Office Building (AOB) site at 160 N. Causeway, and with City staff will begin negotiations with the selected proposers.
- ✓ CRA/Economic Development staff participated with staff members from seven other cities for hosting a Scavenger Hunt on US 1 for one week in April, 2015, to help customers re-discover the US 1 business district. Additional US 1 events are being discussed.
- ✓ The CRA is funding a "gateway feature" at SR 44 and Peninsula Ave for the Third Ave area. A bidder has been selected and construction will begin in the near future.
- ✓ Additional wayfinding signs have been purchased and installed to direct motorists to City parking lots in the Canal St and Flagler Ave areas. Two signs for the City parking lot at US 1 and Canal St will be installed in FDOT Right of Way following FDOT permit approval.
- ✓ The CRA and City Commission approved a modification to the Rental Assistance Move-In Program and approved additional funding for "The HUB", to be used towards the purchase of the building or additional lease payments. This facility was approved in FY 14 for a third year of CRA funding. The HUB features art objects for sale, music lessons, and other artistic endeavors from over 60 artists. This project leases a large space on Canal St that had been vacant for over a year. The Hub is open for many street events in addition to normal business hours. Several adjacent business owners have said that The HUB's location was a key factor when they chose to open their business.

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

GOALS & OBJECTIVES

1. Implementation of the City Commission Economic Development goals, including business retention, expansion, and recruitment. Staff will continue the “City Ready” efforts, working with prospects to conduct building or property tours with members of the Planning, Building, and Fire Departments, as well as Utilities Commission staff, to discuss potential building uses, and help them “walk through the process”. The City Commission 2015 Goals call for:
 - an update of the City’s Economic Development Plan, including a plan for the I-95/SR44 Interchange and a Business Retention and Expansion plan
 - Redevelopment of US 1, including further development of the Airport Industrial Park
 - Tasks regarding development on SR 44
 - Increasing residential development downtown
 - Job creation and retention
 - Develop an attractive business climate for companies with high-wage jobs, including enhancing the City’s website, site inventory information, and incentives
2. Close-out of the expiring CRA.
3. Implementation of the US 1 CRA.
4. Research, notify possible candidates, and implement:
 - the Brownfield Coalition Grant that will provide property owners with Phase 1 and Phase II Environmental Assessments;
 - the Tax Exemption program approved by the City Commission and by voters in the November, 2014 General Election.
5. Policy and Partnership Activities, including support for the following:
 - Arts Overlay District (prepared by the Planning Department and approved at the June 12, 2012 City Commission meeting)
 - Enhanced Code Enforcement
 - Streamline Development procedures including coordination with the Utilities Commission
6. Outreach to business groups for marketing, promotions, and event planning

COMMUNITY REDEVELOPMENT AGENCY FUND (125)

MANAGEMENT DISCUSSION – CHANGES IN SERVICES & BUDGET VARIATIONS

It is anticipated that the first year of the US 1 CRA and the shift to increased Economic Development Activity will bring:

- A new sense of urgency, to complete the capital projects for which funding is available.
- A new sense of collaboration, with funding partners, local businesses, and businesses relocation enticements either through an expressed interest or through recruitment and property owners.

Personnel

The work program for the CRA/Economic Development Department in FY 2016 will include the implementation of the US 1 CRA and economic development tasks, including working with business owners in recruitment, expansion, and retention; developing new tools for economic development such as additional areas for brownfield designation; planning for the future use of the Administrative Office Building (AOB) site, the implementation of selected recommendations of the Parking Task Force, continuing the “City Ready” service, assistance in the planning of improvements at the intersection of US 1 and Canal Street and other transportation related projects, and the initial steps for two new neighborhood plans.

Operating Expenditures

Operating Expenditures have been reviewed line by line and adjustments have been made. Travel expenditures include the CRA attendance at the Florida Redevelopment Association annual conference, and the Florida Brownfield conference.

COMMUNITY REDEVELOPMENT AGENCY (125)

OPERATING BUDGET COMPARISON

CRA EXPENDITURE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ -	\$ -	\$ -	\$ -	N/A
Operating Expenses	-	-	-	77,310	N/A
Capital Outlay	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Total Budget	\$ -	\$ -	\$ -	\$ 77,310	N/A

CRA REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Tax Revenue	\$ -	\$ -	\$ -	\$ 38,655	N/A
Intergovernmental Revenue	-	-	-	38,655	N/A
Miscellaneous Revenues/Other	-	-	-	-	N/A
Transfers	-	-	-	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total CRA Revenue	\$ -	\$ -	\$ -	\$ 77,310	N/A

COMMUNITY REDEVELOPMENT AGENCY (120)

OPERATING BUDGET COMPARISON

CRA EXPENDITURE SUMMARY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 440,701	\$ 385,730	\$ 380,504	\$ -	N/A
Operating Expenses	2,468,919	1,421,324	999,797	-	N/A
Capital Outlay	2,625,243	477,185	1,241,133	-	N/A
Transfers Out	342,211	171,011	267,065	-	N/A
Total Budget	\$ 5,877,073	\$ 2,455,250	\$ 2,888,500	\$ -	N/A

CRA REVENUE SUMMARY BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Tax Revenue	\$ 538,519	\$ 583,671	\$ 652,386	\$ -	N/A
Intergovernmental Revenue	1,201,891	1,136,774	1,251,816	-	N/A
Miscellaneous Revenues/Other	-	13,930	113,253	-	N/A
Transfers In	172,222	-	8,471	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total CRA Revenue	\$ 1,912,631	\$ 1,734,376	\$ 2,025,927	\$ -	N/A

CRA STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
CRA Executive Director / Economic Development	36A	1.00	1.00	1.00	0.00	(1.00)
Community Resource Coord.	31A	0.00	0.00	0.00	0.00	0.00
Marketing / PIO Manager	26G	0.75	0.75	0.75	0.00	(0.75)
CRA Planner 1	19E	0.00	0.00	1.00	0.00	(1.00)
CRA Project Mgr	18E	1.00	0.00	0.00	0.00	0.00
Redevelopment Coordinator	12B	0.00	0.00	0.00	0.00	0.00
CRA Admin & Program Spec.	11I	1.00	1.00	1.00	0.00	(1.00)
Gardener	10G	1.00	1.00	1.00	0.00	(1.00)
Equipment Operator I	08A	0.00	0.00	0.00	0.00	0.00
Utility Worker	05C	3.00	3.00	3.00	0.00	(3.00)
Senior Bldg. Insp. Contractor	01C	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Staffing		8.75	6.75	7.75	0.00	(7.75)

*(6.75) Positions transferred to General Fund and 1 Administrative position eliminated. The 1985 CRA FUND sunset/expired as of 09/30/2015.

BUDGET DETAIL BY FUND

Proprietary Fund
Budget Summary

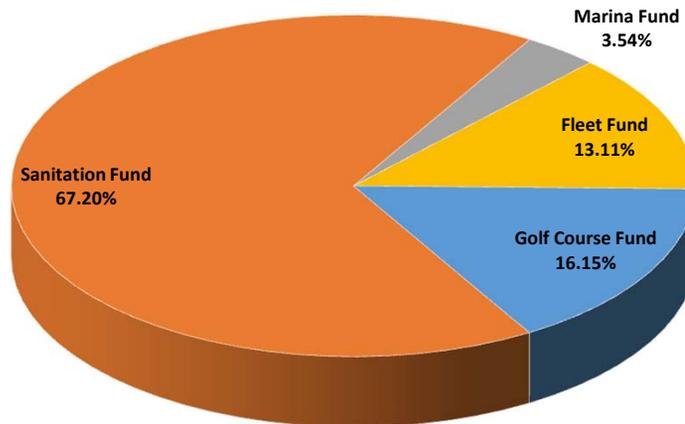
Proprietary Fund
Departmental Summaries

City of New Smyrna Beach, Florida
PROPRIETARY FUND

PROPRIETARY FUND REVENUE	2012-2013	2013-2014	2014-2015	2015-2016	% Change
REVENUE SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Charges for Services	\$ 7,689,801	\$ 7,709,877	\$ 7,735,134	\$ 7,823,568	1.14%
Miscellaneous Revenue	17,454	11,943	14,718	12,200	-17.11%
Interest Earnings	-	42	723	-	N/A
Transfers	-	-	4,119	-	-100.00%
Appropriated Fund Balance	-	-	-	-	N/A
TOTAL REVENUE	\$ 7,707,254	\$ 7,721,862	\$ 7,754,694	\$ 7,835,768	1.05%

PROPRIETARY FUND REVENUE	2012-2013	2013-2014	2014-2015	2015-2016	% Change
FUND SUMMARY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Golf Course Fund	\$ 1,234,295	\$ 1,215,231	\$ 1,125,046	\$ 1,265,107	12.45%
Sanitation Fund	5,012,250	5,128,651	5,288,808	5,265,606	-0.44%
Marina Fund	277,158	276,307	285,486	277,700	-2.73%
Fleet Fund	1,183,551	1,101,674	1,055,354	1,027,355	-2.65%
TOTAL REVENUE	\$ 7,707,254	\$ 7,721,862	\$ 7,754,694	\$ 7,835,768	1.05%

PROPRIETARY FUNDS REVENUE SUMMARY
FISCAL YEAR 2015-2016

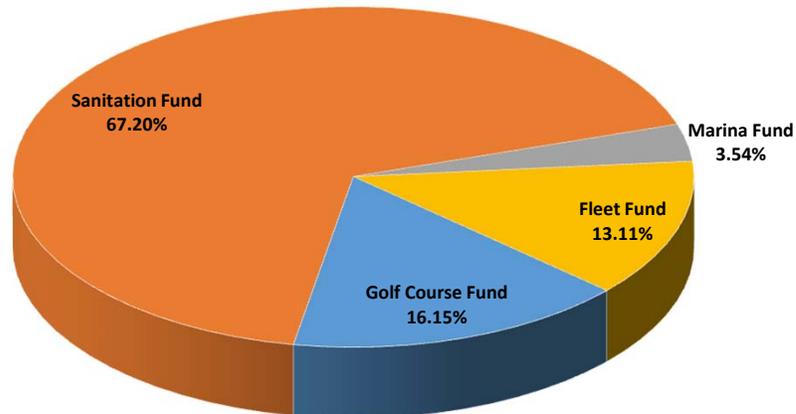


PROPRIETARY FUND EXPENSES CATEGORY SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 1,013,420	\$ 1,019,232	\$ 1,021,448	\$ 1,108,586	8.53%
Operating Expenses	6,333,451	6,419,658	6,571,397	6,648,482	1.17%
Capital Outlay	3,755	-	-	48,000	N/A
Debt Service	1,623	1,501	1,165	-	-100.00%
Transfers	1,042,706	280,700	1,045,756	30,700	-97.06%
TOTAL EXPENSES	\$ 8,394,956	\$ 7,721,091	\$ 8,639,765	\$ 7,835,768	-9.31%

PROPRIETARY FUND EXPENSES FUND SUMMARY	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Golf Course Fund	\$ 1,114,149	\$ 1,147,540	\$ 1,152,623	\$ 1,265,107	9.76%
Sanitation Fund	5,987,477	5,342,944	5,762,649	5,265,606	-8.63%
Marina Fund	204,457	205,298	218,948	277,700	26.83%
Fleet Fund	1,088,874	1,025,310	1,505,545	1,027,355	-31.76%
TOTAL EXPENSES	\$ 8,394,956	\$ 7,721,091	\$ 8,639,765	\$ 7,835,768	-9.31%

PROPRIETARY FUND SUMMARY STAFFING - FTEs	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Golf Course Fund	18.00	18.00	18.00	18.00	0.00
Sanitation Fund	1.00	1.00	1.00	1.00	0.00
Marina Fund	2.50	2.50	2.50	2.50	0.00
Fleet Fund	4.00	4.00	4.00	4.00	0.00
Total Staffing	25.50	25.50	25.50	25.50	0.00

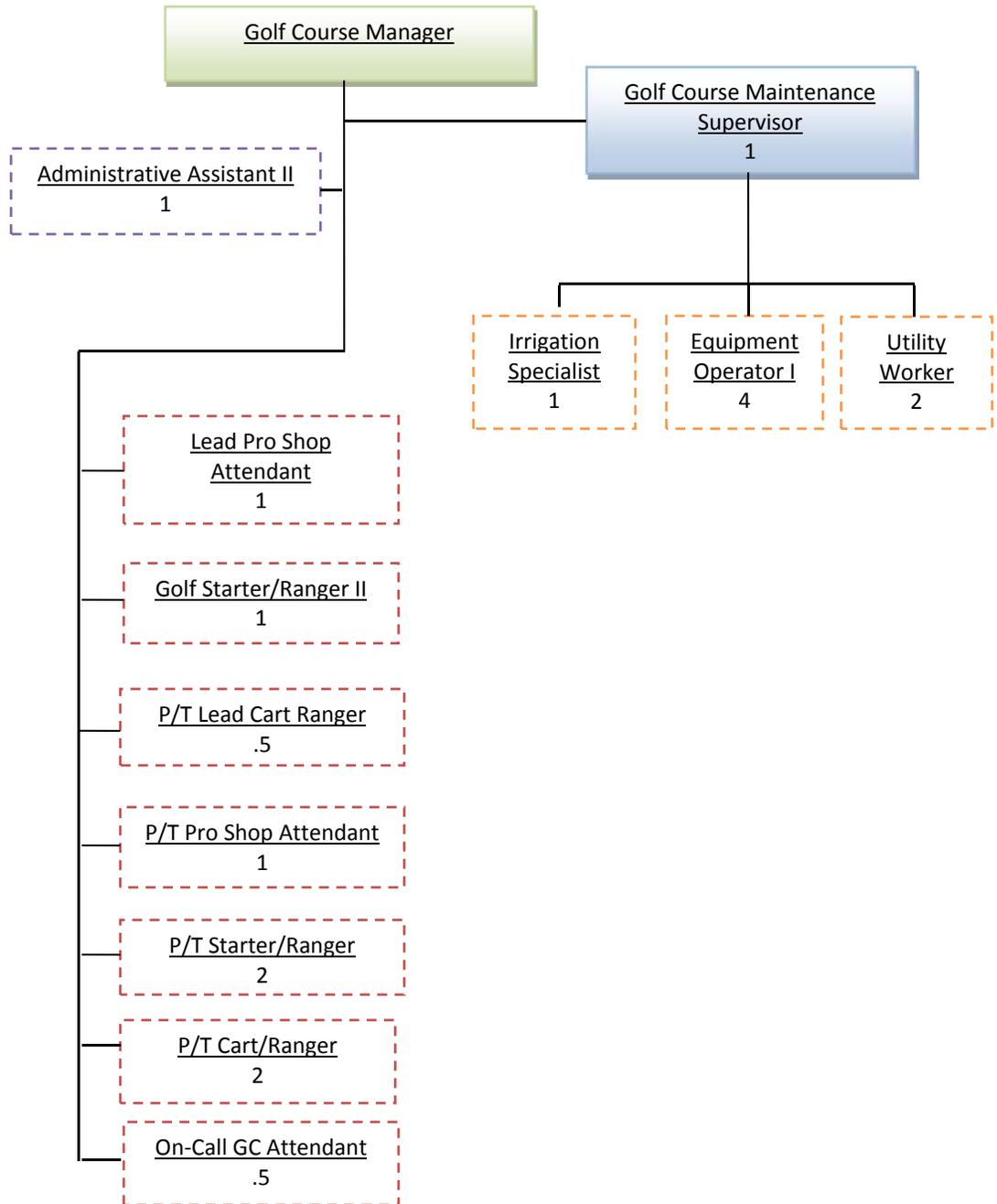
**PROPRIETARY FUNDS EXPENSE SUMMARY
FISCAL YEAR 2015-2016**





401 – GOLF COURSE FUND

City of New Smyrna Beach, Florida Golf Course Organizational Chart



GOLF COURSE FUND (401)

The New Smyrna Golf Club has a focus to stay on budget, to reduce expenses whenever possible without sacrificing our quality product and outstanding customer satisfaction.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Number of Members				
Single 50 Memberships	39,000	61	49	40
Household 50	25,900	25	31	14
Single Unlimited	90,000	82	67	82
Household Unlimited	54,000	25	21	20
Number of Private Carts	18,700	38	29	22
Number of Prepaid City Carts	38,850	50	48	41
Total Number of Rounds Played		52,000	53,000	53,650

GOALS AND OBJECTIVES

1. Provide our customers with the finest facilities and the best service. A quality product must be provided at all times to ensure customer satisfaction.
2. Maintain the highest quality condition of our course, a well-stocked pro-shop with the latest merchandise, and a golf cart fleet with clean reliable carts.
3. Continue to extend the charm of New Smyrna Beach to its Golf Course, providing an uplifting golfing experience for its residents and the broader golfing community.
4. Keep fees and membership dues at a competitive level.



