



Meeting Agenda
Thursday, September 18, 2025

7:00 PM

REGULAR MEETING

Cocoa Beach City Hall
2 S Orlando Avenue
Cocoa Beach, FL 32931

WELCOME

Meeting re-broadcasts on: Spectrum - Channel 499 and
www.youtube.com/@CityofCocoaBeachFL
Meeting Video Archives: www.cityofcocoa beach.com

Packets: Packets are on the City's website (www.cityofcocoa beach.com)

Rules of Order: Robert's Rules of Order and the Florida Sunshine Law govern the conduct of our meetings.

Speaking Courtesy Rules:

- The Commission accepts relevant comments.
- A time limit of three minutes is imposed on each speaker. If speaking for a group, the Commission may grant an additional three minutes.
- Please direct comments and questions through the Mayor
- Complete speaker cards are required for each of the items you wish to address. Submit the card to the City Clerk prior to the introduction of the item. Speaker Cards are available in the entrance of the Commission Room and in the City Clerk's office prior to the meeting. The purpose of the card is to obtain the spelling of your name, contact information if follow-up is needed, and provide for efficient meeting administration.
- Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone.

Approval Of Order Of Business:

Note: Members of the public, Commission and Staff may remove items from the Consent Agendas, if they wish to discuss them. Requests for removal need to be made known to the City Commission under the Approval of the Order of Business, at the beginning of the meeting.

Appealing a Decision:

Any person desiring to appeal any decision made by the City Commission, with respect to any matter considered at such a meeting or hearing, will need a record of the proceedings and for such purposes must ensure that a verbatim record and transcript of the proceeding is made in a form acceptable for official court proceedings, which record includes the testimony and evidence upon which the appeal is to be based. It shall be the responsibility of the person desiring to appeal any decision to prepare a verbatim record and transcript at his/her own expense as the City does not provide one

American with Disabilities Act:

ATTN: PERSONS WITH DISABILITIES. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations to participate in this proceeding shall, at least forty-eight (48) hours prior to the meeting, contact the Office of the City Clerk at (321) 868-3286; Florida Relay Service (800) 955-8771 (TDD); or (800) 955-8770 (Voice) or 711.

THANK YOU for participating in your Cocoa Beach City Government.

A. MEETING CALLED TO ORDER

1. Pledge of Allegiance
2. Invocation by Pastor Greg LeSieur, Christ Lutheran Church
3. Roll Call

B. BUDGET HEARING

1. Adopt Resolution No. 2025-16 - A Resolution of the City Commission of the City of Cocoa Beach of Brevard County, Florida, adopting the final levying of Ad Valorem Taxes for the appropriations to be paid out of the General Fund during the Fiscal Year 2026 of the City of Cocoa Beach, Florida; providing for an effective date. Resolution 2025-16 adopts a millage rate of 6.0000 mills. Staff has prepared the budget based on a millage rate of 6.0000 mills. The legislatively prescribed tax rate that gives local government the same tax revenue as the year before (i.e. rollback rate) is 5.9610 mills. The final millage rate of 6.0000 mills is 0.65% higher than the rollback rate of 5.9610 mills. Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager
Recommendation: Approve
2. Adopt Resolution No. 2025-17 - A Resolution of the City Commission of the City of Cocoa Beach, Brevard County Florida, adopting the final budget for the Fiscal Year 2026 of the City of Cocoa Beach; Florida; providing for an effective date. Resolution No. 2025-17 adopts the budget for FY 2026. Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager
Recommendation: Approve

3. Adopt Resolution No. 2025-18 - A Resolution of the City Commission of the City of Cocoa Beach, Florida, adopting a Five-Year Capital Improvements Program, to include the Fiscal Year 2026 Capital Improvements Budget and adopting a Proposed Capital Improvements Program for the next four Fiscal Years 2026-2030 which may be revised and extended each year with regard to capital improvements.

Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager

Recommendation: Approve

C. APPROVAL OF THE AGENDA

(Note: Members of the public, Commission and Staff may remove items from the Consent Agendas if they wish to discuss them. Requests for removal need to be made known to the City Commission under the Approval of the Order of Business, at the beginning of the meeting.)

D. PUBLIC COMMENTS

Comments will be heard on items that do not appear on the agenda of this meeting. Citizens will limit their comments to three (3) minutes. Per Commission Procedures, the City Commission will not take any action or discuss items brought up under the "Public Comment" section of the agenda. The City Commission may schedule such items as regular agenda items and act upon them in the future.

E. STAFF REPORTS AND ANNOUNCEMENTS

F. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS

G. CITY COMMISSION REPORTS AND ANNOUNCEMENTS

H. CONSENT AGENDA

1. Approve the August 29th, 2025 and the September 4th, 2025, Commission Meeting Minutes

Staff Representative: City Clerk Department

Recommendation: Approve

2. Adopt Resolution No. 2025-19, A Resolution of the City of Cocoa Beach, Brevard County, Florida amending Resolution 2024-25, affirming updated financial policies and practices; providing for an effective date; and providing for adoption. Resolution No. 2025-19 adopts amended financial policies and practices.

Staff Representative: Hana Juman, Finance Director, A.J. Hutson, City Manager

Recommendation: Approve

3. Adopt Resolution No. 2025 – 21, A Resolution of the City Commission of the City of Cocoa Beach, Brevard County, Florida, rescinding Resolution 2019-15, inactivating the Capital Improvement Projects Fund and authorizing the inclusion of the Capital Improvement Projects Fund and revenue budget and all accounting activity into the General Fund providing for an effective date.

Staff Representative: Hana Juman, Finance Director, A.J. Hutson, City Manager

Recommendation: Approve

4. Approve the Employee Agreement with A.J. Hutson, as Cocoa Beach City Manager, to be effective August 29, 2025.

Staff Representative: Becky Vose, City Attorney

Recommendation: Approve

I. ITEMS REMOVED FROM THE CONSENT AGENDA

J. UNFINISHED BUSINESS

1. Adopt Ordinance 1702 on second reading. An Ordinance of the City of Cocoa Beach, Florida, creating a new article iii, "Towing of Vehicles from Private Property", of Chapter 13, "Licenses and Business Taxes" of the Code of Ordinances of the City of Cocoa Beach, regulating tow truck operations within the city; providing for findings and definitions; establishing requirements for towing operations and signage; requiring permits and insurance and providing for revocation of permits; establishing a towing victim reimbursement account; providing for enforcement and penalties; providing for conflicts, codification, severability, and an effective date.

Staff representative: David Dickey, Development Services Director

Recommendation: approve

2. Adopt Resolution No. 2025-28, A resolution of the City Commission of the City of Cocoa Beach, Florida, adopting a fine schedule applicable to violations of Ordinance 1702 relating to the regulation on non-consent towing of vehicles in the city; making findings; adopting fine schedule for non-consent towing of vehicles; requiring posting of fine amounts on city website and implementation of new fines; and providing an effective date.

Staff Representative: David Dickey, Development Services Director

Recommendation: Approve

K. NEW BUSINESS

1. Adopt Resolution 2025-26 - A resolution of the City Commission of the City of Cocoa Beach, Florida, Relating to the Florida Department of Environmental Protection (FDEP) Clean Water State Revolving Fund (CWSRF), adoption of the City of Cocoa Beach SRF Stormwater Facility Plan Update, effective this 18 day of September, 2025.

Staff Representative: Morgan Zuhlke

Recommendation: Adopt

2. Approve Cocoa Beach Main Street Agreement with City of Cocoa Beach. This agreement is from October 1, 2025 and expire on September 30, 2027. The agreement has 12 listed events per year.

Representative: A.J. Hutson, City Manager,

Recommendation: Approve

3. Discuss the Holiday Lane Boat Ramp Repair estimate provided by Pelican Coast Marine Dock and Seawall in the amount of \$65,580. This is a budgeted Capital Item for FY26.

Staff Representative: Brad Kalsow, Public Works/Water Rec Director

4. Approve the Cocoa Beach Raquet Club Fence Installation estimate provided by All-Rite Fence Services in the amount of \$80,321.84. This is a budgeted item.

Staff Representative: Brad Kalsow, Public Works/Water Rec Director

Recommendation: Approve

L. GENERAL PUBLIC COMMENT

(Only if not accommodated in the 30-minute Public Comment period earlier)

M. ADJOURNMENT

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Finance /
Hana Juman, Finance Director

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution No. 2025-16 - A Resolution of the City Commission of the City of Cocoa Beach of Brevard County, Florida, adopting the final levying of Ad Valorem Taxes for the appropriations to be paid out of the General Fund during the Fiscal Year 2026 of the City of Cocoa Beach, Florida; providing for an effective date. Resolution 2025-16 adopts a millage rate of 6.0000 mills. Staff has prepared the budget based on a millage rate of 6.0000 mills. The legislatively prescribed tax rate that gives local government the same tax revenue as the year before (i.e. rollback rate) is 5.9610 mills. The final millage rate of 6.0000 mills is 0.65% higher than the rollback rate of 5.9610 mills.

Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

N/A

BACKGROUND:

"I move to approve a final millage of 6.0000 mills for the 2026 fiscal year".

Pursuant to Florida Statue 200.065 (2), the first substantive issue discussed at the second public hearing to adopt the final millage rate and budget will be the millage. The first public hearing (September 4th) adopted the tentative millage and budget.

This final millage rate must be adopted before the budget, by separate votes.

The Commission adopted a tentative millage rate of 6.0000 mills at the September 4, 2025, Commission meeting. The final millage rate may not exceed this but may be lower.

The staff has prepared the budget based on a millage rate of 6.0000 mills.

The legislatively prescribed tax rate that gives local government the same tax revenue as the year before (i.e. rollback rate) is 5.9610 mills. The proposed millage rate of 6.0000 mills is 0.65% higher than the rollback rate of 5.9610 mills.

Resolution 2025-16 adopts the final millage rate and final levying of ad valorem taxes for the appropriations to be paid out of General Fund during the Fiscal Year 2026.

RESOLUTION NO. 2025 - 16

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH OF BREVARD COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE APPROPRIATIONS TO BE PAID OUT OF THE GENERAL FUND DURING THE FISCAL YEAR 2026 OF THE CITY OF COCOA BEACH, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Cocoa Beach of Brevard County, Florida, on September 18, 2025 adopted Fiscal Year 2026 Final Millage Rates following a public hearing as required by Florida statute 200.065.

WHEREAS, the City of Cocoa Beach of Brevard County, Florida, held a public hearing as required by Florida statute 200.065 and,

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Cocoa Beach, Brevard County has been certified by the Brevard County Tax Appraiser to the City of Cocoa Beach as \$ 3,294,653,958.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA, that:

1. The FY 2026 operating millage rate is 6.0000 mills, which is greater than the rolled-back rate of 5.9610 mills by 0.65%.
2. This Resolution will take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 18th day of September 2025.

Upon Motion by Commissioner _____ and Seconded by Commissioner _____ this Resolution was duly adopted at a Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 18th day of September 2025.

ATTEST:

Karin Grooms
City Clerk

Keith Capizzi
Mayor-Commissioner

Ayes: _____
Nays: _____
Absent or Abstaining: _____

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Finance /
Hana Juman, Finance Director

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution No. 2025-17 - A Resolution of the City Commission of the City of Cocoa Beach, Brevard County Florida, adopting the final budget for the Fiscal Year 2026 of the City of Cocoa Beach; Florida; providing for an effective date. Resolution No. 2025-17 adopts the budget for FY 2026.

Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

N/A

BACKGROUND:

"I move to approve Resolution 2025-17 which makes final budget appropriations for FY 2026".

The final budget is being presented and must be adopted by a separate vote from the millage. Resolution 2025-17 establishes an operating budget for FY 2026.

The proposed budget was discussed in detail at the August 19, 2025 budget workshop and was tentatively adopted by the Commission at the first hearing on September 4, 2025.

Attachment: Resolution 2025-17

RESOLUTION NO. 2025 - 17

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH, BREVARD COUNTY FLORIDA, ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR 2026 OF THE CITY OF COCOA BEACH, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission of the City of Cocoa Beach, Florida has held the first of two public hearings on Thursday, September 4, 2025 as required by Florida Statutes 200.065 to discuss the proposed operating budgets of the City of Cocoa Beach for the Fiscal Year 2026 beginning October 1, 2025 and ending September 30, 2026; and,

WHEREAS, the first public hearing was duly noticed and advertised; and,

WHEREAS, at the first public hearing the City Commission of the City of Cocoa Beach, Florida set forth the proposed expenditure appropriations and revenue estimates for the Fiscal Year 2026 operating budgets for all funds totaling \$104,560,526; and,

WHEREAS, the second public hearing was duly noticed, advertised and held on Thursday, September 18, 2025; and,

WHEREAS, the City of Cocoa Beach, Brevard County, Florida set forth the appropriations and revenue estimates for the Budgets for Fiscal Year 2026 in the amount of \$104,560,526 as shown in Exhibit A (attached)

Upon Motion by Commissioner _____ and Seconded by Commissioner _____ this Resolution was duly adopted at a Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 18th day of September, 2025.

ATTEST:

Karin Grooms
City Clerk

Keith Capizzi
Mayor-Commissioner

Ayes: _____
Nays: _____
Absent or Abstaining: _____

EXHIBIT A

See the pdf for insertion of Exhibit A

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

GENERAL FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	15,105,092	—	—	—	—	—	15,105,092
REVENUE							
Ad Valorem Taxes	19,072,937	—	—	—	—	—	19,072,937
Local Option & Utility Taxes	2,842,962	—	—	—	—	—	2,842,962
Business Taxes & Permits	2,689,783	—	—	—	—	—	2,689,783
Intergovernmental	3,855,268	—	—	—	—	—	3,855,268
Charges For Services	10,819,948	—	—	—	—	—	10,819,948
Fines & Forfeitures	89,900	—	—	—	—	—	89,900
Miscellaneous	1,139,230	—	—	—	—	—	1,139,230
Other Receipts	2,847,760	—	—	—	—	—	2,847,760
Total Revenue	43,357,788	—	—	—	—	—	43,357,788
Total Sources	58,462,880	—	—	—	—	—	58,462,880
EXPENDITURES							
Commission	—	32,347	64,005	—	—	80,000	176,352
City Attorney	—	—	318,000	—	—	—	318,000
City Manager	—	550,390	57,583	—	—	3,500	611,473
Human Resources	—	437,009	86,913	—	—	—	523,922
City Clerk	—	244,299	82,190	20,000	—	—	346,489
Finance	—	988,067	172,670	—	—	—	1,160,737
Finance/Metered Parking	—	98,590	429,574	—	—	—	528,164
Information Technology	—	710,748	1,528,875	239,400	—	15,000	2,494,023
Police	—	6,406,457	458,147	141,261	—	—	7,005,865
Beach Rangers	—	121,749	5,228	—	—	—	126,977
Parking Enforcement	—	184,829	6,758	—	—	—	191,587
Communications	—	1,034,118	134,981	76,830	—	—	1,245,929
Fire	—	5,923,737	902,995	48,000	—	—	6,874,732
Emergency Medical Service	—	—	146,140	147,500	—	—	293,640
Community Paramedic Program	—	—	8,900	—	—	—	8,900
Public Works	—	2,388,240	5,841,933	5,049,615	—	—	13,279,788
Fleet	—	534,221	632,433	1,439,195	—	—	2,605,849
Development Services - Zoning	—	361,537	80,112	—	—	—	441,649
Code Enforcement Officers	—	231,903	16,645	—	—	—	248,548
Leisure Services	—	2,636,623	2,014,471	605,212	—	—	5,256,306
General Appropriations	—	20,000	1,794,632	—	1,544,772	100,000	3,459,404
Total Expenditures	—	22,904,864	14,783,185	7,767,013	1,544,772	198,500	47,198,334
Total Reserves	11,264,546	—	—	—	—	—	11,264,546
Total Uses	—	22,904,864	14,783,185	7,767,013	1,544,772	198,500	58,462,880

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

COMMUNITY REDEVELOPMENT AGENCY	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	1,411,944	—	—	—	—	—	1,411,944
REVENUE							
Intergovernmental	1,711,307	—	—	—	—	—	1,711,307
Charges for Services	461,500	—	—	—	—	—	461,500
Miscellaneous & Other Receipts	47,040	—	—	—	—	—	47,040
Debt Proceeds	—	—	—	—	—	—	—
Total Revenues	2,219,847	—	—	—	—	—	2,219,847
Total Sources	3,631,791	—	—	—	—	—	3,631,791
EXPENDITURES		55,615	299,144	750,000	397,875	340,000	1,842,634
RESERVES	1,789,157	—	—	—	—	—	1,789,157
Total Uses	—	55,615	299,144	750,000	397,875	340,000	3,631,791

BUILDING PERMITS FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	548,795	—	—	—	—	—	548,795
REVENUE							
Charges for Services	1,287,500	—	—	—	—	—	1,287,500
Miscellaneous	20,000	—	—	—	—	—	20,000
Total Revenues	1,307,500	—	—	—	—	—	1,307,500
Total Sources	1,856,295	—	—	—	—	—	1,856,295
EXPENDITURES		510,510	374,157	—	—	48,200	932,867
RESERVES	923,428	—	—	—	—	—	923,428
Total Uses	—	510,510	374,157	—	—	48,200	1,856,295

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

CAPITAL IMPROVEMENTS PROJECTS FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	(6,815,064)	—	—	—	—	—	(6,815,064)
REVENUE							
Intergovernmental	—	—	—	—	—	—	—
Miscellaneous & Other Receipts	—	—	—	—	—	—	—
Transfers	—	—	—	—	—	—	—
Debt Proceeds	—	—	—	—	—	—	—
Total Revenues	—	—	—	—	—	—	—
Total Sources	(6,815,064)	—	—	—	—	—	(6,815,064)
EXPENDITURES	—	—	—	—	—	—	—
RESERVES	(6,815,064)	—	—	—	—	—	(6,815,064)
Total Uses	—	—	—	—	—	—	(6,815,064)

UTILITIES SYSTEM FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	8,758,208	—	—	—	—	—	8,758,208
REVENUE							
Intergovernmental	13,034,650	—	—	—	—	—	13,034,650
Charges for Services	10,507,000	—	—	—	—	—	10,507,000
Miscellaneous	382,500	—	—	—	—	—	382,500
Other Receipts	—	—	—	—	—	—	—
Total Revenues	23,924,150	—	—	—	—	—	23,924,150
Total Sources	32,682,358	—	—	—	—	—	32,682,358
EXPENDITURES	—	2,680,534	2,467,950	17,893,412	1,961,346	2,520,000	27,523,242
RESERVES	5,159,116	—	—	—	—	—	5,159,116
Total Uses	—	2,680,534	2,467,950	17,893,412	1,961,346	2,520,000	32,682,358

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

STORMWATER FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	1,143,622	—	—	—	—	—	1,143,622
REVENUE							
Intergovernmental	4,206,255	—	—	—	—	—	4,206,255
Charges for Services	2,075,300	—	—	—	—	—	2,075,300
Miscellaneous	47,000	—	—	—	—	—	47,000
Other Receipts	20,000	—	—	—	—	—	20,000
Total Revenues	6,348,555	—	—	—	—	—	6,348,555
Total Sources	7,492,177	—	—	—	—	—	7,492,177
EXPENDITURES	—	512,100	586,194	5,293,860	65,588	300,000	6,757,742
RESERVES	734,435	—	—	—	—	—	734,435
Total Uses	—	512,100	586,194	5,293,860	65,588	300,000	7,492,177

HEALTH CARE INTERNAL SERVICE FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	2,305,950	—	—	—	—	—	2,305,950
REVENUE							
Charges for Services	4,923,832						4,923,832
Miscellaneous	20,307						20,307
Total Revenues	4,944,139	—	—	—	—	—	4,944,139
Total Sources	7,250,089	—	—	—	—	—	7,250,089
EXPENDITURES	—	—	5,009,428	—	—	—	5,009,428
RESERVES	2,240,661	—	—	—	—	—	2,240,661
Total Uses	—	—	5,009,428	—	—	—	7,250,089

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

ALL FUNDS	Sources	USES BY CATEGORY					TOTAL
		Services	Operating	Outlay	Service	Transfers	
Funds Forward (All Funds)	22,458,547	—	—	—	—	—	—
REVENUE							
General Fund Revenue							
Ad Valorem Taxes	19,072,937	—	—	—	—	—	—
Local Option & Utility Taxes	2,842,962	—	—	—	—	—	—
Business Taxes & Permits	2,689,783	—	—	—	—	—	—
Intergovernmental	3,855,268	—	—	—	—	—	—
Charges for Services	10,819,948	—	—	—	—	—	—
Fines & Forfeitures	89,900	—	—	—	—	—	—
Miscellaneous	1,139,230	—	—	—	—	—	—
Other Receipts	2,847,760	—	—	—	—	—	—
General Fund Expenditures		22,904,864	14,783,185	7,767,013	1,544,772	198,500	—
Totals - General Fund	43,357,788	22,904,864	14,783,185	7,767,013	1,544,772	198,500	—
Other Fund Revenue							—
Community Redevelopment	2,219,847	55,615	299,144	750,000	397,875	340,000	—
Building Permits Fund	1,307,500	510,510	374,157	—	—	48,200	—
Capital Improvement Fund	—	—	—	—	—	—	—
Utility system	23,924,150	2,680,534	2,467,950	17,893,412	1,961,346	2,520,000	—
Stormwater	6,348,555	512,100	586,194	5,293,860	65,588	300,000	—
Health Care Fund	4,944,139	—	5,009,428	—	—	—	—
Total Other Fund Revenue	38,744,191	—	—	—	—	—	—
Total Fund Revenue	82,101,979	—	—	—	—	—	—
Total Sources - All Funds	104,560,526	—	—	—	—	—	104,560,526
Total Expenditures		26,663,623	23,520,058	31,704,285	3,969,581	3,406,700	89,264,247
Total Reserves	15,296,279	—	—	—	—	—	15,296,279
TOTAL USES - ALL FUNDS							104,560,526

ADOPTED ANNUAL BUDGET 2025/2026



CITY OF COCOA BEACH, FLORIDA



September 30, 2025



Fiscal Year 2026

Elected Officials

Mayor

Keith Capizzi

Vice Mayor

Skip Williams

Commissioners

Joshua Jackson

Tim Tumulty

Jeremy Hutcherson

Management

City Manager

A.J. Hutson

City of Cocoa Beach

2 South Orlando Ave

Cocoa Beach, Florida

32932-2430

www.cityofcocoabeach.com

<https://facebook.com/CocoaBeachCityHall/>



Jeremy Hutcherson
Commissioner

Joshua Jackson
Commissioner

Keith Capizzi
Mayor

Tim Tumulty
Commissioner

Skip Williams
Vice Mayor

COCOA BEACH

At a Glance



Cocoa Beach is located on a barrier island of Florida's Space Coast, famous for its beaches, space launches, and the Indian River Lagoon. Just six miles long and less than one-mile wide, Cocoa Beach is truly a unique place! Surrounded by the Atlantic Ocean and Banana River, a visitor can build sandcastles in the morning and kayak in the afternoon with manatees and dolphins. It's the closest beach to Orlando, so you can enjoy Orlando's attractions and get to relax on the east coast of Florida. Cocoa Beach continues to link the continuing exploration of Space with the wonders of nature.

Cocoa Beach is a residential community with a population of 11,389 which rises to 30,000 during the season when it welcomes its "snowbirds" from the north. Cocoa Beach is a family friendly resort community. The City hosts over 2.5 million day visitors a year and is the closest full-service city to Port Canaveral, the second largest cruise port in Florida.

No other small city can boast that they have over 12 city and county parks and playgrounds, a 50 meter public swimming pool, 27 holes of championship golf, 2 public boat ramps, ocean and river dining views, plus one of the top four best restored beaches in America.



Cocoa Beach...It's a lifestyle to experience and enjoy 365 days a year!

City of Cocoa Beach
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Cocoa Beach, Florida
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<https://www.facebook.com/CocoaBeachCityHall/>



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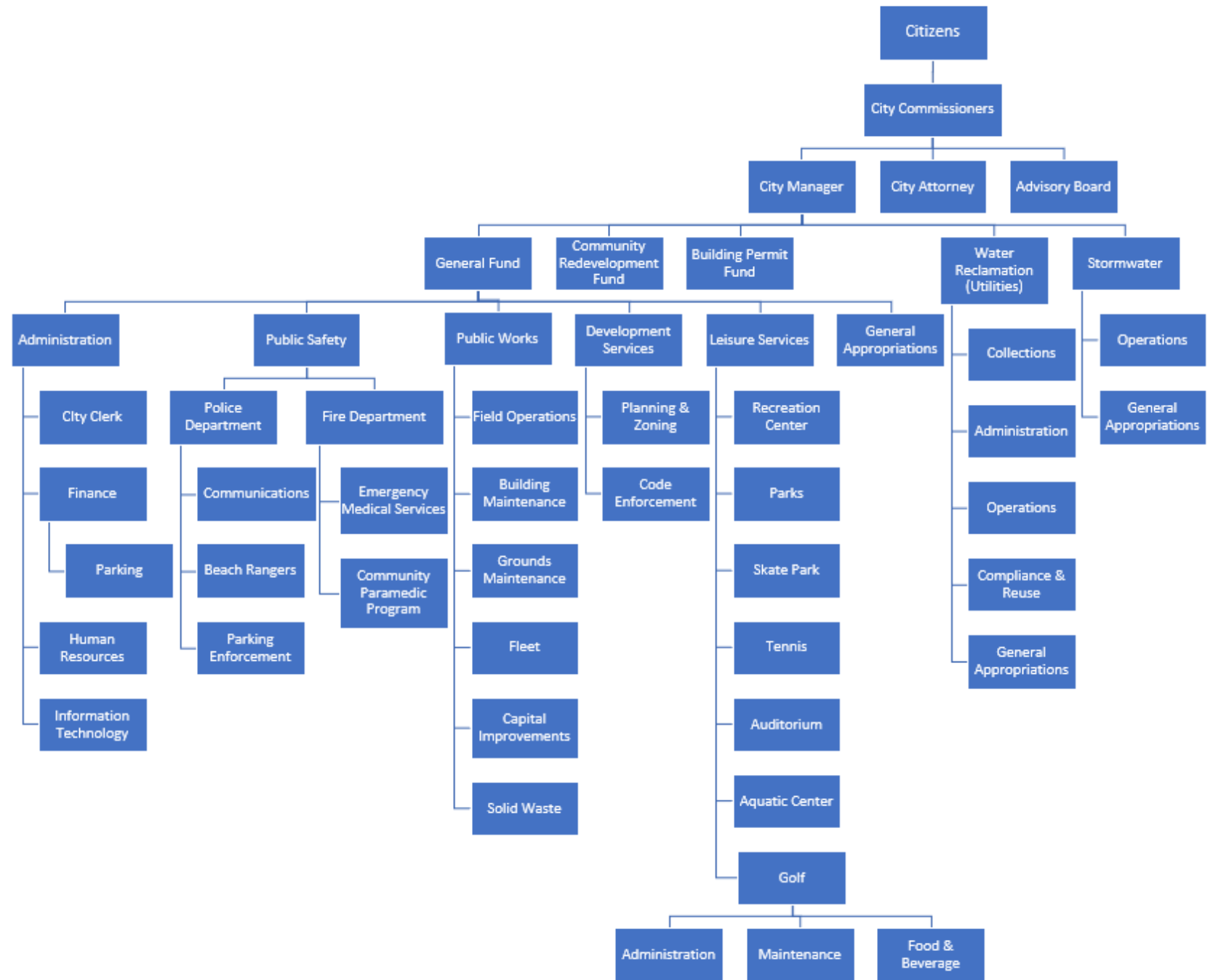
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Management Team

<i>City Manager</i>	A.J. Hutson
<i>Director of Finance</i>	Hana Juman
<i>City Clerk</i>	Karin Grooms
<i>Fire Chief</i>	Justin Grimes
<i>Police Chief</i>	Wes Mullins
<i>Director of Development Services</i>	David Dickey
<i>Director of Information Technology</i>	Kevin Perez
<i>Director of Leisure Services</i>	Andrea Segarra
<i>Director of Human Resources</i>	Cindy DePina
<i>Director of Water Reclamation / Public Works</i>	Brad Kalsow
<i>Stormwater Utility Management</i>	Morgan Zuhlke
<i>Director of Fleet Management</i>	Jonathan Mickler

City of Cocoa Beach Organization Chart



Mission and Vision Statements

Mission

Maintain a low-density residential and family-oriented resort community with paramount consideration given to the health, safety, welfare, comfort, and quality of life for all our citizens.

Vision

A safe family friendly resort-oriented community that promotes a high quality of life, low density residential neighborhoods, balanced economic growth, and quality public services.

City of Cocoa Beach

- | | |
|----------------|--|
| Goal 1: | Ensure a Safe City. |
| Goal 2: | Deliver effectively the services that Cocoa Beach Citizens need, want and are willing to support. |
| Goal 3: | Maintain a low-density residential and family friendly resort-oriented community where citizens and visitors can find and afford the values, Services, and lifestyles they seek. |
| Goal 4: | Maintain effective stewardship of Cocoa Beach's significant natural resources. |
| Goal 5: | Build and maintain a healthy business climate. |

Strategic Plan

In FY 2023, the City of Cocoa Beach directors and managerial staff participated in four strategic planning sessions held by Roxstar Consulting. During these four strategic planning sessions, we defined through internal processes what the City of Cocoa Beach's strategic plan is and what our long-term vision is. To develop a strategy that meets our mission, values, core competencies, and vision and also meets the targets and objectives of our City Commission and Citizens.

The four strategic goals of the City of Cocoa Beach are as follows:

- Wastewater Improvements
- Stormwater Improvements
- Hurricane Preparedness
- Public Safety

Wastewater Improvements

Upgrade and repair all sewer lines and sewer plant infrastructure to meet future capacity and growth for residents, tourists and businesses using funding through grants and utility rate increases by 2033, while maintaining environmental compliance standards that are safe for our waterways.

Objectives:

- Rate study and implementation of results.
- Make continuous efforts to get grant funding.
- Repair at least 2 miles of sewer lines every year
 - Grant funds
 - User Rates
- Come up with a method or inspection program to repair defective laterals:
 - Residential Properties
 - Commercial Properties
- Upgrade Lift Stations – 17 Total
- Repair Manholes – 1,100 Total
- No surface water discharge by 2036 to meet state requirements

Components of Goal and Objectives:

Sanitary Sewer Collection System

- The Sanitary Sewer Collection System is comprised of approximately 55 miles of Gravity Sewer Pipe plus another 15 miles of force main. Gravity piping is made up of Vitrified Clay pipe with sizes ranging from 8 inch up to 30 inch. Force main piping is made up of ductile iron pipe and PVC with sizes ranging from 4 inch to 30 inch. Approximately 1,100 manholes are established into the system.
 - Gravity Pipe
 - From 2014-2016 14.2 miles of pipe were rehabilitated accounting for 26% of the system
 - In 2020 2.3 miles of pipe rehabilitated accounting for 4% of the system
 - In 2023-2025 approximately 15.7 miles of pipe will be rehabilitated
 - By the end of Fiscal Year 2024, the City's collection system will be approximately 60% rehabilitated.
 - The City owns and maintains 17 Lift Stations and is under contract with the Canaveral Port Authority to maintain approximately 26 Lift Stations on Port property.

Wastewater Treatment System

- The treatment facility is comprised of six major categories: Screenings, Biological Process, Clarification, Filtration, Disinfection & Residuals.
 - Since 1979, Cocoa Beach has operated a 6 MGD treatment facility that provides secondary wastewater treatment for the city. The last two major upgrades of the wastewater treatment facility were completed in 2012 and 2020. The 2012 upgrade project included an upgrade to advance waste treatment (AWT) using a 4-stage integrated fixed film activated sludge (IFAS) process that reduces effluent nitrogen and phosphorous levels to AWT standards below 3.0 mg/l and 1.0 mg/l, respectively. This project also incorporated the construction of an Aquifer Storage & Recovery Well, later reclassified to a Class V Injection Well. The treated wastewater is surface water discharged to the Banana River Lagoon and reclaimed to the city's golf course, residential community and down the injection well.
 - The 2020 upgrade project focused on system hydraulics, electrical efficiency and biosolids enhancements among others. This project included upgrades and improvements to the WWTP influent handling facilities, biological treatment units, filters, sludge handling facilities and electrical systems. Gravity Bypass Systems were constructed to avoid the potential for plant overflows during power outages and/or storm flow conditions. 6.0 MGD of extra filter capacity was constructed to handle potential storm surge flows up to a peak hydraulic capacity of 18.0 MGD. Replace existing single source emergency power transfer equipment with new emergency power transfer equipment that supports (2) backup generators providing additional redundancy and reliability during power loss. These components will provide the ability to stay within reclaimed water standards for use in the reuse distribution system and allow utilization of the existing injection well for disposal.
 - In 2023 and 2024 the facility will make upgrades to the Residuals Facility.

Reclaimed Distribution System

- The City provides reclaimed water distribution services to approximately 1,900 single-family homes, two golf courses, 13 parks, and two schools in Brevard County. The reclaimed water distribution system was installed in several phases, with the first phase built in the mid-1980s and the last phase built in the mid-1990s. Currently the system is comprised of 200 shut valves, 75 blow off valves, approximately 3,000 total customer connections and approximately 40 miles of force main pipe.
- During 2022 and 2023 a desktop risk assessment and condition assessment were performed on the distribution system to target projected failures and implement repair programs to be incorporated into the departments long term CIP.

Compliance

- In 2023 the City launched a compliance division to incorporate tracking of commercial businesses and food service establishments to aid in the prevention of sanitary sewer blockages, obstructions and overflows due to the contribution and accumulation of fats, oils and grease (FOG) into the city sewer system. The objective is to eliminate FOG related sanitary sewer overflows and sewer line blockages to protect the area waterways, prevent residential and commercial property damage, decrease sewer maintenance costs, and to improve environmental quality.

Stormwater Improvements

Goal:

Reduce annual nutrient loading (nitrogen and phosphorous) to the Banana River Lagoon.

Objectives:

Meet the required Basin Management Action Plan (BMAP) load reductions by 2035.

Initiatives:

- Ramp Road Park Improvements – Project will improve stormwater treatment for the Park and also improve parking amenities.
- Golf Pond Aquatic Vegetation Harvesting – Mechanical removal of nutrient-rich, aquatic vegetation in the golf course ponds, rather than herbicide application which allows nutrients to remain and ultimately end up in the Lagoon.
- Pollutant Load Model Development – Development of pollutant load model will allow the City to identify nutrient loading hotspots throughout the City and better quantify areas for BMAP project implementation.
- Street Sweeping – Regular street sweeping of City streets to remove vegetative debris, sediment, and trash to the Lagoon.
- Ocean Beach Blvd Bioretention O&M – Regular maintenance of bioretention areas on Ocean Beach Blvd.
- Maritime Hammock Pond O&M – Regular maintenance and upgraded modifications to Hammock Pond to improve stormwater treatment.
- Public Outreach/Education – Continue to partner with County and other organizations to conduct public outreach and education events to teach citizens how to effectuate habits that can improve Lagoon water quality.

Goal:

Improve/Enhance flood mitigation in flood-prone areas.

Objectives:

Reduce the number of flood events that impact properties and infrastructure throughout the City.

Initiatives:

- Cedar/Woodland/Brevard/2nd St N Stormwater Improvements – Implement a stormwater project to alleviate the chronic nuisance flooding that occurs in this neighborhood.
- Sliplining Existing Infrastructure – Sliplining culvert along St Lucie Lane where settling of the asphalt has shown that culvert joints are failed, allowing sediment to infiltrate the stormwater system and damage the overlying asphalt.
- Basin A Flood Improvements – Area along Ocean Beach Blvd experiences chronic nuisance flooding as a result of stormwater pipe being surcharged.
- Update Land Development Code to incentivize use of Low Impact Development and Green Stormwater Infrastructure to alleviate flooding problems caused by impervious surfaces and improve stormwater treatment through percolation into soil where the rain falls.
- Proactive/Regular Inspection/Cleaning of Existing Infrastructure – Stormwater crew to conduct regular inspections and maintenance of existing infrastructure.
- Implement a GIS-based work order system to better track maintenance activities, flooding concerns, and permit requirements.

Hurricane Preparedness

Goal 1: Ensure continuity and resiliency of critical City services and infrastructure from all natural hazards

Objective 1: Safeguard City data and support Continuity of Government

Initiative 1: Make sure all essential employees can work remotely.

- Those who are responsible for key functions (payroll, for example) and do not have to report to the EOC should be provided a laptop, backup power source and internet. We can achieve this with cellular modems/hotspots and portable generators

Objective 2: Uptime of critical IT services. For example: CAD for 911, Mobile data terminals for Public Safety, Financials, communication systems for employees and public, and the EOC.

Initiative 2: All City systems on site should have multiple redundancies in power. This will ensure employees can work and communicate effectively. Will also ensure integrity of data.

Objective 3: IT systems are redundant, updated, warranted and have support agreements.

Initiative 3: In case of catastrophe, the cutover to the disaster recovery should be automated in such a way that downtime is minimal.

Objective 4: Prioritize assessment, repair, resumption of electrical and water reclamation utility services.

Initiative 4: Emergency standby generators are essential and should be correctly sized to the electrical demand of the respective system, building(s) or lift station requiring emergency power and maintain at least a 72 hour run time.

Initiative 5: Purchase additional emergency equipment such as pumps, vac-con trucks, wells, tanks, etc. in a stand by assignment during fair weather times to avoid discharge during tropical cyclone or other flood emergencies.

Goal 2: Ensure maximum internal and external communication between all City personnel and residents, visitors, stakeholders.

Objective 1: Identify all employees and designees that will serve in a state of emergency operation. List all assigned tasks and expectations during the emergency.

Initiative 1: Create a clear Chain of Command Incident Command directory of any and all employees designated as essential and nonessential. This document will be updated at least annually.

Initiative 2: Update phone/communication lists frequently

Objective 2: Prepare critical messages and statements that reflect geographical location and physical limitations of each family/resident.

Initiative 1: Prepare scalable informational documents that reflect the expected impacts of an approaching tropical cyclone.

Initiative 2: Staff a Public Information Officer and additional designees to monitor all computer, telephone, social media, email, Prepare for incoming questions, updates, alerts, watches, warnings etc.

Initiative 3: Activate employee 'hot line' with return to work information or other information as needed.

Objective 3: Provide redundant emergency communication systems for emergency and recovery operations.

Initiative 1: Identify a primary and secondary Emergency Operations Center to store communication equipment and operational support computers, office supplies, climate control and sleeping quarters.

- Emergency standby generator is essential and should be correctly sized to the electrical demand and maintain at least a 72 hour run time

Initiative 2: Utilize multiple providers and technologies for voice and data communications.

- Cellular providers for voice, SMS, and hot spot connections
- 800 Mhz radio simulcast truncating system
- 800 Mhz radio back-up single tower channels
- VHF – 100 Mhz tertiary system with repeater
- HAM radio operators

Initiative 3: Provide frequent, descriptive updates and warnings to residents, business owners, stakeholders, and hurricane operations personnel during reentry operations.

Goal 3: Reoccupation and resumption of emergency services

Objective 1: Identify and inventory all evacuation operational personnel. Identify and inventory all tangible property and equipment that will be evacuated, elevated, or abandoned in place.

Initiative 1: Type all equipment per the FEMA resource guide to facilitate faster response from local, state, and federal government assistance.

Objective 2: Establish communications with County Emergency operations center and provide current status of City government and utilities, damage requiring resources, and critical needs such as diesel fuel, heavy equipment, air assets, additional emergency generators, and food/water rations.

Objective 3: Establish ‘muster points’ at various locations near the City in case of surface flooding, road wash out, or area hazards.

Objective 4: Establish a unified command team at the applicable emergency operations center.

Initiative 1: Prioritize emergency response needs for the first 12 hours of reentry.

Initiative 2: Coordinate appropriate resources return and field assignment as conditions warrant. Typing of resources is critical (high water vehicle, heavy equipment, fire pumper, etc.)

Initiative 3: Establish law enforcement, fire, rescue, hazardous materials, flood rescue, building collapse, and damage assessment expedition teams as quickly as possible

Goal 4: Improve deficient building codes and surface flooding challenges

Objective 1: Identify target hazards that are more susceptible to tropical cyclones and surface flooding or storm surge

Objective 2: Prioritize mitigation needs for buildings and areas that are at higher risk than others

Initiative 1: Compare conditions and needs to other projects and other communities that have experienced similar challenges and mitigation

Initiative 2: Identify applicable building codes and storm hardening methods to prevent or limit storm damage and/or flooding issues

- Funding sources from federal, state, and local programs, grants and initiatives are key in a successful improvement project

- Building and planning officials can attend various conferences, classes, and programs that specifically address the various challenges found in improving building codes, and zoning.

Objective 3: Revise existing building codes to further strengthen existing buildings and future building projects in the City.

Objective 4: Provide a disaster recovery center (DRC) for residents and business owners at the Cocoa Beach Country Club. This will provide quarters for National Guard, Regional Task Force Teams, contractors, insurance representatives, and City personnel as needed to provide critical food services, recovery operations, and provide oversight of the DRC.

Initiative 1: Identify critical hardening and storm resilience needs and costs.

Initiative 2: Establish a multi-disciplined team of personnel to identify projects, funding sources, and implementation schedules to complete projects approved by the City Commission.

Initiative 3: Determine cost of essential equipment that can be stored at the facility for emergency use. This will limit the expected delays of resources after a tropical cyclone.

Public Safety

Statement: Staying consistent with current and up to date equipment, training methods, and operational practices while maintaining adequate staffing and resources to provide the principal Safety needs for the residents and visitors of the City of Cocoa Beach.

Goals:

- Have a coordinated work effort among the various Public Safety departments (PD, FD, Lifeguards, Beach Rangers, Boat Patrol, Code Enforcement)
- Maintain a staffing level in Public Safety that reflects the active population in the city including residents, visitors, day trippers, and special events.
- Educate and interact with our residents and visitors.

Objectives:

- Improve communication among all Public Safety departments and develop protocols that will assist departments with effective communication, reducing time delays and improving accuracy of information.
 - Public safety coordination meetings
 - Joint training
 - Policy development
- Maintain staffing levels for public safety and staff sustainability in order to alleviate burn out. Proper coordination of resources.
 - Determine proper staffing
 - Selective recruiting
 - Retention program
- Educate the public to reduce calls for service. The mitigation of hazardous or emergency situations through the preemptive education of the public.
 - Participation in condo association meetings
 - Education through SRO/Fire safety
 - Signage, public announcements
 - Social media

Initiatives:

- Routine interdepartmental training, education, and meetings.
 - Public Safety Coordination meetings
 - In order to improve communication between the agencies, a committee could be formed to have quarterly meetings and discuss various issues, improvement plans, or other matters to benefit the departments individually and as a whole.
 - Joint training
 - With improved communication and relationships training can take place to make the Public Safety group more prepared to serve its citizens and visitors in times of emergencies.
 - Examples: Active shooter, Hurricanes, Mass casualty, Evacuations, large influx of visitors on beach or special events.
 - Policy development
 - The safety of our citizens and visitors may involve policy, Code development and enforcement. Public Safety policies may outline simple procedures related to streamlined communication between agencies as well as how to handle emergencies.
- Define minimum staffing levels based on seasons, population, hazards, and events.
 - Determine proper staffing
 - Look at using a third-party company to help determine staffing levels.
 - Use current standards set forth by organizations such as the ICMA, NFPA, etc. to set staffing profiles.
 - Measure historical data such as call volume, hotel or transient rental occupancy, and traffic volume to help determine needs.
 - Selective recruiting
 - Use recruiting organizations to assist with developing recruitment strategies that are more proactive in their approach to attractive well-qualified candidates.
 - Work with local schools and academies to try to attract local talent within the City of Cocoa Beach or Brevard County
 - Retention program
 - Study exit interviews to diagnose the reason we are losing employees in Public Safety.
 - Create a retention program with the help of an outside organization.
- Increase public outreach by seminars, signage, social media, in school education.
 - Participation in condo association meetings
 - Increased outreach and meeting coordination
 - Education through SRO/Fire safety
 - Participating with school events
 - School hand outs
 - Signage, public announcements
 - Message boards
 - Public safety signage
 - Social media
 - Utilize and Coordinate with PIO

Conclusion:

Implementing our strategic plan will allow us to have the proper staffing with the proper equipment and knowledge, thereby creating a safer environment for our tourist and citizens on the beaches of Cocoa Beach.

Statistical & Organizational Information

Government

Date Established	June 5, 1925
Date of Incorporation as a City	June 27, 1957
Fiscal Year	October 1st to September 30th
Present Charter Ratified by the Electorate	November 6, 2018
Form of Government	Commission-Manager
Terms of Office	Four year staggered terms

Demographics & Geography

Population	11,389
Approximate Land Area	3.5 square miles
Approximate Water Area	12.8 square miles

Municipal Services & Facilities

Fire Protection	2 stations and 37 firefighters
Police Protection	1 station and 43 sworn police officers
Sewer & Stormwater Service	64 miles of sanitary sewer lines 23 miles of storm pipes
Utility Customers	4,450 Sewer
Average number of monthly billings	3,349 Solid Waste (Garbage) -- in city 3,340 Stormwater -- in city 1,999 Reuse water -- in city
Number of Street Lights	1,072 (owned by Florida Power & Light)
Miles of Streets	35.2 city and 8 state paved center line miles (0 center line miles unpaved)
Recreational Facilities	10 City and 2 County Parks 6 City and 1 County Playgrounds 2 Softball Diamonds (lighted) 2 Baseball Diamonds (lighted) 14 Tennis Courts (8 lighted, 12 Asphalt, 2 Har-Tru) 6 Soccer Fields 50-Meter Swimming Pool 1 "Kiddie" Pool and Spray Park 1 Skate Park (lighted) 1 Recreational Center 1 27-hole Golf Course
Downtown Parking Garage	Three-story garage w/241 spaces, electric charging stations, restrooms, elevator and outdoor shower

Reader's Guide

For ease of use, this budget has been provided with divider tabs that separate it into functional areas for review as follows:

Section A Summary of the budget that can be copied and distributed as necessary to persons who wish to review the budget, but who do not need the entire document. It is also designed to present a broad overview of the budget

Individual tabs are provided for the City's major Funds or groups of Funds, as follows:

Section B General Fund:
Administration
Public Safety
Public Works
Development Services
Leisure Services

Section C Special Revenue Fund:
Community Redevelopment Agency (CRA) Fund
Downtown Parking Garage (CRA)
Building Permits
Capital Improvement Fund

Section D Utilities Fund

Section E Stormwater Fund

Section F Internal Service Health Care Fund

Section G Capital Improvement Program:
Introduction and Overview by Fund & Five Year Projection
Summary by Fund & Department
Detail by Department

Section H Appendix:
Financial Policies and Practices
Funding of Services
Revenue Forecast Methodology
Expenditures Forecast Methodology
Detail of Outstanding Obligations
Glossary of Terms

Additional information about the City may be found on the City's website at www.cityofcocoabeach.com. Questions regarding the budget or other financial information may be obtained by calling the Finance Department at (321) 868-3245.

Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Cocoa Beach, Florida for its annual budget for the fiscal year beginning October 1, 2024.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**City of Cocoa Beach
Florida**

For the Fiscal Year Beginning

October 01, 2024

Christopher P. Morrell

Executive Director

EXECUTIVE SUMMARY

INTRODUCTION

- Budget Message
- Economic Conditions
- Demographics and Cultural Notes
- Financial Structure
- Budget Calendar
- Budget Process and Overview

MILLAGE OVERVIEW

- Millage Resolution
- Millage Summary

BUDGET OVERVIEW

- Budget Resolution
- Summaries of Sources & Uses
- Sources & Uses Charts
- Changes in Fund Balances and Reserves
- Consolidated Financial Overview

PERSONNEL OVERVIEW

- Personnel Recap
- Salaries and Benefits Summary
- Salaries and Benefits Chart

INTRODUCTION

BUDGET MESSAGE

ECONOMIC CONDITIONS

DEMOGRAPHICS AND CULTURAL NOTES

FINANCIAL STRUCTURE

BUDGET CALENDAR

BUDGET OVERVIEW

TO: Honorable Mayor and City Commissioners
FROM: A.J. Hutson, City Manager
Hana Juman, Finance Director
DATE: September 18, 2025
SUBJECT: Budget Message for Fiscal Year 2026



The Annual Budget for the year ending September 30, 2026 is submitted in the following document. The total Annual Budget is \$104,560,526. This total includes all funds anticipated to be available established by policies to cover emergencies or funds being accumulated for major capital outlays planned for future years.

The total budgeted for personnel services, operating expenditures, capital outlay, debt service, and other items has decreased by \$15,391,997 from the adopted FY 2025 budget. Cost of Personnel Services have risen by 4.32%, to reflect a 4% Cost-of-living-adjustment (COLA), increases in health care insurance and union negotiations. Operational costs continue to rise in all funds, with costs rising for maintenance of assets (fleet, streets, infrastructure), increased cost of small tools and equipment (items that have a cost or life span less than a fixed asset), and other supplies required to perform general work functions. Other costs with significant increases are professional services (engineering, landscaping, specialized maintenance work), and some benefit costs, including the cost of worker's compensation insurance.

Budgeted reserve balances for all funds total \$15,296,279 which is a decrease of \$(3,295,983) compared to the reserves of \$18,592,262 reflected in the adopted FY 2025 Budget. The City calculates the reserve balance as a percentage of total budgeted expenditures less capital outlay. Ordinance 1681 requires the General Fund reserve balance at a minimum of 22%, with 19% committed for use only in case of a state of emergency, and the non-committed reserve balance will be a minimum of 3%. The non-committed reserve balance minimum requirement will increase by 1% per year until 6% in FY 2029.

In FY 2024, the City Commission adopted Ordinance No. 1687 committing \$500,000 of General Fund reserves to Capital Improvement projects for future use. This Fund was established in 2020 with the intent of accounting for significant city projects separately from other General Fund capital projects. The fund has not been utilized as intended with the appropriate revenues to support expenditures. This has resulted in having an unhealthy fund with negative reserve balance. Finance recommends to close this fund with the adoption of Resolution 2025-21.

Format

The information in this document is intended to provide an overview of the budget and should be sufficient for the reader to gain a basic understanding of our financial plans for FY2026 and beyond. The document has the same basic format as previous years. We have added some information based on comments from the budget awards program and current year events. Included in this year's budget are account number changes made to follow the State of Florida Uniform Chart of Accounts. The old account numbers are included for historical purposes and contains actuals for the prior years.

Goals and Objectives/Strategic Plan

Our basic operating unit is a department. Departments concentrate activities on various functions, either operating (e.g. Public Works) or support (e.g. Finance). As part of the budget process, each department's primary mission is included as well as goals, actions, and tasks as defined in the Strategic Plan for FY 2026. These are an integral part of department presentations and intended to aid the reader to develop an understanding of missions and responsibilities.

Personnel Costs

Contract negotiations are included for personnel expenditures for members of all three unions; Police, Fire and Laborers' International Union of North America (LIUNA). A programmed wage increase is budgeted for FY 2026 for all union and non-union employees, as well as some position adjustments.

The FY 2026 budget for pension contributions to all three plans is \$2,904,448 which is 31.7% increase from FY 2025. The cost is allocated to the departments as a percentage of their respective covered payrolls. The General Employee Plan contribution is 10.12%; the Police Plan is 28.03%; and the Firefighters Plan is 31.81% of covered payroll. Required contributions are affected primarily by the equity market losses related to the recession, a change in the State of Florida's amortization method (Slavin rule) to account for those losses, differences between the actual and assumed rates of investment returns, and salary increases mandated by union contracts.

Provisions in the Police and Fire collective bargaining agreements allow for distributions received from the State to be used annually to reduce the Unfunded Actuarial Accrued Liability (UAAL) of their respective plans. It is anticipated that this will further reduce the City's pension fund contribution.

Changes in budgeted positions are detailed in the Personnel Recap. There are 230 full time and 121 part time/seasonal positions budgeted in FY 2026.

American Rescue Plan Act (ARPA)

The FY 2026 budget includes appropriations for a portion of the \$5.8M allocated to the City in federal funding from the latest COVID-19 stimulus package - the American Rescue Plan Act (ARPA) of 2021. Within the ARPA, the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) provides funding for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments split evenly between municipalities and counties. Eligible projects for ARPA funding will be considered and funds will be appropriated accordingly. In the FY 2025, \$1.3 million of ARPA funds was budgeted towards the remodel of Bicentennial Park. Federal regulations require the City to fully obligate all ARPA funds prior to December 31, 2024.

General Fund

FY 2026 revenues for the General Fund are projected to be \$43,357,788. The largest single component of this revenue is ad valorem (property) taxes which are \$19,072,937, and is 44.1% of the projected General Fund revenues. The tentative rate of 6.0000, was used to create this budget. The "roll back rate" is 5.9610. Revenue from property taxes will be used to fund the needs of the General Fund to include increased operating costs, capital replacements, and maintaining reserves.

With the adoption of Ordinance No. 1695 on March 20, 2025, the city expanded the requirement for registration of vacation rentals city-wide rather than just in the RS-1 zoning district. This set into motion a retooling of the city's program to administer vacation rentals, which has resulted in a significant increase in both the number of registered vacation rentals as well as application revenue. The requirement for city-wide registration was quickly followed by approval of an updated fee schedule. By July, registration revenue was over 400 percent higher than what had been budgeted in the FY 25 city budget. In addition, the total number of registered vacation rental units increased over 300 percent from the previous year.

With the increased program revenue, the city added an additional code enforcement officer devoted exclusively to enforcing vacation rental regulations; notably the city's requirement for a maximum occupancy of eight individuals. To assist code enforcement staff in implementing the occupancy rule, the city commission clarified the term occupant to include anyone who is at a vacation rental for more than 15 minutes. Children under two are also excluded from the total.

The policy changes enacted by the commission during the FY 25 budget cycle have resulted in a significantly improved vacation rental program, which in turn provides staff with another tool for improving neighborhoods throughout the city.

Gross taxable property values have risen 3.9% over last year's values. Taxable values have increased due to a strong recovery in the real estate market and completion of some redevelopment projects.

In FY 2025 ad valorem collections are estimated at \$17,997,973 and \$19,072,937 is projected for FY 2026. Beginning in FY 2017, through a combination of rising property values and increased millage rates, the gap on the revenue losses began to narrow. However, adjusting for inflation, the revenue loss experienced between 2007 and 2016 continues to impact and staff has addressed this by cutting or deferring some projects, eliminating positions, and making focused reductions in expenditure accounts. These reductions are partially offset by rising direct and indirect costs. Additional losses were experienced during FY 2020 and FY 2021 during the COVID epidemic. Subsequent to that event, operating costs have been rapidly rising.

Total General Fund proposed expenditures for FY 2026 are \$47,198,334. This figure includes the \$7,767,013 budgeted for capital outlays. Capital items for FY 2026 have been budgeted as outlined in the Capital Program (Section G).

Confiscated Property Fund

The Confiscated Property Fund revenue and disbursements are handled in accordance with State Law. These funds are required to be used to supplement the Police Department with items that are not usually funded during the budget process. This fund is not budgeted and not presented in this document.

Community Redevelopment Agency Fund (CRA)

The CRA was established by voter approval in January 2008. The special revenue fund was established in FY 2011 in anticipation of Brevard County formerly accepting the CRA. The CRA is funded with tax increment millage in FY 2026. Repayment of advances from the General Fund to the CRA from FY 2011 to FY 2013 were paid in full in FY 2021. The CRA requires extensive planning from an administration standpoint because some ad valorem monies normally spent for general purposes are restricted to CRA expenditures only.

The \$5.2M Downtown Parking Garage opened in May 2019. The three-story garage has 241 parking spaces, restrooms, beach showers, an elevator, water fountains, a visitor information area, an electric vehicle charging station, and a solar-powered trash compactor. The CRA budget includes a division which appropriates funds for the Downtown Parking Garage.

Details of the CRA and Downtown Garage budget are included in Section C. Details of financing of the garage are included in Section H.

Building Permits Fund

This Fund was established in the September 2022 budget process, to account for those fees which "shall be used solely for carrying out the local government's responsibilities in enforcing the Florida Building Code." Florida Statute 553.80. This special revenue fund is established for more accurately accounting of fees and uses for enforcing the Florida Building Code.

Capital Improvements Projects Fund

This Fund was established in 2020 with the intent of accounting for significant city projects separately from other General Fund capital projects. The fund has not been utilized as intended with the appropriate revenues to support expenditures. This has resulted in having an unhealthy fund with negative reserve balance. Finance recommends to close this fund with Resolution 2025-21 adopted by the Commission.

Utilities System Fund

FY 2026 Utilities System revenue is projected at \$23,924,150. The total expenditures amount budgeted for FY 2026 is \$27,523,242. This amount includes capital expenditures of \$17,893,412 attributable to the facilities upgrades discussed in the following paragraph. The budget includes the required annual debt service on Revenue Refunding Note, Series 2014B, Refunding Revenue Bonds, Series 2020, and two State revolving loans. Proceeds from these loans were used to acquire capital items related to the facilities upgrade and sewer system rehabilitation. Additional upgrades are outlined in the Capital Program (Section G) for FY 2026.

Over the next few years, debt service obligations and capital outlays are scheduled in order to fund capital projects that are required to continue to comply with increased Federal discharge standards. Based on the results of the 2023 Utility Rate Assessment, Resolution 2023 - 06 was approved to increase rates by 20% in FY 2024, and by 20% in FY 2025 and FY 2026. These increases are to cover the increased operating costs, and over \$27 million in capital equipment and capital projects needing to be completed over the next five years. Many major equipment units at the sewer plant have been replaced over the past six years. Loan repayments for the most recent project upgrades began in FY 2021. Additional equipment and system upgrades are shown in Section G. Capital appropriations and grant funding will finance these new project upgrades.

Stormwater Fund

The Stormwater Fund projects that revenue will be \$6,348,555 in FY 2026. The City engaged in a Stormwater Rate Review in FY 2024, the City Commission approved two increases in the Stormwater rates - one in FY 2024 and the other in FY 2025 in accordance with the recommendations of the study. Even with these rate increases, it may be necessary to secure funds from grants or loans in order to accomplish the large capital projects recommended in the nearly complete updated Stormwater Master Plan and scheduled over the next five (5) years. Amounts budgeted for operating and capital expenditures are \$6,757,742. This figure includes \$5,293,860 budgeted for capital outlays. Capital items for FY 2026 have been budgeted as outlined in the Capital Program (Section G).

Internal Service Fund

The healthcare fund is an internal service fund that was established in the FY 2024 budget. The purpose for this fund is to internally track the City's costs of providing health care services to all current and separated employees, including expenses budgeted for the cost of services to provide COBRA coverage for separated employees.

Acknowledgments

The department directors and other employees cooperated to provide the information needed to compile the budget and we appreciate their teamwork and collaboration. Preparation of this very complex document is no easy task and could not be done without such support. Input to the document continues and it has been a challenge to prepare our recommendations with our limited resources in the time available. As always, our intentions are to provide the highest possible level of services to the public at the lowest possible costs.

Awards

We are very proud that this past year, the FY 2024 Annual Comprehensive Financial Report (ACFR) received the Certificate of Achievement from the Government Finance Officers Association (GFOA) for the 44th year and the FY 2025 budget document received the Distinguished Budget Presentation Award from GFOA for the 24th time. These accolades recognize the high standards, capabilities, and professionalism of the Finance Department.

Conclusion

There are several large re-development projects currently underway. Some challenges which the City is continuing to face in FY 2026 are increased materials costs and increased service and utility costs. Price increases can happen rapidly and have presented budgeting challenges. Additionally, the City of Cocoa Beach continues to manage the high cost of approximately 2.5 million tourists and the need for large public safety departments to maintain safety for citizens and visitors. The budget reflects the City's philosophy to remain fiscally conservative during this uncertain time. The FY 2026 budget addresses the improvements to the sewer and stormwater systems; improvements to recreational amenities and wage requirement mandates. Even though the current economic conditions present some challenges, the City continues forward in a positive direction so that the services and features that make Cocoa Beach so nice are preserved for generations to come.



A.J. Hutson, City Manager



Hana Juman, Finance Director

Economic Conditions

Economic Conditions

Cocoa Beach is situated on the narrow strip of land between the Banana River and the Atlantic Ocean. The town was established in 1925 and incorporated as a city in 1957. The small beachfront community is characterized by a mixed economy based on tourism and retirement living. It is almost completely "built-out" and only a small amount of undeveloped land remains within the City's corporate limits. Land uses are primarily in the form of residential, commercial, public recreation, schools, and public or institutional uses. Industrial uses are not permitted. The City offers a desirable quality of life for residents and visitors alike.

The financial condition and economic vitality of the area are influenced by the activities at Patrick Space Force Base, previously known as Patrick Air Force Base to the south, and the Kennedy Space Center and Port Canaveral to the north. Space Force Base is one of the area's major employers, and any reduction in operations at that facility would certainly have a negative impact on the community. With the record-breaking number of launches from SpaceX and the revival of NASA, Kennedy Space Center has certainly done its part in boosting the local economy.

The emergence of the Cruise industry in Port Canaveral has generated a positive economic impact on Brevard County. With numerous top cruise companies stationed at the port, tourists have been traveling from all around the world to travel from Port Canaveral. Port Canaveral is the world's second busiest cruise port. To keep up with the high demand for cruising, a new cruise terminal will be built and fully operational in the next few years. This new terminal will provide significant cost savings and operational flexibility while retaining the top cruise lines. Continuing growth of the Cruise industry will allow for the local economy to reap the benefits.

Space Coast tourism has continued at a record pace in FY 2025. The City's economy is highly dependent on tourists and retirees, which is a mixed blessing for the City. Tourism benefits local business, but also requires additional public safety resources and adds to more traffic and congestion on the roadways. Likewise, while retirees add stability to residential neighborhoods, they also require more emergency response capabilities and more recreational amenities than younger population groups. In addition, many retirees stay in Cocoa Beach on a seasonal basis using services and facilities, but don't count towards the official population. For all these reasons, the City needs staffing and facilities larger than cities of similar permanent population. Although the City itself generates sales tax and gasoline tax revenue sufficient to meet the needs, the State allocates funds to the City based on permanent population, not on the basis of these revenues generated within the City. Our Tourist Development Organization is directing capital funding for projects within Cocoa Beach that will certainly be quality of life improvements; however, with most of the tourist tax collected in Cocoa Beach and the 2.5 million visitors annually, there is certainly justification to receive funding for public safety impacts if State Statutes can be amended.

The financial position of the City has remained secure, with a strong and stable economic base. Property values remain among the highest in Brevard County and the City enjoys a steady population base. However, the City's land area is almost totally developed and future revenue growth will only occur through redevelopment of existing properties. The City is faced with the challenge of deciding how to manage this future redevelopment and with determining the strategies that are appropriate for the community.

Demographics, Cultural & Planning Notes

Demographics

Cocoa Beach is both a residential community and a tourist destination. The base population is 11,389¹ but the count increases to about 30,000 during the peak tourist season when hotels, motels, timeshares and condominium rentals are full. There are over 5,700 hotel and motel rooms available. The City is also the destination for another 2.4 million day visitors per year.

The top ten taxpayers comprise over six (7.60%) percent of the City's total taxable assessed values. Most of the top ten (10) taxpayers are in the tourist hospitality/retail business.

Principal Property Tax Payers

Taxpayer	FY 2024 Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Hilton (1550 North Atlantic)	\$ 40,367,790	1	1.39%
Doubletree Hotel (2080 North Atlantic)	\$ 36,501,510	2	1.26%
Ocean Partners Hospitality 5500 North Group (Days inn/Best Western)	\$ 34,462,840	3	1.19%
Cocoa Beach Development	\$ 20,452,070	4	0.71%
Westgate Resorts LTD & Pier (Walkula)	\$ 16,163,700	5	0.56%
Cocoa Beach Hospitality LLC (Quality Inn)	\$ 14,848,690	6	0.51%
Ron Jon Surf Shop of Florida Inc.	\$ 11,345,690	7	0.39%
Northport Inc.	\$ 10,771,540	8	0.37%
Cocoa Beach Surf Company	\$ 10,433,260	9	0.36%
Discovery Resort Inc.	\$ 9,709,200	10	0.33%
Branch Cornerstone Plaza Assoc. LP	\$ 8,693,860	11	0.30%
DAD Inc. 1300 N Atlantic Ave	\$ 6,573,500	12	0.23%
TOTALS:	\$ 220,323,650		7.60%

Source: FY 2024 Annual Comprehensive Financial Report (ACFR), page 95

Demographics, Cultural & Planning Notes

The number of permanent residents who are employed number about 5,028 or about 42% of the population. Almost all residents employed (97%) are high school graduates or higher; about 44% hold a Bachelor's Degree or higher. The largest private ownership within the City is the professional and business services sector (20.5%) followed by the leisure and hospitality sector (19.8%)². The hospitality businesses typically offer lower pay and must draw workers from less affluent areas.

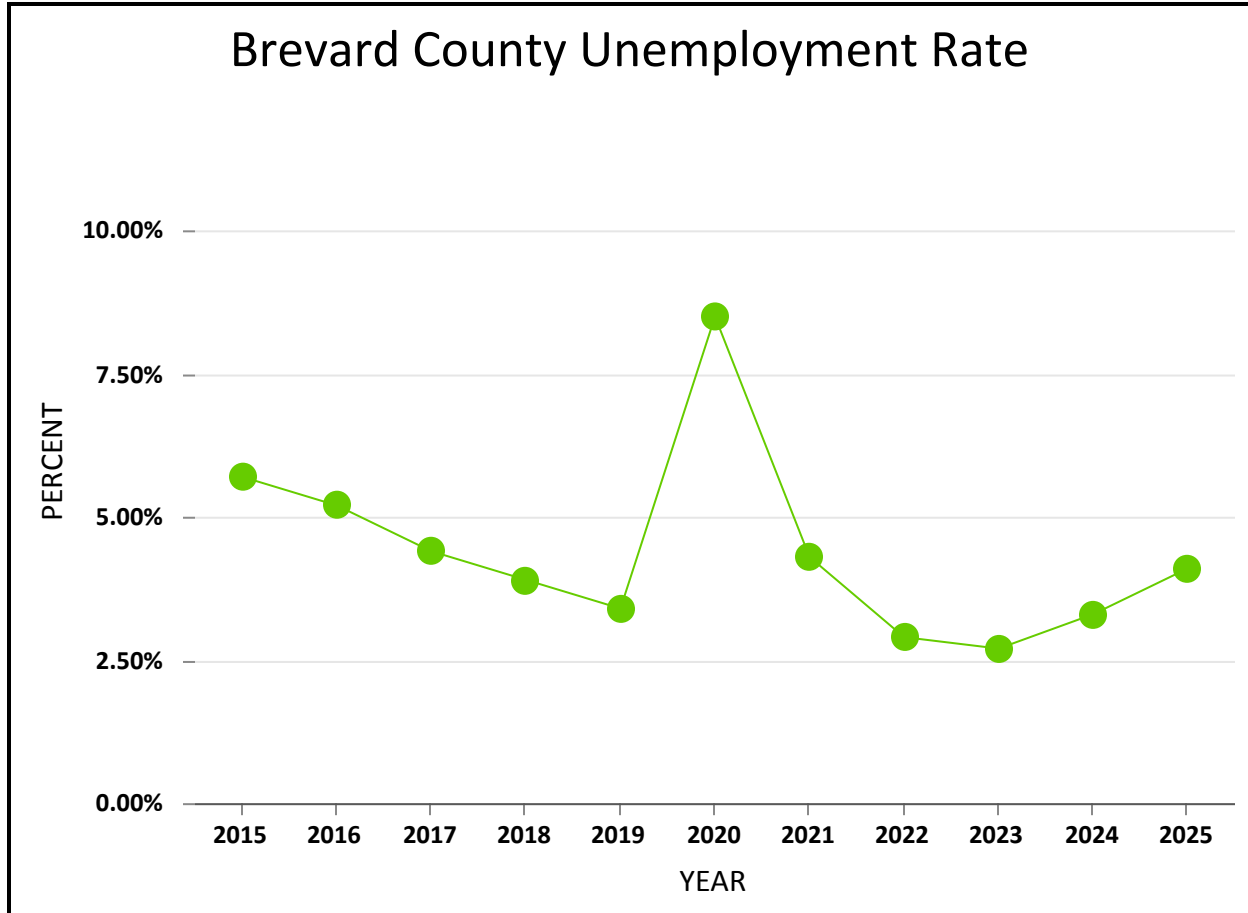
Most residents work outside the City. The top ten (10) employers in Brevard County make up a significant percent of the total 277,800 Brevard County employment as shown below. There are no City figures available.

Employer	Employees	Percentage of Total County Employment
School Board of Brevard County	10,000-10,999	4.01%-4.46%
Health First Medical Group	9,000-9,999	3.57%-4.01%
L3Harris Technologies Inc.	7,000-7,999	2.68%-3.12%
Northrop Grumman Corporation	5,000-5,999	1.34%-1.78%
Wal-Mart Associates Inc.	4,000-4,999	.89%-1.34%
Publix Super Market Inc.	4,000-4,999	.89%-1.34%
Department of Defense	2,000-2,999	.89%-1.34%
Blue Organ Florida LLC	2,000-2,999	.89%-1.34%
Brevard County Board of County Commissioners	2,000-2,999	.45%-.89%
National Aeronautics SPC Admin.	2,000-2,999	.45%-.89%

Source: FY 2024 ACFR page 102

Aside from the Brevard County Schools several employers support the space industry, technology, and other U.S. government entities.

². Community Data Cocoa Beach ; Economic Development Commission of Florida's Space Coast (EDC)



The graph above shows the unemployment rate for 2025 at 4.1% indicating the progressive recovery effects of an unprecedented shutdown of the economy due to COVID-19 in spring of 2020.⁶ Much improvement has been realized since last spring when the unemployment rate was over 13% for a time. We hope this improvement will continue as economic recovery resumes.

The Kennedy Space Center as mentioned above is both a tourist attraction and a major employment center, with several space and defense contractors located there, which in turn, are supported by numerous local suppliers and support services. Private sector space companies (SpaceX, United Launch Alliance and Blue Origin) have been increasing their presence at KSC. In May 2020, SpaceX became the first private company to successfully send two NASA astronauts to the International Space Station (ISS). Since then, the number of annual launches have increased, with an estimate of up to 120 launches in 2025. The success of new job creation from the private sector programs is a positive factor that continues to develop. The table on the preceding page shows the major companies and jobs that might be affected.

6. As shown in the Florida Research and Economic Database (FRED),
<https://fred.stlouisfed.org/series/FLBREV3URN>

Demographics, Cultural & Planning Notes

Cultural Notes

Cocoa Beach has many amenities for a city of its size. There are twenty-nine (29) hotels/motels and eight (8) financial institutions within the City limits. The City has a full-service library, a regional hospital and local post office. There are three (3) highly rated public schools, (two (2) elementary and a junior/senior high school). The City also operates a twenty-seven (27) hole golf course and there are twelve (12) City and County parks located within the City limits. The City provides the public with a 50-meter swimming pool, a “kiddie pool” and a spray park; two (2) soft tennis courts; ten (10) hard tennis courts and a sports complex with six (6) soccer fields, two (2) softball diamonds and two (2) baseball diamonds. The City also has a skate park and a dog park.

There are 12.8 square miles of water area within the City limits. Many residents and visitors enjoy the ocean beaches, boating, kayaking and observation of a large variety of indigenous species of plants and animal wildlife in the area due to its weather conditions and location between the ocean and river.

Cultural activities are also prevalent in the City. The City is host to the Cocoa Beach Art Festival. Cocoa Beach is home to the Surfside Playhouse where local actors perform in popular plays on a year-round basis.

Planning Notes

The City has a formal Comprehensive Plan which lists, in an organized manner, the land development goals and objectives of the City.

The 2025 Comprehensive Plan was submitted to the State Department of Economic Opportunity (DEO), and all requisite State Offices and Agencies, where it received final approval in October of 2015 to serve as the City’s master planning document. The Comprehensive Plan is required to be updated every ten years or as land development activities warrant.

In July of 2016, the American Planning Association (APA), Florida Chapter, notified the City of Cocoa Beach that the 2025 Comprehensive Plan had been selected as the winner of the “Award of Excellence” for the Comprehensive Plan for the Statewide Small Jurisdiction Category. In 2018, the City updated the Comprehensive Plan to accommodate the implementation of a form-based land development code for four (4) defined redevelopment areas within the City and again in 2019 to incorporate the changes on measuring building height that resulted from the November 2018 referendum. The previously mentioned redevelopment areas are delineated to define those portions of the City that can benefit from well-guided redevelopment and enhanced non-residential development while, at the same time, protect the character of the City’s primarily single-family residential neighborhoods.

The efforts of the last four years to amend the City’s Comprehensive Plan and the Land Development Code are beginning to have the desired effect, especially in the Redevelopment Districts. Planned developments, mixed-use buildings, and site redevelopment projects are in the process of approvals. Some have received approval and a few are under construction. Long vacant parcels are seeing renewed interest as a result of the development regulation amendments, coupled with the right economic climate.

More emphasis is being placed on stormwater management for all new and redevelopment projects and Low Impact Design (LID) principles are being encouraged.

The City’s Comprehensive Plan, Budget, Annual Comprehensive Financial Report (ACFR), and other management plans are posted to the City’s website: <http://www.cityofcocoa.beach.com>.

Demographics, Cultural & Planning Notes

The Commission first formally adopted the City of Cocoa Beach Strategic Plan by Resolution in Fiscal Year 2015. The City of Cocoa Beach Strategic Plan was been revised and adopted in Fiscal Year 2023. The Plan focuses on five enduring goals:

STRATEGIC PLAN GOALS

Our Strategic Plan has five enduring goals that advance our Mission and Vision:

1. Ensure a Safe City.
2. Deliver effectively the services that Cocoa Beach Citizens need, want, and are willing to support.
3. Maintain a low-density residential and family friendly resort-oriented community where citizens and visitors can find and afford the values, services, and lifestyles they seek.
4. Maintain effective stewardship of Cocoa Beach's significant natural resources.
5. Build and maintain a healthy business climate.

These enduring goals, along with specific actions and tasks supporting them, will move the City toward our vision of the future.

Within the Plan each goal is followed by the City's primary actions in that subject area for the foreseeable future. The goals should remain constant over time and should only be revised to reflect significant community changes or unanticipated events. A list of measurable actions with tasks helps us track progress toward the goals. Actions are generally identified to cover the five-year planning period from the date they are adopted or revised. Tasks are the steps needed to meet the action. Many tasks have been, and will continue to be, developed at the department and division level to align the entire organization with the goals and actions. All tasks will have behind them the requisite authorization and funding prior to their execution.