GOLF COURSE (401)

OPERATING BUDGET COMPARISON

GOLF COURSE REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Charges for Services	\$ 1,225,260	\$ 1,208,070	\$ 1,112,389	\$ 1,253,907	12.72%
Miscellaneous Revenues/Other	9,035	7,161	9,737	11,200	15.02%
Transfers In			2,920	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total Golf Course Revenue	\$ 1,234,295	\$ 1,215,231	\$ 1,125,046	\$ 1,265,107	12.45%

GOLF COURSE DEPARTMENT BUDGET	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Administration	\$ 282,465	\$ 289,390	\$ 585,999	\$ 631,934	7.84%
Maintenance	533,776	567,785	566,624	633,173	11.74%
Pro Shop	297,908	290,366	-	-	N/A
Total Budget	\$ 1,114,149	\$ 1,147,540	\$ 1,152,623	\$ 1,265,107	9.76%

GOLF COURSE DEPARTMENT STAFFING FTEs	2012-2013	2013-2014	2014-2015	2015-2016	Change
	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Administration	2.00	2.00	10.00	10.00	0.00
Maintenance	8.00	8.00	8.00	8.00	0.00
Pro Shop	8.00	8.00	-	-	0.00
Total Staffing	18.00	18.00	18.00	18.00	0.00

GOLF COURSE ADMINISTRATION (401.57203)

GOLF COURSE ADMINISTRATION BUDGET DESCRIPTION	2012-2013	2013-2014	2014-2015	2015-2016	% Change
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 138,342	\$ 150,746	\$ 305,998	\$ 330,203	7.91%
Operating Expenses	142,501	137,142	278,836	301,731	8.21%
Capital Outlay	-	-	-	-	N/A
Debt Service	1,623	1,501	1,165	-	N/A
Total Budget	\$ 282,465	\$ 289,390	\$ 585,999	\$ 631,934	7.84%

GOLF COURSE ADMINISTRATION STAFFING - FTEs	PAY GRADE	2012-2013	2013-2014	2014-2015	2015-2016	Change
		BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Golf Course Manager	34B	1.00	1.00	1.00	1.00	0.00
Administrative Specialist II	10B	1.00	1.00	1.00	1.00	0.00
Lead Pro Shop Attendant	10J	0.00	0.00	1.00	1.00	0.00
Golf Starter/Ranger II	10K	0.00	0.00	1.00	1.00	0.00
P/T Lead Cart Ranger	08K	0.00	0.00	0.50	0.50	0.00
P/T Pro Shop Attendant	05F	0.00	0.00	1.00	1.00	0.00
P/T Starter/Ranger	05B	0.00	0.00	1.50	1.50	0.00
P/T Cart/Ranger	05A	0.00	0.00	2.50	2.50	0.00
On Call Golf Course Attendant	01D	0.00	0.00	0.50	0.50	0.00
Total Staffing		2.00	2.00	10.00	10.00	0.00

*Golf Course Pro Shop is now combined within the Golf Course Administration Budget

GOLF COURSE (401)

OPERATING BUDGET COMPARISON (Continued)

GOLF COURSE MAINTENANCE (401.57204)

GOLF COURSE MAINTENANCE BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 363,308	\$ 364,886	\$ 376,096	\$ 383,727	2.03%
Operating Expenses	166,713	202,899	190,528	201,446	5.73%
Capital Outlay	3,755	-	-	48,000	N/A
Debt Service	-	-	-	-	N/A
Total Budget	\$ 533,776	\$ 567,785	\$ 566,624	\$ 633,173	11.74%

GOLF COURSE MAINTENANCE STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Golf Course Maintenance Supv.	01D	1.00	1.00	1.00	1.00	0.00
Irrigation Specialist	20A	1.00	1.00	1.00	1.00	0.00
Equipment Operator I	11C	4.00	4.00	4.00	4.00	0.00
Utility Worker	08A	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>
Total Staffing		8.00	8.00	8.00	8.00	0.00

GOLF COURSE PRO SHOP (401.57205)

GOLF COURSE PRO SHOP BUDGET DESCRIPTION	2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 ESTIMATED	2015-2016 ADOPTED	% Change from 2014-15
Personal Services	\$ 142,731	\$ 143,957	\$ -	\$ -	N/A
Operating Expenses	155,176	146,408	-	-	N/A
Capital Outlay	-	-	-	-	N/A
Debt Service	-	-	-	-	N/A
Total Budget	\$ 297,908	\$ 290,366	\$ -	\$ -	N/A

GOLF COURSE PRO SHOP STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Lead Pro Shop Attendant	10J	1.00	1.00	0.00	0.00	0.00
Golf Starter/Ranger II	10K	1.00	1.00	0.00	0.00	0.00
P/T Lead Cart Ranger	08K	0.50	0.50	0.00	0.00	0.00
P/T Pro Shop Attendant	05F	1.00	1.00	0.00	0.00	0.00
P/T Starter/Ranger	05B	1.50	1.50	0.00	0.00	0.00
P/T Cart/Ranger	05A	1.50	1.50	0.00	0.00	0.00
Golf Pro Shop Specialist		1.00	1.00	0.00	0.00	0.00
On Call Golf Course Attendant	01D	<u>0.50</u>	<u>0.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Staffing		8.00	8.00	0.00	0.00	0.00

*Golf Course Pro Shop is now combined within the Golf Course Administration Budget



405 – SANITATION FUND

SANITATION FUND

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
SANITATION:				
Number of tons of recyclables collected		1965	2157	2300
Number of tons of solid waste collected		19,930	21288	23,000
Refuse collected (tons per week)		384	409	423
Yard trash (tons per week)		109	115	123
Recyclables collected (tons per week)		38	42	46

2015 Accomplishments

- ✓ Continued to provide the best level of service to both residential & commercial accounts.

2015 – 2016 Projects

- Evaluate and determine the best provider to meet the City’s needs for residential and commercial solid waste, yard waste, recyclable materials collection and/or disposal. Current contracts with solid waste hauler and recycling contractor expire September 30, 2016.
- Determine feasibility of adding a part-time Solid Waste Compliance Officer to the Division to monitor solid waste/recycling contracts, handle customer complaints, and investigate cases of illegal dumping.

SANITATION FUND (405)

OPERATING BUDGET COMPARISON

SANITATION EXPENSE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 56,247	\$ 38,796	\$ 42,514	\$ 33,823	-20.44%
Operating Expenses	4,919,224	5,054,148	5,220,134	5,231,783	0.22%
Capital Outlay	-	-	-	-	N/A
Transfers Out	1,012,006	250,000	500,000	-	N/A
Total Budget	\$ 5,987,477	\$ 5,342,944	\$ 5,762,649	\$ 5,265,606	-8.63%

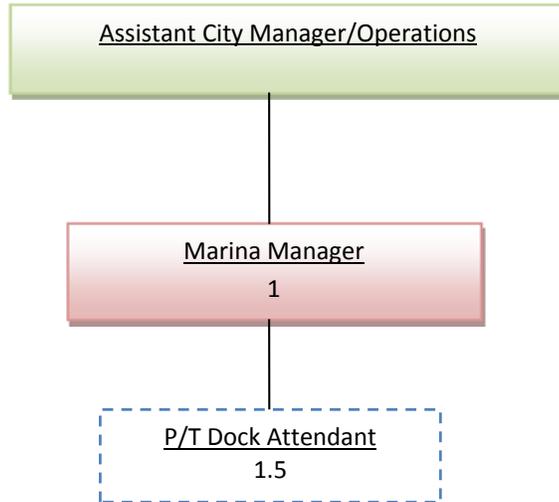
SANITATION REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Charges for Services	\$ 5,012,250	\$ 5,128,609	\$ 5,288,085	\$ 5,265,606	-0.43%
Interest Earnings	-	42	723	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total Sanitation Revenue	\$ 5,012,250	\$ 5,128,651	\$ 5,288,808	\$ 5,265,606	-0.44%

SANITATION STAFFING - FTEs	PAY GRADE	2012-2013 BUDGET	2013-2014 BUDGET	2014-2015 BUDGET	2015-2016 BUDGET	Change from 2014-15
Administrative Specialist I	8F	1.00	1.00	1.00	1.00	0.00
Total Staffing		1.00	1.00	1.00	1.00	0.00



408 – MARINA FUND

**City of New Smyrna Beach, Florida
Marina Organizational Chart**



MARINA FUND (408)

The goal of the New Smyrna Beach City Marina is to maintain a friendly, clean, safe and cost effective waterfront community for the general public, to attract visiting boaters and to promote our local businesses and local attractions.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Total number of boat slips		43	43	43
Number of slips used by lease customers		35	35	35
Number of slips for transients		7 + 1 service dock	7 + 1 service dock	7 + 1 service dock
Percentage of transient slips utilized per year		57%	50%	50%
Number of customers on waiting list for slips		80	100	100

2015 ACCOMPLISHMENTS

- ✓ 7 straight years over 700 visiting boaters
- ✓ Maintained nearly 100% occupancy annual slips

GOALS & OBJECTIVES

1. Increase transient boater traffic
2. Create better community awareness and involvement as to the benefits of the City Marina
3. Upgrade Pump Out System throughout the Marina
4. Create 5 year maintenance plan and implement improvements



MARINA (408)

OPERATING BUDGET COMPARISON

MARINA EXPENSE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 87,164	\$ 91,238	\$ 79,689	\$ 96,665	21.30%
Operating Expenses	86,593	83,360	108,560	150,335	38.48%
Capital Outlay	-	-	-	-	N/A
Transfers Out	30,700	30,700	30,700	30,700	0.00%
Total Budget	\$ 204,457	\$ 205,298	\$ 218,948	\$ 277,700	26.83%

MARINA REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Charges for Services	\$ 276,005	\$ 274,940	\$ 282,478	\$ 276,700	-2.05%
Miscellaneous Revenues/Other	1,154	1,367	1,808	1,000	-44.70%
Transfers In	-	-	1,199	-	N/A
Total Marina Revenue	\$ 277,158	\$ 276,307	\$ 285,486	\$ 277,700	-2.73%

MARINA	PAY	2012-2013	2013-2014	2014-2015	2015-2016	Change from
STAFFING - FTEs	GRADE	BUDGET	BUDGET	BUDGET	BUDGET	2014-15
Marina Manager	17E	1.00	1.00	1.00	1.00	0.00
Part-time Dock Attendant	09A	1.50	1.50	1.50	1.50	0.00
Total Staffing		2.50	2.50	2.50	2.50	0.00





501 – FLEET FUND

FLEET MAINTENANCE FUND (501)

The primary objective of the Fleet Maintenance Division is to provide honest, responsive, effective and efficient fleet services to our user departments; to provide vehicles and equipment that meet the workforce needs that are safe, reliable, and environmentally-sound; to maintain vehicles and equipment in a manner that extends their useful life; to provide related support services that are responsive to the needs of the user departments.

The scope of operation encompasses more than just providing maintenance to the City fleet of over 300 vehicles and pieces of equipment. The division manages the fuel operation, equipment acquisition and disposal, generator maintenance, welding services, car wash services, fixed asset records for newly acquired equipment, and the annual City Auction.

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Total hours billed to work orders (FBC-FM001)		5,222	5,307	5,483
Total hours available for all employees who generate billable hours (FBC-FM002)		6,240	6,240	6,240
Number of regular and reserve vehicles in police fleet on last day of reporting period (FBC-FM006)		54	65	59
Number of regular and reserve apparatus in fire fleet on last day of reporting period (FBC-FM007)		10	10	10
Number of regular and reserve vehicles in EMS fleet on last day of reporting period (FBC-FM008)		1	1	1
Number of regular and reserve vehicles in solid waste fleet on last day of reporting period (FBC-FM009)		5	5	5
Total fleet maintenance expenditures for: (FBC-FM016-25)				
Police Vehicles		371,994	365,349	430,314
Fire apparatus		242,149	179,896	212,187
EMS Vehicles		8,000	221	20,000
Solid waste Packers		30,000	23,716	34,000
Hours billed as a percentage of hours available (FBC-FM030)		83.7	85.1	87.9
Total number of vehicles and heavy equipment in organization (FBC-FM033)		312	320	318

FLEET FUND (501)

PERFORMANCE INDICATORS	FBC BENCHMARK	FY 13-14 ACTUAL	FY 14-15 ESTIMATED	FY 15-16 BUDGET
Total fleet maintenance expenditures for all vehicles and heavy equipment (FBC-FM034)		1,083,769	1,010,587	1,087,556
Total fleet maintenance expenditures per police vehicles (FBC-FM042)		6,889	5,621	7,294
Average fleet maintenance expenditures per vehicle for all vehicles and heavy equipment (FBC-FM044)		3,474	3,158	3,420
Police Vehicles; Total maintenance expenditures per mile driven (ICMA)		.58	.57	.62
Fire Apparatus: Total maintenance expenditures per mile driven (ICMA)		1.80	1.34	1.86
Number of direct labor hours worked (75% of total available hours)		5,222	5,337	5,483
Number of total available hours (based on full time working mechanics)		6,240	6,240	6,240
Number of unscheduled repairs		726	1060	750
Percentage of time fleet is usable (downtime, annual average basis)		16.3%	14.9	12.1

GOALS AND OBJECTIVES

1. Provide the fleet maintenance staff the technical support and diagnostic training needed to meet the challenges of the constant changes in vehicle technology.
2. Control the overall costs of operating and maintaining the aging fleet of vehicles and equipment, to accurately budget for maintenance costs.

FLEET (501)

OPERATING BUDGET COMPARISON

FLEET EXPENSE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Personal Services	\$ 225,629	\$ 229,610	\$ 217,151	\$ 264,168	21.65%
Operating Expenses	863,244	795,700	773,338	763,187	-1.31%
Capital Outlay	-	-	-	-	N/A
Transfers Out	-	-	515,056	-	N/A
Total Budget	\$ 1,088,874	\$ 1,025,310	\$ 1,505,545	\$ 1,027,355	-31.76%

FLEET REVENUE SUMMARY	2012-2013	2013-2014	2014-2015	2015-2016	% Change
BUDGET DESCRIPTION	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	from 2014-15
Charges for Services	\$ 1,176,286	\$ 1,098,258	\$ 1,052,181	\$ 1,027,355	-2.36%
Miscellaneous Revenues/Other	7,265	3,416	3,172	-	N/A
Appropriated Fund Balance	-	-	-	-	N/A
Total Fleet Revenue	\$ 1,183,551	\$ 1,101,674	\$ 1,055,354	\$ 1,027,355	-2.65%

FLEET	PAY	2012-2013	2013-2014	2014-2015	2015-2016	Change
STAFFING - FTEs	GRADE	BUDGET	BUDGET	BUDGET	BUDGET	from 2014-15
Fleet Maintenance Supv.	19B	1.00	1.00	1.00	1.00	0.00
Chief Mechanic	19A	1.00	1.00	1.00	1.00	0.00
Mechanic II	12D	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>
Total Staffing		4.00	4.00	4.00	4.00	0.00



DEBT MANAGEMENT

Debt Management Summary

Debt Service Summary

Schedule of Debt Service Requirements

DEBT MANAGEMENT SUMMARY

The City of New Smyrna Beach has entered into several long-term debt obligations where it pledges specific income streams or income derived from the acquired or constructed assets to pay debt service. The City's revenue obligations currently outstanding are the following:

- General Obligation Refunding Note, Series 2014
- Capital Improvement Refunding Revenue Note, Series 2014
- State Revolving Fund Loans (4)
- Capital Improvements Revenue Note, Series 2013

The FY 2015-16 budget includes funding for the City's debt obligations. Total debt service is \$2,411,185 including \$1,194,585 in General Obligation Refunding Note, \$470,646 in Capital Improvement Refunding Revenue Note, \$249,570 in State Revolving Funds, and \$516,384 in other Revenue Notes. **Appropriations include principal, interest and any other fees associated with debt service.**

The City has established a practice of paying for capital projects and capital improvements on a "pay-as-you-go" basis using current revenues whenever possible. However, if a project or improvements cannot be financed within the current revenues, the issuance of long-term debt may be utilized to finance the improvements. The City considers the cost versus the benefits of financing and only when the benefits outweigh the costs is the issuance of debt recommended. The City also attempts to refinance outstanding debt if it is determined that the benefit to the City will be realized by reduced interest expense over the remaining life of the debt.

Debt Service coverage and requirements on all outstanding bonds have been met or exceeded, in accordance with the bond resolutions. The City of New Smyrna Beach does not have an official debt management policy adopted by the City Commission. The Constitution of the State of Florida FS Ch 200.181 and City of New Smyrna Beach have set no legal debt limits. The City does intend to issue new debt in FY 2015-16 for the construction of its' 2016 capital project list. All outstanding debt obligations are included in this document and are summarized in the following Schedule of Debt Service Requirements.