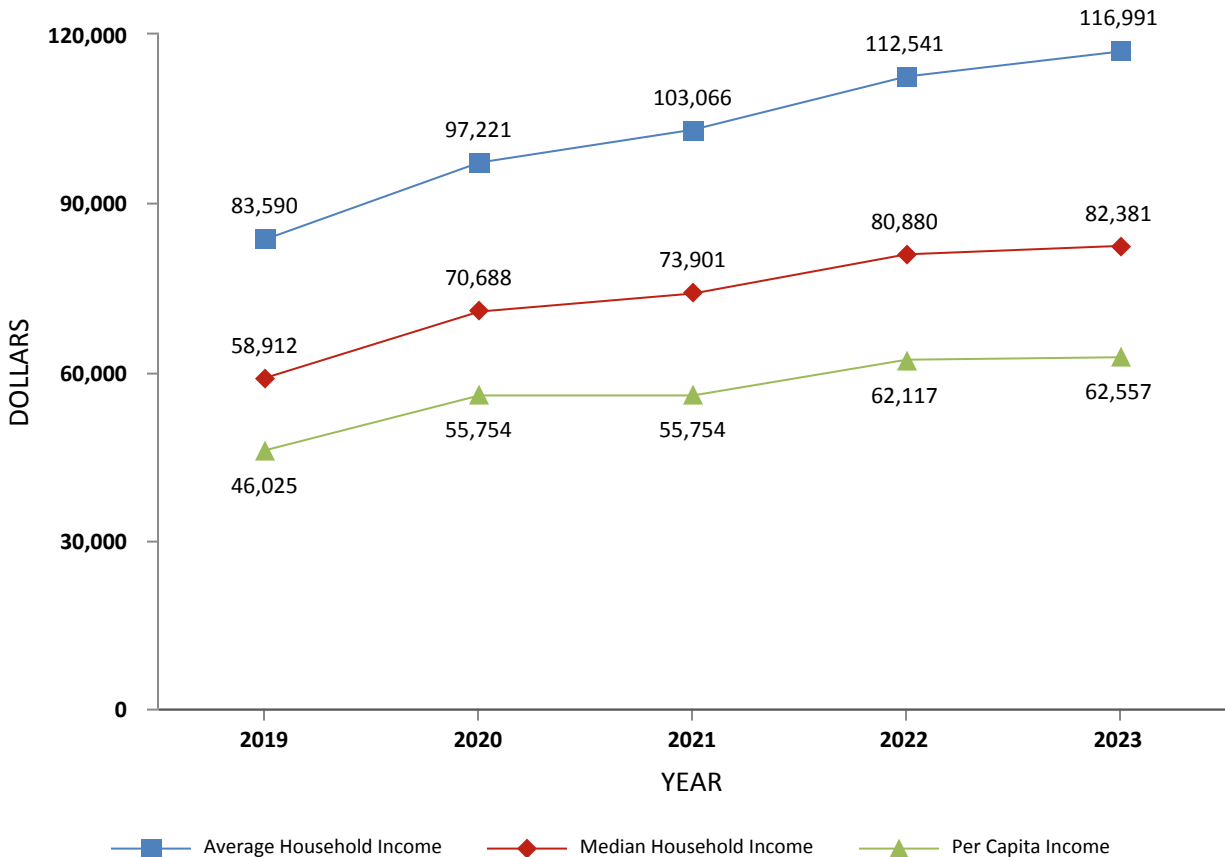
Long Range Financial Planning

The City of Cocoa Beach's long-range planning process evaluates the long-term sustainability and the balance between the potential spending needs and projected revenue. The City is addressing these variables by continuing to follow its Strategic Plan. The enduring goals of the Strategic Plan, along with the specific actions and tasks supporting them, will move the City toward its vision of the future.

Demographics, Cultural & Planning Notes

The City is home to a sizable retiree population. The median age of the residents is 59.2 years, with thirty-six percent (36%), (i.e. 4,132 residents) over age 65. Income levels are shown below⁷.

INCOME - CITY OF COCOA BEACH



Retirees with military and/or aerospace company pensions supplemented by Social Security were somewhat insulated from the economic downturn in Brevard County. Macroeconomic data⁸ also shows significant numbers of baby boomers are financially unprepared for retirement. The recession reduced home and portfolio values of this group just as their retirements were beginning. This, in turn, coupled with rising property insurance costs, has contributed to the rising anti-tax sentiments.

In fact, the actual state and local tax burden⁹ per capita for Florida is moderate; the business climate index very favorable and state revenues per capita are the lowest (50th) in the nation. The median household income for the U.S. as a whole was \$ 82,381.¹⁰ By this standard, Cocoa Beach households are on par with their national counterparts.

All of these economic elements will factor into the challenges the City faces as it strives to maintain existing service levels.

⁷ Space Coast Economic Development Council (EDC).

⁹ Tax Foundation, [2019 Facts & Figures](#) Sources: For income data: Sentier Research, LLC estimates of annual household income derived from the monthly Current Population Survey (CPS) conducted by the U.S. Census Bureau; for labor force data: the U.S. Bureau of Labor Statistics.

¹⁰ Source: U.S. Census Bureau; www.census.gov : American Community Survey 5-Year Estimates

Financial Structure

Overview

For accounting purposes, a public unit of local government such as the City of Cocoa Beach is not treated as a single entity as is common with private businesses. The City government is a collection of smaller, separate accounting entities known as “funds.” Each fund has its own set of self-balancing accounts in which to record cash and other financial resources as well as related liabilities and fund balances. Funds are segregated for the purpose of performing specific activities, or for achieving specific objectives. A description of the primary funds of the City follows.

Governmental Funds: The Governmental Funds are used to account for the activities of a government which primarily provide services to citizens and are financed with taxes and intergovernmental revenues. The City’s primary funds in this group include the following:

General Fund is the primary operating fund of the City. All the City’s financial activities are accounted for in the General Fund, except for activities for which a compelling reason exists to establish separate accountability. The General Fund budget is the largest fund and includes many of the primary services provided to citizens such as police and fire protections, recreational activities, parking areas (other than downtown parking garage), public improvements, and administration.

Special Revenue and Internal Service Funds are used to account for certain revenue sources set aside for specific purposes, either because of legal restriction imposed by outside parties or the City’s governing body. The City now has two special revenue funds and one internal service fund:

Confiscated Property Fund accounts for property confiscated in the course of police activities. The funds are restricted to uses that meet state statutory requirements and to items that would not be routinely budgeted. This Fund is not budgeted.

CRA Fund was established in FY 2011 to capture interim CRA costs. The voters approved the CRA in January 2008. Brevard County formally approved the CRA plan in early 2012. Budgeting for this fund began in FY 2012. The first tax increment millage revenue was received in FY 2014 and continues. Repayment of advances made to the CRA fund from the General Fund from 2011 to 2013 were paid in full in FY 2021. With the opening of the Downtown Parking Garage within the CRA in FY 2019, a CRA Garage division was established within the CRA Fund to account for all financial activity associated with the Garage.

Building Permits Fund was established in FY 2022 to account for those fees which "shall be used solely for carrying out the local government's responsibilities in enforcing the Florida Building Code." Florida Statute 553.80. This special revenue fund is established for more accurately accounting of fees and uses for enforcing the Florida Building Code.

Financial Structure

Proprietary Funds: Proprietary Funds consist of two (2) categories, Enterprise Funds and Internal Service Funds. The City's funds in this group are described below:

Enterprise Funds are used to account for specific activities for which the City charges fees to external users that are pledged to bond issues or are designed to recover the cost of providing services. The City has two (2) Enterprise Funds:

Utilities System Fund: This fund accounts for the activities of the City's sewer and water reclamation systems.

Stormwater Management Fund: This fund accounts for the activities directly related to reducing stormwater runoff, improving water quality and maintaining the City's canals. City policy is to recover these costs from user fees.

Internal Service Fund: The healthcare fund is an internal service fund that is newly established in FY 2024. The purpose for this fund is to internally track the City's costs of providing health care services to all current and separated employees. The expenses budgeted in this fund will be the cost of services to provide COBRA coverage for separated employees.

Fiduciary Funds: Fiduciary Funds consist of four (4) categories, pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds. All are established to manage financial resources in a trust-type capacity.

The City has four (4) pension (and other employee benefit) trust funds:

General Employees' Pension Trust Fund
Police Employees' Pension Trust Fund
Fire Employees' Pension Trust Fund
OPEB¹¹ Trust Fund

Fiduciary funds are not budgeted. The contribution costs associated with the pension plans are reflected in each department's budget. The OPEB contribution is budgeted in the General Fund. The fiduciary funds report their respective activities in the ACFR.

Major Revenue Sources

The recurring major revenue source (about 44.1%) of the General Fund is ad valorem property taxes. As previously mentioned, FY 2026 shows an increase in the value of the property tax roll. Since the City is essentially fully developed, there is little potential for significant additions to the property tax roll and increases will come primarily from redevelopment and re-evaluations of existing properties. Taxable values declined over time due to the weakening of the real estate market during the recession and have only started trending back upwards in recent years.

Charges for services is also a major source of revenue, with the largest component of those being fees for garbage collection. These fees are established based on contract provisions with the private collector, whereby increases are allowed according to changes in the consumer price index. The third major category is the combination of franchise fees and utility taxes. These revenues can be expected to grow similar to the rate of inflation, as they are based on utility service fees.

¹¹ OPEB means Other Post Employment Benefits. See the FY 2024 ACFR page 62 for a complete explanation.

Rates for the Golf Course were restructured in FY 2025 in accordance with recommendations made by the National Golf Foundation and the adoption of Resolution 2015-34 . Rates were again updated in FY 2018 with the adoption of Resolution 2018-05 to add for flexibility to meet operational and capital equipment replacement funding needs. Most recently, rates were updated with the adoption of Resolution 2025-14.

For the enterprise funds, the major revenue sources are user fees. These have historically been increased to handle the increased costs of operations, debt service and capital requirements. However, the City makes every effort to keep such increases to a minimum.

The Utility Fund currently is working on a new Rate Assessment Study. New rates were set in accordance with operational, debt and capital funding needs effective October 2024. The FY 2026 budget does not include a rate increase.

Stormwater System Rate Review was completed in FY 2024. A multi-year project to update the Stormwater Master Plan is nearly complete and results will determine next the required rate adjustment. New rates were set in accordance with operational, debt and capital funding needs in FY 2024. The FY 2026 budget does include a rate increase. Grants for Stormwater projects are reimbursable cost grants, meaning that eligible costs are incurred “up front” and reimbursements lag these expenditures by several months.

Financial Structure

FUND RELATIONSHIP CHART

All Funds Listed Below Are Considered Major Funds For The City Of Cocoa Beach

General Fund (001)	Special Revenue Funds	Enterprise Funds
•Commissioners •City Attorney •City Manager •Human Resources •City Clerk •Finance •Finance/Metered Parking •Information Technology •Police •Beach Rangers •Parking Enforcement •Communications •Fire •Emergency Medical Services •Community Paramedic Program •Public Works •Development Services - Planning & Zoning •Code Enforcement •Leisure Services •Non-Departmental	•Community Redevelopment Agency (125) •Building Permits Funds (136) •Captial Projects Fund (310)	• Utilities System Fund (431) • Stormwater Fund (441)

Budget Calendar

Activity	Date
Review what is new for budget preparation and distribute budget manuals.	February 28, 2025
Refresher/new user training on the Naviline Budget Module	As needed
Deadline for Input: - Requested Budgets (Operating and 5 Year CIP-Naviline) - Operating Statistics	March 31, 2025
Budget Meetings with Departments	April 1, 2025 - April 11, 2025
Preliminary Workshop of FY2026 Budget	June 17, 2025
City Commission Vote on Proposed Millage	July 17, 2025
Commission Workshop on Recommended Budget	August 19, 2025
First Public Hearing and Vote to Approve Tentative Millage & Budget	September 4, 2025
Second Public Hearing and Vote to Approve Final Millage & Budget	September 18, 2025

BREVARD COUNTY SCHOOL BOARD

First Hearing - July 29, 2025 5:30pm

Final Hearing - September 9, 2025 5:30pm

BREVARD COUNTY BOARD OF COMMISSIONERS

First Hearing - September 9, 2025 5:30pm

Final Hearing - September 23, 2025 5:30pm

Budget Overview

The City of Cocoa Beach has a Commission-City Manager form of government. The Mayor and four (4) Commissioners are elected at large and serve for a period of four (4) years. Regular elections are held in even years only. The election for Seats 1 - 3 are in the same year; Seats 4 and 5 are in the next even year. This change was made in a City Charter revision, in part, to reduce costs by eliminating off-year elections.

The Commission is charged with the responsibility of establishing policies that govern the City, and enacting ordinances and resolutions. The City Manager is appointed by the Commission and is charged with the responsibility of administering daily operations and implementing Commission directives. The City provides the full range of services normally associated with a municipality, including public safety (police and fire), advanced life support services, recreational activities, street and park maintenance, public improvements, sanitation, wastewater treatment, stormwater improvements, planning and zoning, and general administration.

Budget Process

The City's budget is adopted by resolution. Two public hearings are required prior to adoption. The millage assessment is also adopted by resolution in conjunction with the budget. In addition, the City adopts a Five-Year Capital Improvement Program each year by resolution.

The annual budget process began in February for the fiscal year 2026 budget. Comprehensive working drafts of the five-year capital improvement budget and the annual operating budget were developed. The Five-Year Capital Improvement Program (CIP) is presented with the operating budget, and public workshops are conducted on the budget recommendations during the months of July and August. The final budget is adopted during September after two public hearings in accordance with Florida Statute 200.065, the Truth-in-Millage (TRIM) law.

Budget Adjustments

Departments may not exceed the total appropriated without approval of a budget amendment by the City Manager. The City Manager may also approve transfers within a department's accounts and/or authorize adjustments to re-classify items to the proper account codes and to account for loans, merchandise for resale, reimbursements, gifts, grants or donations. The City has formal emergency procedures which authorize the City Manager to make expenditures exceeding budgeted funds for the duration of the emergency. The Commission would correct the budget after the fact under this circumstance.

Budget Overview

Budget Policies and Goals

An annual budget is prepared for the operating funds. Generally, the City desires to live within its means by keeping on-going operating costs below on-going operating revenues. However, it is a recurring challenge to provide sufficient funding for proper maintenance and repair, and to provide a competitive employee compensation and benefits package. The City also hopes to maintain sufficient cash reserves to deal with disasters or unanticipated events. The City's long-term debt is used to finance long-lived assets. The City understands that appropriations required for debt service payments reduce amounts available for operations and maintenance. It is known that while timely capital replacements can reduce costs, additional equipment and facilities will result in increased operation and maintenance expense.

Always of concern is the City's ad valorem tax rate. The largest single source of funding for the General Fund budget is revenue from ad valorem taxes, so growth in that revenue source is essential. It is critical that on-going revenues be high enough and that control of operating and maintenance (O&M) costs be adequate to also provide funds for capital items. It may be more difficult in the future to fund capital items as the margin between revenue and O&M costs narrows. The millage rate adopted in FY 2026 provides 1.4% more ad valorem revenue than FY 2025. Revenue collected as a result of the increase will be used for expenditures associated with capital replacements and to cover operating costs that are increasing due to the current economic climate.

To maintain service levels outlined in the Strategic Plan, some fees have been increased to adequately cover anticipated expenses in the Enterprise Funds for the "out" years of the five-year capital program. All fees are being evaluated to determine if service levels and capital replacements can be maintained at current rates or if an increase is required.

Budget Overview

Basis for Budgeting

The budgets of governmental funds are prepared on a modified accrual basis. This means that obligations of the City are budgeted as expenditures, but revenues are recognized only when they are both measurable and available. The budgets of the enterprise funds are prepared on the accrual basis. They also recognize expenditures when a commitment is made, but revenues are recognized when they are obligated to the City (for example, sewer user fees are recognized as revenue when service is provided). In all cases, when goods and services are not received by year end, the encumbrances lapse.

The Annual Comprehensive Financial Report (ACFR) shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

- a. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP), as opposed to being expended when paid (budget).
- b. Principal payments on long-term debt are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a budget basis.
- c. Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a budget basis.
- d. Depreciation expense is recorded on a GAAP basis only.

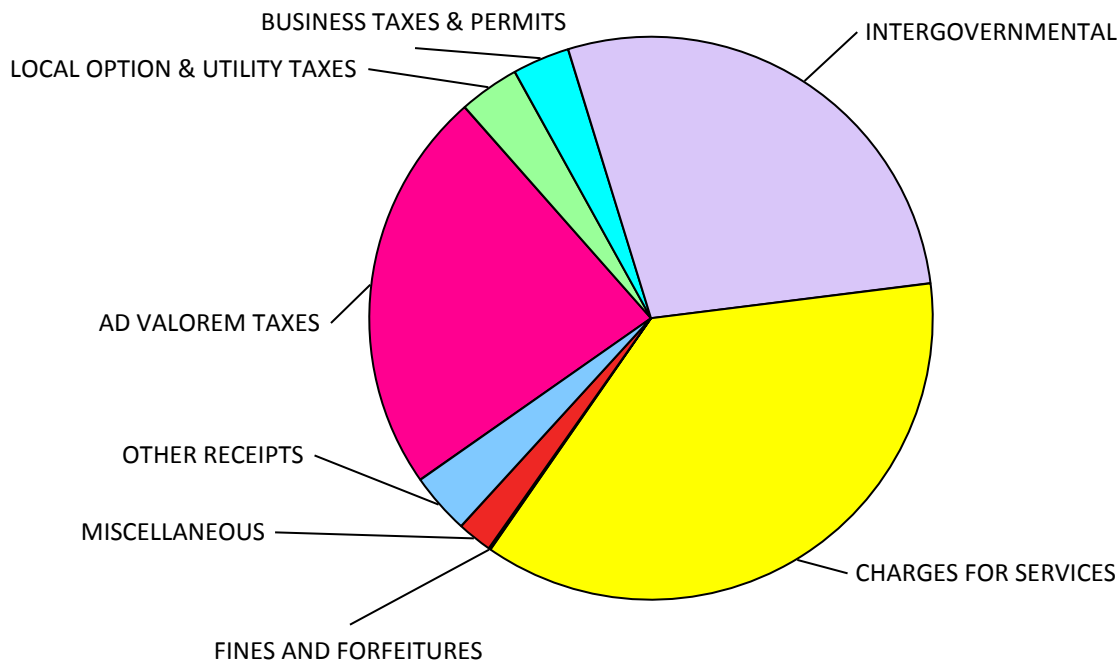
The ACFR shows fund expenditures and revenues on both a GAAP basis and budget basis for comparison purposes.

Budget Overview

Revenue by Source

The graph below shows our current revenue picture by revenue source. The chief revenue sources are charges for services (36%) and property taxes (23%). The remaining (41%) percent consists of sources such as one-time loan proceeds, state shared revenue, grants, and fines.

Revenue by Source - All Funds

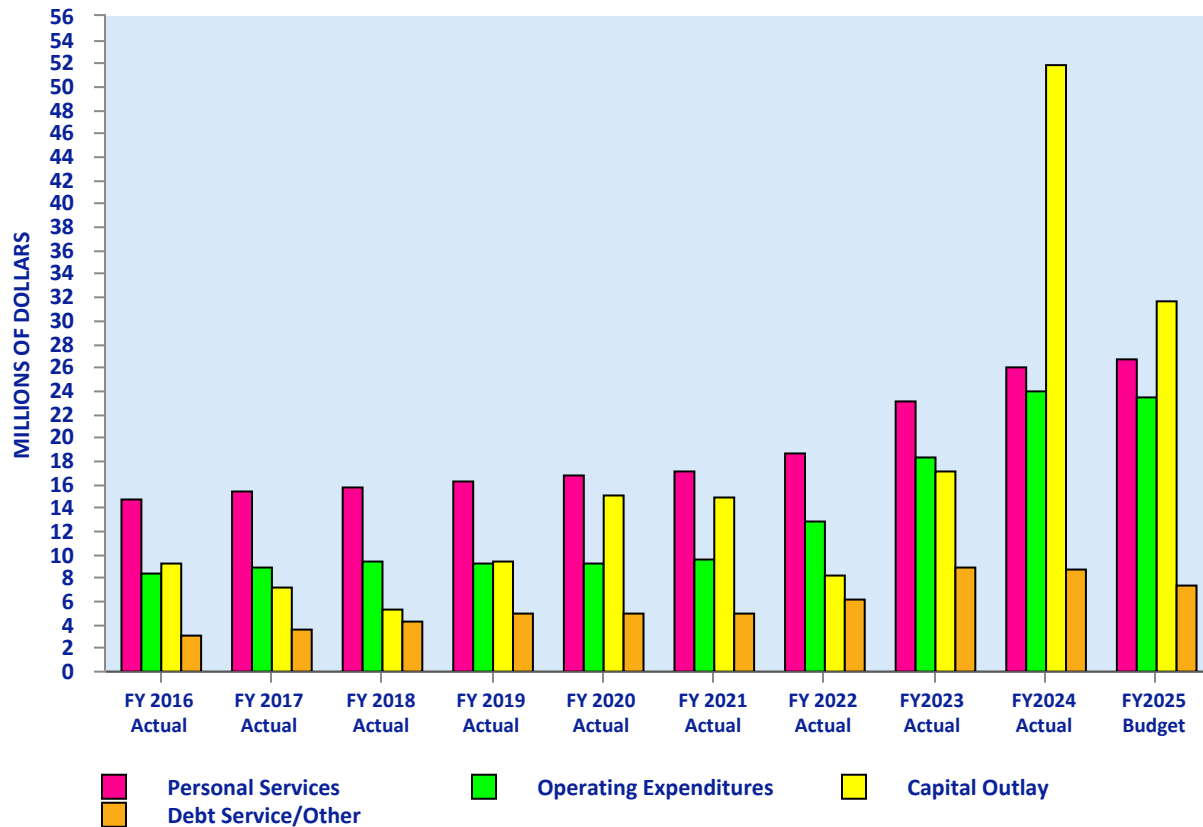


REVENUE BY SOURCE - ALL FUNDS (EXCLUDING FUNDS FORWARD)

AD VALOREM TAXES	19,072,937	23.2 %
LOCAL OPTION & UTILITY TAXES	2,842,962	3.5 %
BUSINESS TAXES & PERMITS	2,689,783	3.3 %
INTERGOVERNMENTAL	22,807,480	27.8 %
CHARGES FOR SERVICES	30,075,080	36.6 %
FINES AND FORFEITURES	89,900	0.1 %
MISCELLANEOUS	1,656,077	2.0 %
OTHER RECEIPTS	2,867,760	3.5 %
TOTAL	82,101,979	100 %

Budget Overview

EXPENDITURES - 10 Year Trend - ALL FUNDS



Major trends are as follows:

Personnel Services

Gradually rising to avoid wage compression and address the new minimum wage requirement of \$15.00 per hour by September 30, 2026. Employee reductions that were made during the Great Recession are partially offset by increased benefit costs and staffing for critical functions.

Operating Expenditures

Gradually rising; increasing technical support costs and increases in materials costs are primary factors.

Capital Outlay

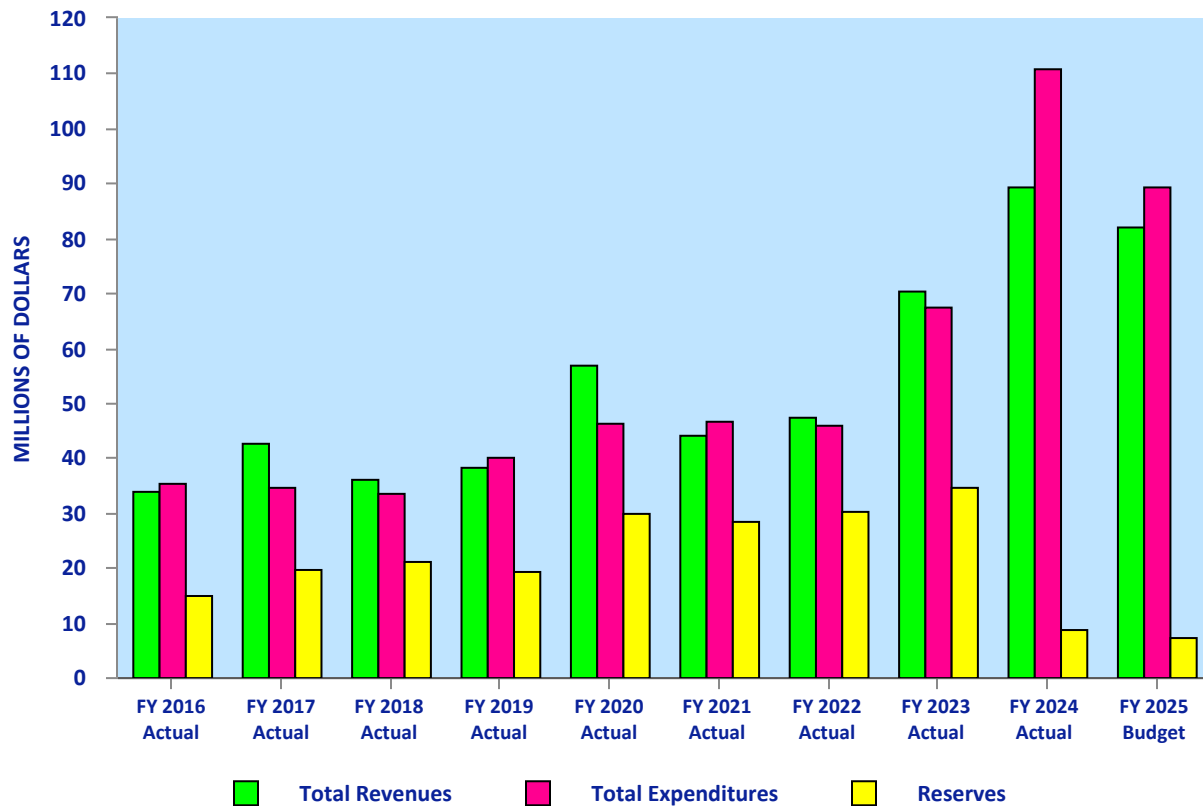
Reduction achieved in previous years by project & equipment replacement deferrals; spike caused by appropriations for costs associated with dredging and capping project, construction of new municipal facilities, and road improvement projects.

Debt Service/Other

Debt has gradually risen in recent years to facilitate funding for critical infrastructure projects. Debt for construction of the new fire station and sewer plant facilities infrastructure upgrades began in FY 2014. Payments for the State Revolving Fund (SRF) Loans for the Sewer System Rehab began in FY 2017. Minutemen Streetscape and the Downtown Parking Garage loan payments began in FY 2018. Debt service for the new police station facility began in FY 2020. Payments for the most recent SRF loan for Water Reclamation Facilities upgrades began in FY 2021. Payments for the new City Hall began in FY 2025.

Budget Overview

SUMMARY REVENUES & EXPENDITURES 10 Year Trend - ALL FUNDS



Major trends are as follows:

Total Revenues

Some Operating revenues are trending upward, while others are flat or reduced.

Total Expenditures

Trend is up somewhat due to increased costs for personnel services, and materials. Spike is due to the increased capital projects in FY 2025 specifically the golf course dredging/capping project, City Hall facility, road replacement & repair projects, sewer system slip lining and other sewer system improvements, and stormwater improvements.

Reserves

Reserves decreased in FY2025 due to increased operating costs and large capital projects.

MILLAGE OVERVIEW

MILLAGE RESOLUTION

MILLAGE SUMMARY

Millage Summary

Definitions

Millage

The rate used in the calculation of property taxes. One mil equals \$1 per \$1,000 of taxable value. A millage of 6.0000 is equal to approximately \$6.00 for each \$1,000 of taxable value on real property.

Rolled-Back Rate

The millage that provides the same ad valorem tax revenue as was levied during the prior year, exclusive of new construction, additions to structures, deletions, and property added due to geographic boundary changes. The rolled back rate is not a tax increase.

Assessed Value

The value the county property appraiser places on real and personal property. For residential properties the value includes the real estate, buildings and improvements. For commercial property, the value also includes relevant personal property.

Taxable Value

The assessed value defined above less allowed exemptions. Exemptions include such items as the basic homestead, widow or widower, and disability categories. The property appraiser has the responsibility to evaluate applications and assign exemptions.

Gross Taxable Value

The total taxable value of all property within City limits. The FY 2026 budget assumes the current year adjusted taxable value of real property in the City of Cocoa Beach will be \$3,294,653,958. The final gross taxable value for the prior (FY 2025) budget year was \$3,164,555,820. This is a 4.2% increase in valuation.

Fiscal Year 2026 Millage Assessment

The millage for Fiscal Year 2026 contains an operating millage, but no restricted millage.

Operating Millage

In Fiscal Year 2026 the City millage rate is 6.0000 which equates to \$ 6.00 per \$1,000 of taxable property value.

Limitation on Increases in Ad Valorem Tax Revenue

The City cannot increase ad valorem tax revenue for operating budgets in excess of the proposed 6.0000 mils in the current year without notification to each taxpayer in the jurisdiction by first class mail at the taxing authority's expense. State law places a cap of ten mils on the tax rate.

Millage Summary

Limitation on Increases to Assessed Value

Assessments on homestead properties cannot increase by more than three (3%) percent over the prior year or the percentage change in the consumer price index, whichever is less. This limit was enacted by amendment to the State Constitution effective January 1, 1995.

Excluding new construction, taxable values increased by (40.6)% from the FY 2025 budget to the FY 2026 budget. The median listing home price in the City of Cocoa Beach has increased by over 10% in 2025*.

It is possible for Homesteaded properties to increase in taxable value due to Save Our Homes provisions, while Non-Homestead properties decrease in taxable value because of market conditions. This is called the recapture provision.

Fiscal Year	Taxable Value	Personal	New				Millage Rate
	Real Property for Operating Purposes	Property for Operating Purposes	Gross Taxable Value	Construction Taxable Value	Adjusted Taxable Value	Final Taxable Value**	
2015	1,528,428,150	44,389,202	1,572,817,352	3,875,580	1,568,941,772	1,462,050,879	4.9798
2016	1,651,383,595	44,356,979	1,695,740,574	7,726,440	1,688,014,134	1,570,025,655	4.9798
2017	1,790,137,425	45,689,227	1,835,826,652	3,666,242	1,832,160,410	1,689,173,910	5.4798
2018	1,926,013,887	47,699,982	1,973,713,869	2,355,548	1,971,358,321	1,834,321,456	5.7298
2019	2,046,878,881	50,724,415	2,097,603,296	11,191,720	2,086,411,576	2,018,543,186	5.7298
2020	2,141,432,855	55,389,524	2,196,822,379	8,596,439	2,188,225,940	2,107,856,272	5.8294
2021	2,268,681,405	56,692,892	2,325,374,297	3,521,533	2,321,852,764	2,199,480,742	5.9544
2022	2,578,000,669	64,058,126	2,642,058,795	15,102,070	2,626,956,725	2,327,019,290	6.1644
2023	2,829,124,650	71,789,114	2,900,913,764	10,107,337	2,890,806,427	2,641,996,242	6.1644
2024	3,087,249,981	75,810,403	3,163,060,384	10,463,504	3,148,669,984	2,900,316,082	6.1644

*Source: https://www.realtor.com/realestateandhomes-search/Cocoa-Beach_FL/overview

**Source: FY 2024 Annual Comprehensive Financial Report (ACFR), page 93

Final taxable value determined after Valuation Board rulings.

Prior to FY 2016, property tax revenue peaked in FY 2007 when taxable values were \$2,063,281,760. The cumulative revenue loss between FY 2007 and FY 2016 totaled over \$5.1M. Beginning in FY 2017, through a combination of rising property values and increased millage rates, the gap on the revenue losses began to narrow even though the purchasing power that otherwise would have been generated by collections could not be realized. Staff has addressed this loss by cutting or deferring some projects, eliminating positions and making focused reductions in expenditure accounts. However, these reductions are partially offset by rising direct and indirect costs.

To continue to regain the ad valorem revenue level attained prior to the Great Recession will require several years of rising property values and a willingness to absorb the increased taxes.

Direct & Overlapping Property Tax Rates

The table below shows that millage rates declined as property value rose. Conversely, millage rates will increase as property values decline. This is due to the recapture provision.

Fiscal Year	City Rate *	Brevard County	Brevard County Schools		Other	Total Millage
			Operating	Capital Outlay		
2014	4.9798	5.4589	5.8390	1.5000	0.5230	18.3007
2015	4.9798	5.3047	5.7750	1.5000	0.4988	18.0583
2016	4.9798	5.3590	5.7700	1.5000	0.4445	18.0583
2017	5.4798	5.1512	5.4160	1.5000	0.4241	17.9711
2018	5.7298	4.9117	5.0680	1.5000	0.3952	17.6047
2019	5.7298	4.6700	4.8000	1.5000	0.3700	17.0698
2020	5.8294	4.5100	4.5900	1.5000	0.3500	16.7794
2021	5.9544	4.3500	4.4400	1.5000	0.3100	16.5100
2022	6.1644	4.2100	5.8500	1.5000	0.3000	18.0300
2023	6.1644	3.8500	4.0000	1.5000	0.2800	15.8000
2024	6.1644	3.5868	3.8830	1.5000	0.2244	15.3586

Source: FY 2024 Annual Comprehensive Financial Report (ACFR), page 94

Notes: *

Fiscal Year rate applies to the prior calendar year tax assessments; One mil equals \$1.00 per \$1,000 of taxable value. The tax rate on real property is based on \$1.00 per \$1,000 of assessed property value.

BUDGET OVERVIEW

BUDGET RESOLUTION

SUMMARIES OF SOURCES AND USES

CONSOLIDATED FINANCIAL OVERVIEW

TOTAL SOURCES AND USES - CHARTS

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

GENERAL FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	15,105,092	—	—	—	—	—	15,105,092
REVENUE							
Ad Valorem Taxes	19,072,937	—	—	—	—	—	19,072,937
Local Option & Utility Taxes	2,842,962	—	—	—	—	—	2,842,962
Business Taxes & Permits	2,689,783	—	—	—	—	—	2,689,783
Intergovernmental	3,855,268	—	—	—	—	—	3,855,268
Charges For Services	10,819,948	—	—	—	—	—	10,819,948
Fines & Forfeitures	89,900	—	—	—	—	—	89,900
Miscellaneous	1,139,230	—	—	—	—	—	1,139,230
Other Receipts	2,847,760	—	—	—	—	—	2,847,760
Total Revenue	43,357,788	—	—	—	—	—	43,357,788
Total Sources	58,462,880	—	—	—	—	—	58,462,880
EXPENDITURES							
Commission	—	32,347	64,005	—	—	80,000	176,352
City Attorney	—	—	318,000	—	—	—	318,000
City Manager	—	550,390	57,583	—	—	3,500	611,473
Human Resources	—	437,009	86,913	—	—	—	523,922
City Clerk	—	244,299	82,190	20,000	—	—	346,489
Finance	—	988,067	172,670	—	—	—	1,160,737
Finance/Metered Parking	—	98,590	429,574	—	—	—	528,164
Information Technology	—	710,748	1,528,875	239,400	—	15,000	2,494,023
Police	—	6,406,457	458,147	141,261	—	—	7,005,865
Beach Rangers	—	121,749	5,228	—	—	—	126,977
Parking Enforcement	—	184,829	6,758	—	—	—	191,587
Communications	—	1,034,118	134,981	76,830	—	—	1,245,929
Fire	—	5,923,737	902,995	48,000	—	—	6,874,732
Emergency Medical Service	—	—	146,140	147,500	—	—	293,640
Community Paramedic Program	—	—	8,900	—	—	—	8,900
Public Works	—	2,388,240	5,841,933	5,049,615	—	—	13,279,788
Fleet	—	534,221	632,433	1,439,195	—	—	2,605,849
Development Services - Zoning	—	361,537	80,112	—	—	—	441,649
Code Enforcement Officers	—	231,903	16,645	—	—	—	248,548
Leisure Services	—	2,636,623	2,014,471	605,212	—	—	5,256,306
General Appropriations	—	20,000	1,794,632	—	1,544,772	100,000	3,459,404
Total Expenditures	—	22,904,864	14,783,185	7,767,013	1,544,772	198,500	47,198,334
Total Reserves	11,264,546	—	—	—	—	—	11,264,546
Total Uses	—	22,904,864	14,783,185	7,767,013	1,544,772	198,500	58,462,880

FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)

COMMUNITY REDEVELOPMENT AGENCY	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	1,411,944	—	—	—	—	—	1,411,944
REVENUE							
Intergovernmental	1,711,307	—	—	—	—	—	1,711,307
Charges for Services	461,500	—	—	—	—	—	461,500
Miscellaneous & Other Receipts	47,040	—	—	—	—	—	47,040
Debt Proceeds	—	—	—	—	—	—	—
Total Revenues	2,219,847	—	—	—	—	—	2,219,847
Total Sources	3,631,791	—	—	—	—	—	3,631,791
EXPENDITURES		55,615	299,144	750,000	397,875	340,000	1,842,634
RESERVES	1,789,157	—	—	—	—	—	1,789,157
Total Uses	—	55,615	299,144	750,000	397,875	340,000	3,631,791

BUILDING PERMITS FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	548,795	—	—	—	—	—	548,795
REVENUE							
Charges for Services	1,287,500	—	—	—	—	—	1,287,500
Miscellaneous	20,000	—	—	—	—	—	20,000
Total Revenues	1,307,500	—	—	—	—	—	1,307,500
Total Sources	1,856,295	—	—	—	—	—	1,856,295
EXPENDITURES		510,510	374,157	—	—	48,200	932,867
RESERVES	923,428	—	—	—	—	—	923,428
Total Uses	—	510,510	374,157	—	—	48,200	1,856,295

**FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)**

CAPITAL IMPROVEMENTS PROJECTS FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	(6,815,064)	—	—	—	—	—	(6,815,064)
REVENUE							
Intergovernmental	—	—	—	—	—	—	—
Miscellaneous & Other Receipts	—	—	—	—	—	—	—
Transfers	—	—	—	—	—	—	—
Debt Proceeds	—	—	—	—	—	—	—
Total Revenues	—	—	—	—	—	—	—
Total Sources	(6,815,064)	—	—	—	—	—	(6,815,064)
EXPENDITURES	—	—	—	—	—	—	—
RESERVES	(6,815,064)	—	—	—	—	—	(6,815,064)
Total Uses	—	—	—	—	—	—	(6,815,064)

UTILITIES SYSTEM FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	8,758,208	—	—	—	—	—	8,758,208
REVENUE							
Intergovernmental	13,034,650	—	—	—	—	—	13,034,650
Charges for Services	10,507,000	—	—	—	—	—	10,507,000
Miscellaneous	382,500	—	—	—	—	—	382,500
Other Receipts	—	—	—	—	—	—	—
Total Revenues	23,924,150	—	—	—	—	—	23,924,150
Total Sources	32,682,358	—	—	—	—	—	32,682,358
EXPENDITURES	—	2,680,534	2,467,950	17,893,412	1,961,346	2,520,000	27,523,242
RESERVES	5,159,116	—	—	—	—	—	5,159,116
Total Uses	—	2,680,534	2,467,950	17,893,412	1,961,346	2,520,000	32,682,358

**FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)**

STORMWATER FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	1,143,622	—	—	—	—	—	1,143,622
REVENUE							
Intergovernmental	4,206,255	—	—	—	—	—	4,206,255
Charges for Services	2,075,300	—	—	—	—	—	2,075,300
Miscellaneous	47,000	—	—	—	—	—	47,000
Other Receipts	20,000	—	—	—	—	—	20,000
Total Revenues	6,348,555	—	—	—	—	—	6,348,555
Total Sources	7,492,177	—	—	—	—	—	7,492,177
EXPENDITURES	—	512,100	586,194	5,293,860	65,588	300,000	6,757,742
RESERVES	734,435	—	—	—	—	—	734,435
Total Uses	—	512,100	586,194	5,293,860	65,588	300,000	7,492,177

HEALTH CARE INTERNAL SERVICE FUND	Sources	USES BY CATEGORY					TOTAL
		Personnel Services	Operating	Capital Outlay	Debt Service	Other/ Transfers	
Funds Forward	2,305,950	—	—	—	—	—	2,305,950
REVENUE							
Charges for Services	4,923,832						4,923,832
Miscellaneous	20,307						20,307
Total Revenues	4,944,139	—	—	—	—	—	4,944,139
Total Sources	7,250,089	—	—	—	—	—	7,250,089
EXPENDITURES	—	—	5,009,428	—	—	—	5,009,428
RESERVES	2,240,661	—	—	—	—	—	2,240,661
Total Uses	—	—	5,009,428	—	—	—	7,250,089

**FISCAL YEAR 2026
BUDGET
SOURCES & USES OF FUNDS BY DEPARTMENT & CATEGORY
(EXHIBIT A)**

ALL FUNDS	Sources	USES BY CATEGORY					TOTAL
		Services	Operating	Outlay	Service	Transfers	
Funds Forward (All Funds)	22,458,547	—	—	—	—	—	—
REVENUE							
General Fund Revenue							
Ad Valorem Taxes	19,072,937	—	—	—	—	—	—
Local Option & Utility Taxes	2,842,962	—	—	—	—	—	—
Business Taxes & Permits	2,689,783	—	—	—	—	—	—
Intergovernmental	3,855,268	—	—	—	—	—	—
Charges for Services	10,819,948	—	—	—	—	—	—
Fines & Forfeitures	89,900	—	—	—	—	—	—
Miscellaneous	1,139,230	—	—	—	—	—	—
Other Receipts	2,847,760	—	—	—	—	—	—
General Fund Expenditures		22,904,864	14,783,185	7,767,013	1,544,772	198,500	—
Totals - General Fund	43,357,788	22,904,864	14,783,185	7,767,013	1,544,772	198,500	—
Other Fund Revenue							
Community Redevelopment	2,219,847	55,615	299,144	750,000	397,875	340,000	—
Building Permits Fund	1,307,500	510,510	374,157	—	—	48,200	—
Capital Improvement Fund	—	—	—	—	—	—	—
Utility system	23,924,150	2,680,534	2,467,950	17,893,412	1,961,346	2,520,000	—
Stormwater	6,348,555	512,100	586,194	5,293,860	65,588	300,000	—
Health Care Fund	4,944,139	—	5,009,428	—	—	—	—
Total Other Fund Revenue	38,744,191	—	—	—	—	—	—
Total Fund Revenue	82,101,979	—	—	—	—	—	—
Total Sources - All Funds	104,560,526	—	—	—	—	—	104,560,526
Total Expenditures		26,663,623	23,520,058	31,704,285	3,969,581	3,406,700	89,264,247
Total Reserves	15,296,279	—	—	—	—	—	15,296,279
TOTAL USES - ALL FUNDS							104,560,526

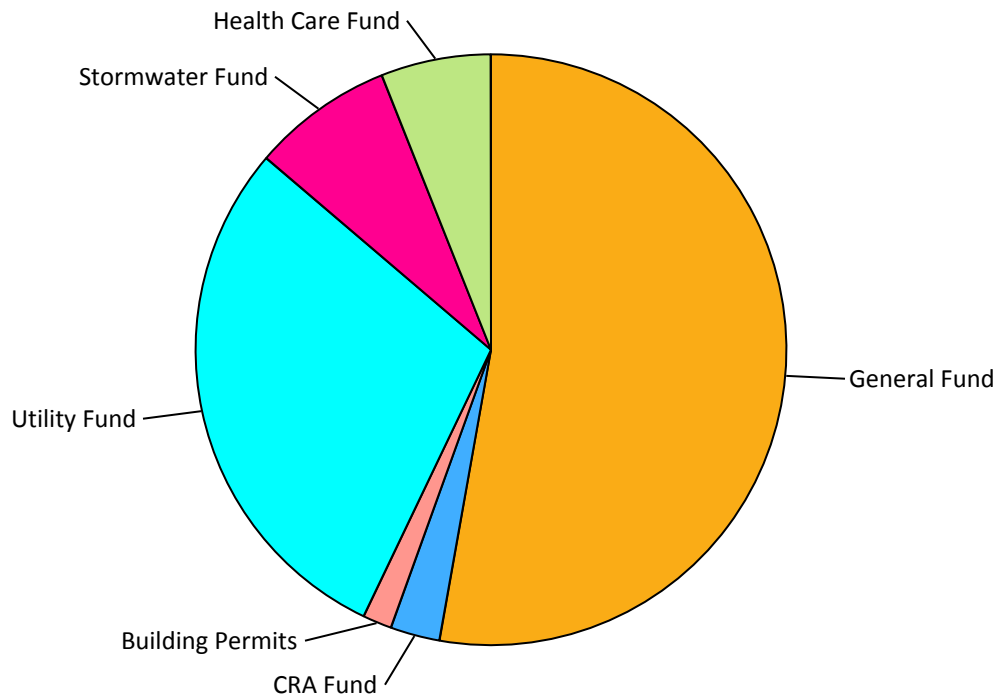
Consolidated Financial Overview

The following table presents a consolidated financial overview of all Funds, showing major revenue and expenditures.

	2023	2024	2025	2026
	Actual	Actual	Estimated	Budget
Funds Forward	29,771,962	31,713,320	34,665,947	22,458,547
REVENUE				
Ad Valorem Taxes	14,982,075	16,408,514	17,997,973	19,072,937
Local Option & Utility Taxes	3,009,463	2,919,302	3,073,443	2,842,962
Business Taxes & Permits	1,908,343	2,036,920	2,239,315	2,689,783
Intergovernmental	4,391,957	9,621,145	5,200,212	22,807,480
Charges for Services	23,656,422	27,475,564	27,043,838	30,075,080
Fines & Forfeitures	49,186	77,845	261,550	89,900
Miscellaneous	1,924,239	2,783,557	2,102,639	1,656,077
Other Receipts	2,212,545	9,065,642	4,062,627	2,867,760
Total Revenues	52,134,230	70,388,489	61,981,597	82,101,979
Total Sources	81,906,192	102,101,809	96,647,544	104,560,526
EXPENDITURES				
Personnel Services	21,149,506	23,141,531	24,746,863	26,663,623
Operating	15,651,465	18,346,272	21,590,915	23,520,058
Capital Outlay	7,215,192	17,085,396	21,770,304	31,704,285
Transfers	2,294,023	5,318,031	2,095,119	3,406,700
Debt Service/Other	3,882,686	3,544,632	3,985,796	3,969,581
Total Expenditures	50,192,872	67,435,862	74,188,997	89,264,247
Reserves	31,713,320	34,665,947	22,458,547	15,296,279
Total Uses	81,906,192	102,101,809	96,647,544	104,560,526

Revenue Sources By Fund

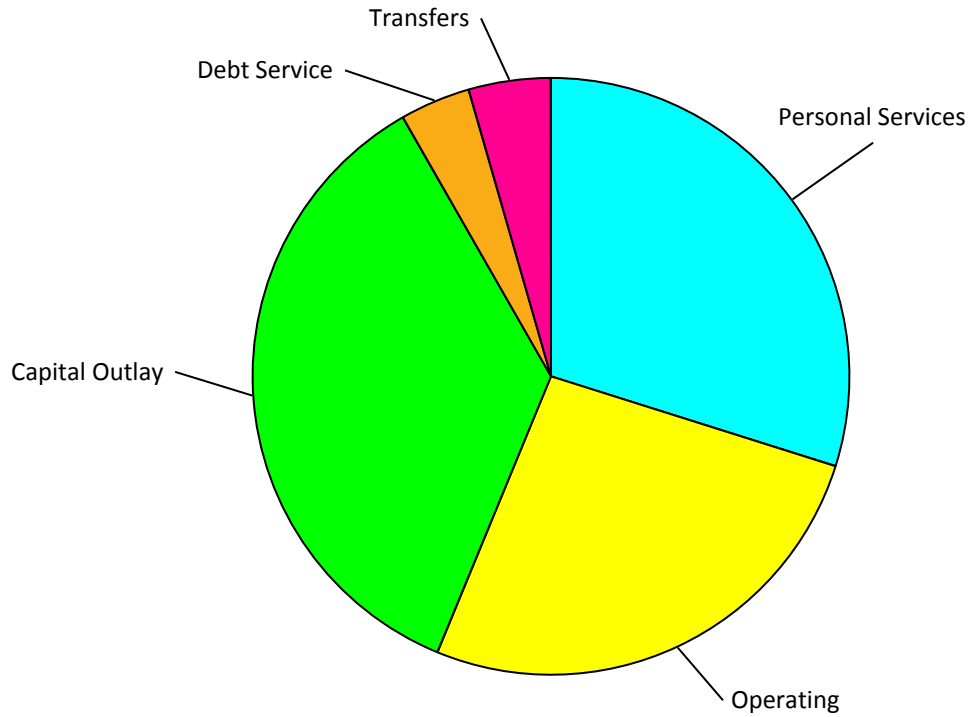
Revenue Sources By Fund - Total of All Funds, Excluding Funds Forward



CATEGORY	AMOUNT	PERCENT
General Fund	43,357,788	52.8 %
CRA Fund	2,219,847	2.7 %
Building Permits	1,307,500	1.6 %
Utility Fund	23,924,150	29.1 %
Stormwater Fund	6,348,555	7.7 %
Health Care Fund	4,944,139	6.0 %
TOTAL	82,101,979	100 %

Expenditures By Category

Expenditures By Category - Total of All Funds, Excluding Reserves



CATEGORY	AMOUNT	PERCENT
PERSONNEL SERVICES	26,663,623	29.9 %
OPERATING	23,520,058	26.3 %
CAPITAL OUTLAY	31,704,285	35.5 %
TRANSFERS/OTHER	3,406,700	3.8 %
DEBT SERVICE	3,969,581	4.4 %
TOTAL	89,264,247	100 %

PERSONNEL OVERVIEW

PERSONNEL RECAP

SALARIES AND BENEFITS SUMMARY

SALARIES AND BENEFITS CHART

PERSONNEL RECAP

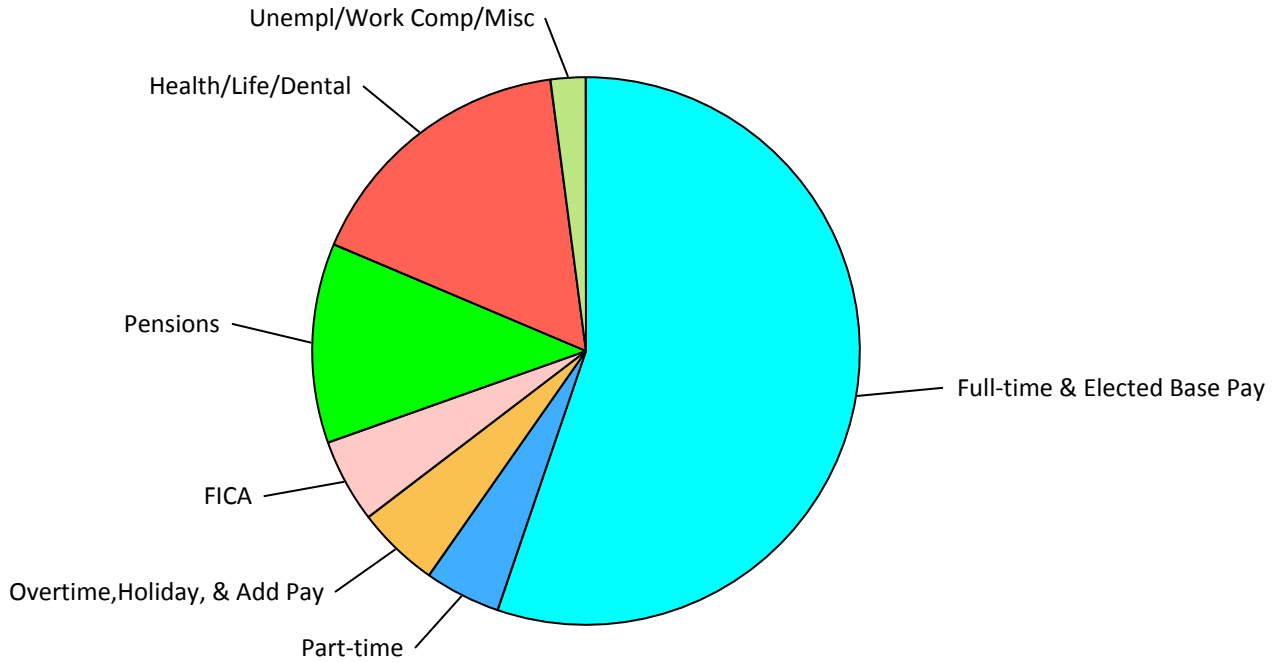
	FY2024	to	FY2026	
FULL-TIME POSITIONS	FY2024		FY2025	FY2026
General Fund				
City Manager	5		3	3
Human Resources	3		4	4
City Clerk	2		2	2
Finance/Metered Parking	12		8	8
Information Technology/GIS	6		6	6
Police	52		51	51
Communications	11		14	14
Fire	32		38	40
Public Works	35		35	34
Development Services	7		4	4
Code Enforcement	1		1	2
Leisure Services - Recreation	4		5	5
Leisure Services - Golf	19		18	18
Subtotal General Fund	189		189	191
Other Funds				
Community Redevelopment Agency Fund	—		1	1
Building Permits & Inspection Utilization Fund	—		7	7
Utilities	25		25	25
Stormwater	5		6	6
Subtotal Other Funds	30		39	39
TOTAL FULL-TIME POSITIONS	219		228	230
PART-TIME/SEASONAL POSITIONS				
General Fund				
City Commission	5		5	5
Information Technology/GIS	3		3	3
Beach Rangers (Police)	8		8	8
Parking Enforcement (Police)	17		8	8
Communications	2		2	2
Fire	5		3	3
Public Works	2		2	3
Code Enforcement	1		—	1
Leisure Services - Recreation	49		51	50
Leisure Services - Golf	37		36	38
Subtotal General Fund	129		118	121
Other Funds				
Community Redevelopment Agency Fund	1		—	—
Building Permits & Inspection Utilization Fund	—		—	—
Subtotal Other Funds	1		—	—
TOTAL PART-TIME/SEASONAL POSITIONS	130		118	121
TOTAL POSITIONS	349		346	351

Budgeted Salaries and Benefits By Fund and Type

This table provides a summary of costs by Fund and type of salary and benefit.

Pay/Benefit Type	General Fund	Community Redevelopment	Building Permits	Utilities	Stormwater	Total
Salary & Wages						
Elected Pay	30,000	—	—	—	—	30,000
Regular Pay	12,256,536	42,000	342,464	1,697,202	337,500	14,675,702
Additional Pay	56,927	—	—	—	—	56,927
Part-Time	1,195,342	—	—	—	—	1,195,342
Overtime	949,100	—	2,200	62,200	1,700	1,015,200
Holiday	236,428	—	—	—	—	236,428
Subtotal Salary	14,724,333	42,000	344,664	1,759,402	339,200	17,209,599
Benefits						
FICA	1,126,394	3,213	26,367	134,513	25,300	1,315,787
General Pension	781,955	5,082	41,438	203,427	39,000	1,070,902
Police Pension	922,000	—	—	—	—	922,000
Fire Pension	1,098,926	—	—	—	—	1,098,926
ICMA Pension	50,000	—	—	—	—	50,000
Group Health	3,476,060	4,200	88,391	526,837	94,000	4,189,488
Group Life	113,542	170	2,300	11,175	3,200	130,387
Dental Plan	70,357	250	1,850	9,130	2,100	83,687
Workers' Comp.	501,113	700	5,400	35,150	9,200	551,563
Unemployment & Misc.	2,410	—	100	—	100	2,610
Subtotal Benefits	8,142,757	13,615	165,846	920,232	172,900	9,415,350
Total FY 2026						
	22,867,090	55,615	510,510	2,679,634	512,100	26,624,949
Total Percentage						
	86.0%	0.2%	1.9%	10.1%	1.9%	100%
Comparison of Personnel Budget Appropriations for FY 2025 to FY 2026						
FY 2025 Budget	22,089,448	53,475	462,425	2,403,340	513,810	25,522,498
Change in FY 2026	777,642	2,140	48,085	276,294	(1,710)	1,102,451

BENEFIT TYPE



Benefit Type	Amount	Percent
Full-time & Elected Base Pay	14,705,702	55.2 %
Part-time	1,195,342	4.5 %
Overtime,Holiday, & Add Pay	1,308,555	4.9 %
FICA	1,315,787	4.9 %
Pensions	3,141,828	11.8 %
Health/Life/Dental	4,403,562	16.5 %
Unempl/Work Comp/Misc	554,173	2.1 %
TOTAL	26,624,949	100 %

BUDGET OVERVIEW

SUMMARIES OF SOURCES AND USES

CONSOLIDATED FINANCIAL OVERVIEW

TOTAL SOURCES AND USES - CHARTS

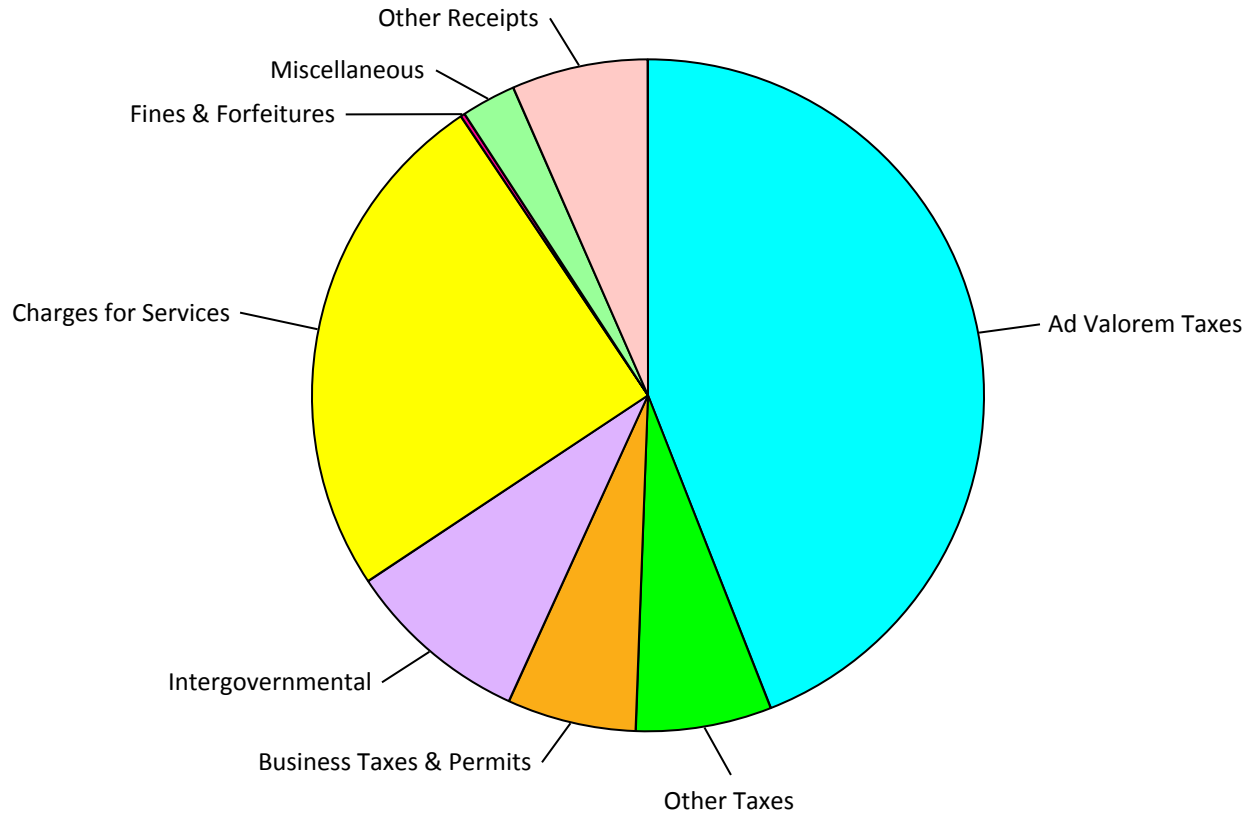
General Fund Budget Summary
Fund Number: 001

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
SOURCES OF FUNDS					
AD VALOREM TAXES	14,982,075	16,408,514	17,763,105	17,997,973	19,072,937
LOCAL OPTION & UTILITY SERVICE TAXES	3,009,463	2,919,302	3,073,443	3,073,443	2,842,962
BUSINESS TAXES & PERMITS	1,908,343	2,036,920	1,875,483	2,239,315	2,689,783
INTERGOVERNMENTAL	2,073,307	2,996,557	14,980,226	2,175,999	3,855,268
CHARGES FOR SERVICE	9,417,670	9,938,122	10,402,386	9,675,745	10,819,948
FINES & FORFEITURES	49,186	77,845	69,450	261,550	89,900
MISCELLANEOUS	1,224,960	2,106,546	1,723,641	1,579,170	1,139,230
OTHER RECEIPTS	2,152,545	2,032,746	2,028,722	2,017,322	2,847,760
TOTAL REVENUES	34,817,549	38,516,552	51,916,456	39,020,517	43,357,788
FUNDS FORWARD	15,314,582	16,804,334	18,227,173	18,227,173	15,105,092
TOTAL SOURCES	50,132,131	55,320,886	70,143,629	57,247,690	58,462,880
USES OF FUNDS					
PERSONNEL SERVICES	18,412,497	20,086,323	22,663,356	21,517,863	22,904,864
OPERATING	10,113,541	11,698,987	13,123,413	13,024,557	14,783,185
CAPITAL OUTLAY	3,416,392	3,987,646	22,980,861	5,866,712	7,767,013
TRANSFERS	255,209	160,219	203,544	198,500	198,500
DEBT SERVICE/OTHER	1,130,158	1,160,538	1,534,966	1,534,966	1,544,772
TOTAL EXPENDITURES	33,327,797	37,093,713	60,506,140	42,142,598	47,198,334
RESERVES	16,804,334	18,227,173	9,637,489	15,105,092	11,264,546
TOTAL USES	50,132,131	55,320,886	70,143,629	57,247,690	58,462,880

GENERAL FUND BUDGET

SOURCES OF FUNDS

General Fund Revenue Sources, Excluding Funds Forward



GENERAL FUND REVENUE SOURCES, EXCLUDING FUNDS FORWARD

Ad Valorem Taxes	19,072,937	44.1 %
Other Taxes	2,842,962	6.6 %
Business Taxes & Permits	2,689,783	6.2 %
Intergovernmental	3,855,268	8.9 %
Charges for Services	10,819,948	25.0 %
Fines & Forfeitures	89,900	0.2 %
Miscellaneous	1,139,230	2.6 %
Other Receipts	2,847,760	6.6 %
TOTAL	43,357,788	100 %

Ad Valorem Taxes continue to be the primary source of Revenue to the General Fund.

SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
TAXES					
AD VALOREM TAXES					
0000-311. 10-00 Current	14,690,145	16,069,246	17,482,105	17,482,105	18,779,527
0000-311. 20-00 Prior Year Warrants	245,870	275,470	250,000	447,069	250,000
0000-311. 30-00 Interest & Penalties	46,060	63,798	31,000	68,799	43,410
Subtotal Ad Valorem Taxes	14,982,075	16,408,514	17,763,105	17,997,973	19,072,937
LOCAL OPTION TAXES					
0000-312. 41-00 First Local Option Fuel Tax	378,890	383,773	364,146	364,146	363,498
2120-312. 52-00 Ins. Premium Tax - Police Pension	136,017	153,252	191,369	191,369	123,282
2820-312. 51-00 Ins. Premium Tax - Fire Pension	227,322	305,637	356,993	356,993	153,173
Subtotal Local Option Taxes	742,229	842,662	912,508	912,508	639,953
UTILITY SERVICE TAXES					
0000-314. 10-00 Electricity	1,709,597	1,510,965	1,577,375	1,577,375	1,616,809
0000-314. 20-00 Telecommunications	486,391	491,455	508,060	508,060	510,700
0000-314. 40-00 Natural Gas	71,246	74,220	75,500	75,500	75,500
Subtotal Utility Service Taxes	2,267,234	2,076,640	2,160,935	2,160,935	2,203,009
LOCAL BUSINESS TAX					
3610-316 10-00 Local Business Tax	104,601	148,820	160,000	160,000	160,000
3610-316 10-20 Vacation Rental Business Tax	1,375	29,148	28,000	28,000	28,000
3610-316 20-00 County Business Tax	4,631	1,989	4,500	4,500	4,500
Subtotal Business Tax	110,607	179,957	192,500	192,500	192,500
TOTAL TAXES	18,102,145	19,507,773	21,029,048	21,263,916	22,108,399
BUSINESS TAXES & PERMITS					
BUILDING PERMITS					
3610-322 90-00 Miscellaneous Permits	497	450	250	919	250
Subtotal Building Permits	497	450	250	919	250
FRANCHISE FEES					
0000-323 10-00 Electricity	1,338,900	1,258,900	1,225,933	1,225,933	1,225,933
0000-323 40-00 Natural Gas	88,194	87,342	93,500	93,500	93,500
0000-323 70-00 Solid Waste	298,244	315,644	321,300	321,300	321,300
0000-323 90-00 Other	600	288	—	400	1,000
3610-323 90-10 Beach Related Franchise	56,436	38,688	—	30,363	65,300
Subtotal Franchise Fees	1,782,374	1,700,862	1,640,733	1,671,496	1,707,033

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OTHER LICENSES/PERMITS					
2820-329 10-10 Vacation Rental Fire Inspection Fees	—	54,925	—	62,000	90,000
2820-329 30-00 Burn Permits	2,315	420	2,000	2,000	—
3610-329 50-10 Vacation Rental Registration Fees	12,550	100,306	40,000	310,000	700,000
3610-329 90-00 Misc Lic/Permits & Registration	—	—	—	400	—
Subtotal Licenses/Permits	14,865	155,651	42,000	374,400	790,000
TOTAL BUSINESS TAXES & PERMITS	1,797,736	1,856,963	1,682,983	2,046,815	2,497,283
INTERGOVERNMENTAL REVENUE					
FEDERAL GRANTS					
0000-331 00-00 Federal Funds Relief	18,580	—	—	—	—
2120-331 20-00 JAG/Bryne Revenue	—	2,400	—	—	—
2120-331 20-10 Vests & Other Grants	3,687	7,673	8,165	3,000	5,050
2820-331. 30-10 FEMA - Fire SAFER Grant	—	543,002	362,468	362,468	172,320
0000-331 80-00 Federal Hurricane Relief	46,044	284,492	—	264,223	—
3170-331 90-00 American Rescue Plan Act Revenue	—	—	—	—	300,000
0000-331 90-00 American Rescue Plan Act Revenue	430,469	725,532	—	—	—
Subtotal Federal Grants	498,780	1,563,099	370,633	629,691	477,370
STATE GRANTS					
3110-334 10-00 State Grants	232,444	—	—	—	—
3160-334 10-00 State Grants	—	—	1,043,174	—	—
3170-334 10-00 State Grants	—	229,447	12,185,529	150,000	—
4110-334 20-00 Public Safety Grants	3,000	—	—	—	—
3170-334 50-10 State Appropriations	—	—	—	—	1,250,000
2825-334 61-10 State Grants	—	18,323	—	—	—
Subtotal State Grants	235,444	247,770	13,228,703	150,000	1,250,000
STATE REVENUE SHARING PROCEEDS					
0000-335. 12-10 Municipal Revenue Sharing Program	334,647	329,534	394,852	394,852	402,309
3110-335. 12-50 Municipal Gas Taxes	78,734	71,625	103,530	103,530	103,530
0000-335. 14-00 Mobile Home Licenses	473	519	500	500	500
0000-335. 15-00 Alcoholic Beverage License Tax	47,911	41,926	55,000	55,000	55,000
0000-335. 18-00 Half-Cent Sales Tax	841,732	800,806	789,033	789,033	778,584
2820-335. 21-00 Firefighters Supplemental Comp.	10,890	11,250	14,160	15,430	14,160
3110-335. 45-00 Motor Tax Fuel Rebate	12,881	14,714	12,000	12,000	12,000
3170-337. 10-00 General Government - Capital Grant	—	129,481	—	—	750,000
2820-337. 21-00 Contrib. from County (Fire Station)	11,815	11,815	11,815	11,815	11,815
2410-337. 45-00 PSAP Interlocal Agreement	—	—	—	14,148	—
Subtotal State Revenue Sharing Proceeds	1,339,083	1,411,670	1,380,890	1,396,308	2,127,898
TOTAL INTERGOVERNMENTAL REVENUE	2,073,307	2,996,557	14,980,226	2,175,999	3,855,268

SOURCES OF FUNDS					
		2023	2024	2025	2026
		Actual	Actual	Amended Budget	Annual Budget
CHARGES FOR SERVICES					
GENERAL GOVERNMENT					
0000-341	90-10 Application Fees - Special Events	7,612	8,800	4,190	8,000
1110-341	90-30 Sales of Maps, Copies	9,261	11,236	7,200	7,200
1110-341	90-80 Election	1,190	300	200	200
2120-340	10-00 Reimbursed Labor Police	70,984	44,290	70,000	45,000
2820-340	10-00 Reimbursed Labor-Fire Inspections	16,648	25,386	17,305	43,805
2820-341	90-60 Plan Check Fees	—	366,070	477,000	50,000
2820-341	90-75 Lifeguard Services	4,956	—	—	—
3110-340	10-00 Reimbursed Labor-Public Works	2,334	875	1,500	1,000
3610-341	30-10 Admin. Fees (Mod Changes)	(11,425)	—	—	—
3610-341	90-20 Petition Fees	33,778	35,062	25,000	25,000
3610-341	90-40 Inspection Fees	587	1,100	500	500
3610-341	90-60 Plan Check Review Fees	65	1,565	100	3,000
Subtotal General Government		135,990	494,684	602,995	183,705
METERED PARKING					
1220-344.	50-12 Shepard Park Parking Receipts	797,453	665,949	660,000	650,000
1220-344.	50-16 Fischer Park Parking Receipts	123,006	100,222	100,000	80,000
1220-344.	50-18 22 N Atlantic Parking Lot	92,804	114,431	90,000	100,000
1220-344.	50-22 City Hall Parking Zone	23,917	524	3,000	—
1220-344.	50-30 Parking Permits	173,391	195,222	194,500	243,125
1220-344.	60-10 Meter Fees	1,478,871	1,458,222	1,410,000	1,552,500
1220-344.	60-15 Meter Fees Taxable	91,852	69,879	100,000	55,000
1220-344.	60-20 Meter Fines	386,925	405,096	375,000	340,000
Subtotal Metered Parking		3,168,219	3,009,545	2,932,500	3,020,625
PUBLIC SAFETY					
2120-342.	10-00 Accident Reports	6,758	6,300	4,000	4,000
2120-342.	90-10 Investigative Cost Recovery	34,519	41,309	30,000	38,000
2820-342.	50-10 Fire Safety Inspection	36,045	95,096	147,500	230,000
2820-342.	90-20 Fire Inspections - Special Events	1,670	3,425	2,000	2,000
2820-342.	90-40 CPR Classes	—	—	—	30,000
Subtotal Public Safety		78,992	146,130	183,500	304,000
PHYSICAL ENVIRONMENT					
3190-343.	40-00 Solid Waste Revenue	2,679,585	2,824,212	3,000,000	3,757,774
3190-343.	41-00 Beach Maintenance (Interlocal)	174,595	175,000	—	—
3190-343.	80-10 Late Fees	2,640	17,193	19,500	19,500
Subtotal Physical Environment		2,856,820	3,016,405	3,019,500	3,777,274

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
TRANSPORTATION					
3110-344. 70-00 Hwy Lighting Maint. Agreement	208,383	108,902	112,170	112,170	112,170
3110-344. 90-00 Other	—	4,331	—	—	—
3150-344. 70-00 Maint. of State Assets	26,708	33,220	39,732	39,732	39,732
Subtotal Transportation	235,091	146,453	151,902	151,902	151,902
CULTURE/LEISURE SERVICES					
4110-347. 20-30 Daily Fees	—	2,569	2,800	2,000	1,900
4110-347. 20-40 Prepaid Fees	—	187	1,600	1,000	1,000
4110-347. 20-60 Activity Fees	—	140,116	163,000	163,000	164,100
4110-347. 50-00 Recreation Facility Rental	5,153	6,414	6,800	6,800	6,800
4110-347. 50-10 Stadium Sport Complex	2,275	2,820	3,500	3,500	7,000
4110-347. 90-10 Vending Machine	586	493	—	250	—
4130-347. 20-10 Pool Lessons	465	4,580	6,000	7,500	6,000
4130-347. 20-20 Pool Rental	24,203	33,355	30,000	30,000	32,000
4130-347. 20-30 Daily Pool Fees	47,636	26,523	36,000	36,000	27,000
4130-347. 20-40 Prepaid Pool Fees	35,256	31,768	32,000	32,000	34,000
4130-347. 50-00 Pavilion	11,098	9,270	12,000	12,000	12,000
4140-347. 57-00 Tennis Facility Rental	9,600	13,600	12,000	12,000	—
4160-347. 56-00 Auditorium Rental	11,841	250	—	—	—
4200-347. 20-22 Cart Rental Electric	711,106	735,308	887,481	751,426	826,570
4200-347. 20-24 Cart Rental Hand	1,391	—	1,300	1,177	1,300
4200-347. 20-26 Golf Club Rental	31,776	39,774	44,000	43,059	45,000
4200-347. 20-28 Storage/Locker Rental	—	—	250	112	250
4200-347. 20-30 Daily Fees	1,161,290	1,131,777	1,203,218	1,160,000	1,146,247
4200-347. 20-32 Daily Fees Driving Range	35,296	41,149	58,240	53,898	60,000
4200-347. 20-40 Prepaid Fees	—	—	5,000	3,365	4,000
4200-347. 20-65 Surcharge	3,998	—	5,000	5,500	5,000
4200-347. 20-67 Handicap Services	1,057	1,990	2,575	2,072	2,500
4200-347. 50-00 Facility Rental	11,866	20,884	32,670	25,000	32,670
4200-347. 90-10 Sales/Merchandise	214,027	236,996	225,000	185,000	250,000
4200-347. 90-30 Sales/Food	155,305	156,226	192,500	165,549	182,104
4200-347. 90-32 Sales/Beer	144,661	137,901	174,900	145,328	159,860
4200-347. 90-34 Sales/Wine	19,462	27,975	28,042	27,994	30,794
4200-347. 90-36 Sales/Liquor	127,143	132,614	154,000	137,928	151,721
4200-347. 90-38 Sales/Other Beverages	37,393	40,503	44,000	41,549	43,626
Subtotal Culture/Leisure Services	2,803,884	2,975,042	3,363,876	3,055,007	3,233,442

SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OTHER CHARGES FOR SERVICES					
2120-349. 10-00 Cost Sharing School Resource Officer	138,674	149,863	148,113	148,113	149,000
Subtotal Charges for Services	138,674	149,863	148,113	148,113	149,000
TOTAL CHARGES FOR SERVICES	9,417,670	9,938,122	10,402,386	9,675,745	10,819,948

FINES AND FORFEITURES

JUDGMENTS AND FINES

2120-351. 10-00 Court Fines	37,639	44,476	48,000	45,000	45,000
2120-351. 30-00 Police Education	5,603	6,808	7,300	9,000	7,300
Subtotal Fines and Forfeitures	43,242	51,284	55,300	54,000	52,300

VIOLATIONS OF LOCAL ORDINANCES

2120-354. 10-10 Code Enforcement/Police	5,794	6,462	8,000	7,500	7,500
2120-354. 10-20 Code Enforcement/Red Light	150	499	150	50	100
3690-354. 10-10 Civil Citations	—	19,600	6,000	200,000	30,000
Subtotal Charges for Services	5,944	26,561	14,150	207,550	37,600

TOTAL FINES AND FORFEITURES	49,186	77,845	69,450	261,550	89,900
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MISCELLANEOUS REVENUES

INTEREST EARNINGS

0000-361. 10-00 Interest on Pooled Funds	474	46	800	4,778	4,000
0000-361. 20-00 Interest on Investments	914,475	1,253,547	845,416	1,000,000	925,000
0000-361. 90-00 Market Unrealized Gain/Loss	38,475	983	—	—	—
Subtotal Miscellaneous Revenues	953,424	1,254,576	846,216	1,004,778	929,000