City of New Smyrna Beach, Florida

**DEBT SERVICE SUMMARY
FISCAL YEAR 2015-2016**

<u>Description</u>	<u>Original Amount</u>	<u>Final Maturity</u>	<u>Pledged Source</u>	<u>Purpose</u>
<u>General Obligation and Ad Valorem Debt:</u>				
Series 2014 General Obligations Refunding Note	\$ 18,330,000	7/1/2024	general obligations of the City secured by full faith, credit and taxing power as pledged by the City, the debt service millage for FY13 is .6130	Police and Fire Stations, EOC and Sidewalks
<u>Special Obligation and Non-Ad Valorem Revenue Debt:</u>				
Series 2014 Capital Improvements Refunding Revenue Note	\$ 7,335,000	10/1/2029	secured by a lien and pledge of the non-ad valorem tax revenues and any other revenue appropriated by the City	Sports Complex (Phase III, IV), Fire Station and Golf Course Improvements
Series 2013 Capital Improvement Revenue Note	\$ 8,045,000	10/1/2033	secured by a lien and pledge of the non-ad valorem tax revenues and any other revenue appropriated by the City	Brannon Center, City Hall Renovations, North Causeway Boat Ramp, Holland Park, 5th Street Bridge, Stadium Bleachers Replacement
<u>Outstanding Stormwater SRF Loans:</u>				
2001 State Revolving Fund promissory note payable	\$ 2,254,670	5/15/2021	secured by the stormwater utility revenue of the City	Stormwater Improvements
2002 State Revolving Fund promissory note payable	\$ 670,622	2/15/2022	secured by the stormwater utility revenue of the City	Stormwater Improvements
2003 State Revolving Fund promissory note payable	\$ 532,260	5/15/2023	secured by the stormwater utility revenue of the City	Stormwater Improvements
2008 State Revolving Fund promissory note payable	\$ 466,402	7/15/2028	secured by the stormwater utility revenue of the City	Stormwater Improvements
Total debt obligation in form of bonds and notes:	<u>37,633,954</u>			

City of New Smyrna Beach, Florida

**SCHEDULE OF DEBT SERVICE REQUIREMENTS
FISCAL YEAR 2015-2016**

Description	Loan Amount	Fund	FY 2015-2016 Principal Payment	FY 2015-2016 Interest Payment	FY 2015-2016 Totals
<u>Debt Service Funds:</u>					
2001 State Revolving Fund promissory note payable	\$ 2,254,670	207	130,572	23,460	154,032
2002 State Revolving Fund promissory note payable	\$ 670,622	207	32,355	9,054	41,409
2003 State Revolving Fund promissory note payable	\$ 532,260	207	25,580	8,549	34,129
2008 State Revolving Fund promissory note payable	\$ 466,402	207	14,625	5,375	20,000
Series 2014 Capital Improvements Refunding Revenue Note	\$ 7,335,000	208	315,000	155,646	470,646
Series 2014 General Obligations Refunding Note	\$ 18,330,000	209	986,000	208,585	1,194,585
Series 2013 Capital Improvement Revenue Note	\$ 8,045,000	210	205,000	311,384	516,384
Total Debt Service Funds Debt Obligation:			1,709,132	722,053	2,431,185
Total Debt Obligation FY2015-2016:			1,709,132	722,053	2,431,185

CAPITAL IMPROVEMENT PLAN

Capital Equipment Plan

Capital Improvement Projects Summary

Five Year Capital Improvement Plan Summary

Capital Improvement Project Detail

City of New Smyrna Beach, Florida

CAPITAL EQUIPMENT PLAN

DESCRIPTION BY FUND AND BY DEPARTMENT	2015-2016 BUDGET
GENERAL FUND (001)	
Information Technology (51302)	
2911 Cisco Routers (8)	\$ 18,000
Enterprise Licenses for VMWare	30,000
Redundant Firewalls and Connections	20,000
2 Servers and Small SAN	25,000
	<u>93,000</u>
Police (52101)	
Police Interceptor Sedan	32,500
	<u>32,500</u>
Fire (52201)	
Cardiac Monitors/Defibrillators (5)	140,775
	<u>140,775</u>
EOC (52501)	
Upgrade Internal Communications	56,857
	<u>56,857</u>
Streets (54101)	
Ford F150 Pick Up Truck (2)	39,800
Tractor with Box Blade Sweeper Combo	52,000
	<u>91,800</u>
Sports Complex (57501)	
Toro Trap Rake	25,786
	<u>25,786</u>
Buildings & Maintenance (59101)	
Ford Pick Up with Utility Bed	25,800
	<u>25,800</u>
Total General Fund (001)	\$ 466,518
Stormwater Fund (101)	
Vac-Con Sewer Cleaner	364,000
Total Stormwater Fund (101)	364,000
Airport Fund (104)	
Ford F150 Pick Up Truck	19,900
Mower	18,000
Total Airport Fund (104)	37,900
Golf Course (401)	
Sidewinder Reelmaster Mower	36,000
Kubota Truckster	12,000
Total Golf Course (401)	48,000
Total Capital Outlay	916,418

City of New Smyrna Beach, Florida

CAPITAL IMPROVEMENT PROJECTS SUMMARY

PROJECT TITLE BY FUND	PROJECT #	PROJECT DESCRIPTION	2015-2016 BUDGET
GENERAL FUND (001)			
Non-Departmental (51901)			
Property Acquisition	567201	Property Acquisition	38,021
Police (52101)			
Training Room podium upgrade	567201	Training podium in briefing training room w/projector & TV	16,000
Parks (57202)			
Pettis Park Improvements	567839	Pettis Park Swing Set & Picnic Tables	19,700
Sports Complex (57501)			
Soccer Netting	567201	Replacement of the netting around the soccer fields at Sports Complex. Estimated cost includes all labor, material and equipment required to install new netting system.	29,500
Streets (54101)			
Barracuda Bridge	567201	Restoration of the underside of the bridge deck and repair washouts at the Barracuda Bridge in four locations	100,000
GENERAL FUND (001)			\$ 203,221
AIRPORT FUND (104)			
Hangar Improvements	567764	Conduct major renovations to existing hangars	50,000
Terminal Parking Expansion	567767	Asphalt parking lot for approximately 40 vehicles - includes curbing & drainage	347,500
Construct Taxiway E	567890	Construct Taxiway E between 11-29 and hangars	715,000
Replace ATCT Equipment	567201	Replace equipment in the air traffic control tower, including the equipment needed for third controller position as required by FAA	150,000
Wildlife Hazard Assessment	567201	Conduct a wildlife assessment for the airport as required by FAA	115,000
AIRPORT FUND (104)			\$ 1,377,500
STORMWATER FUND (101)			
Cunningham Drive Drainage Improvements	567914	Drainage improvement project to address documented flooding in the area within the Cunningham Drive & Inlet Shores Drive area	300,000
STORMWATER FUND (101)			\$ 300,000
BUILDING & INSPECTION FUND (113)			
Selectron Set Up	567201	IVR System to automate construction inspections; this will eliminate call-in inspections	24,000
MUNIS IVR System	567201	MUNIS Portion of the IVR System	10,905
Networking Building Department	567201	Networking of Building Department	35,000
BUILDING & INSPECTION FUND (113)			\$ 69,905
CAPITAL PROJECTS FUND (302)			
Renovations	567828	Additions and Renovations for City Hall to provide space for existing out-grown building.	\$ 813,710
CAPITAL PROJECTS FUND (302)			\$ 813,710
GOB CAPITAL PROJECTS FUND (303)			
Sidewalks	567726	Continued improvement and installation of sidewalks throughout the City funded by the General Obligation Bond issue in 2005.	\$ 500,000
GOB CAPITAL PROJECTS FUND (303)			\$ 500,000
Total Capital Projects			\$ 3,264,336

5-YEAR CAPITAL IMPROVEMENT PLAN SUMMARY												
Project Name	Project Number	Project Description	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20	Contact
General Fund (001)												
South Atlantic Beachfront Park	567907	Construction of between 75-100 off-beach paved parking spaces, a restroom facility, handicapped accessible beach access and landscape	\$670,000	\$78,545	\$78,545	\$0	\$0	\$0	\$0	\$0	\$0	Kyle Fegley
Stormwater Utility Fund (101)												
Isleboro Master Plan	567201	Stormwater Drainage Project	\$1,300,000	\$292,060	\$292,060	\$0	\$300,000	\$0	\$0	\$0	\$0	Kyle Fegley
Central Beach Drainage Mitigation Phase III	567917	To Design and Permit Phase III of the Drainage Improvements in 3 Sub-Phases	\$9,695,100	\$7,617,039	\$8,277,736	\$1,417,364	\$0	\$0	\$0	\$0	\$0	Kyle Fegley
Airport Fund (104)												
Airport Taxiway E & D Taxiway	567766	Rehabilitate Taxiway E (from Delta to 07/25) and D	\$1,956,941	\$77,270	\$1,910,264	\$10,609	\$0	\$0	\$0	\$0	\$0	Rhonda Walker
Terminal Apron & Taxilane Improvements	567201	Improvements to terminal apron and taxilane to United Drive hangars. The improvement to the terminal will allow safer access to large aircrafts.	\$884,200	\$12,820	\$12,820	\$87,580	\$87,580	\$0	\$0	\$0	\$0	Rhonda Walker
Runway 7/25 Resurfacing	567765	Rehabilitation of Runway 7/25 and portion of taxilane in Delta runway that has not been resurfaced in 20 years	\$1,435,560	\$59,485	\$59,485	\$1,376,075	\$0	\$0	\$0	\$0	\$0	Rhonda Walker
Traffic Control Tower Renovations	567201	Waterproof, weather sealing and paint the air traffic control tower which is 10 years old	\$85,000	\$12,820	\$12,820	\$87,580	\$46,877	\$0	\$0	\$0	\$0	Rhonda Walker
Airport Maintenance Project	567764	Roof Replacement, Hangar Door Replacement etc.	\$1,545,276	\$714,870	\$1,295,276	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	Rhonda Walker
CRA Fund (120)												
New Smyrna Beach Waterfront Promenade	567201	Project consists of floating docks, kayak launch, paddle board launch, and a river walk path with landscaping	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Tony Otte
N. Causeway Beautification	567789	Lanscaping initiative along the North Causeway Riverside Drive east to the draw bridge.	\$1,179,331	\$37,125	\$96,185	\$1,083,146	\$0	\$0	\$0	\$0	\$0	Tony Otte
Capital Projects Fund (302)												
Brannon Center	567739	Brannon Center Expansion	\$5,857,389	\$1,479,022	\$1,600,959	\$4,256,429	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat
City Hall Renovations	567828	Renovate Existing City Hall Building	\$840,005	\$8,600	\$26,295	\$0	\$813,710	\$0	\$0	\$0	\$0	Khalid Resheidat
Otter Lake Park	567804	A public recreation space consisting of parking area, fishing,	\$1,116,555	\$72,762	\$589,317	\$527,238	\$527,238	\$0	\$0	\$0	\$0	Khalid Resheidat
Capital Projects Fund (303)												
Sidewalks	567726	Continued improvement and installation of sidewalks throughout the City	\$1,280,127	\$275,517	\$607,940	\$94,375	\$500,000	\$0	\$0	\$0	\$0	Khalid Resheidat
TOTAL			\$27,905,484	\$10,737,935	\$14,859,702	\$8,940,395	\$2,325,405	\$50,000	\$50,000	\$50,000	\$50,000	

5-YEAR CAPITAL IMPROVEMENT PLAN SUMMARY

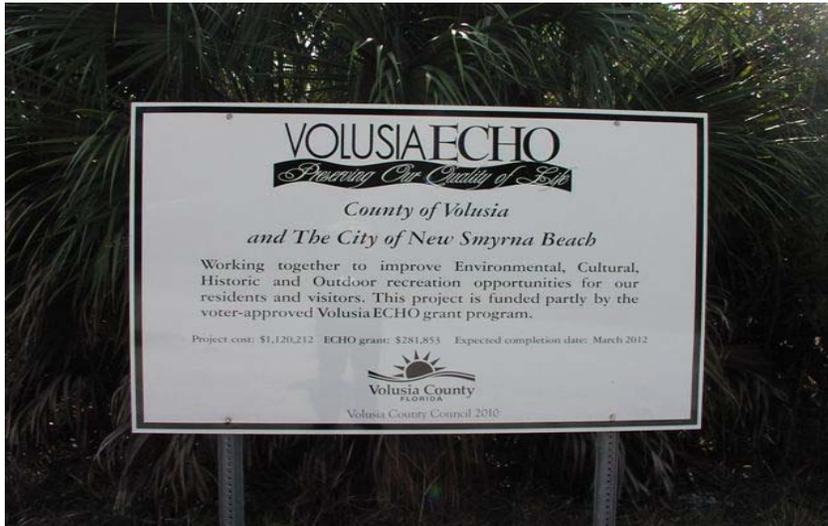
Project Name	Project Number	Project Description	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20	Contact
FY14-15 COMPLETED PROJECTS												
3rd Avenue Gateway Signage	567907	Third Avenue Gateway Signage	\$150,440	\$131,487	\$139,347	\$8,683	\$0	\$0	\$0	\$0	\$0	Tony Otte
Babe James Expansion	567101	Expansion of Babe James Center	\$839,787	\$634,377	\$839,787	\$0	\$0	\$0	\$0	\$0	\$0	Tony Otte
Canal Calore	567501	Canal Dredging	\$142,713	\$6,925	\$142,713	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat
Central Fire Station	567794	One of three fire stations included in the General Obligation Bond issue in 2005	\$3,663,283	\$200,555	\$3,477,189	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat
Colony Park	567201	Extend Colony Park Road	\$1,593,588	\$1,021,016	\$1,556,937	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat
Manatee Playground	567209	Replace existing playground equipment	\$273,500	\$273,000	\$273,000	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat
Multi-Use Trail	567888	2.2 mi Trail with two trail heads incl parking and water fountain	\$2,149,449	\$213,351	\$2,149,419	\$0	\$0	\$0	\$0	\$0	\$0	Kyle Fegley
North Causeway Boat Ramp	567894	To replace existing restrooms with a new restroom, pave unpaved parking areas, repair existing sea-wall an enhance overall landscaping	\$965,000	\$819,292	\$889,519	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat
Sports Complex Improvements	567201	To replace stadium bleachers located at the sports complex	\$1,869,922	\$1,101,215	\$1,588,624	\$29,044	\$0	\$0	\$0	\$0	\$0	Khalid Resheidat

City of New Smyrna Beach, Florida

MULTI-USE TRAIL PROJECT									
Project # 567888									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
Volusia TPO - Feasibility study/ Phase 28	\$21,650	\$0	\$21,650						
Volusia TPO - Design/ Phase 38	\$129,800	\$0	\$129,800						
Volusia TPO - Design/ Phase 68	\$135,000	\$26,089	\$135,000						
Volusia TPO - Construction/ Phase 58	\$817,944	\$69,753	\$817,944						
ECHO Grant - Construction/ Phase 58	\$281,853	\$0	\$281,823						
General Fund	\$623,701	\$117,509	\$623,701						
Tree Mitigation Funds - Transfer	\$62,501	\$0	\$62,501						
Park Impact Fees - Transfer	\$77,000	\$0	\$77,000						
TOTAL REVENUES	\$2,149,449	\$213,351	\$2,149,419	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Archealogical Study	\$200	\$0	\$200						
Design (Parker Mynchenberg & Associates)	\$168,392	\$0	\$168,392						
CEI Services (DRMP Inc)	\$150,039	\$28,986	\$150,039						
Construction (MASCII Corp.)	\$1,823,269	\$182,471	\$1,823,240						
Misc (permits, etc.)	\$7,549	\$1,895	\$7,549						
TOTAL EXPENDITURES	\$2,149,449	\$213,351	\$2,149,419	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Mowing and maintenance of the Multiuse Trail is provided by a contractor at an estimated annual cost of \$26,000.									
Description:									
This is a 10 foot wide 2.2 mi. trail including a bridge over Turnbull Creek. Two trail heads, one at Sugarmill Drive and Pine including Parking and water fountains.									
This project meets the City's strategic plan to maintain a diverse, well utilized, easily accessible network of parks, open spaces, and trails meeting the needs of our diverse population.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
March 11, 2015	City Commission Approved Ordinance 27-15 for \$23,925 in additional funding
November 19, 2014	City Commission Approved Ordinance 82-14 for \$10,000 in additional funding
April 8, 2014	City Commission Approved Agreement with Parker Mynchenberg & Associates in the amount of \$11,205 for Construction Administrative services.
January 24, 2014	City Commission Approved Supplemental LAP Agreement with FDOT
December 10, 2013	City Commission Approved entering into a Construction, Inspection services contract with the firm, Dyer, Riddle, Mills & Precourt, Inc. in the amount of \$150,055.10. City Commission Approved the Construction Contract to Masci Corporation for the Pedestrian Trail Project, in the amount of \$1,793,761.07
September 24, 2013	City Commission Approved the rejection of bid proposals received and approved to readvertise for new bids
June 11, 2013	City Commission Approved entering into an agreement with the Florida Department of Environmental Protection for a Sovereignty Submerged Lands Easement
July 31, 2012	Received LAP/Right of Way Certification Letter
April 7, 2011	FDOT Funding and Notice to Proceed was approved for Phase 28 - preliminary environmental and archaeological surveys. Parker Mynchenberg's contract was executed and an archaeological survey and report were completed
January 14, 2011	The FDOT LAP agreement and the contract with Parker Mynchenberg, both in the amount of \$23,800 are scheduled to be approved by the City Commission at their 1/25/11 meeting.
December 3, 2010	City to provide a list of deliverables to FDOT the week of 12/6/10 after which time FDOT will complete the LAP Agreement and forward to the City. Parker mynchenberg's contract will go to the City Commission the same time as the LAP Agreement.
November 20, 2010	<p>The project will be developed in 3 phase: Phase 28 - Feasibility Study involving archaeological and environmental issues Phase 38 - Design Phase including geotechnical, surveying, and agency permitting Phase 58 - Construction Phase</p>
November 5, 2010	<p>Staff has negotiated the proposal for Phase 28 work with Parker Mynchenberg, and FDOT concurred with their scope of work. The contract amount is \$23,800 at which the City is obligated to pay 9.035%. FDOT will develop a LAP Agreement and forward to the City for approval. It is important to note Phase 28 work will occur in FY 10/11, Phase 38 will occur in FY 11/12, and Phase 58 work will commence in 2013.</p> <p>We have our ECHO funding and are waiting for FDOT to complete environmental and archaeological surveys to get LAP Agreement. Once we get the LAP Agreement we will get the FDOT Funding. City will be required to provide a 15% match in funds.</p>

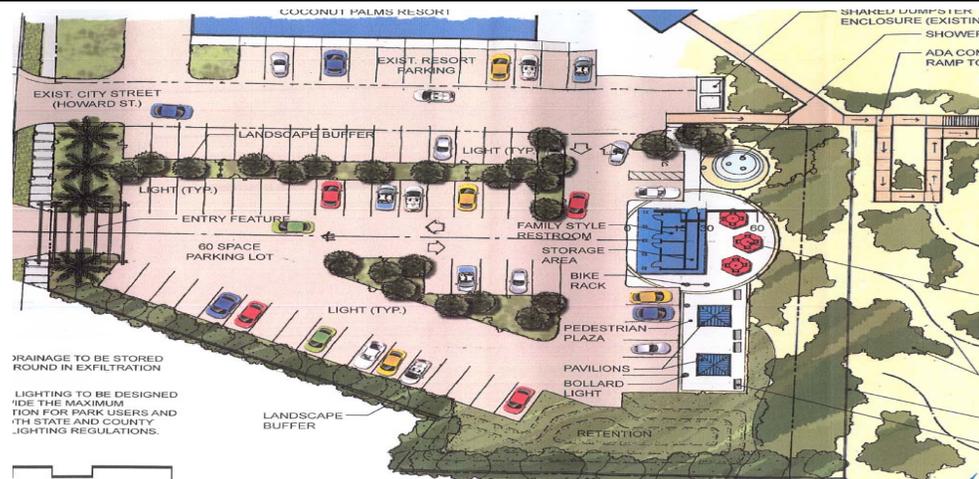


City of New Smyrna Beach, Florida

SOUTH ATLANTIC BEACHFRONT PARK									
Project # 567907									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
General Fund (001)	\$335,000	\$78,545	\$78,545	\$256,455					
Echo Grant	\$335,000	\$0	\$0	\$335,000					
TOTAL REVENUES	\$670,000	\$78,545	\$78,545	\$591,455	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig Contract + C.O.'s)	\$97,750	\$70,578	\$70,578	\$27,172					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification. etc)	\$43,125	\$7,967	\$7,967	\$35,158					
Construction Contract Amount (Orig Contract + C.O.'s)	\$529,125	\$0	\$0	\$529,125					
TOTAL EXPENDITURES	\$670,000	\$78,545	\$78,545	\$591,455	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
The completed project will be added to the City's park maintenance program									
Description:									
Construction of between 75-100 off-beach paved parking spaces, a restroom facility, handicapped accessible beach access, picnic pavilions and landscaping and stormwater improvements.									
Strategic Plan:									
This project meets the City's strategic plan to maintain a diverse, well utilized, easily accessible network of parks, open spaces, and trails meeting the needs of our diverse population.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
June 15, 2015	Anderson-Dixon LLC submitted Design Package for Final PRC Site Plan Review/Approval
April 30, 2015	Public Meeting (60% Design) Held
January 20, 2015	Public Meeting (30% Design) Held
October 14, 2014	City Commission approved Design Contract to Anderson-Dixon in the amount of \$76,850.
August 28, 2014	Volusia County issued Notice-To-Proceed with ECHO grant project 14-07 South Atlantic Beachfront Park.
April 17, 2014	City was awarded a \$335,000 ECHO Grant by the County Council.
January 28, 2014	City Commission approved the direction to enter into an agreement with Volusia County for the development of S. Atlantic Beach Park.
February 26, 2013	City Commission gave staff direction regarding 2013 ECHO Grant Applications, which included the potential acquisition of property on South Atlantic Avenue.
November 13, 2012	City Commission approved the selection of Anderson Dixon for Design and Engineering Services as the top ranked applicant.
December 4, 2012	City received a copy of the DRAFT lease agreement from the County of Volusia
October 9, 2012	RFQs were submitted for review and final selection.
August 28, 2012	City Commission provided approval to move forward with advertising for Requests for Qualifications for Professional Design Services.
June 14, 2012	Volusia County purchased beachfront property located at 901 S. Atlantic Avenue for \$1,150,000 through the ECHO Waterfront Program.
May 8, 2012	City Commission voted to support the proposed purchase of land along S. Atlantic Beach for off beach parking and agreed to develop/maintain the location contingent



City of New Smyrna Beach, Florida

CENTRAL BEACH DRAINAGE PROJECT									
Project # 567917									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
FEMA Hazard Mitigation Grant	\$3,780,000	\$3,780,000	\$3,780,000	\$0					
City - Stormwater Operating Fund (101)	\$3,011,328	\$1,314,817	\$1,975,515	\$1,035,813					
Utilities Commission	\$2,903,772	\$2,522,221	\$2,522,221	\$381,551					
TOTAL REVENUES	\$9,695,100	\$7,617,039	\$8,277,736	\$1,417,364	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design - Pegasus Engineering A	\$303,725	\$0	\$303,725	\$0					
Design - Pegasus Engineering B	\$171,867	\$0	\$171,867	\$0					
Design - Pegasus Engineering C	\$167,950	\$0	\$167,450	\$0					
Additional Design Fees (Pegasus Engineering)	\$85,510	\$52,185	\$67,667	\$17,843					
Construction	\$8,963,875	\$7,564,854	\$7,564,854	\$1,399,521					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$2,173	\$0	\$2,173	\$0					
TOTAL EXPENDITURES	\$9,695,100	\$7,617,039	\$8,277,736	\$1,417,364	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Upon completion the City will contract for monitoring of the one pump station for approximately \$1,000 per year. All of the roads except one in the area have been repaved and should not add to overall road maintenance costs. The final road which was shell covered has been paved; this should reduce maintenance costs slightly since grading will no longer be required.									
Description:									
Phase III of the Central Beach Flood Mitigation Project as a result of the flooding of 2001, the City Commission approved to mitigate the flooding within the Central Beach area bounded by Flagler Ave on the North and S. Atlantic on East, 2nd Ave on the South and Indian River on the West. This project is a component of several phases of the Central Beach Flood Mitigation Project where Phase I and II are completed. These phases will be constructed by several funding from other agencies such as Dept of Community Affairs and State Revolving Fund through the Dept of Environmental Protection with City matching funds.									
Strategic Plan:									
Develop an infrastructure/service system for current and future population, using principles of community sustainability and sustainable government.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
September 30, 2015	<p>City Commission Approved Ordinance 111 - 15 for \$112,487 in additional funding</p> <p>City Commission Approved Ordinance 54 - 15 for \$45,000 in additional funding</p> <p>Second Public Meeting Held</p> <p>City Commission Approved Ordinance 27-15 for \$15,834 in additional funding</p> <p>Public Meeting Held</p> <p>Neighborhood Meeting scheduled with Central Beach residents.</p> <p>City Commission Approved award of Construction Contract to Masci Corporation in the amount of \$8,790,552.50</p> <p>City Commission Approved entering into an Agreement (Central Beach Project Agreement - CBPA)with the Utilities Commission to bid the project together for completion</p> <p>City Commission Approved the motion to Reject the two bids received and rebid the Project (working jointly with the UC)</p> <p>City Commission Approved Bill of Sale and Easement Deed issued to the Utilities Commission associated with water & electric improvements.</p> <p>City Commission Approved hiring of (2) Construction Inspectors for the duration of this project (18-24 months)</p> <p>City Commission Approved Pegasus Engineering Additional Services in the amount of \$34,925.00, from the Stormwater Fund.</p> <p>Community Meeting 60% Plans</p> <p>Community Meeting 60% plans</p> <p>Update with Pegasus Engineering</p> <p>The City Commission approved staff to proceed with submitting a grant application to FEMA. Pegasus Engineering's contract was signed early November 2010 and they have executed all contracts with their subconsultants to proceed with the design work. Staff and Pegasus Engineering are also communicating with FEMA to provide the needed information for the grant submittal.</p>
August 25, 2015	
July 2, 2015	
March 11, 2015	
January 15, 2015	
September 16, 2014	
August 12, 2014	
June 24, 2014	
May 27, 2014	
March 11, 2014	
February 25, 2014	
January 14, 2014	
May 21, 2013	
May 18, 2013	
April 17, 2013	
October 14, 2010	

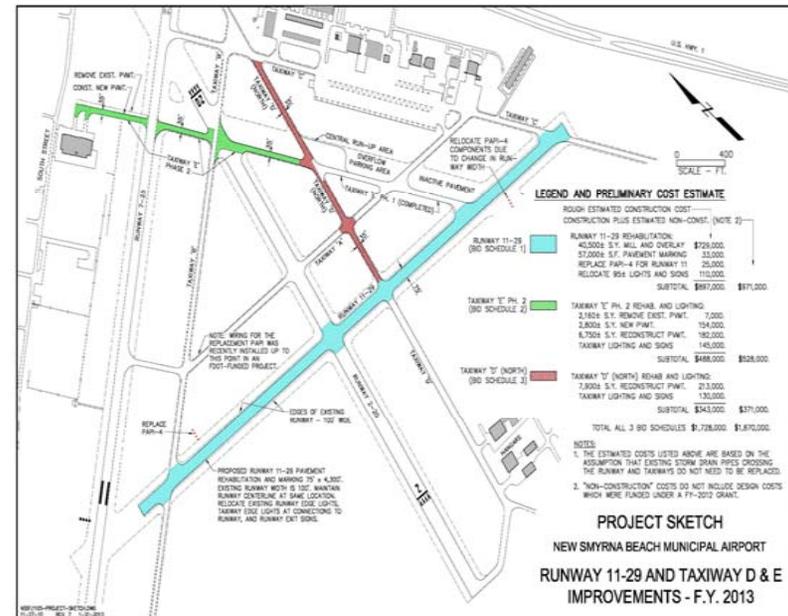
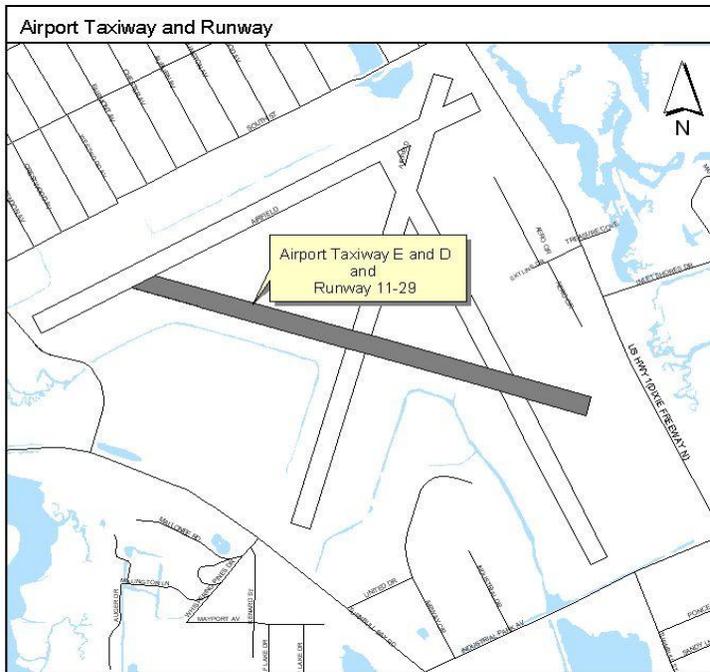


City of New Smyrna Beach, Florida

AIRPORT TAXWAY E, TAXIWAY D AND REHAB OF RUNWAY 11/29									
Project # 567766									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
Federal Grant	\$1,766,295	\$61,816	\$1,713,297	\$9,548					
State Grant	\$146,448	\$6,182	\$143,496	\$849					
AIRPORT FUND (104)	\$44,198	\$9,272	\$53,470	\$212					
TOTAL REVENUES	\$1,956,941	\$77,270	\$1,910,264	\$10,609	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Engineering Services (Airport Engineering)	\$241,550	\$11,610	\$224,432	\$0					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$13,182	\$4,310	\$8,891	\$0					
Runway 11-29 Rehabilitation (Halifax Paving)	\$1,699,909	\$61,350	\$1,676,942	\$10,609					
Contingency	\$2,300	\$0	\$0	\$0					
TOTAL EXPENDITURES	\$1,956,941	\$77,270	\$1,910,264	\$10,609	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
This project will reduce the repair and maintenance budget of damaged asphalt on the taxiways.									
Description:									
This project rehabilitates taxiway E and D to include resurface of pavement, lighting and signage.									
Strategic Plan:									
The project will assist the City of New Smyrna Beach maintain public safety and encourage business economic development with permanent and transient population growth in the community									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
November 5, 2013	City Commission Approved the FDOT Grant for 8% or \$146,448 of the project cost and adopted the Resolution #35-13 for the grant.
October 22, 2013	City Commission Approved the awarding of the contract to Halifax Paving, Inc. for rehabilitation of Runway 11-29, Taxiway 'D' and 'E' in the amount of \$1,699,909.10.
October 8, 2013	City Commission Approved the First Amendment of the Consulting Engineering Agreement to AEC Inc. in the amount of \$126,800 for the professional services for Phase 1,2 and 3.
September 24, 2013	City Commission Approved the acceptance of a Federal Aviation Administration (FAA) AIP #3-12-0054-016-2013 Grant in the amount of \$1,659,600 for construction
June 25, 2013	City Commission Approved entering into a contract for engineering and planning services for the municipal airport, with the firms of;
May 28, 2013	Airport Engineering Co., Inc., The C & S Companies, Michael Baker Jr, Inc. and Hanson Professional Services, Inc.
March 19, 2013	City Commission Approved the ranking of firms for Engineering & Planning Services at the Municipal Airport.
October 16, 2012	Requests for Qualifications for Engineering and Planning Services, in accordance with the Consultant Negotiation Act were distributed.
September 14, 2012	Engineering services approved by City Commission to Airport Engineering Company of \$117,050.
January 20, 2012	AIP Grant Awarded in the amount of \$106,695 Applied for Grant Pre-Application



City of New Smyrna Beach, Florida

TERMINAL APRON & TAXILANE IMPROVEMENTS Project # 567201									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
State Grant	\$707,360	\$10,256	\$10,256	\$0					
Airport Fund (104)	\$176,840	\$2,564	\$2,564	\$87,580					
TOTAL REVENUES	\$884,200	\$12,820	\$12,820	\$87,580	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig Contract + C.O.'s)	\$100,400	\$12,820	\$12,820	\$87,580					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$32,230	\$0	\$0	\$0					
Construction Contract Amount (Orig Contract + C.O.'s)	\$751,570	\$0	\$0	\$0					
TOTAL EXPENDITURES	\$884,200	\$12,820	\$12,820	\$87,580	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Constructing a new terminal apron and taxilane will allow stage 2 aircraft to utilize our airport, which will increase our revenue with additional fuel sales. The added operations will also increase itinerant aircraft providing additional business for our commercial airport tenants.									
Description:									
The project includes constructing a new terminal apron pavement, replace existing unsuitable pavement, and modify pavement markings as required to provide a clear taxi path (Taxiway 'C') through the terminal apron area, for Design Group 2 (up to 79' wingspan) aircraft. Includes drainage and edge lighting modifications. Replace the existing narrow (30'), structurally failed concrete taxilane serving the United Drive Hangars with a new 35' wide asphalt-paved taxilane for Design Group 2 aircraft, located to provide better access to the apron area. Widen existing apron pavements so that a Design Group 2 aircraft may safely taxi past another aircraft that is parked on the apron in front of the hangar. Install a drainage pipe at the new channel crossing, excavate swales, and perform drainage modifications as required.									
Strategic Plan:									
The project will assist the City of New Smyrna Beach maintain public safety in concert with permanent and transient population growth in the community									

City of New Smyrna Beach, Florida

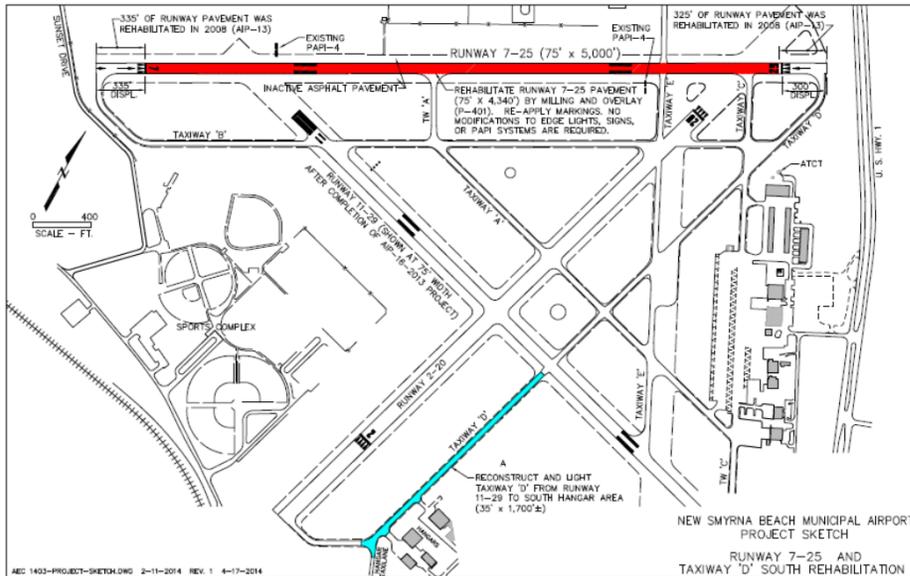
Date Updated	PROJECT HISTORY
June 9,2015	City Commisison approved the FDOT JPA #431578-1-94-01 Grant for 80% or \$604,000 of the project cost and adopted the Resolution for grant.
June 9, 2015	City Commission Approved the Second Amendment to the Consulting Engineering Agreement to AEC, Inc. in the amount of \$100,400 for professional services for Design, Bid and Construction Phase of Improvements to Terminal Apron and South Angar's Apron/Taxiline
June 1, 2015	City Commission approved a budget transfer to reduce the budget by \$85,000
March 11, 2015	City Commission approved Ordinance 27 - 15 to reduce project budet by \$25,000
October 1, 2014	Project not started