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
RENTS & ROYALTIES					
0000-362. 10-00 Communication Tower Rent	18,200	15,400	16,800	16,800	16,800
Subtotal Rents & Royalties	18,200	15,400	16,800	16,800	16,800
SALE/LOSS FIXED ASSETS					
0000-364. 10-00 Insurance/Auction Proceeds	18,322	36,064	15,000	50,984	15,000
0000-364. 30-00 Sale of Equipment	75	88,530	—	—	—
0000-364. 30-00 Sale of Equipment	—	—	—	50,000	—
Subtotal Sale/Loss Fixed Assets	18,397	124,594	15,000	100,984	15,000
SURPLUS SALES AND SCRAP					
0000-365. 10-00 Sales of Scrap	—	—	50	50	50
Subtotal Sales and Scrap	—	—	50	50	50
PRIVATE CONTRIBUTIONS					
0000-366 10-00 Private Sources	—	—	—	155,200	15,000
0000-366. 20-00 Other	198	—	1,000	1,000	1,080
0000-366. 30-10 Employee Benefit	—	—	—	90	—
0000-366. 30-20 Other - General	—	100	—	100	—
2120-366. 10-20 Other - Police	6,275	2,050	2,500	—	1,500
2820-366. 20-10 Blood Pressure Donations	—	—	100	100	100
2820-366. 20-20 Other - Fire	250	16,250	—	—	—
2830-366. 10-00 Private Sources	435	1,400	2,000	1,485	2,000
Subtotal Private Contributions	7,158	19,800	5,600	157,975	19,680
OTHER MISCELLANEOUS REVENUES					
0000-367. 10-00 Watercraft Ramp Use	20,830	4,000	21,500	28,090	30,000
3610-367. 20-00 Adult Entertainment License/Other	—	842	1,000	—	1,000
0000-369. 10-00 NSF Check Fee	—	30	—	80	—
0000-369. 30-00 Insurance Refunds	2,636	2,162	14,500	14,500	14,500
0000-369. 36-00 Insurance Proceeds - General	87,394	1,756	25,000	187,356	25,000
0000-369. 40-00 Collection Agencies & Other	9,538	9,745	6,000	7,757	6,000
9000-369. 40-00 Other	74,545	47,042	47,200	47,200	47,200
3190-369. 40-10 Late Fees	15,726	—	—	—	—
2120-369. 90-00 Misc. Revenue	5,162	3,969	—	3,000	20,000
4110-369. 90-15 Misc. Field Trips	8,410	9,045	10,000	10,000	10,000
2120-369. 90-35 Misc. Signs	—	—	1,200	600	5,000
0000-383. 99-00 Other Fin Sources - SBITA	3,540	613,585	—	—	—
0000-384. 20-00 Lease Proceeds	—	—	713,575	—	—
Subtotal Other Miscellaneous Revenues	227,781	692,176	839,975	298,583	158,700
TOTAL MISCELLANEOUS REVENUES	1,224,960	2,106,546	1,723,641	1,579,170	1,139,230

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OTHER RECEIPTS					
INTERFUND TRANSFERS					
0000-381. 50-10 Insurance from Fd 136	20,434	20,434	20,434	20,434	—
0000-381. 50-15 Utilities from Fd 136	2,294	2,294	2,294	2,294	—
0310-381. 50-20 Labor Exp from Fd 136	—	—	4,381	4,381	—
0410-381. 50-20 Labor Exp from Fd 136	10,980	10,980	10,980	10,980	—
0510-381. 50-20 Labor Exp from Fd 136	7,691	7,691	7,691	7,691	—
1110-381. 50-20 Labor Exp from Fd 136	5,212	5,212	5,212	5,212	—
1210-381. 50-20 Labor Exp from Fd 136	18,198	18,198	18,198	18,198	—
1310-381. 50-20 Labor Exp from Fd 136	33,599	33,599	29,218	—	—
2820-381. 50-20 Labor Exp from Fd 136	—	—	—	29,218	—
3140-381. 50-20 Labor Exp from Fd 136	27,209	27,209	27,209	27,209	—
3150-381. 50-20 Labor Exp from Fd 136	27,023	27,023	27,023	27,023	—
1310-381. 50-25 IT Support Services	3,611	3,611	3,611	3,611	—
3160-381. 60-05 Fleet Maint & Repairs	2,385	—	—	—	—
Subtotal Interfund Transfers	158,636	156,251	156,251	156,251	—

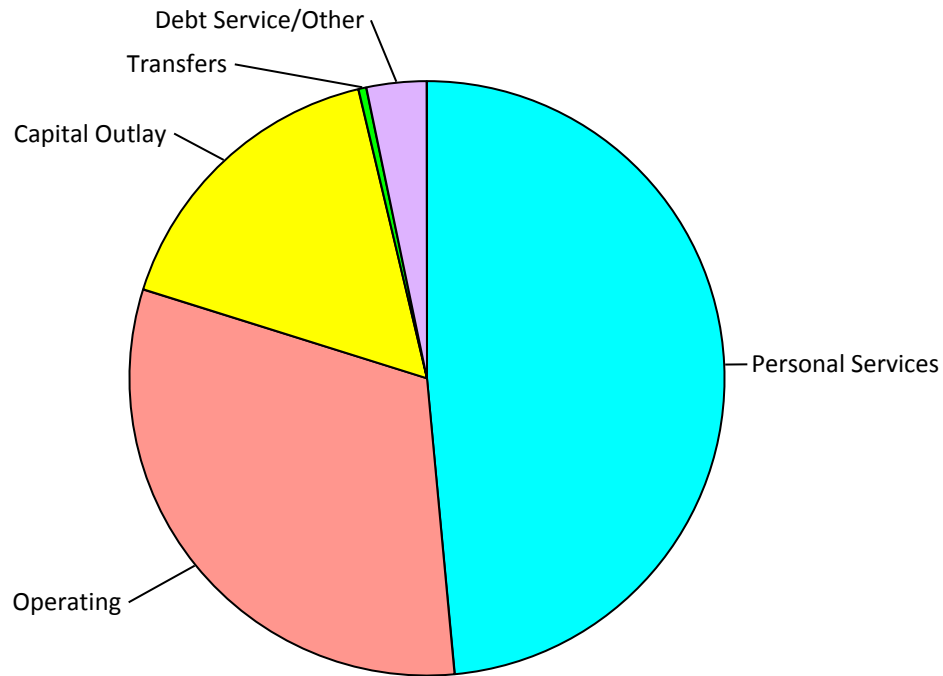
SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CONTRIBUTIONS FROM ENTERPRISE OPERATIONS					
0000-382. 20-00 Service Charges- Utility Fund	—	—	—	—	351,360
0000-382. 30-00 Service Charges- Stormwater Fund	—	—	—	—	—
0310-382. 20-00 Svc Charges - Utilities	50,890	45,075	50,890	50,890	—
0410-382. 20-00 Svc Charges - Utilities	61,131	74,248	61,131	61,131	—
0510-382. 20-00 Svc Charges - Utilities	48,667	51,759	48,667	48,667	—
1110-382. 20-00 Svc Charges - Utilities	33,660	32,618	33,660	33,660	—
1210-382. 20-00 Svc Charges - Utilities	110,371	116,298	110,371	110,371	—
1310-382. 20-00 Svc Charges - Utilities	296,007	280,728	296,007	296,007	—
3140-382. 20-00 Svc Charges - Utilities	177,701	172,544	177,701	177,701	—
3150-382. 20-00 Svc Charges - Utilities	185,916	173,317	185,916	174,516	—
3160-382. 20-00 Svc Charges - Utilities	119,848	14,312	—	—	—
0000-382. 20-10 Rev in Lieu of Property Taxes	695,288	702,755	695,288	695,288	2,100,000
0000-382. 30-00 Svc Charges - Stormwater	—	—	—	—	48,200
0000-382. 60-00 Svc Charges - Building Permit Fund	—	—	—	—	48,200
0310-382. 30-00 Svc Charges - Stormwater	9,755	10,482	9,755	9,755	—
0410-382. 30-00 Svc Charges - Stormwater	12,590	12,289	12,590	12,590	—
0510-382. 30-00 Svc Charges - Stormwater	9,862	9,510	9,862	9,862	—
1110-382. 30-00 Svc Charges - Stormwater	6,805	6,101	6,805	6,805	—
1210-382. 30-00 Svc Charges - Stormwater	22,482	20,200	22,482	22,482	—
1310-382. 30-00 Svc Charges - Stormwater	55,994	58,907	55,994	55,994	—
3140-382. 30-00 Svc Charges - Stormwater	28,460	32,021	28,460	28,460	—
3150-382. 30-00 Svc Charges - Stormwater	28,265	31,912	28,265	28,265	—
3160-382. 30-00 Svc Charges - Stormwater	1,590	—	—	—	—
0000-382. 30-10 Rev in Lieu of Property Tax	38,627	31,419	38,627	38,627	300,000
Subtotal Contributions From Enterprise Operations	1,993,909	1,876,495	1,872,471	1,861,071	2,847,760
TOTAL OTHER RECEIPTS	2,152,545	2,032,746	2,028,722	2,017,322	2,847,760
TOTAL GENERAL FUND REVENUE	34,817,549	38,516,552	51,916,456	39,020,517	43,357,788
FUNDS FORWARD					
0000-389. 99-10 Appropriated Fund Balance	15,314,582	16,804,334	18,227,173	18,227,173	15,105,092
TOTAL SOURCES	50,132,131	55,320,886	70,143,629	57,247,690	58,462,880

GENERAL FUND BUDGET

USES OF FUNDS

General Fund Uses, Excluding Reserves



GENERAL FUND USES, EXCLUDING RESERVES

Personal Services	22,904,864	48.5 %
Operating	14,783,185	31.3 %
Capital Outlay	7,767,013	16.5 %
Transfers	198,500	0.4 %
Debt Service/Other	1,544,772	3.3 %
TOTAL	47,198,334	100 %

Fund: General

Fund Number: 001

SUMMARY OF EXPENDITURES					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
Commission (0110)	132,244	149,398	189,815	167,493	176,352
City Attorney (0310)	247,200	248,496	252,000	252,000	318,000
City Manager/Marketing/Economic Development (0410)	584,910	558,614	585,759	491,393	611,473
Human Resources (0510)	365,504	412,211	493,298	468,955	523,922
Clerk (1110)	178,204	280,824	346,355	295,774	346,489
Finance/Metered Parking (1210/1220)	1,313,282	1,644,000	1,712,303	1,520,453	1,688,901
Information Technology (1310)	1,686,626	2,186,200	2,116,649	1,999,307	2,494,023
Total Administration	4,507,970	5,479,743	5,696,179	5,195,375	6,159,160
Police (2120)	5,588,025	5,991,733	6,592,283	6,720,601	7,005,865
Beach Rangers (2170)	102,694	103,805	123,321	121,675	126,977
Parking Enforcement Officers (2180)	—	164,641	183,338	180,200	191,587
Communications (2410)	890,620	1,314,672	1,344,920	1,220,600	1,245,929
Fire(2820)	5,345,238	5,557,352	7,014,522	6,829,748	6,874,732
Emergency Medial Services (2825)	111,092	272,987	224,829	232,616	293,640
Community Paramedic Program (2830)	7,367	4,325	4,553	6,900	8,900
Total Public Safety	12,045,036	13,409,515	15,487,766	15,312,340	15,747,630
Field Operations (3110)	1,776,551	1,954,025	4,580,547	2,004,305	2,773,204
Building Maintenance (3140)	1,063,846	1,516,182	1,690,835	1,564,161	1,878,723
Grounds Maintenance (3150)	800,585	897,771	990,631	904,768	1,137,920
Fleet (3160)	2,165,022	1,568,285	3,546,183	1,911,983	2,605,849
Capital Improvements (3170)	938,546	688,863	13,674,677	958,154	3,664,608
Solid Waste (3190)	3,151,161	4,115,528	3,660,111	3,675,953	3,825,333
Total Public Works	9,895,711	10,740,654	28,142,984	11,019,324	15,885,637
Planning, Zoning & Development (3610)	278,711	398,647	634,275	461,640	441,649
Code Enforcement Officers (3690)	223,908	137,336	207,850	167,250	248,548
Total Development Services	502,619	535,983	842,125	628,890	690,197
Recreation Center (4110)	385,896	447,513	500,060	525,821	553,207
Beach-side Parks (4120)	158,619	148,679	167,900	167,950	259,114
Pool (4130)	466,341	554,833	581,369	554,450	727,777
Tennis (4140)	786	35,748	900	900	4,776
Skate Park (4150)	15,149	25,561	189,432	116,084	41,890
Auditorium (4160)	75,490	81,865	113,111	83,911	62,104
Golf (4210/4230/4240)	2,548,333	2,840,304	4,767,611	4,551,085	3,607,438
Total Leisure Services	3,650,614	4,134,503	6,320,383	6,000,201	5,256,306
Non-departmental (9000)	1,340,201	1,424,320	2,372,737	2,021,100	1,814,632
Disaster Recovery	154,346	101,632	—	330,402	—
Unemployment Compensation	1,142	6,825	9,000	—	—
Transfer to OPEB Trust	100,000	100,000	100,000	100,000	100,000
Debt Service	1,130,158	1,160,538	1,534,966	1,534,966	1,544,772
Total Non-Departmental	2,725,847	2,793,315	4,016,703	3,986,468	3,459,404
TOTAL EXPENDITURES	33,327,797	37,093,713	60,506,140	42,142,598	47,198,334

ADMINISTRATION

DETAIL BY DEPARTMENT

Organization Chart

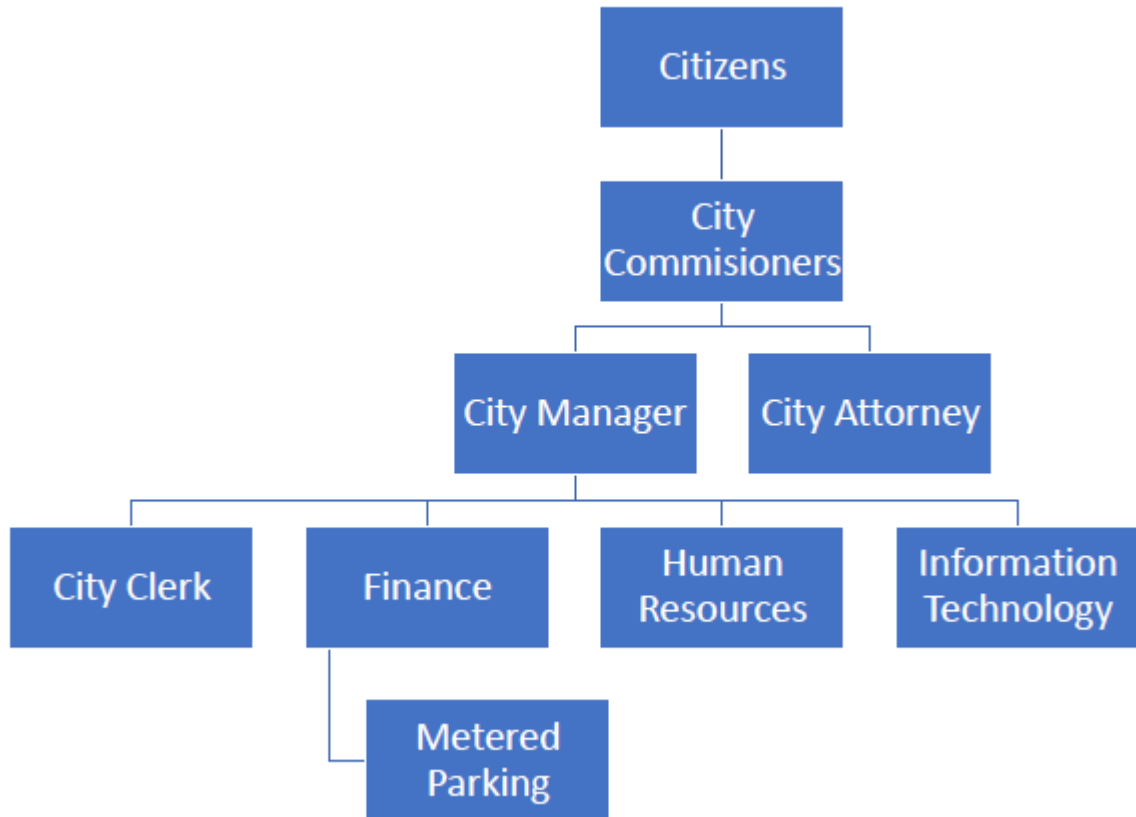
Operating Statistics & Performance Measures

Personnel/Capital Outlay Schedule/Mission Statement

Uses of Funds

**GENERAL FUND
ADMINISTRATION**

DEPARTMENT & DIVISION ORGANIZATIONAL CHART



Fund: General
Fund Number: 001

Administration Budget Summary

SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CHARGES FOR SERVICES	3,099,947	3,021,081	2,939,900	2,972,225	3,028,025
MISCELLANEOUS REVENUES	—	797,506	797,505	768,287	—
TOTAL REVENUES	3,099,947	3,818,587	3,737,405	3,740,512	3,028,025

USES OF FUNDS

PERSONNEL SERVICES	2,379,645	2,752,055	3,028,800	2,585,825	3,061,450
OPERATING	1,956,932	1,941,473	2,482,135	2,444,850	2,739,810
CAPITAL OUTLAY	113,051	725,996	81,700	66,200	259,400
TRANSFERS	58,342	60,219	103,544	98,500	98,500
TOTAL EXPENDITURES	4,507,970	5,479,743	5,696,179	5,195,375	6,159,160

COMMISSION

The City of Cocoa Beach has a City Commission - City Manager form of government, adopted by the citizens on June 19, 1958. The City Commission is the legislative branch of City Government and is responsible for enacting policy.

PERSONNEL SCHEDULE			
DEPARTMENT: Commission			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET 2025	CHANGE	BUDGET 2026
Mayor	1	—	1
Commissioner	4	—	4
TOTAL COMMISSION	5	—	5
Elected officials are carried as General Government employees for payroll purposes, but are excluded from the figures in the FTE calculations.			
TOTAL POSITIONS	5	—	5

MISSION STATEMENT & DUTIES
Maintain a low-density residential and family-oriented resort community with paramount consideration given to the health, safety, welfare, comfort, and quality of life for all our citizens.

Duties

- * Provide for the performance of all duties and obligations imposed on the City by law.
- * Appoint the City Manager, City Attorney and various board members.
- * Regular Commission meetings are held on the 1st and 3rd Thursday of each month beginning at 7:00 p.m. at City Hall.
- * A Work Session devoted to the Budget, is held in July to get input at an early stage of Budget preparation. In accordance with State law, two (2) Public Hearings are held on the Budget before its adoption.
- * Other work sessions are scheduled as needed.
- * Regular Commission meetings, Special Commission meetings and Work Sessions are open to the public.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
11-10 Elected & Appointed	29,501	30,500	30,000	30,000	30,000
21-00 FICA Taxes	2,257	2,333	2,295	2,295	2,295
23-90 Fitness & Wellness	250	—	366	—	—
24-00 Workers Compensation	32	42	79	48	52
Subtotal Personnel Services	32,040	32,875	32,740	32,343	32,347
OPERATING					
31-00 Professional Services	37,125	49,500	48,000	36,000	50,000
31-99 Payroll Processing Fees	203	187	450	450	—
40-00 Travel & Per Diem	1,414	3,183	5,050	—	5,050
48-00 Promotional Activities	1,391	3,114	3,675	1,000	4,375
51-00 Office Supplies	33	—	200	200	200
52-50 Other Supplies	—	498	—	—	—
54-10 Publications & Memberships	5,038	2,256	4,400	2,500	4,080
55-00 Training & Education	—	285	300	—	300
Subtotal Operating	45,204	59,023	62,075	40,150	64,005
TRANSFERS					
83-00 Other Grants & Aids	55,000	57,500	95,000	95,000	80,000
Subtotal Transfers	55,000	57,500	95,000	95,000	80,000
TOTAL COMMISSION ADMINISTRATION	132,244	149,398	189,815	167,493	176,352

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
MISSION, ACTIONS AND TASKS**

CITY BOARDS

Advisory Boards are an important part of City government and offer an opportunity for residents to help in the operation and improvement of their community. The City Charter provides that appointees be electors (voters) of the City, selected “from the generality of citizens whose personal and private interest are not likely to conflict with the general public interests.” The City actively solicits applications from residents who wish to serve on Boards. The Advisory Boards are:

Board of Adjustment

Considers appeals of administrative decisions in enforcement of the Zoning Ordinance and grants special exceptions and variances when justified, according to regulations.

Planning Board

Serves as the Comprehensive Planning Agency and assures that development complies with the City’s Comprehensive Plan.

Leisure Services Advisory Board

Assists with the review of current services. Evaluates, develops, and plans for the creation and upkeep of a five-year Leisure Services Strategic Master Plan.

Land Management/Sustainability Board

Works through and coordinates with the City Manager and Stormwater Department to prepare Land Management Plans to be submitted to the City Commission for approval. Manages Land and Programs for Land or other duties requested by City Commission. Responsible for improving the quality of life in the community by providing stewardship of the City's environmental resources in a manner that is equitable for all generations. To improve the quality of life in the community by providing stewardship of the City's environmental resources in a manner that is equitable for all generations.

General Employee Pension Board

Board members are trustees conducting the business of the trust for their respective plans.

Police Pension Board

This includes:

- Attend meetings
- Establish policies to conduct Board business
- Oversight role with regard to investment managers (e.g. ensure investment policy followed)

Firefighters Pension Board

This includes:

- Pay benefits to eligible recipients
- Pay the expenses of the trust
- File required reports with various agencies
- Make recommendations to the Commission (as necessary)

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
MISSION, GOALS, ACTIONS AND TASKS**

CITY ATTORNEY

Primary Mission

To act as the primary legal adviser to, and attorney and counselor for, the City staff and those charged with governance in matters relating to their official duties.

Additional Missions

- ✧ Furnish legal opinions on any questions of law to the City Commission, City Manager, Department Heads and various City boards.
- ✧ Provide legal assistance in the drafting and implementation of new ordinances and/or revisions to existing ordinances.
- ✧ Inform staff and elected officials of new laws and judicial opinions that could impact the City of Cocoa Beach.

Goals, Actions and Tasks

As requested by the Contract Administrator¹, the City Attorney:

- ✧ Prepares ordinances and resolutions for consideration by the Planning Board and City Commission and performs such other professional duties as may be required.
- ✧ Attends Commission meetings and other board meetings, providing ready legal counsel and guidance.
- ✧ Assists staff in application and interpretation of the City Code of Ordinances and Land Development Regulations.
- ✧ Reviews all proposed land development regulations, ordinances and resolutions developed by staff for legal sufficiency and advises staff accordingly so as to limit legal liabilities associated with proposed actions.
- ✧ Reviews lawsuits filed against the City of Cocoa Beach and provides advice and counsel on the appropriate handling for those lawsuits.
- ✧ Files lawsuits on behalf of the City of Cocoa Beach and, as necessary, represents the City in court proceedings.
- ✧ Reviews City contracts for legal sufficiency.

¹ The City Attorney is compensated under a monthly all-inclusive retainer contract. The City Manager is the Contract Administrator.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: City Attorney

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Payments for Services (thousands)	252.0	254.0	252.0	318.0	Payments to City Attorney's law firm
Other legal expenses (thousands)	—	—	—	—	
Total legal cost budget (thousands)	252.0	254.0	252.0	318.0	
Performance Measures:					
Not applicable for contract work.					

Account Code: 001-0310-514.

Division: Administration

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CITY MANAGER

The City Manager administers policy as the executive officer of the City.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: City Manager

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Website Traffic Visitors	1,269,538	1,500,000	2,000,000	2,400,000	Target is 10% increase
Facebook Followers	15,600	18,000	20,000	20,000	Increase Followers by 10%
Twitter Followers	1,540	1,540	1,600	1,600	See Comments
YouTube Subscribers and Videos	277	300	375	400	Increase followers by 20%
CBNN Subscriptions	1693	1,725	1,750	1,750	Increase followers by 20%

Comments:
X, formally Twitter, changed the rules regarding posting and uploading, creating an inability to gain additional followers.

City Manager:

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Full time positions	219	219	228	230	Budgeted
	219	219	228	230	Actual
Part -time/seasonal positions	122	130	118	121	Budgeted
	122	130	118	121	Actual

Comments:
To develop, deliver and maintain progressive personnel management programs and services to attract and retain a highly qualified, well-trained and productive work force.

PERSONNEL SCHEDULE			
DEPARTMENT: City Manager			
	NUMBER OF POSITIONS		
POSITION TITLE: FULL-TIME	BUDGET 2025	CHANGE	BUDGET 2026
City Manager	1	—	1
Government Affairs Manager	1	—	1
Grant Coordinator	1	—	1
TOTAL FULL-TIME	3	—	3
TOTAL POSITIONS	3	—	3

MISSION STATEMENT
CITY MANAGER:
To develop, deliver and maintain progressive personnel management programs and services to attract and retain a highly qualified, well-trained and productive work force.

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	380,529	409,218	416,470	349,533	385,042
12-15 Additional Pay	6,165	1,000	—	—	—
21-00 FICA Taxes	28,046	30,183	31,790	24,014	29,456
22-10 General Employees Pension	29,340	43,992	54,000	54,000	46,591
22-40 Deferred Compensation	23,235	4,480	—	—	50,000
23-10 Group Hospitalization	65,315	39,883	30,500	19,606	32,788
23-20 Group Life	1,177	2,907	2,860	2,598	3,075
23-30 Dental Plan	1,553	1,353	1,316	991	1,040
23-90 Fitness & Wellness	—	—	—	—	—
24-00 Workers Compensation	426	572	2,230	2,101	2,398
Subtotal Personnel Services	535,786	533,588	539,166	452,843	550,390
OPERATING					
31-99 Payroll Processing Fees	2,384	2,519	3,000	3,000	—
40-00 Travel & Per Diem	803	516	3,342	—	5,120
47-00 Printing & Binding	—	—	100	—	100
48-00 Promotional Activities	—	2,748	8,500	13,000	16,180
51-00 Office Supplies	213	579	500	500	500
52-50 Other Supplies	197	313	250	250	—
54-10 Publications & Memberships	1,644	876	4,190	150	4,283
55-00 Training & Education	3,773	1,063	2,611	150	3,500
552.31-00 Marketing - Professional Svc	22,777	—	—	—	—
552.48-00 Marketing - Promotional Activities	13,011	13,024	15,800	17,500	23,300
552.54-10 Marketing - Publications & Memberships	980	669	4,500	500	4,500
552.55-00 Marketing - Training & Education	—	—	300	—	100
Subtotal Operating	45,782	22,307	43,093	35,050	57,583
TRANSFERS/OTHER					
83-00 Other Grants & Aids	3,342	2,719	3,500	3,500	3,500
Subtotal Transfers/Other	3,342	2,719	3,500	3,500	3,500
TOTAL CITY MANAGER	584,910	558,614	585,759	491,393	611,473

HUMAN RESOURCES

The Human Resources Department assures fair treatment of applicants and employees in all aspects of personnel administration. This is accomplished through teamwork and high employee morale.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: All Funds

DEPARTMENT: Human Resources

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Estimate 2026	Benchmark Targets & Notes
Full-time (FT) positions					
Authorized	219	234	235	230	Fire requested one
Terminations	28	22	20	31	Higher Rate Retirees
Filled at end of FY	201	215	218	214	Recruiting is difficult
Vacant at end of FY	6	19	15	12	
Part-Time & Seasonal					
Authorized	122	111	111	121	
Performance Measures					
Vacancies / FT positions	3%	2%	2%	1%	Target is 3% or less
Terminated / FT positions	13%	11%	11%	14%	Target is 15% or less
Health Insurance					
City's rate increase	3%	4%	4%	5%	Market rate or less
Market's rate increase	9%	6%	6%	7%	
Workers Comp experience rating	0.85	1.54	1.54	1.54	1.00 or less
Workers' Comp Claims	16	6	6	5	18 or less
Workers Comp Claims > \$10,000	2	2	3	1	3 or less
Liability Claims > \$10,000	2	2	2	2	

Comments:

Staffing strategy is to design and maintain a succession plan to strategically hire or train existing employees with necessary skill sets to replace the impending departure of the present-day workforce who can retire now or in the next five years. With increasing employee benefit costs a concern, primarily health insurance, the City must focus on creative ways to retain key employees. It is critical that the City continue to invest in employees through training and education to maintain institutional knowledge. Due to the unknowns related to the Affordable Care Act (ACA), the City will continue to monitor market trends and benefits offered by the surrounding municipalities to ensure benefits remain competitive, while striving to be fiscally conservative.

PERSONNEL SCHEDULE			
DEPARTMENT: Human Resources			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET	CHANGE	BUDGET
FULL-TIME	2025		2026
HR Director	1	—	1
HR IS/Benefits Coordinator	1	—	1
HR Coordinator	1	—	1
HR Specialist	1	—	1
TOTAL FULL-TIME	4	—	4
TOTAL POSITIONS	4	—	4

MISSION STATEMENT
To develop, deliver and maintain progressive personnel management programs and services to attract and retain a highly qualified, well-trained and productive work force.

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	207,258	250,630	283,152	271,900	314,868
12-15 Additional Pay	548	90	—	—	—
14-00 Overtime	—	6	—	—	—
21-00 FICA Taxes	15,209	19,092	21,500	20,212	24,088
22-10 General Employees Pension	16,283	20,592	32,500	32,500	38,100
23-10 Group Hospitalization	65,440	57,205	46,200	55,062	49,665
23-20 Group Life	601	2,258	4,025	4,486	4,327
23-30 Dental Plan	1,109	863	1,110	883	928
23-90 Fitness & Wellness	151	31	—	125	150
24-00 Workers Compensation	232	2,385	2,000	4,542	4,883
Subtotal Personnel Services	306,831	353,152	390,487	389,710	437,009
OPERATING					
31-00 Professional Services	28,639	23,275	54,695	54,695	54,695
31-99 Payroll Processing Fees	1,308	2,332	1,400	1,400	—
40-00 Travel & Per Diem	4,107	6,058	7,460	4,500	5,060
40-70 Moving Expenses	—	6,578	2,500	100	—
41-00 Communications Services	3,988	—	—	—	—
48-10 Employee Wellness Incentives	4,894	3,834	5,500	5,500	5,500
51-00 Office Supplies	1,318	938	1,075	500	1,200
52-50 Other Supplies	—	2,264	6,550	6,550	5,925
54-10 Publications & Memberships	1,298	4,066	7,683	2,500	5,733
55-00 Training and Education	13,121	9,714	15,948	3,500	8,800
Subtotal Operating	58,673	59,059	102,811	79,245	86,913
TOTAL HUMAN RESOURCES	365,504	412,211	493,298	468,955	523,922

CITY CLERK

The Office of the City Clerk is an information source, with services to include providing City records as prescribed by law, coordinating the City's elections, and supporting the City Commission and Boards. The Office is central to government transparency.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: City Clerk

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Meetings recorded	41	45	50	25	All City board meetings are recorded
Commission & CRA Minutes transcribed	41	45	50	25	CRA is within the Commission now
Ordinances adopted	10	10	12	12	Code Clean Up
Resolutions adopted	21	18	15	15	
Records destroyed (boxes)	—	—	—	200	(Box = 16" x 13") reduce offsite storage
Records Requests	369	400	380	250	Creating more transparency
Public Records Requests completed within 24 hours*	266	400	380	250	Creating more transparency
Performance Measures:					
Ratio of records destroyed to records stored	10 %	10 %	10 %	10 %	Target is 10%.
Record series digitized	6	6	6	6	A record series is a group of related records in a single filing system. Agendas and Minutes, Ordinances, Resolutions, Meeting Packets and Contracts are scanned as they are approved and adopted.

Comments:

*Records requests NOT completed within 24 hours were extensive and involved multiple departments.

Consistent effort is being undertaken to digitize records. Operating expenditures as a percentage of the total governmental operating costs budget, reflects that operating costs for this department have remained fairly constant and below budget.

PERSONNEL SCHEDULE			
DEPARTMENT: City Clerk			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
City Clerk/Public Information Officer	1	—	1
Assistant to the City Clerk	1	—	1
TOTAL FULL-TIME	2	—	2
TOTAL POSITIONS	2	—	2

MISSION STATEMENT
Maintain a low-density residential and family-oriented resort community with paramount consideration given to the health, safety, welfare, comfort, and quality of life for all our citizens.

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	105,391	158,914	183,550	152,018	155,731
14-00 Overtime	—	32	—	—	—
21-00 FICA Taxes	7,944	12,209	13,525	11,344	11,914
22-10 General Employees Pension	11,846	13,884	21,000	21,000	18,844
23-10 Group Hospitalization	11,072	29,782	48,900	39,732	52,568
23-20 Group Life	362	878	1,600	1,230	1,720
23-30 Dental Plan	400	592	1,100	772	811
24-00 Workers Compensation	118	222	300	2,521	2,711
Subtotal Personnel Services	137,133	216,513	269,975	228,617	244,299
OPERATING					
31-00 Professional Services	4,563	5,550	7,000	4,512	7,000
31-99 Payroll Processing Fees	588	854	1,000	1,000	—
34-40 Support Services	9,673	11,612	23,100	23,100	30,260
40-00 Travel & Per Diem	—	—	1,680	2,000	2,180
41-00 Communications Services	23,159	25,615	32,300	30,195	32,400
49-00 Other Current Charges	2,748	1,692	7,150	5,000	6,500
51-00 Office Supplies	140	686	1,050	1,050	750
54-10 Publications & Memberships	200	305	800	—	800
55-00 Training & Education	—	1,985	2,300	300	2,300
Subtotal Operating	41,071	48,299	76,380	67,157	82,190
CAPITAL OUTLAY					
68-00 Software- New Purchase	—	16,012	—	—	20,000
Subtotal Capital Outlay	—	16,012	—	—	20,000
TOTAL CITY CLERK	178,204	280,824	346,355	295,774	346,489

FINANCE

The primary mission of the Finance Department is to monitor and record all financial transactions of the city in the most efficient and effective manner ensuring accuracy and fiscal transparency.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Finance/Metered Parking

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Audit findings/repeat findings	9/2	0	0	0	Number from audit of prior period.
Uncollectible accounts (number) (thousands of dollars)	1,813 \$50	1,700 \$54	1600 \$47	1,600 \$47	Primarily parking fines. Number of accounts & thousands of dollars.
Collection agency activity	1051	856.00	500	400	Average monthly collections.
Parking citations written	14,966	13,000	14,000	12,000	
Parking Permits Issued	5,664	6,000	6,200	6,400	Credit card acceptance, increased permit options and possible online sales expected.
Investment portfolio maturity (years)	<1	<1	<1	<1	Term investment period in years
Performance Measures:					
Finance vs. General Fund budget	3%	3%	3%	3%	
Recoveries from collection agencies	16%	10%	12%	12%	30% benchmark based on industry standard.
Parking citation collections	68%	68%	70%	70%	75% benchmark. Note: lag time for collections

Comments:

Parking citation payment percentage remains high due to the acceptance of credit card online payments.

PERSONNEL SCHEDULE			
DEPARTMENT: Finance/Metered Parking			
	NUMBER OF POSITIONS		
POSITION TITLE: FULL-TIME	BUDGET 2025	CHANGE	BUDGET 2026
Finance Director	1	—	1
Deputy Finance Director	1	—	1
Finance Coordinator	1	—	1
Senior Financial Analyst	1	—	1
Financial Analyst	1	—	1
Financial Associate	1	—	1
Financial Program Coordinator	1	—	1
Customer Service Representative	1	—	1
TOTAL FULL-TIME	8	—	8
TOTAL POSITIONS	8	—	8

MISSION STATEMENT
The Finance Department serves as city-wide financial oversight, recording, monitoring, and reporting all financial transactions responsibly and transparently providing support to all departments. The Finance Department implements safeguards to ensure funds are ethically managed, ensuring fiscal integrity to meet service obligations to the public.

Additional Missions:

- * Prepare & monitor the City's annual operating and capital budgets
- * Preparing accurate & timely financial statements, reports, and audits to ensure accountability and compliance
- * Manage cash flow, investments, and debt to ensure fiscal health and liquidity
- * Ensuring that public funds are spent efficiently and according to city code, laws, and policies

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	566,306	628,904	670,000	575,292	644,237
13-00 Part Time	3,642	—	—	—	—
14-00 Overtime	477	794	1,100	1,100	—
21-00 FICA Taxes	41,777	48,513	51,500	39,534	49,284
22-10 General Employees Pension	45,244	60,606	78,000	78,000	77,953
23-10 Group Hospitalization	162,648	155,220	186,200	114,977	200,165
23-20 Group Life	3,403	5,963	8,075	6,588	8,681
23-30 Dental Plan	3,443	3,353	4,050	4,050	4,253
24-00 Workers Compensation	620	2,360	3,250	3,621	3,494
Subtotal Personnel Services	827,560	905,713	1,002,175	823,162	988,067
OPERATING					
31-00 Professional Services	1,019	1,317	3,250	24,000	17,500
31-99 Payroll Processing Fees	3,651	4,137	4,450	4,450	—
32-10 Auditor	75,100	63,530	71,470	40,000	79,500
34-20 Bank Charges	25,221	34,668	35,600	35,600	48,500
40-00 Travel & Per Diem	774	1,934	13,500	—	5,350
47-00 Printing & Binding	5,228	3,160	5,800	5,800	4,000
49-00 Other Current Charges	6,796	5,272	10,500	10,500	6,800
51-00 Office Supplies	1,915	2,785	2,000	900	2,000
54-10 Publications & Memberships	522	1,113	2,140	1,880	1,720
55-00 Training & Education	2,045	9,250	6,000	5,000	7,300
Subtotal Operating	122,271	127,166	154,710	128,130	172,670
CAPITAL OUTLAY					
68-00 Software - New Purchase	9,750	—	—	—	—
Subtotal Capital Outlay	9,750	—	—	—	—
TOTAL FINANCE	959,581	1,032,879	1,156,885	951,292	1,160,737

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	39,939	72,000	88,416	70,000	49,971
13-10 Part Time	(1,143)	—	—	—	—
14-00 Overtime	103	145	200	500	400
21-00 FICA Taxes	3,320	5,380	5,775	5,300	3,823
22-10 General Employees Pension	7,482	7,800	10,000	10,000	6,047
23-10 Group Hospitalization	14,206	33,848	33,700	30,000	36,228
23-20 Group Life	295	1,144	1,290	1,290	1,387
23-30 Dental Plan	290	552	570	570	599
24-00 Workers Compensation	(1,030)	101	125	125	135
Subtotal Personnel Services	63,462	120,970	140,076	117,785	98,590
OPERATING					
31-99 Payroll Processing Fees	839	477	450	450	—
34-20 Bank Charges	41,184	116,684	129,000	129,000	140,000
34-40 Support Services	184,668	153,932	140,000	140,000	140,000
44-18 Rentals & Leases 20 N Atlantic	—	172,910	68,000	120,574	120,574
46-10 Equipment Maintenance	1,065	21	1,040	—	4,000
47-00 Printing and Binding	4,776	1,922	6,352	6,352	5,000
49-15 Collection Agency Fees	27,750	32,633	35,000	35,000	20,000
52-20 Uniforms	1,141	—	—	—	—
52-50 Other	28,613	11,572	20,000	20,000	—
53-40 Crossover Maintenance	203	—	—	—	—
Subtotal Operating	290,239	490,151	399,842	451,376	429,574
CAPITAL OUTLAY					
64-20 Furniture & Equipment	—	—	15,500	—	—
Subtotal Capital Outlay	—	—	15,500	—	—
TOTAL METERED PARKING	353,701	611,121	555,418	569,161	528,164

INFORMATION TECHNOLOGY

The Information Technology Department is the technology service organization which provides solutions that support and empower all City departments.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Information Technology (I.T.)

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated; for FY 2026 it has been projected. This information is presented in support of the basic budget estimates.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Software applications supported	410	410	410	400	IT has created a new role to standardize software use across departments and eliminate redundancies
Network availability	>99%	>99%	>99%	>99%	Rate of availability is consistently high and most services exceed the stated benchmark
Number of network connected devices	475	475	550	560	Number will Continue to grow as demand for technology increases annually
Performance Measures:					
I.T. vs. General Fund governmental expenditures	4%	4%	4%	4%	
Percent of I.T. budget expended	99%	99%	99%	99%	
Service requests:					
Number of service requests per month	250	250	275	275	Increase is indicator of more reliance on technology
Average resolution time	2 days	2 days	2 days	2 days	Target is to resolve all 1 st level tickets within 48 hrs.

Comments:

I.T. continues to maintain a quality information technology capability along industry standards. The skill level of the user community has advanced significantly as a result of increased use and familiarity with technology, products, increasing productivity. As a result, there is an increase in support and maintenance. The values indicated are best estimates based on available information and measures.

PERSONNEL SCHEDULE			
DEPARTMENT: Information Technology			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET	CHANGE	BUDGET
FULL-TIME	2025		2026
IT Director	1	—	1
SR. Information Technology Support Admin	1	—	1
Deputy IT Director	1	—	1
Systems Analyst	1	—	1
Sr. System Tech	1	—	1
Application Analyst	1	—	1
TOTAL FULL-TIME	6	—	6
PART-TIME			
Video Broadcast & Camera Operator	1	—	1
Intern	1	—	1
Administrative Assistant	1	—	1
TOTAL PART-TIME	3	—	3
TOTAL POSITIONS	9	—	9

MISSION STATEMENT
Provide improved communication tools including enterprise e-mail, social media, web sites, and video streaming applications.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	350,902	438,454	486,506	380,000	527,179
12-15 Additional Pay	478	—	—	—	—
14-00 Overtime	2,373	4,096	4,500	4,500	—
21-00 FICA Taxes	26,258	34,614	35,725	29,415	40,330
22-10 General Employees Pension	29,299	37,986	53,500	53,500	63,789
23-10 Group Hospitalization	64,540	70,216	69,750	69,750	74,981
23-20 Group Life	1,004	1,416	1,600	1,600	1,720
23-30 Dental Plan	1,590	1,846	1,850	1,850	1,943
24-00 Workers Compensation	389	616	750	750	806
Subtotal Personnel Services	476,833	589,244	654,181	541,365	710,748
OPERATING					
31-10 GIS Related Services	—	22,803	30,000	30,000	30,000
31-99 Payroll Processing Fees	2,202	2,899	2,800	2,800	—
34-40 Support Services	876,176	58,447	95,000	95,000	40,000
40-00 Travel & Per Diem	—	—	—	518	1,500
41-00 Communications Services	169,099	192,847	221,315	221,315	236,171
44-30 Equipment Rental/Lease	12,403	90,342	105,303	105,303	74,640
46-10 Equipment Maintenance	15,590	10,554	12,700	12,700	20,400
52-20 Uniforms	—	—	450	450	450
52-50 Other Supplies	28,252	16,428	58,858	58,858	56,099
52-60 Software Subscriptions	276	491,428	863,998	863,998	1,062,505
54-10 Publications & Memberships	—	—	—	—	600
55-00 Training & Education	2,494	1,224	800	800	6,510
Subtotal Operating	1,106,492	886,972	1,391,224	1,391,742	1,528,875
CAPITAL OUTLAY					
64-21 Computer Hardware	87,390	80,833	66,200	66,200	239,400
64-22 Computer Software	9,645	3,566	—	—	—
68-90 GASB 96- SBITA - Capital Software	6,266	625,585	—	—	—
Subtotal Capital Outlay	103,301	709,984	66,200	66,200	239,400
CONTINGENCY					
99-30 Other Uses	—	—	5,044	—	15,000
Subtotal Contingency	—	—	5,044	—	15,000
TOTAL INFORMATION TECHNOLOGY	1,686,626	2,186,200	2,116,649	1,999,307	2,494,023

PUBLIC SAFETY

The Cocoa Beach Public Safety Division is comprised of functions designed to assist our beachside community of residents, visitors, and businesses.

General Fund Department & Division Structure Chart

Public Safety



SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OTHER TAXES	292,566	458,889	548,362	548,362	276,455
LICENSES/PERMITS	1,350	55,345	2,000	64,000	90,000
INTERGOVERNMENTAL	26,957	576,740	399,608	392,713	203,345
CHARGES FOR SERVICES	325,461	731,739	895,918	440,061	591,805
FINES AND FORFEITURES	51,032	58,245	63,450	61,550	59,900
MISCELLANEOUS REVENUES	12,097	23,669	5,800	34,403	28,600
TOTAL REVENUES	709,463	1,904,627	1,915,138	1,541,089	1,250,105

USES OF FUNDS

PERSONNEL SERVICES	10,866,285	11,595,923	13,009,222	12,930,500	13,670,890
OPERATING	956,342	957,281	1,127,002	1,131,174	1,663,149
CAPITAL OUTLAY	222,409	856,311	1,351,542	1,250,666	413,591
TOTAL EXPENDITURES	12,045,036	13,409,515	15,487,766	15,312,340	15,747,630

POLICE

Cocoa Beach Police Department embraces the philosophy of problem-oriented policing through community partnerships, order maintenance, and crime prevention.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Police

The following table represents operating statistics and performance measures compiled from established data bases and internal documents. Data for this table is compiled using both actual statistics from our Police Department database as well as estimates and projections using averages from past years. Note: The variables inherent in law enforcement coupled with the reality that most crime victims and violators do not reside in the City make predicting crime trends with any level of certainty very difficult.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Calls for 911 emergency service	12,860	8,548	8,086	10,013	Calls for 911 emergency service: FY 26 projection based on actual 5 yr history; FY 25 estimate based on 6 month avg. actual data.
Calls for service	43,067	49,529	34,246	49,162	Calls for Service: FY26 projection based on actual 5 yr history; FY 25 est. based on 6 month avg. of actual data.
Traffic Accidents	457	472	406	472	
Traffic citations written	3,828	4,617	6,161	4,146	Traffic & Parking citations: FY26 projection based on actual 5 yr history; FY 25 est. based on 6 months actual data.
Parking citations written	15,842	11,931	8,948	12,764	
Reported stolen property	3,015	506	1,074	1,075	Reported & stolen property: (thousands) FY 26 projection based on actual 5 yr history; FY 25 estimate based on 6 months actual data.
Recovered property	276	208	324	291	
Sworn Officers	28	33	33	33	Patrol Officers as of September 30 th of the fiscal year.
Administration	10	10	10	10	Chiefs , Majors
Total Arrests	1,037	1,128	799	782	Arrests FY 26 projection based on actual 5 yr history; FY 25 estimate based on 6 month avg. actual data.
Drug Arrests	37	53	48	36	
DUI Arrests	305	252	228	174	
Case Reports	2,865	2,958	3,360	3,270	Case Reports: FY 26 based on actual 5 yr history; FY 25 estimate based on 6 month avg. actual data.

Performance Measures:

Comments:

The City is heavily influenced by approximately 2.5 million visitors throughout the year. The department has taken a number initiatives to improve and expand community policing activities. This includes increased patrols and special operations throughout Cocoa Beach. Public awareness and support have been enhanced by the annual Citizen's Academy program, renewed Community Watch initiatives, participation in the county-wide Crime Prevention Task Force, Citizen's Observer Patrol program, and National Night Out.

PERSONNEL SCHEDULE			
DEPARTMENT: Police			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET		BUDGET
FULL-TIME	2025	CHANGE	2026
Police Chief	1	—	1
Deputy Chief	1	—	1
Executive Assistant to Chief	1	—	1
Administrative Assistant	1	—	1
Accreditation Manager & Administrative Services	1	—	1
Police Major	2	—	2
Police Lieutenant	2	—	2
Police Officer	31	—	31
Police Records Clerk	2	—	2
Police Sergeant	6	—	6
Logistics Manager	1	—	1
Records & Evidence Manager	1	—	1
Property & Evidence Supervisor	1	—	1
TOTAL FULL-TIME	51	—	51
PART-TIME			
Police Officer	1	(1)	—
TOTAL PART-TIME	1	(1)	—
TOTAL POSITIONS	52	(1)	51

MISSION STATEMENT
C: Committed to exceptional service
B: Building community partnerships
P: Professional in all our words and deeds
D: Delivering a safe, secure community

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	2,993,743	3,006,499	3,511,800	3,511,800	3,444,910
12-15 Additional Pay	34,024	32,281	66,000	66,000	38,187
13-10 Part Time	2,518	2,294	5,060	—	3,000
14-00 Overtime	149,785	331,026	160,000	320,000	355,000
15-00 Holiday Pay	76,460	72,675	77,250	93,500	130,500
21-00 FICA Taxes	238,019	269,281	250,000	250,000	303,828
22-10 General Employees Pension	18,822	44,928	46,500	46,500	48,000
22-20 Police Pension	792,323	823,252	861,000	945,000	922,000
22-40 Deferred Compensation*	—	938	—	—	—
23-10 Group Hospitalization	916,205	867,272	907,000	818,000	975,025
23-20 Group Life	9,662	20,495	20,900	25,000	32,134
23-30 Dental Plan	16,393	16,350	17,250	17,250	18,113
23-90 Fitness & Wellness	303	282	325	325	310
24-00 Workers Compensation	64,974	107,320	126,000	126,000	135,450
Subtotal Personnel Services	5,313,231	5,594,893	6,049,085	6,219,375	6,406,457
OPERATING					
31-00 Professional Services	20,202	23,675	23,100	22,500	38,700
31-99 Payroll Processing Fees	19,638	21,829	22,900	22,900	—
34-40 Support Services	37,807	28,370	40,984	40,000	47,634
40-00 Travel & Per Diem	17,019	26,973	22,248	22,000	24,028
46-06 Preventative Maintenance	—	—	—	—	2,154
46-07 Known Maintenance	—	—	—	—	4,573
46-08 Reactive Maintenance	—	—	—	—	5,000
46-10 Equipment Maintenance	11,250	8,867	20,283	20,000	23,455
47-00 Printing & Binding	1,784	3,842	7,020	7,000	5,000
48-00 Promotional Activities	8,411	11,679	16,100	16,000	13,000
51-00 Office Supplies	4,147	6,097	7,500	7,000	7,000
52-20 Uniforms	26,104	30,210	48,766	48,000	58,225
52-50 Other	80,931	75,073	97,271	90,000	110,539
54-10 Publications & Memberships	3,962	4,153	10,538	10,000	11,680
55-00 Training & Education	26,904	39,506	65,662	35,000	107,159
Subtotal Operating	258,159	280,274	382,372	340,400	458,147
CAPITAL OUTLAY					
64-20 Furniture & Equipment	16,635	116,566	142,826	142,826	129,332
64-22 Computer Hardware/Software	—	—	18,000	18,000	11,929
Subtotal Capital Outlay	16,635	116,566	160,826	160,826	141,261
TOTAL POLICE DEPARTMENT	5,588,025	5,991,733	6,592,283	6,720,601	7,005,865

*Old Contract Interim Police Chief

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General		DEPARTMENT: Police Beach Management			
	Actual	Actual	Estimate	Projection	
	2023	2024	2025	2026	Benchmark Targets & Notes
Operating Statistics:					
# of Ranger Hours	4,302	3,614	6,160	6,000	Beach Rangers are currently staffed all year.
# of Rangers on Staff	7	6	8	8	
Performance Measures:					
Beach Ranger Activity	9,784	7,746	7,288	7,387	Beach Ranger performance and activity is measured by the final disposition of each call for service.

Comments:

The City is heavily influenced by the large numbers of visitors to the beach during Spring Break and throughout the summer. In 2014, the Beach Ranger Program was established to assist the Police Department with order maintenance on our beaches and pursue compliance of City Code. In 2016, the Beach Rangers began staffing 52 weeks per year on weekends, and 7 days per week during Spring Break. In 2017 they were designated as Code Enforcement Officers, through an Ordinance amendment, and given the authority to issue civil citations.

PERSONNEL SCHEDULE			
DEPARTMENT: Police - Beach Rangers			
POSITION TITLE: PART-TIME	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
Ranger Supervisor	1	—	1
Beach Rangers	7	—	7
TOTAL PART-TIME	8	—	8
TOTAL POSITIONS	8	—	8

MISSION STATEMENT
The Beach Management Program is operationally managed by the Cocoa Beach Police Department
The Beach Management mission is to deliver a safe, secure, and lawful beach going experience for the community and the public as a whole.

Additional Missions:

- * Provides for patrol of the beaches and beach access points.
- * Provides for a liaison between the public and the Cocoa Beach Police Department.
- * Provides for interaction with the public to respond to inquiries, or to inform them of City Ordinances and/or beach rules and regulations.
- * Provide additional patrol in the downtown Cocoa Beach area during peak hours when the public is leaving the beach.

Fund: General

Department: Police

Account Code: 001-2170-521.

Division: Beach Rangers

USES OF FUNDS

			2025		2026
	2023	2024	Amended	2025	Annual
	Actual	Actual	Budget	Estimated	Budget
PERSONNEL SERVICES					
13-10 Part Time	91,312	92,422	105,000	105,000	110,000
21-00 FICA Taxes	6,933	7,074	7,850	7,850	8,415
24-00 Workers Compensation	2,282	2,919	3,100	3,500	3,334
Subtotal Personnel Services	100,527	102,415	115,950	116,350	121,749
OPERATING					
31-99 Payroll Processing Fees	858	672	825	825	—
52-20 Uniforms	748	421	5,388	3,500	3,000
52-50 Other Supplies	561	297	1,158	1,000	2,228
Subtotal Operating	2,167	1,390	7,371	5,325	5,228
TOTAL BEACH RANGERS	102,694	103,805	123,321	121,675	126,977

PERSONNEL SCHEDULE			
DEPARTMENT: Police - Parking Enforcement Officers			
	NUMBER OF POSITIONS		
POSITION TITLE: PART-TIME	BUDGET 2025	CHANGE	BUDGET 2026
Code Enforcement Specialist	—	—	—
Parking Enforcement Specialist Supervisor	1	—	1
Parking Enforcement Officer	7	—	7
TOTAL PART-TIME	8	—	8
TOTAL POSITIONS	8	—	8

Fund: General

Department: Police

Account Code: 001-2180-521.

Division: Parking Enforcement

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
13-10 Part Time	—	147,417	156,100	156,100	167,000
21-00 FICA Taxes	—	11,048	12,000	12,000	12,776
24-00 Workers Compensation	—	4,347	4,700	4,700	5,053
Subtotal Personnel Services	—	162,812	172,800	172,800	184,829
OPERATING					
31-99 Payroll Processing Fees	—	859	825	900	—
52-20 Uniforms	—	745	7,834	5,000	3,494
52-50 Other Supplies	—	225	1,879	1,500	3,264
Subtotal Operating	—	1,829	10,538	7,400	6,758
TOTAL PARKING ENFORCEMENT	—	164,641	183,338	180,200	191,587

PERSONNEL SCHEDULE			
DEPARTMENT: Communications			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET		BUDGET
FULL-TIME	2025	CHANGE	2026
Communications Center Supervisor	1	—	1
Communications Officer	13	—	13
TOTAL FULL-TIME	14	—	14
PART-TIME			
Communications Officer	2	—	2
TOTAL PART-TIME	2	—	2
TOTAL POSITIONS	16	—	16

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	476,540	513,536	635,400	530,000	574,690
12-15 Additional Pay	100	—	5,200	—	—
13-10 Part time	5,888	4,655	—	—	—
14-00 Overtime	21,305	45,985	30,000	62,000	60,000
15-00 Holiday Pay	11,840	13,270	16,000	19,000	22,000
21-00 FICA Taxes	38,428	45,246	48,600	45,000	50,237
22-10 General Employees Pension	33,543	54,522	74,000	74,000	79,460
23-10 Group Hospitalization	141,930	161,777	216,500	175,000	232,738
23-20 Group Life	2,424	6,653	8,650	8,650	9,298
23-30 Dental Plan	3,452	3,421	4,400	4,400	4,620
23-90 Fitness & Wellness	—	—	806	—	—
24-00 Workers Compensation	567	1,058	1,000	1,000	1,075
Subtotal Personnel Services	736,017	850,123	1,040,556	919,050	1,034,118
OPERATING					
31-99 Payroll Processing Fees	3,197	4,129	3,800	3,800	—
40-00 Travel & Per Diem	100	75	2,000	1,500	3,000
41-00 Communications	—	—	1,800	1,500	—
46-10 Equipment Maintenance	66,434	98,357	95,150	95,000	101,000
51-00 Office Supplies	350	1,534	2,314	2,000	650
52-20 Uniforms	4,359	4,133	8,440	8,000	7,440
52-50 Other	3,503	2,525	14,680	14,500	14,966
54-10 Publications & Memberships	—	—	250	250	—
55-00 Training & Education	2,097	7,904	7,705	7,000	7,925
Subtotal Operating	80,040	118,657	136,139	133,550	134,981
CAPITAL OUTLAY					
64-20 Furniture & Equipment	74,563	345,892	168,225	168,000	76,830
Subtotal Capital Outlay	74,563	345,892	168,225	168,000	76,830
TOTAL COMMUNICATIONS DEPARTMENT	890,620	1,314,672	1,344,920	1,220,600	1,245,929

FIRE

The Fire Department responds to a wide range of emergencies, including fires, medical calls, vehicle accidents, and water rescues. In addition, we offer essential non-emergency services such as public education, fire and life safety inspections, fire investigations, our Community Paramedic Program, and a variety of administrative services.

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Fire

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Total number of unit responses	3,781	3,892	3,950	4,000	
Calls for rescue service	1,992	1,925	2,000	2,050	Includes projected increase in responses to unincorporated South Cocoa Beach.
Total inspections	862	982	1,250	1,730	
Training hours	11,145	12,025	12,250	12,475	
Property damage (millions)	\$2	\$2	\$2	\$1	
Property saved (millions)	\$1.0	\$1.0	\$1.0	\$1.0	No major fires
Performance Measures:					
Average response times (minutes)	4.3	4	4.8	4.0	Target is < 4.00 minutes.
Insurance ISO rating	2	2	2	2	Benchmark is to maintain a 2 and target to be a 1
Ratio of property - damaged to saved	5%	20%	20%	6%	Depends on property types involved in fires
Fatalities from fire	0	0	0	0	Target is zero fatalities from fires.
Average training hours per month for each employee	24	30	31	31.5	30 hours per month is benchmark.

PERSONNEL SCHEDULE			
DEPARTMENT: Fire Department			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET	CHANGE	BUDGET
FULL-TIME	2025		2026
Fire Chief	1	—	1
Fire Admin. Chief of Staff	1	—	1
Deputy Fire Chief	1	—	1
Emergency Services Chief (Community Paramedic Program)	1	—	1
Fire Captain-Shift Commander	3	—	3
Fire Lieutenant/Medic-CO Officer	9	—	9
FF/EMT	6	—	6
FF/Paramedic	15	—	15
Fire Marshall	1	—	1
Fire Inspector	—	2	2
TOTAL FULL-TIME	38	2	40
PART-TIME			
Fire Inspector	2	—	2
Community Paramedic	1	—	1
TOTAL PART-TIME	3	—	3
TOTAL POSITIONS	41	2	43

MISSION STATEMENT
The primary mission of the City of Cocoa Beach Fire Department is life safety, incident stabilization, and property conservation.

Additional Missions:

- * Fight fire aggressively, having provided for safety first.
- * Provide progressive and rapid emergency medical services to our residents and visitors.
- * Maintain the quality and training for all Fire Department personnel.

USES OF FUNDS					
	2023 Actual	2024 Actual	2025 Amended Budget	2025 Estimated	2026 Annual Budget
PERSONNEL SERVICES					
12-12 Regular	2,197,791	2,360,187	2,875,055	2,740,000	2,857,535
12-15 Additional Pay	15,322	15,262	13,390	13,390	15,840
13-10 Part Time	80,635	77,481	81,500	85,000	90,000
14-00 Overtime	447,958	378,049	420,000	420,000	465,000
15-00 Holiday Pay	66,449	75,983	86,051	95,000	83,928
21-00 FICA Taxes	204,575	228,433	236,550	233,400	268,692
22-10 General Employees Pension	17,194	3,978	6,500	6,500	6,976
22-30 Firefighters Pension	839,154	802,992	946,855	946,855	1,098,926
23-10 Group Hospitalization	728,111	753,473	757,780	757,780	814,614
23-20 Group Life	9,793	24,896	16,550	16,550	17,791
23-30 Dental Plan	12,071	13,907	13,950	13,950	14,648
23-90 Fitness & Wellness	1,050	1,251	1,500	1,500	1,500
24-00 Workers Compensation	96,407	149,788	175,150	173,000	188,287
Subtotal Personnel Services	4,716,510	4,885,680	5,630,831	5,502,925	5,923,737
OPERATING					
31-00 Professional Services	47,202	48,696	66,587	69,587	71,000
31-99 Payroll Processing Fees	16,802	19,173	17,000	17,000	—
34-00 Contractual Services	—	—	—	—	22,500
34-40 Lifeguard Svc-Parks/Pier	78,867	—	—	—	293,013
40-00 Travel & Per Diem	13,347	7,077	9,498	15,290	20,145
44-50 Hydrants	140,162	146,096	149,690	152,690	160,325
45-75 Firefighters Medical Liability	3,219	—	8,813	8,813	—
46-06 Preventative Maintenance	—	—	—	—	2,704
46-07 Known Maintenance	—	—	—	—	16,412
46-10 Equipment Maintenance	18,235	21,111	19,752	19,752	31,600
48-00 Promotional Activities	780	2,489	1,510	2,500	4,900
51-00 Office Supplies	2,254	2,618	4,450	4,450	5,000
52-20 Uniforms	114,855	128,890	89,497	99,497	78,209
52-50 Other Supplies	56,007	27,133	62,586	68,586	99,754
52-60 Small Tools & Equipment	—	31,890	40,758	46,758	44,808
54-10 Publications & Memberships	6,497	2,842	1,390	5,390	4,395
55-00 Training & Education	29,271	45,666	29,086	34,086	48,230
Subtotal Operating	527,498	483,681	500,617	544,399	902,995
CAPITAL OUTLAY					
64-10 Vehicles & Machinery	—	43,477	844,150	743,500	—
64-20 Furniture & Equipment	101,230	124,514	38,924	38,924	48,000
68-00 Software - New Purchase	—	20,000	—	—	—
Subtotal Capital Outlay	101,230	187,991	883,074	782,424	48,000
TOTAL FIRE DEPARTMENT	5,345,238	5,557,352	7,014,522	6,829,748	6,874,732

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
31-00 Professional Services	14,700	11,323	12,000	14,000	28,440
40-00 Travel & Per Diem	1,124	1,894	2,323	3,000	3,000
46-10 Equipment Maintenance	2,542	2,756	400	1,300	11,000
51-00 Office Supplies	1,380	1,029	500	500	500
52-20 Uniforms	280	595	400	400	400
52-50 Other/Licensing	4,453	2,314	12,689	13,200	15,200
52-52 Medical Supplies	47,419	37,513	42,800	42,800	62,500
55-00 Education and Training	9,213	9,701	14,300	18,000	25,100
Subtotal Operating	81,111	67,125	85,412	93,200	146,140
CAPITAL OUTLAY					
64-20 Furniture & Equipment	29,981	205,862	139,417	139,416	147,500
Subtotal Capital Outlay	29,981	205,862	139,417	139,416	147,500
TOTAL EMERGENCY MEDICAL SERVICES	111,092	272,987	224,829	232,616	293,640

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
40-00 Travel & Per Diem	497	—	8	—	1,000
46-10 Equipment Maintenance	—	860	1,000	1,000	1,000
48-00 Promotional Activities	3,388	2,710	1,045	3,000	3,000
51-00 Office Supplies	3,027	485	500	500	500
52-20 Uniforms	455	270	—	400	400
55-00 Training & Education	—	—	2,000	2,000	3,000
Subtotal Operating	7,367	4,325	4,553	6,900	8,900
TOTAL COMMUNITY PARAMEDIC PROGRAM	7,367	4,325	4,553	6,900	8,900
TOTAL PUBLIC SAFETY	12,045,036	13,409,515	15,487,766	15,312,340	15,747,630

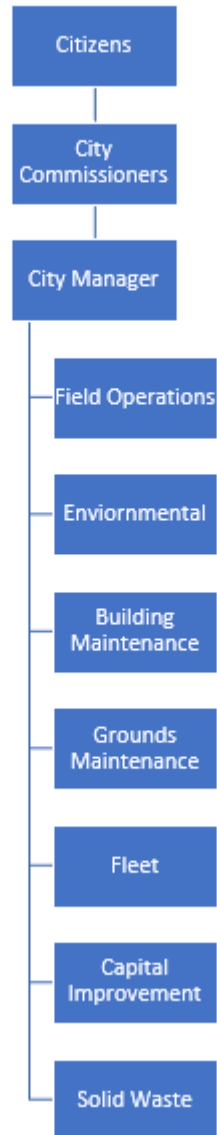
(PUBLIC SAFETY IS POLICE, BEACH RANGERS, PARKING ENFORCEMENT, COMMUNICATIONS, FIRE EMERGENCY MEDICAL SERVICE & COMMUNITY PARAMEDIC PROGRAM)

PUBLIC WORKS

The Public Works Department provides a wide spectrum of services to both external and internal customers. While most people readily identify Public Works with streets, parks and grounds maintenance, the nature of our community requires that we maintain beach access areas, dune crossovers, sidewalks and bikeways which see heavy use from both year-round and seasonal residents and tourists.

General Fund Department & Division Structure Chart

Public Works



SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL	232,444	215,820	1,158,704	115,530	865,530
CHARGES FOR SERVICES	2,790,695	3,159,402	3,172,902	3,172,902	3,930,176
MISCELLANEOUS REVENUES	24,738	478,338	474,574	463,174	—
TOTAL REVENUES	3,047,877	3,853,560	4,806,180	3,751,606	4,795,706

USES OF FUNDS

PERSONNEL SERVICES	2,402,425	2,652,365	2,910,519	2,454,304	2,922,461
OPERATING	4,499,273	5,996,640	5,905,620	5,891,261	6,474,366
CAPITAL OUTLAY	2,897,146	2,091,649	19,326,845	2,673,759	6,488,810
TRANSFERS	96,867	—	—	—	—
TOTAL EXPENDITURES	9,895,711	10,740,654	28,142,984	11,019,324	15,885,637

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Public Works

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Lineal miles of roadway	35.3	35.3	35.3	35.3	Plus 8 miles of State roadway. All are paved.
Maintenance spending (thousands)	\$6,851	\$8,480	\$7,847	\$8,782	Total maintenance expenditures for all Divisions of the Public Works Department.
Capital outlay spending (millions)	\$2,638	\$2,091	\$2,900	\$3,196	Total capital outlay expenditures for all Divisions of the Public Works Department.
Building maintenance (thousands)	\$802	\$820	\$900	\$979	Total operating expenditures of the Building Maintenance Division. Includes maintenance of park facilities.
Fleet maintenance (thousands)	\$836	\$860	\$900	\$1,046	Only includes direct costs recorded for the Fleet Division of Public Works. The division maintains equipment other than vehicles, such as tractors, trailers and motors. The fuel budget was substantially increased due to rising prices.
Vehicles in service	122	124	128	130	
Performance Measures:					
Average age of fleet -yrs.	10-12 yrs.	10-12 yrs.	10-12 yrs.	10-12 yrs.	Average replacement age: Police vehicles 8-10 yrs. Sedans, Vans & P/U 10-12 yrs.; Specialty trucks 10-15

Comments:

The City's location on a barrier island and constant exposure to harsh environmental elements (sun, wind and salt air) requires close attention to preventive maintenance activities, as well as, to repair and replacement. It is also important that capital equipment and infrastructure be upgraded or replaced in a timely manner. The City has increasingly applied funds to this end and expects to continue with a heavy investment in replacing facilities that are nearing the end of their useful lives.

PERSONNEL SCHEDULE			
DEPARTMENT: Public Works			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET	CHANGE	BUDGET
FULL-TIME	2025		2026
Public Works Director*	1	—	1
Public Works Manager	1	—	1
Public Works Supervisor	3	—	3
Administrative Specialist	1	—	1
Maintenance Worker	10	—	10
Maintenance Worker/Custodian	3	—	3
Maintenance Technicians	4	—	4
Maintenance Worker II/Irrigation Specialist	1	—	1
Utilities/Construction Inspector	1	—	1
Environmental Specialist	1	—	1
Diesel Mechanic III/Fire Apparatus Tech	1	—	1
Staff Engineer	1	—	1
Fleet Director	1	—	1
Body/Fender /Paint Specialist	1	—	1
Lead Mechanic	1	—	1
Mechanic	3	(1)	2
Project Manager	1	—	1
TOTAL FULL-TIME	35	(1)	34
PART-TIME			
MWI- Spray Technician	—	—	—
Seasonal Grounds Maintenance Worker I	1	1	2
Events Maintenance Worker I	1	—	1
TOTAL PART-TIME	2	1	3
Construction & Utilities Inspector cost allocation: General Fund - 40%, Utilities Fund - 40%, Stormwater Fund- 20%			
TOTAL POSITIONS	37	—	37

*Currently, the Public Works Director serves in a dual role also serving as the Director of Water Reclamation. The wage is allocated with 50% absorbed by each respective Department.

MISSION STATEMENT
The primary mission of the Public Works Department is to plan, construct and maintain the City's transportation and facility infrastructure. The transportation infrastructure includes roadway systems, traffic control systems, sidewalk/bike path systems, and landscaping programs within all City rights-of-way. In addition, maintain the waterways system, dune crossovers at beach access points at the end of certain City streets. The City's facility infrastructure includes the City's buildings, parks, grounds and beach.

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	713,886	786,079	776,250	480,000	551,613
12-15 Additional Pay	—	—	1,200	—	—
14-00 Overtime	491	1,825	3,000	3,000	2,000
21-00 FICA Taxes	52,979	61,483	57,850	40,000	42,352
22-10 General Employees Pension	52,042	71,760	89,500	89,500	66,987
23-10 Group Hospitalization	185,483	173,270	202,750	145,000	217,956
23-20 Group Life	2,107	4,917	5,100	5,100	5,482
23-30 Dental Plan	4,556	4,338	4,425	4,425	4,646
23-90 Fitness & Wellness	346	185	350	—	200
24-00 Workers Compensation	23,012	33,388	38,450	38,450	41,333
Subtotal Personnel Services	1,034,902	1,137,245	1,178,875	805,475	932,569
OPERATING					
538.48-00 Promotional Environmental	2,733	—	—	—	—
538.52-50 Other Environmental	4,862	—	40,000	400	40,000
31-00 Professional Services	17,632	84,952	165,007	165,007	81,220
31-99 Payroll Processing Fees	4,426	4,806	4,000	4,000	—
34-40 Support Services	47,858	11,773	56,280	56,280	54,280
40-00 Travel & Per Diem	312	—	1,000	1,000	—
43-10 Electric	225,332	240,773	240,000	240,000	308,000
44-30 Equipment Rental/Lease	248	484	1,000	1,000	2,000
48-00 Promotional	—	5,146	8,500	8,500	8,500
51-00 Office Supplies	584	655	1,000	1,000	1,000
52-20 Uniforms	4,948	4,581	11,818	11,818	12,460
52-50 Other	25,088	38,024	75,800	65,800	67,000
52-60 Small Tools & Equipment	—	—	—	—	8,800
53-10 Sidewalk Maintenance	—	5,259	10,000	10,000	15,000
53-20 Waterway Maintenance	—	1,071	7,500	7,500	9,500
53-30 Street Maintenance	18,165	47,940	46,000	46,000	80,000
53-40 Crossover Maintenance	—	254	2,500	2,500	2,500
54-10 Publications & Membership	691	848	1,400	1,400	1,000
55-00 Training & Education	1,475	637	1,625	1,625	1,625
Subtotal Operating	354,354	447,203	673,430	623,830	692,885
CAPITAL OUTLAY					
63-10 Improvements O/T Buildings - 15 Yrs	380,016	365,600	2,653,242	500,000	1,147,750
64-20 Furniture & Equipment	7,279	3,977	75,000	75,000	—
538.68-10 Environmental-Intangible Assets	—	—	—	—	—
Subtotal Capital Outlay	387,295	369,577	2,728,242	575,000	1,147,750
TOTAL FIELD OPERATIONS	1,776,551	1,954,025	4,580,547	2,004,305	2,773,204

USES OF FUNDS					
	2023 Actual	2024 Actual	2025 Amended Budget	2025 Estimated	2026 Annual Budget
PERSONNEL SERVICES					
12-12 Regular	282,468	336,029	354,300	354,300	378,205
13-10 Part Time	19,421	20,342	22,900	22,900	23,611
14-00 Overtime	1,746	4,559	7,000	7,000	5,000
21-00 FICA Taxes	22,653	27,540	29,000	29,000	31,122
22-10 General Employees Pension	27,063	27,690	41,000	41,000	49,225
23-10 Group Hospitalization	100,679	127,341	153,150	115,000	164,636
23-20 Group Life	866	1,862	1,300	5,000	6,000
23-30 Dental Plan	2,491	2,647	2,950	2,950	3,098
24-00 Workers Compensation	7,987	12,709	14,500	14,500	15,588
Subtotal Personnel Services	465,374	560,719	626,100	591,650	676,485
OPERATING					
31-99 Payroll Processing Fees	1,943	2,449	2,200	2,200	—
34-40 Support Services	41,906	69,866	99,540	114,540	191,746
40-00 Travel & Per Diem	—	—	200	200	1,000
43-10 Electric	118,476	146,139	163,720	174,620	245,371
43-20 Water & Sewer	14,795	20,726	25,000	25,000	25,587
43-30 Natural Gas	1,383	1,710	2,660	1,760	1,813
44-30 Equip Rental/Lease	—	—	11,000	3,000	5,000
46-05 Building Maintenance	(70,312)	84,807	53,702	63,720	65,645
46-06 Preventative Maintenance	—	—	—	—	15,738
46-07 Known Maintenance	—	—	—	—	75,482
46-08 Reactive Maintenance	—	—	—	—	10,000
46-10 Equipment Maintenance	77,774	191,108	110,000	105,000	105,000
46-20 Park Maintenance	2,076	2,707	475	475	12,475
52-20 Uniforms	238	—	—	—	2,550
52-50 Other Supplies	23,235	11,922	31,537	31,537	35,000
52-55 Janitorial Supplies	37,026	44,226	46,200	46,200	111,200
52-60 Tools & Small Equipment	1,969	1,495	5,000	5,000	7,500
55-00 Training & Education	188	—	3,256	1,000	13,960
Subtotal Operating	250,697	577,155	554,490	574,252	925,067
CAPITAL OUTLAY					
62-00 Buildings	50,325	212,039	211,986	100,000	—
63-10 Improvements O/T Buildings - 15 Yrs	200,583	166,269	298,259	298,259	55,171
64-20 Furniture & Equipment	—	—	—	—	222,000
Subtotal Capital Outlay	250,908	378,308	510,245	398,259	277,171
CONTINGENCY					
99-30 Other Uses	96,867	—	—	—	—
Subtotal Contingency	96,867	—	—	—	—
TOTAL BUILDING MAINTENANCE	1,063,846	1,516,182	1,690,835	1,564,161	1,878,723

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	287,595	308,547	301,000	301,000	348,724
13-10 Part Time	8,043	22,588	24,000	24,000	27,800
14-00 Overtime	6,610	5,750	8,500	6,000	8,500
21-00 FICA Taxes	21,770	25,496	24,900	24,900	29,454
22-10 General Employees Pension	22,169	30,030	35,000	35,000	46,588
23-10 Group Hospitalization	143,054	124,548	116,300	116,300	128,000
23-20 Group Life	1,184	2,676	2,975	3,200	3,400
23-30 Dental Plan	2,325	2,199	2,225	2,500	2,381
24-00 Workers Compensation	11,055	19,666	23,000	23,000	24,725
Subtotal Personnel Services	503,805	541,500	537,900	535,900	619,572
OPERATING					
31-99 Payroll Processing Fees	1,894	2,260	2,200	2,200	—
34-40 Support Services	242,084	312,540	289,800	289,800	325,000
40-00 Travel & Per Diem	—	—	363	—	500
43-10 Electric	5,159	2,774	5,808	5,808	4,480
43-20 Water & Sewer	176	267	303	303	311
52-50 Other Supplies	31,897	38,293	66,976	66,976	66,726
54-10 Publications & Memberships	50	—	121	121	121
55-00 Training & Education	951	137	1,210	1,210	1,210
Subtotal Operating	282,211	356,271	366,781	366,418	398,348
CAPITAL OUTLAY					
63-10 Improvements O/T Buildings - 15 Yrs	14,569	—	85,950	2,450	120,000
Subtotal Capital Outlay	14,569	—	85,950	2,450	120,000
TOTAL GROUNDS MAINTENANCE	800,585	897,771	990,631	904,768	1,137,920

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	254,064	266,540	342,800	300,000	354,552
12-15 Additional Pay	1,959	1,483	2,000	2,000	2,000
14-00 Overtime	1,750	5,587	5,000	5,000	6,000
21-00 FICA Taxes	18,797	20,944	26,725	23,000	27,736
22-10 General Employees Pension	21,450	28,080	40,000	40,000	43,869
23-10 Group Hospitalization	91,992	69,700	69,625	69,925	74,847
23-20 Group Life	763	1,861	2,150	2,150	2,311
23-30 Dental Plan	2,031	1,830	1,850	1,850	1,943
24-00 Workers Compensation	5,538	16,876	19,500	19,500	20,963
Subtotal Personnel Services	398,344	412,901	509,650	463,425	534,221
OPERATING					
31-99 Payroll Processing Fees	1,631	1,812	1,675	1,675	—
40-00 Travel & Per Diem	—	1,928	5,000	5,000	5,000
44-30 Equip Rental/Lease	173	—	5,000	5,000	5,000
46-10 Equipment Maintenance	35,292	39,643	75,000	75,000	67,200
46-15 Vehicle Maintenance	122,351	162,755	197,000	197,000	192,800
52-10 Gas & Oil	273,874	263,974	291,135	291,135	298,185
52-20 Uniforms	1,855	2,724	3,798	3,798	3,798
52-50 Other	25,331	26,256	35,000	35,000	41,250
52-60 Small Tools & Equipment	—	—	32,900	32,900	15,200
55-00 Training & Education	343	1,391	4,000	4,000	4,000
Subtotal Operating	460,850	500,483	650,508	650,508	632,433
CAPITAL OUTLAY					
64-10 Vehicles & Machinery	877,192	372,916	918,626	727,750	733,095
64-20 Furniture & Equipment	413,730	281,985	1,467,399	70,300	706,100
68-00 Software - New Purchase	14,906	—	—	—	—
Subtotal Capital Outlay	1,305,828	654,901	2,386,025	798,050	1,439,195
TOTAL FLEET SERVICES	2,165,022	1,568,285	3,546,183	1,911,983	2,605,849

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	—	—	48,470	48,470	98,800
21-00 FICA	—	—	3,710	3,710	7,559
22-10 General Employee Pension	—	—	—	—	11,955
23-10 Group Hospitalization	—	—	5,350	5,350	35,000
23-20 Group Life	—	—	140	140	2,200
23-30 Dental Plan	—	—	184	184	900
23-90 Fitness & Wellness	—	—	60	—	—
24-00 Workers Comp	—	—	80	—	3,200
Subtotal Personnel Services	—	—	57,994	57,854	159,614
OPERATING					
31-99 Payroll Processing Fees	—	—	300	300	—
51-00 Office Supplies	—	—	—	—	300
Subtotal Capital Outlay	—	—	300	300	300
CAPITAL OUTLAY					
62-00 Buildings	—	—	—	—	150,000
63-10 Improvements O/T Buildings - 15 Yrs	938,546	688,863	13,616,383	900,000	3,354,694
Subtotal Capital Outlay	938,546	688,863	13,616,383	900,000	3,504,694
TOTAL CAPITAL IMPROVEMENTS	938,546	688,863	13,674,677	958,154	3,664,608

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
34-40 Support Services	2,918,249	3,880,940	3,595,953	3,595,953	3,757,774
34-45 Beach Maint. Agreement	170,000	160,000	—	—	—
52-50 Other	62,912	74,588	64,158	80,000	67,559
Subtotal Operating	3,151,161	4,115,528	3,660,111	3,675,953	3,825,333
TOTAL SANITATION	3,151,161	4,115,528	3,660,111	3,675,953	3,825,333
TOTAL PUBLIC WORKS	9,895,711	10,740,654	28,142,984	11,019,324	15,885,637

DEVELOPMENT SERVICES

The Development Services Department serves the City, businesses, and residents by administering city codes and ordinances related to planning, zoning, building, construction, land use, site development, signage, business licensing, and building permitting.