City of New Smyrna Beach, Florida

RUNWAY 7-25 RESURFACING Project # 567765									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
Federal Grant	\$1,292,005	\$53,537	\$53,537	\$1,238,468					
State Grant	\$71,778	\$2,974	\$2,974	\$68,804					
Airport Fund (104)	\$71,778	\$2,974	\$2,974	\$68,804					
TOTAL REVENUES	\$1,435,560	\$59,485	\$59,485	\$1,376,075	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig Contract + C.O.'s)	\$130,500	\$59,260	\$59,260	\$71,240					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$225	\$225	\$225	\$0					
Construction Contract Amount (Orig Contract + C.O.'s)	\$1,304,835	\$0	\$0	\$1,304,835					
TOTAL EXPENDITURES	\$1,435,560	\$59,485	\$59,485	\$1,376,075	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Resurfacing of the runway 7/25 and taxiway Delta will decrease annual maintenance and manpower costs necessary to make the repairs.									
Description:									
The project will rehabilitate the portion of Runway 7-25 between the displaced thresholds and the portion of Taxiway (D) from Runway 11-29 to Runway 2-20. Runway 7-25 is considered the Airport's secondary runway, but it is heavily used.									
Strategic Plan:									
567765									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
<p>September 30, 2015</p> <p>June 9, 2015</p> <p>June 9, 2012</p> <p>January 27, 2015</p> <p>September 9, 2014</p>	<p>City Commission approved Ordinance 111-15 to increase project budget by \$160,061</p> <p>City Commission approved the Fourth Amendment to the Consulting Engineering Agreement to AEC Inc. in the amount of \$73,300 for the professional services for bid and construction phase of Runway 7-25 and Taxiway D</p> <p>City Commission approved the Supplemental FDOT Grant #431576-1-94-01 & 02 in the amount of \$96,560 for the bid and construction work.</p> <p>City Commission approved 3rd Amendment to the Consulting Engineering Agreement for AEI Services, Inc.</p> <p>City Commission approved FAA AIP Grant #3-12-0054-017-2014 in the amount of \$49,800 for the design work for the rehabilitation of</p>



City of New Smyrna Beach, Florida

TRAFFIC CONTROL TOWER RENOVATIONS									
Project # 567769									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
State Grant	\$68,000	\$9,664	\$9,664	\$37,502					
Airport Fund (104)	\$17,000	\$2,416	\$2,416	\$9,375					
TOTAL REVENUES	\$85,000	\$12,080	\$12,080	\$46,877	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig Contract + C.O.'s)	\$14,677	\$11,800	\$11,800	\$2,877					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$26,323	\$280	\$280	\$0					
Construction Contract Amount (Orig Contract + C.O.'s)	\$44,000	\$0	\$0	\$44,000					
TOTAL EXPENDITURES	\$85,000	\$12,080	\$12,080	\$46,877	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Making the necessary renovations will decrease annual maintenance costs and will prevent further damage to the interior of the tower due to leaks.									
Description:									
Waterproof, weather sealing and paint the air traffic control tower which is 10 years old and due to weather off the ocean it needs to be waterproofed to stop the leaks.									
Strategic Plan:									
The project will assist the City of New Smyrna Beach maintain public safety in concert with permanent and transient population growth in the community									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
June 9, 2015 June 9, 2015	City Commission approved 2nd Amendment to the Consultant Engineering Agreement in the amount of \$14,677 City Commission approved the FDOT JPA #4315279-1-94 Grant for 80% (or \$225,000) of the project cost for ATCT Improvements and adopted a Resolution for the grant



AIRPORT MAINTENANCE (HANGARS) PLAN									
Project # 567764									
<i>FUNDING SOURCE</i>	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
AIRPORT FUND (104)	\$1,545,276	\$714,870	\$1,295,276	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTAL REVENUES	\$1,545,276	\$714,870	\$1,295,276	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
<i>EXPENDITURES</i>									
Engineering Services (C & S Engineers)	\$137,833	\$53,468	\$137,833	\$0	\$0	\$0	\$0	\$0	\$0
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$8,222	\$8,040	\$8,222	\$0	\$0	\$0	\$0	\$0	\$0
Improvements	\$1,399,222	\$653,362	\$1,149,222	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTAL EXPENDITURES	\$1,545,275	\$714,870	\$1,295,276	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Operating Impact:									
There is no increase or decrease to operating expenditures for these projects as they are on-going and routine in nature.									
Description:									
This project is for annual maintenance of Airport facilities such as Roof Replacement, Hangar Door Replacement, Airport drainage improvements and apron improvements projects.									
Strategic Plan:									
The project will assist the City of New Smyrna Beach maintain public safety in concert with permanent and transient population growth in the community									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
April 8, 2014	City Commission Approved Contract Award to DJ Haycock Construction Company in the amount of \$148,855.00.
February 11, 2013	2013 project completed.
October 16, 2012	8-inch Sewer
October 16, 2012	Awarded to R.A. Building Repairs
February 2, 2012	\$50,000 annually budgeted for project.



City of New Smyrna Beach, Florida

3RD AVENUE GATEWAY SIGNAGE									
Project # 567908									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
CRA (120)	\$150,440	\$131,487	\$139,347	\$8,683					
TOTAL REVENUES	\$150,440	\$131,487	\$139,347	\$8,683	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig Contract + C.O.'s)	\$23,940	\$12,870	\$20,730	\$0					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$0	\$2,809	\$2,809	\$0					
Construction Contract Amount (Orig Contract + C.O.'s)	\$126,500	\$115,809	\$115,809	\$8,683					
TOTAL EXPENDITURES	\$150,440	\$131,487	\$139,347	\$8,683	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
No additional costs are anticipated since the site is already part of the City's maintenance program.									
Description:									
Monumental sign at the intersection of 3rd Avenue and South Peninsula Avenue to welcome visitors to the South Beach/3rd Avenue area.									
Strategic Plan:									
This project will foster economic develop and maintain the identity of the City of New Smyrna Beach.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
June 22, 2015 May 23, 2015 May 15, 2015 April 28, 2015 February 24, 2015 September 23, 2014 December 12, 2014 March 11, 2014	Formalized Notice of Proceed executed by Contractor FDOT Notice to Proceed Received Pre Construction Meeting was held with City Staff/UC/DSR Construction/Finely Engineering City Commission approved the constuction contract award to DSR Construction, Inc. in the amount of \$117,026.26 City Commission approved staff to advertise for bids Communi8ty Aesthetic Feature (CAF) Agreement approved by the City Commission City Commission requested monument sign match existing wayfinding signs thoroughout City City Commission Approved Design Contract to Finely Engineering in the amount of \$23,940

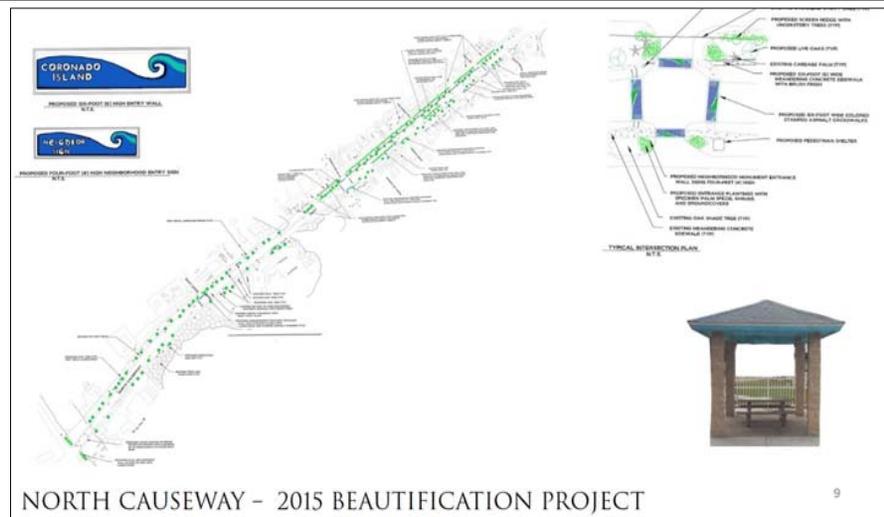


City of New Smyrna Beach, Florida

NORTH CAUSEWAY BEAUTIFICATION									
Project # 567789									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
CRA Funds	\$679,331	\$37,125	\$96,185	\$583,146					
FDOT Grant	\$500,000	\$0	\$0	\$500,000					
TOTAL REVENUES	\$1,179,331	\$37,125	\$96,185	\$1,083,146	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount	\$95,830	\$36,770	\$95,830	\$0					
Construction Contract Amount	\$1,083,501	\$0	\$0	\$1,083,146					
Misc	\$0	\$355	\$355	\$0					
TOTAL EXPENDITURES	\$1,179,331	\$37,125	\$96,185	\$1,083,146	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
It is estimated that the cost of maintaining the properties will be approximately \$26,000/year.									
Description:									
A landscaping initiative along the N. Causeway from Riverside Drive east to the draw bridge. Large trees, understory trees and hedges will complement the decorative streetscape, lighting enhancements, shaded pavilions and new signage. Funding is through the CRA and FDOT.									
Strategic Plan:									
This beautification initiative is consistent with the City Commission Goal of maintaining New Smyrna's reputation as premier beachfront community.									

City of New Smyrna Beach, Florida

Date Updated	Project History
<p>October 8, 2015 September 17, 2015 August 26, 2015 May 7, 2015 April 14, 2015 February 24, 2015 January 13, 2015 October 15, 2014 March 11, 2014 November 11, 2013</p>	<p>Received 100% Electrical drawing for UC to review/pricing by contractor (delayed NTP date to future date) Regroup meeting held with all project team members to confirm target start date needs Amendment #2 for JPA between FDOT and the City fully executed Pre-construction meeting held with FDOT/UC/City Staff/Contractor City Commission approved construction contract award to P&S Paving in the amount of \$1,045,509.00 City Commission approved staff to advertise for construction bids City Commission approved Change Order 2 to Finley Engineering in the amount of \$6,500 Finley Engineering submitted design package to FDOT for review/comment/approval City Commission approved change order to Finley Engineering in the amount of \$39,840 as a result of increasing total project budget City Commission approved Finley Engineering Design Proposal in the amount of \$52,120</p>



NORTH CAUSEWAY - 2015 BEAUTIFICATION PROJECT



City of New Smyrna Beach, Florida

BABE JAMES EXPANSION									
Project # 567101									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
CRA Fund (120)	\$839,787	\$634,377	\$839,787						
TOTAL REVENUES	\$839,787	\$634,377	\$839,787	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Gerald J Pendegrast III)	\$48,620	\$4,279	\$48,620						
Construction Contract Amount	\$706,430	\$578,956	\$706,430						
Utilities Commission Fees	\$6,939	\$0	\$6,939						
Miscellaneous Expenditures (Portables, Adds)	\$77,798	\$51,142	\$77,798						
Contingency	\$0	\$0	\$0						
TOTAL EXPENDITURES	\$839,787	\$634,377	\$839,787	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Existing staff will occupy the new offices and continue to operate under the same premise prior to construction, and maintenance & building upkeep will be performed through the Maintenance Operations Department. Two part-time employees have been added for program services at an estimated annual cost of \$25,350. Additionally, the Center has been added to the City's janitorial services contract at a cost of approximately \$30,000/year.									
Description:									
The improvements consist of removing the covered entryway feature and enclosing this area to add 1,653 sq.ft. of climate controlled space. The building addition will house family services, computer rooms, reception area and youth services office. Some of the existing building interior will also be renovated for efficiency and replace outdated equipment/furniture including the multi-purpose room, kitchen and restroom facilities. Other minor site work includes reconfiguring the parking area adjacent to the proposed entryway and relocating the solid waste dumpster away from the building closer to Washington Street.									
Strategic Plan:									
Continue improvements in Historical Westside - This project will preserve the historic footprint and neighborhood character of our community.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
April 29, 2015	Ribbon Cutting Ceremony was held for the grand opening of the center
February 24, 2015	City Commission approved Change Order #3 in the amount of \$7,951.00 to Hall Construction
January 13, 2015	City Commission approved Change Order #2 in the amount of \$33,016.00 to Hall Construction
October 6, 2014	City Manager approved Change Order #1 in the amount of \$ 21,290.00 to Hall Constuction
August 4, 2014	GROUND-BREAKING CEREMONY WAS HELD WHICH MARKED THE START OF CONSTRUCTION.
July 10, 2014	Pre-Construction Meeting
June 24, 2014	City Commission Awards Construction Contract to Hall Construction Co., Inc. in the amount of \$642,800
June 4, 2014	Letter of Recommendation Received from Architect
May 28, 2014	Bid Opening
May 19, 2014	Approval of Developer's Agreement with Utilities Commission (UC Permit)
May 6, 2014	Mandatory Pre-Bid Meeting
April 26, 2014	Project was Advertised for Bids
March 11, 2014	City Commission Approved Relocation of Events from Babe James to portables in Pettis Park
December 10, 2013	City Commission Approved Design to move forward to Construction Bid Documents
July 12, 2013	Review Draft Floor Plan with Pendergast
March 25, 2013	Updated Cost Estimate Presented to Historic Westside
November 5, 2010	Staff is preparing an advertisement for Architectural services for the development of a design build project
October 18, 2010	Architectural services contract on the CRA Sept 8 and City Commission Sept 14 agendas. Next meeting with property owner scheduled on Sept 10



City of New Smyrna Beach, Florida

BRANNON CIVIC CENTER									
Project # 567739									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE Capital Project Fund Loan Proceeds (302)	\$5,857,389	\$1,479,022	\$1,600,959	\$4,256,429					
TOTAL REVENUES	\$5,857,389	\$1,479,022	\$1,600,959	\$4,256,429	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Architectural & Design Services (Rogers, Lovelock)	\$464,950	\$276,674	\$398,611	\$66,339					
Building Improvement (National Construction)	\$4,930,067	\$1,084,480	\$1,084,480	\$3,845,587					
Contingency	\$336,344	\$0	\$0	\$336,344					
Misc	\$126,028	\$117,868	\$117,868	\$8,160					
TOTAL EXPENDITURES	\$5,857,389	\$1,479,022	\$1,600,959	\$4,256,429	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Once completed, the City will be fiscally responsible for maintenance, insurance and other recurring costs for the facility as in the past. The new Center will have slightly larger square footage; however, the new HVAC system is expected operate more efficiently with minimal impact on overall costs.									
Description:									
Based on consultants building analysis report it was recommended to the City Commission to demolish and rebuild a new structure due to various deficiencies throughout the existing facility.									
Strategic Plan:									
Develop New Smyrna Beach as a premier beach community as a location for highly desirable business/residential developments.									

City of New Smyrna Beach, Florida

Date	PROJECT HISTORY
June 23, 2015	City Commission approved project to enter Owner Direct Purchase Program
May 13, 2015	Pre-Construction Meeting held with WJ Construction, RLF Architects, UC and City Staff
April 14, 2015	City Commission approved the construction contract award to W & J Construction in the amount of \$ 4,948,642
March 10, 2015	Mandatory Pre-Bid Meeting held with potential bidders
February 10, 2015	City Commission approved staff to advertise for Construction Bids
December 12, 2014	City Commission approved the temporary relocation of the Council on Aging to 2650 N. Dixie Freeway, a city-owned building
September 9, 2014	Concept design approved by City Commission
June 24, 2014	City Commission approved Award of Design Contract to RLF Architects in the amount of \$447,950
June 13, 2014	Proposal received from RLF Architects
May 13, 2014	City Commission approved RLF Architects to develop a Design Proposal for the execution of Professional Services
April 8, 2014	RLF Architects Completes Planning & Programming Study
December 10, 2013	City Commission approved RLF Architects to conduct a planning & programming study for the future state of the Brannon Center
September 18, 2013	Submission Deadline for RFQs
August 17, 2013	Request for Qualifications Advertised to seek out Professional Services for overall building assessment



City of New Smyrna Beach, Florida

CITY HALL RENOVATIONS									
Project # 567828									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
Capital Project Fund Loan Proceeds (302)	\$840,005	\$8,600	\$26,295	\$0	\$813,710				
TOTAL REVENUES	\$840,005	\$8,600	\$26,295	\$0	\$813,710	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig Contract + C.O.'s)	\$195,000	\$6,600	\$23,420	\$0	\$171,580				
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$10,000	\$2,000	\$2,875	\$0	\$7,125				
Construction Contract Amount (Orig Contract + C.O.'s)	\$635,005	\$0	\$0	\$0	\$635,005				
TOTAL EXPENDITURES	\$840,005	\$8,600	\$26,295	\$0	\$813,710	\$0	\$0	\$0	\$0
Operating Impact:									
Expansion or addition of City Hall Sqare footage will increase recurring maintenance and utilities; however, at this time the City has not finalized project plans so cost can not be estimated.									
Description:									
Additions and Renovations for City Hall to provide sapce for existing out-grown building.									
Strategic Plan:									
Thie project will help the City foster economic development while maintaining the identity of New Smyrna Beach.									