**General Fund
Development & Division Structure
Chart**

Development Services



SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
LICENSES / PERMITS	141,081	320,243	233,750	533,782	959,050
CHARGES FOR SERVICES	31,612	37,727	25,600	28,500	28,500
FINES AND FORFEITURES	7,588	19,600	6,000	200,000	30,000
TOTAL REVENUES	180,281	377,570	265,350	762,282	1,017,550

USES OF FUNDS

PERSONNEL SERVICES	464,953	457,277	668,650	444,100	593,440
OPERATING	37,666	78,706	173,475	184,790	96,757
TOTAL EXPENDITURES	502,619	535,983	842,125	628,890	690,197

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Development Services

The following table represents the operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Total Permits	2,468	2,750	2,250	2,300	
Permit Values (millions)	\$682	\$1,290	\$900	\$800	
Average Permit Value (thousands)	\$193	\$323	\$300	\$310	
Permit Inspections	5,251	3,484	3,200	3,250	
New Construction (millions)	\$92	\$85	\$100	\$95	
Business Tax Receipts & Certificates of Use (new/transfers/renewals)	1,358	1,400	1,450	1,550	
Code Inspections Made	850	1000	1100	1900	Number of inspections made
Code Violations Started	315	406	450	600	New cases created
Code Violations Cured	60	80	100	300	Number cured by Code Enforcement Officer
Code Enforcement Special Magistrate	10	15	15	30	Number heard by Special Magistrate.
Code Enforcement Citations	30	35	40	40	Special Magistrate Citations issued.
*Code cases are not always cured in the same fiscal year as they are started and may carry over into the next fiscal year.					
Performance Measures:					
Permit Inspections	10	21	14	13	Permit & Code Enforcement inspections per day (based on an average of 250 working days/year.)
Code Enforcement Inspections	3	5	4	7	

PERSONNEL SCHEDULE			
DEPARTMENT: Development Services			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
Development Services Director (50%)	1	—	1
Deputy Development Services Director (50%)	1	—	1
BTR Clerk	1	—	1
Planner II (50%)	1	—	1
TOTAL FULL-TIME	4	—	4
PART-TIME			
	—	—	—
TOTAL PART-TIME	—	—	—
TOTAL POSITIONS	4	—	4

Development Services Director, Deputy Director, and Planner II positions are split 50% to Development Services (General Fund) and 50% to Building Permit & Inspection Utilization Fund (Fund 136)

MISSION STATEMENT
To provide the City of Cocoa Beach citizens, businesses and visitors with excellent customer service in the application and enforcement of the City Comprehensive Plan, Land Development Code, Code of Ordinances and the Florida Building Code, all for the purpose of upholding the preamble of the City Charter while constantly working to improve the health, safety, welfare and quality of life for everyone within the City.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	178,989	231,829	315,000	200,000	259,503
12-15 Additional Pay	200	—	—	—	—
14-00 Overtime	147	1,169	1,500	1,800	—
21-00 FICA Taxes	13,241	17,813	22,700	15,300	19,852
22-10 General Employees Pension	14,050	18,330	36,500	36,500	31,400
23-10 Group Hospitalization	33,222	53,468	98,450	28,000	42,017
23-20 Group Life	2,346	3,737	4,175	4,175	4,488
23-30 Dental Plan	831	1,145	1,475	1,475	1,548
24-00 Workers Compensation	168	837	300	2,300	2,729
Subtotal Personnel Services	243,194	328,328	480,100	289,550	361,537
OPERATING					
31-00 Professional Services	21,157	62,757	130,800	160,000	65,100
31-99 Payroll Processing Fees	1,959	1,492	1,500	1,500	1,500
40-00 Travel & Per Diem	1,875	104	5,000	—	3,192
47-00 Printing & Binding	1,136	285	500	500	300
48-00 Promotional	—	65	1,500	1,500	1,500
49-00 Other Current Charges	5,762	—	6,000	4,000	6,000
51-00 Office Supplies	976	1,368	1,200	400	400
52-20 Uniforms	326	582	1,000	500	—
52-50 Other Supplies	317	330	275	—	—
54-10 Publications & Memberships	193	976	3,000	3,190	120
55-00 Training & Education	1,816	2,360	3,400	500	2,000
Subtotal Operating	35,517	70,319	154,175	172,090	80,112
TOTAL PLANNING, ZONING & DEVELOPMENT	278,711	398,647	634,275	461,640	441,649

PERSONNEL SCHEDULE			
DEPARTMENT: Development Services - Code Enforcement			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
Code Enforcement Officer	1	1	2
TOTAL FULL-TIME	1	1	2
PART-TIME			
Code Enforcement Officer (.80)	—	1	1
TOTAL PART-TIME	—	1	1
TOTAL POSITIONS	1	2	3

	USES OF FUNDS				
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	38,264	80,486	132,000	105,000	169,430
13-10 Part Time	138,643	14,902	—	—	—
21-00 FICA Taxes	13,337	7,656	10,000	8,800	12,962
22-10 General Employees Pension	20,123	10,842	15,000	15,000	20,502
23-10 Group Hospitalization	5,949	11,713	27,150	20,000	22,978
23-20 Group Life	77	831	650	2,000	2,020
23-30 Dental Plan	208	347	850	850	893
24-00 Workers Compensation	5,158	2,172	2,900	2,900	3,118
Subtotal Personnel Services	221,759	128,949	188,550	154,550	231,903
OPERATING					
31-00 Professional Services	—	4,400	10,000	10,000	7,000
31-99 Payroll Processing Fees	447	755	500	500	500
40-00 Travel & Per Diem	—	60	3,000	1,200	2,350
52-20 Uniforms	1,498	53	2,000	700	2,000
52-50 Other Supplies	204	2,169	1,000	300	2,500
54-10 Publications & Memberships	—	—	300	—	300
55-00 Training & Education	—	950	2,500	—	1,995
Subtotal Operating	2,149	8,387	19,300	12,700	16,645
TOTAL CODE ENFORCEMENT	223,908	137,336	207,850	167,250	248,548

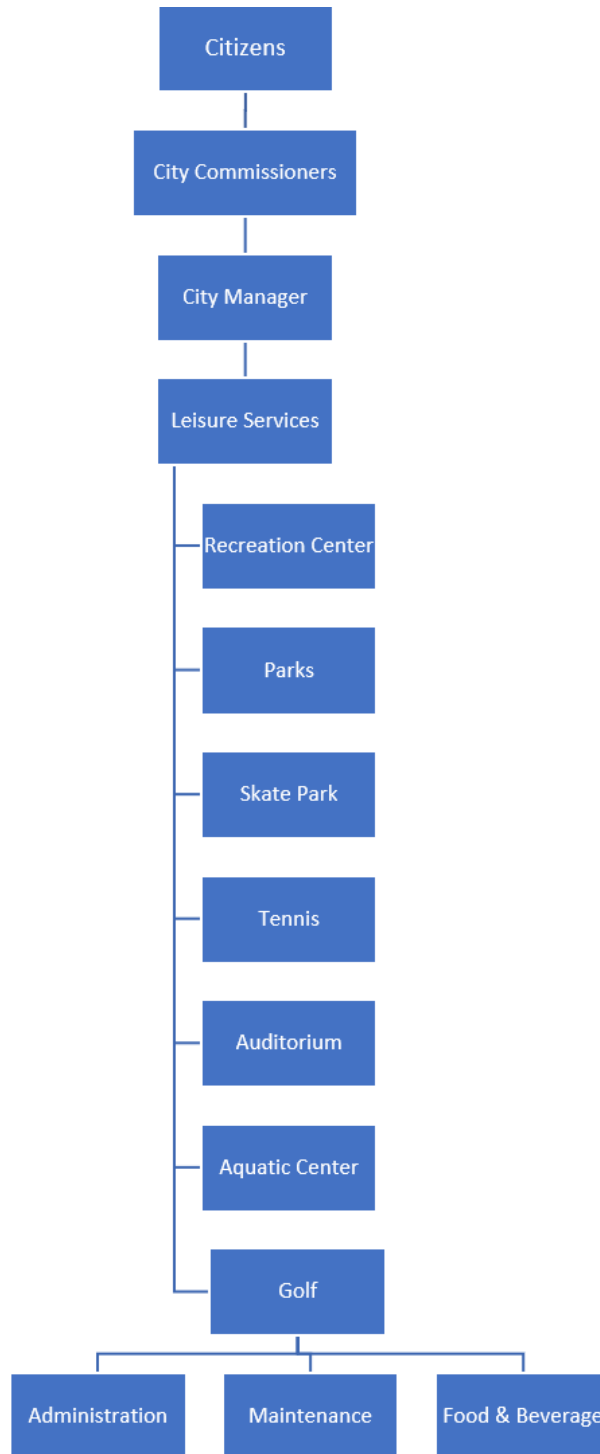
LEISURE SERVICES

The Leisure Services Department includes all recreation facilities, programs, special events, and parks.

- Recreation Center/Gym
 - Pool
 - Ball Fields
 - Parks
 - Tennis Courts
 - Golf

General Fund Department & Division Structure Chart

Leisure Services



SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CHARGES FOR SERVICES	2,675,805	3,124,070	3,521,286	3,056,107	3,233,442
MISCELLANEOUS REVENUES	—	9,045	10,000	10,000	10,000
TOTAL REVENUES	2,675,805	3,133,115	3,531,286	3,066,107	3,243,442

USES OF FUNDS

PERSONNEL SERVICES	2,242,313	2,466,846	2,462,165	2,528,134	2,636,623
OPERATING	1,224,515	1,353,967	1,637,444	1,595,980	2,014,471
CAPITAL OUTLAY	183,786	313,690	2,220,774	1,876,087	605,212
TOTAL EXPENDITURES	3,650,614	4,134,503	6,320,383	6,000,201	5,256,306

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Leisure Services

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Attendees at Gym	7,018	12,100	13,000	13,300	Attendees at the Recreation Center. Includes daily admittance, includes camp programs.
Revenue -Gym	\$131,600	\$145,000	\$148,000	\$175,350	
Expenditures- Gym	\$326,152	\$331,000	\$337,000	\$134,610	
Net cost per person	46	27	26	10	
Attendees at pool	21,679	22,000	23,500	25,000	
Revenue - Pool	\$126,458	\$130,000	\$135,500	\$138,000	
Expenditures - Pool	\$361,325	\$370,000	\$385,500	\$389,000	
Net cost per person	\$11	\$11	\$10	\$15	

PERSONNEL SCHEDULE			
DEPARTMENT: Leisure Services Administration (includes Recreation Center)			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET	CHANGE	BUDGET
FULL-TIME	2025		2026
Leisure Services Director	1	—	1
Leisure Services Deputy Director	1	—	1
TOTAL FULL-TIME	2	—	2
PART-TIME			
Program Specialist/Recreation/Skate Park	—	—	—
Recreation Aide (Year- Round)	3	—	3
Counselors (Seasonal)	16	—	16
Assistant Head Counselor (Seasonal)	2	—	2
Head Counselor (Seasonal)	1	—	1
TOTAL PART-TIME	22	—	22
TOTAL POSITIONS	24	—	24

MISSION STATEMENT
Provide a wide variety of recreational, educational and therapeutic Leisure Services for citizens and visitors in a safe, affordable and enjoyable atmosphere.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	165,030	178,167	183,450	212,149	187,824
12-15 Additional pay	564	540	1,200	1,200	900
13-10 Part Time	93,874	112,514	110,000	110,000	117,000
14-00 Overtime	999	235	—	—	—
21-00 FICA Taxes	19,886	22,749	22,500	22,500	23,388
22-10 General Employees Pension	14,280	16,224	21,000	21,000	36,993
23-10 Group Hospitalization	10,780	10,424	10,375	10,375	11,316
23-20 Group Life	474	550	615	615	662
23-30 Dental Plan	371	369	370	370	389
23-90 Fitness & Wellness	224	223	—	120	250
24-00 Workers Compensation	6,451	8,981	11,400	11,400	10,998
Subtotal Personnel Services	312,933	350,976	360,910	389,729	389,720
OPERATING					
31-99 Payroll Processing Fees	1,635	1,874	1,800	1,800	2,000
34-40 Support Services	33,374	47,265	45,768	45,000	50,000
40-00 Travel & Per Diem	—	—	1,740	1,000	1,740
43-10 Electric	13,430	12,264	14,500	14,500	16,240
43-20 Water & Sewer	1,790	2,126	3,300	3,800	3,377
46-05 Building Maintenance	—	2,537	7,000	5,000	1,000
46-06 Preventative Maintenance	—	—	—	—	2,420
46-07 Known Maintenance	—	—	—	—	60,000
46-08 Reactive Maintenance	—	—	—	—	5,000
46-10 Equipment Maintenance	472	595	1,000	1,000	1,200
48-00 Promotional Activities	425	488	650	600	650
51-00 Office Supplies	571	598	600	600	650
52-20 Uniforms	634	574	700	700	700
52-50 Other Supplies	14,812	16,563	17,000	17,000	17,000
54-10 Publications & Memberships	260	340	760	760	760
55-00 Training & Education	2,688	—	600	600	750
Subtotal Operating	70,091	85,224	95,418	92,360	163,487
CAPITAL OUTLAY					
64-20 Furniture & Equipment	2,872	11,313	34,550	34,550	—
68-00 Computer Software - New	—	—	9,182	9,182	—
Subtotal Capital Outlay	2,872	11,313	43,732	43,732	—
TOTAL RECREATION CENTER	385,896	447,513	500,060	525,821	553,207

PERSONNEL SCHEDULE			
DEPARTMENT: Leisure Services/Beach-Side Parks			
POSITION TITLE:	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
PART-TIME			
Park Attendant	5	—	5
TOTAL PART-TIME	5	—	5
TOTAL POSITIONS	5	—	5

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
13-10 Part Time	56,026	66,107	68,800	68,800	71,552
14-00 Overtime	—	116	—	50	50
21-00 FICA Taxes	4,500	5,072	5,275	5,275	5,478
24-00 Workers Compensation	1,166	2,091	2,500	2,500	2,688
Subtotal Personnel Services	61,692	73,386	76,575	76,625	79,768
OPERATING					
31-99 Payroll Processing Fees	397	468	475	475	—
34-40 Support Services	34,264	39,240	42,000	42,000	44,680
43-10 Electric	3,159	6,800	7,000	7,000	12,320
43-20 Water & Sewer	28,017	27,992	39,500	39,500	38,381
46-07 Known Maintenance	—	—	—	—	21,263
46-08 Reactive Maintenance	—	—	—	—	2,000
52-20 Uniforms	244	—	250	250	250
52-50 Other Supplies	424	793	800	800	7,800
Subtotal Operating	66,505	75,293	90,025	90,025	126,694
CAPITAL OUTLAY					
62-00 Buildings	30,422	—	—	—	—
64-20 Furniture & Equipment	—	—	—	—	52,652
68-00 Computer Software - New	—	—	1,300	1,300	—
Subtotal Capital Outlay	30,422	—	1,300	1,300	52,652
TOTAL PARKS	158,619	148,679	167,900	167,950	259,114

PERSONNEL SCHEDULE			
DEPARTMENT: Leisure Services - Aquatic Center			
	NUMBER OF POSITIONS		
POSITION TITLE:	BUDGET	CHANGE	BUDGET
FULL-TIME	2025		2026
Aquatic Manager	1	—	1
Aquatic Assistant Manager	1	—	1
TOTAL FULL-TIME	2	—	2
PART-TIME			
Lifeguard	13	—	13
Lifeguard Supervisor	2	—	2
Lead Lifeguard	6	—	6
Cashier	2	(1)	1
TOTAL PART-TIME	23	(1)	22
TOTAL POSITIONS	25	(1)	24

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	84,667	92,290	94,700	94,700	98,421
13-10 Part Time	114,043	121,506	100,050	112,000	136,202
14-00 Overtime	799	266	300	300	200
21-00 FICA Taxes	15,452	16,643	14,900	14,900	17,964
22-10 General Employees Pension	7,977	8,424	11,000	11,000	11,908
23-10 Group Hospitalization	21,301	20,847	20,700	20,700	22,253
23-20 Group Life	260	336	375	375	403
23-30 Dental Plan	742	738	750	750	788
24-00 Workers Compensation	3,923	5,122	5,325	5,325	5,725
Subtotal Personnel Services	249,164	266,172	248,100	260,050	293,864
OPERATING					
31-99 Payroll Processing Fees	1,385	1,568	1,500	1,500	—
34-40 Support Services	11,802	24,112	25,000	25,000	25,500
40-00 Travel & Per Diem	—	278	1,740	1,000	1,000
43-10 Electric	68,523	74,367	78,000	78,000	87,360
43-20 Water & Sewer	12,339	9,358	20,600	20,600	21,085
46-07 Known Maintenance	—	—	—	—	8,568
46-08 Reactive Maintenance	—	—	—	—	1,000
46-10 Equipment Maintenance	26,804	47,032	50,766	38,000	45,000
48-00 Promotional Activities	275	130	1,000	1,000	800
51-00 Office Supplies	67	361	800	800	500
52-20 Uniforms	1,971	1,506	3,000	3,000	3,000
52-50 Other Supplies	7,583	6,103	8,000	10,000	8,000
52-51 Pool Chemicals	29,394	36,608	45,000	45,000	45,600
54-10 Publications & Memberships	42	854	2,500	2,500	1,000
55-00 Training & Education	3,815	—	3,500	3,000	3,500
Subtotal Operating	164,000	202,277	241,406	229,400	251,913
CAPITAL OUTLAY					
64-20 Furniture & Equipment	53,177	86,384	91,863	65,000	182,000
Subtotal Capital Outlay	53,177	86,384	91,863	65,000	182,000
TOTAL POOL	466,341	554,833	581,369	554,450	727,777

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
43-20 Water & Sewer	—	—	100	100	100
46-07 Known Maintenance	—	—	—	—	2,876
46-08 Reactive Maintenance	—	—	—	—	1,000
46-10 Equipment Maintenance	786	800	800	800	800
Subtotal Operating	786	800	900	900	4,776
CAPITAL OUTLAY					
64-20 Furniture & Equipment	—	34,948	—	—	—
Subtotal Capital Outlay	—	34,948	—	—	—
TOTAL TENNIS	786	35,748	900	900	4,776

USES OF FUNDS

			2025		2026
	2023	2024	Amended	2025	Annual
	Actual	Actual	Budget	Estimated	Budget
OPERATING					
34-40 Support Services	—	—	2,000	2,000	2,000
43-10 Electric (Skate Park & Ball fields)	15,149	15,975	19,800	19,800	21,840
43-20 Water & Sewer	—	—	100	—	—
46-06 Preventative Maintenance	—	—	—	—	15,550
46-07 Known Maintenance	—	—	—	—	1,100
46-08 Reactive Maintenance	—	—	—	—	1,000
52-50 Other Supplies	—	—	450	450	400
52-60 Small Tools & Equipment	—	2,668	—	—	—
Subtotal Operating	15,149	18,643	22,350	22,250	41,890
CAPITAL OUTLAY					
63-10 Impr/O/T Bldg - 15 Yrs	—	6,918	167,082	93,834	—
Subtotal Capital Outlay	—	6,918	167,082	93,834	—
TOTAL SKATE PARK	15,149	25,561	189,432	116,084	41,890

USES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	29,316	30,233	31,125	31,125	—
21-00 FICA Taxes	2,021	2,258	2,400	2,400	—
22-10 General Employees Pension	2,154	2,730	3,500	3,500	—
23-10 Group Hospitalization	15,280	14,261	13,920	13,920	—
23-20 Group Life	49	101	115	115	—
23-30 Dental Plan	193	185	185	185	—
24-00 Workers Compensation	432	417	485	485	—
SUBTOTAL PERSONNEL SERVICES	49,445	50,185	51,730	51,730	—
OPERATING					
31-99 Payroll Processing Fees	63	190	200	200	—
43-10 Electric	13,506	15,381	46,200	17,000	49,544
43-20 Water & Sewer	7,480	7,588	7,581	7,581	7,760
43-30 Natural Gas	3,252	3,311	4,200	4,200	4,200
48-00 Promotional Activities	1,465	1,180	1,200	1,200	600
52-50 Other Supplies	279	4,030	2,000	2,000	—
SUBTOTAL OPERATING	26,045	31,680	61,381	32,181	62,104
TOTAL AUDITORIUM	75,490	81,865	113,111	83,911	62,104

PERSONNEL SCHEDULE			
DEPARTMENT: Leisure Services - Golf Course			
POSITION TITLE:	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
Golf Course Manager	1	—	1
Golf Pro Shop Manager	1	—	1
Maintenance Worker	7	—	7
Head Cook	1	—	1
Food and Beverage Supervisor (50%)	1	—	1
Golf Course Superintendent	1	—	1
Golf Course Assistant Superintendent	1	—	1
Second Assistant	1	—	1
Spray Technician	2	—	2
Turf Equipment Technician	2	—	2
TOTAL FULL-TIME	18	—	18
PART-TIME			
Food & Beverage I (50%)	1	—	1
Food & Beverage	7	2	9
Cashier	4	—	4
Recreation Aide	22	—	22
Maintenance Worker I	2	—	2
TOTAL PART-TIME	36	2	38
TOTAL POSITIONS	54	2	56

**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: General

DEPARTMENT: Golf Course

The following table presents operating statistics and performance measures compiled from established data bases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual	Actual	Estimate	Projection	Benchmark Targets & Notes
	2023	2024	2025	2026	
Operating Statistics:					
Total 18 and 9 hole Rounds played by category:					
City residents	13,546	14,000	14,000	15,000	
State residents	5,523	5,700	6,000	6,300	
Out-of-State residents	2,651	3,125	4,000	4,200	
Prepaid members	781	701	780	800	
Total all players	72,125	70,278	72,000	73,000	Includes all specials
Equivalent rounds:					Equivalent rounds is 50% of the 9 hole rounds and 100% of the 18.
Total of all players	59,273	58,502	60,000	62,000	
Total charges for service (thousands):	948	950	975	1007	Includes Pro-Shop and Snack Bar
Rainy Days:					
(Winter)	5	16	25	15	Days of rain or closings the next day. 6 year average has been 78 days.
(Summer)	56	65	53	55	
Pro-Shop (thousands):					
Revenue	214	201	215	225	Merchandise and special orders
Expenditures	122	140	150	160	
Snack Bar (thousands):					
Revenue	484	531	550	601	Merchandise and direct charges
Expenditures	324	331	340	419	Does not include Personnel
Net revenue (thousands):					
Pro-Shop	92	61	65	65	Net of merchandise and special orders. Target is \$100,000.
Snack Bar	160	200	210	182	Net of merchandise and direct charges. Target is \$40,000.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	196,496	191,375	196,700	196,700	194,597
13-10 Part-time	221,559	261,026	200,000	245,000	285,000
14-00 Overtime	245	412	1,000	1,000	500
21-00 FICA Taxes	32,194	34,977	30,425	30,425	36,728
22-10 General Employees Pension	13,526	17,394	23,000	23,000	23,547
23-10 Group Hospitalization	50,046	31,271	31,050	31,050	33,379
23-20 Group Life	703	2,029	2,275	2,275	2,446
23-30 Dental Plan	1,109	1,107	1,110	1,110	1,165
24-00 Workers Compensation	4,538	6,036	7,200	7,200	7,740
Subtotal Personnel Services	520,416	545,627	492,760	537,760	585,102
OPERATING					
31-99 Payroll Processing Fees	2,687	3,238	3,300	3,300	—
34-20 Bank Charges	66,869	70,062	87,400	87,400	96,000
34-40 Support Services	39,861	12,373	9,550	9,550	3,050
40-00 Travel & Per Diem	1,978	—	—	—	1,500
43-10 Electric	12,269	12,988	27,300	27,300	30,739
43-20 Water & Sewer	14,331	18,769	20,930	20,930	17,400
46-10 Equipment Maintenance	3,243	7,631	59,500	65,500	59,000
48-00 Promotional Activities	5,540	5,965	7,400	7,400	7,400
51-00 Office Supplies	572	656	1,500	1,500	750
52-20 Uniforms	—	2,505	2,500	2,500	3,600
52-50 Other Supplies	15,437	19,947	16,345	16,345	18,500
52-65 Sales Merchandise	122,140	154,602	185,000	185,000	210,000
54-10 Publications & Membership	720	740	850	850	850
55-00 Training & Education	1,551	1,502	1,504	1,504	3,500
Subtotal Operating	287,198	310,978	423,079	429,079	452,289
TOTAL ADMINISTRATION	807,614	856,605	915,839	966,839	1,037,391

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimate	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	500,613	559,576	577,500	577,500	569,704
12-15 Additional Pay	500	500	—	—	—
13-10 Part time	5,812	14,599	20,650	20,650	24,177
14-00 Overtime	35,855	38,632	30,000	30,000	38,000
21-00 FICA Taxes	40,141	47,304	48,100	48,100	48,339
22-10 General Employees Pension	39,278	51,168	67,000	67,000	68,934
23-10 Group Hospitalization	189,532	193,374	193,900	193,900	208,443
23-20 Group Life	1,686	2,800	3,225	3,225	3,447
23-30 Dental Plan	4,347	4,384	4,415	4,415	4,636
24-00 Workers Compensation	6,592	19,366	9,700	9,700	10,428
Subtotal Personnel Services	824,356	931,703	954,490	954,490	976,108
OPERATING					
31-99 Payroll Processing Fees	3,433	4,102	3,725	3,725	—
34-40 Support Services	11,508	11,098	27,500	27,500	27,500
43-10 Electric	15,560	17,588	22,050	22,050	28,224
46-06 Preventative Maintenance	—	—	—	—	6,901
46-07 Known Maintenance	—	—	—	—	27,978
46-08 Reactive Maintenance	—	—	—	—	5,000
46-10 Equipment Maintenance	81,006	83,332	85,000	85,000	95,000
52-10 Gas & Oil	29,321	22,289	28,250	28,250	28,250
52-20 Uniforms	2,665	2,347	7,125	7,125	4,875
52-50 Other Supplies	135,604	149,585	140,500	140,500	214,000
Subtotal Operating	279,097	290,341	314,150	314,150	437,728
CAPITAL OUTLAY					
63-10 Impr/O/T/Bldg - 15 Yrs	27,800	35,615	1,609,170	1,573,221	—
64-10 Vehicles & Machinery	58,520	138,512	307,627	99,000	359,560
Subtotal Capital Outlay	86,320	174,127	1,916,797	1,672,221	359,560
TOTAL MAINTENANCE	1,189,773	1,396,171	3,185,437	2,940,861	1,773,396

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	82,135	96,891	97,450	97,450	91,000
13-10 Part time	60,196	72,414	101,775	101,775	140,000
14-00 Overtime	7,324	8,797	10,000	10,000	8,500
21-00 FICA Taxes	11,218	17,802	16,000	16,000	18,322
22-10 General Employees Pension	6,691	8,736	11,500	11,500	11,011
23-10 Group Hospitalization	53,889	39,597	34,850	15,000	37,463
23-20 Group Life	333	463	1,200	1,200	550
23-30 Dental Plan	917	923	925	925	1,015
24-00 Workers Compensation	1,604	3,174	3,900	3,900	4,200
Subtotal Personnel Services	224,307	248,797	277,600	257,750	312,061
OPERATING					
31-99 Payroll Processing Fees	1,107	1,627	1,825	1,825	—
34-40 Support Services	33,669	36,081	35,720	35,720	38,800
43-30 Natural Gas	2,329	4,510	3,505	3,505	3,505
45-05 General Liability	—	8,101	6,600	8,500	6,600
46-10 Equipment Maintenance	3,623	2,381	3,000	3,000	4,000
49-00 Other Current Charges	2,185	2,185	2,185	2,185	2,185
52-20 Uniforms	—	—	—	—	2,500
52-40 Food Supplies	123,902	121,154	137,500	137,500	175,500
52-42 Beer Stock	63,602	66,179	82,500	82,500	105,000
52-46 Liquor Stock	39,897	45,167	53,900	53,900	75,000
52-50 Other Supplies	45,330	51,346	62,000	57,000	60,500
Subtotal Operating	315,644	338,731	388,735	385,635	473,590
CAPITAL OUTLAY					
64-10 Vehicles & Machinery	—	—	—	—	—
64-20 Furniture & Equipment	10,995	—	—	—	11,000
Subtotal Capital Outlay	10,995	—	—	—	11,000
TOTAL FOOD & BEVERAGE	550,946	587,528	666,335	643,385	796,651
TOTAL GOLF	2,548,333	2,840,304	4,767,611	4,551,085	3,607,438
TOTAL LEISURE SERVICES DEPT.	3,650,614	4,134,503	6,320,383	6,000,201	5,256,306

Fund: General

Account Code: 001-9000-519/538/552/581

Department: General Appropriations

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
10-26 Compensated Absences	35,734	135,032	—	—	—
25-00 Unemployment Compensation	1,142	6,825	9,000	—	—
581 10-00 Transfers Out	20,000	20,000	575,000	575,000	20,000
Subtotal Personnel Services	56,876	161,857	584,000	575,000	20,000
OPERATING - General Appropriations					
519.31-00 Professional Services	377,855	273,985	256,000	256,000	285,000
519.31-99 Payroll Processing Fees	—	—	—	—	81,500
519.45-05 General Liability	316,862	334,887	380,000	380,000	425,700
519.45-10 Auto Liability	51,892	53,832	62,000	90,000	75,250
519.45-15 Property	354,499	470,610	541,000	541,000	674,025
519.45-30 Flood Insurance	54,926	36,203	35,000	60,000	53,750
519.45-45 Cyber/Computer Liability	3,283	3,544	4,100	4,100	4,407
519.45-50 Workers Comp Deductible Fees	45,354	49,550	191,500	30,000	70,000
519.45-60 Claims	29,721	100	191,500	30,000	70,000
519.49-00 Other Current Charges	41,800	45,020	118,637	50,000	50,000
519.49-20 Bad Debt Expense	4,000	250	—	—	—
519.49-39 Disaster Recovery	154,346	101,632	—	330,402	—
519.52-50 Other Supplies	4,135	1,307	18,000	5,000	5,000
Subtotal Operating - General Appropriations	1,438,813	1,370,920	1,797,737	1,776,502	1,794,632
DEBT SERVICE					
519.71-00 Principal	746,713	857,448	1,098,979	1,098,979	1,137,981
519.72-00 Interest Expense	324,888	303,090	435,987	435,987	406,791
584.71-00 Leases Retired - SBITA	56,390	—	—	—	—
584.72-00 Leases Interest - SBITA	2,167	—	—	—	—
Subtotal - Debt Service	1,130,158	1,160,538	1,534,966	1,534,966	1,544,772
TRANSFERS					
581.90-10 Transfer to OPEB Trust	100,000	100,000	100,000	100,000	100,000
Subtotal Transfers	100,000	100,000	100,000	100,000	100,000
TOTAL GENERAL APPROPRIATIONS	2,725,847	2,793,315	4,016,703	3,986,468	3,459,404
RESERVES					
590. 90-10 Reserved for Future Appropriation	15,306,849	18,227,173	9,637,489	15,105,092	11,264,546
TOTAL GENERAL FUND USES	46,815,961	55,320,886	70,143,629	57,247,690	58,462,880

SPECIAL REVENUE FUNDS

COMMUNITY REDEVELOPMENT AGENCY (CRA)

The CRA is a public entity established under the guidelines of the Community Redevelopment Act (Chapter 163, Part III, Florida Statutes) to implement community redevelopment activities. A CRA is a dependent taxing district established by City government for the purpose of carrying out redevelopment activities that include reducing or eliminating blight, improving the tax base, and encouraging public and private investments in the redevelopment area.

The Community Redevelopment Agency (CRA) will hold their meetings on the 1st and/or 3rd Thursday prior to a City Commission meeting, but only if needed. If said meeting is scheduled, it will start no later than 7:00 PM.

DOWNTOWN PARKING GARAGE

This facility is a three-story garage open to the public with 241 spaces, electric charging stations, restrooms, elevator, and outdoor shower.

PERSONNEL SCHEDULE			
DEPARTMENT: Community Redevelopment (CRA)			
POSITION TITLE:	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
Deputy Finance Director (50%)	1	—	1
TOTAL FULL-TIME	1	—	1
PART-TIME			
Garage Maintenance	—	—	—
TOTAL PART-TIME	—	—	—
TOTAL PERSONNEL SERVICES	1	—	1

MISSION STATEMENT
Maintain a low-density, residential, family friendly resort-oriented community where citizens and visitors can find and afford the values, services, and lifestyles they seek.

Community Redevelopment Budget Summary

Fund Number: 125

SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL	1,166,140	1,326,860	1,505,698	1,534,568	1,711,307
CHARGES FOR SERVICES	648,148	564,893	461,000	461,326	461,500
MISCELLANEOUS REVENUES	56,763	58,699	47,047	47,627	47,040
TOTAL REVENUES	1,871,051	1,950,452	2,013,745	2,043,521	2,219,847
FUNDS FORWARD	1,133,211	2,432,713	983,573	983,573	1,411,944
TOTAL SOURCES	3,004,262	4,383,165	2,997,318	3,027,094	3,631,791

USES OF FUNDS

PERSONNEL SERVICES	4,404	69,703	53,475	53,475	55,615
OPERATING	126,520	280,180	278,506	275,507	299,144
CAPITAL OUTLAY	—	168,611	455,951	142,335	750,000
GRANTS/AIDS	—	50,000	330,000	24,615	340,000
TRANSFERS	40,000	2,429,098	1,264,592	721,468	—
DEBT SERVICE/OTHER	400,625	402,000	397,750	397,750	397,875
TOTAL EXPENDITURES	571,549	3,399,592	2,780,274	1,615,150	1,842,634
RESERVES	2,432,713	983,573	217,044	1,411,944	1,789,157
TOTAL USES	3,004,262	4,383,165	2,997,318	3,027,094	3,631,791

Fund: Community Redevelopment (CRA)

Account Codes: 125-0000

SOURCES OF FUNDS

			2025		2026
	2023	2024	Amended	2025	Annual
	Actual	Actual	Budget	Estimated	Budget
INTERGOVERNMENTAL					
330 10-00 Intergovernmental - City	762,606	887,799	1,041,346	1,041,346	1,069,400
330 20-00 Intergovernmental - County	403,534	439,061	464,352	493,222	641,907
TOTAL TAXES	1,166,140	1,326,860	1,505,698	1,534,568	1,711,307
MISCELLANEOUS REVENUES					
361 20-00 Interest on Investment	54,471	58,576	46,967	46,967	47,000
361 90-00 MKT Unrealized Gain/Loss	2,292	43	—	—	—
369 40-00 Misc. Other	—	40	40	660	—
TOTAL MISCELLANEOUS REVENUES	56,763	58,659	47,007	47,627	47,000
TOTAL REVENUES	1,222,903	1,385,519	1,552,705	1,582,195	1,758,307
FUNDS FORWARD					
0000-389.99-10 Appropriated Fund Balance	815,681	1,898,864	554,806	334,106	1,035,728
TOTAL SOURCES	1,790,215	3,284,383	2,107,511	1,916,301	2,794,035

Fund: Community Redevelopment (CRA)

Account Codes: 125-9310-559./581.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CRA OPERATING					
31-00 Professional Services	4,293	4,551	—	2,079	—
32-10 Auditor	5,000	5,100	5,250	—	6,200
34-40 Support Services	—	56,126	39,580	39,580	39,580
40-00 Travel & Per Diem	—	—	—	—	—
45-05 General Liability	6,268	6,211	7,367	7,367	8,500
45-45 Cyber/Computer Liability	598	628	628	700	1,500
46-05 Building Maintenance	—	—	—	—	7,500
47-00 Printing and Binding	90	96	4,200	4,200	—
48-00 Promotional Activities	—	—	21,000	21,000	—
49-00 Other Current Charges	—	—	11,081	11,081	—
51-00 Office Supplies	—	—	—	6,594	—
52-50 Other Supplies	—	—	6,594	—	7,375
54-10 Publications & memberships	1,170	1,368	2,500	2,500	3,000
Subtotal CRA Operating	17,419	74,080	98,200	95,101	73,655
CAPITAL OUTLAY					
63-10 Improvements O/T Buildings Downtown Area Imprvmnts	—	10,970	39,030	—	450,000
Subtotal Capital Outlay	—	10,970	39,030	—	450,000
DEBT					
71-00 Principal	265,000	280,000	290,000	290,000	305,000
72-00 Interest	135,625	122,000	107,750	107,750	92,875
Subtotal Debt	400,625	402,000	397,750	397,750	397,875
GRANTS/AID					
80-00 Aid/Private Organizations	—	50,000	330,000	24,615	340,000
Subtotal Grants	—	50,000	330,000	24,615	340,000
TRANSFERS					
91-40 Repayment to Stormwater (Minutemen Proj)	40,000	40,000	40,000	40,000	—
581.91-70 Capital Improvement/Buildings - City Hall Wash Through	—	2,389,098	1,224,592	681,468	—
Subtotal Transfers	40,000	2,429,098	1,264,592	721,468	—
TOTAL EXPENSES	458,044	2,966,148	2,129,572	1,238,934	1,261,530
RESERVES					
590.90-10 Reserved Future Appropriations	1,898,864	847,407	406,706	1,326,834	1,908,721
TOTAL USES	2,356,908	3,813,555	2,536,278	2,565,768	3,170,251

SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CHARGES FOR SERVICES					
344. 40-00 Electric Charging Stations	1,479	1,288	1,000	1,326	1,500
344. 60-15 Taxable Meter Fees	540,939	474,300	400,000	400,000	400,000
344. 60-20 Parking Citations	105,730	89,305	60,000	60,000	60,000
TOTAL CHARGES FOR SERVICES	648,148	564,893	461,000	461,326	461,500
MISCELLANEOUS REVENUES					
369 90-00 Misc. Other	—	40	40	—	40
TOTAL MISCELLANEOUS REVENUES	—	40	40	—	40
TOTAL REVENUES	648,148	564,933	461,040	461,326	461,540
FUNDS FORWARD					
0000-389.99-10 Appropriated Fund Balance	317,530	533,849	428,767	649,467	376,216
TOTAL SOURCES	965,678	1,098,782	889,807	1,110,793	837,756

Fund: Community Redevelopment (CRA)
Account Codes: 125-9320 (Parking Garage)

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	2,943	51,542	39,425	39,425	42,000
21-00 FICA Taxes	208	3,932	3,025	3,025	3,213
22-10 General Employees Pension	—	5,148	4,500	4,500	5,082
23-10 Group Health	1,209	8,675	5,200	5,200	4,200
23-20 Group Life	12	165	140	140	170
23-30 Dental Plan	32	235	185	185	250
24-00 Workers Compensation	—	6	1,000	1,000	700
Subtotal Personnel	4,404	69,703	53,475	53,475	55,615
DOWNTOWN GARAGE OPERATING					
31-00 Professional Services	—	—	1,235	1,235	3,000
31-99 Payroll Processing Fees	19	323	200	300	—
34-20 Bank Charges	11,994	15,969	12,000	12,000	12,000
34-40 Support Services	59,742	120,866	89,447	88,447	135,350
43-10 Electric	9,609	11,019	10,000	10,000	12,880
43-20 Water & Sewer	7,815	8,877	10,000	10,000	11,259
45-15 Property Insurance	14,453	21,940	27,424	27,424	14,000
46-05 Building Maintenance	—	11,585	10,000	18,000	20,000
49-15 Other Current Charges	2,414	1,721	2,000	3,000	5,000
52-50 Other Supplies	3,849	9,123	10,000	10,000	12,000
55-00 Training & Education	—	—	8,000	—	—
Subtotal Operating	109,895	201,423	180,306	180,406	225,489
CAPITAL OUTLAY					
63-21 Improvements O/T Bldg CRA Parking Garage	—	157,641	416,921	142,335	300,000
Subtotal Capital Outlay	—	157,641	416,921	142,335	300,000
TOTAL EXPENDITURES	114,299	428,767	650,702	376,216	581,104
RESERVES					
9320-590.90-10 Reserved Future Appropriations	533,849	136,166	(188,427)	85,110	(119,564)
TOTAL USES	648,148	564,933	462,275	461,326	461,540

SPECIAL REVENUE FUNDS

BUILDING PERMITS & INSPECTION UTILIZATION FUND

To ensure compliance with FS 553.80, the Building Department operates and manages its accounts separately. All fees collected are exclusively allocated to enforce the Florida Building Code. This segregated accounting structure enables accurate tracking and reporting of Building Code activities.

PERSONNEL SCHEDULE			
DEPARTMENT: Building Permits & Inspection Utilization			
POSITION TITLE:	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
Development Services Director (50%)	1	—	1
Deputy Development Services Director (50%)	1	—	1
Planner II (50%)	1	—	1
Chief Building Official	1	—	1
Building Inspector	2	—	2
Permit Technician	1	—	1
TOTAL FULL-TIME	7	—	7
TOTAL POSITIONS	7	—	7

Building Permits
Fund Number: 136

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CHARGES FOR SERVICES	676,746	1,823,302	989,250	996,226	1,287,500
MISCELLANEOUS REVENUES	48,774	37,724	11,742	25,000	20,000
TOTAL REVENUES	725,520	1,861,026	1,000,992	1,021,226	1,307,500
FUNDS FORWARD	387,255	504,364	965,092	965,092	548,795
TOTAL SOURCES	1,112,775	2,365,390	1,966,084	1,986,318	1,856,295

USES OF FUNDS					
PERSONNEL SERVICES	423,712	464,537	462,425	462,755	510,510
OPERATING	26,063	102,037	372,800	69,680	374,157
CAPITAL OUTLAY	—	46,675	—	—	—
TRANSFERS	158,636	787,049	905,088	905,088	48,200
TOTAL EXPENDITURES	608,411	1,400,298	1,740,313	1,437,523	932,867
RESERVES	504,364	965,092	225,771	548,795	923,428
TOTAL USES	1,112,775	2,365,390	1,966,084	1,986,318	1,856,295

Fund: Building Permits**Account Codes: 136-3630/0000****SOURCES OF FUNDS**

			2025		2026
	2023	2024	Amended	2025	Annual
	Actual	Actual	Budget	Estimated	Budget
CHARGES FOR SERVICES					
322. 10-00 Structural Permits	465,219	1,222,050	650,000	650,000	650,000
322. 90-10 Surchg Retained (10%)	2,074	3,605	—	5,251	—
329. 10-00 Building Inspection Fees	550	4,195	1,750	3,475	5,000
341. 30-00 Administrative Svc Fees	160,717	581,183	325,000	325,000	325,000
342. 50-40 Fire Inspection-New Constr.	37,601	—	—	—	—
354. 10-30 Civil Citations- Bldg Pmt	7,422	1,690	2,500	2,500	300,000
354. 10-40 Bldg Code Violation (Failure to Obtain)	3,163	10,579	10,000	10,000	7,500
TOTAL CHARGES FOR SERVICES	676,746	1,823,302	989,250	996,226	1,287,500
MISCELLANEOUS REVENUES					
0000-361.20-00 Interest on Investment	46,707	37,667	11,742	25,000	20,000
0000-361. 90-00 Mkt Unrealized Gain/Loss	2,016	57	—	—	—
0000-369. 10-00 NSF Check Fees	51	—	—	—	—
TOTAL MISCELLANEOUS REVENUES	48,774	37,724	11,742	25,000	20,000
TOTAL REVENUES	725,520	1,861,026	1,000,992	1,021,226	1,307,500
FUNDS FORWARD					
0000-389.99-10 Appropriated Fund Balance	387,255	504,364	965,092	965,092	548,795
TOTAL SOURCES	1,112,775	2,365,390	1,966,084	1,986,318	1,856,295

	USES OF FUNDS				
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	296,288	318,263	308,750	308,750	342,464
12-15 Additional Pay	482	210	—	—	—
13-10 Part Time	12,213	—	—	—	—
14-00 Overtime	956	2,177	3,000	3,000	2,200
21-00 FICA Taxes	22,059	24,875	23,850	23,580	26,367
22-10 General Employees Pension	13,810	34,710	36,000	36,000	41,438
23-10 Group Hospitalization	72,549	79,718	82,225	82,225	88,391
23-20 Group Life	1,167	2,278	1,950	2,100	2,300
23-30 Dental Plan	1,621	1,706	1,750	1,750	1,850
23-90 Fitness & Wellness	—	—	—	50	100
24-00 Workers Compensation	2,567	30	4,900	5,300	5,400
519.10-26 Uncompensated Absences	—	570	—	—	—
Subtotal Personnel Services	423,712	464,537	462,425	462,755	510,510
OPERATING					
31-00 Professional Services	22,885	84,871	348,300	45,000	348,300
31-99 Payroll Processing Fees	1,611	2,056	1,800	1,800	1,800
40-00 Travel & Per Diem	522	2,550	5,000	5,000	1,500
46-15 Vehicle Maintenance	—	—	—	—	6,400
47-00 Printing & Binding	—	105	500	500	200
51-00 Office Supplies	—	985	1,400	1,400	800
52-20 Uniforms	538	224	120	300	250
52-50 Other	400	2,029	5,000	5,000	4,000
54-10 Publications & Memberships	107	842	680	680	370
55-00 Training & Education	—	2,529	10,000	10,000	6,000
543.52-10 Gas & Oil	—	—	—	—	4,537
519.95-10 SBITA Expenditure	—	5,846	—	—	—
Subtotal Operating	26,063	102,037	372,800	69,680	374,157
CAPITAL OUTLAY					
64-10 Vehicles & Machinery	—	46,675	—	—	—
Subtotal Capital Outlay	—	46,675	—	—	—
TRANSFERS					
581.34-20 I/F GF Empl Pers Exp	129,912	129,912	129,912	129,912	—
581.34-40 I/F IT Support Services	3,611	3,611	3,611	3,611	—
581.43-10 I/F Electric Expense	1,800	1,800	1,800	1,800	—
581.43-20 I/F Water & Garbage Expense	494	494	494	494	—
581.45-55 I/F Insurance Expense	20,434	20,434	20,434	20,434	—
581.46-35 I/F Exp-Vehicle Purchase	2,385	—	—	—	—
519.34-50 I/F Administrative Services	—	—	—	—	48,200
581.91-00 Prepaid Expense- Bldg Permits Cost of CH	—	630,798	748,837	748,837	—
Subtotal Transfers	158,636	787,049	905,088	905,088	48,200
TOTAL EXPENDITURES	608,411	1,400,298	1,740,313	1,437,523	932,867
590.90-10 Reserved Future Appropriations	504,364	965,092	225,771	548,795	923,428
TOTAL USES	1,112,775	2,365,390	1,966,084	1,986,318	1,856,295

SPECIAL REVENUE FUNDS

CAPITAL IMPROVEMENT FUND

Capital Improvement Budget Summary

Fund Number: 310

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL	—	1,040,875	3,425,000	—	—
MISCELLANEOUS REVENUES	30,897	26,759	500	—	—
TRANSFERS & OTHER RECEIPTS	—	3,019,896	2,528,429	1,985,305	—
LOAN PROCEEDS/GRANT FUNDS	—	3,953,000	—	—	—
TOTAL REVENUES	30,897	8,040,530	5,953,929	1,985,305	—
FUNDS FORWARD	914,564	81,314	248,237	248,237	(6,815,064)
TOTAL SOURCES	945,461	8,121,844	6,202,166	2,233,542	(6,815,064)

USES OF FUNDS					
OPERATING	69,937	53,000	140,000	10,000	—
CAPITAL OUTLAY	794,210	7,820,607	9,558,911	9,038,606	—
TOTAL EXPENDITURES	864,147	7,873,607	9,698,911	9,048,606	—
RESERVES	81,314	248,237	(3,496,745)	(6,815,064)	(6,815,064)
TOTAL USES	945,461	8,121,844	6,202,166	2,233,542	(6,815,064)

Fund: Capital Improvement Project

Account Codes: 310-0000

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL					
331 00-00 Federal Grants	—	1,040,875	1,300,000	—	—
331 90-00 ARPA - Revenue	—	—	—	—	—
334 50-10 State Appropriations	—	—	1,250,000	—	—
337 10-00 Local Unit Grants	—	—	875,000	—	—
TOTAL INTERGOVERNMENTAL REVENUES	—	1,040,875	3,425,000	—	—
MISCELLANEOUS					
361 20-00 Interest on Investment	30,897	26,759	500	—	—
TOTAL MISCELLANEOUS	30,897	26,759	500	—	—
TRANSFERS					
35-00 Transfer From General Fund Committed Ad					
381 Valorem	—	3,019,896	1,973,429	1,430,305	—
35-10 Reserve Transfer From Fund 001 - Per					
381 Ordinance 1687	—	—	555,000	555,000	—
TOTAL TRANSFERS	—	3,019,896	2,528,429	1,985,305	—
DEBT SERVICE					
384 35-00 Debt/Grant Proceeds - City Hall	—	3,953,000	—	—	—
TOTAL DEBT SERVICE	—	3,953,000	—	—	—
TOTAL REVENUES	30,897	8,040,530	5,953,929	1,985,305	—
FUNDS FORWARD					
389 99-10 Appropriated Fund Balance	914,564	81,314	248,237	248,237	(6,815,064)
TOTAL SOURCES	945,461	8,121,844	6,202,166	2,233,542	(6,815,064)

*Resolution 2025-21 to close Capital Improvement Fund

Fund: Capital Improvement Project

Account Codes: 310-0000-519.

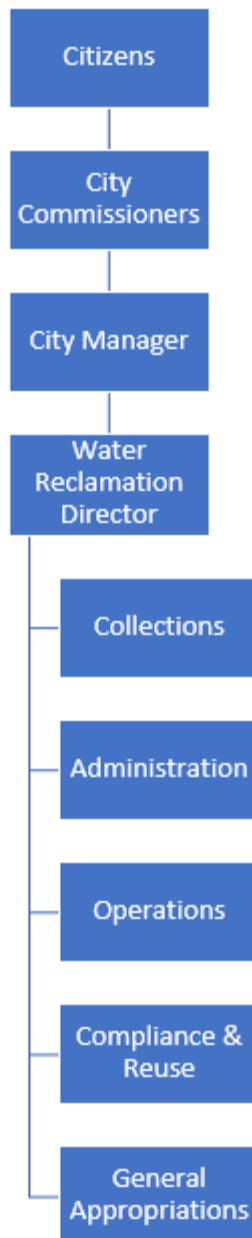
		USE OF FUNDS			
		2023	2024	2025	2026
		Actual	Actual	Amended Budget	Annual Budget
				Estimated	
OPERATING					
31-00 Professional Services		69,937	53,000	140,000	10,000
Subtotal Operating		69,937	53,000	140,000	10,000
CAPITAL OUTLAY					
62-00 Capital Improvements/Buildings		596,650	5,030,844	4,648,837	4,648,837
63-10 Impr/O/T/Bldg- 15 Yrs		197,329	2,545,897	4,649,592	4,000,000
64-20 Furniture, Fixtures & Equipment		—	90,411	—	129,287
64-21 Technology Hardware		231	153,455	260,482	260,482
Subtotal Capital Outlay		794,210	7,820,607	9,558,911	9,038,606
TOTAL EXPENDITURES		864,147	7,873,607	9,698,911	9,048,606
RESERVES					
590.90-10 Reserved Future Appropriations		81,314	248,237	(3,496,745)	(6,815,064)
TOTAL USES		945,461	8,121,844	6,202,166	2,233,542
					(6,815,064)

UTILITIES SYSTEM FUND

The Water Reclamation Department is an enterprise fund established by the City of Cocoa Beach to provide wastewater collection, treatment, and reuse distribution services to properties within city limits, unincorporated Brevard County, Canaveral Port Authority, and Patrick Space Force Base. The goal of the Water Reclamation Utility is to maintain the integrity of the sanitary sewer collection system, treatment process, and effluent disposal system to reduce hazard to property and life from wastewater overflows and improve water quality in surface waters and the Banana River Lagoon. The Water Reclamation Utility is responsible for maintenance, operations, and improvements of existing wastewater systems and construction of new systems to achieve the Utility goals.

**Utilities System Enterprise Fund
Department & Division
Organizational Chart**

Water Reclamation Department



**CITY OF COCOA BEACH
FISCAL YEAR 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES**

FUND: Utilities

DEPARTMENT: Water Reclamation

The following table presents operating statistics and performance measures compiled from established databases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate.

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Sewer influent flows:					
All sources	1,327	1,300	1,300	1,300	Millions of gallons annually
Patrick Space Force Base	154	160	166	165	
Port Canaveral	46	44	44	47	
Reuse water flows:					
All accounts	1,122.0	1,113.0	1,150.0	1,125.0	Millions of gallons annually
Cost of chemical supplies	\$389	\$390	\$480	\$493	
Total Operating Costs	\$3,721	\$3,813	\$6,207	\$6,518	Thousands of dollars annually
Number of employees	25	25	25	25	
Performance Measures:					
Cost per million gallons of influent					
Electrical power	\$445	\$445	\$400	\$405	
Chemical supplies	\$389	\$390	\$400	\$402	
Total Operating Costs	\$3,574	\$5,921	\$6,207	\$5,014	Thousands of dollars annually
Net operating margin	\$3,408	\$3,107	\$3,262	\$3,558	Thousands of dollars annually
Compliance with all regulatory rules	100%	100%	100%	100%	Must comply with FDEP and USEPA rules

Comments:

The City's sewer plant serves Patrick Air Force Base to the south of the City limits and Port Canaveral to the north. Reuse water is provided to City customers for a monthly fee. The contract with Patrick Air Force Base requires that they receive reuse water. The net operating margin considers only the difference between revenues and operating expenses and must also be sufficient to provide for annual debt service requirements and necessary capital equipment and improvements.

PERSONNEL SCHEDULE			
DEPARTMENT: UTILITIES			
POSITION TITLE: FULL-TIME	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
Director of Water Reclamation	1	—	1
Administrative Specialist	1	—	1
Operations Manager	1	—	1
Automation Technician	1	—	1
Environmental Analyst	1	—	1
Operator Tech	5	—	5
Utilities Coordinator	1	—	1
Sludge Disposal Technician	1	—	1
Utilities Electrician	1	—	1
Facilities Electrician	1	—	1
Utilities Mechanic	4	—	4
Utilities Compliance Inspector	2	—	2
Machinist	1	—	1
Chief Operator	1	—	1
Lead Utility Mechanic	2	—	2
Superintendent WRD Systems Maintenance	1	—	1
TOTAL FULL-TIME	25	—	25
Construction & Utilities Inspector cost allocation: General Fund - 40%, Utilities Fund - 40%, Stormwater Fund- 20%			
Administrative specialist cost allocation: Utilities Fund 75%, Stormwater Fund 25%			

*Currently, the Director of Water Reclamation serves in a dual role also serving as the Director of Public Works. The wage is allocated with 50% absorbed by each respective Department.

MISSION STATEMENT
The Utilities Department mission is to maintain the integrity of the sanitary sewer collection system, treatment process, and effluent disposal system.

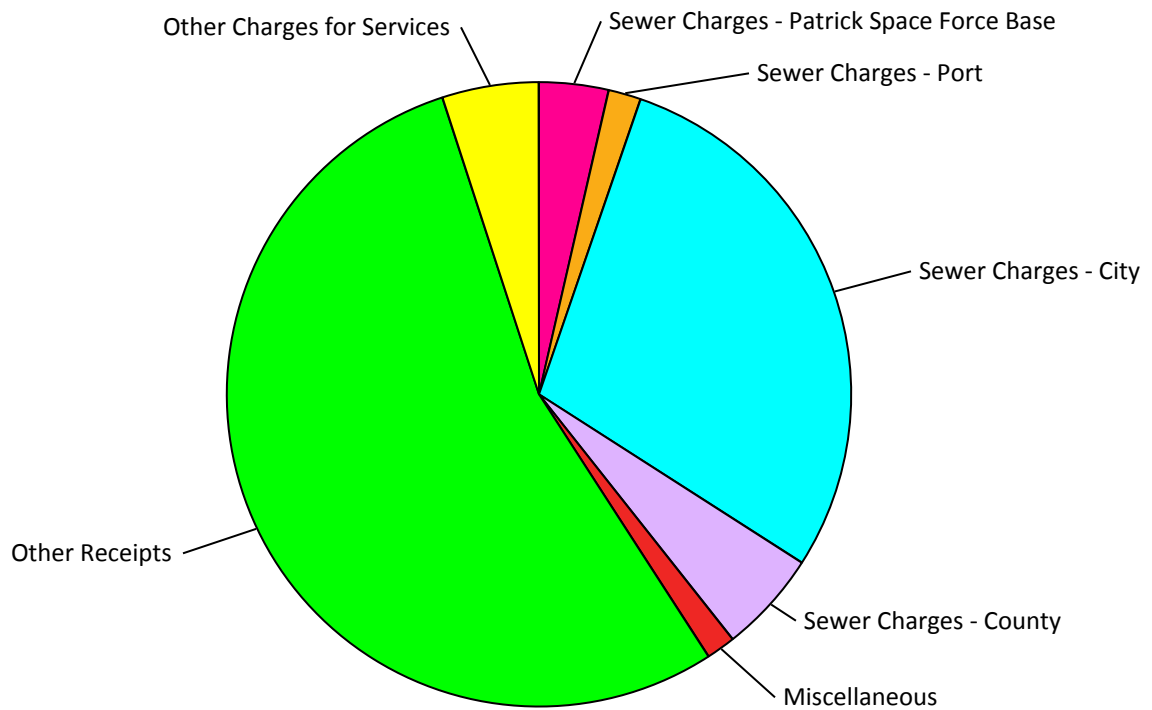
Utilities System Fund Budget Summary

Fund Number: 431

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL	1,129,701	3,026,134	8,277,500	1,085,321	13,034,650
CHARGES FOR SERVICES	8,129,088	9,976,181	9,243,400	10,380,800	10,507,000
MISCELLANEOUS REVENUES	511,939	504,754	317,838	397,940	382,500
OTHER RECEIPTS	—	—	3,340,000	—	—
TOTAL REVENUES	9,770,728	13,507,069	21,178,738	11,864,061	23,924,150
FUNDS FORWARD	10,767,219	9,725,044	11,413,071	11,413,071	8,758,208
TOTAL SOURCES	20,537,947	23,232,113	32,591,809	23,277,132	32,682,358

USES OF FUNDS					
PERSONNEL SERVICES	1,898,901	2,047,885	2,403,340	2,308,710	2,680,534
OPERATING	2,262,112	2,260,989	5,550,576	3,853,686	2,467,950
CAPITAL OUTLAY	2,735,231	3,910,939	17,504,886	6,332,651	17,893,412
DEBT SERVICE/OTHER	2,285,545	1,866,627	1,962,036	1,962,877	1,961,346
TRANSFERS	1,631,114	1,732,602	1,935,913	61,000	2,520,000
TOTAL EXPENDITURES	10,812,903	11,819,042	29,356,751	14,518,924	27,523,242
RESERVES	9,725,044	11,413,071	3,235,058	8,758,208	5,159,116
TOTAL USES	20,537,947	23,232,113	32,591,809	23,277,132	32,682,358

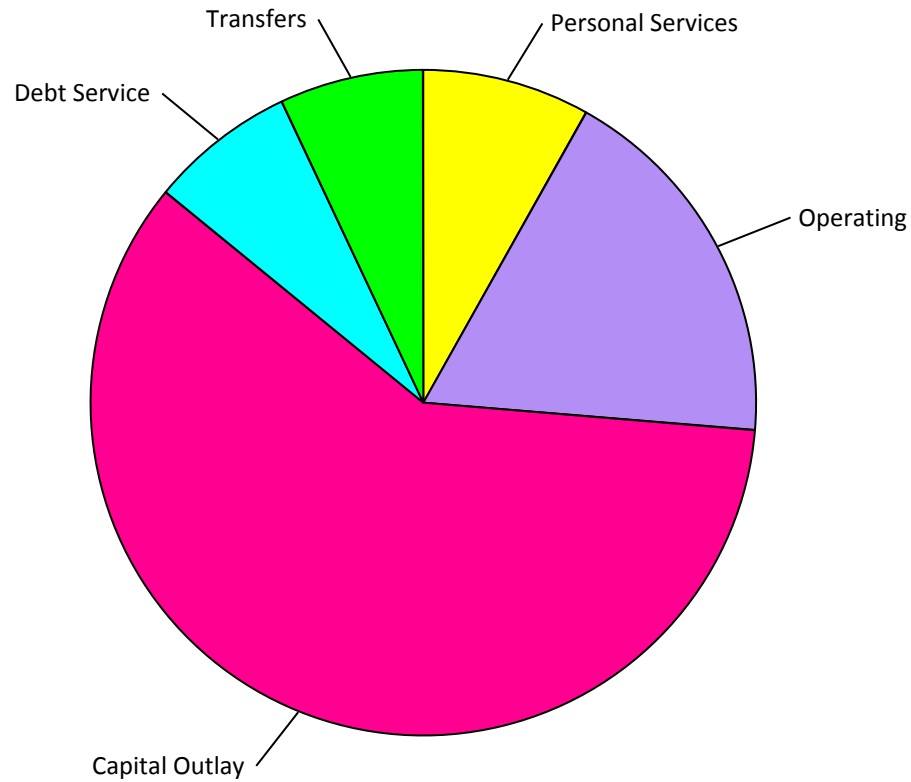
Utilities System Fund Sources, Excluding Funds Forward



UTILITIES FUND SOURCES, EXCLUDING FUNDS FORWARD

Sewer Charges - Patrick Space Force Base	1,500,000	6.3 %
Sewer Charges - Port	600,000	2.5 %
Sewer Charges - City	6,000,000	25.1 %
Sewer Charges - County	1,200,000	5.0 %
Miscellaneous	382,500	1.6 %
Other Receipts	13,034,650	54.5 %
Other Charges for Services	1,207,000	5.0 %
TOTAL	23,924,150	100 %

Utilities Fund Uses, Excluding Reserves



UTILITIES FUND USES, EXCLUDING RESERVES

Personal Services	2,680,534	9.7 %
Operating	2,467,950	9.0 %
Capital Outlay	17,893,412	65.0 %
Debt Service	1,961,346	7.1 %
Transfers	2,520,000	9.2 %
TOTAL	27,523,242	100 %

Fund: Utilities System

Fund Number: 431

SOURCES OF FUNDS

	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL REVENUE					
4300-331. 00-00 Federal Grants	51,523	—	277,500	—	296,250
4300-331. 39-00 Environmental Grants	1,078,178	2,111,455	—	—	—
4300-334. 35-00 State Grants - SRF	—	—	7,000,000	1,000,000	12,738,400
4300-334. 35-20 State Appropriations	—	914,679	1,000,000	85,321	—
TOTAL INTERGOVERNMENTAL REVENUE	1,129,701	3,026,134	8,277,500	1,085,321	13,034,650
CHARGES FOR SERVICES					
4300-343. 50-05 Sewer Charges - PAFB	761,403	1,437,540	750,000	1,500,000	1,500,000
4300-343. 50-10 Sewer Charges - City	5,026,003	5,809,080	6,000,000	6,000,000	6,000,000
4300-343. 50-20 Sewer Charges - County	887,148	1,036,645	1,100,000	1,100,000	1,200,000
4300-343. 50-25 Sewer Charges - Port	436,877	582,930	350,000	600,000	600,000
4300-343. 50-30 Reuse Charges	388,522	456,051	450,000	460,000	460,000
4300-343. 50-35 Patrick Family Housing	404,037	538,149	396,000	550,000	550,000
4300-343. 60-10 Sewer Connection	171,624	66,948	150,000	125,000	150,000
4300-343. 60-20 Reuse Connection	2,600	3,000	2,400	800	2,000
4300-343. 80-10 Late Fees	50,874	45,838	45,000	45,000	45,000
TOTAL CHARGES FOR SERVICES	8,129,088	9,976,181	9,243,400	10,380,800	10,507,000
MISCELLANEOUS REVENUES					
4300-360. 10-10 Cocoa/Port Auth. Adm. Fee	2,447	1,814	1,000	1,400	1,500
4300-360. 10-20 Port Maintenance Fees	124,765	90,686	80,000	80,000	80,000
4300-361. 20-00 Interest on Investments	368,870	409,096	234,838	300,000	300,000
4300-361. 90-00 Market Unrealized Gain/Loss	15,522	394	—	—	—
4300-365. 10-00 Sales of Scrap	1,265	2,014	2,000	16,000	1,000
4300-369. 10-00 NSF Check Fees	—	—	—	40	—
4300-369. 40-00 Other	(930)	750	—	500	—
TOTAL MISCELLANEOUS REVENUES	511,939	504,754	317,838	397,940	382,500
OTHER RECEIPTS					
4300-384. 10-00 Debt / Loan Proceeds	—	—	3,340,000	—	—
TOTAL OTHER RECEIPTS	—	—	3,340,000	—	—
TOTAL REVENUES	9,770,728	13,507,069	21,178,738	11,864,061	23,924,150
FUNDS FORWARD					
4300-389. 99-20 Appropriated Retained Earnings	10,767,219	9,725,044	11,413,071	11,413,071	8,758,208
TOTAL CHARGES, REVENUES AND RECEIPTS	20,537,947	23,232,113	32,591,809	23,277,132	32,682,358

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	424,247	426,068	413,700	413,700	474,556
14-00 Overtime	14,919	13,299	60,000	12,000	20,000
21-00 FICA Taxes	31,713	33,845	36,250	36,250	37,834
22-10 General Employees Pension	34,537	49,530	48,000	48,000	57,421
23-10 Group Hospitalization	150,420	141,606	162,350	129,300	174,526
23-20 Group Life	1,488	(121,305)	1,450	2,200	2,500
23-30 Dental Plan	2,453	2,531	2,575	2,575	2,600
24-00 Workers Compensation	1,253	23,094	9,950	9,950	13,000
Subtotal Personnel Services	661,030	568,668	734,275	653,975	782,437
OPERATING					
31-99 Payroll Processing Fees	2,657	2,845	2,600	2,600	—
44-30 Equipment Rental/Lease	576	—	6,000	3,000	6,000
46-05 Building Maintenance	45,630	84,841	104,000	100,000	75,000
46-10 Equipment Maintenance	80,092	50,488	50,000	50,000	60,000
46-15 Vehicle Maintenance	—	—	—	—	30,900
46-30 Fleet, Maintenance	—	—	82,250	—	48,350
46-45 R&R Distribution	41,442	54,364	103,590	103,590	75,000
52-10 Gas & Oil	—	—	—	—	56,579
52-20 Uniforms	1,212	—	—	—	—
52-50 Other	41,054	49,209	50,000	50,000	50,000
52-60 Small Tools & Equipment	—	—	21,000	19,424	47,200
53-30 Street Maintenance	35,106	11,949	10,000	10,000	20,000
55-00 Training & Education	88	—	—	—	—
581.46-30 Fleet Maint & Repairs	15,902	14,312	—	—	—
581.46-35 I/F Exp Vehicle Purchase	103,945	—	—	—	—
Subtotal Operating	367,704	268,008	429,440	338,614	469,029
CAPITAL OUTLAY					
63-20 Infrastructure	1,452,292	2,929,194	10,025,000	2,200,000	13,600,000
64-20 Furniture & Equipment	204,795	109,813	615,000	231,978	395,000
Subtotal Capital Outlay	1,657,087	3,039,007	10,640,000	2,431,978	13,995,000
TOTAL COLLECTIONS DIVISION	2,685,821	3,875,683	11,803,715	3,424,567	15,246,466

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	374,288	437,284	540,000	540,000	645,254
14-00 Overtime	960	1,946	1,000	4,200	2,200
21-00 FICA Taxes	26,759	33,492	41,300	41,300	49,362
22-10 General Employees Pension	28,763	15,073	54,500	54,500	78,076
23-10 Group Hospitalization	125,677	101,751	154,150	100,000	165,711
23-20 Group Life	1,184	2,488	3,750	4,500	4,900
23-30 Dental Plan	2,029	1,822	2,425	2,425	2,800
23-90 Fitness & Wellness	284	153	285	—	—
24-00 Workers Compensation	1,102	6,236	4,250	6,000	8,000
Subtotal Personnel Services	561,046	600,245	801,660	752,925	956,303
OPERATING					
31-00 Professional Services	355,943	491,160	2,770,182	1,977,000	117,800
31-10 GIS Related Services	—	—	50,000	—	50,000
31-99 Payroll Processing Fees	1,989	2,526	2,525	2,525	—
34-40 Support Services	55,418	47,376	74,600	74,600	114,000
40-00 Travel & Per Diem	1,817	5,302	8,600	4,300	8,600
41-00 Communications Services	2,274	2,356	2,500	2,500	2,500
43-10 Electric	444,497	441,505	575,000	450,000	414,920
43-20 Water & Sewer	5,160	3,538	10,200	5,100	9,212
49-00 Other Current Charges	1,715	317	2,000	2,000	2,000
51-00 Office Supplies	1,011	2,048	2,000	2,000	2,000
52-10 Gas & Oil	11,335	9,668	22,000	18,000	22,000
52-20 Uniforms	7,284	10,305	11,912	8,000	12,800
52-50 Other	4,661	3,348	4,000	4,000	4,000
54-10 Publications & Memberships	1,522	829	1,842	900	1,842
55-00 Training & Education	6,996	9,699	14,010	10,000	15,210
581.34-95 IT Capital Allocation	28,518	28,518	28,518	—	—
Subtotal Operating	930,140	1,058,495	3,579,889	2,560,925	776,884
CAPITAL OUTLAY					
64-10 Vehicles & Machinery	—	348,248	47,250	46,927	107,612
64-20 Furniture & Equipment	—	—	373,396	353,746	—
Subtotal Capital Outlay	—	348,248	420,646	400,673	107,612
TOTAL ADMINISTRATION DIVISION	1,491,186	2,006,988	4,802,195	3,714,523	1,840,799

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	428,136	406,806	409,450	409,450	409,450
14-00 Overtime	17,135	36,525	40,000	40,000	40,000
21-00 FICA Taxes	32,534	33,898	34,400	34,400	34,400
22-10 General Employees Pension	27,750	35,880	47,500	47,500	47,500
23-10 Group Hospitalization	165,229	140,748	142,600	142,600	142,600
23-20 Group Life	1,551	1,445	1,575	2,000	1,575
23-30 Dental Plan	2,961	2,557	2,580	2,580	2,580
23-90 Fitness & Wellness	—	—	—	80	—
24-00 Workers Compensation	1,529	28,543	9,950	9,950	9,950
Subtotal Personnel Services	676,825	686,402	688,055	688,560	688,055
OPERATING					
31-99 Payroll Processing Fees	2,676	2,797	2,500	2,500	—
34-40 Support Services	79,235	68,531	90,600	80,000	87,000
46-10 Equipment Maintenance	51,272	45,916	59,500	59,500	55,000
52-20 Uniforms	1,092	—	—	—	—
52-50 Other	390,531	476,586	493,000	480,000	493,000
52-60 Small Tools & Equipment	—	—	33,900	33,900	33,500
55-00 Training & Education	25	—	—	—	—
Subtotal Operating	524,831	593,830	679,500	655,900	668,500
CAPITAL OUTLAY					
64-20 Furniture & Equipment	1,078,144	523,684	5,944,240	3,500,000	3,490,800
Subtotal Outlay	1,078,144	523,684	5,944,240	3,500,000	3,490,800
TOTAL OPERATIONS DIVISION	2,279,800	1,803,916	7,311,795	4,844,460	4,847,355

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	—	117,668	113,900	145,000	167,942
14-00 Overtime	—	811	—	1,500	900
21-00 FICA Taxes	—	9,003	8,725	9,000	12,917
22-10 General Employees Pension	—	9,516	13,000	13,000	20,430
23-10 Group Hospitalization	—	39,175	38,900	38,900	44,000
23-20 Group Life	—	1,482	1,450	2,000	2,200
23-30 Dental Plan	—	747	750	850	1,150
23-90 Fitness & Wellness	—	—	—	—	—
24-00 Workers Compensation	—	14,168	2,625	3,000	4,200
Subtotal Personnel Services	—	192,570	179,350	213,250	253,739
OPERATING					
31-99 Payroll Processing Fees	—	780	700	900	—
34-40 Support Services	—	2,735	3,500	3,500	3,500
46-10 Equipment Maintenance	—	7,308	21,200	15,000	15,000
46-45 R&R Disbursement	—	2,503	10,000	10,000	10,000
52-50 Other	—	7,398	15,000	15,000	20,000
Subtotal Operating	—	20,724	50,400	44,400	48,500
CAPITAL OUTLAY					
63-20 Infrastructure	—	—	500,000	—	300,000
Subtotal Capital Outlay	—	—	500,000	—	300,000
TOTAL OPERATIONS DIVISION	—	213,294	729,750	257,650	602,239

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
10-26 Compensated Absence	27,169	90,003	—	—	—
23-50 Current OPEB Oblig	45,781	—	—	—	—
31-00 Professional Services	107,787	111,795	110,766	110,766	110,766
31-99 Payroll Processing Fees	—	—	—	—	8,936
34-50 Administrative Services	—	—	558,000	—	231,360
36-30 Net Pension Expense	143,260	—	—	—	—
45-05 General Liability	32,823	42,359	32,910	32,910	35,379
45-10 Auto Liability	8,586	6,806	7,999	7,999	8,599
45-15 Property	73,520	59,502	85,344	85,344	91,745
45-30 Flood Insurance	—	9,019	16,328	16,328	17,552
45-45 Computer Security Insurance	511	448	—	500	700
Subtotal Operating	439,437	319,932	811,347	253,847	505,037
DEBT SERVICE					
71-00 Principal	1,979,125	1,597,641	1,683,823	1,709,552	1,734,502
72-00 Interest	306,420	268,986	278,213	253,325	226,844
Subtotal Debt Service	2,285,545	1,866,627	1,962,036	1,962,877	1,961,346
TRANSFERS					
99-30 Designated Contingency (critical components)	—	111,779	304,800	61,000	300,000
519.91-10 Trf to General Fund	—	—	—	—	2,220,000
581.34-50 I/F Administrative Services	572,208	572,208	572,208	—	—
581.91-10 To General Fund	1,058,906	1,048,615	1,058,905	—	—
Subtotal Transfers	1,631,114	1,732,602	1,935,913	61,000	2,520,000
TOTAL GENERAL APPROPRIATIONS	4,356,096	3,919,161	4,709,296	2,277,724	4,986,383
RESERVES					
590 90-10 Reserved for Future Appropriations	9,725,044	11,413,071	3,235,058	8,758,208	5,159,116
TOTAL USES	20,537,947	23,232,113	32,591,809	23,277,132	32,682,358

STORMWATER FUND

The Stormwater Utility Department is an enterprise fund established by the City of Cocoa Beach to provide stormwater services to properties within City limits. The goal of the Stormwater Utility is to reduce hazard to property and life from stormwater runoff and improve water quality in stormwater, surface waters, and the Banana River Lagoon. The Stormwater Utility is responsible for maintenance, operations, and improvements of existing stormwater systems and construction of new systems to achieve the Utility's goals.

**Stormwater Enterprise fund
Department And Division Structure
Chart
Stormwater**



CITY OF COCOA BEACH

Fiscal Year 2026 BUDGET
OPERATING STATISTICS AND PERFORMANCE MEASURES

FUND: Stormwater Utility**DEPARTMENT: Stormwater Utility**

The following table presents operating statistics and performance measures compiled from established databases and internal documents. Information for 2025 has been estimated, for 2026 it has been projected. Meaningful benchmark targets are provided for comparison purposes where appropriate

	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Operating Statistics:					
Miles of stormline	23	23	23	23	7 miles of State road stormline
Drainage structures (number)	1,708	1,708	1,708	1,708	259 along State road
Feet of CMP Existing Pipe (originally 11,373')	40	40	0	0	Most CMP stormlines were either slip-lined or replaced by 2017, but 70-ft was found in 2018. This last section of pipe was slip-lined in FY24.
Miles of street sweeping	100.6	100.6	100.6	100.6	Twice monthly in urban areas & heavily treed streets, once monthly for other areas.
Water Quality BMP treated stormbasins (2652 acres)	394.4 (14.9%)	394.4 (14.9%)	412 (15.5%)	415 (15.8%)	Upcoming projects expected to increase treatment area (Ramp Road 2026, Cedar 2027)
	Actual 2023	Actual 2024	Estimate 2025	Projection 2026	Benchmark Targets & Notes
Performance Measures:					
Maintenance activities					
Crew/staff time	80%	85%	75%	76%	Target is 80%
Expenses	81%	75%	39%	36%	Target is 25%
Construction and Improvements (including engineering/design capital)					
Crew/staff time	20%	15%	25%	24%	Target is 20%
Expenses	19%	25%	61%	64%	Target is 75%

Comments:

The two primary concerns of the City's Stormwater Utility are managing flooding and improving water quality. The City typically contracts out both engineering/design and construction of projects in support of these objectives. These are often multi-year projects with engineering/design normally taking over a year, including the public participation process. Construction often takes more than a year, creating high variability in the 5-year capital budget. During major project construction years, the bulk of the Stormwater Utility budget is capital cost. However, during other years the Stormwater Division is largely focused on maintenance of existing infrastructure and completing design/engineering on larger capital projects. It should be noted that the major CIP improvements are dependent upon federal/state/local grant funding and State Revolving Fund (SRF) loans. The grants are reimbursement so monies appropriated in the capital budget for these projects must be either existing in the overall Stormwater Fund or must be borrowed. These federal/state/local grants are normally only for the actual construction portion of the project and require a city match that can include engineering/design, construction and in-house costs. Minor capital is performed by the Stormwater Crew and includes minor swale/bioswale construction and other water quality best management practices (BMPs). These capital water quality improvements are required by the City's TMDL BRL-BMAP, and each project has an associated pollution load reduction credit based on land area treated and project type. The percentage of land area treated by water quality BMPs can be reviewed in the above performance standards. Most corrugated metal pipe (CMP) stormlines were replaced in the 2016/2017 budget year as part of the Water Reclamation sanitary sewer slip-lining contract. The City received a SFR loan and repayment began in 2017. One 70-ft CMP line was discovered in 2018 and was slip lined in FY 24.

The City's Total Maximum Daily Load (TMDL) Banana River Lagoon Basin Management Action Plan (BRL-BMAP) is a 15-year program required by State law. Currently only 15% of the total TMDL is required in the first 5 years - so the remaining 85% could potentially be required in the following 10 years. The Stormwater Utility's long-term capital budget will be highly dependent upon regulatory requirements. The City is working within the IRL-BMAP stakeholder group, which includes Brevard County and all lagoon municipalities on capital improvements and other measures (educational outreach, ordinances, contract sharing). The Save Our Indian River Lagoon Project Plan (SOIRLPP) has secured a local 0.5% sales tax to leverage against federal/state grants and local funding.

Operational costs are spread between infrastructure maintenance (structural rehab), NPDES-permit activities (storm facility inspection and cleaning, street sweeping, water quality enhancements) and professional services (pollutant load reduction monitoring, GIS BMAP database update/enhancements, public outreach, pollution prevention training, etc.). These costs also include operations and maintenance associated with the major BMAP water quality projects (Maritime Hammock Preserve stormwater pond, Ocean Beach Boulevard bioswale/exfiltration, Minutemen Stormwater LID Improvement). The Stormwater Crew is responsible for all of the infrastructure maintenance and many NPDES-permit activities. Street sweeping is contractual, as is some of the NPDES-permit public outreach. Most of the TMDL BMAP engineering/GIS support is contracted out and is greatly dependent upon for future CIP and BRL-BMAP compliance.

City's Stormwater Master Plan Update was completed in 2021. This update addresses all aspects of the Stormwater Utility including hydraulic and hydrologic analysis, capital improvements, operations and maintenance, policy/regulation regarding flooding, stormwater runoff quality/quantity and infrastructure integrity and utility fee/rate methodology and structure. The Master Plan Update also looks at management approaches, staffing, recordkeeping and document management, asset management and inspection/monitoring.

In FY 25 the City initiated a Vulnerability Assessment (VA) to identify areas under City jurisdiction that are vulnerable to the future impacts of sea level rise, storm surge, and coastal flooding. The City is working in partnership with the Florida Department of Environmental Protection (FDEP) to ensure the VA follows FDEP's standard processes to meet the requirements of Florida Statute, 380.093. The VA is estimated to be completed in FY 26.

PERSONNEL SCHEDULE			
DEPARTMENT: Stormwater Utility Enterprise Fund			
POSITION TITLE:	NUMBER OF POSITIONS		
	BUDGET 2025	CHANGE	BUDGET 2026
FULL-TIME			
Stormwater Utility Manager	1	—	1
Stormwater Superintendent of Operations	1	—	1
Maintenance Worker I	1	—	1
Maintenance Worker II	2	—	2
Stormwater Program Coordinator	1	—	1
TOTAL POSITIONS	6	—	6
Construction & Utilities Inspector cost allocation: General Fund - 40%, Utilities Fund - 40%, Stormwater Fund- 20%			
Administrative specialist/Stormwater Coordinator cost allocation: Utilities Fund 75%, Stormwater Fund 25%			

MISSION STATEMENT
The Mission of the Stormwater Utility is to improve and maintain stormwater management within the City's Indian River Lagoon watershed, primarily by retaining storm runoff volume upland to the extent attainable and reducing nutrients and other pollutants through best management practices.

Stormwater Fund Budget Summary

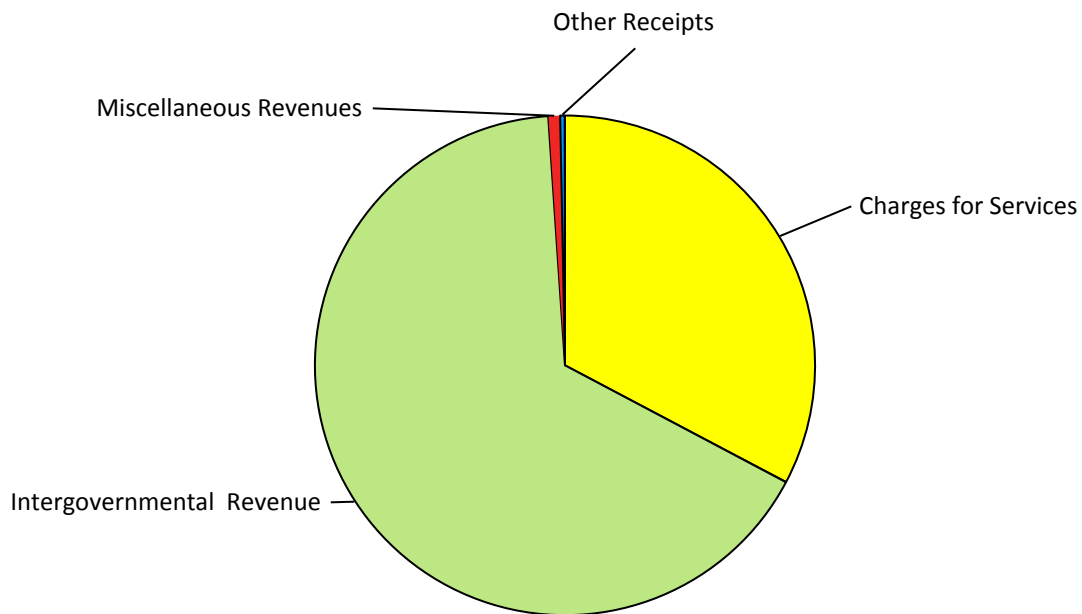
Fund Number: 441

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL	22,809	1,230,719	1,420,079	404,324	4,206,255
CHARGES FOR SERVICES	898,814	893,017	1,482,735	1,232,000	2,075,300
MISCELLANEOUS REVENUES	50,906	82,773	35,276	35,902	47,000
OTHER RECEIPTS	60,000	60,000	140,000	60,000	20,000
TOTAL REVENUES	1,032,529	2,266,509	3,078,090	1,732,226	6,348,555
FUNDS FORWARD	1,255,131	1,076,369	1,056,087	1,056,087	1,143,622
TOTAL SOURCES	2,287,660	3,342,878	4,134,177	2,788,313	7,492,177

USES OF FUNDS					
PERSONNEL SERVICES	409,992	473,083	513,810	404,060	512,100
OPERATING	256,518	341,585	1,523,072	575,980	586,194
CAPITAL OUTLAY	269,359	1,197,593	1,431,000	390,000	5,293,860
DEBT SERVICE/OTHER	66,358	65,467	65,588	65,588	65,588
TRANSFERS	209,064	209,063	209,063	209,063	300,000
TOTAL EXPENDITURES	1,211,291	2,286,791	3,742,533	1,644,691	6,757,742
RESERVES	1,076,369	1,056,087	391,644	1,143,622	734,435
TOTAL USES	2,287,660	3,342,878	4,134,177	2,788,313	7,492,177

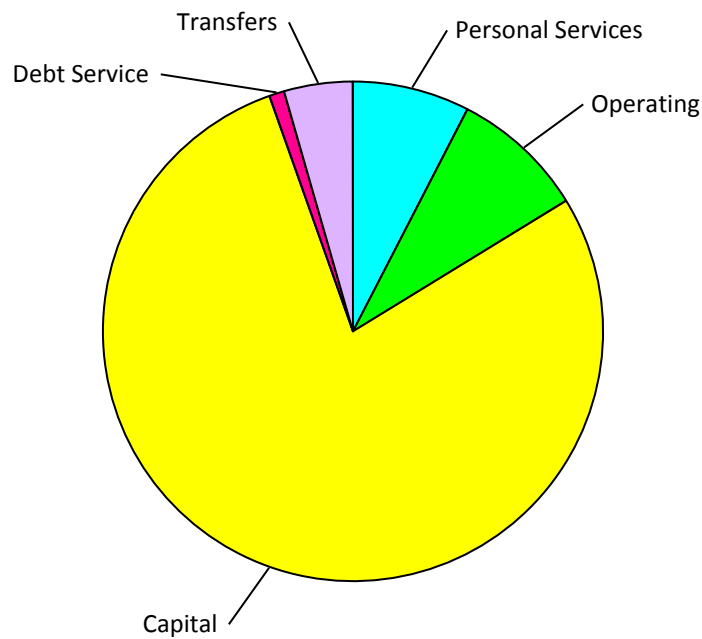
SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
INTERGOVERNMENTAL REVENUES					
331.35-00 Federal Grants	—	303,055	808,000	120,000	1,872,190
331.90-00 Federal Grants (APRA)	—	303,292	550,000	98,190	451,810
334.10-20 State Grants (includes SRF funding)	11,261	624,372	—	164,310	1,814,450
337.25-00 Water Management District	8,130	—	—	—	—
337.35-00 Brevard County	3,418	—	62,079	21,824	67,805
TOTAL INTERGOVERNMENTAL REVENUES	22,809	1,230,719	1,420,079	404,324	4,206,255
CHARGES FOR SERVICES					
343.70-10 Charges	891,933	887,771	1,474,735	1,225,000	2,068,300
343.80-10 Late Fees	6,881	5,246	8,000	7,000	7,000
TOTAL CHARGES FOR SERVICES	898,814	893,017	1,482,735	1,232,000	2,075,300
MISCELLANEOUS REVENUES					
361.10-00 Interest on Pooled Funds	—	—	50	—	—
361.20-00 Interest on Investments	48,850	77,192	35,226	35,902	47,000
361.90-00 Market Unrealized Gain/Loss	2,056	91	—	—	—
364.10-00 Ins/Auction Proceeds	—	5,490	—	—	—
TOTAL MISCELLANEOUS REVENUES	50,906	82,773	35,276	35,902	47,000
OTHER RECEIPTS					
381.10-70 Repayment of Gov't Funds	60,000	60,000	140,000	60,000	20,000
TOTAL OTHER RECEIPTS	60,000	60,000	140,000	60,000	20,000
TOTAL REVENUES	1,032,529	2,266,509	3,078,090	1,732,226	6,348,555
FUNDS FORWARD					
389.99-20 Appropriated Retained Earnings	1,255,131	1,076,369	1,056,087	1,056,087	1,143,622
TOTAL SOURCES	2,287,660	3,342,878	4,134,177	2,788,313	7,492,177

Stormwater Fund Sources, Excluding Funds Forward



STORMWATER FUND SOURCES, EXCLUDING FUNDS FORWARD		
Charges for Services	2,075,300	32.8 %
Intergovernmental Revenue	4,206,255	66.3 %
Miscellaneous Revenues	47,000	0.7 %
Other Receipts	20,000	0.3 %
TOTAL	6,348,555	100 %

Stormwater Fund Uses, Excluding Reserves



STORMWATER FUND USES, EXCLUDING RESERVES		
Personal Services	512,100	7.6 %
Operating	586,194	8.7 %
Capital	5,293,860	78.3 %
Debt Services	65,588	1.0 %
Transfers	300,000	4.4 %
TOTAL	6,757,742	100 %

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
PERSONNEL SERVICES					
12-12 Regular	294,331	285,230	337,500	269,000	337,500
12-15 Additional pay	12	—	—	—	—
14-00 Overtime	825	1,341	1,700	900	1,700
21-00 FICA Taxes	21,695	22,254	25,300	20,000	25,300
22-10 General Employees Pension	18,682	47,925	39,000	39,000	39,000
23-10 Group Hospitalization	71,069	89,520	98,200	60,000	94,000
23-20 Group Life	985	17,233	1,000	4,000	3,200
23-30 Dental Plan	1,981	1,891	2,210	2,210	2,100
23-90 Fitness & Wellness	—	—	—	50	100
24-00 Workers Compensation	412	7,689	8,900	8,900	9,200
Subtotal Personnel Services	409,992	473,083	513,810	404,060	512,100
OPERATING					
31-00 Professional Services	67,186	155,083	1,124,625	300,000	170,225
31-10 GIS related services	—	—	20,000	—	20,000
31-99 Payroll Processing Fees	1,751	1,876	1,800	1,800	—
34-40 Support Services	102,971	94,452	209,911	140,000	164,686
40-00 Travel & Per Diem	—	726	3,035	1,100	2,605
43-10 Electric	5,750	4,912	7,450	7,061	8,344
43-20 Water/Sewer	253	237	1,155	300	1,183
46-10 Equipment Maintenance	4,907	1,627	4,000	1,716	4,000
46-15 Vehicle Maintenance	—	—	—	—	2,900
46-30 Fleet, Maintenance & Services	—	—	—	—	6,000
48-00 Promotional	—	5,605	6,830	5,837	7,070
51-00 Office Supplies	295	122	750	68	500
52-10 Gas & Oil	—	—	5,250	—	7,275
52-20 Uniforms	534	862	2,880	927	3,360
52-50 Other	14,235	10,087	20,800	10,000	17,200
53-30 Street Maintenance	—	—	1,500	—	1,500
53-40 Outfall Maintenance	—	—	6,000	5,580	13,990
53-50 Manhole Maintenance	—	2,313	9,700	9,625	12,220
54-10 Publications & Membership	500	1,000	1,000	—	1,000
55-00 Training & Education	4,538	2,782	6,750	850	5,330
581.34-95 IT Capital Allocation	3,777	3,777	3,777	—	—
581.46-30 Fleet Maint & Repairs	1,590	—	—	—	—
Subtotal Operating	208,287	285,461	1,437,213	484,864	449,388
CAPITAL OUTLAY					
63-20 Infrastructure	269,359	1,152,259	1,431,000	390,000	5,293,860
64-20 Furniture & Equipment	—	45,334	—	—	—
Subtotal Capital Outlay	269,359	1,197,593	1,431,000	390,000	5,293,860
TOTAL STORMWATER OPERATIONS	887,638	1,956,137	3,382,023	1,278,924	6,255,348

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
10-26 Compensated Absences	9,777	12,941	—	—	—
23-50 Current OPEB Obligation	(8,467)	—	—	—	—
31-99 Payroll Processing Fees	—	—	—	—	1,562
34-50 Administrative Services	22,173	22,970	69,990	69,990	118,190
36-30 Net Pension Expense	10,482	—	—	—	—
45-05 General Liability	9,004	7,566	9,028	9,028	9,706
45-10 Auto Liability	941	1,238	721	1,500	776
45-15 Property	4,234	10,819	5,020	10,000	5,397
45-30 Flood Insurance	—	509	1,000	498	1,075
45-45 Computer Insurance	87	81	100	100	100
Subtotal Operating	48,231	56,124	85,859	91,116	136,806
DEBT SERVICE					
71-00 Principal	59,150	59,561	59,561	59,561	60,394
72-00 Interest	7,208	5,906	6,027	6,027	5,194
Subtotal Debt Service	66,358	65,467	65,588	65,588	65,588
TRANSFERS					
34-50 I/F Administrative Services	113,711	113,711	113,711	113,711	—
91-10 I/F To General Fund	—	—	—	—	300,000
91-10 To General Fund	95,353	95,352	95,352	95,352	—
Subtotal Transfers	209,064	209,063	209,063	209,063	300,000
TOTAL STORMWATER GENERAL APPROPRIATIONS	323,653	330,654	360,510	365,767	502,394
TOTAL STORMWATER EXPENSES	1,211,291	2,286,791	3,742,533	1,644,691	6,757,742
RESERVES					
590. 90-10 Reserved for Future Appropriations	1,076,369	1,056,087	391,644	1,143,622	734,435
TOTAL USES	2,287,660	3,342,878	4,134,177	2,788,313	7,492,177

INTERNAL SERVICE FUNDS

HEALTH CARE FUND

The health care fund is an internal service fund that was established in FY 2024 (effective 10/01/2023).

The purpose for this fund is to internally track the City's costs of providing health care services to all current and separated employees.

The expenses budgeted in this fund will be the cost of services to provide COBRA coverage for separated employees.

All other expenses are budgeted at the specific fund/department level of each employee.

Health Care Internal Service Fund Budget Summary

Fund Number: 525

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CHARGES FOR SERVICES	3,885,956	4,280,049	4,266,129	4,297,741	4,923,832
MISCELLANEOUS REVENUES	—	12,977	10,000	17,000	20,307
TOTAL REVENUES	3,885,956	4,293,026	4,276,129	4,314,741	4,944,139
FUNDS FORWARD	—	1,089,182	1,772,714	1,772,714	2,305,950
TOTAL SOURCES	3,885,956	5,382,208	6,048,843	6,087,455	7,250,089

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING	2,796,774	3,609,494	2,983,005	3,781,505	5,009,428
TOTAL EXPENSES	2,796,774	3,609,494	2,983,005	3,781,505	5,009,428
RESERVES	1,089,182	1,772,714	3,065,838	2,305,950	2,240,661
TOTAL USES	3,885,956	5,382,208	6,048,843	6,087,455	7,250,089

Health Care Internal Service Fund Budget Summary

Account Code: 525-0000-341.

SOURCES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
CHARGES FOR SERVICES					
341 30-10 Employee Healthcare	3,406,062	3,704,434	3,700,291	3,700,291	4,255,334
341 30-11 Retiree Healthcare	210,296	214,655	212,000	212,000	243,800
341 30-12 Cobra Healthcare	9,847	41,316	37,500	37,500	43,125
341 30-15 Employee Life Insurance W/H	65,388	105,901	105,000	115,000	120,750
341 30-16 Retiree Life Insurance	50	46	50	50	58
341 30-25 Retiree Medicare	—	18,324	18,000	37,000	35,495
341 30-40 Employee Dental W/H	136,684	142,618	143,500	143,500	165,025
341 30-41 Cobra Dental	1,671	2,729	2,400	2,400	2,760
341 30-45 Employee Vision W/H	19,332	20,825	20,800	20,800	23,920
341 30-46 Cobra Vision	70	311	260	350	387
341 30-50 Employee Aflac/Allstate W/H	24,866	18,429	18,600	18,600	21,390
341 30-60 Employee GAP W/H	—	109	90	90	104
341 30-61 Retiree GAP	5,671	3,365	3,260	3,260	3,749
341 30-62 Cobra GAP	219	996	900	900	1,035
341. 30-70 Employee Gym Membership W/H	5,800	5,437	3,185	5,500	6,325
341. 30-71 Retiree Gym Membership	—	554	293	500	575
TOTAL CHARGES FOR SERVICES	3,885,956	4,280,049	4,266,129	4,297,741	4,923,832
MISCELLANEOUS REVENUES					
361. 20-00 Interest on Investment	—	12,977	10,000	17,000	20,307
TOTAL MISCELLANEOUS REVENUES	—	12,977	10,000	17,000	20,307
TOTAL REVENUES	3,885,956	4,293,026	4,276,129	4,314,741	4,944,139
FUNDS FORWARD					
0000-389.99-10 Appropriated Fund Balance	—	1,089,182	1,772,714	1,772,714	2,305,950
TOTAL SOURCES	3,885,956	5,382,208	6,048,843	6,087,455	7,250,089

Health Care Internal Service Fund Budget Summary

Account Code: 525-0000/9000-562.

USES OF FUNDS					
	2023	2024	2025	2025	2026
	Actual	Actual	Amended Budget	Estimated	Annual Budget
OPERATING					
30-10 Employee Healthcare	2,197,470	2,936,068	2,455,750	3,000,000	4,255,334
30-11 Retiree Healthcare	307,243	225,786	178,000	300,000	243,800
30-12 Cobra Healthcare	36,900	28,376	19,500	55,000	43,125
30-15 Employee Life Insurance	59,179	64,156	47,900	62,000	120,750
30-16 Retiree Life Insurance	50	61	75	75	58
30-25 Retiree Medicare Insurance	—	50,909	55,500	87,000	35,495
30-40 Employee Dental Insurance	134,913	144,639	94,400	130,000	165,025
30-41 Cobra Dental Insurance	2,740	4,718	2,900	3,400	2,760
30-45 Employee Vision Insurance	19,420	21,064	13,750	24,000	23,920
30-46 Cobra Vision Insurance	123	484	280	480	387
30-50 Employee Aflac/Allstate Insurance	25,846	19,307	18,000	21,000	21,390
30-60 Employee GAP Insurance	—	78,683	67,300	67,300	67,300
30-61 Retiree GAP Insurance	5,667	6,420	5,200	6,800	3,749
30-62 Cobra GAP Insurance	229	2,004	1,750	1,750	1,035
30-70 Employee Gym Membership	5,695	6,465	6,000	6,000	6,325
30-71 Retiree Gym Membership	1,248	1,029	700	700	575
31-00 Professional Services	51	19,325	16,000	16,000	18,400
TOTAL OPERATING	2,796,774	3,609,494	2,983,005	3,781,505	5,009,428
RESERVES					
590. 90-10 Reserved for Future Appropriations	1,089,182	1,772,714	3,065,838	2,305,950	2,240,661
TOTAL USES	3,885,956	5,382,208	6,048,843	6,087,455	7,250,089

FIVE YEAR CAPITAL IMPROVEMENT

Fiscal Years 2026 - 2030

INTRODUCTION

OVERVIEW BY FUND

SUMMARY BY FUNDS

DETAIL BY DEPARTMENT

AS ADOPTED BY: City Commission
RESOLUTION 2025-18

SUMMARY BY FUND AND DEPARTMENT						
FUND/DEPARTMENT	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	TOTAL
GENERAL FUND						
Information Technology	239,400	40,000	38,000	50,000	20,000	387,400
City Clerk	20,000	—	—	—	—	20,000
Police	141,261	119,862	163,658	179,182	142,804	746,767
Communications	76,830	92,290	95,982	99,821	103,815	468,738
Fire	195,500	—	—	1,290,000	—	1,485,500
Public Works	1,544,921	3,802,719	1,897,297	1,879,466	1,743,838	10,868,241
Fleet	1,439,195	937,986	967,110	767,022	759,786	4,871,099
Capital Improvement Projects	3,504,694	7,135,854	1,825,000	60,000	—	12,525,548
Leisure Services (Rec Ctr;Parks;Pool;Golf;Tennis;Skate Park;Auditorium)	605,212	1,868,136	478,500	291,200	141,550	3,384,598
Subtotal General Fund	7,767,013	13,996,847	5,465,547	4,616,691	2,911,793	34,757,891
SPECIAL REVENUE FUNDS						
CRA	750,000	—	—	—	—	750,000
Subtotal Special Revenue Funds	750,000	—	—	—	—	750,000
ENTERPRISE FUNDS						
Utilities System	17,893,412	12,828,935	4,616,996	1,857,696	1,754,696	38,951,735
Stormwater Utility	5,293,860	5,875,000	7,600,000	4,250,000	4,965,000	27,983,860
Subtotal Enterprise Funds	23,187,272	18,703,935	12,216,996	6,107,696	6,719,696	66,935,595
TOTAL CAPITAL PROGRAM	31,704,285	32,700,782	17,682,543	10,724,387	9,631,489	102,443,486

DEPARTMENT: INFORMATION TECHNOLOGY							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Computer Hardware							
Computers/Tablets/Laptops		23,400	20,000	38,000	50,000	—	131,400
Physical Security - Replace Aging Equipment		10,000	20,000	—	—	20,000	50,000
Storage Server		160,000	—	—	—	—	160,000
Server Replacement (Server Room)		26,000	—	—	—	—	26,000
Networking Equipment		20,000	—	—	—	—	20,000
Subtotal Computer Hardware		239,400	40,000	38,000	50,000	20,000	387,400
TOTAL INFORMATION TECHNOLOGY		239,400	40,000	38,000	50,000	20,000	387,400

Source of Funds: General Fund

DEPARTMENT: CITY CLERK							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Computer Software							
Public Records Software		20,000	—	—	—	—	20,000
Subtotal Computer Software		20,000	—	—	—	—	20,000
TOTAL CITY CLERK		20,000	—	—	—	—	20,000

DEPARTMENT: POLICE							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Furniture & Equipment							
In-Car Cameras		10,395	10,811	11,243	11,693	12,160	56,302
Radar Unit		10,899	11,335	11,789	12,260	10,480	56,763
Body Cameras		5,408	5,624	56,187	58,434	60,772	186,425
Intoxilyzer 9000		11,530	—	—	—	—	11,530
Radar Trailer		10,230	—	—	—	—	10,230
Glock 47 Handgun W/Light		67,210	—	—	—	—	67,210
Ballistic Shields		13,660	—	—	—	—	13,660
Axon Taser		—	62,999	54,911	57,107	59,392	234,409
Evidence Drying Cabinet		—	12,974	12,655	—	—	25,629
New Motorcycle Equipment		—	16,119	—	—	—	16,119
K9 Unit		—	—	16,873	17,548	—	34,421
Stop Sicks - Tire Deflation Device		—	—	—	22,140	—	22,140
Subtotal Furniture & Equipment		129,332	119,862	163,658	179,182	142,804	734,838
Computer Software							
Evidence/Property Tracking Software		11,929	—	—	—	—	11,929
Subtotal Computer Software		11,929	—	—	—	—	11,929
TOTAL POLICE		141,261	119,862	163,658	179,182	142,804	746,767

DEPARTMENT: COMMUNICATIONS							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
XG-75M Mobile Radio		15,561	28,051	29,173	30,340	31,554	134,679
Backbone Radio Charges-Brevard Emergency Management		48,769	50,719	52,748	54,858	57,053	264,147
Feature Upgrade For All New Radios To Comply W/P25 Format		12,500	13,520	14,061	14,623	15,208	69,912
TOTAL COMMUNICATIONS		76,830	92,290	95,982	99,821	103,815	468,738

DEPARTMENT: FIRE							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Vehicles & Machinery							
Front-Line Fire Engine		—	—	—	1,290,000	—	1,290,000
Fire - Subtotal Vehicles & Machinery		—	—	—	1,290,000	—	1,290,000
Furniture & Equipment							
Hurst Tools Replacement - NFPA 1937 Standard		48,000	—	—	—	—	48,000
Lifepak Cardiac Monitors		147,500	—	—	—	—	147,500
Fire - Subtotal Furniture & Equipment		195,500	—	—	—	—	195,500
TOTAL FIRE		195,500	—	—	1,290,000	—	1,485,500

Source of Funds: General Fund

*Fire Engine Replacement is projected for replacement in 2029

DEPARTMENT: PUBLIC WORKS							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Field Operations (3110)							
R&R Citywide Paving Program		—	1,300,000	1,300,000	1,300,000	1,300,000	5,200,000
Dune Crossover - 7th ST South	DUNECR	200,000	—	—	—	—	200,000
Dune Crossover - Flagler	DUNECR	160,750	—	—	—	—	160,750
Dune Crossover - Califorina Ave		—	30,000	—	—	—	30,000
Dune Crossover - E Gadsden LN (Design/Construction)		—	195,750	—	—	—	195,750
Sidewalk/Bikepaths - N 4th ST & Continued South		—	23,185	23,880	24,596	25,334	96,995
Minutemen Shoreline Erosion	MSHORE	787,000	1,110,000	—	—	—	1,897,000
Softball Field #4 Fencing/Dugouts		—	105,000	—	—	—	105,000
Dune Crossover - Barlow Ave		—	30,000	—	—	—	30,000
Dune Crossover - 9th ST S		—	30,000	—	—	—	30,000
Dune Crossover - Harding Ave		—	—	30,000	—	—	30,000
Dune Crossover - 6th ST S		—	—	30,000	—	—	30,000
Dune Crossover - 10th ST S		—	—	30,000	—	—	30,000
Dune Crossover - Young Ave		—	—	—	30,000	—	30,000
Dune Crossover - Hendry Ave		—	—	—	30,000	—	30,000
Dune Crossover - 8th ST S		—	—	—	30,000	—	30,000
Dune Crossover - Tulip LN		—	—	—	—	30,000	30,000
Dune Crossover - 4th ST S		—	—	—	—	30,000	30,000
Dune Crossover - 5th ST S		—	—	—	—	30,000	30,000
Subtotal Field Operations		1,147,750	2,823,935	1,518,880	1,414,596	1,415,334	8,320,495

Building Maintenance (3140)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Public Works Bay Doors		—	—	115,717	120,346	125,160	361,223
Public Works & Water Rec Complex Flooring		—	200,000	—	—	—	200,000
Public Works Vehicle Storage Bldg Roof Replacement		—	308,100	—	—	—	308,100
Small Pavilion Shelter Replacements		—	56,684	57,235	59,524	61,905	235,348
Cove Park Swing Set		—	—	15,465	—	—	15,465
Shepard Park Bathroom Renovations		—	150,000	—	—	—	150,000
Replace Ramp Road Park Swing Set		—	15,000	—	—	—	15,000
McClarty Park Parking Lot Improvements		55,171	—	—	—	—	55,171
Cameron Barkley Park Swing Upgrade		—	—	—	85,000	—	85,000
Add Swing Sets - Sidney Fischer Park		—	—	—	—	16,439	16,439
Rec Center 15 Ton		40,000	—	—	—	—	40,000
Country Club Air Handler Kitchen		30,000	—	—	—	—	30,000
Fire Station 51 Training RoomA/C		15,000	—	—	—	—	15,000
PW Complex 3 Units		—	39,000	—	—	—	39,000
Country Club A/C Control System Upgrade		86,000	—	—	—	—	86,000
Full Replacement of RTU (PD)		51,000	—	—	—	—	51,000
Country Club Air Handler Auditorium Rebuild		—	40,000	—	—	—	40,000
PW Complex 2 Units		—	25,000	—	—	—	25,000
PD Unit 1		—	100,000	—	—	—	100,000
Subtotal Buildings Maintenance		277,171	933,784	188,417	264,870	203,504	1,867,746

Grounds Maintenance (3150)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Rec Center Landscape Makeover		—	20,000	—	—	—	20,000
Softball Field #4 Renovation	SOFT4	20,000	—	—	—	—	20,000
Country Club Entrance Renovation		—	—	—	—	—	—
SR 520 Medians	520MED	100,000	—	—	—	—	100,000
PW/WR Facility Makeover		—	25,000	—	—	—	25,000
Ocean Beach Median Makeover		—	—	150,000	—	—	150,000
Skate Park Landscape		—	—	25,000	—	—	25,000
Pool Area Landscape		—	—	15,000	—	—	15,000
Shepard Park Makeover		—	—	—	100,000	—	100,000
Fisher Park Makeover		—	—	—	100,000	—	100,000
Fisher Park Basketball Court Landscape		—	—	—	—	100,000	100,000
New Beach Volleyball Court		—	—	—	—	25,000	25,000
Subtotal Grounds Maintenance		120,000	45,000	190,000	200,000	125,000	680,000
TOTAL PUBLIC WORKS O & M		1,544,921	3,802,719	1,897,297	1,879,466	1,743,838	10,868,241

DEPARTMENT: PUBLIC WORKS - CAPITAL IMPROVEMENT PROJECTS (3170)							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Rec Center Renovations		—	50,000	—	—	—	50,000
Rec Center Bathroom Renovations		—	50,000	—	—	—	50,000
Ball Field Scorers Building		—	672,000	—	—	—	672,000
Fire Station 50 Design	FS50	150,000	—	—	—	—	150,000
Fire Station 50 Construction		—	5,000,000	—	—	—	5,000,000
Rec Center West Room Renovations		—	—	50,000	—	—	50,000
Aquatic Center Bathroom Renovations		—	—	—	60,000	—	60,000
Golf Course Irrigation Upgrades (last 9 holes)	REPIPE	709,694	—	—	—	—	709,694
Bicentennial Park Improvements*	BICENT	1,680,000	—	—	—	—	1,680,000
Skate Park Coping Replacement		—	178,654	—	—	—	178,654
Skate Park Half Pipe		—	40,000	—	—	—	40,000
Golf Course Flood Mitigation		—	60,000	—	—	—	60,000
Softball Field Stadium Lights		—	—	700,000	—	—	700,000
Minutemen Light Pole Installation	MMLP	150,000	—	—	—	—	150,000
Tennis Court Renovations	TENIMP	315,000	—	—	—	—	315,000
ADA Ocean Beach Blvd Park - Phase 1	OBBP	300,000	1,045,000	1,045,000	—	—	2,390,000
400 Channel - Piling Relocate		—	10,200	—	—	—	10,200
Holiday Lane Boat Ramp	HOLRMP	200,000	—	—	—	—	200,000
Channel Marker Replacement (500 Citywide)		—	30,000	30,000	—	—	60,000
TOTAL PUBLIC WORKS CAPITAL IMPROVEMENT		3,504,694	7,135,854	1,825,000	60,000	—	12,525,548

*Grant Funds associated with project

DEPARTMENT: PUBLIC WORKS - FLEET (3160)							
PROJECT(S)	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Police							
Police Dept 4 Door SUV Unmarked		59,500	—	—	—	—	59,500
Police Dept 4 Door SUV Unmarked		59,500	—	—	—	—	59,500
Police Dept 4 Door SUV Marked		71,400	74,970	78,718	82,654	86,786	394,528
Police Dept 4 Door SUV Marked		71,400	74,970	78,718	—	86,786	311,874
Police Dept 4 Door SUV Marked		71,400	74,970	78,718	—	86,786	311,874
Police Dept 4 Door SUV Marked		—	74,970	78,718	—	86,786	240,474
Police Dept 4 Door SUV Marked		—	74,970	78,718	—	86,786	240,474
Patrol Motorcycle		—	27,000	—	—	—	27,000
Police Dept 4 Door SUV K-9		—	—	—	85,654	—	85,654
Police Dept 1/2 Ton 4x4		—	—	—	64,000	—	64,000
Police Dept 1/2 Truck 4x4		—	—	—	64,000	—	64,000
Police Dept 1/2 Truck 4x4		—	—	—	64,000	—	64,000
Subtotal Police		333,200	401,850	393,590	360,308	433,930	1,922,878

Parking Enforcement		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Compact Pickup Truck		36,225	38,036	39,938	41,934	44,030	200,163
Subtotal Parking Enforcement		36,225	38,036	39,938	41,934	44,030	200,163

Fire Department	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Fire Dept 4 Door SUV		—	61,740	64,827	—	—	126,567
Compact Pickup (Fire Inspector)		36,225	—	—	—	—	36,225
Fire Dept 3/4 Ton 4x4 Truck		—	—	—	67,000	—	67,000
Subtotal Fire		36,225	61,740	64,827	67,000	—	229,792

Public Works		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
3/4 Ton Crew Cab Pickup		54,000	—	—	63,000	—	117,000
3/4 4x4 Pickup		53,500	—	—	—	—	53,500
3/4 Pickup		51,620	—	—	—	—	51,620
4 Door Sedan/SUV		34,650	36,382	—	40,111	—	111,143
Compact Pickup		—	38,036	—	41,934	—	79,970
3/4 Ton Pickup		—	54,201	56,911	59,756	60,303	231,171
3/4 Ton Pickup		—	54,201	56,911	—	—	111,112
3/4 Ton Pickup		—	54,201	—	—	—	54,201
Cargo Van		—	—	48,500	—	—	48,500
Bucket Truck		—	—	160,000	—	—	160,000
3/4 Ton Van		—	—	—	—	62,000	62,000
Subtotal Public Works		193,770	237,021	322,322	204,801	122,303	1,080,217

Development Services		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Compact Pickup (Dev Services)		—	—	39,938	—	—	39,938
Compact Pickup (Code Enforcement) (2 Trucks)		72,450	—	—	—	—	72,450
4 Door SUV		—	—	—	—	42,116	42,116
Subtotal Development Services		72,450	—	39,938	—	42,116	154,504

Leisure Services		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Compact Pickup - Recreation		36,225	—	—	—	—	36,225
Subtotal Leisure Services		36,225	—	—	—	—	36,225

Fleet Furniture & Equipment		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
PD Utility Vehicle		17,850	—	19,679	—	21,695	59,224
PW Zero Turn Mower		13,650	14,332	15,048	15,800	16,590	75,420
Beach Ranger John Deere Gators (2)		32,550	34,177	35,884	37,678	39,561	179,850
KBB John Deere Gators (2)		32,550	17,088	35,884	18,839	39,561	143,922
Equipment Trailer		11,500	—	—	—	—	11,500
(1) 230KW Generator - Install Country Club		350,000	—	—	—	—	350,000
Replace Generator at FS51		163,000	—	—	—	—	163,000
(1) 75KW Generator FS50		75,000	—	—	—	—	75,000
FD Utility Vehicle		—	18,742	—	20,662	—	39,404
PW Track Skid Steer		—	85,000	—	—	—	85,000
PW New Asphalt Roller		—	30,000	—	—	—	30,000
Subtotal Fleet Furniture & Equipment		696,100	199,339	106,495	92,979	117,407	1,212,320
Contingency Vehicles		25,000	—	—	—	—	25,000
Contingency Equipment		10,000	—	—	—	—	10,000
TOTAL PUBLIC WORKS FLEET		1,439,195	937,986	967,110	767,022	759,786	4,871,099

Source of Funds: General Fund

DEPARTMENT: LEISURE SERVICES							
PROJECT(S)							
Recreation Administration (4110)	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Rec Center Roof Replacement		—	281,900	—	—	—	281,900
Electronic Scoreboard		—	—	—	12,200	—	12,200
Gym Floor Drum Sand at Rec Center		—	—	—	—	16,050	16,050
Subtotal Recreation Administration		—	281,900	—	12,200	16,050	310,150

Parks (4120)	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Shade Structure Ramp Road Playground	PKSH26	52,652	—	—	—	—	52,652
Subtotal Parks		52,652	—	—	—	—	52,652

Aquatic Center (4130)	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Replace Pool Liner - Main Pool	PLIN26	182,000	—	—	—	—	182,000
Pool Fencing		—	70,000	—	—	—	70,000
Main Pool Replace Sand Filter System		—	—	32,000	—	—	32,000
Replace Kiddie Pool Shade Structure		—	—	—	45,000	—	45,000
Subtotal Aquatic Center		182,000	70,000	32,000	45,000	—	329,000

Golf	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five YR. TOTAL
Country Club Roof Replacement		—	901,636	—	—	—	901,636
Greens Mower		54,000	—	—	110,000	55,000	219,000
Toro Sprayer		54,000	—	58,000	—	—	112,000
Fairway Mower		93,000	—	—	94,000	—	187,000
Rough Unit		96,000	—	—	—	—	96,000
Greens Aerifier		40,000	—	—	—	—	40,000
Golf Cart Fleet		—	450,000	—	—	—	450,000
Bunker Reconditioning		—	30,000	—	30,000	—	60,000
Rough Mower		—	94,000	—	—	—	94,000
Z Turn Mower		—	13,000	—	—	—	13,000
Sandpro		—	—	20,500	—	20,500	41,000
Slope Mower		—	—	49,000	—	50,000	99,000
Utility Tractor		—	—	49,000	—	—	49,000
Pump Station Building		—	—	250,000	—	—	250,000
Septic Tank		—	—	20,000	—	—	20,000
Chemical Storage Shed		22,560	—	—	—	—	22,560
New Beverage Cart		—	27,600	—	—	—	27,600
Renovations to Bar Area		11,000	—	—	—	—	11,000
Subtotal Golf Division		370,560	1,516,236	446,500	234,000	125,500	2,692,796
TOTAL LEISURE SERVICES		605,212	1,868,136	478,500	291,200	141,550	3,384,598

Source of Funds: General Fund

DEPARTMENT: COMMUNITY REDEVELOPMENT AGENCY							
PROJECT(S)	Project Code	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five YR. TOTAL
Ramp Road Parking Lot & Stormwater Improvements	SWRAMP	250,000	—	—	—	—	250,000
Cedar/Woodland/Brevard/2nd Stormwater Improvements	SWCWB	200,000	—	—	—	—	200,000
Replace Rusting Metal Conduit (Parking Garage)	PKCOND	300,000	—	—	—	—	300,000
TOTAL COMMUNITY REDEVELOPMENT		750,000	—	—	—	—	750,000

DEPARTMENT: UTILITIES SYSTEM FUND							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Collection System Rehab (Slip-Lining)		—	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
Lift Station #8 #14 #16 Rehab*	LIFT08,LIFT14,LIFT16	2,900,000	—	—	—	—	2,900,000
Lift Station #16 Emergency Bypass Pipe	LIFT16	500,000	—	—	—	—	500,000
Inflow & Infiltration Abatement Project*	INFINF	5,000,000	5,000,000	—	—	—	10,000,000
PSFM & Lift Station #5 Foremain Evaluation*		—	850,000	—	—	—	850,000
Engineering & Design - Lift Station 10, 17, 4		—	250,000	—	—	—	250,000
A1A & Banana Gravity Sewer Pipe Replacement	A1ASWR	1,100,000	—	—	—	—	1,100,000
Engineering & Design For Additional Pipe Replacement Areas		200,000	—	—	—	—	200,000
Port Forcemain Air Release Valve Eval & Replacement*	WRPORT	1,000,000	—	—	—	—	1,000,000
Lift Station #3,#6,#15 Rehab	LIFT03,LIFT06,LIFT15	2,900,000	—	—	—	—	2,900,000
Lift Station 10, 17, 4 Rehab		—	—	2,000,000	—	—	2,000,000
Manhole Smart Covers		—	36,000	—	—	—	36,000
Generator Post Anoxic Tank & Lift Station 4*		395,000	—	—	—	—	395,000
Replacement Pump Lift Station 6		—	70,000	—	—	—	70,000
Belt Road Sewer & Reclaimed MCC Improvements		—	500,000	—	—	—	500,000
Lift Station 5 Belt Road Distribution Building Roof Replacement		—	42,000	—	—	—	42,000
Lift Station 4 Replacement Pump		—	120,000	—	—	—	120,000
Portable 36KW Generator		—	50,000	—	—	—	50,000
Lift Station 3, 8, 15 Replacement Pump		—	—	40,000	—	—	40,000
Lift Station 7 Replacement Pump		—	—	13,000	—	—	13,000

Lift Station 11, 12, 13 Spare Pump		—	—	14,000	—	—	14,000
8" Hydraulic Bypass Pump		—	—	70,000	—	—	70,000
Spare Pump Lift Station #1		—	—	—	80,000	—	80,000
Spare Pump Lift Station #14		—	—	—	15,000	—	15,000
Port Canaveral Sewer Forcemain Flow Meter		—	—	—	8,000	—	8,000
Water Rec Electrician Cargo Van		58,000	—	—	—	—	58,000
Water Rec 3/4 Ton Pickup		49,612	52,092	—	—	—	101,704
Water Rec Straight Flatbed Truck		—	100,000	—	—	—	100,000
Water Rec Compact Truck		—	—	38,896	—	—	38,896
Water Rec 1/2 Ton Pickup		—	—	—	54,696	54,696	109,392
Replacement Vactor		—	—	600,000	—	—	600,000
FY25-27 Treatment Plant Upgrade Project*	WRFUPG	3,338,400	3,015,333	—	—	—	6,353,733
Chlorine Contact Chamber Flow Meter - 24"		—	25,000	—	—	—	25,000
250 HP Reuse Flow Meter - 12"		15,000	—	—	—	—	15,000
PD Blower Replacement		50,000	—	—	—	—	50,000
Water Rec Bay Door Replacement		—	75,200	—	—	—	75,200
Cameras for PW/WR Complex		50,000	—	—	—	—	50,000
Water Rec Breakroom Roof Replacement		—	61,710	—	—	—	61,710
Water Rec Vehicle Maintenance Building Roof Replacement		—	369,600	—	—	—	369,600
Water Rec Reuse Transfer & Sludge Dewatering Facility Roof Replacement	REROOF	37,400	—	—	—	—	37,400
Headworks Wash Press		—	115,000	—	—	—	115,000
Centrifugal Blower For Backup		—	300,000	—	—	—	300,000
Filter Cloth Media		—	29,000	—	—	—	29,000
Water Rec Laboratory/Ops Center Roof Replacement		—	68,000	—	—	—	68,000
WR Plant 1 Headworks Roof Replacement		—	—	30,600	—	—	30,600
WR Plant 2 Headworks Roof Replacement		—	—	18,700	—	—	18,700
WR Blower Building Roof Replacement		—	—	28,900	—	—	28,900
WR Generator Building Roof Replacement		—	—	51,000	—	—	51,000
WR Lift Station 1 Roof Replacement		—	—	11,900	—	—	11,900
Reclaimed Distribution System Rehabilitation		300,000	700,000	700,000	700,000	700,000	3,100,000
Total Utilities		17,893,412	12,828,935	4,616,996	1,857,696	1,754,696	38,951,735

*Grant Funded or SRF Loan

DEPARTMENT: STORMWATER UTILITY ENTERPRISE FUND							
PROJECT(S)	PROJECT CODE	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FIVE YR. TOTAL
Vulnerability Assessment*	SWVULN	564,260	—	—	—	—	564,260
Ramp Road Park Stormwater Improvements*	SWRAMP	826,000	—	—	—	—	826,000
Golf Course Floating Vegetative Islands*	GCFVI	1,162,000	—	—	—	—	1,162,000
Cedar/Woodland/Brevard/2nd SW Improvements	SWCWB	476,100	4,500,000	4,500,000	—	—	9,476,100
Cocoa Isles Boulevard Bam Dry Pond*	SWCIBB	472,000	—	—	—	—	472,000
Minor BMPs, Swales, Exfiltration	SW0400	—	25,000	25,000	25,000	25,000	100,000
Structural Rehabilitation	SW0500	—	25,000	25,000	25,000	25,000	100,000
Slip Lining of Existing SW Infrastructure	SWSLIP	1,452,000	400,000	500,000	600,000	700,000	3,652,000
Brightwater Stormwater Pond	SWBSWP	300,000	400,000	2,000,000	3,000,000	—	5,700,000
Maritime Hammock Preserve Alum Tank Replacement		16,000	—	—	—	—	16,000
Maritime Hammock Preserve Floating Vegetative Islands*	MHPFVI	25,500	—	—	—	—	25,500
Crystal River Drive BAM Dry Pond		—	25,000	75,000	—	—	100,000
Danube River Drive BAM Dry Pond		—	25,000	75,000	—	—	100,000
La Riviere Road BAM Dry Pond		—	25,000	75,000	—	—	100,000
Deleon Road BAM Dry Pond		—	25,000	75,000	—	—	100,000
Basin G Stormwater Projects		—	—	250,000	600,000	4,000,000	4,850,000
Basin H Stormwater Projects		—	—	—	—	215,000	215,000
Vac Truck		—	425,000	—	—	—	425,000
TOTAL STORM		5,293,860	5,875,000	7,600,000	4,250,000	4,965,000	27,983,860

Source of Funds: Stormwater Utility Fund

*Grant Funds associated with project

CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM FISCAL YEARS 2026 TO 2030

INTRODUCTION

The format of the Capital Improvements Program (CIP) consists of an explanation of overall assumptions, a narrative summary on each Fund, a financial forecast on each Fund, and more detailed schedules showing individual capital items. We hope this provides a good view of where the City may be heading financially over the next five (5) years.

Capital assets include tangible items such as land, buildings, machinery, equipment and improvements costing ten thousand (\$10,000) dollars or more and having a service life of more than one (1) year. An expenditure (regardless of amount) that increases the service capacity or extends the service life of an existing equipment unit is considered to be capital.

Preparation of the CIP is essentially a three (3) step process of:

1. Identification of capital needs and assigning priorities
2. Identification of available financial resources
3. Balancing resources and needs so that the program is financially feasible

The CIP is adopted by resolution of the City Commission along with the annual budget. The first year of the CIP includes the capital items to be funded in the annual budget but before funds are spent, they must be formally approved within the annual budget adopted by the City Commission.

This year's CIP addresses some very significant issues:

Maintenance

The Public Works Department will schedule and prioritize maintenance for all the facilities. City staff is evaluating AC replacement schedules for FY 2026.

Leisure Services

The final phase of replacement for the sprinkler system at the City Golf Course is budgeted in FY 2026. City staff will schedule and evaluate priorities as it pertains to the overall Golf Course maintenance. Renovations to the bar area at 19th Hole will also be occurring in FY 2026.

Road and Sidewalk Projects

The Public Works department will prioritize and schedule future paving projects. City staff will evaluate both the need for new sidewalks, as well as the maintenance needs of the existing sidewalks.

Wastewater Projects

In FY 2025 the City received a grant through the State of Florida Department of Environmental Protection Clean Water State Revolving Fund WW050640 for the Inflow and Infiltration abatement program in the amount of \$15,000,000. The project involves the development and execution of a Find and Fix program and an I&I Abatement Program. The City will perform efforts to inventory and document the condition of the sanitary sewer manholes and inflow point sources.

CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM

FISCAL YEARS 2026 TO 2030

Stormwater Projects

The Stormwater Department continues flood abatement efforts, park and stormwater improvements, living shoreline construction, and runoff load reductions to the Banana River Lagoon. These projects include a flood evaluation study of the Cedar, Woodland, and Brevard area, Ramp Road Park Stormwater and Parking Improvements Project, and Storm Water Slip Lining of Existing Infrastructure. The City's Stormwater Master Plan Update was completed in 2021 and addresses future capital needs and project prioritization. The City engaged in a Stormwater Rate Review in FY 2024 which ultimately advised for rate increases. These increases were adopted by the Commission, with the remaining increase to occur in FY 2026. The FY 2026 budget also includes a vulnerability study, this is required for eligibility for future grant applications and consideration.

At this time, the fund does not currently have sufficient resources to support the recommended capital projects and equipment replacement. Deferral of replacements and upgrades carry inherent operational risks as well as increasing costs due to the postponement. The City will continue to seek additional grants to help support the costs. Additionally, the recent rate increases will have a positive impact on revenues.

IDENTIFICATION OF CAPITAL NEEDS & ASSIGNING PRIORITIES

Capital outlays are included in the CIP as they are identified as a requirement or need. They may originate from citizen requests, City Commission directives or recommendations from the departments. The Budget Preparation Manual details the evaluation criteria to be used to prioritize outlays. Our budget estimating practices are summarized as follows:

- Replacement units are scheduled based on the actual or expected service lives subject to the condition of the individual unit. The following general criteria apply:

**CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM
FISCAL YEARS 2026 TO 2030**

EQUIPMENT REPLACEMENT CRITERIA

Equipment Type	Replacement Criteria
<u>Police Vehicles</u>	
Patrol Units	8-10 years or 100,000 miles or 6,000 hours Poor condition or high maintenance cost
Other Units	10 years or 120,000 miles Poor condition or high maintenance cost
Trucks (3/4 ton & under)	12 years or 150,000 miles Poor condition or high maintenance cost
Trucks (1 & 2 ton)	12 years or 150,000 miles Poor condition or high maintenance cost
Trucks (2 1/2 ton)	15 - 20 years or 150,000 miles Poor condition or high maintenance cost
Fire Trucks	10 Years Poor Condition or high maintenance cost
<u>Heavy Equipment</u>	
Backhoes, pumps, bobcats, excavators	10-15 years Poor condition or high maintenance cost
Mowers & Gators (various types)	2-5 years Poor condition or high maintenance cost
Trailers	10-15 years Poor condition or high maintenance cost
<u>Computer Equipment</u>	
Personal computers, laptops, monitors, printers	5 years Poor condition Major software upgrades
<u>Small Equipment</u>	
Pumps, generators, saws, and like items	Poor condition or high maintenance cost

CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM FISCAL YEARS 2026 TO 2030

IDENTIFICATION OF CAPITAL NEEDS & ASSIGNING PRIORITIES (CONT'D)

Capital project costs are developed using the best scope of work available to produce an order of magnitude estimate, so we can determine the financial feasibility of everything planned.

Following budget approval, staff proceeds with documenting specifications for the necessary bids or request for proposals. In the case of projects requiring professional design drawings, it is not possible to establish the estimated construction costs until the scope of work is better defined and drawings are finalized.

A. IMPACT OF CAPITAL EXPENDITURES ON OPERATING BUDGETS

It is difficult to estimate the on-going operation and maintenance costs for facility additions and improvements. However, prior to authorizing expenditures for design, an effort is made to at least broadly quantify the expected maintenance costs and especially to quantify any additional personnel requirements.

B. THE USE OF PROJECT CODES

We show project codes intended to collect all associated costs for a capital improvement when it is feasible to do so. Typically, such projects involve more than one department and may include design and labor components along with construction costs. The use of project codes enables us to accurately associate staff time with projects to produce a more accurate total cost.

CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM

FISCAL YEARS 2026 TO 2030

2. IDENTIFICATION OF AVAILABLE FINANCIAL RESOURCES

In general terms, all capital and expenditure items are funded as follows:

- Taxes Ad valorem (property) taxes are usually about 35-37% of the General Fund revenue budget and are our largest single source of tax revenue.
- User Fees Charges for services rendered.
- External Debt Money borrowed from external parties, either by a bond issue or a loan.
- Intergovernmental Revenue Grants from various agencies for various purposes. Distributed on the basis having “eligible costs”. These funds typically require up front funding of the eligible expenditures which are reimbursed.

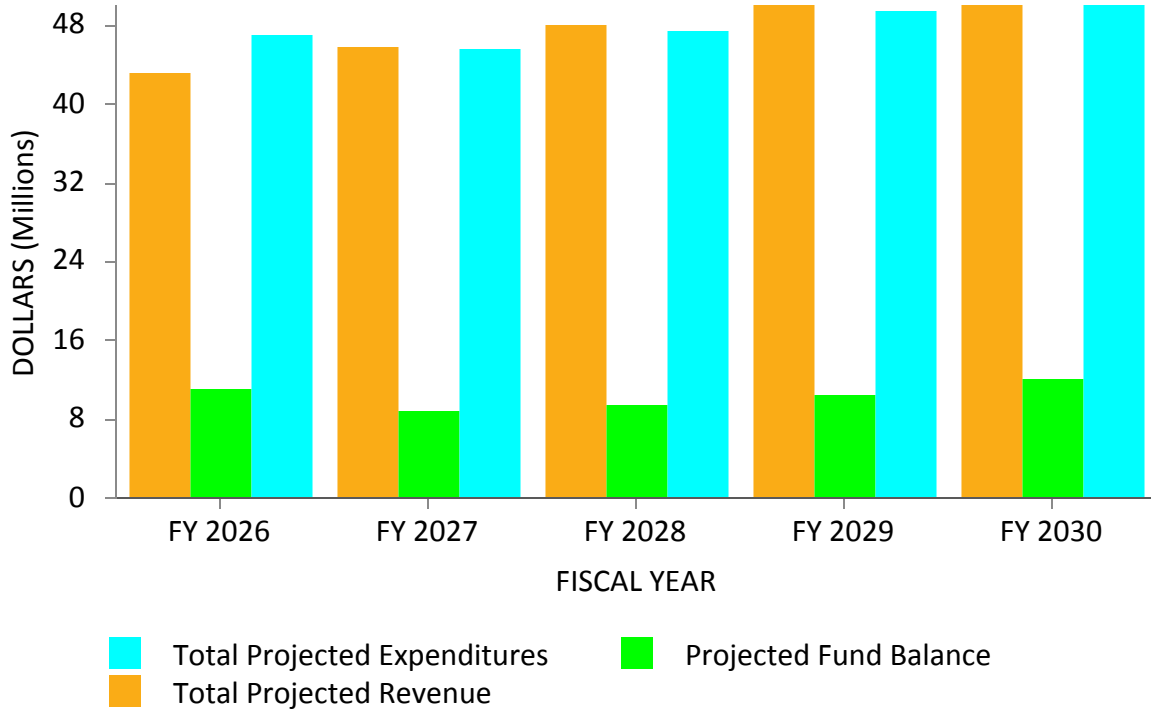
Also included in this category are state shared revenue funds. Distribution of these funds is based on population.
- Internal Debt (Interfund loans) Amounts provided between funds and blended component units of the primary government with a requirement for repayment.
- Interfund transfers Flows of assets (such as cash or goods) between funds and blended component units of the primary government without equivalent flows of assets in return and without a requirement for repayment.
- Investment Income Interest income on available balances.

3. BALANCING RESOURCES AND NEEDS SO THAT THE PROGRAM IS FINANCIALLY FEASIBLE

As with any financial forecast, certain assumptions are made for circumstances that may change over the period of the forecast. The following pages include an overview by fund, followed by the five (5) year forecast with additional notes specific to each fund.

**CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM
FISCAL YEARS 2026 TO 2030**

**GENERAL FUND PROJECTIONS FY 2026-2030
(includes capital)**



GENERAL FUND NOTES:

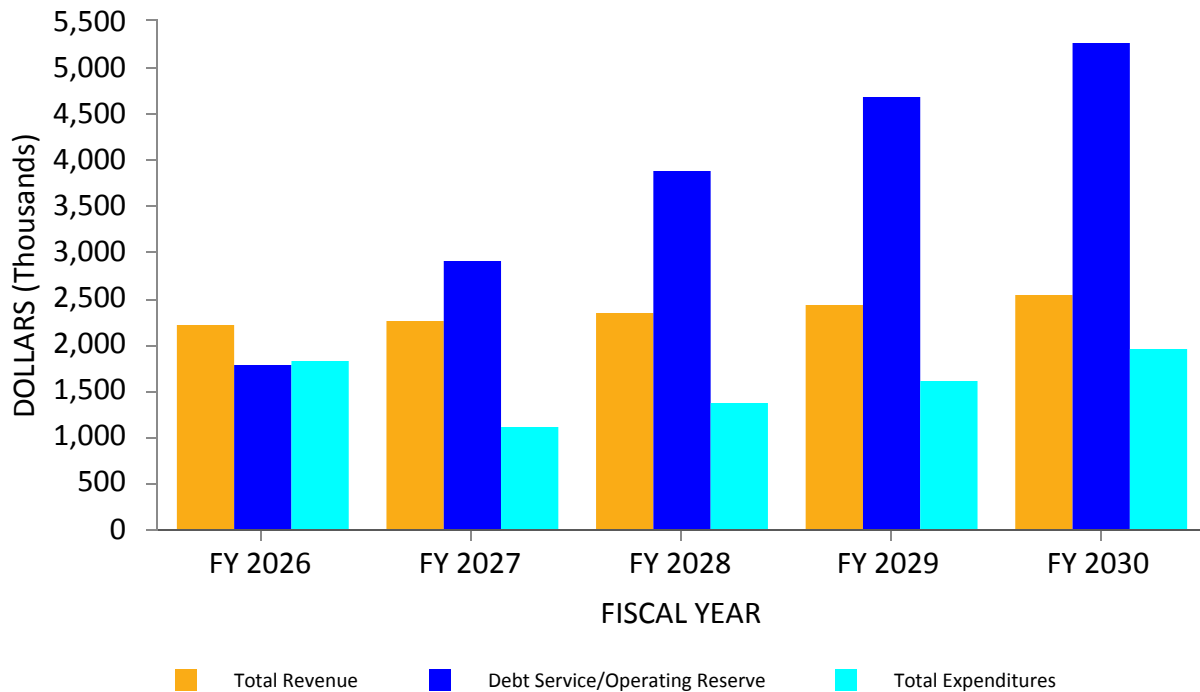
The City will be required to maintain reserves at 21% (2 months) operating expense level. Of that 21%, 19% (in the General Fund) has been committed for use only for damage/recovery following a disaster (for example Hurricane, or health epidemic).

The staff will be proposing several revenue enhancements in the coming months intended to counterbalance the dependence on property tax revenue in the General Fund. The forecast includes a slower rate of increase in expenditures, as the focus going forward will be on personnel expense and grant funded capital projects, with operating costs and non-grant funded projects held to a minimal increase.

The projection includes an annual debt service for repayment of existing loans.

**CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM
FISCAL YEARS 2026 TO 2030**

CRA FUND PROJECTIONS FY 2026-2030



CRA FUND NOTES:

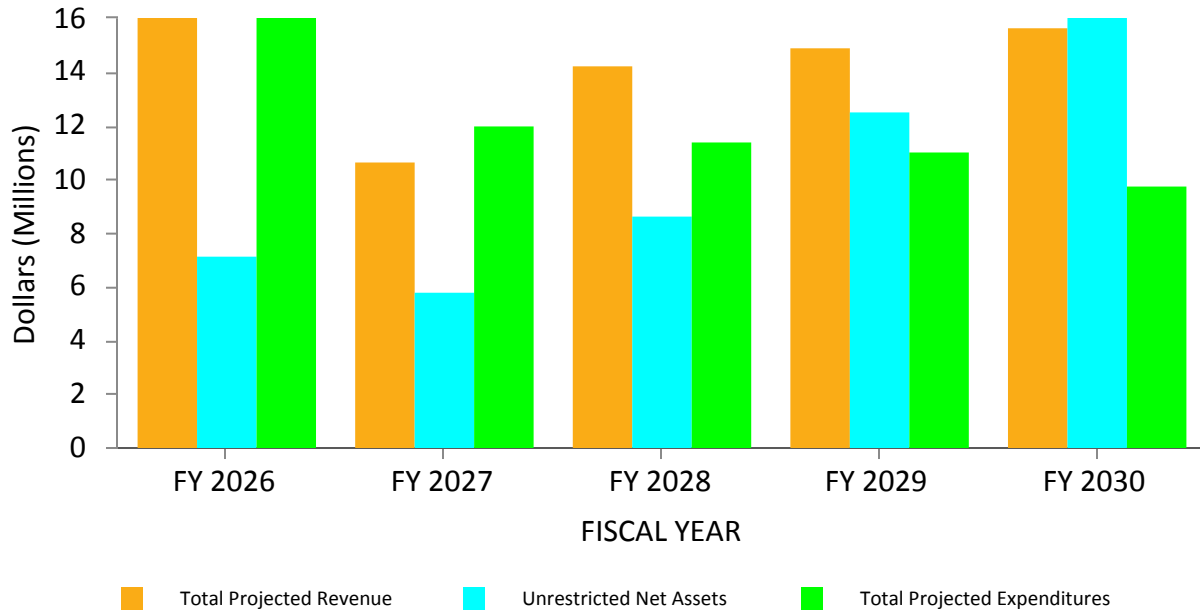
Construction of the Downtown Parking Garage was completed in May of 2019. Accordingly, all revenues and expenditures related to the operation of the garage are budgeted in a division of the CRA. Parking garage usage and operating trends are now better defined for fund projections.

The CRA received its first tax increment funds (TIF) in FY 2014. The budgeted intergovernmental funding for FY 2026 is \$1,711,307 (\$1,069,400 from the City and \$641,907 from Brevard County).

The CRA was approved by the voters in 2008. This Special Revenue Fund is intended to provide dedicated funding for a specific area. In addition, the CRA plan identifies specific conditions that the dedicated funds must address.

**CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM
FISCAL YEARS 2026 TO 2030**

**UTILITIES OPERATING FUND PROJECTIONS FY 2026-2030
(includes capital)**



UTILITIES OPERATING FUND NOTES:

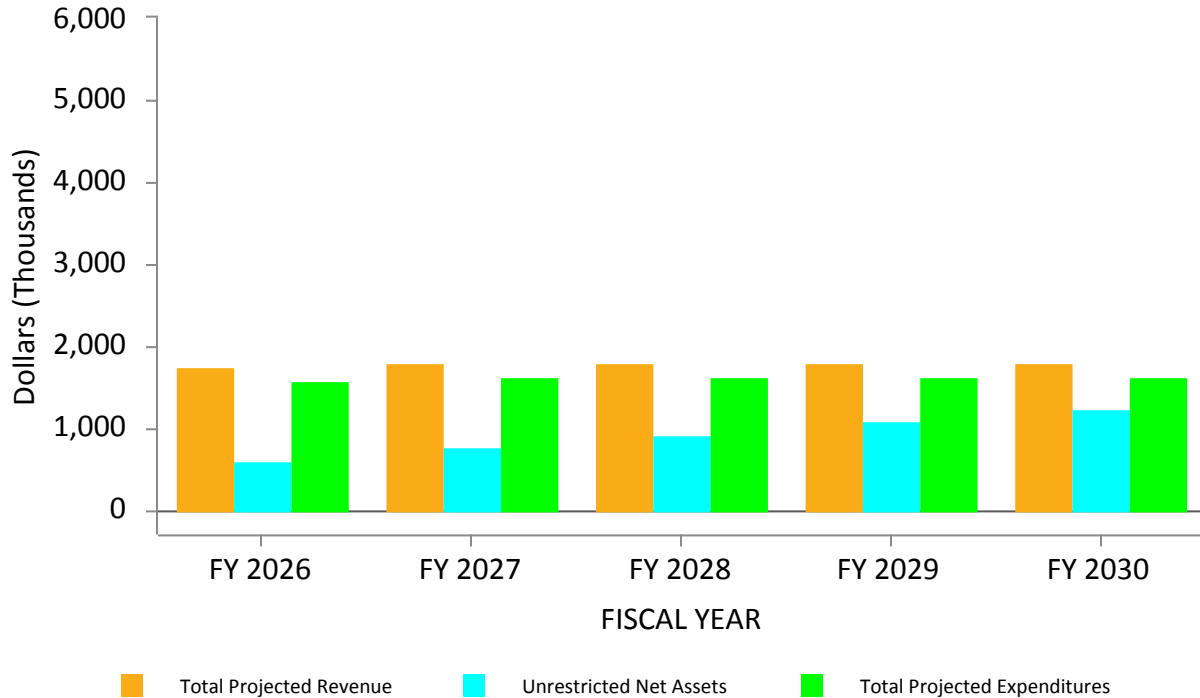
This fund accounts for revenues and expenses of the wastewater and reclaimed water systems. The Utilities Funds are in good financial condition, largely due to the revenues received from Patrick Space Force Base for sewer treatment. The contract for treatment of Port Canaveral sewage has also been successful. The housing privatization for parts of Patrick Space Force Base has also opened a new service area.

A comprehensive rate study & capital facilities replacement study was completed in 2008, updated in FY 2015, again in FY 2018, and a new study completed in FY 2023. The purpose of the study was to determine and schedule major capital requirements and improvements. The rate increase required to fund those requirements and the associated debt service is based on the timing of the capital projects. State Revolving Fund (SRF) loan proceeds were approved for some of the projects and are being utilized.

Operating costs continue to rise, along with continued Utilities plant and system improvements. In FY 2023, a rate study was completed recommending that the City increases rates by 20% in FY 2024 and FY 2025. These recommendations have been implemented with no increase scheduled in FY 2026.

**CITY OF COCOA BEACH FIVE YEAR CAPITAL PROGRAM
FISCAL YEARS 2026 TO 2030**

**STORMWATER FUND PROJECTIONS FY 2026-2030
(includes capital)**



STORMWATER FUND NOTES:

The Stormwater Fund accounts for the revenues and expenses from the operation of the Stormwater Utility System. Grants will reimburse most of the capital outlays programmed within the five-year time frame, however, as done previously, there will be interfund loan or debt service payments required to pay for project costs not eligible for grant funding.

The Stormwater Master Plan, was completed in FY 2022, and has provided an analysis to properly calculate the rate needed to maintain service levels and debt service. An in depth rate study was completed in FY 2024, resulting in rate increases for FY 2024, FY 2025, and FY 2026. At this time, the fund does not currently have sufficient resources to support the recommended capital projects. The City will continue to seek additional grants to help support the costs associated with capital projects. Additionally, the recent rate increases will have a positive impact on revenues.