City of New Smyrna Beach, Florida

Date Updated	Project History
<p>September 22, 2015 June 23, 2015 February 24, 2015 December 10, 2013 October 22, 2013 August 13, 2013</p>	<p>City Commission approved Staff to enter into negotiations for future potential purchase of the 214 Sams Avenue property City Commission approved Staff to pursue Structural Analysis and Temporary Relocation of Planning/Engineering/Bldg Dept to 2650 US 1 City Owned bldg City Commission APPROVED Staff to pursue appraisals for the adjacent Baptist Church Property for review City Commission APPROVED Bank Issuance to fund City Hall Expansion along with many other Capital Projects. City Commission APPROVED ranking of Architectural Firms, identifying Gerard Pendergast as the preferred candidate. City Commission APPROVED advertisement of RFQ for seeking out Architectural Services.</p>

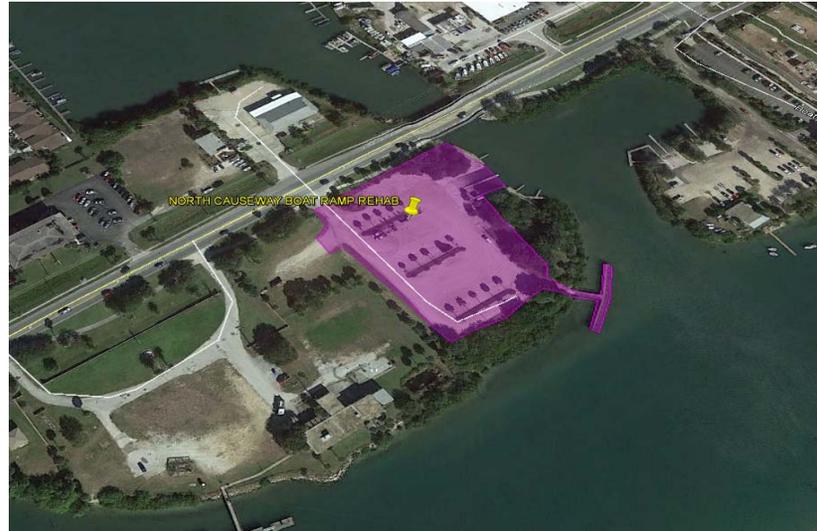


City of New Smyrna Beach, Florida

NORTH CAUSEWAY BOAT RAMP Project # 567894									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
Florida Inland Navigation District Grant	\$407,500	\$370,036	\$404,980						
Capital Project Fund Loan Proceeds (302)	\$407,500	\$299,256	\$334,539						
CRA	\$150,000	\$150,000	\$150,000						
TOTAL REVENUES	\$965,000	\$819,292	\$889,519	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design (Quentin L. Hampton)	\$89,540	\$13,873	\$83,761						
Construction	\$824,800	\$803,312	\$803,312						
Misc. (Mobilization, Demolition, Permitting)	\$50,660	\$2,107	\$2,446						
TOTAL EXPENDITURES	\$965,000	\$819,292	\$889,519	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact: -									
Project is for updating and renovating an existing park. Additional costs are not anticipated when complete.									
Description:									
To replace existing restrooms with a new restroom, pave all unpaved parking areas, repair existing sea-wall and enhance overall landscaping.									
Strategic Plan:									
Cultivate a system of diverse, well-utilized, easily accessible network of parks, open spaces, and trails, meeting the needs of our diverse population.									

City of New Smyrna Beach, Florida

Date	PROJECT HISTORY
June 5, 2015 November 18, 2014 February 24, 2015 January 22, 2013	Ribbon Cutting Ceremony held City Commission APPROVED construction contract to Saboungi Construction in the amount of \$824,799.42 City Commission APPROVED Authorization to Advertise for Construction Bids City Commission APPROVED entering into a contract with Quentin L. Hampton in the amount of \$39,620 for design services.



City of New Smyrna Beach, Florida

SPORTS COMPLEX									
Project # 567201 & 567204									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
General Fund (001)	\$994,922	\$279,702	\$713,624	\$29,044					
Capital Project Fund Loan Proceeds (302) - Phase II	\$375,000	\$321,513	\$375,000	\$0					
Sanitation Fund	\$500,000	\$500,000	\$500,000	\$0					
TOTAL REVENUES	\$1,869,922	\$1,101,215	\$1,588,624	\$29,044	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design (Parker Mynchenberg & Associates) - Phase I	\$38,980	\$0	\$38,980	\$0					
Replacement of Bleachers Phase I (A.G.Piper)	\$372,372	\$0	\$372,372	\$0					
Design (Quentin Hampton) Home Side Bleachers -Phase II	\$97,092	\$59,048	\$68,048	\$29,044					
Design (Parker Mynchenberg & Associates) - Phase II	\$26,160	\$0	\$26,160	\$0					
Replacement of Home Side Bleachers (Canaveral Construction)	\$1,041,792	\$1,041,792	\$1,041,792	\$0					
Misc.	\$41,273	\$375	\$41,273	\$0					
Contingency	\$252,253		\$0	\$0					
TOTAL EXPENDITURES	\$1,869,922	\$1,101,215	\$1,588,624	\$29,044	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Once the new stands are replaced there should be minimum to no maintenance on the new grandstands.									
Description:									
Replacing the steel structure beneath the grandstands on the visitor's side of Municipal Stadium. The existing bleacher's support structures on the east side of the stadium have structurally deteriorated and are in need of evaluation, restoration, and replacement. In Spring of 2014, we will be replacing the structure beneath the home side. This is due to premature rusting that has eaten through the powder coating on the existing structure.									
Strategic Plan:									
The Sports Complex provides a well utilized, easily accessible park network to meet the City's plan to provide such amenities to our diverse population.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
<p>August 13, 2015 April 28, 2015 January 17, 2015 - February 17, 2015 June 10, 2014 May 14, 2013 April 22, 2013 January 8, 2013 September 25, 2012</p>	<p>Project substantially complete City Commission approved additional transfer for funding bleachers (Ordinance 37-15) Project out to bid City Commission Approved the fee proposal submitted by Parker Mynchenberg & Associates, Inc in the amount of \$26,160.00 for evaluation of the Home Side Bleachers. A.G. Pifer \$387,137.30 Phase 1 Base Bid Awarded by City Commission Pre-Bid Meeting City Commission approved Parker & Mynchenberg & Associates for engineering services. Scope of work includes the evaluation for refurbishment and the redesign of a new east side stadium structure. Project and budget adopted for FY2013.</p>



City of New Smyrna Beach, Florida

HOLLAND PARK AT OTTER LAKE									
Project # 567804 & 567201									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
ECHO GRANT	\$558,661	\$0	\$258,661	\$300,000					
GENERAL FUND (001)	\$257,894	\$0	\$257,894	\$0					
Capital Project Fund Loan Proceeds (302)	\$300,000	\$72,762	\$72,762	\$227,238					
TOTAL REVENUES	\$1,116,555	\$72,762	\$589,317	\$527,238	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Property Acquisition	\$516,555	\$0	\$516,555	\$0					
Design Contract Amount (Orig Contract + C.O.'s)	\$113,296	\$68,452	\$68,452	\$44,844					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$4,610	\$4,310	\$4,310	\$300					
Construction Contract Amount (Orig Contract + C.O.'s)	\$482,094	\$0	\$0	\$482,094					
Construction Costs Incurred To-Date									
Construction Percent Spent To-Date									
TOTAL EXPENDITURES	\$1,116,555	\$72,762	\$589,317	\$527,238	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
The project is still in the planning stages and the definitive design has recently been adjusted. It has not been bid at this time; therefore, anticipated expenses can not be estimated until final construction plans are adopted.									
Description:									
A public recreation space consisting of parking areas, fishing, water access, kayak, canoe launches and an additional access point & trailhead to the Multi-Use Trail off Pioneer Trail.									
Strategic Plan:									
Cultivate a system of diverse, well-utilized, easily accessible network of parks, open spaces, and trails, meeting the needs of our diverse population. - FY2013									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
June 15, 2015 April 30, 2015 February 18, 2015 August 28, 2014 June 24, 2014	PMA submitted design package for final PRC site plan review Public Meeting (60% Design) Held Design & permitting Volusia County issued Notice-To-Proceed with ECHO grant project 14-04 Otter Lake Park. City Commission approved the Volusia County ECHO Agreement & Restrictive Covenants for the new park to be constructed within a two year time frame.



City of New Smyrna Beach, Florida

CENTRAL FIRE STATION #50									
Project # 567794									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
General Obligation Bonds	\$3,663,283	\$200,555	\$3,477,189						
TOTAL REVENUES	\$3,663,283	\$200,555	\$3,477,189	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design (Hawkins, Hall & Ogle Architects)	\$180,916	\$1,109	\$180,916						
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$142,958	\$97,395	\$144,515						
Utilities Commission Fees	\$106,110	\$654	\$88,252						
Construction(APM)	\$2,911,376	\$46,719	\$2,911,376						
Equipment	\$321,923	\$54,678	\$152,130						
Contingency	\$0	\$0	\$0						
TOTAL EXPENDITURES	\$3,663,283	\$200,555	\$3,477,189	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Increased utilities and operating expenses of the new Fire station have been added to Fire Dept budget as well as maintenance of the station. Savings from closing the Downtown Station will offset these new operating expenses; the estimated annual cost increase is \$31,000 per year.									
Description:									
This is the third station funded by the General Obligation Bond Issue of 2005. This is the fourth station in the City of New Smyrna Beach and consistent with the Fire Station Master Plan effectively placing four stations to service the 53 square miles. Upon completion, the downtown station will be closed making the space available for economic development. Central Fire Station #50 will house Fire Administration, one full time firefighting crew and 3 apparatus bays. It is consistent with West Fire Station #51 in layout. Fire Station #52 is East and North Fire Station #53 was completed in FY2010-11.									
Strategic Plan:									
The addition of Fire Station 50 will assist the City to maintain its goal to maintain public safety in concert with our permanent and transient population growth in the community.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
June 24, 2014	City Commission Approved the purchase of furniture & office equipment from a State Contract with Pride Enterprises.
June 10, 2014	City Commission Approved the purchase and installation of new radio& alerting system equipment at a cost of \$24,998.84.
May 13, 2014	Budget amendment approved by City Commission for \$100K-Ordinance 36-14
February 25, 2014	Budget amendment approved by City Commission for \$20K -Ordinance 15-14
January 28, 2014	Budget amendment approved by City Commission for \$9,600 -Ordinance 04-14
February 26, 2013	Budget amendment approved by City Commission for \$70K as contingency. -Ordinance 08-13
March 27, 2012	Special Exception Approved
February 3, 2012	Initial Meeting with Architect



City of New Smyrna Beach, Florida

MANATEE PLAYGROUND Project #567209									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
CRA (120)	\$273,500	\$273,000	\$273,000						
TOTAL REVENUES	\$273,500	\$273,000	\$273,000	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design Contract Amount (Orig. Contract + C.O.'s)	\$273,500	\$273,000	\$273,000						
Misc. Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc.)	\$0	\$0	\$0						
Construction Contract Amount (Orig. Contract + C.O.'s)	\$0	\$0	\$0						
TOTAL EXPENDITURES	\$273,500	\$273,000	\$273,000	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
No anticipated increase in recurring expenditures.									
Description:									
Replace existing leathers designed community playground which is 20 years old and in disrepair. Slide is rusted and components are needed to be replaced.									
Strategic Plan:									
The demolition and rebuilding of Manatee Park meets the City's goal to maintain a diverse, well utilized and easily accessible network of parks, open spaces and trails for the community.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
<p>June 22, 2015 April 14, 2015 February 18, 2015</p>	<p>Demolition of existing playground started City Commission approved the Design-Build contract award to Nujak Construction in the amount of \$273,500 Out to Bid (Design Build)</p>



City of New Smyrna Beach, Florida

SIDEWALKS									
Project # 567726									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
General Obligation Bonds	\$1,221,182	\$216,572	\$548,995	\$94,375	\$500,000				
FDOT Grant	\$58,945	\$58,945	\$58,945	\$0	\$0				
TOTAL REVENUES	\$1,280,127	\$275,517	\$607,940	\$94,375	\$500,000	\$0	\$0	\$0	\$0
EXPENDITURES									
Design (Quentin L. Hampton Associates)	\$160,824	\$53,264	\$90,824	\$37,771	\$50,000				
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, etc)	\$57,752	\$16,073	\$37,752	\$499	\$10,000				
Construction	\$1,061,551	\$206,180	\$479,364	\$56,105	\$440,000				
TOTAL EXPENDITURES	\$1,280,127	\$275,517	\$607,940	\$94,375	\$500,000	\$0	\$0	\$0	\$0
Operating Impact:									
This project will add additional sidewalks throughout the City. The impact will not be immediate in terms of maintenance but 10 years from the completion of construction some maintenance will be required.									
Description:									
The installation of new sidewalks is funded by the General Obligation Bond Issue of 2005. The update of the sidewalk master plan was completed in June of 2012. Sidewalks from each zone were selected and approved by the City Commission.									
Strategic Plan:									
The City's recurring review and renovation of sidewalks assists with the maintenance of public safety standards for the community.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
August 25, 2014 August 7, 2014 June 24, 2014 June 17, 2014 October 9, 2012 June 12, 2012	Notice to Proceed was Issued. Pre-Construction Meeting was held. City Commission Approved Construction Contract Award to Whitehouse Contracting LLC. In the amount of \$66,109.30 Public Meeting - 90% Design Drawings Survey Continuing Services Final Approval of Priority List for City Commission Consideration

City of New Smyrna Beach, Florida

COLONY PARK

Project # 567201

<i>FUNDING SOURCE</i>	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
Transportation Impact Fee Fund (109)	\$1,593,588	\$1,021,016	\$1,556,937	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$1,593,588	\$1,021,016	\$1,556,937	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design (Infrastructure Engineerings)	\$211,500	\$5,653	\$174,849	\$0	\$0	\$0	\$0	\$0	\$0
Construction (Halifax Paving)	\$1,146,308	\$1,015,363	\$1,146,308	\$0	\$0	\$0	\$0	\$0	\$0
Misc.	\$235,780	\$0	\$235,780	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,593,588	\$1,021,016	\$1,556,937	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Recurring costs will be required for street maintenance and utilities.									
Description:									
Scope of work includes the design and preparation of construction plans to extend Colony Park Road north from its existing terminus to Pioneer Trail..									
Strategic Plan:									
The Colony Park Street project not only has helped to develop an attractive business environment, but also has contributed to increased public safety by providing additional traffic flow options for drivers.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
18-Feb-15	Updated schedule received from Halifax Paving for delayed construction date. New Completion date is 3/31/15.
May 27, 2014	City Commission Approved the contract award for construction to Halifax Paving, Inc. in the amount of \$1,110,972.50
March 25, 2014	City Commission Approved entering into an easement agreement with the Utility Commission for the construction of Colony Park Roadway.
March 12, 2013	Commission approves cross section
January 9, 2013	Kick-off with Infrastructure Engineerings
December 11, 2012	City Commission approved Infrastructure Engineers, Inc. for engineering services.
November 13, 2012	City Commission approved budget amendment, Ordinance 98-12, for the appropriation of the Colony Park project.
September 11, 2012	Committee Ranking Review by City Commission
March 22, 2012	Staff met with Engineers for Glenn Storch



CITY OF NEW SMYRNA BEACH, FLORIDA

CANAL CALORE DREDGING									
Project # 567501									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures Through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
General Fund	\$142,713	\$6,925	\$142,713	\$0					
TOTAL REVENUES	\$142,713	\$6,925	\$142,713	\$0	\$0	\$0	\$0	\$0	\$0
EXPENDITURES									
Design (Quentin L. Hampton Associates)	\$3,300	\$3,300	\$3,300	\$0					
Misc Expenditures (Survey, Printing, Permits, Materials Testing and Verification, Ads, etc)	\$3,925	\$3,625	\$3,925	\$0					
Construction	\$135,488	\$0	\$135,488	\$0					
TOTAL EXPENDITURES	\$142,713	\$6,925	\$142,713	\$0	\$0	\$0	\$0	\$0	\$0
Operating Impact:									
Project is funded 50% by contingent property owners.									
Description:									
Maintenance of dredging for the Canal Calore off the Intercoastal									
Strategic Plan:									
The Canal Calore Project has helped to establish a enviromental friendly sustainable waterway.									