Project Name:	COMPUTERS TABLETS AND LAPTOPS	Department: Information Technology
Project Location:	City Wide	
Project Description:	Replacement of outdated and inadequate equipment.	
Impact on Operating Budget:	Decrease in maintenance/repair costs and downtime.	
Project Cost:	\$ 23,400	Source of Funds: General Fund

Project Name:	PHYSICAL SECURITY	Department: Information Technology
Project Location:	City Wide	
Project Description:	Replacement of aging equipment	
Impact on Operating Budget:	Decrease in maintenance/repair costs	
Project Cost:	\$ 10,000	Source of Funds: General Fund

Project Name:	STORAGE SERVER	Department: Information Technology
Project Location:	City Wide	
Project Description:	Replacement of equipment that is breaking down.	
Impact on Operating Budget:	Decrease in maintenance/repair costs	
Project Cost:	\$ 160,000	Source of Funds: General Fund

Project Name:	SERVER REPLACEMENT	Department: Information Technology
Project Location:	City Wide	
Project Description:	Replacement of equipment that is breaking down.	
Impact on Operating Budget:	Decrease in maintenance/repair costs	
Project Cost:	\$ 26,000	Source of Funds: General Fund

Project Name:	NETWORK EQUIPMENT	Department: Information Technology
Project Location:	City Wide	
Project Description:	Replacement of equipment that is breaking down.	
Impact on Operating Budget:	Decrease in maintenance/repair costs	
Project Cost:	\$ 20,000	Source of Funds: General Fund

Project Name:	PUBLIC RECORDS SOFTWARE	Department: City Clerk
Project Location:	City Wide	
Project Description:	Public records software	
Impact on Operating Budget:	Annual renewal	
Project Cost:	\$ 20,000	Source of Funds: General Fund

Project Name:	DIGITAL IN-CAR VIDEO CAMERA RECORDER	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Units used to record traffic stops and preserve evidence. Equipment will replace existing in-car cameras with newer digital technology.	
Impact on Operating Budget:	Replaced equipment is not expected to require additional costs in the operating budget.	
Project Cost:	\$ 10,395	Source of Funds: General Fund

Project Name:	RADAR UNITS	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Radar units in-car . This equipment is a speed measuring device used for traffic enforcement. This is replacement equipment with newer technology to replace existing equipment that is more than 5 years old.	
Impact on Operating Budget:	Replaced equipment is not expected to require additional costs in the operating budget.	
Project Cost:	\$ 10,899	Source of Funds: General Fund

Project Name:	BODY CAMERA SYSTEM	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Compact Point-of-view video system with flex mounting options for officers. Includes hardware replacement for body camera and docking bays.	
Impact on Operating Budget:	Replace/updating equipment. Replacement equipment is more efficient and has a lower annual cost.	
Project Cost:	\$ 5,408	Source of Funds: General Fund

Project Name:	INTOXILYZER 9000	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Breath alcohol testing.	
Impact on Operating Budget:	Replace/updating equipment.	
Project Cost:	\$ 11,530	Source of Funds: General Fund

Project Name:	RADAR TRAILER	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Speed measuring unit.	
Impact on Operating Budget:	Replace/updating equipment.	
Project Cost:	\$ 10,230	Source of Funds: General Fund

Project Name:	GLOCK 47 HANDGUN W/LIGHT	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Firearm for patrol officers	
Impact on Operating Budget:	Replace/updating equipment.	
Project Cost:	\$ 67,210	Source of Funds: General Fund

Project Name:	BALLISTIC SHIELDS	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Active shooter patrol protection	
Impact on Operating Budget:	Replace/updating equipment.	
Project Cost:	\$ 13,660	Source of Funds: General Fund

Project Name:	EVIDENCE/PROPERTY TRACKING SOFTWARE	Department: Police
Project Location:	Police Facility/City Wide	
Project Description:	Evidence and property tracking software for Police Department	
Impact on Operating Budget:	Annual renewal	
Project Cost:	\$ 11,929	Source of Funds: General Fund

Project Name:	RADIOS & BACKBONE RADIO CHARGES	Department: Police - Communications Center
Project Location:	Police Facility	
Project Description:	Mobile radios; and backbone radio charges - required upgrades to remain compliant with Brevard County emergency system (network).	
Impact on Operating Budget:	Replacement/upgrade equipment. Additional reoccurring costs in the operating budget for annual maintenance.	
Project Cost:	\$ 48,769	Source of Funds: General Fund

Project Name:	XG-75M MOBILE RADIO	Department: Police - Communications Center
Project Location:	Police Facility	
Project Description:	Mobile radios	
Impact on Operating Budget:	Replacement/upgrade equipment. Additional reoccurring costs in the operating budget for annual	
Project Cost:	\$ 15,561	Source of Funds: General Fund

Project Name:	FEATURE UPGRADE FOR ALL NEW RADIOS	Department: Police - Communications Center
Project Location:	Police Facility	
Project Description:	Feature Upgrade for all NEW Mobile radios	
Impact on Operating Budget:	Replacement/upgrade equipment. Additional reoccurring costs in the operating budget for annual maintenance.	
Project Cost:	\$ 12,500	Source of Funds: General Fund

Project Name:	HURST TOOLS REPLACEMENT	Department: Fire
Project Location:	Fire Station #51	
Project Description:	NFPA 1973 Standard - Hurst Tools	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 48,000	Source of Funds: General Fund

Project Name:	LIFEPACK CARDIAC MONITORS	Department: Fire
Project Location:	Fire Station #51/City Wide	
Project Description:	Replacement equipment. Heart Monitors - monitor heart rate and perform ECG analysis and provide treatment protocols for patients in cardiac arrest. The Zoll monitors did not function well in a moving environment.	
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.	
Project Cost:	\$ 147,500	Source of Funds: General Fund

Project Name:	DUNE CROSSOVERS	Department: Public Works
Project Location:	7th ST South	
Project Description:	Dune crossover replacements; ADA crossover.	
Impact on Operating Budget:	Decrease in maintenance/repair costs as well as projected longer service life. Adds another ADA beach access.	
Project Cost:	\$ 200,000	Source of Funds: General Fund

Project Name:	DUNE CROSSOVERS	Department: Public Works
Project Location:	Flagler	
Project Description:	Dune crossover replacements; ADA crossover.	
Impact on Operating Budget:	Decrease in maintenance/repair costs as well as projected longer service life. Adds another ADA beach access.	
Project Cost:	\$ 160,750	Source of Funds: General Fund

Project Name:	MINUTEMEN SHORELINE EROSION	Department: Public Works
Project Location:	Minutemen	
Project Description:	Replacement and restoration.	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 787,000	Source of Funds: General Fund

Project Name:	MCCLARTY PARK PARKING LOT IMPROVEMENTS	Department: Public Works
Project Location:	McClarty Park	
Project Description:	Replacement and restoration.	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 55,171	Source of Funds: General Fund

Project Name:	BUILDING MAINTENANCE - VARIOUS IMPROVEMENTS	Department: Public Works
Project Location:	Multiple Locations throughout the City	
Project Description:	Multiple AC Unit Replacements.	
Impact on Operating Budget:	Reduce damage and maintenance costs.	
Project Cost:	\$ 222,000	Source of Funds: General Fund

Project Name:	GROUND MAINTENANCE - VARIOUS IMPROVEMENTS	Department: Public Works
Project Location:	Softball Field #4	
Project Description:	Landscape improvements.	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 20,000	Source of Funds: General Fund

Project Name:	GROUND MAINTENANCE -SR 520 MEDIANS	Department: Public Works
Project Location:	SR 520	
Project Description:	Landscape improvements on SR 520	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 100,000	Source of Funds: General Fund

Project Name:	FLEET VEHICLES - POLICE	Department: Public Works - Fleet
Project Location:	Police Facility	
Project Description:	4 Door SUV (3-marked) and 4 Door SUV (2-unmarked) to replace existing vehicles that have reached the end of their service life.	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 333,200	Source of Funds: General Fund

Project Name:	FLEET VEHICLE - PARKING ENFORCEMENT	Department: Public Works - Fleet
Project Location:	Police Facility	
Project Description:	Compact Pickup Truck (1)	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 36,225	Source of Funds: General Fund

Project Name:	FLEET VEHICLE - FIRE	Department: Public Works - Fleet
Project Location:	Fire Facility	
Project Description:	Compact Pickup Truck (1)	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 36,225	Source of Funds: General Fund

Project Name:	FLEET VEHICLES - PUBLIC WORKS	Department: Public Works - Fleet
Project Location:	Public Works Facility	
Project Description:	3/4 Ton Pickup, 3/4 4x4 Pickup, 3/4 Pickup, 4 Door Sedan	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 193,770	Source of Funds: General Fund

Project Name:	FLEET EQUIPMENT - UTILITY VEHICLES	Department: Public Works - Fleet
Project Location:	Multiple Locations	
Project Description:	PD Utility Mower, PW Zero Turn Mower, Beach Ranger John Deere Gators, KBB John Deere Gators, Equipment Trailer, 230 KW Generator (Country Club), Replacement Generator (FS51), 75KW Generator (FS50)	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 696,100	Source of Funds: General Fund

Project Name:	FLEET EQUIPMENT - DEVELOPMENT SERVICES	Department: Public Works - Fleet
Project Location:	City Wide	
Project Description:	Compact Pickup (Code Enforcement)	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 72,450	Source of Funds: General Fund

Project Name:	FLEET EQUIPMENT - LEISURE SERVICES	Department: Public Works - Fleet
Project Location:	City Wide	
Project Description:	Compact Pickup (Recreation)	
Impact on Operating Budget:	Decrease in maintenance/repair costs.	
Project Cost:	\$ 36,225	Source of Funds: General Fund and Grant Funds

Project Name:	HOLIDAY LANE BOAT RAMP	Department: Public Works - Capital Improvements
Project Location:	Located at the end of the Holiday Lane Canal	
Project Description:	There is currently no dock to assist people in putting in/removing water craft from this location. This will facilitate greater ease for the public in launching/removing their vessels, and create a safer facility.	
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.	
Project Cost:	\$ 200,000	Source of Funds: General Fund

Project Name:	FIRE STATION 50 DESIGN	Department: Public Works - Capital Improvements
Project Location:	FS50	
Project Description:	Design of new facility.	
Impact on Operating Budget:	Routine maintenance after construction.	
Project Cost:	\$ 150,000	Source of Funds: General Fund

Project Name:	GOLF COURSE IRRIGATION UPGRADES	Department: Public Works - Capital Improvements
Project Location:	Golf Course	
Project Description:	Last 9 holes of irrigation improvements.	
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.	
Project Cost:	\$ 709,694	Source of Funds: General Fund

Project Name:	BICENTENNIAL PARK IMPROVEMENTS	Department: Public Works - Capital Improvements
Project Location:	West Cocoa Beach Causeway	
Project Description:	New construction project. This park has one of only three public boat ramps in the City and is heavily used by locals, tourists, and commercial boaters. The park has fallen into disrepair and requires total renovation. The project includes correcting flood issues; a new boat ramp; and public restrooms.	
Impact on Operating Budget:	Routine maintenance of the park update; supplies and maintenance of the public restrooms.	
Project Cost:	\$ 1,680,000	Source of Funds: General Fund

Project Name:	MINUTEMEN LIGHT POLE INSTALL	Department: Public Works - Capital Improvements
Project Location:	Minutemen	
Project Description:	Replace light poles.	
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.	
Project Cost:	\$ 150,000	Source of Funds: General Fund

Project Name:	TENNIS COURT RENOVATIONS	Department: Public Works - Capital Improvements
Project Location:	Tennis Facility	
Project Description:	Fencing & Removing 16 Light Poles per agreement with USTA.	
Impact on Operating Budget:	None per USTA Agreement.	
Project Cost:	\$ 315,000	Source of Funds: General Fund

Project Name:	ADA OCEAN BEACH BLVD PARK PHASE I	Department: Public Works - Capital Improvements
Project Location:	Ocean Beach Blvd	
Project Description:	Phase I of ADA Park.	
Impact on Operating Budget:	Routine Maintenance after construction.	
Project Cost:	\$ 300,000	Source of Funds: General Fund

Project Name:	SHADE STRUCTURE RAMP RD PLAYGROUND		Department: Leisure Service
Project Location:	Ramp Road		
Project Description:	New shade structure for playground.		
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.		
Project Cost:	\$ 52,652	Source of Funds:	General Fund

Project Name:	REPLACE POOL LINER - MAIN POOL		Department: Leisure Service
Project Location:	Pool		
Project Description:	Replacement of Pool Liner.		
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.		
Project Cost:	\$ 182,000	Source of Funds:	General Fund

Project Name:	GOLF UTILITY EQUIPMENT & MOWERS		Department: Leisure Service
Project Location:	Cocoa Beach Country Club		
Project Description:	Golf Utility Equipment & Mowers		
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.		
Project Cost:	\$ 337,000	Source of Funds:	General Fund

Project Name:	CHEMICAL STORAGE SHED		Department: Leisure Service
Project Location:	Cocoa Beach Country Club		
Project Description:	New Storage Shed for Chemicals.		
Impact on Operating Budget:	No impact.		
Project Cost:	\$ 337,000	Source of Funds:	General Fund

Project Name:	RENOVATIONS TO BAR AREA		Department: Leisure Service
Project Location:	Cocoa Beach Country Club		
Project Description:	Renovations to bar area.		
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.		
Project Cost:	\$ 11,000	Source of Funds:	General Fund

Project Name:	RAMP RD PARKING LOT & STORMWATER IMPROVEMENTS		Department: CRA
Project Location:	Ramp Road		
Project Description:	Parking lot & stormwater improvements		
Impact on Operating Budget:	Routine maintenance to keep the equipment in good working order.		
Project Cost:	\$ 250,000	Source of Funds:	Special Revenue Fund - Community Redevelopment Agency

Project Name:	CEDAR, WOODLAND, BREVARD, 2ND STORMWATER IMPROVEMENTS		Department: CRA
Project Location:	Cedar, Woodland, Brevard, 2nd ST		
Project Description:	Stormwater improvements		
Impact on Operating Budget:	Routine maintenance.		
Project Cost:	\$ 200,000	Source of Funds:	Special Revenue Fund - Community Redevelopment Agency

Project Name:	REPLACE RUSTING METAL CONDUIT		Department: CRA
Project Location:	Parking Garage		
Project Description:	Replace rusting metal conduit.		
Impact on Operating Budget:	Routine maintenance.		
Project Cost:	\$ 300,000	Source of Funds:	Special Revenue Fund - Community Redevelopment Agency

Project Name:	LIFT STATION UPGRADES		Department: Water Reclamation
Project Location:	Lift Stations #8 #14 #16 Rehab		
Project Description:	Lift Station improvements - rehabilitation, replacement, pumps		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 2,900,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	LIFT STATION UPGRADES		Department: Water Reclamation
Project Location:	Lift Stations #3, #6, #15		
Project Description:	Lift Station improvements - rehabilitation, replacement, pumps		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 2,900,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	LIFT STATION #16 EMERGENCY BYPASS PIPE		Department: Water Reclamation
Project Location:	Lift Stations #16		
Project Description:	Lift Station improvements - replacement Bypass Pipe		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 500,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	INFLOW & INFILTRATION SYSTEM		Department: Water Reclamation
Project Location:	City Wide		
Project Description:	Inflow & Infiltration System		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 5,000,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	A1A BANANA RIVER GRAVITY SEWER PIPE REPLACEMENT		Department: Water Reclamation
Project Location:	A1A		
Project Description:	Crossover Pipe Replacement		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 1,100,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	FLEET VEHICLES		Department: Water Reclamation
Project Location:	City Wide		
Project Description:	Electric Cargo Van, 3/4 Ton Pickup		
Impact on Operating Budget:	Routine maintenance.		
Project Cost:	\$ 107,612	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	GENERATOR POST ANOXIC TANK/LIFT STATION 4		Department: Water Reclamation
Project Location:	LS #4		
Project Description:	Generator Post Anoxic Tank		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 395,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	ENGINEERING & DESIGN FOR ADDITIONAL PIPE REPLACEMENTS		Department: Water Reclamation
Project Location:	City-Wide		
Project Description:	Additional Pipe Replacements		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 200,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	PORT FORCEMAIN AIR RELEASE VALVE EVAL & REPLACEMENT		Department: Water Reclamation
Project Location:	City-Wide		
Project Description:	Forcemain air release valves along the port forcemain require evaluation and replacment to ensure proper operation and to maximize the pumping efficiency from Port Canaveral main.		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 1,000,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	VARIOUS EQUIPMENT		Department: Water Reclamation
Project Location:	City-Wide		
Project Description:	250HP Reuse Flow Meter -12", PD Blower Replacement, Cameras		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 115,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	TRANSFER & SLUDGE DEWATERING FACILITY ROOF REPLACEMENT		Department: Water Reclamation
Project Location:	Water Rec		
Project Description:	Roof Replacement		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 37,400	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	RECLAIMED DISTRIBUTION SYSTEM		Department: Water Reclamation
Project Location:	Water Rec		
Project Description:	Rehab/replacement of reclaimed pipe, valves, & air releases.		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 300,000	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	TREATMENT PLANT UPGRADES - VARIOUS		Department: Water Reclamation
Project Location:	Water Rec		
Project Description:	Treatment plant upgrades		
Impact on Operating Budget:	Decrease in maintenance/repair costs		
Project Cost:	\$ 3,338,400	Source of Funds:	Enterprise Fund: Utilities System Fund

Project Name:	VULNERABILITY ASSESSMENT	Department: Stormwater
Project Location:	City-Wide	
Project Description:	identify areas under city jurisdiction that are vulnerable to the future impacts of sea level rise, storm surge, and costal flooding.	
Impact on Operating Budget:	No impact.	
Project Cost:	\$ 564,260	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	RAMP ROAD PARK STORMWATER IMPROVEMENTS	Department: Stormwater
Project Location:	Ramp Road	
Project Description:	Stormwater improvements.	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 826,000	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	GOLF COURSE FLOATING VEGETATIVE ISLANDS	Department: Stormwater
Project Location:	Golf Course	
Project Description:	Addition of floating vegetative islands.	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 1,162,000	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	CEDAR/WOODLAND/BREVARD/2ND SW IMPROVEMENTS	Department: Stormwater
Project Location:	City-Wide	
Project Description:	Stormwater improvements.	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 476,100	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	COCOA ISLES BLVD PAM DRY POND	Department: Stormwater
Project Location:	Cocoa Isles	
Project Description:	Stormwater runoff reduction & water quality improvements.	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 472,000	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	SLIP LINING OF EXISTING SW INFRASTRUCTURE	Department: Stormwater
Project Location:	City-Wide	
Project Description:	Slip lining repair & replacement	
Impact on Operating Budget:	Routine maintenance	
Project Cost:	\$ 1,452,000	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	BRIGHTWATER STORMWATER POND	Department: Stormwater
Project Location:	Brightwaters	
Project Description:	Water quality improvement	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 300,000	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	MARITIME HAMMOCK PRESERVE ALUM TANK	Department: Stormwater
Project Location:	Maritime Hammock	
Project Description:	Replacement	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 16,000	Source of Funds: Enterprise Fund: Stormwater Fund

Project Name:	MARITIME HAMMOCK PRESERVE FLOATING VEGETATIVE ISLANDS	Department: Stormwater
Project Location:	Maritime Hammock	
Project Description:	Addition of floating vegetative islands	
Impact on Operating Budget:	Routine maintenance.	
Project Cost:	\$ 25,500	Source of Funds: Enterprise Fund: Stormwater Fund

APPENDIX

FINANCIAL POLICIES AND PRACTICES

FUNDING OF SERVICES

REVENUE FORECAST METHODOLOGY

EXPENDITURE FORECAST METHODOLOGY

DETAIL OF OUTSTANDING OBLIGATIONS

GLOSSARY

Financial Policies and Practices

Resolution 2025-19 adopted on September 18, 2025 sets formal policies to use as guidelines for constructing the budget and properly administering the City's finances. It tasks the Finance Director to update the Financial Policies & Practices Document annually and publish it within the final annual budget for that year.

SECTION I - BUDGETARY POLICIES AND PRACTICES

A. Preparation and Adoption

Budget Document

The annual operating budget shall be balanced and include five (5) year forecasts of available sources and anticipated uses of all funds. The total of estimated revenues and balances brought forward from prior years will equal the total of the appropriations and reserves. The five (5) year forecast will include projections of operating expenses, capital outlays, debt service and any other anticipated disbursements. The annual budget will be published within thirty (30) days from adoption and may be submitted for review by the Government Finance Officers Association.

Economic Assumptions

Economic assumptions will be forecasted over a five (5) year period and documented as a basis for preparing budgets and making financial projections. They will be defined by the Finance Director and will be applied consistently for all City Funds.

Budget Adjustments

The City Manager must approve transfers between departments. The City Manager also approves transfers within a department's accounts but will avoid using funds for capital items that were budgeted but not purchased, as well as funds from salary or employee benefit accounts. The City Manager may automatically adjust the budget to properly classify charges to the proper account codes and to account for loans, merchandise for resale, reimbursements, gifts, grants or donations. This includes emergency protective measures and repairs associated with declared disasters, including required matching funds.

Note: Policies were previously adopted with Resolution(s) 2024-25, 2020-23, 2019-10, 2016-25, 2013-19 and 2007-02

Financial Policies and Practices

Emergency Purchases

The City Manager may make emergency purchases in accordance with established procedures that temporarily exceed a department's budget appropriations when it is absolutely necessary and in the best interest of the City. These costs are tracked in an unbudgeted account designed for keeping cost separate for reporting purposes to granting agencies as applicable and for potential reimbursement to offsetting expenditure.

Governmental Funds -- Fund Balance

GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions established accounting and financial reporting standards for governmental funds. It established criteria for classifying fund balances into specifically defined classification and clarified definitions for governmental fund types. Fund balances for governmental funds are reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

When both restricted and unrestricted amounts are available for use, it is the City's practice to use restricted resources first. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance. The following are classifications of governmental fund balances:

Nonspendable Fund Balance - These amounts cannot be spent because they are not in spendable form.

Restricted Fund Balance - These amounts are restricted to specific purposes when constraints placed on the use of resources are either by:

(a) externally imposed by creditors (e.g. debt covenants), grantors, contributors, or laws or regulations of other governments;

or

(b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance - These amounts can only be used for specific purposes pursuant to constraints imposed by the City Commission. The constraints cannot be removed unless the Commission remove it in the same manner it was implemented.

Financial Policies and Practices

Assigned Fund Balance - These amounts are constrained by the government's intent they be used for specific purposes. Decisions with regard to these amounts may be made by a committee or other government official (i.e. City Manager or designee). Example: Undesignated Contingency Funds.

Unassigned Fund Balance - includes residual positive fund balance within the General Fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

B. City Reserve Policy

In FY 2023, Ordinance No. 1681 was adopted relating to the City's budget reserve policy; making findings; providing for the establishment and maintenance of committed and non-committed budget reserves beginning in FY2022/2023 through 2028/2029. Assigned Reserves will be forecasted over a five (5) year period to be no less than 20% (2 months) of the future operating budgets of all funds combined, which includes 19% of General Fund reserves committed for disaster recovery costs. The term Assigned Reserves refers to the amount of funds that are set aside and are only to be used in case of a disaster. If emergencies or revenue shortfalls require its use, a plan shall be developed to restore it to this level within three years. To assure the minimum amount is available when needed, no portion will be designated for other purposes.

In FY 2024 the City Commission adopted Ordinance No. 1687 committing \$500,000 in FY 2024 to Capital Improvements for future capital costs; in addition, endeavoring to commit approximately 3% of General Fund reserves to Capital Improvements in each year thereafter.

Assigned Reserves may be designated in addition to this amount for specific purposes as defined by the City Commission and/or City Manager.

Financial Policies and Practices

C. Debt²

Long-term Debt

The City will prevent any default on debt. General Obligation Bonds shall not be issued. Revenue Bonds or Notes may be used for major purchases or projects but will normally be financed for 20 years or less. Long-term debt shall not be used to finance current operations. Refinancing guidelines require net present value savings in excess of three (3%) percent.

Short-term Debt & Leases

Debt for less than the five-year planning period shall be avoided. Leases or lease-purchases will only be used when the total costs of the lease and maintenance is less than the total costs of the purchase and maintenance or there are other special considerations. Net present value calculations should always be used in the comparison. Loans between funds should be at an interest rate that is mutually beneficial to both funds. Short-term debt may be issued in response to a natural disaster or unexpected delays in receiving revenues.

D. Revenues

Revenue Levels

Revenues will be sustained as necessary for the City to function and provide the desired level of service. Congressional and Legislative actions will be monitored to keep informed of changes that may impact available revenues. Rates will be adjusted as required to provide funding to continue services. Any opportunity to recapture a higher proportion of the sales tax revenues collected within the City should be considered.

Revenue Diversification

The major sources of revenue will be diversified to the extent possible to avoid overdependence on one source. Reliance on Intergovernmental Revenues should also be avoided. Reliance on property taxes to cover the majority of General Fund's operations makes it susceptible to reductions in assessments of property values. The City should consider alternative revenue sources that could result in less reliance on these sources.

² Resolution 2014-09 formalizes adoption of the City's comprehensive debt policy. The policy was submitted to the Association of Public Treasurers of the United States and Canada (APT US&C) for review and certification and the Certification of Excellence for Debt Policy was presented to the City.

Financial Policies and Practices

Revenue Estimates	<i>Projections of revenues will be made with the intent of being conservative and avoid dealing with any significant shortfalls. Revenue estimates will be the responsibility of the Finance Director, although estimates made by the departments administering the charge will be given the highest consideration.</i>
Non-recurring Revenues	<i>Ongoing expenditures will not be funded by non-recurring revenues. Ongoing expenditures should always be restricted to amounts less than ongoing revenues. Non-recurring revenues will be applied to reserves or for one-time expenditures.</i>
Revenue Earmarking	<i>Earmarking of Revenues to future uses should be avoided unless required by law or established by bond covenants. This practice restricts the ability to allocate funds to the needs and priorities considered most important in the present period. The City is best served by having as much flexibility to react to changing requirements as possible.</i>
Revenue Shortfalls	<i>In the event of anticipated revenue shortfalls, the City Manager shall develop a plan to reduce expenditures, or take other appropriate actions to offset the projected impact. Any significant adjustment to levels of service or the completion of scheduled capital projects will be reported to the City Commission.</i>
Property Tax Rate	<i>The millage rate adopted for the collection of property tax revenues is levied with the goal of avoiding extreme adjustments in the future.</i>
Franchise Fees	<i>The basis established for computing franchise fees shall consider the methods that are most likely to prevent reductions in the City's revenues due to reductions in rates or consumption levels. The City will seek to protect itself from rate or consumption reductions by having provisions for minimum annual payments.</i>

Financial Policies and Practices

User Fees

User fees for non-essential services will be adopted to offset the corresponding costs of providing the particular service; to the extent they are competitive and comparable to similar charges by other entities in the area. Whenever practical, residents shall be charged a lower fee versus non-residents. This recognizes that taxpayers are already contributing to the costs of providing almost every service. Parking permits will be sold to allow parking in metered parking spaces without further charge. Parking meter rates will be established such that collections will be adequate to maintain parking facilities and offset costs of serving out-of-town visitors. Fees at Shepard Park and Fischer Park will be set to generate funds to maintain the facilities and offset the costs of other recreation and beautification activities.

It is accepted that the City Pool and other recreation programs will not be self-supporting.

Fees for the Golf Course will be set at rates sufficient to adequately maintain the facilities, replace equipment and meet debt service requirements to the extent they are competitive and comparable to competitors.

Garbage rates will cover charges by the contractor, plus the costs of billing and managing the contract.

Sewer, reuse and stormwater rates will be maintained at levels sufficient to exceed bond and/or loan covenants, cover operating and maintenance costs and capital outlays.

Financial Policies and Practices

E. Personnel

Budget Position Control

The number of permanent full-time positions approved in the annual budget may not be exceeded without approval by the City Manager. The City Manager may choose to leave vacancies unfilled or adjust job titles and responsibilities as he determines necessary to accomplish a department's purposes. Adjustments within budgetary restraints to the hours worked or number of individuals filling part-time or temporary positions may also be made at the discretion of the City Manager.

Employee Compensation

Wages and benefits shall be established at levels that are reasonably expected to attract competent and qualified employees that will remain with the City for an extended time. Care will be exercised to avoid circumstances that require consideration of future layoffs or reductions in wages or benefits. Benefits shall be administered in a cost-effective manner but with consideration toward providing the best possible value to the employee.

Overtime

Overtime hours should be avoided except in instances specifically authorized by the City Manager. The Fire Department shall also comply with the requirements of the Fair Labor Standards Act related to recurring overtime.

Pension Costs

Actuarial Valuations on the City's three Defined Benefit Pension Plans shall be performed annually as of October 1st. The actuarial valuations shall establish the annual required contribution (ARC) necessary to pay the normal cost and the current year increment of the unfunded accrued actuarial liability.

The City portion of the ARC must be made before December 31st annually. This procedure allows application of a favorable actuarial assumption which reduces the ARC from what it otherwise would have been.

Employee contributions shall be made immediately after being deducted each pay period.

Financial Policies and Practices

F. Maintenance and Operations

Quality Services	<i>Programs that cannot be maintained at a quality level of service will be discontinued prior to funding new programs. If expenditure reductions are necessary, service elimination is preferable to poor or marginal programs.</i>
Contracting Services	<i>The City will routinely consider whether particular services should be provided by staff or through contracts with other parties. Consideration should always include comparisons of the lost opportunity costs of assigning City forces to the service.</i>
Facilities and Equipment	<i>All facilities and equipment will be maintained in a safe and economical fashion. Care will be taken to perform any necessary preventative maintenance and to avoid accidents and losses due to lack of training or proper attention.</i>
Performance Measurement	<i>Performance measures will be developed to provide information on workload, efficiency, and effectiveness. Staff has implemented performance measures for each department. The intent is to change measures over time as experience is gained regarding measures that are meaningful and not overly burdensome to maintain.</i>

Financial Policies and Practices

G. Capital Outlays

Capital Purchases or Projects

Priority will be given to capital purchases or projects that avoid operating expenses or generate net revenue. Before starting major projects, they will be documented as to their phases, expected time-line for completion and projected costs of operation and maintenance. Net present value calculations shall always be made during consideration of alternatives and a computation of the payback period. The use of project numbers to track the costs of labor and materials is required on major projects for the purpose of recording the value of the capitalized assets. Projects will be budgeted at their full cost, assuming they will be contracted out.

Grant Funded Projects

Reimbursable Cost Grants or Capital Grants shall not be relied on to fund ongoing service delivery needs. Anticipated grant proceeds will be budgeted as revenues and projects associated with grant funding will be budgeted for the total costs of the project. All applications for grants shall be approved by the City Commission. The City Manager will have grant provisions and requirements evaluated in respect to whether they are reasonable and work to the City's net advantage.

Preservation of Infrastructure

Adequate resources will be allocated to the proper maintenance and preservation of existing infrastructure before targeting resources toward building new facilities. The City will not build new facilities without thorough study and analysis of the projected staffing and other operating and maintenance costs and specific sources of funding for such expenditures. New facilities should be of high quality, low maintenance and for the lowest life-cycle costs.

Financial Policies and Practices

H. IntraFund Transactions

Transfers from Other Funds

The Utilities System Enterprise Fund transfer to the General fund has four components: in lieu of franchise fees/property taxes; offset to cost of General Fund administrative staff; to the General Fund for public works staff; and to the General Fund for liability insurance and other services.

Transfers are adjusted based on needs of the city.

Fund:	Transfer out:	Transfer in:
General Fund		2,847,760
Building Permits & Inspection Fund	48,200	
Utilities System Enterprise Fund	2,451,360	
Stormwater Enterprise Fund	348,200	
Total transfers	<u>\$ 2,847,760</u>	<u>\$ 2,847,760</u>

Charges to Other Funds

The enterprise funds will be charged for a portion of the administrative costs accounted for in the General Fund's budget. This shall be allocated based on the relative size of each Fund's operating costs and shall be computed and paid annually, so that the charges may be included in the annual budget.

SECTION II - OTHER FINANCIAL POLICIES AND PRACTICES

A. Accounting and Reporting

Funds and Accounts ***The City will minimize the number of accounts and funds.*** The goal is to maintain simplicity and avoid making the records unnecessarily complex. Funds and accounts will be established by the Finance Department in accordance with the State mandated chart of accounts.

Cash Receipts ***All receipts shall be controlled by the Finance Department.*** Procedures shall be established to insure proper security and internal control over collections and the custody of cash. Collection points shall be limited to the minimum number of locations necessary for the departments to effectively service the public.

Credit Cards ***A transaction surcharge will be added to payments made with credit cards, except for purchases of discretionary goods or services and charges without a practical means to efficiently enforce collection.***

This specifically includes: payments for sewer or reuse connection and all licensing, permitting, inspection and other fees administered by the Development Services Department; code enforcement fines; bad check fees; payments on all franchise fees and utility taxes; fees for copying or providing documents; and payments for any goods sold and collected through the Internet. Transactions subject to sales taxes shall be taxed at the increased payment amount.

Excluded are fees considered discretionary or in the City's best interest to offer a payment alternative, such as fees associated with recreational facilities, i.e. the Golf Course, swimming pool, ball fields, skate park, dog park, recreation center and auditorium, as well as, parking tickets and fines, fees from parking meters, parking permits and parking areas.

Any questionable items will be resolved by the Finance Director.

Financial Policies and Practices

Third Party Administrative Fees

Third Party administrative fees charged to the City for services rendered to may be passed on to the end user.

Specific examples of such charges are fees charged to utilize web based platforms for parking and civil citations and other similar administrative services to be determined.

Delinquent Accounts

The City may use any legally available means to collect on delinquent accounts. Care will be exercised to provide a process for appeal and review of the records accuracy but unless determined to be in error, the principal amount of all delinquent accounts must be paid. Questionable issues may be resolved by removal of penalties and interest.

Investments

Investments shall be made in accordance with an investment policy as referenced in Resolution 2024-07. The policy shall be in accordance with applicable State Law and be based on guidelines promoted by the Government Finance Officers Association. The policy shall be established by a duly adopted resolution of the City Commission.

Inventories

Inventories shall be limited and be tightly controlled by department heads. Limited inventories of spare parts will be maintained for purposes of emergency repair of critical equipment. Inventories of goods for resale shall be counted and reconciled to the accounting records on a regular basis.

Financial Reporting

The City will take the necessary measures to provide for accurate and timely reporting of financial information. The accounting records shall be closed and a summary of revenues and expenditures compared to budget may be provided to the City Commission upon request.

Annual Reports and Audits

The City shall employ an Independent Auditing Firm to conduct an annual audit. Generally Accepted Accounting Principles shall be used. The report will be submitted for review by the Government Finance Officers Association. Auditing services shall be contracted for a five year period but need not be re-bid, unless desired by the City Commission. Management Letter Recommendations presented by the independent auditors will be acted on and corrected before the completion of the following year.

B. Purchasing

Decentralized Purchasing

City purchases shall be made in compliance with purchasing procedures developed on the basis of a decentralized purchasing activity. Departments are responsible for obtaining bids or quotes and securing the necessary approvals from the Planning Board and City Commission. All purchase requisitions are processed on-line by the departments into the computer system but must be approved by the Finance Department prior to a purchase order being issued.

Purchasing Cards

Purchasing cards will be tightly controlled and restricted to only a limited number of authorized uses. Their use will be approved on a case by case basis by the Finance Department.

Local Vendor Preference

A local vendor preference policy will apply when the local vendor's bid is within one percent of other bids pursuant to Resolution 2002-25. A local vendor is defined as a vendor with a physical location within the City limits.

Sealed Bids

Sealed bids are required on purchases of fifty thousand (\$50,000) dollars or more. Bids are usually advertised and must be coordinated through the Finance Department. For professional services where the primary criteria are the firm's qualifications and proposed solution, a formal process is usually followed in order to establish a ranking of the firms qualified to perform the service. The City then negotiates the price with the top-ranked firm.

Purchases of \$50,000 or More

Purchases for fifty thousand (\$50,000) dollars or more must be approved by the City Commission. This applies to the purchase of products and to the selection of firms to perform professional services.

Lowest Responsive Bid

The City will normally award bids to the lowest responsive bidder. Dissatisfaction with past dealings with the vendor or the product being bid may disqualify a bidder from consideration. The local vendor preference rule is also considered.

C. Protective Measures

Internal Controls

The Finance Department shall have the authority to establish appropriate internal controls to insure that assets are protected and procedures are followed. Accounting procedures and processes will be regularly reviewed. Changes will always consider the additional costs and the impact suggested controls may have on operational efficiency. Established cash banks and collection points shall be audited by Finance Department personnel quarterly. Said audits shall not be announced beforehand.

Finance Department Review

Any agenda item involving substantial expenditures or action that will create or modify financial policies shall be discussed with the Finance Director before being considered by the City Commission. The Finance Director should have the opportunity to provide input in advance of actions that could possibly be detrimental to the City's financial position.

D. Employee Programs

Membership and Training

Membership in professional organizations supporting the principle of educating employees in their area of responsibility is encouraged. Potential benefits of memberships and training opportunities should be evaluated in comparison to the expense. Expenses and reimbursements shall be made in accordance with the Travel Policy and applicable federal and state laws.

Tuition Reimbursement

The City encourages employees to pursue higher education and to seek college degrees. A program for reimbursement of college expenses is administered by the Personnel Department.

Use of Vehicles

Assignment of vehicles for take-home purposes is limited to the Police Department except for cases where there is a direct benefit to the City by such assignment. Take-home vehicles are not to be provided in lieu of compensation. The use of pooled city vehicles for the use in all travel is to be encouraged over reimbursing employees for mileage.

E. External Relationships

Annexation

Annexation of enclaves and the areas to the north and south of the current city limits should always be encouraged. This would resolve the necessity for dealing with issues regarding response by police and fire units to locations that are not paying City taxes. However, voters in both areas showed an overwhelming desire to remain unincorporated in the November 2004 elections.

Intergovernmental Agreements

The City will work with other governments to identify the jurisdiction most capable and appropriate to provide specific public services. All intergovernmental agreements and contracts for service delivery will be approved by the City Commission with the intent of providing the best and most cost-effective service to the citizens. The City will attempt to be a good neighbor to surrounding communities providing such actions are not harmful to the City.

Budgeted Contributions to Other Causes

Contributions to groups and organizations in support of their causes will be limited and subject to change.

General Fund funding in FY 2026 is continued for the following:

Drone Show - July 4th	\$	40,000
Freedom 7		25,000
Employee Fund		3,500
TOTAL	\$	68,500

Funding of Services

The City operates an impressive number of services for the benefit of residents. The table below shows the approved FY 2026 budget for the services and the specified funding sources for the most notable ones. The last column shows the difference between budgeted costs and specified funding sources.

Service and Funding Approach	FY 2026 Budgeted Costs	Specified Funding Sources	FY 2026 Budgeted Specified Revenue	From Other Sources*
Police Department	\$ 7,005,865	Cost Share - School Resource Officer	\$ 149,000	
Beach Rangers	126,977	Reimbursed Labor (Police)	45,000	
Parking Enforcement	191,587	Investigative Cost Recovery & Accident reports	38,000	
Communications Department	1,245,929	Grants (federal & state)	5,050	
Viewed as a service primarily funded by ad valorem taxes and other general revenues.	\$ 8,570,358	Court Fines	45,000	
		Other (private contributions)	1,500	
		Police Education	7,300	
		Insurance premium tax - Police Pension Plan	123,282	
		Code Enforcement/Police	7,600	
		Total Police	\$ 421,732	\$ 8,148,626
Fire Department	\$ 6,874,732	Contribution from Brevard County Fire Rescue	\$ 11,815	
Emergency Medical Services	293,640	Firefighter Supplemental Comp.	14,160	
Community Paramedic Program	8,900	Reimbursed Labor (Fire inspection)	43,805	
Viewed as a service primarily funded by ad valorem taxes and other general revenues.	\$ 7,177,272	Burn permits	—	
		Insurance premium tax - Fire Pension Plan	153,173	
		Fire Safety Inspections/Plan Check Fees	752,000	
		Other (private contributions/blood pressure)	100	
		Total Fire	\$ 975,053	\$ 6,202,219
Public Works	\$ 12,060,304	Grants (Public Works only)	\$ 1,250,000	
(Excluding Solid Waste Division)		Municipal Gas Tax/Fuel Tax Rebate	438,998	
Public Works encompasses construction and maintenance of facilities and roadways.		Beach Franchise Fee	65,300	
		Reimbursed Labor (Public Works)	1,000	
		Maintenance Agreements (State assets)	151,902	
		Total Public Works	\$ 1,907,200	\$ 10,153,104
Solid Waste	\$ 3,825,333			
Direct cost of contracting for garbage and trash pickup. Does not include costs of billing & administration		Solid Waste Revenue (customer billings)	\$ 3,757,774	
		Late Fees	19,500	
		Total Solid Waste	\$ 3,777,274	\$ 48,059
Planning & Zoning	\$ 441,649	Local Business tax (Local/County)	\$ 192,500	
Code Enforcement	248,548	Building permits (structural/misc.)	250	
Includes direct labor and benefits, plus direct charges for supplies, training, etc.	\$ 690,197	Fees(Petition/Application/inspection)	28,500	
		Total Planning & Zoning	\$ 221,250	\$ 468,947

* from other sources means general sources such as ad valorem taxes, parking fees and like revenue sources

Funding of Services

Service and Funding Approach	FY 2026 Budgeted Costs	Specified Funding Sources	FY 2026 Budgeted Specified Revenue	From Other Sources*
Parking Program	528,164	Charges for Services	2,290,625	
Net proceeds offset some of the costs related to tourists attracted by the beach & provide extra benefits to the residents (i. e. road repair and resurfacing, beautification projects sidewalks).		Total Metered Parking	\$ 2,290,625	\$ (1,762,461)
Recreation Center	\$ 553,207	Fees and Charges	\$ 180,800	\$ 372,407
Includes Admin. & Sports Complex.				
Beach-side Parks	\$ 259,114	Gate Receipts (Shepard & Fischer Parks)	730,000	(470,886)
Receipts from parking charges cover the cost. The difference is viewed as a means to offset the cost of providing other recreational activities.				
Pool and Pavilion	\$ 727,777	Fees and Charges	111,000	616,777
Fees & charges are minimal. These facilities supported by ad valorem taxes & other general revenues.				
Golf Course	\$ 3,607,438	Fees and Charges	2,941,642	665,796
Tennis	\$ 4,776	Fees and Charges	—	4,776
Contractor operates the facility.				
Skate Park	\$ 41,890	Fees and Charges	N/A	41,890
Contractor operates the facility.				
Auditorium	\$ 62,104	Auditorium Rentals	—	62,104
Viewed as a community resource, with rentals covering only a small portion of the facility cost.	\$ 5,256,306	Total Leisure Services	\$ 3,963,442	\$ 1,292,864
Contributions From Special Revenue Fund Operations	\$ —	Building Permit & Inspection Utilization Fund Operations	\$ —	
Contributions From Enterprise Operations	\$ 2,847,760	Utilities Operations	\$ 2,100,000	
Allocations* are made to other Funds for administrative services provided by General Fund departments	\$ 2,847,760	Stormwater Fund	300,000	
		Total Interfund Transfers	\$ 2,400,000	\$ 447,760
CRA Fund	\$ 1,842,634	Charges for Services (Parking)	\$ 461,500	
Community Redevelopment Agency		Intergovernmental revenue (TIF) City	1,069,400	
Established in FY 2011. First year tax incremental financing (TIF) received was FY 2014. Downtown Parking Garage opened in May 2019.		Intergovernmental revenue (TIF) County	641,907	
Appropriations are included in the FY 2022 budget.		Miscellaneous/Other Revenue	47,000	
		Total CRA Fund	\$ 2,219,807	\$ (377,173)
Building Permit Fund	\$ 932,867	Charges for Services	\$ 1,287,500	
Established to ensure compliance with FS 553.80. All fees collected are exclusively allocated to enforce the Florida Building Code.		Miscellaneous/Other Revenue	20,000	
		Total Building Permits Fund	\$ 1,307,500	\$ (374,633)

Funding of Services

Service and Funding Approach	FY 2026 Budgeted Costs	Specified Funding Sources	Budgeted Specified Revenue	From Other Sources*
Utilities Enterprise Fund Provides Sewer and Reuse Services.	\$27,523,242	Intergovernmental Revenue	\$ 10,507,000	
		Charges for Services	13,034,650	
		Miscellaneous/Other Revenue	382,500	
		Other receipts	—	
		Total Utilities Fund	\$ 20,838,738	\$ 6,684,504
Stormwater Enterprise Fund** Provides stormwater improvements & maintenance. Capital items are dependent on substantial grant funding and interfund loans.	\$ 6,757,742	Intergovernmental Revenue (grants)	\$ 4,206,255	
		Charges for Services	2,075,300	
		Miscellaneous/Other Revenue	47,000	
		Other receipts	20,000	
		Total Stormwater Fund	\$ 6,348,555	\$ 409,187

Revenue Forecast Methodology

The purpose of detailing forecast methodologies is to determine the validity of the forecast over time and to utilize such information in making future forecasts. The following are some assumptions concerning revenues which were made across all funds:

FUND/REVENUE SOURCE	FORECAST METHODOLOGY
Funds Forward	<i>Beginning current assets, including cash, investments and receivables, less any commitments outstanding at year end in governmental fund types. In proprietary fund types, it is projected current assets less current liabilities.</i>
Ad Valorem Taxes	<i>Approved millage multiplied by the tax roll, less 5% for assumed non-collection and/or discounts taken for early payment.</i>
Franchise Fees and Utility Service Taxes	<i>Historical trend analysis with consideration of any changes to the terms of the agreements or tax rates.</i>
Licenses and Building Permits	<i>Forecast furnished by the Development Services Dept., adjusted for historical trend analysis. Care is taken to not overestimate expected activity.</i>
Federal and State Grants	<i>Based on notices received from the various agencies that funding will be received for the stated amounts.</i>
State Shared Revenues	<i>Historical trend analysis, tempered by data provided by the State regarding their projections.</i>
Local Units Grants	<i>Ongoing distributions by the County are forecasted based on historical funding levels. Other grants are based on notices received or contractual agreements.</i>
Charges for Services	<i>Historical trend analysis, tempered by estimates from the departments that are involved and by any significant changes to the amounts charged.</i>
Fines and Forfeitures	<i>Historical trend analysis.</i>
Interest	<i>Interest revenue calculations use a forward projection with a combination of expected actual and estimated payments.</i>
Miscellaneous Revenues	<i>Historical trend analysis.</i>
Other Receipts	<i>Includes transfers from other funds and charges to other funds for administrative services, which are based on the budgeted amounts for the service.</i>

Expenditures Forecast Methodology

There are a large number of accounts used to capture different types of disbursements which apply to some but not all of the cost centers. The State of Florida requires its agencies to utilize and report with a standardized chart of accounts which must summarize into its object code categories. Therefore, the City's detailed object codes are designed to roll into the proper State object codes.

Although the level of budgetary control by the City Commission is legally established at the department level, City departments are required by management to budget at the more detailed level of object codes. For purposes of reviewing and considering the City Manager's recommendations, the budget document presents the amount of disbursements by object code which provides sufficient information for the policy makers without making the presentation too detailed. Shown below are the most commonly used object code titles and descriptions of the forecast methodology used:

OBJECT CODE TITLE	FORECAST METHODOLOGY
Personnel Services – Regular	<i>Current and newly authorized personnel are extended out at the recommend pay rates.</i>
Part-time	<i>Current estimate is based on historical charges. Budget is calculated based on an increased rate of pay and generally adjusted by a 10% contingency for unexpected operational changes.</i>
Additional Pay	<i>Calculated on basis of personnel eligible for added payments for holidays, education reimbursements, paramedic incentive and payment in lieu of health insurance.</i>
Overtime	<i>Historical trend analysis, modified by anticipated changes in staffing or policies.</i>
FICA Taxes	<i>Calculated percent of salaries & wages, additional pay and overtime.</i>
Pension	<i>Calculated as a percent of established eligible payroll costs by the actuary for the employer's Annual Required Contribution (ARC) for the three pension plans.</i>
Group Hospitalization	<i>Calculated on basis of the status and coverage selected by the present staff, with vacancies projected assuming half will select family coverage.</i>
Group Life	<i>Calculated on basis of premiums on \$25,000 term life insurance policy provided for all full-time employees.</i>
Dental Plan	<i>Calculated on basis of percent increase in premiums from provider on dental coverage provided for all full-time employees.</i>
Workers Compensation	<i>Based on a premium increase in the factors for each type position depending on the risk of on-the-job injuries.</i>

Expenditures Forecast Methodology

OBJECT CODE TITLE	FORECAST METHODOLOGY
Professional Services	<i>Projected based on anticipated use of engineers, architects and other professionals on projects that are non-capital in nature.</i>
Auditor	<i>Contracted lump-sum amount for auditing services.</i>
Meter Readings	<i>Projected based on number of customers, times the rate for obtaining monthly water meter readings from the City of Cocoa Water System.</i>
Bank Charges	<i>Projected based on contract for banking services, credit card fees and armored car services.</i>
Support Services	<i>Based on projected costs of services needed to handle essential functions that have been assigned to the particular department.</i>
Administrative Services	<i>Charges based on cost allocations for services (usually by administrative departments) provided by one Fund to another.</i>
IT Operating Expenditures	<i>Charges based on cost allocations to recover operating expenditures for services provided by the Information Technology Department to other Funds.</i>
IT Capital Contributions	<i>Charges for computer equipment and specialized software purchased by the Information Technology Department and assigned to other Funds.</i>
Travel & Per Diem	<i>Typically based on itemized listings of the particular events expected to be attended, with some provision for unanticipated events that arise during the year.</i>
Communications Services	<i>Based on historical costs for phone service and number of radios, telephones and usage devices expected to be in service.</i>
Electric	<i>Historic trend analysis, adjusted for anticipated changes to rates.</i>
Water & Sewer; Natural Gas	<i>Historic trend analysis, adjusted for anticipated changes to rates.</i>
Equipment Maintenance	<i>Historic trend analysis, adjusted for additions and the remaining useful lives of the equipment.</i>
Equipment Rental/Lease	<i>Projected based on historic trend analysis, adjusted by equipment needed for special maintenance projects that are scheduled during the year.</i>

Expenditures Forecast Methodology

OBJECT CODE TITLE	FORECAST METHODOLOGY
Hydrants	<i>Based on the number of fire hydrants provided by the City of Cocoa Water System, adjusted for the anticipated monthly charge.</i>
General Liability Insurance	<i>Projected based on historical trend analysis, adjusted for anticipated increase in premiums.</i>
Auto Liability Insurance	<i>Projected based on historical trend analysis, adjusted for anticipated increase in premiums and number of vehicles in service.</i>
Property Insurance	<i>Projected based on historical trend analysis, adjusted for anticipated increase in premiums and values of insured property.</i>
Public Officials Liability Insurance	<i>Projected based on historical trend analysis, adjusted for anticipated increase in premiums.</i>
Flood Insurance	<i>Projected based on historical trend analysis, adjusted for anticipated increase in premiums.</i>
Claims	<i>Projected based on historical trend analysis.</i>
Building Maintenance	<i>Historic trend analysis, adjusted for age of the building, overall condition, and any small repair or renovation projects that are scheduled.</i>
Fleet Maintenance & Services	<i>Charges based on cost allocations to recover operating expenditures for services provided by the Fleet Division of the Public Works Department to other Funds.</i>
Fleet Capital Contributions	<i>Charges to other Funds for vehicles purchased by the Fleet Division of the Public Works Department that are assigned to other Funds.</i>
Printing & Binding	<i>Projected based on anticipated costs of preparing documents for internal or external distribution.</i>
Promotional Activities	<i>Typically projected based on anticipated programs to encourage participation at City facilities or to support community activities.</i>
Bad Debt Expense	<i>Historical trend analysis.</i>
Other Current Charges	<i>Projected for costs not specified in other object codes.</i>
Disaster Recovery	<i>Not budgeted but provided in order to capture the expenses of a tropical storm or other disaster.</i>
Office Supplies	<i>Historic trend analysis, adjusted for scheduled purchases of equipment that will be less than \$7,500.</i>

Expenditures Forecast Methodology

OBJECT CODE TITLE	FORECAST METHODOLOGY
Gas & Oil	<i>Historical analysis (Fuelmaster system) shows the City actual gasoline & diesel usage and we know that our cost is about 56 cents less per gallon than retail.</i>
Uniforms	<i>Projection based on the unit costs times the number of sets to be provided for each employee.</i>
Food Supplies	<i>Historical trend analysis, adjusted for anticipated changes in the cost of merchandise and amount of sales volume.</i>
Beer Stock	
Liquor Stock	<i>All items are for Golf Course</i>
Alcoholic Beverage Surcharge	<i>Based on projections and market trends provided by the department</i>
Sales Merchandise	
Pro Shop Special Orders	
Other Supplies	<i>Based on historic trends for purchasing supplies or small equipment items that are particular to the department.</i>
Pool Chemicals	<i>Historical trend analysis, adjusted for anticipated changes in the cost or application of chemicals.</i>
Sidewalk Maintenance	<i>Projected based on scheduled repairs.</i>
Waterway Maintenance	<i>Based on projected costs of replacing channel markers and performing other maintenance to canals.</i>
Street Maintenance	<i>Based on routine activities that are scheduled, plus funding for resurfacing or rejuvenating certain areas.</i>
Crossover Maintenance	<i>Based on scheduled repairs of dune crossovers, with allowance for unscheduled work.</i>
Publications & Memberships	<i>Projected based on charges made for subscriptions and memberships in professional organizations.</i>
Training & Education	<i>Based on expected attendance at conferences and seminars.</i>
Land	<i>Based on scheduled purchases of vacant properties. Includes purchase price, appraisal fees, survey costs and other closing expenses.</i>
Buildings	<i>Based on scheduled purchases of existing buildings. Includes purchase price, appraisal fees, survey costs and other closing expenses. May include major renovations and repairs that extend the useful life of a facility.</i>

Expenditures Forecast Methodology

OBJECT CODE TITLE	FORECAST METHODOLOGY
Imp – Other than Buildings	<i>Based on capital projects scheduled for the first year of the capital improvement program.</i>
Vehicles & Machinery	<i>Based on capital items of this type scheduled for the first year of the capital improvement program.</i>
Furniture & Equipment	<i>Based on capital items of this type scheduled for the first year of the capital improvement program.</i>
Computer Hardware & Computer Software	<i>Based on large expenditures for computer hardware & software items scheduled for the first year of the capital improvement program.</i>
Principal & Interest	<i>Based on the amortization tables of the principal & interest due on City debt.</i>
Transfers to (various Funds)	<i>Based on funding the minimum required balances in accordance with bond covenants or other policies requiring transfers from one Fund to another.</i>
Reserved for Future Appropriations	<i>Used for budget allocation only, never actual charges. Indicates projected ending assets, including cash, investments and receivables, less any commitments outstanding at year end in governmental fund types. In proprietary fund types, it is the projected current assets less current liabilities.</i>

Details of Outstanding Obligations

It is the City's desire to minimize its outstanding debt. It is unlikely, but the City could legally issue in excess of \$250,000,000 of general obligation bonds based on State Statutes that limit general obligation bonds to 20% of property assessments. None of the City's current debt obligations are general obligation bonds.

The Fire Station 50 facility is over fifty (50) years old. FY 2026 includes budget for design and a plan for relocation of this. Construction of the new City Hall was completed in FY 2025, the police facility was completed in 2021, the parking garage was finished in FY 2019, and the fire facility was completed in FY 2015. The most current utility plant upgrades needed for regulatory compliance were completed in FY 2020.

The City has nine (11) external obligations, and two (1) internal obligations. The obligations are summarized below.

Detail on all obligations is explained on the following pages.

Loan Description	FY 2026 Principal Reductions	FY 2026 Interest Payments	Remaining Balance as of 09/30/2026
GENERAL FUND OBLIGATIONS			
Revenue Note 2014A (Fire Station Construction)	\$ 200,000	\$ 63,632	\$ 1,840,000
Special Obligation Note, Series 2019 (Police Station Project)	399,000	156,102	6,172,000
Special Obligation Note, Series 2019 (Facilities Energy & Improvements Project)	79,000	18,314	708,000
Special Obligation Note, Series 2024 (City Hall Project)	206,000	148,817	3,552,000
Loan Obligation for Tower Truck	146,000	16,305	770,000
Lease Obligation for Golf Carts	107,981	3,621	27,639
General Fund Loan (Internal - Due to Stormwater Fund)	20,000	—	80,000
Total General Fund	\$ 1,157,981	\$ 406,791	\$ 13,149,639
CRA OBLIGATIONS			
Revenue Bonds, Series 2017B	\$ 305,000	\$ 92,875	\$ 2,165,000
Total CRA	\$ 305,000	\$ 92,875	\$ 2,165,000
UTILITIES SYSTEM OBLIGATIONS			
Master Equipment Lease - Vac-Con Truck	\$ 90,510	\$ 1,213	\$ —
Refunding Revenue Bonds, Series, 2020	1,415,000	200,268	11,375,000
State Revolving Loan #5 (WW050630)	228,992	25,363	3,503,898
Total Utilities System	\$ 1,734,502	\$ 226,844	\$ 14,878,898
STORMWATER SYSTEM OBLIGATIONS			
State Revolving Loan #4 (WW050621)	60,394	5,194	692,999
Total Stormwater System	\$ 60,394	\$ 5,194	\$ 692,999
TOTAL CITY DEBT SERVICE	\$ 3,257,877	\$ 731,704	\$ 30,886,536

Details of Outstanding Obligations

The City has eleven (11) external debt obligations:

Capital Improvement Revenue Note, Series 2014A Fire Station Construction	
Original Loan Amount	\$3,790,000
Interest Rate:	3.28%
Start Date	November 1, 2014
Maturity Date	November 1, 2033
Terms	Semi-annual payments
Pledged revenue	Franchise Fees

Capital Improvement Revenue Note, Series 2014A, payable in semi-annual installments beginning November 1, 2014 through November 1, 2033; interest rate is 3.28% secured by and payable from the revenue received for Utility Franchise Fees.

Loan proceeds are used to pay costs of the new Fire Station Construction Project. Loan has prepayment restrictions prior to May 1, 2024. Debt Service account with current payment balance must be maintained. Covenant to budget and appropriate non-ad valorem revenues.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2015-2025	1,750,000	1,083,194	2,833,194
2026	200,000	63,632	263,632
2027	205,000	56,990	261,990
2028	210,000	50,184	260,184
2029	220,000	43,132	263,132
2030	225,000	35,834	260,834
2031	235,000	28,290	263,290
2032	240,000	20,500	260,500
2033	250,000	12,464	262,464
2034	255,000	4,182	259,182
	—	—	—
TOTAL DEBT SERVICE	\$ 3,790,000	\$ 1,398,402	\$ 5,188,402
DEBT PAYMENTS MADE	\$ 1,750,000	\$ 1,083,194	\$ 2,833,194
DEBT BALANCE REMAINING	\$ 2,040,000	\$ 315,208	\$ 2,355,208

FY 2026 Pledged Revenue:	\$ 1,707,033
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Details of Outstanding Obligations

External Debt Obligations Continued. . .

Special Obligation Revenue Note, Series 2019 Police Station Construction	
Original Loan Amount	\$8,567,000
Interest Rate:	2.45%
Start Date	January 15, 2020
Maturity Date	January 15, 2039
Terms	Semi-annual payments
Pledged revenue	Non Ad Valorem Revenues

The City's General Fund Special Obligation Revenue Note, Series 2019 was issued for the purpose of financing the cost of construction of a new Police Station facility and the costs of municipal facilities energy and equipment improvements to include; control enhancements, HVAC armor, LED lighting, tightening of building envelopes, and roofs.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2020-2025	1,996,000	1,107,510	3,103,510
2026	399,000	156,102	555,102
2027	409,000	146,204	555,204
2028	419,000	136,061	555,061
2029	429,000	125,673	554,673
2030	440,000	115,028	555,028
2031	450,000	104,125	554,125
2032	462,000	92,953	554,953
2033	473,000	81,499	554,499
2034	484,000	69,776	553,776
2035	496,000	57,771	553,771
2036	508,000	45,472	553,472
2037	521,000	32,867	553,867
2038	534,000	19,943	553,943
2039	547,000	6,701	553,701
	—	—	—
TOTAL DEBT SERVICE	\$ 8,567,000	\$ 2,297,684	\$ 10,864,684
DEBT PAYMENTS MADE	\$ 1,996,000	\$ 1,107,510	\$ 3,103,510
DEBT BALANCE REMAINING	\$ 6,571,000	\$ 1,190,173	\$ 7,761,173

Payment on the Note is secured by a covenant to budget and all legally available non-ad valorem revenues of the City.

This is a 20 year Note, with payments payable semiannually on January 15 and July 15, beginning on January 15, 2020.

FY 2026 Pledged Revenue: \$	43,357,788
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Details of Outstanding Obligations

External Debt Obligations Continued. . .

Special Obligation Revenue Note, Series 2019 (Facilities Energy & Improvements)	
Original Loan Amount	\$1,184,000
Interest Rate:	2.45%
Start Date	January 15, 2020
Maturity Date	January 15, 2034
Terms	Semi-annual payments
Pledged revenue	Non-Ad Valorem Revenues

The City's General Fund Special Obligation Revenue Note, Series 2019 was issued for the purpose of financing the cost of construction of a new Police Station facility and the costs of municipal facilities energy and equipment improvements to include; control enhancements, HVAC armor, LED lighting, tightening of building envelopes, and roofs.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2020-2025	397,000	145,133	542,133
2026	79,000	18,314	97,314
2027	81,000	16,354	97,354
2028	83,000	14,345	97,345
2029	85,000	12,287	97,287
2030	87,000	10,180	97,180
2031	90,000	8,012	98,012
2032	92,000	5,782	97,782
2033	94,000	3,504	97,504
2034	96,000	1,176	97,176
	—	—	—
TOTAL DEBT SERVICE	\$ 1,184,000	\$ 235,085	\$ 1,419,085
DEBT PAYMENTS MADE	\$ 397,000	\$ 145,133	\$ 542,133
DEBT BALANCE REMAINING	\$ 787,000	\$ 89,952	\$ 876,952

Payment on the Note is secured by a covenant to budget and all legally available non-ad valorem revenues of the City.

This is a 20 year Note, with payments payable semiannually on January 15 and July 15, beginning on January 15, 2020.

FY 2026 Pledged Revenue: \$	43,357,788
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Details of Outstanding Obligations

External Debt Obligations Continued. . .

Special Obligation Revenue Note, Series 2024 (City Hall)	
Original Loan Amount	\$3,953,000
Interest Rate:	3.96%
Start Date	July 15, 2024
Maturity Date	July 15, 2039
Terms	Semi-annual payments
Pledged revenue	Non-Ad Valorem Revenues

The City's General Fund Special Obligation Revenue Note, Series 2024 was issued for the purpose of financing a portion of the cost of construction of a new City Hall facility.

Payment on the Note is secured by a covenant to budget and all legally available non-ad valorem revenues of the City.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2025	195,000	153,495	348,495
2026	206,000	148,817	354,817
2027	214,000	140,659	354,659
2028	223,000	132,185	355,185
2029	232,000	123,354	355,354
2030	241,000	114,167	355,167
2031	250,000	104,623	354,623
2032	260,000	94,723	354,723
2033	270,000	84,427	354,427
2034	281,000	73,735	354,735
2035	292,000	62,608	354,608
2036	304,000	51,044	355,044
2037	316,000	39,006	355,006
2038	328,000	26,492	354,492
2039	341,000	13,504	354,504
TOTAL DEBT SERVICE	\$ 3,953,000	\$ 1,362,839	\$ 5,315,839
DEBT PAYMENTS MADE	\$ 401,000	\$ 302,312	\$ 703,312
DEBT BALANCE REMAINING	\$ 3,552,000	\$ 1,060,528	\$ 4,612,528

This is a 15 year Note, with payments payable semiannually on January 15 and July 15, beginning on January 15, 2025.

FY 2026 Pledged Revenue: \$	43,357,788
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Details of Outstanding Obligations

External Debt Obligations Continued. . .

Truist Equipment Lease Fire Tower Truck	
Original Loan Amount	\$1,200,000
Interest Rate:	1.78%
Start Date	October 7, 2020
Maturity Date	October 15, 2030
Terms	Annual Payments
Pledged revenue	Non Ad Valorem Revenues

The City's General Fund entered into a Master Capital Lease/Purchase Agreement with Truist Equipment Finance and Leasing Corporation. This agreement is for the purpose of purchasing a new 2021 Aerial Platform Tower Truck. The Capital Lease is used to spread the acquisition cost of the new tower truck over multiple years.

Annual interest payments will begin 10/15/2021; annual principal and interest payments will begin 10/15/2023.

Payment on the lease is secured by a covenant to budget and all legally available non-ad valorem revenues of the City.

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL
2022-2025	284,000	83,405	367,405
2026	146,000	16,305	162,305
2027	149,000	13,706	162,706
2028	151,000	11,054	162,054
2029	154,000	8,366	162,366
2030	157,000	5,625	162,625
2031	159,000	2,830	161,830
	—	—	—
TOTAL DEBT SERVICE	\$ 1,200,000	\$ 141,290	\$ 1,341,290
DEBT PAYMENTS MADE	\$ 284,000	\$ 16,305	\$ 300,305
DEBT BALANCE REMAINING	\$ 916,000	\$ 124,986	\$ 1,040,986

FY 2026 Pledged Revenue: \$	43,357,788
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PNC Equipment Lease Golf Cart Equipment Lease #119910-1	
Original Loan Amount	\$467,197
Interest Rate:	3.79%
Start Date	December 15, 2021
Maturity Date	October 15, 2026
Terms	Quarterly Payments
Pledged revenue	Non Ad Valorem Revenues

The City's General Fund entered into an equipment lease / purchase agreement with PNC Financing for the replacement of 110 units of 2022 E-Z-Go RXV Elite Golf Carts.

This agreement allows for payment of the carts over the useful life of the carts, allowing for a trade-in value at the end of the lease.

Payment on the lease is secured by a covenant to budget and all legally available non-ad valorem revenues of the City.

This is a 5 year equipment lease, with payments payable quarterly on January 15, April 15, July 15, and October 15, beginning on January 15, 2022.

Fiscal Year	Principal	Interest	Total
2022-2025	331,577	44,122	375,699
2026	107,981	3,621	111,602
2027	27,639	262	27,901
	—	—	—
TOTAL DEBT SERVICE	\$ 467,197	\$ 48,005	\$ 515,202
DEBT PAYMENTS MADE	\$ 331,577	\$ 44,122	\$ 375,699
DEBT BALANCE REMAINING	\$ 135,620	\$ 3,883	\$ 139,503

FY 2026 Pledged Revenue: \$	43,357,788
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Details of Outstanding Obligations

CRA Improvement Revenue Bonds, Series 2017B Parking Garage	
Original Loan Amount	\$4,245,000
Interest Rate:	Weighted Rate of 2.95%
Start Date	September 28, 2017
Maturity Date	October 1, 2031
Terms	Semi-annual payments
Security	Non Ad Valorem Tax Revenues

The CRA Improvement Revenue Bonds, Series 2017B were issued to finance construction of a public parking garage in the Downtown Community Redevelopment Area.

Semi-annual payments began in April 2018 and will continue through October 2031.

Fiscal Year	Principal	Interest	Total
2018-2025	1,775,000	1,120,240	2,895,240
2026	305,000	92,875	397,875
2027	320,000	77,250	397,250
2028	340,000	60,750	400,750
2029	355,000	43,375	398,375
2030	370,000	28,950	398,950
2031	385,000	17,625	402,625
2032	395,000	5,925	400,925
	—	—	—
TOTAL DEBT SERVICE	\$ 4,245,000	\$ 1,446,990	\$ 5,691,990
DEBT PAYMENTS MADE	\$ 1,775,000	\$ 1,120,240	\$ 2,895,240
DEBT BALANCE REMAINING	\$ 2,470,000	\$ 326,750	\$ 2,796,750
FY 2026 Pledged Revenue: \$		508,540	

The garage has 241 parking spaces as well as an information area for visitors and public restrooms. Construction was complete in May 2019.

Truist Bank Equipment Lease Vac-Con Truck	
Original Loan Amount	\$440,737
Start Date	December 1, 2021
Maturity Date	September 30, 2027
Interest Rate:	1.34%
Terms	Annual payments
Pledged Revenue	Sewer System Operating Revenues

The City's Utilities System Fund entered into a Master Capital Lease/Purchase Agreement with Truist Equipment Finance and Leasing Corporation. This agreement is for the purpose of purchasing a new 2022 vac-con sewer truck. The Capital Lease is used to spread the acquisition cost of the new vac-con truck over multiple years.

Fiscal Year	Principal	Interest	Total
2022-2025	350,227	16,662	366,889
2026	90,510	1,213	91,722
TOTAL DEBT SERVICE	\$ 440,737	\$ 17,875	\$ 458,612
DEBT PAYMENTS MADE	\$ 440,737	\$ 17,875	\$ 458,612
DEBT BALANCE REMAINING	\$ —	\$ —	\$ —
FY 2025 Pledged Revenue: \$		10,507,000	

Annual principal and interest payments began 12/01/2022.

Payment on the lease is secured by a covenant to budget and all legally available Utilities System fund operating revenues.

Details of Outstanding Obligations

External Debt Obligations Continued. . .

Utility System Refunding Revenue Bonds, Series, 2020 (Truist Bank)	
Original Loan Amount	\$18,892,000
Interest Rate	1.61%
Start Date	October 13, 2020
Maturity Date:	December 1, 2033
Terms	Semi-annual payments
Pledged Revenue	Sewer System Operating Revenues

In FY2020 the City refunded two Clean Water State Revolving Fund Loans (WW050610 SRF #2 and WWW050620 SRF #3). Both loans were for multi-year sewer treatment and rehabilitation projects at interest rates ranging from 2.39% to 2.89%. On November 3, 2020 the City closed on a refunding revenue bond at an interest rate of 1.61%.

This refunding loan will save the Utilities fund approximately \$1.6 million in debt interest.

This debt is secured by and payable from the net revenues derived from the operation of the City's sewer system, with a backup covenant to budget and appropriate from legally available non-advalorem revenues.

Fiscal Year	Principal	Interest	Total
2021-2025	6,102,000	1,215,412	7,317,412
2026	1,415,000	200,268	1,615,268
2027	1,440,000	177,390	1,617,390
2028	1,462,000	154,117	1,616,117
2029	1,486,000	130,482	1,616,482
2030	1,510,000	106,461	1,616,461
2031	1,535,000	82,054	1,617,054
2032	1,559,000	57,244	1,616,244
2033	1,584,000	32,039	1,616,039
2034	799,000	6,432	805,432
	—	—	—
TOTAL DEBT SERVICE	\$ 18,892,000	\$ 2,161,899	\$ 21,053,899
DEBT PAYMENTS MADE	\$ 6,102,000	\$ 1,215,412	\$ 7,317,412
DEBT BALANCE REMAINING	\$ 12,790,000	\$ 946,487	\$ 13,736,487

FY 2026 Pledged Revenue: \$	10,507,000
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Details of Outstanding Obligations

External Debt Obligations Continued. . .

Clean Water State Revolving Loan WW050630 (SRF#5)	
Original Loan Amount	\$5,106,786
Interest Rate	.69% (Weighted Average)
Start Date	October 15, 2020
Maturity Date	October 15, 2040
Terms	Semi-annual payments
Pledged Revenue	Sewer System Operating Revenues

The Clean Water State Revolving Fund Loan WW050630 (SRF #5) for the multi-year sewer treatment and rehabilitation projects discussed previously in the budget is secured by and payable from the gross revenues derived from the operation of the City's sewer system.

Fiscal Year	Principal	Interest	Total
2020-2025	1,373,896	235,599	1,609,495
2026	228,992	25,363	254,354
2027	230,575	23,780	254,354
2028	232,168	22,186	254,354
2029	233,773	20,581	254,354
2030	235,389	18,966	254,354
2031	237,016	17,339	254,354
2032	238,654	15,700	254,354
2033	240,304	14,051	254,354
2034	241,965	12,390	254,354
2035	243,637	10,717	254,354
2036	245,321	9,033	254,354
2037	247,017	7,338	254,354
2038	248,724	5,630	254,354
2039	250,443	3,911	254,354
2040	252,174	2,180	254,354
2041	126,740	437	127,177
	—	—	—
TOTAL DEBT SERVICE	\$ 5,106,786	\$ 445,202	\$ 5,551,988
DEBT PAYMENTS MADE	\$ 1,373,896	\$ 235,599	\$ 1,609,495
DEBT BALANCE REMAINING	\$ 3,732,890	\$ 209,603	\$ 3,942,493

The project was completed in early FY 2017 and the initial payment in the amount of \$134,736 was made on May 15, 2017.

The loan is payable in semi-annual installments of 127,177 on April 15, and December 15 through October 2041 (Fiscal Year 2037).

FY 2026 Pledged Revenue: \$	10,507,000
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Details of Outstanding Obligations

External Debt Obligations Continued. . .

Clean Water State Revolving Loan WW050621 (SRF#4)			
Original Loan Amount		\$1,193,215	
Interest Rate		.56 to 1.48% (Weighted Average)	
Start Date		December 15, 2017	
Maturity Date		June 15, 2037	
Terms		Semi-annual payments	
Pledged Revenue		Stormwater Operating Revenues	
Fiscal Year	Principal	Interest	Total
2020-2025	439,822	74,831	514,652
2026	60,394	5,194	65,588
2027	60,816	4,772	65,588
2028	61,242	4,346	65,588
2029	61,671	3,917	65,588
2030	62,104	3,484	65,588
2031	62,541	3,048	65,588
2032	62,981	2,607	65,588
2033	63,425	2,163	65,588
2034	63,873	1,715	65,588
2035	64,325	1,263	65,588
2036	64,781	807	65,588
2037	65,241	347	65,588
	—	—	—
TOTAL DEBT SERVICE	\$ 1,193,215	\$ 108,493	\$ 1,301,708
DEBT PAYMENTS MADE	\$ 60,394	\$ 5,194	\$ 65,588
DEBT BALANCE REMAINING	\$ 1,132,821	\$ 103,300	\$ 1,236,120

FY 2026 Pledged Revenue: \$ 2,075,300			
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SRF Loan WW050621 (SRF #4) is for the Minutemen Stormwater Improvements. The project was completed in summer of FY 2017 and the loan amount was to be \$1,019,464. In FY 2018 the Amendment 4 provided for additional financing in the amount of \$173,751.

Loans of this type use a draw system based on completed project milestones. The multiple draws are merged into each loan with a twenty (20) year payback after project completion.

The loan is secured by and payable from the gross revenues derived from the operation of the City's sewer system and reuse system and stormwater enterprise funds.

The amount awarded for the loan is \$1,193,215. Semi-annual payments are made on December 15 and June 15 each year for the term of the loan.

Details of Outstanding Obligations

The City has one (1) current internal debt obligations :

General Fund Repayment of Cash Advance from Stormwater (Minutemen Streetscape Project)	
Loan Amount	\$200,000
Start Date	October 1, 2019
End Date	September 30, 2029
Terms	Repayment of Principal
Security	Unsecured

Fiscal Year	Payment Amount
2020-2025	120,000
2026	20,000
2027	20,000
2028	20,000
2029	20,000
	—
TOTAL	\$ 200,000

The multi-year Minutemen Corridor Stormwater and Streetscape project was active from FY 2014 - FY 2017. Funding was largely provided by grants and an SRF loan (see WW050621 on previous page).

City funds were used to pay project costs not eligible for grant or loan funding. Funding in the amount of \$400,000 total was advanced from the Stormwater Fund to the General and CRA Funds for costs related to the streetscape portion of the project.

To repay the Stormwater Fund, the General Fund and CRA Fund are repaying \$200,000 beginning in FY 2020. The General Fund will continue payback through FY 2029 (10 years).

Glossary

The following definitions of terms are provided to aid in understanding the terminology employed in the text of the budget and other financial documents.

Account Number (also see Uniform Accounting System Manual)	A system of numbering used to categorize or "group" accounting transactions into common areas, such as salaries, equipment maintenance, and office supplies. The account number includes numerical information which describes the fund, the department and division, the activity (revenue, expenditure, etc.), the sub-activity (administrative, law enforcement, etc.) and the element and object (travel, communications services, etc.).
Accounting Period	A period at the end of which and for which financial statements, budgets, or other reports are prepared, typically an annual period. The City has a fiscal year of October 1st to September 30th, established by state law.
Accounting Procedures	All processes that identify, record, classify and summarize financial information to produce financial records.
Accounting System	The total structure of records and procedures which identify, record, classify, summarize and report information on the financial position and results of operations of the City.
Accounts Payable	A liability account reflecting amounts on open account owed to others for goods and services received by the City.
Accounts Receivable	An asset account reflecting amounts owed on open account from others for goods and services furnished by the City.
Accrual Basis of Accounting*	Method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.
Ad Valorem Tax	Commonly referred to as property taxes, it is the tax levied on the assessed value of real and personal property according to the property's valuation and the tax rate (millage) in effect.
Amendment	A change to the adopted budget which may increase or decrease a fund's total appropriation.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Amortization	Gradual reduction, redemption or liquidation of the balance of an intangible asset or liability according to a specified schedule of times and amounts; or provision for the extinguishment of a debt by means of periodic payments.
Annualize	A process used to estimate the full year cost, or value, of an activity from a partial year performance.
Appraise	To make an estimate of value, particularly of the value of property. If the property is valued for purposes of taxation, the less-inclusive term "assess" is substituted for this term.
Appropriated Fund Balance	A portion of the revenues in the fund balance that is used to balance a fund.
Appropriation or Appropriated Budget*	Expenditure authority created by the appropriation bills or ordinances that are signed into law and related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes. [NCGA Interpretation 10]
Assessed Valuation*	Valuation set upon real estate or other property by a government as a basis for levying taxes.
Assessed Value	The value the county property appraiser places on real and personal property. For residential properties the value includes the real estate and all buildings and improvements. For commercial property, the value also includes relevant personal (tangible) property.
Assessment	The process of making the official valuation of property for purposes of taxation, or the valuation placed upon property as a result of this process.
Assessment Roll	In the case of real property, the official list containing the legal description of each parcel of property and its assessed valuation. The name and address of the last known owner are also usually shown. In the case of personal property, the assessment roll is the official list containing the name and address of the owner, a description of the personal property and its assessed value.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Asset	Resources owned, or held, by a government which has monetary value.
Audits,	An examination leading to:
(1) Financial Audit*	(1) Audit designed to provide independent assurance of the fair presentation of financial information.
(2) Compliance Audit	(2) The audited entity's compliance with the various finance-related legal and contractual provisions used to assure acceptable governmental organizational performance and effective management stewardship. Public sector oversight bodies typically require independent auditors to include responses to standardized legal compliance audit questionnaires in financial and compliance audit reports.
(3) Internal Audit	(3) An independent appraisal activity within an organization for the review of operations as a service to management. It is a managerial control that functions by measuring and evaluating the effectiveness of other controls.
Authorized Positions	Employee positions, which are authorized in the adopted budget, to be filled during the year.
Authority	A government or public agency created to perform a single function or a restricted group of related activities. Usually such units are financed from service charges, fees and tolls, but in some instances they also have taxing powers. An authority may be completely independent of other governments or partially dependent upon other governments for its creation, its financing or the exercise of certain powers.
Available Fund Balance	See undesignated unreserved fund balance definition.
Balanced Budget	The total of estimated revenues and balances brought forward from prior years will equal the total of the appropriations and reserves.
Benchmarking	Determining the quality of products, services and practices by measuring critical factors (how fast, how reliable a product or service is) and comparing the results to those of highly regarded counterparts or best practices.
Best Practices	Documented strategies and tactics employed by highly regarded counterparts that are established as standards or levels to be obtained.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Bond	A written promise to repay a specified sum of borrowed money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter typically runs for a longer period of time.
Bond Covenant	An agreement between the City and its lenders specifying actions the City will take.
Bond Rating	A classification by one of the primary bond rating services following a credit analysis to determine a debt issuer's capacity to make bond payments and establish the probability of default.
Budget	A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.
Budget Calendar	The schedule of key dates involved in the process of adopting and then executing an adopted budget.
Budget Message	A written statement presented to the City Commission and incorporated into the budget document which highlights budget issues and policy recommendations.
Budget Process	Established procedures for the task which are to be completed prior to the adoption of the budget.
Budgetary Control	The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.
Capital Assets*	Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. [SGAS 34]

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Capital Equipment	An equipment unit with an expected service life of more than one year and a value of \$10,000 or more.
Capital Improvement	Expenditures related to the acquisition, expansion or rehabilitation of an element of the governments' physical facilities and infrastructure.
Capital Improvement Program (CIP)	A plan for capital expenditures over a period of years to meet capital needs arising from long-term planning. It sets forth each project or other contemplated expenditure and specifies the full resources estimated to be available to finance the projected expenditures.
Certificate of Achievement for Excellence in Financial Reporting Program*	Program sponsored by the Government Finance Officers Association to encourage and assist state and local governments to prepare high-quality Annual Comprehensive Financial Reports (ACFR). The program has been in continuous operation since 1946. The program originally was known as the Certificate of Conformance Program.
Community Redevelopment Agency (CRA)	A method to pay for redevelopment of a slum or blighted area through the increased tax revenue resulting from that redevelopment.
Compensated Absences	Leave earned by employees that is expected to be paid by the employer.
Comprehensive Plan	A formal document establishing general & non-financial goals objectives and policies in nine (9) distinct areas (e. g. future land use). Approved by the Commission, updated at regular intervals and filed with the state.
Consumer Price Index (CPI)	A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living, e.g., economic inflation.
Contingency	A budgetary reserve that is set aside for emergencies, or other unforeseen expenditures, not otherwise budgeted.
Contractual Services	Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include equipment maintenance agreements, and landscaping services.
Credit Rating	An independent rating service's evaluation of the credit worthiness of notes and bonds. Such ratings influence the cost of borrowing.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Cost Allocation	A method used to charge Internal Service Funds and Enterprise Funds for their share of central administration costs.
Current Assets	Those assets which are available to finance current operations, or to pay current liabilities. Those assets that will be used or converted into cash within one year. Some examples are cash, short-term investments and taxes receivable, which will be collected within one year.
Debt Limit	The maximum amount of legally permitted gross or net debt.
Debt Service	The payment of principal and interest on borrowed funds.
Debt Service Requirement	The amount of cash required to pay current maturities of interest and principal on outstanding debt. In government bonds, often refers to the annual required payments into debt service funds.
Dedicated Tax	A tax levied to support a specific government program or purpose.
Deficit	An excess of liabilities and reserves of a fund over its assets, or the excess of expenditures or expenses over revenues during a single accounting period.
Department/ Division	A department consists of one or more divisions. The division is the basic organizational unit of government which is functionally unique in its delivery of services.
Depreciation	The decrease in value of physical assets due to use and the passage of time.
Disbursement	The expenditure of monies from an account.
Distinguished Budget Presentation Awards Program	A voluntary program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Eminent Domain	The power of government to acquire property for public purposes. It is used frequently to obtain real property that cannot be purchased from owners in a voluntary transaction. When the power of eminent domain is exercised, owners normally are compensated by the government in an amount determined by the courts.
Employee Benefits	Contributions made by a government to meet commitments or obligations for employee benefits. Included is the government's share of costs for Social Security and the various pensions, medical and life insurance plans.
Encumbrance*	Commitments related to unperformed (executory) contracts for goods or services. For financial reporting purposes, encumbrance accounting is restricted to governmental funds. [NCGA Statement 1]
Enterprise Fund*	Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services. [SGAS 34] Intention of being self-sustaining, covering operational and capital expense costs.
EPA	Environmental Protection Agency.
Expenditure	The payment of cash for the purpose of acquiring an asset or service.
Expense	Charges incurred for such items as operations, maintenance, and interest, whether paid immediately or unpaid.
FDOT	Florida Department of Transportation.
Fiduciary Fund*	Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds. [SGAS 34]
Fiscal Policy	A government's policies with respect to revenues, spending, & debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Fiscal Year	A twelve-month period designated as the operating year for accounting and budgeting purposes, and at the end of which a government determines its financial position and the results of its operations. For the City the fiscal year begins on October 1st and ends on September 30th.
Fixed Assets	Assets of a long-term character which are not intended to be sold for profit, but which are to be used in an organization's normal course of business, such as land, buildings, machinery and equipment, and improvements other than buildings.
Franchise	A special privilege granted by a government permitting the continuing use of public property, such as city streets and usually involving the elements of monopoly and regulation.
Full Faith and Credit	A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full faith and credit bonds.
Full-Time Equivalent (FTE)	Refers to the number of personnel authorized for an accounting period, including part-time personnel converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time recreation aide working twenty (20) hours per week for fifty-two (52) weeks a year equals .5 or one half of a full-time position.
Full-Time Position	A position that qualifies for full City benefits, usually required to work 40 hours per week.
Function	A group of related activities aimed at accomplishing a major service or program for which a government is responsible, e.g., fire control and police field operations.
Fund*	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, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. [NCGA Statement 1]
Fund Balance*	Difference between assets and liabilities reported in a governmental fund. GASB 54, effective beginning in FY 2011, introduced five (5) new levels of governmental fund balances.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Fund Balance* (continued)

Nonspendable Fund Balance - includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual requirements.

The following are considered spendable fund balance:

Restricted Fund Balance - includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.

Committed Fund Balance - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority.

Assigned Fund Balance - includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed.

Unassigned Fund Balance - includes residual positive fund balance within the General Fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

Fund Type*

One of eleven (11) classifications into which all individual funds can be categorized.

Governmental fund - five (5) fund types include the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

Proprietary fund - two (2) fund types include enterprise funds and internal service funds.

Fiduciary fund - four (4) fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Funds Forward

The excess of current assets over current liabilities that is available at the start of the fiscal year.

GAAP*

Generally Accepted Accounting Practices - Conventions, rules & procedures that serve as the norm for the fair presentation of financial statements.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

GASB	Governmental Accounting Standards Board. Ultimate authoritative accounting and financial standard setting body for state & local governments. The GASB was established in June 1984 to replace the NCGA.
General Fund*	One of the five governmental fund types. The general fund typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund. [NCGA Statement 1]
General Obligation (GO) Bonds	Bonds which pledge the full faith and credit of the issuing government rather than a specific revenue source. In Florida voter approval is required for a GO bond issue.
Goal	A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.
Governmental Funds*	Funds generally used to account for tax-supported activities. There are five (5) different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.
Grants	Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity or facility.
Homestead Exemption	Pursuant to the Florida State Constitution, the assessed values from \$0 to \$25,000 and between \$50,000 and \$75,000 of a home which the owner occupies as a principal residence is exempt from county and/or municipality property tax levy.
Infrastructure	The physical assets of a government, e.g., streets, water, sewer, public buildings, parks, etc.
Intergovernmental Revenues	Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.
Internal Service Charges	The charges to user departments for internal services provided by another government agency, such as data processing, or insurance funded from a central pool.
Internal Service Fund	A fund established to account for charges of goods or services provided to other departments or governments on a cost-reimbursement basis.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Investments	Securities, bonds and real property (land or buildings) held for the production of revenues in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in the normal course of governmental operations.
Lapsing Appropriation	An appropriation made for a certain period of time, generally for the budget year. At the end of the specified period, any unexpected or unencumbered balance lapses or ends, unless otherwise provided by law.
Lease-Purchase Agreements	Contractual agreements which are termed “leases”, but which in substance are installment purchase contracts. At the end of the “lease” payments, the lessee owns the property outright.
Levy	To impose taxes, special assessments or service charges for the support of governmental activities. Also, the total amount of taxes, special assessments or service charges imposed by a government.
Liabilities	Debts or other legal obligations arising out of transactions in the past that must be liquidated renewed or refunded at some future date. This term does not include encumbrances.
Line-Item Budget	A budget prepared along departmental lines that focuses on what is to be purchased by each type of product or service.
Long-Term Debt	Debt with a maturity of more than one (1) year after the date of issuance.
Mil	Unit of measure for property taxes. A tax rate of one mil produces one dollar of taxes on each \$1,000 of assessed property valuation.
Millage	The rate used in the calculation for property taxes. One mil equals \$ 1 per \$1,000 of taxable value. A millage of 6.0000 is the FY 2026 operating rate for the City of Cocoa Beach and is equal to \$6.0000 for each \$ 1,000 of taxable value on real property.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Modified Accrual Basis of Accounting*	Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways: 1) revenues are not recognized until they are measurable and available, and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).
NCGA*	National Committee on Governmental Accounting.
NPDES	National Pollutant Discharge Elimination System.
NFPA	National Fire Protection Association.
Non-Revenue	A source of funds category defined in the state-mandated chart of accounts, which includes debt proceeds and transfers from other funds.
Object of Expenditure	An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.
Objective	Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.
Obligations	Amounts which a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.
Obsolescence	The decrease in the value of fixed assets resulting from economic, social, technological or legal changes.
Operating Budget	Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled. Law usually requires the use of an annual operating budget.
Operating Expenses	The cost for personnel services, materials and supplies required for a department to function.
Operating Revenue	Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Ordinance	A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. Ordinances require two public readings and legal advertisement prior to adoption. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be done by ordinance and those which may be done by resolution.
Other Costs	Refers to costs that are not personnel, operating or capital in nature, such as debt service and transfers between funds.
Pay-as-You-Go Basis	A term used to describe the financial policy of a government that finances all of its capital outlays from current revenues rather than by borrowing. A government that pays for some improvements from current revenues and others by borrowing is said to be on a partial or modified pay-as-you-go-basis.
Part-Time	Part-time employees work thirty (30) hours or less per week and are not entitled to full-time employee benefits.
Per Capita	A measurement of the proportion of some statistic to an individual determined by dividing the statistic by the population.
Performance Budget	A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.
Performance Indicators	Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.
Performance Measure	Data collected to determine how effective or efficient a program is in achieving its objectives.
Personnel Services	Expenditures for salaries, wages, and fringe benefits.
Program	A program is a distinct, clearly identifiable activity, function, cost center, or organizational unit that is budgeted as a sub-unit of a department. A program budget utilizes the separate program budgets as its basic component.
Projections	Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually fiscal years.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Glossary

Property Appraiser	An elected county official responsible for setting property valuation's for tax purposes and preparing the annual tax roll.
Property Tax	A tax levied on the assessed value of real property. This tax is also known as an ad valorem tax.
Proprietary Funds*	Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.
Purchase Order	A document that authorizes the delivery of specified merchandise or services establishing their cost and creating a commitment for both the provider and receiver of the product or service.
Requisition	A written demand or request, usually from one department to the purchasing officer or to another department, for specified products or services.
Reserve	A portion of a fund's balance that is restricted for a specific purpose and not available for general appropriation.
Resolution	A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.
Retained Earnings	An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.
Revenue Bonds	Bonds with principal and interest payments secured by specific revenues such as charges or rents paid by users of the facilities built with bond proceeds.
Revenues	Sources of funds received by the government that finance the operations. These receipts may include tax payments, interest earnings, service charges, grants, and intergovernmental payments.
Rolled-Back Millage	Under Florida law, as property values are increased each year by the property appraiser due to inflation, the City property tax rate is automatically reduced proportionately so that the City does not automatically derive additional revenue. The roll back millage rate, brings in the same dollar amount received the year before. All property tax rate changes are calculated using the rolled-back millage rate as the base.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

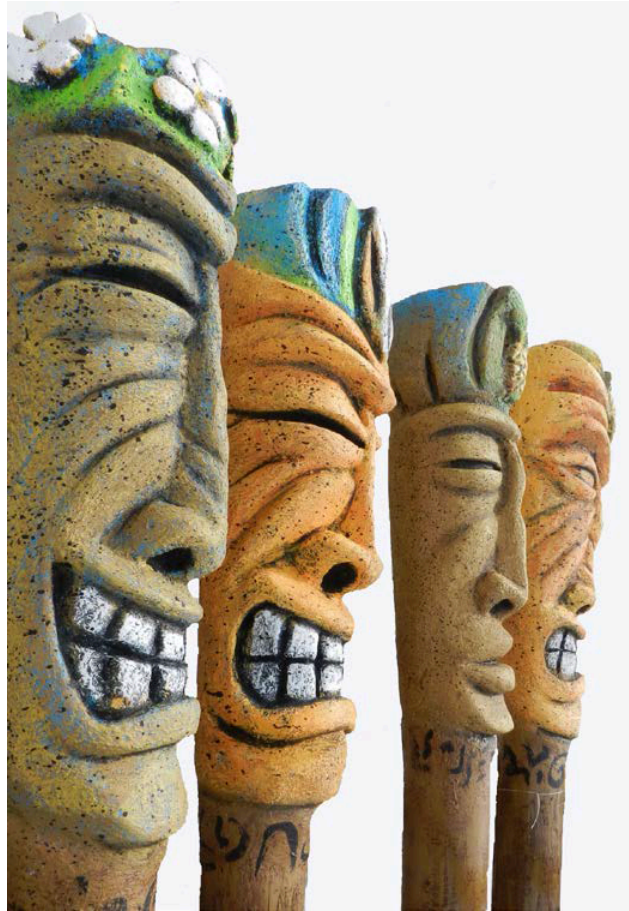
Glossary

Sinking Fund	A reserve that is accumulated over a period of time for use in the periodic retirement of debt.
Sinking Fund Bonds	Bonds issued under an agreement which requires the government to periodically set aside, out of its revenues, a sum which, with compound earnings thereon, will be sufficient to redeem the bonds at their stated date of maturity. Sinking fund bonds are usually term bonds, which do not require the periodic payment of interest.
Special Revenue Fund*	Governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditures for specified purposes. [NCGA Statement 1]
Special Assessment*	Compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.
SR A1A	State Route A1A, the primary north-south roadway through the City. Under the jurisdiction of Florida Department of Transportation.
Statute	A written law enacted by a duly organized and constituted legislative body, such as the State of Florida.
Surety Bond	A written promise to pay damages or to indemnify against losses caused by the party or parties named in the document, through non-performance or through defalcation. Surety bonds also include Fidelity Bonds covering government officials and employees.
Surplus	An excess of the assets of a fund over its liabilities and reserved equity.
Taxes	Compulsory charges levied by a government for the purpose of financing facilities or performing services for the common benefit.
Tax Rate	The amount of tax stated in terms of a unit of the tax base, for example, 25 mils per dollar of assessed valuation of taxable property.

*Some definitions are taken from Governmental Accounting, Auditing and Financial Reporting; 2012 edition. These definitions are marked with an asterisk.

Tax Rate Limit	The maximum rate at which a government may levy a tax. The limit may apply in taxes raised for a particular purpose, or to taxes imposed for all purposes and may apply to a single government, to a class of governments or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.
Tax Roll	The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.
Taxable Value	The assessed value of property minus the homestead or any other exemption which may be applicable. (e.g. disability)
Temporary Position	A temporary position is filled for a specified period of time, is not permanent in nature and does not qualify for regular City benefits.
User Charges	The payments of a fee for direct receipt of a public service by the party benefiting from the service.
Unrestricted net assets*	That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).
Uniform Accounting System Manual	Document containing the chart of accounts to be used as the standard for recording & reporting financial information to the state of Florida. References: FS 218.32 & FS 218.33.
Voted Millage	Property tax levies authorized by voters within a taxing authority.
Working Capital	The financial measurement which represents operating (current assets minus current liabilities) liquidity available.

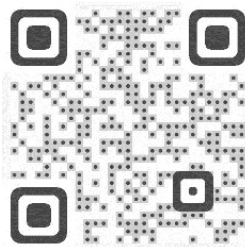
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City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Finance /
Hana Juman, Finance Director

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution No. 2025-18 - A Resolution of the City Commission of the City of Cocoa Beach, Florida, adopting a Five-Year Capital Improvements Program, to include the Fiscal Year 2026 Capital Improvements Budget and adopting a Proposed Capital Improvements Program for the next four Fiscal Years 2026-2030 which may be revised and extended each year with regard to capital improvements.

Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

N/A

BACKGROUND:

"I move to approve Resolution No. 2025-18 adopting the Five-Year Capital Improvements Program for Fiscal Years 2026-2030".

The Capital Improvements Program (CIP) for Fiscal Years 2026-2030 was presented to the City Commission in conjunction with the Fiscal Year 2026 Annual Budget that was adopted on this evening, September 18, 2025. The Capital Improvement Program is normally adopted with a formal resolution, so staff has prepared Resolution 2025-18.

The Five-Year Capital Improvements Program for Fiscal Years 2026-2030 is presented in Section G of the Fiscal Year 2026 Adopted Budget. Also presented in Section G are revenue projections, the timing of rate increases for the various funds, outside financing and interfund transfers and loans.

RESOLUTION NO. 2025 - 18

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA, ADOPTING A FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM, TO INCLUDE THE FISCAL YEAR 2026 CAPITAL IMPROVEMENTS BUDGET AND ADOPTING A PROPOSED CAPITAL IMPROVEMENTS PROGRAM FOR THE NEXT FOUR FISCAL YEARS 2027 - 2030 WHICH MAY BE REVISED AND EXTENDED EACH YEAR WITH REGARD TO CAPITAL IMPROVEMENTS.

BE IT RESOLVED by the City Commission of the City of Cocoa Beach, Florida, that:

The Capital Improvements Program for the fiscal year 2026 Budget of the City of Cocoa Beach, Florida, according to "Section G" in the document known as the City of Cocoa Beach Budget for Fiscal Year 2026, and the same is hereby adopted.

BE IT FURTHER RESOLVED BY THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA, that:

The proposed Five (5) Year Capital Improvement Program Budget for fiscal years 2026 through 2030 of the City of Cocoa Beach, Florida, according to "Section G" in the document known as the City of Cocoa Beach Budget for Fiscal Year 2026, and the same is hereby adopted and may be revised and extended each year with regard to Capital Improvements.

Upon **Motion** by Commissioner _____ and Seconded by Commissioner _____ this Resolution was duly adopted at a Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 18th day of September, 2025.

ATTEST:

Ayes: _____
Nays: _____
Absent or Abstaining: _____

Karin Grooms
City Clerk

Keith Capizzi
Mayor-Commissioner

**CITY OF COCOA BEACH
CITY COMMISSION
MINUTES
August 29, 2025**

A. MEETING CALLED TO ORDER

Mayor Capizzi called the meeting to order at 2:00 PM.

B. NEW BUSINESS

1. Discuss the interview format: 1:10 PM – 1:15 PM

The Commission discussed potential formats for conducting the City Manager candidate interviews. Commissioners noted that they had already spoken individually with all five candidates.

Mayor Capizzi inquired about the possibility of shortlisting the candidates. The Commission agreed, however, noted that all five candidates should be heard by the public. Vice-Mayor Williams suggested that the Commission listen to all the candidates, then tally the results to identify the top two.

Commissioner Tumulty expressed support for interviewing all five candidates but noted that asking all five prepared questions would not be practical. The Commission agreed to shorten the list of questions due to time constraints.

Commissioner Hutcherson inquired about the process for public questions. It was determined that members of the public could submit written questions, which would then be read by the Mayor.

Mayor Capizzi advised that he had a list of five questions prepared and asked the Commission to decide which should be posed to the candidates. The Commission agreed on the following three:

- **Question 1:** Within your current (last City Manager job if in transition) what would the community tell us about you? What would elected officials tell us? What would your staff tell us?
- **Question 2:** What is your experience in dealing with the unique challenges of a coastal community - coordinating with DEP, Water Management District, FFW, Army Corp of Engineers, FDOT?
- **Question 3:** Cocoa Beach is virtually built out, taxes are high, tourism (2.5 M) requires public safety resources well above what would be required by our Population of 11,300 - what approach would you recommend to maintain our future fiscal health and quality of life in Cocoa Beach.

2. City Manager Candidate Interviews (alphabetically; intro/questions-answers):

Time	Name
1:15 to 1:45 p.m.	Finalist #1 - Brown, Taylor

CITY COMMISSION
MINUTES August 29, 2025

1:45 to 2:15 p.m.
2:15 to 2:45 p.m.
2:45 to 2:55 p.m.
2:55 to 3:25 p.m.
3:25 to 3:55 p.m.

Finalist #2 - Hein, Michael
Finalist #3 - McGlothlin, Michael
Break
Finalist #4 - Sherman, Suzanne
Finalist #5 - Somers, Nathan

Due to telephone interview - the schedule was rearranged)

Candidate: Nate Somers (Telephone Interview)

Question 1:

Mr. Somers currently serves as Chief of Staff and Senior Advisor to the Secretary of the Air Force Reserve. He stated that his community would describe him as a strong partner and collaborator. He highlighted his leadership in supporting both military and civilian staff, emphasizing his ability to work with diverse groups and achieve organizational goals.

He also described his prior experience working closely with an elected official, serving as a trusted advisor and "right hand" in policy development at the Pentagon and in personnel management across departments.

Mr. Somers summarized his strengths as being a reliable teammate, a strong partner, and a people-oriented leader.

Question 2:

Mr. Somers explained that he has worked in both coastal and non-coastal environments. He compared his responsibilities to those of a City Manager while serving at Joint Andrews Air Force Base, where he coordinated with state agencies, including the State of Maryland and local Water Management Districts.

He further discussed his experience at the Space Force Base, where he was responsible for all operations. This included oversight of facilities such as the golf course, marina, and other recreational and operational areas to ensure they remained functional. He noted that his work at the Space Force Base represents his direct coastal management experience.

Question 3:

Mr. Somers emphasized that quality of life has been the cornerstone of his career, particularly in his role as a "people officer" in the Air Force. He described the importance of building strong relationships with the community, staff, and elected officials, while maintaining fiscal responsibility.

He noted that his approach would include fostering community forums to allow residents to bring forward issues and ideas, ensuring the city remains engaged and forward-looking. He stressed the importance of being fiscally conservative while enhancing quality of life and working collaboratively with the Commission to bring the City into the future.

Closing Statement:

Mr. Somers acknowledged the unique nature of the City's current situation and expressed his appreciation for the flexibility shown in allowing him to participate via telephone. He highlighted his experience in managing large-scale projects and developing talent strategies while advising top leaders in high-pressure environments. He stated that this background has prepared him to take the next step into a City

Manager role. Mr. Somers concluded by expressing his enthusiasm for the opportunity to serve the Cocoa Beach community and his confidence that his experience would allow him to address the City's unique challenges.

Candidate: Taylor Brown -

Question 1:

Mr. Brown stated that his previous community would describe him as fair, approachable, and involved. He explained that elected officials would say he provides them with the information they need to hear, not necessarily what they want to hear. He emphasized being flexible and noted that once a council sets policy, he implements it regardless of his personal opinion.

Regarding staff, Mr. Brown said they would describe him as easy to work with and collaborative, fostering a family-like work environment.

Question 2:

Mr. Brown noted that the most difficult agency to work with is often the Army Corps of Engineers. He explained that his approach is to establish relationships in advance by reaching out and meeting directly with agency representatives before issues arise. He stated that this proactive approach has led to positive results.

He further explained that through his experience in different communities, he has developed relationships with regional partners and agencies, which has proven valuable when addressing complex permitting or infrastructure challenges.

Mr. Brown inquired for clarification about his specific projects. Vice-Mayor Williams clarified and noted looking at the experience coordinating with the listed agencies.

Question 3:

Mr. Brown emphasized that both residents and visitors are priorities. He explained that although Cocoa Beach is built out, that does not mean growth stops. Growth, in his view, can mean maintaining value, extending the useful life of infrastructure, and addressing deferred maintenance. He stressed the importance of understanding what lies "underground" and planning proactively for replacement and upgrades.

He noted that maintaining fiscal health requires treating public funds with care, creativity, and innovation, while recognizing that every dollar spent comes from taxpayers. He discussed the need for open communication with residents, taking their input seriously, and ensuring resources are spent responsibly. He added that being fiscally conservative while providing necessary services and maintaining infrastructure is a responsibility he takes seriously.

Resident/Public Questions:

Vice-Mayor Williams read the following question: How long would you feel it should take to analyze our budget, observe, work with staff, learn about our geography and environment and interact with stockholders before making major changes to our budget staffing and policy that is within your wheelhouse beyond your time spent in Cocoa Beach the last two days. How much time was spent educating yourself about our city?

Mr. Brown explained that he typically spends the first six months observing and assessing the organization's culture. He described his process as spending time in the field, engaging directly with staff and residents, and taking detailed notes to identify

long-standing issues. He also explained how he educated himself and how he has been waiting for the opportunity to come to Cocoa Beach for over 9 years. He provided an example from his time in Perry, where he conducted a four-hour presentation outlining “the good, the bad, and the ugly” in order to set priorities, clarify values, and establish a plan of action.

Closing Statement:

Mr. Brown expressed enthusiasm about the opportunity to be part of Cocoa Beach, noting its unique mix of tourism, community, and culture. He noted he values the energy and character of the community. He emphasized his desire to contribute to preserving and enhancing Cocoa Beach’s identity.

Candidate: Michael Heins

Question 1:

Mr. Heins stated that his community would describe him as someone who values the decision-making process, seeks input, and consistently over-delivers. He described his leadership style as leading by example and caring for both the organization and the community.

Question 2:

Mr. Heins highlighted his extensive experience working with coastal issues and agencies such as FDEP, FWC, the Army Corps of Engineers, and FDOT. He noted his involvement with sand and shoreline projects, referencing his work in Longboat Key and his experience navigating the permitting process.

He also described working with FDOT on a downtown realignment project that had a grid system that needed adjustments for modern truck traffic. He explained that the project was successfully negotiated with FDOT. In addition, he discussed coordinating with the St. Johns River Water Management District on water supply issues.

Question 3:

Mr. Heins acknowledged that Cocoa Beach is a unique community of 11,300 residents that also serves a much larger seasonal population. He explained that preparing services to meet both resident and visitor demands is essential to maintaining fiscal health.

He emphasized the importance of evaluating what is currently going well, including revenue streams, pension obligations, and union agreements, to identify where balance exists and where imbalances may occur. He noted that aligning service levels with the City’s long-term plan and being transparent with stakeholders is critical for building trust and maintaining sustainability.

Resident/Public Questions: (Same as previous Candidate)

Mr. Heins explained that in preparation for applying, he had already visited Cocoa Beach, toured facilities, and reviewed past commission meetings to understand the community and its operations.

He stated that if selected, he would spend the first 30–60 days observing, meeting with key stakeholders, and learning the culture before making informed decisions. He emphasized that he would not make major changes immediately but would focus on building relationships and establishing a foundation for strategic planning in the next fiscal cycle.

Closing Statement:

Mr. Heins expressed gratitude to the Commission and the community for the opportunity to interview. He acknowledged that all five candidates were highly qualified and that the City's task was to determine the best fit. He noted the many opportunities ahead for Cocoa Beach and expressed enthusiasm for the possibility of serving the community.

Candidate: Mike McGlothlin

Question 1:

Mr. McGlothlin stated that his community would describe him as having a consistent track record and an open-door policy for both internal staff and external stakeholders.

He noted that residents felt understood, heard, and valued.

He explained that elected officials would describe him as hardworking, confident, available, calm, and an effective communicator.

Regarding staff, he said they would describe him as an ethical leader who listens, learns from others, and genuinely cares about their welfare and professional growth.

Question 2:

Mr. McGlothlin described his experience growing up and working in a barrier island community (Sand Key, west of Tampa). He explained that living on and leading on a barrier island provided him with a strong understanding of the unique challenges posed by hurricanes, coastal management, and environmental constraints.

He noted his experience working with DEP and Water Management Districts, stressing that coordination, strong relationships, and open communication with these agencies are critical for success. He emphasized that his background has given him firsthand knowledge of the challenges faced by coastal communities.

Question 3:

Mr. McGlothlin stated that maintaining fiscal health requires collaboration with the community, Commission, and staff to identify priorities. He emphasized listening to residents to understand what is most important to them and ensuring resources are aligned with those priorities.

He explained that after identifying community goals, the City must determine how to fund them, including exploring intergovernmental relationships and grant opportunities.

He highlighted the need for a realistic financial picture and a balanced approach to long-term sustainability.

Resident/Public Questions: (Same as previous Candidate)

Mr. McGlothlin shared that he had researched Cocoa Beach extensively over the past six months, including reviewing key community topics, CRA activities, and the Main Street area. He noted that he spent time talking with business owners and residents to gain an understanding of local perspectives.

He explained that during his first 30 days, his focus would be on onboarding and building relationships. By the 60-day mark, he would develop plans to address critical issues identified through these conversations. He described his process as one that combines listening, research, and action planning to establish trust and set priorities.

Closing Statement:

Mr. McGlothlin thanked the Commission for the opportunity to interview and expressed his admiration for the community. He noted that Cocoa Beach has a long track record of being a successful municipal organization and that his goal would be to protect and

build upon that legacy. He emphasized the importance of redevelopment and ensuring that the City continues to thrive.

Candidate: Suzanne Sherman

Question 1:

Ms. Sherman stated that her community would describe her as transparent, approachable, and responsive. She explained that she strives to communicate openly with residents, listening to their concerns and following up with solutions.

She noted that elected officials would describe her as a steady leader who provides clear and thorough information to support decision-making. She emphasized her commitment to ensuring that officials feel prepared and supported.

Regarding staff, Ms. Sherman said they would describe her as fair, professional, and team-oriented, fostering an environment that values collaboration and accountability.

Question 2:

Ms. Sherman highlighted her extensive coastal community experience, specifically her time as City Manager in Palm Bay and Deputy City Manager in Satellite Beach. She explained that she has worked closely with DEP, FWC, the St. Johns River Water Management District, and FDOT on projects related to stormwater, beach renourishment, infrastructure, and environmental permitting.

She stressed the importance of balancing environmental preservation with community growth and infrastructure needs, noting her track record of navigating complex coastal issues through collaboration and intergovernmental coordination.

Question 3:

Ms. Sherman acknowledged Cocoa Beach's unique fiscal challenges, balancing a small residential tax base with high service demands created by millions of annual visitors. She emphasized that strong financial planning, diversification of revenue sources, and prioritization of core services are critical.

She noted the importance of analyzing pension obligations, collective bargaining agreements, and long-term infrastructure needs to ensure the City remains financially stable. She also emphasized community engagement, transparency, and aligning fiscal strategies with the City's vision to maintain a high quality of life.

Vice-Mayor Williams inquired about Satellite Beach having one of the highest ad valorem taxes. Ms. Sherman noted her first time working for Satellite Beach she spoke about the citizen committee for the budget. She explained the current fees and noted the difference of the city is majority residential.

Resident/Public Questions: (Same as previous Candidate)

Ms. Sherman mentioned that she had lived in Brevard County for the past 25 years.

Noted that she does not make decisions early on unless it was needed. Ms. Sherman stated that she would begin by listening, meeting with residents, business owners, community organizations, and staff to understand priorities and challenges.

She emphasized that early relationship-building is essential to establishing trust and that she would use this foundation to guide long-term planning. She also highlighted her practice of attending community events and forums to stay visible and accessible.

Closing Statement:

Ms. Sherman expressed appreciation to the Commission and residents for the

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opportunity to interview. She noted her passion for serving in a coastal community and her commitment to transparent, accountable leadership. She stated that her experience, skills, and dedication to public service align with the unique challenges and opportunities facing Cocoa Beach.

Commission took a 15 minute break.

3. 4:00 p.m. Commission meets to make a selection or discuss next steps.

Mayor Capizzi reconvened the meeting and requested that each Commissioner select their top two or three candidates, write them down, and submit them to the City Clerk.

Commissioner Jackson asked Vice-Mayor Williams for his thoughts on the process. Vice-Mayor Williams stated that the goal should be to select a City Manager who could receive unanimous support from the Commission.

Commissioner Hutcherson emphasized the importance of unanimity and discussed possible outcomes if the Commission could not reach agreement. He also inquired whether any write-in names had been submitted.

Cocoa Beach, FL						
Summary of Preferences for City Manager, Round # 1						
August 29, 2025						
Elected Officials Candidate	Cappizzi	Hutcherson	Jackson	Tumulty	Williams	Total
Taylor Brown						0
Michael Hein		1			2	3
Mike McGlothlin	1	3	1			5
Suzanne Sherman	2	2		X		4
Nate Somers	3			X	1	4
Total	6	6	1	0	3	16

Compiled by: City Clerk

(The results reflect the Straw Preference Poll provided by Colin Baezigner & Associates. Individual Results will be posted with the minutes)

The Commission discussed the results and their individual choices regarding the candidates. Vice-Mayor Williams observed that no single candidate received more than three votes.

Mayor Capizzi stated that the pool included qualified candidates who had performed well in the process. He also noted that Mr. Somers is a Cocoa Beach resident, which

he believed provided a deeper connection to the community, as it is both his home and place of work.

Vice-Mayor Williams asked Commissioner Jackson who he would select as his second choice. Commissioner Jackson stated that he did not have a clear number two candidate, but emphasized that all the individuals were talented. He explained that his selection stood out because of the candidate's MBA, which he considered a strong credential.

The Commission continued to discuss Mr. Somers and his qualifications. Commissioner Tumulty shared his reasoning for his selections and requested that the Commission move toward narrowing the field to two candidates. Additional discussion was held regarding Ms. Sherman and her candidacy.

The Commission decided to take another vote and requested that each member select a first and second choice. Discussion followed regarding the status of the Commission based on the previous results.

Commissioner Jackson asked Commissioner Hutcherson to explain his thought process. Commissioner Hutcherson stated that he focused on two main questions: whether the candidate demonstrated solid budget responsibility and whether they would be a good cultural fit. He noted that Mr. Heins was a solid candidate who could step into the role but expressed concern that his personality might not be as strong a fit as Ms. Sherman's. He also raised concern about the transition from military service for Mr. Somers.

Mayor Capizzi commented on Mr. Somers, noting the lack of connection due to his online participation in the process. He also discussed the other candidates, mentioning the importance of organizational culture and the city's reputation.

Vice-Mayor Williams stated that he had read all of the candidate documents. He emphasized that the information was public and should not be held against the applicants.

Commissioner Jackson expressed interest in hearing the Vice-Mayor's thoughts, and further discussion followed regarding Mr. Somers. Commissioner Hutcherson noted that if Mr. Somers were to be short-listed, he would need to attend an in-person interview before being considered for selection, meaning the decision would not be finalized that evening.

Commissioner Tumulty explained his own approach to evaluating Mr. Somers, treating the process as if it were the meet-and-greet. He shared that he was able to learn more about Mr. Somers' family and career background.

Vice-Mayor Williams observed that longevity in a City Manager could be a benefit in Mr. Somers' case. Commissioner Tumulty added comments about the value of candidates who already had professional contacts available.

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Following discussion, Vice-Mayor Williams requested another vote.

Commissioner Jackson reflected on the overall applicant pool, noting that there had been five candidates under consideration and emphasizing the importance of the decision as a critical step for the City. He stated that he was able to observe and evaluate the process as well as how staff interacted with the candidates.

Commissioner Jackson further noted that staff had expressed support for Mr. A.J. Hutson and commended Mr. Hutson for earning that level of respect within a short time frame. He also discussed the Assistant City Manager role, suggesting that Mr. Somers might be developed further for a future opportunity. Commissioner Jackson then commented on the other candidates and their potential to serve effectively as City Manager.

Following discussion, the Commission conducted another vote for the position and continued to deliberate on the applications and the process.

Cocoa Beach, FL						
Summary of Preferences for City Manager, Round # 2						
August 29, 2025						
Elected Officials Candidate	Cappizzi	Hutcherson	Jackson	Tumulty	Williams	Total
Taylor Brown						0
Michael Hein			2		2	4
Mike McGlothlin	1	1	1			3
Suzanne Sherman		2		1		3
Nate Somers	2			2	1	5
Total	3	3	3	3	3	15

Compiled by: City Clerk

(The results reflect the Straw Preference Poll provided by Colin Baezigner & Associates. Individual Results will be posted with the minutes)

The Commission continued discussion regarding the candidates while the results of the vote were being tallied.

During public comment, Ms. Janice Scott referenced remarks made earlier in the day, emphasizing the importance of reaching a consensus rather than forcing a decision. Mr. Rick Anderson shared his impressions from his conversations with the candidates and from the interviews, stating that his preferred candidates were Ms. Sherman and

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Mr. Somers. Another resident commented on the strengths and mindset of military-trained individuals. Mr. John Dillion addressed the Commission and spoke highly of Ms. Sherman, praising her qualifications.

The Commission received the results of the vote and observed that the pattern remained the same, with no clear consensus emerging. Mayor Capizzi acknowledged the lack of a decisive outcome and concurred with Vice-Mayor Williams' concern.

Vice-Mayor Williams suggested narrowing the selection to two candidates, Mr. McGlothlin and Mr. Somers, for further consideration. The Commission expressed understanding of this approach. Commissioner Hutcherson noted feeling conflicted on behalf of the community.

Vice-Mayor Williams requested an additional straw poll. The Commission discussed concerns regarding the possibility of compromising without reaching a true consensus. Following discussion, the Commission proceeded with another vote.

Cocoa Beach, FL
Summary of Preferences for City Manager, Round # 3

August 29, 2025

Elected Officials Candidate	Capizzi	Hutcherson	Jackson	Tumulty	Williams	Total
Taylor Brown						0
Michael Hein						0
Mike McGlothlin	1	1	1			3
Suzanne Sherman				1		1
Nate Somers					1	1
Total	1	1	1	1	1	5

Compiled by: City Clerk

(The results reflect the Straw Preference Poll provided by Colin Baezigner & Associates. Individual Results will be posted with the minutes)

Mr. Wade Vose, City Attorney, noted that the Commission was having a productive conversation. The Commission further discussed the situation, during which Vice-Mayor Williams recommended that if there was not a 4-1 vote, the Commission should consider alternative options.

Vice-Mayor Williams explained that the current process was not producing a clear outcome and proposed a "Plan B," asking Interim City Manager A.J. Hutson to remain in the role for up to two additional years. He stated this would allow time to prepare staff for succession into the City Manager role. If, after two years, Mr. Hutson did not

feel comfortable transitioning leadership, the Commission could then initiate another search.

Commissioner Jackson requested input from the recruitment agency or the City Attorney. Discussion followed regarding potential changes in the composition of the Commission after upcoming elections. Vice-Mayor Williams noted that it is common for new commissions to select their own City Manager and that extending Mr. Hutson's service would allow the next Commission to make that determination.

Mayor Capizzi agreed, noting that it is common practice for city managers to change following an election cycle. He added that if Mr. Hutson were willing to serve for two years, it would be a prudent and stabilizing approach.

A representative from the search firm confirmed that in the last three searches conducted by the firm, the final selections had been internal candidates, and that this was not an uncommon outcome.

Commissioner Hutcherson stated he supported the option of retaining Mr. Hutson, but also expressed concern about the lack of a formal succession plan. He noted that while the Police Department has an effective succession structure in place, the City Manager's office does not.

Mr. Vose emphasized that while the process was challenging, the ultimate decision regarding the City Manager appointment rests entirely with the City Commission. Commissioner Hutcherson inquired about the possibility of revisiting the candidate vote at a later date. Vice-Mayor Williams responded that he did not see any value in revisiting the vote.

Mayor Capizzi noted the strong support Mr. Hutson had received from members of the community and staff. He stated that he did not feel the need to "talk himself into" supporting Mr. Hutson.

Commissioner Jackson requested a recess to allow time for the Commission to collect their thoughts.

Ms. Janice Scott described the process as interesting, noting that several candidates had strong coastal community experience. She expressed support for Mr. Hutson as a great candidate and suggested that the Commission consider hiring an Assistant City Manager to strengthen the leadership team.

Mr. Rick Anderson stated that Mr. Hutson would not be a bad choice, but expressed concern about Mr. McGlothlin, particularly his stated intention to implement numerous changes within his first 60 days.

Another resident noted that it's hard as the Commission to come to a consensus, noting that Mr. Hutson had volunteered to continue serving as Interim City Manager.

She suggested that the Commission could also consider offering Assistant City Manager roles to some of the external candidates.

Mr. John Dillon inquired about how the Commission could make a final decision at a single meeting. Mr. Vose clarified the process and confirmed that the Commission had the authority to make the decision that evening.

Commissioner Tumulty addressed the discussion regarding the Assistant City Manager position. He explained that, under the City Charter, the Commission is responsible for hiring only the City Attorney and the City Manager. He noted that in the past, the Commission approved the City Manager's hiring of an Assistant City Manager but did not have direct input into the selection.

The Commission discussed the history of the Assistant City Manager position, including how it has been used in the past. Additional discussion followed regarding the budget process and ensuring that the position is properly funded through the approved budget.

MOTION BY WILLIAMS/ NO SECOND

I MOVE TO ACCEPT AJ HUTSON UP TO 2 YEARS, CITY MANAGER,

The City Commission took a 10-minute break.

Mayor Capizzi inquired about Mr. Hutson's current salary. It was confirmed that his salary is \$161,000, plus applicable COLA increases.

Commissioner Jackson clarified that the City provides insurance coverage for Mr. Hutson in connection with decisions made in his official capacity.

MOTION BY WILLIAMS/TUMULTY

I MOVE TO APPROVE MR. A.J. HUTSON TO STAY ON AS CITY MANAGER FOR UP TO 2 YEARS.

VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Mr. Hutson stated that he would not agree to extend his service if it were not for the support of the Commission. He emphasized his commitment to keeping the staff together, maintaining the city's culture, and ensuring that the City's work continues effectively.

Mayor Capizzi recognized Mr. Hutson for his dedication and for working collaboratively with the Commission, noting his evident commitment and care for the City.

Commissioner Jackson emphasized the importance of using the next two years to focus seriously on succession planning and requested that a formal succession plan be documented.

Commissioner Hutcherson inquired whether an achievable and workable succession plan could be developed within the proposed timeframe.

The Commission requested that a formal, written succession plan be developed. Vice-Mayor Williams directed the City Manager work in coordination with the Human Resources Director to prepare the succession plan.

C. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:56 p.m.

_____ Keith Capizzi, Mayor-Commissioner

_____ Karin Grooms, City Clerk

5 on 1 INTERVIEW QUESTIONS

- Within your current (or last CM job if in transition) – what would the community tell us about you? What would elected officials tell us? What would your staff tell us?
- In your current or your most recent CM position did your community have its own police department? Fire/EMS department? Wastewater Treatment plant? Country Club & golf course? Expanse of beach?
- Have you ever participated in collective bargaining negotiations – tell us about that experience?
- What is your experience in dealing with the unique challenges of a coastal community – coordinating with DEP, Water Management District, FFW, Army Corps of Engineers, FDOT?
- Cocoa Beach is virtually built out, taxes are high, tourism (2.5M) requires public safety resources well above what would be required by our population of 11,300 – what approach would you recommend to maintain our future fiscal health and quality of life in Cocoa Beach.

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

**Please place a check mark next to your top 3 choices to interview
to become your next City Manager.**

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	#2
3	Mike McGlothlin	
4	Suzanne Sherman	
5	Nate Somers	#1

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☐ Jackson ☐ Tumulty ☒ Williams

Round 1

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview
to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	1
4	Suzanne Sherman	
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☒ Jackson ☐ Tumulty ☐ Williams

Round 1

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	
4	Suzanne Sherman	X
5	Nate Somers	X

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☐ Jackson ☒ Tumulty ☐ Williams

Cocoa Beach, FL**Straw Preference Poll RE: City Manager Candidates**

August 29, 2025

Please place a check mark next to your top 3 choices to interview
to become your next City Manager.

	Candidate	Select
1	Taylor Brown	5
2	Mike Hein	4
3	Mike McGlothlin	1
4	Suzanne Sherman	2
5	Nate Somers	3

✓
✓
✓

Submitted by (please place a mark next to your name):

☒ Capizzi ☐ Hutcherson ☐ Jackson ☐ Tumulty ☐ Williams

Round 1

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices ~~to interview~~
to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	X 1 1
3	Mike McGlothlin	X 2 3
4	Suzanne Sherman	X 2
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☒ Hutcherson ☐ Jackson ☐ Tumulty ☐ Williams

Round
2

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview
to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	12
3	Mike McGlothlin	1
4	Suzanne Sherman	
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☒ Jackson ☐ Tumulty ☐ Williams

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview
to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	☒
3	Mike McGlothlin	1
4	Suzanne Sherman	2
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☒ Hutcherson ☐ Jackson ☐ Tumulty ☐ Williams

Round 2

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	#2
3	Mike McGlothlin	
4	Suzanne Sherman	
5	Nate Somers	#1

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☐ Jackson ☐ Tumulty ☒ Williams

Cocoa Beach, FL**Straw Preference Poll RE: City Manager Candidates**

August 29, 2025

Please place a check mark next to your top 3 choices to interview
to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	1
4	Suzanne Sherman	1
5	Nate Somers	2

Submitted by (please place a mark next to your name):

☒ Capizzi ☐ Hutcherson ☐ Jackson ☐ Tumulty ☐ Williams

Round 2

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	
4	Suzanne Sherman	1
5	Nate Somers	2

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☐ Jackson ☒ Tumulty ☐ Williams

Cocoa Beach, FL

Round 3

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	☒
4	Suzanne Sherman	☐
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☒ Hutcherson ☐ Jackson ☐ Tumulty ☐ Williams

Round 3

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	
4	Suzanne Sherman	1
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☐ Jackson ☒ Tumulty ☐ Williams

Cocoa Beach, FL**Straw Preference Poll RE: City Manager Candidates**

August 29, 2025

**Please place a check mark next to your top 3 choices to interview
to become your next City Manager.**

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	
4	Suzanne Sherman	
5	Nate Somers	

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☒ Jackson ☐ Tumulty ☐ Williams

Round 3

Cocoa Beach, FL

Straw Preference Poll RE: City Manager Candidates

August 29, 2025

Please place a check mark next to your top 3 choices to interview to become your next City Manager.

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	☒
4	Suzanne Sherman	
5	Nate Somers	

Submitted by (please place a mark next to your name):

☒ Capizzi ☐ Hutcherson ☐ Jackson ☐ Tumulty ☐ Williams

Cocoa Beach, FL**Straw Preference Poll RE: City Manager Candidates**

August 29, 2025

**Please place a check mark next to your top 3 choices to interview
to become your next City Manager.**

	Candidate	Select
1	Taylor Brown	
2	Mike Hein	
3	Mike McGlothlin	
4	Suzanne Sherman	
5	Nate Somers	✓

Submitted by (please place a mark next to your name):

☐ Capizzi ☐ Hutcherson ☐ Jackson ☐ Tumulty ☒ Williams

**CITY OF COCOA BEACH
CITY COMMISSION
MINUTES
September 4, 2025**

A. MEETING CALLED TO ORDER

Mayor Capizzi called the meeting to order at 6:00 PM.

1. Pledge of Allegiance
2. Invocation by Pastor Mark Wodka, Canaveral Port Ministry

Pastor Keith Capizzi from Club Zion provided invocation for the city.

3. Roll Call

Commission Members Present:

Mayor Keith Capizzi
Vice-Mayor Skip Williams
Commissioner Joshua Jackson
Commissioner Tim Tumulty
Commissioner Jeremy Hutcherson

Administrative Members Present:

City Attorney Becky Vose
City Manager A.J. Hutson
City Clerk Karin Grooms
Development Services Dave Dickey
Development Deputy Services Director Brian Palmer
Finance Director Hana Juman
Finance Deputy Director Devan Taly
Finance, Senior Financial Analyst, Ander Hanson
Fire Chief Justin Grimes
Fire Deputy Chief, Steve Lea
Fleet Director Jonathan Mickler
General Manager, CBCC Ed Thinger
Human Resources Cindy DePina
Information Technology Director Kevin Perez
Information Technology Deputy Director, Ron Munns
Information Technology Lauren Domenech
Information Technology, Nate Guruwaffe
Leisure Services Andi Segarra
Police Chief Wes Mullins
Police, Deputy Chief Kris Kuehn
Police, Major Joseph Versaggi
Police, Major Manny Hernandez
Water Rec/ Public Works Director Brad Kalsow

CITY COMMISSION MINUTES
September 4, 2025

B. BUDGET HEARING

1. Approve the Tentative Millage rate of 6.0000 mills for Fiscal Year 2026. The Proposed Millage rate of 6.0000 mills is 0.65% higher than the Rollback rate of 5.9610 mills. Adoption of the Millage rate by Resolution No. 2025-16 is scheduled for September 18, 2025. Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager
Recommendation: Approve

The City Attorney read item B1.

MOTION BY WILLIAMS/TUMULTY

I MOVE TO APPROVE THE TENTATIVE MILLAGE RATE OF 6.0000 MILLS FOR FY 26.

ROLL CALL VOTE 4-AYES/1-NAY- HUTCHERSON

2. Approve the Tentative Budget making appropriations for Fiscal Year 2026. Adoption of the Budget by Resolution No. 2025-17 is scheduled for September 18, 2025.
Staff Representative: Hana Juman, Finance Director; A.J. Hutson, City Manager
Recommendation: Approve

MOTION BY WILLIAMS/TUMULTY

I MOVE TO APPROVE TENTATIVE BUDGET

ROLL CALL 4-AYES/1-NAY - HUTCHERSON

Mr. KP Finke inquired about two city projects that he did not clearly see within the budget and inquired about grant funding.

C. APPROVAL OF THE AGENDA

MOTION BY WILLIAMS/JACKSON

I MOVE TO APPROVE THE AGENDA

VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

D. SPECIAL PRESENTATIONS

1. Proclamation for National Suicide Prevention Month, September 2025
Representative: Wayne Price

Mayor Capizzi read the proclamation and declared September as National Suicide Prevention Month. The proclamation was presented to Mr. Wayne Price and Ms. Johnette Gindling, CEO/President of Space Coast Health Foundation. Ms. Gindling thanked the Commission for the proclamation and their continued promotion of suicide awareness. She also provided statistics regarding suicide rates in the State of Florida.

Ms. Ginny Gleason, Director of the Do It For Hunter organization, noted that the nonprofit was formed four years ago and shared additional statistics, highlighting that

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2023 was a record year for suicides. She spoke about the organization's annual *You Matter Day*, which will be held at Merritt Island High School in 2025.

Vice-Mayor Williams inquired about the distinction between overdoses and suicides. Ms. Gleason explained how such determinations are made.

E. PUBLIC COMMENTS

Comments will be heard on items that do not appear on the agenda of this meeting. Citizens will limit their comments to three (3) minutes. Per Commission Procedures, the City Commission will not take any action or discuss items brought up under the "Public Comment" section of the agenda. The City Commission may schedule such items as regular agenda items and act upon them in the future.

No public comment.

F. STAFF REPORTS AND ANNOUNCEMENTS

City Manager A.J. Hutson briefed the commission on matters that had occurred since the previous meeting.

He discussed recent communication with the Florida Department of Transportation (FDOT) regarding the Bike Safety Symbol contest winners, currently displayed in front of Roosevelt Elementary School. FDOT has requested their removal due to new federal regulations that went into effect in July, which prohibit such markings on sidewalks. Mr. Hutson noted that other schools are also affected by this change. Commissioner Tumulty inquired how this occurred, and Mr. Hutson explained that it was a direct result of the new regulations. Commissioner Tumulty also commented on FDOT and its spending practices.

Mr. Hutson reported that he has been working with Cocoa Beach Main Street (CBMS) on the renewal of their agreement with the City. This item is expected to come forward for consideration at the September 18, 2025, meeting.

He also recognized and congratulated Mr. Pete Malzone on his retirement after 53 years of service with the City.

Finally, Mr. Hutson informed the commission of the passing of former Water Reclamation Director Darby Blanchard. He highlighted Mr. Blanchard's extensive history with the City and his contributions to numerous projects throughout his career.

G. CITY ATTORNEY REPORTS AND ANNOUNCEMENTS

No city attorney reports.

H. CITY COMMISSION REPORTS AND ANNOUNCEMENTS

Commissioner Jackson welcomed and thanked City Manager Hutson for officially taking on the role of City Manager. He also announced that Brevard County schools are excelling, with five schools ranked among the top in Florida. Commissioner Jackson cautioned young drivers about the new Bus Patrol program, which installs

CITY COMMISSION MINUTES
September 4, 2025

cameras on the stop arms of school buses. He explained that initial notifications will be issued as warnings, but subsequent violations will result in citations.

Commissioner Tumulty spoke about the new school cell phone policy. He noted that, rather than allowing an interim adjustment period, schools immediately began issuing referrals. He outlined the process, which includes confiscation of the phone for the day, requiring parents to collect the device, and, ultimately, suspension for repeated offenses. Commissioner Tumulty also recognized Mr. Malzone and Mr. Blanchard for their many years of dedicated service to the City.

Vice-Mayor Williams reflected on his memories of working with Mr. Blanchard during his tenure with the City. He inquired of the City Manager whether the City's emergency management plan was up to date or required revisions. Fire Chief Grimes responded that the plan had been updated. City Manager Hutson added that staff recently conducted a mock hurricane exercise. Fire Chief Grimes and the commission further discussed the plan and emphasized the importance of coordination with other agencies.

Commissioner Hutcherson commented on the City Manager recruitment process and activities from the prior week. He spoke about the candidate review and disbursement process, and expressed appreciation to City Manager Hutson.

Mayor Capizzi stated that while he had not previously known Mr. Hutson, he had conversations with City staff revealed high regard for him. He also addressed the Transportation Board, emphasizing the importance of strong communication and alignment.

Vice-Mayor Williams noted that he previously served as the City's representative on the Transportation Board. He spoke about projects that had been brought forward during his tenure, including the process for speed bump installation and the final outcomes of those projects.

I. CONSENT AGENDA

MOTION BY JACKSON/TUMULTY

I MOVE TO APPROVE

VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

It was inquired whether Item I2 was a budgeted item. Mr. Brad Kalsow, Public Works/Water Reclamation Director, confirmed that it is budgeted and explained that the work is handled on a task-order basis.

1. Approve the August 7th, August 19th and August 21st Commission Meeting Minutes
Staff Representative: City Clerk Department
Recommendation: Approve
2. Approve a contract extension with Marlowe Landscaping for a period of one year to expire September 1, 2026.

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Staff Representative: Brad Kalsow, Public Works & Water Reclamation
Director

Recommendation: Approve

3. Approve a one-year Memorandum of Understanding (MOU) between the City of Cocoa Beach and the City of Cape Canaveral to share the cost of the School Resource Officer (SRO) assigned to Cocoa Beach Junior/Senior High School for the 2025/2026 school year. This is a budgeted item.

Staff Representative: Wes Mullins, Police Chief

Recommendation: Approve

J. ITEMS REMOVED FROM THE CONSENT AGENDA

K. UNFINISHED BUSINESS

1. Adopt Ordinance 1700 on second reading, An Ordinance of the City of Cocoa Beach, Florida, adding a new section 22-2.5, "regulation of electric bicycles and similar devices on specified rights of way", of article I, "in general" of chapter 22, "streets and sidewalks" of the code of ordinances of the City of Cocoa Beach; providing regulations for the use of electric bicycles and similar devices on specified rights of way; and providing for conflicts, codification, severability, and an effective date.

Staff Representative: Wes Mullins, Police Chief

Recommendation: Approve

The City Attorney read Item K1. Ms. Becky Vose, City Attorney, explained the two exhibits attached to the agenda. She noted that the first had been adopted at first reading; however, following edits by Police Chief Wes Mullins, she recommended that the commission move forward with the revised version.

MOTION BY WILLIAMS/HUTCHERSON

I MOVE TO APPROVE

ROLL CALL VOTE - AYES - 5 NAYES - 0

Vice-Mayor Williams inquired about the possibility of adding language requiring that special events address the use of e-bikes, skateboards, or bicycles in the areas where events are held.

Chief Mullins discussed prior conversations on the matter, noting both the pros and cons of restricting use in certain areas beyond the Minutemen corridor. He stated he would follow the direction of the commission.

Mayor Capizzi commented that operating e-bikes on the roadway can already constitute a violation of existing laws, and the Police Department could issue citations accordingly.

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Chief Mullins reiterated that he is prepared to implement whatever measures the commission directs.

Vice-Mayor Williams recommended proceeding with the ordinance as presented and suggested the City consider posting signage during special events regarding e-bike and bicycle use.

Commissioner Tumulty reflected on prior discussions regarding special events and supported the idea of increased signage. He emphasized that the commission should rely on staff expertise in police-related matters and stated that any trial period should be citywide rather than limited to Minutemen Avenue. He also commented on the ways bicycles are currently being used in the community.

The commission continued its discussion regarding areas for special events and requested that the City Manager work with event organizers to address signage.

Ms. Vose clarified with the commission which exhibit was being approved. She explained that any additional streets or events could be added later by resolution.

Commissioner Jackson commented on concerns raised by citizens and outlined the steps needed to move forward.

Commissioner Hutcherson noted that the ordinance provides a framework for future adjustments.

L. NEW BUSINESS

1. Approve Fiscal Year 2026 Liquid Sodium Hypochlorite bulk supply piggyback agreement addendum utilizing Bay County contract bid number 22-27 for Odyssey Manufacturing Co. to supply the wastewater treatment plant at a price of \$1.69 per gallon. This is a budgeted Operating Expense.
Staff Representative: Brad Kalsow, Public Works & Water Reclamation Director

MOTION BY WILLIAMS HUTCHERSON

I MOVE TO APPROVE AS READ

VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

2. Accept the City's Selection Committee Recommendation of Award for the bid submitted by American Facility Services, Inc. under bid #CB25-008, to provide Janitorial Services for City Hall, Fire Station 51 and Police Station. Allow staff to enter into a contract with American Facility Services, Inc. This is a budgeted operating expense for FY26. If a contract can not be negotiated with American Facility Services, Inc. allow staff to enter into a contract with the second and/or third ranked company.
Staff Representative: Brad Kalsow, Water Reclamation and Public Works Director
Recommendation: Approve

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MOTION BY HUTCHERSON/JACKSON
I MOVE TO APPROVE AS READ
VOICE VOTE ON THE MOTION CARRIED UNANIMOUSLY.

Vice-Mayor Williams inquired who is currently responsible for maintaining the parks and garage facilities not listed among the three current facilities.

Mr. Brad Kalsow, Public Works/Water Reclamation Director, explained the existing janitorial services in place for those facilities, noting both contracted services and staff involvement. He also outlined the contract agreements covering all facilities.

Mayor Capizzi asked about the bidding process for these services. Mr. Kalsow described the evaluation and ranking process used.

Commissioner Jackson noted the decrease in funds associated with the contracts.

City Manager Hutson added that a six-month probationary period is included in the agreement.

3. Emergency Ordinance 1703 - AN EMERGENCY ORDINANCE OF THE CITY OF COCOA BEACH, FLORIDA, prohibiting the immobilization ("Booting") of vehicles by the use of an impoundment device on private property WITHIN THE CITY pending the adoption of a regulatory scheme for booting through the regular ordinance process; PROVIDING FOR FINDINGS OF EMERGENCY; PROVIDING DEFINITIONS; providing exceptions; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR conflicts, NON-codification, SEVERABILITY, an EFFECTIVE DATE AND AN ENDING DATE.

MOTION BY WILLIAMS/JACKSON
I MOVE TO APPROVE
ROLL CALL VOTE AYE-5 NAY-0

Vice-Mayor Williams inquired City Attorney Vose about the prior meeting discussion regarding emergency towing. Ms. Vose explained that some companies had been using the booting process as a temporary measure, but the emergency ordinance adopted by the City prohibits booting until a permanent ordinance can be established.

Mayor Capizzi asked whether language from the existing towing ordinance could be applied to booting. Ms. Vose clarified that the current ordinance does not regulate booting and emphasized that booting is not addressed under state law. She explained that towing companies are often not in compliance with existing laws and that additional signage requirements under state law will need to be incorporated. She stated she will conduct further research and bring forward a draft ordinance for first reading.

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Commissioner Jackson noted that the City's efforts are aimed at addressing the predatory practices of certain towing companies. He also noted that he doesn't want the visitors subjected to this approach for booting or towing.

Ms. Vose added that while companies may tow vehicles, they frequently fail to comply with state law. Mayor Capizzi noted ethical considerations and stressed the importance of adopting an ordinance that ensures the City's practices are fair and properly regulated.

Vice-Mayor Williams inquired from City Attorney, Vose about the previous meeting regarding the emergency towing. Ms. Vose spoke about the companies using the booting process to restrict the process until the city is able to get something permanently.

Mayor Capizzi inquired about the verbiage of the towing ordinance but directed towards booting.

Ms. Vose clarifies and explains that the emergency ordinance prohibits booting. It was explained how the towing companies don't comply with the laws and they will need to add additional signage with the state law. She noted that booting is not regulated by the state. She did note that she will need to do research to bring forward an ordinance.

M. GENERAL PUBLIC COMMENT

(Only if not accommodated in the 30-minute Public Comment period earlier)

N. ADJOURNMENT

The meeting was adjourned at 7:02 pm.

Karin Grooms
City Clerk, MPA

Keith Capizzi
Mayor-Commissioner

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Finance /
Hana Juman, Finance Director

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution No. 2025-19, A Resolution of the City of Cocoa Beach, Brevard County, Florida amending Resolution 2024-25, affirming updated financial policies and practices; providing for an effective date; and providing for adoption. Resolution No. 2025-19 adopts amended financial policies and practices.

Staff Representative: Hana Juman, Finance Director, A.J. Hutson, City Manager

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

N/A

BACKGROUND:

Resolution No. 2025-19 adopts amended financial policies and practices.

RESOLUTION NO. 2025 - 19

A RESOLUTION OF THE CITY OF COCOA BEACH, BREVARD COUNTY, FLORIDA, AMENDING RESOLUTION 2024-25, AFFIRMING UPDATED FINANCIAL POLICIES AND PRACTICES; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR ADOPTION.

WHEREAS, the City of Cocoa Beach Finance Director has developed a document containing various financial policies and practices used by the City in the conduct of its financial affairs; and

WHEREAS, financial policies were adopted by Resolutions 2007-02, 2013-19, 2016-25, 2019-10, 2020-23, and last amended by Resolution 2024-25; and

WHEREAS, the document formalizes issues that have been viewed and accepted over the years as acceptable guidelines for constructing the budget and properly administering the organization's finances; and

WHEREAS, the City of Cocoa Beach deems it necessary to have the document revised and formally adopted by the City Commission and provide a means for the City Finance Director to make modifications.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Cocoa Beach, Brevard County, Florida:

SECTION 1. That the City Commission hereby adopts the Financial Policies and Practices Document attached herein.

SECTION 2. That the City of Cocoa Beach establishes its intent to have the Financial Policies and Practices Document updated annually by the City Finance Director and published within the final annual budget for that year.

SECTION 3. That any significant changes made to the Financial Policies by the City Finance Director shall be reported to the City Commission.

SECTION 4. That the current Financial Policies and Practices Document are amended and included herein as Exhibit A to this Resolution.

SECTION 5. That all Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

SECTION 6. That this Resolution shall become effective immediately upon its adoption in accordance with the Charter of the City of Cocoa Beach.

Upon Motion by Commissioner _____ and Seconded by Commissioner _____ this Resolution was duly adopted at a Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 18th day of September 2025.

Ayes: _____
Nays: _____
Absent and Abstaining: _____

ATTEST:

Karin Grooms, CMC, MPA
City Clerk

Keith Capizzi,
Mayor-Commissioner

Financial Policies and Practices

Resolution 2025-19 adopted on September 18, 2025 sets formal policies to use as guidelines for constructing the budget and properly administering the City's finances. It tasks the Finance Director to update the Financial Policies & Practices Document annually and publish it within the final annual budget for that year.

SECTION I - BUDGETARY POLICIES AND PRACTICES

A. Preparation and Adoption

Budget Document	<i>The annual operating budget shall be balanced and include five (5) year forecasts of available sources and anticipated uses of all funds. The total of estimated revenues and balances brought forward from prior years will equal the total of the appropriations and reserves. The five (5) year forecast will include projections of operating expenses, capital outlays, debt service and any other anticipated disbursements. The annual budget will be published within thirty (30) days from adoption and may be submitted for review by the Government Finance Officers Association.</i>
Economic Assumptions	<i>Economic assumptions will be forecasted over a five (5) year period and documented as a basis for preparing budgets and making financial projections. They will be defined by the Finance Director and will be applied consistently for all City Funds.</i>
Budget Adjustments	<i>The City Manager must approve transfers between departments. The City Manager also approves transfers within a department's accounts but will avoid using funds for capital items that were budgeted but not purchased, as well as funds from salary or employee benefit accounts. The City Manager may automatically adjust the budget to properly classify charges to the proper account codes and to account for loans, merchandise for resale, reimbursements, gifts, grants or donations. This includes emergency protective measures and repairs associated with declared disasters, including required matching funds.</i>

Note: Policies were previously adopted with Resolution(s) 2024-25, 2020-23, 2019-10, 2016-25, 2013-19 and 2007-02

Financial Policies and Practices

Emergency Purchases

The City Manager may make emergency purchases in accordance with established procedures that temporarily exceed a department's budget appropriations when it is absolutely necessary and in the best interest of the City. These costs are tracked in an unbudgeted account designed for keeping cost separate for reporting purposes to granting agencies as applicable and for potential reimbursement to offsetting expenditure.

Governmental Funds -- Fund Balance

GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions established accounting and financial reporting standards for governmental funds. It established criteria for classifying fund balances into specifically defined classification and clarified definitions for governmental fund types. Fund balances for governmental funds are reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

When both restricted and unrestricted amounts are available for use, it is the City's practice to use restricted resources first. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance. The following are classifications of governmental fund balances:

Nonspendable Fund Balance - *These amounts cannot be spent because they are not in spendable form.*

Restricted Fund Balance - *These amounts are restricted to specific purposes when constraints placed on the use of resources are either by:*

(a) externally imposed by creditors (e.g. debt covenants), grantors, contributors, or laws or regulations of other governments;

or

(b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance - *These amounts can only be used for specific purposes pursuant to constraints imposed by the City Commission. The constraints cannot be removed unless the Commission remove it in the same manner it was implemented.*

Financial Policies and Practices

Assigned Fund Balance - These amounts are constrained by the government's intent they be used for specific purposes. Decisions with regard to these amounts may be made by a committee or other government official (i.e. City Manager or designee). Example: Undesignated Contingency Funds.

Unassigned Fund Balance - includes residual positive fund balance within the General Fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

B. City Reserve Policy

In FY 2023, Ordinance No. 1681 was adopted relating to the City's budget reserve policy; making findings; providing for the establishment and maintenance of committed and non-committed budget reserves beginning in FY2022/2023 through 2028/2029. Assigned Reserves will be forecasted over a five (5) year period to be no less than 20% (2 months) of the future operating budgets of all funds combined, which includes 19% of General Fund reserves committed for disaster recovery costs. The term Assigned Reserves refers to the amount of funds that are set aside and are only to be used in case of a disaster. If emergencies or revenue shortfalls require its use, a plan shall be developed to restore it to this level within three years. To assure the minimum amount is available when needed, no portion will be designated for other purposes.

In FY 2024 the City Commission adopted Ordinance No. 1687 committing \$500,000 in FY 2024 to Capital Improvements for future capital costs; in addition, endeavoring to commit approximately 3% of General Fund reserves to Capital Improvements in each year thereafter.

Assigned Reserves may be designated in addition to this amount for specific purposes as defined by the City Commission and/or City Manager.

Financial Policies and Practices

C. Debt²

Long-term Debt

The City will prevent any default on debt. General Obligation Bonds shall not be issued. Revenue Bonds or Notes may be used for major purchases or projects but will normally be financed for 20 years or less. Long-term debt shall not be used to finance current operations. Refinancing guidelines require net present value savings in excess of three (3%) percent.

Short-term Debt & Leases

Debt for less than the five-year planning period shall be avoided. Leases or lease-purchases will only be used when the total costs of the lease and maintenance is less than the total costs of the purchase and maintenance or there are other special considerations. Net present value calculations should always be used in the comparison. Loans between funds should be at an interest rate that is mutually beneficial to both funds. Short-term debt may be issued in response to a natural disaster or unexpected delays in receiving revenues.

D. Revenues

Revenue Levels

Revenues will be sustained as necessary for the City to function and provide the desired level of service. Congressional and Legislative actions will be monitored to keep informed of changes that may impact available revenues. Rates will be adjusted as required to provide funding to continue services. Any opportunity to recapture a higher proportion of the sales tax revenues collected within the City should be considered.

Revenue Diversification

The major sources of revenue will be diversified to the extent possible to avoid overdependence on one source. Reliance on Intergovernmental Revenues should also be avoided. Reliance on property taxes to cover the majority of General Fund's operations makes it susceptible to reductions in assessments of property values. The City should consider alternative revenue sources that could result in less reliance on these sources.

² Resolution 2014-09 formalizes adoption of the City's comprehensive debt policy. The policy was submitted to the Association of Public Treasurers of the United States and Canada (APT US&C) for review and certification and the Certification of Excellence for Debt Policy was presented to the City.

Financial Policies and Practices

Revenue Estimates	<i>Projections of revenues will be made with the intent of being conservative and avoid dealing with any significant shortfalls. Revenue estimates will be the responsibility of the Finance Director, although estimates made by the departments administering the charge will be given the highest consideration.</i>
Non-recurring Revenues	<i>Ongoing expenditures will not be funded by non-recurring revenues. Ongoing expenditures should always be restricted to amounts less than ongoing revenues. Non-recurring revenues will be applied to reserves or for one-time expenditures.</i>
Revenue Earmarking	<i>Earmarking of Revenues to future uses should be avoided unless required by law or established by bond covenants. This practice restricts the ability to allocate funds to the needs and priorities considered most important in the present period. The City is best served by having as much flexibility to react to changing requirements as possible.</i>
Revenue Shortfalls	<i>In the event of anticipated revenue shortfalls, the City Manager shall develop a plan to reduce expenditures, or take other appropriate actions to offset the projected impact. Any significant adjustment to levels of service or the completion of scheduled capital projects will be reported to the City Commission.</i>
Property Tax Rate	<i>The millage rate adopted for the collection of property tax revenues is levied with the goal of avoiding extreme adjustments in the future.</i>
Franchise Fees	<i>The basis established for computing franchise fees shall consider the methods that are most likely to prevent reductions in the City's revenues due to reductions in rates or consumption levels. The City will seek to protect itself from rate or consumption reductions by having provisions for minimum annual payments.</i>

Financial Policies and Practices

User Fees

User fees for non-essential services will be adopted to offset the corresponding costs of providing the particular service; to the extent they are competitive and comparable to similar charges by other entities in the area. Whenever practical, residents shall be charged a lower fee versus non-residents. This recognizes that taxpayers are already contributing to the costs of providing almost every service. Parking permits will be sold to allow parking in metered parking spaces without further charge. Parking meter rates will be established such that collections will be adequate to maintain parking facilities and offset costs of serving out-of-town visitors. Fees at Shepard Park and Fischer Park will be set to generate funds to maintain the facilities and offset the costs of other recreation and beautification activities.

It is accepted that the City Pool and other recreation programs will not be self-supporting.

Fees for the Golf Course will be set at rates sufficient to adequately maintain the facilities, replace equipment and meet debt service requirements to the extent they are competitive and comparable to competitors.

Garbage rates will cover charges by the contractor, plus the costs of billing and managing the contract.

Sewer, reuse and stormwater rates will be maintained at levels sufficient to exceed bond and/or loan covenants, cover operating and maintenance costs and capital outlays.

Financial Policies and Practices

E. Personnel

Budget Position Control

The number of permanent full-time positions approved in the annual budget may not be exceeded without approval by the City Manager. The City Manager may choose to leave vacancies unfilled or adjust job titles and responsibilities as he determines necessary to accomplish a department's purposes. Adjustments within budgetary restraints to the hours worked or number of individuals filling part-time or temporary positions may also be made at the discretion of the City Manager.

Employee Compensation

Wages and benefits shall be established at levels that are reasonably expected to attract competent and qualified employees that will remain with the City for an extended time. Care will be exercised to avoid circumstances that require consideration of future layoffs or reductions in wages or benefits. Benefits shall be administered in a cost-effective manner but with consideration toward providing the best possible value to the employee.

Overtime

Overtime hours should be avoided except in instances specifically authorized by the City Manager. The Fire Department shall also comply with the requirements of the Fair Labor Standards Act related to recurring overtime.

Pension Costs

Actuarial Valuations on the City's three Defined Benefit Pension Plans shall be performed annually as of October 1st. The actuarial valuations shall establish the annual required contribution (ARC) necessary to pay the normal cost and the current year increment of the unfunded accrued actuarial liability.

The City portion of the ARC must be made before December 31st annually. This procedure allows application of a favorable actuarial assumption which reduces the ARC from what it otherwise would have been.

Employee contributions shall be made immediately after being deducted each pay period.

Financial Policies and Practices

F. Maintenance and Operations

Quality Services	<i>Programs that cannot be maintained at a quality level of service will be discontinued prior to funding new programs. If expenditure reductions are necessary, service elimination is preferable to poor or marginal programs.</i>
Contracting Services	<i>The City will routinely consider whether particular services should be provided by staff or through contracts with other parties. Consideration should always include comparisons of the lost opportunity costs of assigning City forces to the service.</i>
Facilities and Equipment	<i>All facilities and equipment will be maintained in a safe and economical fashion. Care will be taken to perform any necessary preventative maintenance and to avoid accidents and losses due to lack of training or proper attention.</i>
Performance Measurement	<i>Performance measures will be developed to provide information on workload, efficiency, and effectiveness. Staff has implemented performance measures for each department. The intent is to change measures over time as experience is gained regarding measures that are meaningful and not overly burdensome to maintain.</i>

Financial Policies and Practices

G. Capital Outlays

Capital Purchases or Projects

Priority will be given to capital purchases or projects that avoid operating expenses or generate net revenue. Before starting major projects, they will be documented as to their phases, expected time-line for completion and projected costs of operation and maintenance. Net present value calculations shall always be made during consideration of alternatives and a computation of the payback period. The use of project numbers to track the costs of labor and materials is required on major projects for the purpose of recording the value of the capitalized assets. Projects will be budgeted at their full cost, assuming they will be contracted out.

Grant Funded Projects

Reimbursable Cost Grants or Capital Grants shall not be relied on to fund ongoing service delivery needs. Anticipated grant proceeds will be budgeted as revenues and projects associated with grant funding will be budgeted for the total costs of the project. All applications for grants shall be approved by the City Commission. The City Manager will have grant provisions and requirements evaluated in respect to whether they are reasonable and work to the City's net advantage.

Preservation of Infrastructure

Adequate resources will be allocated to the proper maintenance and preservation of existing infrastructure before targeting resources toward building new facilities. The City will not build new facilities without thorough study and analysis of the projected staffing and other operating and maintenance costs and specific sources of funding for such expenditures. New facilities should be of high quality, low maintenance and for the lowest life-cycle costs.

Financial Policies and Practices

H. IntraFund Transactions

Transfers from Other Funds

The Utilities System Enterprise Fund transfer to the General fund has four components: in lieu of franchise fees/property taxes; offset to cost of General Fund administrative staff; to the General Fund for public works staff; and to the General Fund for liability insurance and other services.

Transfers are adjusted based on needs of the city.

Fund:	Transfer out:	Transfer in:
General Fund		2,847,760
Building Permits & Inspection Fund	48,200	
Utilities System Enterprise Fund	2,451,360	
Stormwater Enterprise Fund	348,200	
Total transfers	\$ 2,847,760	\$ 2,847,760

Charges to Other Funds

The enterprise funds will be charged for a portion of the administrative costs accounted for in the General Fund's budget. This shall be allocated based on the relative size of each Fund's operating costs and shall be computed and paid annually, so that the charges may be included in the annual budget.