CITY OF NEW SMYRNA BEACH, FLORIDA

Date Updated	PROJECT HISTORY
<p>June 13, 2014</p> <p>March 11, 2014</p> <p>January 14, 2014</p>	<p>Pre-Survey report received (assumes 1800 cy of fill to be required)</p> <p>City Commission Approved Construction award to Brance Diversified in the amount of \$94,143.00 (+ 10% Continency) total construction cost of \$104,143.00.</p> <p>City Commission Approved the bid specifiacion and drawings in order to advertise the project for construction bids.</p>



City of New Smyrna Beach, Florida

Isleboro Master Plan									
Project # 567201 & 567914									
	Total Project Budget	Estimated Expenditures FY15	Estimated Expenditures through FY15	Carryforward to FY16	Budget for FY16	Budget for FY17	Budget for FY18	Budget for FY19	Budget for FY20
FUNDING SOURCE									
Stormwater (101)	\$1,300,000	\$292,060	\$292,060	\$9,278	\$300,000				
TOTAL REVENUES	\$1,300,000	\$292,060	\$292,060	\$9,278	\$300,000	\$0	\$0	\$0	
EXPENDITURES									
Property Acquisition	\$1,000,000	\$292,060	\$292,060	\$0	\$0				
Engineering	\$300,000	\$0	\$0	\$9,278	\$300,000				
TOTAL EXPENDITURES	\$1,300,000	\$292,060	\$292,060	\$9,278	\$300,000	\$0	\$0	\$0	
Operating Impact:									
Maintaining new pumps and standard maintenance for the entire project.									
Description:									
Acquisition of property in area of repetitive flooding. One million dollars has been designated for property acquisition and up to \$300,000 for engineering design costs to begin various design elements.									
Strategic Plan:									
Develop an infrastructure/service system for current and future population, using principles of community sustainability and sustainable government.									

City of New Smyrna Beach, Florida

Date Updated	PROJECT HISTORY
August 11, 2015 April 28, 2015 March 11, 2015	City Commission approved Ordinance 53-15 for additional \$ 241,852 for Tetra Tech Engineering Services; brings total of engineering services to \$ 541,852 City Commission approved Ordinance 37-15 for funding of \$1,300,000 City Commission approved Ordinance 27-15 for



APPENDICES

Appendix 1: History of Assessed Property Valuation
and Millage Rates

Appendix 2: Assessed Value and Estimated Actual
Value of Taxable Property

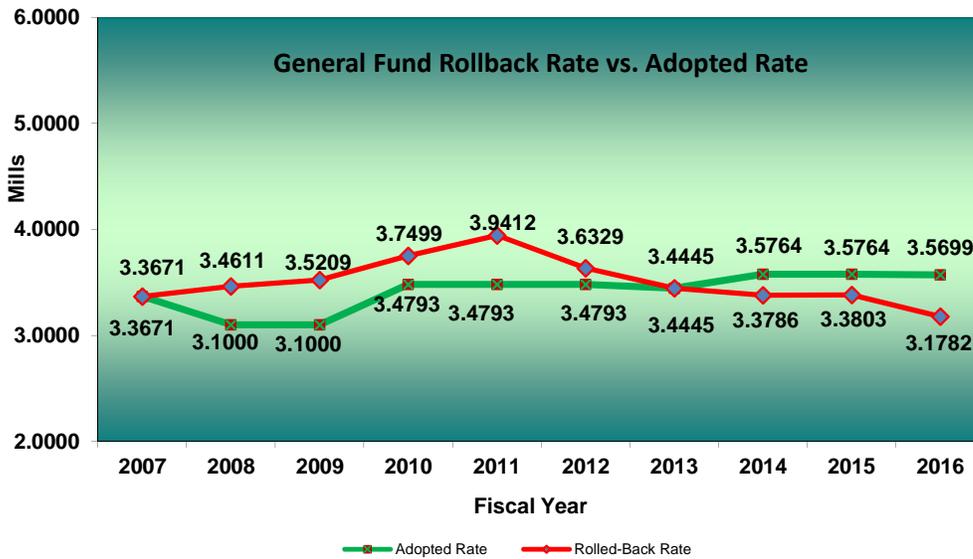
Appendix 3: Capital Asset Statistics by
Function/Program

Appendix 4: Glossary of Terms and Acronyms

City of New Smyrna Beach, Florida

APPENDIX 1: HISTORY OF ASSESSED PROPERTY VALUATION AND MILLAGE RATES

Fiscal Year	Assessed Value Nonexempt	General Fund Millage Rate	Debt Service Millage Rate	Combined Millage Rate
2007	2,845,407,991	3.3671	0.37593	3.7430
2008	3,743,475,297	3.1000	0.37811	3.4781
2009	3,750,485,808	3.1000	0.41304	3.5130
2010	3,443,228,086	3.4793	0.52060	3.9999
2011	2,845,189,751	3.4793	0.59470	4.0740
2012	2,507,947,973	3.4793	0.62180	4.1011
2013	2,452,674,153	3.4445	0.61300	4.0575
2014	2,519,811,229	3.5764	0.5999	4.1763
2015	2,722,721,625	3.5764	0.4519	4.0283
2016	2,924,320,102	3.5699	0.4300	3.9999



City of New Smyrna Beach, Florida

**APPENDIX 2: ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
FOR THE LAST TEN FISCAL YEARS**

Fiscal Year² Ended September 30	Residential Property	Commercial Property	Industrial Property	Agricultural Property	Institutional Property	Governmental Property	Vacant Land and Other	Tangible Personal Property	Total Assessed Value	Less: Tax-Exempt Property	Total Taxable Assessed Value¹	Total Direct Tax Rate¹
2005	2,402,037,606	187,107,734	24,993,183	3,785,479	44,081,130	111,526,525	134,115,499	63,375,983	2,971,023,139	761,834,716	2,209,188,423	5.10000
2006	3,194,973,902	211,775,243	26,667,315	8,673,388	49,020,272	122,181,480	218,140,595	66,342,093	3,897,774,288	1,052,366,297	2,845,407,991	4.81189
2007	4,257,914,487	264,371,984	30,700,167	38,285,480	59,426,704	157,768,843	361,036,976	73,607,463	5,243,112,104	1,499,636,807	3,743,475,297	3.74303
2008	4,173,803,718	271,571,334	34,143,264	42,039,565	55,915,233	169,220,896	301,699,421	96,460,839	5,144,854,270	1,394,368,462	3,750,485,808	3.47811
2009	3,783,955,083	269,255,809	33,299,369	43,238,395	54,813,362	157,526,521	308,301,735	101,635,480	4,752,025,754	1,308,797,668	3,443,228,086	3.51304
2010	2,657,863,366	294,557,232	32,211,542	976,147	47,348,888	134,349,671	190,315,443	100,120,016	3,457,742,305	612,552,554	2,845,189,751	3.99990
2011	2,408,084,268	247,885,861	27,677,554	680,908	39,970,180	57,714,605	209,065,101	100,999,812	3,092,078,289	584,130,316	2,507,947,973	4.07400
2012	2,342,004,615	225,970,455	24,485,981	673,972	37,355,385	69,714,230	200,124,416	99,214,618	2,999,543,672	591,696,575	2,407,847,097	4.101100
2013	2,403,446,644	227,013,083	23,575,862	678,375	37,460,082	122,362,414	129,905,505	160,107,446	3,104,549,411	651,875,258	2,452,674,153	4.05750
2014	2,477,659,029	242,549,870	23,580,787	902,857	38,112,705	122,392,149	115,242,545	173,608,473	3,194,048,415	674,237,186	2,519,811,229	4.17630
2015	2,662,911,966	264,239,522	24,807,438	1,416,412	42,546,782	132,820,223	118,502,798	172,284,943	3,419,530,084	696,808,459	2,722,721,625	4.02830

Source: Volusia County, Florida, Property Appraiser.

Note: ¹Property in The City of New Smyrna Beach is reassessed each year by the Volusia County Property Appraiser. Property is assessed at 85% of actual value. Tax rates are per \$1,000 of assessed value.

²All property valuations for the specified fiscal year ends are obtained from the previous year's tax roll (i.e. all fiscal 2012 data was obtained from the 2011 calendar year tax roll).

City of New Smyrna Beach, Florida

**APPENDIX 3: CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
FOR THE LAST TEN FISCAL YEARS**

	Fiscal Year Ending September 30									
	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
General Government:										
Area (Sq. miles)	40.7	38.9	38.9	38.0	38.0	38.0	38.0	38.0	37.7	37.7
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Zone office	1	1	1	1	1	1	1	-	-	-
Patrol units	49	49	49	49	50	41	40	38	36	31
Fire stations	4	4	4	4	4	4	4	4	4	4
Public Works-Transportation										
Paved streets (miles)	195.4	188.4	188.3	188.0	188.0	198.0	198.0	198.0	206.8	183.0
Unpaved streets (miles)	16.0	16.0	16.0	16.3	16.3	22.0	22.0	17.0	14.2	14.2
Streetlights	2,875	2,875	2,860	2,850	2,817	2,863	2,863	2,660	2,664	2,618
Traffic signals	33	33	33	33	31	30	30	21	21	10
Parks and recreation										
Area (acres)	253.0	253.0	253.0	253.0	275.5	275.5	275.5	275.5	273.5	273.5
Tennis Courts	9	9	9	9	9	9	9	9	9	12
Playgrounds	12	12	11	10	11	10	10	10	10	11
Recreation (community) centers	3	3	3	3	3	3	3	3	3	2
Shuffleboard/lawn bowling courts	21	21	21	21	21	40	40	40	40	40
Soccer/football fields	6	6	6	6	6	6	6	6	6	5
Baseball/softball diamonds	9	9	9	9	9	9	9	9	9	9
Basketball courts	7	7	7	7	7	7	7	7	7	8
18 hole golf courses	1	1	1	1	1	1	1	1	1	1
Marina boat slips	42	42	42	42	42	42	42	42	42	42
Boat ramps	6	6	6	6	6	6	6	6	6	6
Parks and picnic areas	24	24	24	23	23	23	23	23	22	22

Source: Various City Departments

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

ACTIVITY:	Sub-organizational unit of a Division established to provide specialized service to citizens.
ACCOUNTING SYSTEM:	A system of financial record-keeping that records, classifies, and reports information on the financial status and operation of an organization.
ACCRUAL BASIS:	A method of accounting in which transactions are recognized when they occur, regardless of when cash is actually exchanged.
ACCRUED EXPENDITURES:	Charges incurred by a recipient during a given period requiring the provision of funds for: (1) goods and other tangible property received; (2) services performed by employees, contractors, sub-recipients, and other payees; and (3) other amounts becoming owed under programs for which no current services or performance is required.
ACCRUED INCOME:	Sum of: (1) earnings during a given period from (i) services performed by the recipient, and (ii) goods and other tangible property delivered to purchasers; and (2) amounts becoming owed to the recipient for which no current services or performance is required by the recipient.
ACQUISITION COST OF EQUIPMENT:	Net invoice price of the equipment, including the cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the property usable for the purpose for which it was acquired. Other charges, such as the cost of installation, transportation, taxes, duty or protective in-transit insurance, shall be included or excluded from the unit acquisition cost in accordance with the recipient's regular accounting practices.
AD VALOREM TAX:	The primary source of revenue for the City. A tax levied on the assessed value (net of the exemption) of real or personal property. This is commonly referred to as "Property Tax." The Property Appraiser determines the value of all taxable real property.
ADOPTED BUDGET:	The financial plan of revenues and expenditures as approved by the City Commissioners at the beginning of the fiscal year.
ADVANCE PAYMENT:	A payment made to a recipient upon its request either before outlays are made by the recipient or through the use of predetermined payment schedules.
ADVISORY COMMITTEE:	A citizen's board, or commission, appointed by the City Commissioners to review and recommend policies for specific programs and functional areas, such as Community Redevelopment Agency, Planning and Zoning etc.
AGENCY:	A principal unit of the City government or a governmental unit outside the City government which receives City funding.
AGGREGATE MILLAGE RATE:	A weighted average millage rate for the tax-supported funds including County-wide municipal services taxing funds. Voted debt service millages are not included in the aggregate millage.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

AMENDMENT:	A change to an adopted budget that may increase or decrease a fund total. The change must be approved by the Board of City Commissioners.
AMENDMENT 10 VALUE CAP:	The amount homesteaded properties can increase since Amendment 10 was implemented (Save Our Homes).
AMORTIZATION:	The payment of an obligation in a series of installments or transfers or the reduction of the value of an asset by prorating its cost over a number of years.
APPLICATION PACKAGE:	A group of specific forms and documents for a specific funding opportunity which are used to apply for a grant.
APPROPRIATION:	An authorization by the City Commission to make expenditures and incur obligations from City funds for purposes approved by the Commission.
ASSESSED VALUATION:	A value established by the County Property Appraiser for real or personal property for the use as a basis for levying property taxes.
ASSET:	Resources owned or held by a government which has monetary value.
AUDIT:	A review of the City's accounting system to ensure that financial records are accurate and in compliance with all legal requirements for handling of public funds, including state law.
AWARD:	Financial assistance that provides support or stimulation to accomplish a public purpose. Awards include grants and other agreements in the form of money or property in lieu of money, by the Federal Government to an eligible recipient.
BALANCED BUDGET:	A financial plan for the operation of a program or organization for a specified period of time (fiscal year) that matches anticipated revenue with proposed expenditures. A budget in which the income equals expenditures.
BASE BUDGET:	The amount programmed in the budget year for conducting the same program and performing the same services as are planned for the current year. Normally, the only differences between the current-year budget and the base budget are costs that cannot be avoided such as salary increases for existing personnel. All other costs are budgeted as service level adjustments.
BOND:	A written promise to pay a sum of money at a specific date (called a maturity date) together with periodic interest detailed in a bond resolution.
BOND FUNDS:	The revenues derived from issuance of bonds used to finance capital projects.
BUDGET:	A financial plan for a specified period of time (fiscal year) that matches proposed expenditures with anticipated revenues.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

BUDGET ADJUSTMENT:	A revision to the adopted budget occurring during the effective fiscal year as approved by the Board of City Commissioners via an amendment or transfer.
BUDGET CALENDAR:	The schedule of key dates involved in the process of adopting and executing the annual budget.
BUDGET HEARING:	The public hearing conducted by the Board of City Commissioners to consider and adopt an annual budget.
BUDGET MESSAGE:	A brief, written statement presented by the City Administrator to explain principal budget issues and to provide policy recommendations to the Board of City Commissioners.
CAPITAL IMPROVEMENT PLAN:	A document that identifies the costs, scheduling, and funding of various large capital items; i.e., buildings, roads, bridges, water and sewer systems. The plan should identify costs associated with existing deficiencies versus capacity available for growth.
CAPITAL OUTLAY:	Appropriations for the acquisition or construction of physical assets with a life expectancy greater than one year and a cost greater than \$1,000.
CASH AND CASH EQUIVALENTS:	The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments, including restricted assets, with original maturities of three months or less from acquisition date.
CASH BASIS:	Method that recognizes revenues when cash is received and recognizes expenses when cash is paid out. In contrast, the accrual method recognizes revenues when goods or services are sold and recognizes expenses when obligations are incurred.
CERTIFICATES OF PARTICIPATION (COPs):	Certificates issued by a Trustee pursuant to a Trust Agreement, the proceeds from the sale of which shall be used to finance the acquisition, construction and installation of a project.
CHART OF ACCOUNTS:	A systematic structure for classifying similar financial transactions of the City.
CLOSEOUT:	Process by which the awarding grant agency determines that all applicable administrative actions and all required work of the award have been completed by the recipient and the awarding agency.
COMMUNITY DEVELOPMENT BLOCK GRANT:	A flexible Federal entitlement program used to provide communities with resources to address a wide range of unique community development needs (CDBG).
CONSUMER PRICE INDEX (CPI):	Measures the prices of consumer goods and is a measure of U.S. Inflation. The U.S. Department of Labor publishes the Consumer Price Index every month.
CONTINGENCIES:	A budgetary reserve to provide for an emergency or unanticipated expenditure during the fiscal year. OR- An

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

appropriation of funds to cover unforeseen events that occur during the fiscal year, such as federal mandates, short-falls in revenue and unanticipated expenditures.

CONTINUATION LEVEL BUDGET:

The level of funding which enables an organization to provide the same amount of services in the following fiscal year as the organization provides in the current fiscal year. Continuation level budgets should not include any inflationary increases unless specific rate increases have been established and approved as assumptions for the following year(s). A continuation level budget does not necessarily provide funding for growth in demand of services.

CONTRACTUAL SERVICE:

A service rendered to the City by private firms, individuals or other City departments on a contract basis.

COOPERATIVE AGREEMENT:

An award of financial assistance that is used to enter into the same kind of relationship as a grant; and is distinguished from a grant in that it provides for substantial involvement between the Federal agency and the recipient in carrying out the activity contemplated by the award.

COST ALLOCATION:

The method used to charge non-general fund operations for their share of central administrative costs.

COST SHARING OR MATCHING:

The portion of project or program costs of a grant not borne by the Federal Government.

DEBT SERVICE:

Payment of interest and principal on an obligation resulting from the issuance of bonds or other financing.

DEPARTMENT:

A basic organizational unit of City government which is functionally unique in its service delivery and is comprised of more than one program.

DEPRECIATION:

A decrease or loss of value of an item due to age, wear, or market conditions. The City does not budget depreciation expense, but does budget for the related capital replacement during the year when the replacement or expenditure occurs.

DEFICIT:

The excess of expenditures over revenues during the fiscal year.

DESIRED LEVEL BUDGET:

The level of funding which enables an organization to provide additional or enhanced services in the following fiscal year as the organization provides in the current fiscal year. Desired level budgets may include new initiatives or additional positions for growth or increased demand for services.

DISCRETIONARY GRANT:

A grant (or cooperative agreement) for which the Federal awarding agency generally may select the recipient from among all eligible recipients, may decide to make or not make an award based on the programmatic, technical, or scientific content of an application, and can decide the amount of funding to be awarded.

DIVISION:

A basic organizational unit of the City that is functionally unique in its service delivery.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

ENCUMBRANCE:	An obligation in the form of a purchase order, contract, or formal agreement which is chargeable to an appropriation and for which a part of the appropriation is reserved. The obligation ceases to be an encumbrance when the obligation is paid.
ENTERPRISE FUND:	A fund that pays for its costs of operations from user fees and does not generally receive property tax support. City enterprise funds include the Golf Course, Sanitation and Marina.
EXEMPT, EXEMPTION, NONEXEMPT:	Amounts determined by state law to be deducted from the assessed value of property for tax purposes. Tax rates are applied to the balance; amounts remaining are called the nonexempt portion of the assessment. A 1980 amendment to the Florida Constitution sets the exemptions for homestead at \$25,000. That means that a homeowner with property assessed at \$50,000 would have to pay taxes on \$25,000 of the assessment. Newly eligible homeowners must apply for exemption by March 1. Other exemptions apply to agricultural land and property owned by widows, the blind and permanently and totally disabled people who must meet income requirements.
EXPENDITURE:	Decrease in fund financial resources for the procurement of assets or the cost of goods and/or services received.
FINAL MILLAGE:	The tax rate adopted in the final public budget hearing of a taxing authority.
FISCAL YEAR:	The annual budget period for the City, which runs from October 1 through September 30.
FIXED ASSETS:	Assets of a long-term character, which are intended to continue to be held or used (land, buildings, improvements other than buildings, and machinery and equipment).
FRANCHISE FEE:	Fees levied on a corporation in return for granting a privilege, sanctioning a monopoly, or permitting the use of public property, usually subject to regulation.
FRINGE BENEFITS:	Payments made by the City for retirement, social security, health insurance contribution, workers' compensation, general liability, and life insurance.
FULL TIME EQUIVALENT:	FTE-One position funded for a full year. For example, a permanent employee funded and paid for 40 hours/week and 52 weeks/year or 2 employees funded and paid for 20 hours/week and 52 weeks/year would be equal to one full-time equivalent.
FUND:	Money set aside and accounted for separately in order to ensure that the money is spent for a specific purpose.
FUND BALANCE:	The amount available within a fund at the close of a fiscal period that can be carried over as a source of available funding for the succeeding fiscal period. The excess of assets (or revenue) over liabilities (or expenditures) of a government's funds.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

GAAFR:	(Governmental Accounting, Auditing and Financial Reporting) – The “blue book” published by the Municipal Finance Officers Association (now the Governmental Finance Officers Association) to provide detailed guidance for the application of accounting principles for governments.
GAAP:	(Generally Accepted Accounting Principles) – The uniform standards established for financial accounting and reporting, which are different for government than for business.
GENERAL FUND:	The governmental accounting fund supported by ad valorem (property) taxes, licenses and permits, service charges and other general revenue to provide City-wide operating services. This may be referred to as the operating fund.
GENERAL OBLIGATION BOND:	Bonds for which the full faith and credit of the issuing government are pledged.
GOAL:	A long, or short-term, attainable target for an organization-its vision of the future.
GOVERNMENTAL FUNDS:	The category of funds, which include general, special revenue, capital project, and debt service. These funds account for short-term activities and are often compared to the budget.
GRANT:	A contribution of assets (usually cash) by one governmental unit or organization to another, given for a specified purpose.
HOMESTEAD EXEMPTION:	A statewide exemption that is a deduction from the total taxable assessed value of owner occupied property. The current exemption is \$50,000.
IMPACT FEE:	A fee to fund the anticipated cost of new development's impact on various City services as a result of growth. This fee, such as for water and sewer or fire services, is charged to those responsible for the new development.
IMPROVEMENTS OTHER THAN BUILDINGS:	Attachments or annexations to land that are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains and sewers.
INDIRECT COSTS:	Costs associated with, but not directly attributable to, the providing of a product or service. These are usually costs incurred by service departments in the support of operating departments.
INFLATIONARY INCREASE:	An increase in the cost of a project due to the rising cost of materials and labor.
INFRASTRUCTURE:	Permanent installation, such as roads and bridges, schools, and water and sewer systems, on which the continuance and growth of the City depends.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

INTEREST INCOME:	Revenues earned on cash balances within each fund.
INTERFUND ACTIVITY:	Interfund activity within and among the City's three fund categories (governmental, proprietary, and fiduciary) are classified as reciprocal interfund activity and non-reciprocal interfund activity.
INTERFUND TRANSFERS:	Budgeted amounts transferred from one fund to another fund. These represent "double counting" of expenditures. Therefore, these amounts are deducted from the total City operating budget to calculate the "net" budget.
INTERLOCAL AGREEMENT:	A written agreement between the City and other units of government to share in similar services, projects, emergency assistance, support, funding, etc., to the mutual benefit of all parties.
INTERNAL SERVICE FUND:	A fund established for the financing of goods or services provided by one department or agency to other departments or agencies on a cost reimbursement basis.
INTERNAL SERVICE:	The revenues and expenses that are generated through internal service funds. The main internal service fund is the City's Fleet Fund.
INVENTORY:	Inventory of proprietary funds is valued at the lower cost (first-in, first-out) or market. Inventory of the special revenue funds is valued at cost, which approximates market value, using the first-in, and first-out method. The cost of inventory of the special revenue funds is recorded as an expenditure when consumed, rather than when purchased. An off-setting reserve is reported to indicate that the asset is not available for appropriation or expenditure.
JUST VALUE:	Florida Statute 193.011(1) defines just value as the present cash value of the property, which is the amount a willing purchaser would pay a willing seller, exclusive of reasonable fees and costs of purchase True Value of Property.
LICENSE AND PERMIT FEES:	A charge for specific items as required and approved by local and state regulations, i.e., building permit, mobile home, etc.
LEVY:	To impose taxes, special assessments or service charges. Another term used for millage rate.
LINE ITEM BUDGET:	A budget that lists each account category separately along with the dollar amount budgeted for each account, such as office supplies, overtime, or capital purchases. A copy of the line item budget is available for review in the Financial Services Department.
LONG-TERM DEBT:	Debt with a maturity of more than one year after the date of issuance.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

MANDATE:	Any responsibility, action, or procedure that is imposed by one government on another through constitutional, legislative, administrative, executive, or judicial action as a direct order, or that is required as a condition of aid.
MANDATED PROGRAM:	A program that the City must provide according to federal law, state law or a judge's order.
MANDATORY GRANT:	A grant (or cooperative agreement) awarded under a program where the authorizing statute requires the head of the agency or designee to make an award to each eligible entity under the conditions and in the amount (or based on the formula) specified in the statute.
MARKET EQUITY ADJUSTMENT:	(MEA) An annual adjustment in wages to offset a change (usually a loss) in purchasing power, as measured by the Consumer Price Index.
MATCHING FUNDS:	A type of grant that requires the government organization or agency receiving the grant to commit a certain amount of funds to a program before funding is made available by the granting authority.
MCLS:	Maintain the current level of service. This normally refers to a budget that reflects increases which do not
MEASURABLE:	The time as which the amount a transaction or event can be determined.
MILLAGE RATE:	The rate of taxation applied to the taxable value of property. One mill equals \$1.00 for every \$1,000 of taxable value.
MINIMUM LEVEL OF SERVICE:	The level of resources and performance below which it is unreasonable to operate; based on demonstrated need, professional standards, impact on citizens, comparisons with similar jurisdictions, economy of scale, and past history.
MISSION STATEMENT:	Statement of purpose that establishes the basis for the goals of the department by describing in broad terms what the department intends to accomplish during the budget year.
MODIFIED ACCRUAL BASIS	A basis of accounting in which expenditures are accrued immediately upon becoming a liability, but revenues are accounted for on a cash basis.
NET EXPENSES:	Total City expenses less reserves, transfers and internal service interfund transfers.
NON-DEPARTMENTAL EXPENDITURES:	Expenditures which benefit all or several City departments, such as property and liability insurance.
NON-OPERATING BUDGET:	The capital budget and the internal services budget.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

NON-TAX REVENUE:	The revenue derived from non-tax sources, including licenses and permits, intergovernmental revenue, charges for service, fines and forfeitures, and various other miscellaneous revenue.
OBJECT CODE:	An account to which an expense or expenditure is recorded in order to accumulate and categorize the various types of payments that are made by governments. These are normally grouped into personal services, operating expenditures, capital outlay and other categories for budgetary analysis and financial reporting purposes. Certain object codes are mandated by the State of Florida Uniform Accounting System.
OBJECTIVE:	A specific measurable and observable result of an organization's activity that advances the organization towards its goal.
OBLIGATIONS:	Amounts that a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.
OPERATING EXPENDITURES:	Also known as operating and maintenance costs, these are expenditures of day-to-day operations, such as office supplies, maintenance of equipment, and travel. Capital costs are excluded.
ORDINANCE:	A formal legislative enactment by the City Commission. If it is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the City.
OUTSIDE AGENCIES:	Private not-for-profit agencies located within the City who provide community services which supplement and support City programs and for which City dollars are made available.
PERSONAL PROPERTY:	Property of any kind except real property. It may be tangible, having physical existence, or intangible, having no physical existence, such as copyrights, patents, or securities. Livestock, commercial equipment and furnishings, attachments to mobile homes, railroad cars, and similar possessions that are taxable under State law.
PERSONAL PROPERTY TAX:	A tax assessed on all personal property (equipment) of business firms, mobile homes with permanent additions, and condominiums, if rented, within the County.
PERSONAL SERVICES:	Expenditures for salaries, wages, and fringe benefits of a government's employees.
POTABLE WATER:	Water that does not contain pollution, contamination, objectionable minerals, or infective agents and is considered satisfactory for domestic consumption (drinking water).
PRINCIPAL:	The original amount borrowed through a loan, bond issue, or other form of debt.
PROPERTY (AD VALOREM) TAXES:	A revenue which is collected on the basis of a rate applied to the taxable valuation of real property.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

PROPOSED MILLAGE:	The tax rate certified by the governing body of each taxing authority within a fiscal year. The proposed millage is sent to the Property Appraiser within 35 days after the County's tax roll is certified. This proposed millage is placed on the proposed tax notice sent to property owners.
PROPRIETARY FUND/AGENCY:	Commonly called "self-supporting" or "enterprise", these funds/agencies pay for all or most of their cost of operations from user fees and receive little or no general property tax support.
PURCHASE ORDER:	A document issued to authorize a vendor to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.
REAL PROPERTY:	Land, buildings and other structures attached to it that are taxable under Florida Law.
RECIPIENT:	An organization receiving financial assistance directly from an awarding agency to carry out a project or program.
REQUIREMENT:	A monetary obligation reflected in the financial accounts as an inter-fund transfer of cash from one fund to another.
RESERVE:	An account used to indicate that a portion of the budget is legally restricted for a contingency or other lawful purpose and is therefore not available for general appropriation.
RESTRICTED REVENUE:	A source of funds which is mandated by law or policy to be used for a specific purpose.
RESOLUTION:	A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.
RESTRICTED CASH:	Restricted cash consists of cash held in escrow for the long term maintenance and care of sanitary landfills as required by Rule 62-701.630 (Financial Assurance) of the Florida Administrative Code.
RETAINED EARNINGS:	An equity account reflecting the accumulated earnings of an Enterprise or Internal Services Fund.
REVENUE:	The taxes, fees, charges, special assessments, grants, and other funds collected and received by the City in order to support the services provided.
REVENUE BONDS:	A government-issued bond sold for construction of a capital project. Debt service requirements are met from the proceeds of a specific revenue source.
REVENUE ESTIMATES:	A formal estimate of how much revenue will be earned from a specific revenue source for some future period, such as the next fiscal year.
ROLLED-BACK MILLAGE RATE:	A tax rate that will generate the same tax dollar revenue as in the current fiscal year based on the new assessed value exclusive of new construction.

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

SPECIAL ASSESSMENT:	A compulsory levy imposed on certain properties to defray part or all of the costs of a specific improvement or service deemed to primarily benefit those properties.
SPECIAL REVENUE FUND:	A fund used to account for the proceeds of specific revenue sources or to finance specified activities as required by law or administrative regulation.
STATE HOUSING INITIATIVES PARTNERSHIP (SHIP):	A state entitlement program designed to foster public/private partnerships to create and preserve affordable housing.
STATUTE:	A written law enacted by a duly organized and constituted legislative body.
SURPLUS:	The difference between revenues received and expenditures made within the current fiscal year.
TAX BASE:	The total property evaluations on which each taxing authority levies its tax rate.
TAX INCREMENT FINANCING:	Financing secured by the anticipated incremental increases in tax revenues, resulting from the redevelopment of an area.
TAX ROLL:	The certification of assessed taxable values prepared by the Property Appraiser and presented to a taxing authority by July 1 (or later if an extension is granted by the State of Florida) each year.
TAX YEAR:	The calendar year in which ad valorem property taxes are levied to finance the ensuing fiscal year's budget. For example, the tax roll for January 1, 2008 would be used to compute an ad valorem tax levied effective October 1, 2008.
TAXABLE VALUE:	The assessed value minus exemptions, such as the Homestead Exemption, is the taxable value. This value multiplied by the millage rate equals the property tax amount.
TENTATIVE MILLAGE:	The tax rate adopted at the first public hearing of a taxing authority. Under state law, the authority may reduce, but not increase, the tentative millage during the final budget hearing without first providing written notification to all affected property owners.
TRANSFER:	Transfers of cash or other resources between funds.
TRIM:	The acronym for TR uth I n M illage defines a tax increase or decrease given the relationship of assessed values and millage rates. If the average assessed value increases, the millage rate should decrease (see Rolled-Back Millage Rate).
TRUST FUND:	Funds used to account for assets held by a government for individuals, private organizations, other governments, and/or other funds.
UNIFORM ACCOUNTING SYSTEM:	The chart of accounts prescribed by the Office of the State Comptroller designed to standardize financial information to facilitate comparison and evaluation of reports.

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UNINCORPORATED AREA:	Those areas of the City, which lie outside the boundaries of the cities.
UNRESERVED FUND BALANCE:	The portion of a fund's balance that is not legally restricted for a specific purpose.
UNRESTRICTED RESERVE:	Monies that can be used for any lawful expenditure supporting a wide variety of functions or objectives.
USER CHARGES (PROPRIETARY):	The payment of a fee for direct receipt of goods or services by the person benefiting from the services.
VALUATION:	The dollar value of property assigned by the County Property Appraiser.
VOTED MILLAGE:	A tax levied to support a program(s) that has been approved by voter referendum.
WORKING CAPITAL:	Reserves kept on hand to ensure a positive cash flow.
ZERO-BASE BUDGETING:	A method of detailed budget analysis and justification that combines elements of management by objectives and program evaluation. It is a vehicle to link management and planning to the budget process. Zero-Base Budgeting starts with an examination of an agency's basic programs and services by the lowest management level, and continues up the organization as funding packages are prioritized at each level in accordance with available resources and desired outcomes. It is a tool for objectively directing the allocation of funds among activities and programs. Its basis is the consideration of the efficiency and effectiveness of activities and programs.

ADA – Americans with Disabilities Act

AIP – Airport Improvement Program

ALS – Advanced Life Support

CAFR – Comprehensive Annual Financial Report

CCR – Central Contractor Registry

CDBG – Community Development Block Grant

CERT – Citizen's Emergency Response Team

CFDA – Catalog of Federal Domestic Assistance

CIP – Capital Improvement Program

CPI – Consumer Price Index

CPR – Cardio Pulmonary Resuscitation

CRA – Community Redevelopment Agency

DEP – Department of Environmental Protection

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DR 420/422 – Department of Revenue Forms Certifying Taxable Assessed Value

DROP – Deferred Retirement Option Program

E-911 – Emergency Telephone System

EEOC – Equal Employment Opportunity Commission

EFT – Electronic Fund Transfer

EMS – Emergency Medical Services

EMT – Emergency Medical Technician

EOC – Emergency Operations Center

FAA – Federal Aviation Administration

FASB – Financial Accounting Standards Board

FDEP – Florida Department of Environmental Protection

FDER – Florida Department of Environmental Regulation

FDLE – Florida Department of Law Enforcement

FDOT – Florida Department of Transportation

FEMA – Federal Emergency Management Administration

FICA – Federal Insurance Contributions Act (Medicare and Social Security taxes)

FIND – Florida Inland Navigational District

FMLA – Family Medical Leave Act

FS – Financial Services

FY – Fiscal Year

FYE – Fiscal Year End

GA – General Aviation

GAAP – Generally Accepted Accounting Principles

GASB – Governmental Accounting Standards Board

GFOA – Government Finance Officers Association

HAZMAT – Hazardous Material

HUD – Housing and Urban Development

HVAC – Heating, Ventilation and Air Conditioning

IT – Information Technology

APPENDIX 4: GLOSSARY OF TERMS & ACRONYMS

LAP – Local Agency Program

OMB – Office of Management & Budget

OSHA – Occupational Safety & Health Administration

PAL – Police Athletic League

POC – Point of Contact

PSAP's – Public Safety Answering Points

PSN – Person with Special Needs

RFP – Request for Proposal

RFQ – Request for Quotes

ROI – Return on Investment

ROW – Right-of-Way

SJRWMD – St. Johns River Water Management District

SLETF – Special Law Enforcement Trust Fund

TIF – Tax Increment Financing

TRIM – Truth in Millage Law

VA – Veteran's Affairs

VAB – Value Adjustment Board