SECTION II - OTHER FINANCIAL POLICIES AND PRACTICES

A. Accounting and Reporting

Funds and Accounts ***The City will minimize the number of accounts and funds.*** The goal is to maintain simplicity and avoid making the records unnecessarily complex. Funds and accounts will be established by the Finance Department in accordance with the State mandated chart of accounts.

Cash Receipts ***All receipts shall be controlled by the Finance Department.*** Procedures shall be established to insure proper security and internal control over collections and the custody of cash. Collection points shall be limited to the minimum number of locations necessary for the departments to effectively service the public.

Credit Cards ***A transaction surcharge will be added to payments made with credit cards, except for purchases of discretionary goods or services and charges without a practical means to efficiently enforce collection.***

This specifically includes: payments for sewer or reuse connection and all licensing, permitting, inspection and other fees administered by the Development Services Department; code enforcement fines; bad check fees; payments on all franchise fees and utility taxes; fees for copying or providing documents; and payments for any goods sold and collected through the Internet. Transactions subject to sales taxes shall be taxed at the increased payment amount.

Excluded are fees considered discretionary or in the City's best interest to offer a payment alternative, such as fees associated with recreational facilities, i.e. the Golf Course, swimming pool, ball fields, skate park, dog park, recreation center and auditorium, as well as, parking tickets and fines, fees from parking meters, parking permits and parking areas.

Any questionable items will be resolved by the Finance Director.

Financial Policies and Practices

Third Party Administrative Fees

Third Party administrative fees charged to the City for services rendered to may be passed on to the end user.

Specific examples of such charges are fees charged to utilize web based platforms for parking and civil citations and other similar administrative services to be determined.

Delinquent Accounts

The City may use any legally available means to collect on delinquent accounts. Care will be exercised to provide a process for appeal and review of the records accuracy but unless determined to be in error, the principal amount of all delinquent accounts must be paid. Questionable issues may be resolved by removal of penalties and interest.

Investments

Investments shall be made in accordance with an investment policy as referenced in Resolution 2024-07. The policy shall be in accordance with applicable State Law and be based on guidelines promoted by the Government Finance Officers Association. The policy shall be established by a duly adopted resolution of the City Commission.

Inventories

Inventories shall be limited and be tightly controlled by department heads. Limited inventories of spare parts will be maintained for purposes of emergency repair of critical equipment. Inventories of goods for resale shall be counted and reconciled to the accounting records on a regular basis.

Financial Reporting

The City will take the necessary measures to provide for accurate and timely reporting of financial information. The accounting records shall be closed and a summary of revenues and expenditures compared to budget may be provided to the City Commission upon request.

Annual Reports and Audits

The City shall employ an Independent Auditing Firm to conduct an annual audit. Generally Accepted Accounting Principles shall be used. The report will be submitted for review by the Government Finance Officers Association. Auditing services shall be contracted for a five year period but need not be re-bid, unless desired by the City Commission. Management Letter Recommendations presented by the independent auditors will be acted on and corrected before the completion of the following year.

Financial Policies and Practices

B. Purchasing

Decentralized Purchasing

City purchases shall be made in compliance with purchasing procedures developed on the basis of a decentralized purchasing activity. Departments are responsible for obtaining bids or quotes and securing the necessary approvals from the Planning Board and City Commission. All purchase requisitions are processed on-line by the departments into the computer system but must be approved by the Finance Department prior to a purchase order being issued.

Purchasing Cards

Purchasing cards will be tightly controlled and restricted to only a limited number of authorized uses. Their use will be approved on a case by case basis by the Finance Department.

Local Vendor Preference

A local vendor preference policy will apply when the local vendor's bid is within one percent of other bids pursuant to Resolution 2002-25. A local vendor is defined as a vendor with a physical location within the City limits.

Sealed Bids

Sealed bids are required on purchases of fifty thousand (\$50,000) dollars or more. Bids are usually advertised and must be coordinated through the Finance Department. For professional services where the primary criteria are the firm's qualifications and proposed solution, a formal process is usually followed in order to establish a ranking of the firms qualified to perform the service. The City then negotiates the price with the top-ranked firm.

Purchases of \$50,000 or More

Purchases for fifty thousand (\$50,000) dollars or more must be approved by the City Commission. This applies to the purchase of products and to the selection of firms to perform professional services.

Lowest Responsive Bid

The City will normally award bids to the lowest responsive bidder. Dissatisfaction with past dealings with the vendor or the product being bid may disqualify a bidder from consideration. The local vendor preference rule is also considered.

C. Protective Measures

Internal Controls

The Finance Department shall have the authority to establish appropriate internal controls to insure that assets are protected and procedures are followed. Accounting procedures and processes will be regularly reviewed. Changes will always consider the additional costs and the impact suggested controls may have on operational efficiency. Established cash banks and collection points shall be audited by Finance Department personnel quarterly. Said audits shall not be announced beforehand.

Finance Department Review

Any agenda item involving substantial expenditures or action that will create or modify financial policies shall be discussed with the Finance Director before being considered by the City Commission. The Finance Director should have the opportunity to provide input in advance of actions that could possibly be detrimental to the City's financial position.

D. Employee Programs

Membership and Training

Membership in professional organizations supporting the principle of educating employees in their area of responsibility is encouraged. Potential benefits of memberships and training opportunities should be evaluated in comparison to the expense. Expenses and reimbursements shall be made in accordance with the Travel Policy and applicable federal and state laws.

Tuition Reimbursement

The City encourages employees to pursue higher education and to seek college degrees. A program for reimbursement of college expenses is administered by the Personnel Department.

Use of Vehicles

Assignment of vehicles for take-home purposes is limited to the Police Department except for cases where there is a direct benefit to the City by such assignment. Take-home vehicles are not to be provided in lieu of compensation. The use of pooled city vehicles for the use in all travel is to be encouraged over reimbursing employees for mileage.

E. External Relationships

Annexation

Annexation of enclaves and the areas to the north and south of the current city limits should always be encouraged. This would resolve the necessity for dealing with issues regarding response by police and fire units to locations that are not paying City taxes. However, voters in both areas showed an overwhelming desire to remain unincorporated in the November 2004 elections.

Intergovernmental Agreements

The City will work with other governments to identify the jurisdiction most capable and appropriate to provide specific public services. All intergovernmental agreements and contracts for service delivery will be approved by the City Commission with the intent of providing the best and most cost-effective service to the citizens. The City will attempt to be a good neighbor to surrounding communities providing such actions are not harmful to the City.

Budgeted Contributions to Other Causes

Contributions to groups and organizations in support of their causes will be limited and subject to change.

General Fund funding in FY 2026 is continued for the following:

Drone Show - July 4th	\$	40,000
Freedom 7		25,000
Employee Fund		3,500
TOTAL	\$	68,500

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Finance /
Hana Juman, Finance Director

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution No. 2025 – 21, A Resolution of the City Commission of the City of Cocoa Beach, Brevard County, Florida, rescinding Resolution 2019-15, inactivating the Capital Improvement Projects Fund and authorizing the inclusion of the Capital Improvement Projects Fund and revenue budget and all accounting activity into the General Fund providing for an effective date.

Staff Representative: Hana Juman, Finance Director, A.J. Hutson, City Manager

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

N/A

BACKGROUND:

Inactivation of the Capital Improvement Projects Fund - Transferring those funds to a discrete portion of the city's general fund; rescinding resolution 2019-15; authorizing the city finance director to carry out intent of resolution; and providing for an effective date.

RESOLUTION NO. 2025 - 21

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH OF BREVARD COUNTY, FLORIDA, ESTABLISHING THE LEGISLATIVE INTENT; INACTIVATING THE EXISTING CAPITAL IMPROVEMENT PROJECTS FUND AND TRANSFERRING THOSE FUNDS TO A DISCRETE PORTION OF THE CITY'S GENERAL FUND; RESCINDING RESOLUTION 2019-15; AUTHORIZING THE CITY FINANCE DIRECTOR TO CARRY OUT INTENT OF RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Resolution 2019-15 established a Capital Improvement Projects Fund that was separate from the City's General Fund; and

WHEREAS, it is legally acceptable for a Florida local government to treat its municipal Capital Improvement Projects Fund within its General Fund; and

WHEREAS, staff recommends the inactivation of the Capital Improvement Projects Fund as a fund separate from the General Fund in order to record project transactions appropriately; and

WHEREAS, the funds from the current Capital Improvement Projects Fund shall be transferred to a discrete portion of the City's General Fund beginning upon the adoption of this Resolution; and

WHEREAS, upon the adoption of this Resolution and going forward, all capital improvement projects will be budgeted in the Capital Improvements Division within the Public Works Department budget of the City's General Fund;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Cocoa Beach, Florida, that:

Section 1. The above WHEREAS clauses are true and correct and reflect the legislative intent of this Resolution.

Section 2. Resolution **2019-15**, is hereby rescinded.

Section 3. The funds currently in the Capital Improvement Projects Fund shall be transferred to the Capital Improvements Division of the Public Works Department budget of the City's General Fund.

Section 3. The current Capital Improvement Projects Fund is hereby inactivated.

Section 4. The City Finance Director is directed to carry out the intent of this Resolution.

Section 5. This Resolution shall take effect on September 30, 2025.

Upon Motion by Commissioner _____ and Seconded by Commissioner _____ this Resolution was duly adopted at a Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 18th day of September 2025.

ATTEST:

Karin Grooms
City Clerk

Keith Capizzi
Mayor-Commissioner

Ayes: _____
Nays: _____
Absent or Abstaining: _____

RESOLUTION NO. 2019 - 15

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA, AUTHORIZING:

- THE RE-ESTABLISHMENT OF A CAPITAL IMPROVEMENT PROJECT FUND TO RECORD ALL PROJECT TRANSACTIONS FOR PROJECTS SUCH AS THE NEW POLICE STATION; AND
- AMENDING THE FY 2019 BUDGET TO ADD THE PROJECT FUNDING, ASSOCIATED WITH MUNICIPAL FACILITY IMPROVEMENTS AND THE CONSTRUCTION OF THE NEW POLICE STATION;

PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Staff recommends the re-establishment of a Capital Improvement Project Fund to record project transactions; and

WHEREAS, Resolution No. 2019-12 authorizes a loan to finance certain costs for the acquisition, construction and equipping of a new police station facility, and certain energy and equipment capital improvements; and authorizes the issuance of a promissory note; and

WHEREAS, Resolution No. 2019-15 adds the project funding associated with Resolution 2019-12 to the FY 19 budget.

BE IT RESOLVED by the City Commission of the City of Cocoa Beach, Florida, authorizing:

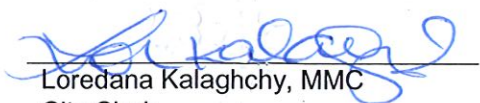
- 1) the re-establishment of a Capital Improvement Project Fund, and
- 2) amending the Annual Budget, for the fiscal year ending September 30, 2019, of the City of Cocoa Beach, Florida, to appropriate funds required for loan proceeds and costs associated with municipal facilities energy and equipment improvements, and the construction of the new Police Station.

Fund/Department	Item Description	Amount
Capital Improvement Project Fund:		
	Police Station Construction	8,500,000
	Municipal Facilities Energy & Equipment Improvements	1,177,324
	Costs related to 2019 Note issuance/ancillary costs	73,676
TOTAL CAPITAL IMPROVEMENT PROJECT FUND		\$9,751,000

Note: The Fiscal Year 2019 budget was Adopted with \$7.5M appropriated for loan proceeds and project costs.

Effective Date: Upon Motion by Commissioner Williams and Seconded by Commissioner Woulas this Resolution was duly adopted at a Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the 15 day of August, 2019.

ATTEST:


Loredana Kalaghchy, MMC
City Clerk


Ben Malik
Mayor-Commissioner

Ayes: 5
Nays: 0
Absent or Abstaining: 0

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

City Manager /
AJ Hutson, City Manager

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Approve the Employee Agreement with A.J. Hutson, as Cocoa Beach City Manager, to be effective August 29, 2025.

Staff Representative: Becky Vose, City Attorney

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

n/a

BACKGROUND:

August 29th, 2025, the City Commission conducted interviews with candidates provided by Colin Baezigner and Associates. Commission voted and approved the agreement with interim City Manager, A.J. Hutson for an additional 2 years.

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (hereinafter referred to as "Agreement"), is by and between the City of Cocoa Beach, Florida, a Florida municipal corporation (hereinafter referred to as "City"), and ~~Robin R. Hayes~~ A.J. Hutson (hereinafter referred to by name or as "City Manager").

WITNESSETH:

WHEREAS, the City desires to employ ~~Robin R. Hayes~~ A.J. Hutson as City Manager of the City of Cocoa Beach, Florida, as provided for in Article 3.01 of the City Charter of the City of Cocoa Beach; and

WHEREAS, the City, through its City Commission, desires to provide for certain benefits and compensation for the City Manager and to establish conditions of employment applicable to the City Manager; and

WHEREAS, ~~Robin Hayes~~ A.J. Hutson desires to accept employment as City Manager of the City of Cocoa Beach under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises as set forth in this Agreement, the parties agree as follows:

Section 1. Employment

A. The City of Cocoa Beach hereby hires and appoints ~~Robin Hayes~~ A.J. Hutson as its City Manager under the terms established herein to perform the duties and functions specified in the City's Charter and the City Code of Ordinances and to perform such other legally permissible and proper duties and functions as the City Commission shall from time to time assign.

B. The City's employment of ~~Robin Hayes~~ A.J. Hutson as City Manager shall be effective ~~February 1, 2022~~ August 29, 2025 and continue until such time as either the City or the City Manager chooses to terminate such employment relationship.

C. The inception of this contract coincides with the termination of the ACTING CITY MANAGER EMPLOYMENT AGREEMENT executed between the parties herein on May 20, 2025.

Section 2. Salary and Evaluation

A. For the performance of services pursuant to the Agreement, the City agrees to pay the City Manager an annual base salary of ~~\$150,000.00~~ \$161,000 payable in installments at the same time as other City employees are paid for the performance of services pursuant to this Agreement. After six (6) months of employment with the City the City Manager will be

reviewed by the City Commission and at the discretion of the City Commission, may be eligible for up to a \$5,000.00 increase in salary.

B. ~~After the first year of this Agreement, should the general City staff receive a cost of living increase,~~ The City Manager will receive ~~the same~~ cost of living increases at the same ~~rate and~~ time as the other staff.

C. Direction and Performance:

1. Policy Direction: ~~Within sixty (60) days after the commencement date of this Agreement, members of the City Commission and~~ The City Manager shall ~~periodically~~ meet individually to discuss a five (5) year city plan of progress outlining the commission's desired priority outcomes ~~priorities, issues and desired short-term and long-term outcomes~~ for the City over the following five (5) years. The plan will include strategies the City Commission and the City Manager believe to be needed to accomplish the successful implementation of the plan. From the input of the individual commissioners, The City Manager shall prepare a draft ~~update the~~ five (5) year plan for review and comment by the City Commission ~~as part of the annual budget preparation process.~~ ~~Inclusive of the commission's desired changes to the draft, the City Manager shall prepare a final five-year plan for final adoption by the City Commission.~~

2. Annual Performance: Not less than (30) thirty days prior to the anniversary date of the City Manager, the City Manager and Commissioners shall meet individually, and, in consideration of resources provided and matters outside the control of the City Manager and City Commission, discuss the city's progress in accomplishing the desired outcomes contained in the five (5) year plan, suggestions for improving the plan, the City Manager's performance in accomplishing the plan, and how the City Commission can assist the City Manager in accomplishing the plan. Following the individual meetings with the Commissioners, the City Manager will provide the City Commission with a draft progress report inclusive of the City Manager's and Commissioners' comments and suggestions. Following the City Commission's review of the draft, the City Manager shall prepare the final progress report to the City Commission for adoption. ~~along with any compensation adjustments the City Manager may desire to request of the Commission.~~

D. The City may also increase said base salary and/or other benefits of the City Manager in such amounts and to such an extent as the City Commission may determine desirable on the basis of an annual performance evaluation of the City Manager. The form of the evaluation shall be suggested by the Manager and be subject to the approval of the City Commission which may revise the form of the evaluation. The evaluation shall be made between January 1st and March 1st of each year in which this Agreement is effective, other than the first year of this Agreement.

E. Nothing in this Section shall require the City to increase the base salary or other benefits of the City Manager. Furthermore, the City's failure to conduct any of the scheduled evaluations shall not constitute noncompliance with a material provision of this Agreement.

Section 3. Duties and Obligations

A. The City Manager shall have the duties, responsibilities, and powers of said office under the Charter and Ordinances of the City of Cocoa Beach. The City Manager agrees to perform all duties and responsibilities faithfully, industriously, and to the best of her ability and in a professional and competent manner.

B. The City Manager shall remain in the exclusive employ of the City and shall devote all such time, attention, knowledge and skills necessary to faithfully perform her duties under this Agreement. The City Manager may, however, engage in educational and professional activities and other employment activities upon receipt of approval by the City Commission, provided that such activities shall not interfere with her primary obligation to the City as its City Manager. The City Manager shall dedicate no less than an average of forty (40) hours per week in the performance of her duties hereunder.

C. In the event the City Manager shall serve on any appointed boards or elected boards of any professional organization or serve on any committees related to her professional activities, in the event any monies are paid, or gifts received by the City Manager related to such service, such money or property shall be paid over to or delivered to the City, unless otherwise provided by the City Commission.

D. In the event the City Manager is temporarily unable to perform her **his** duties, **she** **he** shall designate an Acting City Manager, who, if already an officer of the City, will serve as Acting City Manager in a ex-officio capacity to avoid any dual office-holding implications.

Section 4. Automobile Allowance and Communications Equipment

The City Manager is required to be on call for twenty-four hour service. In recognition thereof:

A. ~~The City shall grant to the Manager an automobile allowance of \$500.00 monthly to lease or own, insure, operate and maintain a vehicle for the discharge of her responsibilities to the City.~~ For the conduct of any city business outside Brevard County, the City Manager shall be reimbursed for related **personal** automobile expenses at the mileage rate established by Florida Statutes.

B. The City shall provide the City Manager with a city owned cell phone.

Section 5. Dues and Subscriptions

The City agrees to pay the City Manager's professional dues for membership in the International City/County Management Association, and the Florida City and County Management Association. The City shall pay other dues and subscriptions on behalf of the City Manager as are approved in the City's annual budget (on a line item basis) or as authorized separately by the City Commission.

Section 6. Professional Development

The City agrees to pay reasonable and customary travel and subsistence expenses pursuant to the City's travel policy for the City Manager's travel to and attendance at the International City/County Management Association's annual conference, the Florida City and County Management Association's annual conference. The City may choose to pay for the City Manager's attendance at other seminars, conferences, and committee meetings as it deems appropriate and approves by Commission action. Foreign Travel Requires Commission Approval.

Section 7. Residency

The City Manager shall reside maintain residency within the corporate limits of the city. ~~within twelve months after the effective date of this Agreement. If housing stock is limited in the City, the City Manager may request a six (6) month extension to move into the City.~~

Section 8. Paid Time Off (PTO)

Upon inception of this agreement ~~The City Manager shall be entitled to 220 hours of annual 160 hours of Paid Time Off (PTO) added to the existing PTO bank accrued as Acting City Manager. Thereafter additional PTO shall to accrue on a per-paycheck basis at the rate for that of a long-term employee.~~ during each year of the term of this Agreement. The City Manager's first year's annual PTO shall be available for use upon commencement of employment. Thereafter, the full amount of annual PTO will be auto-funded on January 1 of each year beginning on January 1, 2023. Per City policy, there is no limit on the amount of PTO that may be carried forward. If requested by the City Manager, and if allowed under the then applicable federal and state laws and regulations, any PTO not used may be converted and contributed to the City Manager's 457 Plan. Upon separation of employment, City Manager shall be paid for up to 480 hours of unused PTO.

Section 9. Holidays

The City Manager is entitled to the same paid holidays (11) as the general City staff.

Section 10. Health, Dental, Vision, Life and Disability Insurance

The City Manager will continue his participation in the health insurance plan under the City's Retiree Medical benefit. The City Manager waives participation in any other City-provided health, dental, vision, life or disability insurance program.

A. ~~The City agrees to pay 100% of the City Manager's and his spouse's health, dental and vision insurance and the City Manager's long term disability insurance on the same terms as general employees.~~

B. ~~Life insurance for the City Manager shall be provided in an amount equal to \$150,000.00, or such amount as may be available through the City's insurance carrier.~~

~~C. Supplemental life insurance in larger amounts can be requested in accordance with and subject to the "Evidence of Insurability Form" being approved through the underwriting guidelines. Such supplemental life insurance is at the City Manager's expense.~~

~~Section 11. Retirement~~

~~The City agrees to contribute 10% of the City Manager's base salary in to a retirement plan with the City's deferred compensation provider (currently ICMA) and will match an additional 4% if City Manager contributes 4% of base salary.~~

Section 12. Termination by the City and Severance Pay

A. The City Manager shall serve at the pleasure of the City Commission, and the City Commission may terminate this Agreement and the City Manager's employment with the City at any time, for any reason or for no reason.

B. Should a majority of the entire Commission (three members) vote to terminate the services of the City Manager "without cause", then within ten (10) business days following such vote, the Commission shall cause the City Manager to be paid any accrued and unpaid salary and benefits earned (including up to 480 hours maximum of accrued PTO), and insurance for a period of twenty (20) weeks, but excluding such items and allowances as are used in conducting City business such as, but not limited to, the use of the City computer and cell phone and the automobile allowance) prior to the date of termination based on a forty (40) hour work week. Within forty-five (45) calendar days following the vote to terminate the City Manager's employment, the Commission shall cause the City Manager to be paid a lump sum severance pay equal to twenty (20) weeks of her base salary as full and complete payment and satisfaction of any claims of the City Manager of whatsoever nature arising out of this Agreement or otherwise. As consideration for such payment, the City Manager shall, prior to receipt thereof, execute and deliver to the City a general release of the City and its Commission members and its officers, agents, and employees for all acts and actions (whether accrued or subsequently accruing) from the beginning of time until the date of release, said release to be prepared by the City Attorney.

C. Pursuant to Florida Statutes, Section 215.425 (4)(a)(2), if the City Manager is terminated for misconduct as defined in Florida Statutes, Section 443.036(29), no severance shall be paid as set forth in 12(B) above or otherwise, unless later determined appropriate under Florida Statutes, Section 215.425(4)(b), in which event, such payment shall be limited as set forth in that statute. In the event the City Manager is terminated for "just cause", the City, with the exception of accrued and unpaid salary and benefits actually earned, shall have no obligation to pay the amounts outlined in Section 12, Paragraph B of this Agreement. For purposes of this Agreement, "just cause" is defined and limited for purposes of this Agreement to any of the following:

1. Misfeasance, malfeasance and/or nonfeasance in performance of the City Manager's duties and responsibilities.
2. Conviction or a plea of guilty or no contest to a misdemeanor or felony crime, whether or not adjudication is withheld.

3. Neglect of duty, including the inability or unwillingness to properly discharge the responsibilities of office.
4. Violation of any substantive City policy, rule, or regulation, which would subject any other City employee to termination.
5. The commission of any fraudulent act against the interest of the City.
6. The commission of any act which involves moral turpitude, or which brings the City into disrepute.
7. Violation of the International City/County Management Association Code of Ethics or being found to have committed an ethics violation by the Florida Commission on Ethics.
8. Any other act of a similar nature of the same or greater seriousness

D. In the event the City Commission terminates the City Manager's employment for cause as provided in (C) above, then the City Manager will be given a written copy of the particulars and shall have the right to appear in public before the City Commission and present evidence and argument concerning said allegations. Such right to appear shall be exercised, if at all, pursuant to a written request by the City Manager delivered to the City Clerk no later than ten (10) calendar days after receipt of the particulars. After such hearing, if a majority of the entire City Commission finds that there is cause to terminate the City Manager for just cause, then the City Manager shall not be entitled to severance pay. Said hearing shall be held within sixty (60) days after the notice of termination.

E. ~~In the event~~ The City Commission, ~~at any time during the employment term,~~ shall ~~not reduces~~ the salary or other benefits of the City Manager, as identified herein, in a greater percentage than an equivalent across-the-board reduction for all full-time City employees, ~~or in the event the City refuses to comply with any other material provision of this Agreement benefiting the City Manager, the City Manager shall notify the Commission in writing of the alleged violation. The City Commission shall have forty-five (45) days after such notice within which to cure the violation if same exists, otherwise, the City Manager may at her option, consider such violation as termination "without cause" as of the date of such alleged reduction or refusal, and the severance pay provision and other termination provisions contained herein shall become applicable at the annual salary and benefit level in effect prior to the reduction or refusal. If the City does not agree that its actions were in violation of this Agreement, the City Manager and the City shall exercise their respective rights under the Dispute Resolution provision of this Agreement prior to any severance pay being paid.~~

Section 13. Termination by the City Manager

The City Manager may terminate this Agreement at any time by delivering to the City Commission a written notice of termination. ~~not later than ninety (90) days prior to the effective date of the termination. If the City Manager terminates this Agreement, then the provisions of Section 12, Paragraph B above, shall not apply. If the City Manager voluntarily resigns~~

~~pursuant to this Section, the City shall pay to the City Manager all accrued compensation due the City Manager up to the City Manager's final day of employment, including any accrued personal time off. The City shall have no further financial obligation to Employee pursuant to this Agreement. This subsection shall not prevent the City Manager from collecting any money earned as a result of participation in the City's deferred retirement program.~~

Section 14. Disability

If the City Manager becomes permanently disabled or is otherwise unable to perform her duties because of sickness, accident, injury, mental incapacity or health for a period of four (4) consecutive weeks beyond any accrued leave, the City shall have the option to terminate this Agreement, subject to the severance pay provision outlined in Section 12, Paragraph B of this Agreement.

Section 15. Indemnification

A. Subject to the provisions of Florida Statutes, Section 768.28, the City shall defend, save harmless, and indemnify the City Manager against any action for any injury or damage suffered as a result of any act, event, or omission of action that the City Manager reasonably believed to be in the scope of her duties or function, unless she acted in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The City will litigate, compromise and/or settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. The City shall not be liable for the acts or omissions of the City Manager committed while acting outside the course and scope of her agreed duties or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. In such instance, the City Manager shall reimburse the City for any legal fees and expenses the City has incurred or otherwise paid for or on her behalf, in connection with the charged conduct.

B. Said indemnification shall extend beyond the termination of employment and the expiration of this Agreement to provide protection for any such acts undertaken or committed in her capacity as City Manager, regardless of whether the notice of claim or filing of a lawsuit occurs during or following employment with the City.

Section 16. Code of Ethics

Inasmuch as the City Manager is an active full member of the International City/County Management Association (ICMA), the "Code of Ethics" promulgated by ICMA is incorporated herein and by this reference made a part hereof. Said "Code of Ethics" shall furnish principles to govern the City Manager's conduct and actions as City Manager of the City. Additionally, the City Manager shall abide by the standards established under the Florida Statutes as interpreted by the Florida Commission on Ethics.

Section 17. Dispute Resolution

If there is any dispute regarding the terms of this Agreement or the applicability of any set of facts to the terms of this Agreement, the City and the City Manager agree to mediate such

dispute before any litigation is filed. This Agreement shall be governed by and construed under the laws of the State of Florida. As a material condition of this Agreement, each Party hereby irrevocably and unconditionally: i) consents to submit and does submit exclusively to the jurisdiction of the Circuit Court in and for Brevard County, Florida for any actions, suits or proceedings arising out of or relating to this Agreement.

Section 18. Bonding

The City agrees to bear the full cost of any fidelity or other bonds required of the City Manager under any policy, regulation, ordinance or law.

Section 19. Transparency

A. Open Door Policy: The City Manager shall maintain an open-door policy encouraging communication between her and the members of the City Commission, City Employees, residents, property owners and other persons who have matters of interest related to the well-being of the City.

B. Governmental Relations: The City Manager shall strive to maintain positive constructive relationships with elected officials, employees and agents of other governmental agencies for the purpose of mutual good will and the constructive conduct of business regarding matters of interest between the parties.

C. Communications: The City Manager and the City Commission shall work cooperatively to keep each other and the community informed as to the status of plans, projects and the operations of the City.

D. Right to Speak: The City Manager shall have the right to address the Commission orally and/or in writing in and all matters before the Commission affecting those matters under her responsibility and/or her employment with the City.

E. Non-Interference: To promote Government in the Sunshine, all direction provided to the City Manager shall be provided by the City Commission corporately and no individual member of the City Commission shall give the City Manager, employees or groups of City employees any demands or directives. No individual member of the City Commission shall cause or demand a meeting with any employee or groups of the employees under the authority of the City Manager without the consent of the City Commission and attendance of the City Manager. Nothing in this section is intended to prevent Commission members from communicating with employees in the same manner that other citizens would communicate with City employees regarding matters of the City.

F. Community Involvement: In order to promote community involvement, the City shall pay the annual cost of the City Manager's membership and participation in one Cocoa Beach civic club of her choosing.

Section 20. General Terms and Conditions

A. If any provision or any portion thereof contained in this Agreement is held by a court of competent jurisdiction to be unconstitutional, illegal, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.

B. The waiver by either party of a breach of any provision of this Agreement by the other shall not operate or be construed as a waiver of any subsequent breach by that party.

C. This Agreement shall be binding upon and inure to the benefit of the heirs at law or personal representative of City Manager.

D. This Agreement contains the entire Agreement of the parties. It may not be changed verbally, but only by an Agreement in writing signed by the parties.

E. Upon City Manager's death, the City's obligations under this Agreement shall terminate except for:

1. Transfer of ownership of retirement funds, if any, to her designated beneficiaries;
2. Payment of accrued leave balances in accordance with this Agreement;
3. ~~Payment of all outstanding hospitalization, medical, vision and dental bills in accordance with this Agreement; and~~
4. ~~Payment of all life insurance benefits in accordance with this Agreement.~~

G. The parties acknowledge that each has shared equally in the drafting and preparation of this Agreement and, accordingly, no court construing this Agreement shall construe it more strictly against one party than the other and every covenant, term and provision of this Agreement shall be construed simply according to its fair meaning.

H. This Agreement may be executed in duplicate or counterparts, each of which shall be deemed an original and all of which together shall be deemed one and the same instrument. No term, condition or covenant of this Agreement shall be binding on either party until both parties have signed it.

IN WITNESS WHEREOF, the parties hereto have executed and delivered this instrument on the days and years indicated below and the signatories below shall bind the parties set forth herein.

CITY MANAGER:

Robin R. Hayes

A.J. Hutson

Date: _____

CITY OF COCOA BEACH

~~Ben Malik, Mayor~~ **Keith Capizzi, Mayor**

Date: _____

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT (hereinafter referred to as "Agreement"), is by and between the City of Cocoa Beach, Florida, a Florida municipal corporation (hereinafter referred to as "City"), and A.J. Hutson (hereinafter referred to by name or as "City Manager").

WITNESSETH:

WHEREAS, the City desires to employ A.J. Hutson as City Manager of the City of Cocoa Beach, Florida, as provided for in Article 3.01 of the City Charter of the City of Cocoa Beach; and

WHEREAS, the City, through its City Commission, desires to provide for certain benefits and compensation for the City Manager and to establish conditions of employment applicable to the City Manager; and

WHEREAS, A.J. Hutson desires to accept employment as City Manager of the City of Cocoa Beach under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises as set forth in this Agreement, the parties agree as follows:

Section 1. Employment

A. The City of Cocoa Beach hereby hires and appoints A.J. Hutson as its City Manager under the terms established herein to perform the duties and functions specified in the City's Charter and the City Code of Ordinances and to perform such other legally permissible and proper duties and functions as the City Commission shall from time to time assign.

B. The City's employment of A.J. Hutson as City Manager shall be effective August 29, 2025 and continue until such time as either the City or the City Manager chooses to terminate such employment relationship.

C. The inception of this contract coincides with the termination of the ACTING CITY MANAGER EMPLOYMENT AGREEMENT executed between the parties herein on May 20, 2025.

Section 2. Salary and Evaluation

A. For the performance of services pursuant to the Agreement, the City agrees to pay the City Manager an annual base salary of \$161,000 payable in installments at the same time as other City employees are paid for the performance of services pursuant to this Agreement.

B. The City Manager will receive cost of living increases at the same rate and time as the other staff.

C. Direction and Performance:

1. Policy Direction: The City Manager shall periodically meet individually to discuss priorities, issues and desired short-term and long-term outcomes. The City Manager shall ~~prepare a draft~~ update the five (5) year plan for review and comment by the City Commission as part of the annual budget preparation process.

2. Annual Performance: Not less than (30) thirty days prior to the anniversary date of the City Manager, the City Manager and Commissioners shall meet individually, and, in consideration of resources provided and matters outside the control of the City Manager and City Commission, discuss the city's progress in accomplishing the desired outcomes contained in the five (5) year plan, suggestions for improving the plan, the City Manager's performance in accomplishing the plan, and how the City Commission can assist the City Manager in accomplishing the plan. Following the individual meetings with the Commissioners, the City Manager will provide the City Commission with a draft progress report inclusive of the City Manager's and Commissioners' comments and suggestions. Following the City Commission's review of the draft, the City Manager shall prepare the final progress report to the City Commission for adoption.

D. The City may also increase said base salary and/or other benefits of the City Manager in such amounts and to such an extent as the City Commission may determine desirable on the basis of an annual performance evaluation of the City Manager. The form of the evaluation shall be suggested by the Manager and be subject to the approval of the City Commission which may revise the form of the evaluation. The evaluation shall be made between January 1st and March 1st of each year in which this Agreement is effective, other than the first year of this Agreement.

E. Nothing in this Section shall require the City to increase the base salary or other benefits of the City Manager. Furthermore, the City's failure to conduct any of the scheduled evaluations shall not constitute noncompliance with a material provision of this Agreement.

Section 3. Duties and Obligations

A. The City Manager shall have the duties, responsibilities, and powers of said office under the Charter and Ordinances of the City of Cocoa Beach. The City Manager agrees to perform all duties and responsibilities faithfully, industriously, and to the best of her ability and in a professional and competent manner.

B. The City Manager shall remain in the exclusive employ of the City and shall devote all such time, attention, knowledge and skills necessary to faithfully perform her duties under this Agreement. The City Manager may, however, engage in educational and professional activities and other employment activities upon receipt of approval by the City Commission, provided that such activities shall not interfere with her primary obligation to the City as its City Manager. The City Manager shall dedicate no less than an average of forty (40) hours per week in the performance of her duties hereunder.

C. In the event the City Manager shall serve on any appointed boards or elected boards of any professional organization or serve on any committees related to her professional activities, in the event any monies are paid, or gifts received by the City Manager related to such service, such money or property shall be paid over to or delivered to the City, unless otherwise provided by the City Commission.

D. In the event the City Manager is temporarily unable to perform his duties, he shall designate an Acting City Manager, who, if already an officer of the City, will serve as Acting City Manager in a ex-officio capacity to avoid any dual office-holding implications.

Section 4. Automobile Allowance and Communications Equipment

The City Manager is required to be on call for twenty-four hour service. In recognition thereof:

A. For the conduct of any city business outside Brevard County, the City Manager shall be reimbursed for related personal automobile expenses at the mileage rate established by Florida Statutes.

B. The City shall provide the City Manager with a city owned cell phone.

Section 5. Dues and Subscriptions

The City agrees to pay the City Manager's professional dues for membership in the International City/County Management Association, and the Florida City and County Management Association. The City shall pay other dues and subscriptions on behalf of the City Manager as are approved in the City's annual budget (on a line item basis) or as authorized separately by the City Commission.

Section 6. Professional Development

The City agrees to pay reasonable and customary travel and subsistence expenses pursuant to the City's travel policy for the City Manager's travel to and attendance at the International City/County Management Association's annual conference, the Florida City and County Management Association's annual conference. The City may choose to pay for the City Manager's attendance at other seminars, conferences, and committee meetings as it deems appropriate and approves by Commission action. Foreign Travel Requires Commission Approval.

Section 7. Residency

The City Manager shall maintain residency within the corporate limits of the city.

Section 8. Paid Time Off (PTO)

Upon inception of this agreement the City Manager shall be entitled to 160 hours of Paid Time Off (PTO) added to the existing PTO bank accrued as Acting City Manager. Thereafter additional PTO shall to accrue on a per-paycheck basis at the rate for that of a long-term employee. Per City policy, there is no limit on the amount of PTO that may be carried forward. Upon separation of employment, City Manager shall be paid for up to 480 hours of unused PTO.

Section 9. Holidays

The City Manager is entitled to the same paid holidays (11) as the general City staff.

Section 10. Health, Dental, Vision, Life and Disability Insurance

The City Manager will continue his participation in the health insurance plan under the City's Retiree Medical benefit. The City Manager waives participation in any other City-provided health, dental, vision, life or disability insurance program.

Section 11. Termination by the City

A. The City Manager shall serve at the pleasure of the City Commission, and the City Commission may terminate this Agreement and the City Manager's employment with the City at any time, for any reason or for no reason.

B. Should a majority of the entire Commission (three members) vote to terminate the services of the City Manager "without cause", then within ten (10) business days following such vote, the Commission shall cause the City Manager to be paid any accrued and unpaid salary and benefits earned (including up to 480 hours maximum of accrued PTO).

C. Pursuant to Florida Statutes, Section 215.425 (4)(a)(2), if the City Manager is terminated for misconduct as defined in Florida Statutes, Section 443.036(29), no severance shall be paid as set forth in 12(B) above or otherwise, unless later determined appropriate under Florida Statutes, Section 215.425(4)(b), in which event, such payment shall be limited as set forth in that statute. In the event the City Manager is terminated for "just cause", the City, with the exception of accrued and unpaid salary and benefits actually earned, shall have no obligation to pay the amounts outlined in Section 12, Paragraph B of this Agreement. For purposes of this Agreement, "just cause" is defined and limited for purposes of this Agreement to any of the following:

1. Misfeasance, malfeasance and/or nonfeasance in performance of the City Manager's duties and responsibilities.
2. Conviction or a plea of guilty or no contest to a misdemeanor or felony crime, whether or not adjudication is withheld.
3. Neglect of duty, including the inability or unwillingness to properly discharge the responsibilities of office.

4. Violation of any substantive City policy, rule, or regulation, which would subject any other City employee to termination.
5. The commission of any fraudulent act against the interest of the City.
6. The commission of any act which involves moral turpitude, or which brings the City into disrepute.
7. Violation of the International City/County Management Association Code of Ethics or being found to have committed an ethics violation by the Florida Commission on Ethics.
8. Any other act of a similar nature of the same or greater seriousness

D. In the event the City Commission terminates the City Manager's employment for cause as provided in (C) above, then the City Manager will be given a written copy of the particulars and shall have the right to appear in public before the City Commission and present evidence and argument concerning said allegations. Such right to appear shall be exercised, if at all, pursuant to a written request by the City Manager delivered to the City Clerk no later than ten (10) calendar days after receipt of the particulars. After such hearing, if a majority of the entire City Commission finds that there is cause to terminate the City Manager for just cause, then the City Manager shall not be entitled to severance pay. Said hearing shall be held within sixty (60) days after the notice of termination.

E. The City Commission, shall not reduces the salary or other benefits of the City Manager, as identified herein, in a greater percentage than an equivalent across-the-board reduction for all full-time City employees-

Section 12. Termination by the City Manager

The City Manager may terminate this Agreement at any time by delivering to the City Commission a written notice of termination.

Section 13. Disability

If the City Manager becomes permanently disabled or is otherwise unable to perform her duties because of sickness, accident, injury, mental incapacity or health for a period of four (4) consecutive weeks beyond any accrued leave, the City shall have the option to terminate this Agreement, subject to the severance pay provision outlined in Section 12, Paragraph B of this Agreement.

Section 14. Indemnification

A. Subject to the provisions of Florida Statutes, Section 768.28, the City shall defend, save harmless, and indemnify the City Manager against any action for any injury or damage suffered as a result of any act, event, or omission of action that the City Manager reasonably believed to be in the scope of her duties or function, unless she acted in bad faith or with malicious

purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The City will litigate, compromise and/or settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. The City shall not be liable for the acts or omissions of the City Manager committed while acting outside the course and scope of her agreed duties or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. In such instance, the City Manager shall reimburse the City for any legal fees and expenses the City has incurred or otherwise paid for or on her behalf, in connection with the charged conduct.

B. Said indemnification shall extend beyond the termination of employment and the expiration of this Agreement to provide protection for any such acts undertaken or committed in her capacity as City Manager, regardless of whether the notice of claim or filing of a lawsuit occurs during or following employment with the City.

Section 15. Code of Ethics

Inasmuch as the City Manager is an active full member of the International City/County Management Association (ICMA), the "Code of Ethics" promulgated by ICMA is incorporated herein and by this reference made a part hereof. Said "Code of Ethics" shall furnish principles to govern the City Manager's conduct and actions as City Manager of the City. Additionally, the City Manager shall abide by the standards established under the Florida Statutes as interpreted by the Florida Commission on Ethics.

Section 16. Dispute Resolution

If there is any dispute regarding the terms of this Agreement or the applicability of any set of facts to the terms of this Agreement, the City and the City Manager agree to mediate such dispute before any litigation is filed. This Agreement shall be governed by and construed under the laws of the State of Florida. As a material condition of this Agreement, each Party hereby irrevocably and unconditionally: i) consents to submit and does submit exclusively to the jurisdiction of the Circuit Court in and for Brevard County, Florida for any actions, suits or proceedings arising out of or relating to this Agreement.

Section 17. Bonding

The City agrees to bear the full cost of any fidelity or other bonds required of the City Manager under any policy, regulation, ordinance or law.

Section 18. Transparency

A. Open Door Policy: The City Manager shall maintain an open-door policy encouraging communication between her and the members of the City Commission, City Employees, residents, property owners and other persons who have matters of interest related to the well-being of the City.

B. Governmental Relations: The City Manager shall strive to maintain positive constructive relationships with elected officials, employees and agents of other governmental

agencies for the purpose of mutual good will and the constructive conduct of business regarding matters of interest between the parties.

C. Communications: The City Manager and the City Commission shall work cooperatively to keep each other and the community informed as to the status of plans, projects and the operations of the City.

D. Right to Speak: The City Manager shall have the right to address the Commission orally and/or in writing in and all matters before the Commission affecting those matters under her responsibility and/or her employment with the City.

E. Non-Interference: To promote Government in the Sunshine, all direction provided to the City Manager shall be provided by the City Commission corporately and no individual member of the City Commission shall give the City Manager, employees or groups of City employees any demands or directives. No individual member of the City Commission shall cause or demand a meeting with any employee or groups of the employees under the authority of the City Manager without the consent of the City Commission and attendance of the City Manager. Nothing in this section is intended to prevent Commission members from communicating with employees in the same manner that other citizens would communicate with City employees regarding matters of the City.

F. Community Involvement: In order to promote community involvement, the City shall pay the annual cost of the City Manager's membership and participation in one Cocoa Beach civic club of his choosing.

Section 19. General Terms and Conditions

A. If any provision or any portion thereof contained in this Agreement is held by a court of competent jurisdiction to be unconstitutional, illegal, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.

B. The waiver by either party of a breach of any provision of this Agreement by the other shall not operate or be construed as a waiver of any subsequent breach by that party.

C. This Agreement shall be binding upon and inure to the benefit of the heirs at law or personal representative of City Manager.

D. This Agreement contains the entire Agreement of the parties. It may not be changed verbally, but only by an Agreement in writing signed by the parties.

E. Upon City Manager's death, the City's obligations under this Agreement shall terminate except for:

1. Transfer of ownership of retirement funds, if any, to designated beneficiaries;
2. Payment of accrued leave balances in accordance with this Agreement;

G. The parties acknowledge that each has shared equally in the drafting and preparation of this Agreement and, accordingly, no court construing this Agreement shall construe it more strictly against one party than the other and every covenant, term and provision of this Agreement shall be construed simply according to its fair meaning.

H. This Agreement may be executed in duplicate or counterparts, each of which shall be deemed an original and all of which together shall be deemed one and the same instrument. No term, condition or covenant of this Agreement shall be binding on either party until both parties have signed it.

IN WITNESS WHEREOF, the parties hereto have executed and delivered this instrument on the days and years indicated below and the signatories below shall bind the parties set forth herein.

CITY MANAGER:

A.J. Hutson

Date: _____

CITY OF COCOA BEACH

Keith Capizzi, Mayor

Date: _____

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Development Services /
David Dickey, Director of Development
Services

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Ordinance 1702 on second reading. An Ordinance of the City of Cocoa Beach, Florida, creating a new article iii, "Towing of Vehicles from Private Property", of Chapter 13, "Licenses and Business Taxes" of the Code of Ordinances of the City of Cocoa Beach, regulating tow truck operations within the city; providing for findings and definitions; establishing requirements for towing operations and signage; requiring permits and insurance and providing for revocation of permits; establishing a towing victim reimbursement account; providing for enforcement and penalties; providing for conflicts, codification, severability, and an effective date.

Staff representative: David Dickey, Development Services Director

Recommendation: approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

n/a

BACKGROUND:

Consider Ordinance 1702 on second reading for the regulation of tow truck operations on private parking lots. The current city code is silent on the regulation of towing from private parking lots.

For this reason, staff, in conjunction with the City Attorney, have prepared the proposed ordinance for Commission consideration. The proposed language is partly based on F.S. 715.07, which was amended by the legislature in 2024 to provide additional safeguards for vehicle owners subject to towing. The statute allows municipalities to adopt local regulations above and beyond the regulations contained in the statute. As there have been recent reports in the city of predatory towing companies charging exorbitant fees for removing (and storing) private vehicles from downtown businesses, the proposed language includes:

- Requires a tow company to acquire a city permit for non-consent towing from private property in the city
- Establishes signage requirements in addition to those promulgated in FS 715.07 to include the placement of a QR on all signage which leads to a website for the tow company where information can be found
- Requires a property owner and the tow truck operator to execute a written agreement containing minimum provisions

- A tow truck operator shall not begin hooking up a vehicle no less than 15 minutes after he/she has called the police department notifying them of the tow.
- Vehicles cannot be towed further than a seven mile radius from the city
- Vehicle owners can pay tow fees with check/cash/debit or credit card
- A tow truck driver shall take photographs of all sides of the vehicle prior to being towed

As written, Ordinance 1702 will take effect 60 days after its adoption to provide time for the city, property owners, and tow operators to meet the new requirements.

The Commission approved Ordinance 1702 at first reading on August 21, 2025.

ORDINANCE 1702

AN ORDINANCE OF THE CITY OF COCOA BEACH, FLORIDA, CREATING A NEW ARTICLE III, "TOWING OF VEHICLES FROM PRIVATE PROPERTY", OF CHAPTER 13, "LICENSES AND BUSINESS TAXES" OF THE CODE OF ORDINANCES OF THE CITY OF COCOA BEACH, REGULATING TOW TRUCK OPERATIONS WITHIN THE CITY; PROVIDING FOR FINDINGS AND DEFINITIONS; ESTABLISHING REQUIREMENTS FOR TOWING OPERATIONS AND SIGNAGE; REQUIRING PERMITS AND INSURANCE AND PROVIDING FOR REVOCATION OF PERMITS; ESTABLISHING A TOWING VICTIM REIMBURSEMENT ACCOUNT; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR CONFLICTS, CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Cocoa Beach, Florida, finds it in the public interest to regulate the non-consensual towing of vehicles from private property to protect the residents of the city, visitors to the city, property owners, vehicle owners, and towing operators; and

WHEREAS, the City Commission finds that the unauthorized towing of vehicles from properties in the city can cause hardship to vehicle owners and unnecessary disputes between property owners, towing companies, businesses and law enforcement;

WHEREAS, the City Commission of the City of Cocoa Beach has genuine safety concerns concerning the non-consensual towing of vehicles in the City and find that such safety concerns justify the enactment of this ordinance; and

WHEREAS, Chapter 715.07, Florida Statutes, authorizes municipalities to adopt ordinances imposing additional requirements on towing companies operating within their jurisdiction;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA

SECTION 1. Legislative Intent. The above Whereas clauses are true and correct and form the legislative intent of this ordinance.

SECTION 2. Enactment. A new Article III, "Towing of vehicles from private property", of Chapter 13, "Licenses and business taxes", of the Code of Ordinances of the City of Cocoa Beach is hereby created to read as set forth in the attached Exhibit "A". with underlined text added, and ~~stricken~~ text deleted.

SECTION 3. Conflicts. All ordinances, resolutions, official determinations, or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this Ordinance are repealed to the extent inconsistent herewith.

SECTION 4. Codification. The provisions of this Ordinance shall be codified as and become and be made a part of the City Code of the City of Cocoa Beach.

SECTION 5. Severability. If any section, sentence, clause, or other provision of this Ordinance, shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding of invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining sections, sentences, clauses, or provisions of this Ordinance, which shall remain in full force and effect.

SECTION 6. Effective Date. This ordinance shall take effect upon adoption.

Adopted by the City Commission on this _____ day of _____, 2025.

ATTEST

CITY OF COCOA BEACH

Karin Grooms, City Clerk

Keith Capizzi, Mayor-Commissioner

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Development Services /
David Dickey, Director of Development
Services

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution No. 2025-28, A resolution of the City Commission of the City of Cocoa Beach, Florida, adopting a fine schedule applicable to violations of Ordinance 1702 relating to the regulation on non-consent towing of vehicles in the city; making findings; adopting fine schedule for non-consent towing of vehicles; requiring posting of fine amounts on city website and implementation of new fines; and providing an effective date.

Staff Representative: David Dickey, Development Services Director

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

n.a.

BACKGROUND:

This is a companion resolution to Ordinance 1701 to establish fines for violations of the city's non-emergency towing ordinance. The proposed fine amounts, as contained in the resolution (2025-28) are appropriate, considering illegal towing can cause severe damage to the reputation of the city by causing loss of tourist trade and damage to the city's businesses.

RESOLUTION NO. 2025-28

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA,
ADOPTING A FINE SCHEDULE APPLICABLE TO VIOLATIONS OF ORDINANCE 1702
RELATING TO THE REGULATION OF NON-CONSENT TOWING OF VEHICLES IN THE CITY;
MAKING FINDINGS; ADOPTING FINE SCHEDULE FOR NON-CONSENT TOWING OF
VEHICLES; REQUIRING POSTING OF FINE AMOUNTS ON CITY WEBSITE AND
IMPLEMENTATION OF NEW FINES; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City Commission of the City of Cocoa Beach has authorized the adoption of fines by Resolution in Ordinance 1702; and

WHEREAS, the City Commission of the City of Cocoa Beach, Florida, finds it in the public interest to provide for fines for violations of Ordinance 1702 which regulates the non-consensual towing of vehicles from private property to protect the residents of the city, visitors to the city, property owners, vehicle owners, and towing operators; and

WHEREAS, the City Commission finds that the non-consent towing of vehicles from properties in the city can cause hardship to vehicle owners and unnecessary disputes between property owners, towing companies, businesses and law enforcement;

WHEREAS, the City Commission of the City of Cocoa Beach has genuine safety concerns concerning the non-consent towing of vehicles in the City and find that such safety concerns justify the enactment of this fine resolution; and

WHEREAS, the City of Cocoa Beach has recently received voluminous complaints about predatory non-consent towing of vehicles in the city which has already damaged the reputation of the city as a family-friendly tourist venue, and the imposition of significant fines for violation of Ordinance 1702 is appropriate;

WHEREAS, the city commission finds that the results of violations of Ordinance 1702, particularly when a towing actually occurs in conjunction with a violation of this Ordinance, can be considered to be irreparable and irreversible and such violations have the potential of causing severe damage to the reputation of the city and causing loss of tourist trade and damages to the businesses of the city; and

WHEREAS, the City Commission hereby finds and declares that this fine schedule is in the best interest of the public health, safety, and welfare, and that the fines are justified considering the importance of this subject matter and the potential of damages to the city as a whole, individuals, and businesses that is likely to result if violations of this Ordinance 1702 occur.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Cocoa Beach, Florida, as follows:

SECTION 1: INCORPORATION OF RECITALS - The above recitals are true and correct and by reference are hereby incorporated and made an integral part hereof as though fully set forth herein.

SECTION 2: FINES. The fines in Exhibit 1 – Fines for Violation of Ordinance 1702 are hereby adopted, as reflected in the Exhibit.

SECTION 3: CONFLICTS. The fines established in this Resolution supersede any fines that would otherwise be assessed for violation of Ordinance 1702.

SECTION 4: POSTING OF THE SCHEDULE OF FEES AND CHARGES. The fines reflected on Exhibit 1 shall be posted on the City website.

SECTION 5: DIRECTING THE IMPLEMENTATION OF THE ESTABLISHED FINES. The City Manager, or designee, is authorized and directed to implement this Resolution.

RESOLUTION NO. 2025-28

SECTION 6: EFFECTIVE DATE: This Resolution shall become effective upon adoption.

Ayes: _____
Nays: _____
Absent or Abstaining: _____

Keith Capizzi,
Mayor-Commissioner

ATTEST:

Karin Grooms, City Clerk

RESOLUTION NO. 2025-28

**EXHIBIT 1
TOWING FINES**

Each violation of Ordinance 1702 shall be punished through fines imposed by Citation as follows:

For each individual violation that does *not* involve the actual towing of a vehicle there shall be a FIVE HUNDRED DOLLAR (\$500.00) fine.

For each individual violation that *does* involve the actual towing of a vehicle there shall be a FIFTEEN HUNDRED DOLLAR (\$1500.00) fine.

If multiple violations occur relating to a single incident, multiple Citations can be issued up to a maximum of FIVE THOUSAND DOLLARS (\$5,000.00) in total fines for a single incident involving multiple violations.

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Stormwater /
Morgan Zuhlke, Stormwater Manager

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Adopt Resolution 2025-26 - A resolution of the City Commission of the City of Cocoa Beach, Florida, Relating to the Florida Department of Environmental Protection (FDEP) Clean Water State Revolving Fund (CWSRF), adoption of the City of Cocoa Beach SRF Stormwater Facility Plan Update, effective this 18 day of September, 2025.

Staff Representative: Morgan Zuhlke

Recommendation: Adopt

IS THIS ITEM BUDGETED (IF APPLICABLE)?

NA

BACKGROUND:

The City of Cocoa Beach's Stormwater Facility Plan was prepared to begin the process of obtaining funding. The City experiences persistent flooding and water quality issues. The existing stormwater infrastructure is not adequate to address these issues. Funding is required to implement projects that will assist in upgrading stormwater infrastructure and mitigating these issues.

The Stormwater Facility Plan has been prepared in a manner that addresses the elements of the clean water facility plan review checklist. The facility plan review checklist was developed by the Florida Department of Environmental Protection (FDEP).

RESOLUTION NO. 2025-26

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF COCOA BEACH, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) CLEAN WATER STATE REVOLVING FUND (CWSRF), ADOPTION OF THE CITY OF COCOA BEACH SRF STORMWATER FACILITY PLAN UPDATE, EFFECTIVE THIS 18 DAY OF SEPTEMBER, 2025.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of stormwater facilities; and Florida Administrative Code requires the formal authorization by City Commission to formally adopt a facility plan outlining necessary stormwater facility improvements to comply with State of Florida funding requirements; and,

WHEREAS, formal adoption of the proposed Facility Plan is required for the City of Cocoa Beach to participate in the Clean Water State Revolving Fund Program; and,

WHEREAS, the City Commission of the City of Cocoa Beach, Florida agrees with the findings and summary of necessary improvements as outlined in the Facility Plan for the purposes of improving and maintaining water quality, a high level of flood protection and infrastructure integrity thereby promoting the health, safety and welfare of the City and the residents.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Cocoa Beach, Florida, as follows:

SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. The City Commission of the City of Cocoa Beach, Florida formally approves and adopts the City of Cocoa Beach Stormwater Facility Plan as written and presented to the City Commission on this 18 day of September, 2025.

SECTION 3. The City of Cocoa Beach, Florida, is authorized to approve the proposed Facility Plan.

SECTION 4. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments that will be required by the Facility Plan.

SECTION 5. The Mayor is hereby designated as the authorized representative to execute the Facility Plan which will become the foundation of all activities related to the stormwater improvements. The Mayor is authorized to represent the City in carrying out the City's responsibilities under the Facility Plan. The Mayor is authorized to delegate responsibility to appropriate City Staff to carry out technical, financial, and administrative activities associated with the Facility Plan.

SECTION 6. The legal authority for adoption of this facility plan is pursuant to the City Charter, City Code of Ordinances, and the Laws of the State of Florida.

SECTION 7. All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidated or impair the validity, force, or effect or any other section or part of this Resolution.

SECTION 9. Effective Date: This Resolution shall take effect upon its approval and adoption by the City Commission.

RESOLUTION NO. 2025-26

Upon Motion by Commissioner _____ and Seconded by Commissioner _____, this Resolution was duly adopted at a Regular Meeting of the City Commission of the City of Cocoa Beach, Florida, held on the _____ day of _____, 2025.

Ayes: _____ Nays: _____ Absent or Abstaining: _____

Keith Capizzi Mayor-Commissioner

ATTEST:

Karin Grooms, City Clerk

FINAL

City of Cocoa Beach SRF Stormwater Facility Plan Update

July 2025



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1. Introduction

The City of Cocoa Beach (City) experiences persistent flooding and water quality issues that affect the population of 11,354 residents. The existing stormwater infrastructure is not adequate to address these issues. Funding is required to implement projects that will assist in upgrading stormwater infrastructure and mitigating these issues. A facility plan for the City is prepared below that begins the process of obtaining funding.

1.1 Background

The City has considered their stormwater needs over the last two (2) decades. To guide the City's stormwater management program stormwater master plans were created. A stormwater master plan was initially created in 2001. Geosyntec provided a stormwater master plan update (SMPU) in 2021.

1.2 Goals and Objectives

This document has been prepared in a manner that addresses the elements of the clean water facility plan review checklist. The facility plan review checklist was developed by the Florida Department of Environmental Protection (FDEP).

The City is familiar with the requirements of the Bureau of Facility Funding. They understand program requirements and will fully comply with the planning and design submittal guidelines.

This document will describe stormwater system improvements that are currently needed and will be needed within the next few years. This document will show that the proposed construction is in the public interest, and it will have no negative environmental impacts. Terrestrial and aquatic communities will not be negatively affected. Endangered species will be unaffected. Archeological and historical sites will be unaffected by the proposed projects.

The City of Cocoa Beach was significantly impacted by Hurricanes Fiona, Ian, and Tropical Storm Nicole. Sustained elevated tides and flooded roadways have highlighted the stormwater issues the City experiences. The frequency and severity of extreme weather events have escalated the incidence of stormwater flooding.

The City's current goals for stormwater include:

- Improving and maintaining water quality through effective stormwater management strategies
- Maintaining a high level of flood protection through sound planning and service
- Maintaining infrastructure integrity to protect public safety and private property
- Providing a high level of customer service and communication to the public and private sectors

2. Existing Conditions

2.1 City of Cocoa Beach Overview

2.1.1 Physiography

Eastern Brevard County has three (3) major physiographic regions: (1) the Atlantic Coastal Ridge/Coastal Zone; (2) the St. Johns Valley; and (3) the Barrier Islands. The Atlantic Coastal Ridge parallels the Indian River. The Ridge ranges in east-west width from one and one-half to three miles. The Coastal Zone is the area between the Atlantic Coastal Ridge and the Indian River. The area comprising the Atlantic Coastal Ridge and the Coastal Zone is characterized by parallel, north-south elongated ridges and intervening swales. The swales contain shallow ponds, lakes and long, narrow sloughs. The area contains some of the higher elevations in the county ranging to forty feet. The Coastal Ridge forms the drainage divide between the St. Johns River and Indian River basins.

The St. Johns River Valley encompasses the area west of the Atlantic Coastal Ridge and covers approximately two thirds of the Brevard County mainland. Its most prominent feature is the St. Johns River which has its headwaters in South Brevard and flows north the full length of the County, eventually discharging into the Atlantic Ocean.

The Barrier Island (Cocoa Beach, Cape Canaveral, and Merritt Island) is separated from the Brevard County mainland by the Indian River and is bordered on the east by the Atlantic Ocean. Merritt Island varies in width from less than one mile to about ten miles. The Barrier Islands range in elevation from sea level to about twenty feet.

2.1.2 Soils

The soil survey prepared by the United States Department of Agriculture indicates that the soils in eastern Brevard County are varied and complex and include twelve major soil associations and their associated sub-series or families. These twelve associations are further divided into forty-three soil series and then into the soils found in the respective series. For the purposes of this Facility Plan the twelve associations are grouped into six general landscapes or categories which give an overview of the soils in the services area.

Soils of the Sand Ridges: The two soil associations in this group consist of excessively drained to moderately well drained, nearly level to strongly sloping soils that are sandy to a depth of eighty inches or more. They occur on ridges along the Indian River on the mainland, on Merritt Island and on the Atlantic Coastal Ridge.

Soils of the Broad Grassy Flats: The one soil association on the broad grassy flats consists of poorly drained nearly level soils that are sandy to a depth of eighty inches or more. This association is on the mainland at the eastern edge of the lowlands along the St. Johns River.

Soils of the Flatwoods: The two soil associations in this group consist of poorly drained nearly level sandy soils over dark-colored, weakly cemented sandy layers that are underlain by sandy or loamy material. These associations occur on the mainland, generally between the coastal ridge and the lowlands along the

St. Johns River and on Merritt Island. They are interspersed with grassy sloughs, ponds and swamps.

Soils of the Hammocks and Low Ridges: The two soil associations in this group consist of poorly drained and very poorly drained, nearly level soils in hammocks and along low ridges. Some of these soils have loamy subsoil, some contain dark colored weakly cemented layers, and some are less than forty inches deep over limestone. These associations occur on low marine terraces on Merritt Island.

Soils of the St. Johns River Flood Plain: The two soil associations in this group consist of poorly and very poorly drained, nearly level soils that have loamy subsoil. These associations are on lowlands along the St. Johns River on the mainland.

Soils of the Swamps and Marshes and Very Wet Areas: The three soil associations in this group consist of broad expanses of organic soils, freshwater swamps, tidal marshes, and tidal swamps. They occur throughout the Thousand Islands and on the flood plain along the St. Johns River.

2.1.3 Terrestrial and Aquatic Plant and Animal Communities

Very few coastal vegetative resources remain in the service area. The remaining mangroves, seagrass beds, and estuarine marshes located within the developed portions of the service area boundaries are stressed.

Each of these vegetative communities perform important natural functions. Mangroves and estuarine marshes improve water quality, control erosion, and provide protection from storms by trapping sediments and debris, removing excess nitrogen and phosphorous nutrients, stabilizing shorelines, and buffeting winds. Seagrass beds trap and bind sediments improving water quality and stabilizing the shoreline.

Mangroves provide a habitat for many types of fish, crustaceans, and birds. Several species of the birds which frequent mangroves in Brevard County are threatened or endangered such as the Snowy Egret, the Brown Pelican, the Roseate Spoonbill, and the Least Tern.

Estuarine marshes serve as habitat for many types of birds and a nursery habitat for many fish. The seagrass beds provide food and protection for many kinds of juvenile fish.

Forested freshwater wetlands are typically forested with scrub shrub and broad-leafed deciduous species such as maple and water oak. There are very few forested freshwater wetlands left in Cocoa Beach. Those that remain are small and generally adjacent to non-forested areas. Non-forested wetland communities include marshes and seasonally flooded basins and meadows. Most of the non-forested wetlands in Cocoa Beach have been subjected to some degree of excavation or impoundment for mosquito control.

Saltwater Mangrove Swamp wetlands occur in estuarine intertidal areas and are dominated by red or black mangroves. The Thousand Islands were once entirely mangrove swamps; however, spoil was dumped on some of the islands, creating upland areas that were subsequently colonized by exotics.

Saltwater Submerged Aquatic Vegetation wetlands consist of a variety of submerged seagrasses and

algae. Recent marine grass mapping has revealed significant growths of seagrass and green algae in the Cocoa Beach area. Bottom coverage in the Thousand Islands is a complicated mixture of marine seagrasses (*Halodule wrightii*, *Syringodium filiforme*, *Ruppia maritima*, *Halophila englemanni*), and attached green algae (*Caulerpa prolifera* and *Gracilaria* spp.). In general, the seagrasses dominate the vegetation in the shallow waters between the islands and close to the island shorelines on the Lagoon side. Algae dominates the deeper areas outside of the immediate vicinity of the islands.

The proliferation of algae in the Banana River is not well understood. In shallow areas, algae grow in scattered patches with marine grasses. As depth and turbidity increase and limit the sunlight reaching the lagoon bottom, algae become dominant. In some areas the algae have begun to replace the seagrasses even where there is sufficient sunlight for seagrass growth. While *Caulerpa prolifera*, the most prolific algae in the Banana River, grows rapidly, it is subject to inexplicable and sudden diebacks. If the algae should replace seagrasses as the most dominant vegetation in the Lagoon, and then die, the entire lagoonal system could be adversely affected. The potential effect of algae dieback could reduce water quality in the lagoon and diminish its function as a nursery for fish and shellfish.

2.1.4 Climate

The climate in the Cocoa Beach service area is characterized as humid sub-tropical. This classification includes the following features:

- Long, relatively humid summers and mild winters.
- Precipitation is unevenly distributed with about sixty-five percent of the annual total falling from June through October, resulting from convective afternoon and evening thunderstorms. The remaining thirty-five percent of the precipitation occurs during the winter and spring and is usually associated with cool frontal systems which result in light rains over a broad area over a long period of time.
- Average daily maximum summer temperatures range into the low 90's with temperatures sometimes exceeding 95°F. Summer average daily minimums are in the range of 68°F to 71°F. During the coolest winter months of December and January, average daily maximums are in the low 70° range and average daily minimums in the 48° to 49° range.
- Prevailing winds are generally from the north and east. Wind speeds are usually between ten and fifteen miles per hour in the afternoon and five and ten miles per hour at night.

2.1.5 Geology

The Floridan aquifer in Eastern Brevard County includes the Avon Park limestone and the overlying Ocala Group. The Avon Park limestone is the deepest member of the Floridan aquifer and the principal source of groundwater. Avon Park limestone is late Middle Eocene Age, greater than 300 feet thick, and primarily a light colored, soft, dense limestone with zones of less permeable dolomite.

The Ocala Group is a series of limestone formations of Eocene age which are hydrologically connected.

The Group is the upper part of the Floridan aquifer and unconformably overlies the Avon Park limestone and unconformably underlies the Hawthorn Formation. The major subdivisions from deepest to shallowest are the Inglis, Williston, and Crystal River Formations. The Inglis Formation is a cream colored to white marine fossiliferous granular limestone which ranges in thickness from 50 to 100 feet. The Williston Formation is a cream-colored fossiliferous marine limestone which averages about 30 feet in thickness. The Crystal River Formation is a white to cream colored massive, friable, fossiliferous limestone.

The confining beds which overlie the Floridan aquifer are the Hawthorn Formation and the upper Miocene or Pliocene deposits. The Hawthorn Formation underlies Central Brevard County and is composed of calcareous and phosphatic clay, phosphatic limestone, and phosphorite. The Miocene or Pliocene Deposits overlie the Hawthorne Formation and consist of unconsolidated beds of fine sand, shells, clay, and calcareous clay.

The surface deposits in Eastern Brevard County consist primarily of materials of Pleistocene and Recent Age. These deposits range in thickness from less than 20 feet in the St. Johns Valley to more than 100 feet in the Coastal Ridge area. These deposits constitute the principal source of shallow, fresh groundwater in the Cocoa Beach service area.

2.1.6 Hydrogeology

Groundwater in the Floridan aquifer flows from the major recharge zones in Orange County and Osceola County east through Brevard County towards the major discharge zones in the Atlantic Ocean. Changes in the potentiometric service occur seasonally. Water level changes have resulted from well withdrawals and climatic effects.

The bedrock topography in Brevard County is dominated by a vertical displacement trending north-south below the St. Johns River Valley and by an anticlinal structure which begins just north of the City of Cocoa and continues east below the Atlantic Ocean.

The north-south vertical displacement structure has been interpreted by Brown (1962), Frazee (1977), and others as a fault with approximately 150 feet displacement and it is designated the St. Johns Fault. The fault appears to be post-Oligocene and pre-Miocene age.

The crest of the anticlinal structure trends east west and the dip of its flank becomes steeper towards the Atlantic Ocean. This structure has been described by Brown (1962) as a ridgelike structure. Both the St. Johns Fault and the anticlinal structure appear to have significant effects upon groundwater flow within the Floridan aquifer.

2.1.7 Potentiometric Surface

The potentiometric surface maps show the greatest stress occurs in the central coastal area where potentiometric contours are tightly spaced and angular. A large potentiometric depression occurs in the area, south of Patrick Air Force Base.

The general direction of groundwater flow can be determined from a potentiometric map. Groundwater flows from higher potentiometric level to lower potentiometric level, approximately perpendicular to the potentiometric contours. Groundwater flow in the Floridan aquifer is generally southwest to northeast in Brevard County.

In areas that are subject to artesian flow, groundwater from the Floridan aquifer can move upward into the shallow aquifer and thus, become susceptible to drainage by canals. However, the effects of canals upon groundwater flow within the Floridan aquifer appears to be negligible.

2.1.8 Shallow Aquifer Hydrogeology

Groundwater flows from zones of recharge in the uplands to zones of discharge in the lowlands. Because of this recharge-discharge relationship the water table shape mimics the shape of the land surface.

The elevation of the water table is controlled by the relative amounts of recharge and discharge from the groundwater system, the permeability of the materials, and stratigraphic factors. The water table rises to a height controlled by the rate at which water moves through the soil and by the topography. The higher water tables are found in the low areas where sediments generally have lower permeability. The sediments of the Coastal Ridge highlands have generally high permeability and a resultant deeper water table.

In Cocoa Beach, rainfall is the principal means of recharge to the shallow aquifer. The amount of precipitation that recharges the shallow aquifer is a function of the following: (1) elevation of the water table and land surface, (2) available sand column thickness, (3) soil permeability, (4) depth to water table, (5) permeability of subsurface deposits, (6) the intensity and duration of the rainfall, (7) the vegetation cover.

The shallow aquifer is comprised of an upper sequence of surficial sand with some shell and coquina, and deeper lenses of sand, shell and coquina isolated by beds of clay and clayey materials. Groundwater occurs under unconfined water table conditions in the surficial sand, while the isolated zones are semi-confined by less permeable clays. The upper unconfined sand component of the shallow aquifer is generally the most productive and has a better quality.

Quality in the shallow aquifer is controlled by the source of recharge. If precipitation is the only source of recharge the water usually has chloride concentrations less than 250 mg/l. If vertical leakage from the deeper formations occurs, the water usually has a chloride content of 1200 mg/l or more.

2.1.9 Groundwater Flow

The direction of groundwater flow in the shallow aquifer is controlled by the configuration of the water table. Groundwater moves down gradient at right angles to the water table contours and indirectly, the topographic contours. The general direction of groundwater movement can be estimated from a topographic contour map.

The groundwater divide for land west of the Indian River follows the topographic high of the Atlantic Coastal Ridge. Water flows towards the St. Johns River and the Indian River. Generally, groundwater flows west to the Indian River west of the Merritt Island divide and to the Banana River east of the divide. Within Cocoa

Beach, groundwater flows toward the Banana River west of the divide and towards the Atlantic Ocean east of the groundwater divide.

2.1.10 Aquifer Recharge

Recharge of the Floridan aquifer is caused by the relationship between the potentiometric surface and the water table. Surface recharge to the Floridan aquifer may occur only when the potentiometric surface is below the water table. Discharge occurs when the potentiometric surface is above the water table. Within zones of equal potential, recharge is regulated by the soils. If overlying material are permeable, the magnitude of recharge or discharge will be greater than a similar zone with less permeable materials.

The primary recharge area in Central Brevard is an area where the potentiometric surface is below the water table and the land elevation is above 30 feet. The secondary recharge area is where the potentiometric surface is below the water table and the land elevation is below 30 feet. Recharge to the Floridan aquifer is enhanced by permeable soils and thin or non-continuous confining beds.

The major potential recharge areas for the Floridan aquifer are located along the Central Brevard Coastal Ridge. The Cocoa Beach area is not considered to be a site of significant recharge. The few areas that have recharge head available also have high lateral permeability and lateral flow.

The water quality in the Floridan aquifer in recharge zones is better than the quality in other areas. This conclusion is well supported by the water quality testing of wells within recharge areas.

2.1.11 Aquifer Source Protection

An important objective of groundwater resource management is the retention of the productivity of zones of aquifer recharge. Development in prime recharge areas must avoid the contamination of the surficial aquifer. In this regard, the City of Cocoa Beach must depend upon the actions of adjoining counties to protect the aquifer. The water supply for Cocoa Beach is provided by the City of Cocoa and from wells in Orange County.

2.1.12 Water Resources

Brevard County's major surface water bodies are the Indian, Banana, and St. Johns Rivers. Although these rivers represent an abundant water resource, they have experienced measurable degrees of water quality degradation. This has primarily been the result of population and urban density increases.

The Indian River, which separates the Brevard County mainland from Merritt Island, can be described as a series of shallow, poorly flushed, brackish lagoons separated by manmade barriers in the form of causeways. The river system contains both Class II and Class III waters, as currently classified by the Florida Department of Environmental Protection. The Indian River was given additional protection by legislative act. The river has historically been a very productive estuarine system. Pollutant loads cannot be readily assimilated by the river system. This is generally due to the poor water circulation within the system caused by indiscriminate dredging, filling, and bulk heading (including causeway construction). The lack of assimilative capacity has resulted in increased stress to the system.

The Banana River, which separates Merritt Island from the beaches, is similar in nature to the Indian River. It is shallow, brackish and has very little circulation of water. The river contains only Class III Waters- Fish Consumption, Recreation, Propagation and Maintenance of a Healthy, Well-Balanced Population of Fish and Wildlife. The Banana River is hydraulically connected to the Atlantic Ocean through the Port Canaveral Inlet. The lock system and causeways severely restrict water exchange.

The St. Johns River, which forms the western boundary of the service area, is the County's major surface freshwater system. The river contains both Class I (potable water) and Class III waters. The Class I water is located south of the service area. The St. Johns River has shown signs of stress due to the influence of man. While there is currently no direct sewage effluent or urban stormwater discharge to the river system, the river has been slowly degraded because of dredging, diking, marsh reclamation, and runoff from agricultural areas

2.1.13 Historic or Archeological Site

The Cocoa Beach Comprehensive Plan-2025 made the following statement: "Currently, there are no identified archaeological sites or historic properties which are listed on the National Registry of Historic Places." The projects proposed in this plan will not adversely impact any archaeological or historic sites.

2.1.14 Conservation

The City of Cocoa Beach is responsible for the conservation of the Thousand Islands. The following summary was derived from the Cocoa Beach Comprehensive Plan-2025: "In 1991, the City of Cocoa Beach leased these islands from the state of Florida to manage these islands 'for the conservation and protection of natural and historical resources and for resources based public outdoor recreation'. As part of the lease agreement, the North Thousand Islands Management Plan was prepared and adopted by the City of Cocoa Beach in October 1994. In April 2013, the Plan was revised and approved by the Florida Department of Environmental Protection on April 24, 2013. The projects proposed in this plan will not adversely impact conservation land.

2.1.15 Floodplains

The City is protected from extensive flooding from the Atlantic by its high coastal ridge. The low-lying lands bordering the lagoon; however, are susceptible to flooding. A large portion of the undeveloped shoreline area and the Thousand Islands are within the floodplain. The City contains both 100-yr and 500-yr FEMA flood hazard zones, as shown in **Figure 2-1**.

2.1.16 Wildlife and Endangered Species

The following **Table 2-1** and **Table 2-2** were derived from the City of Cocoa Beach Comprehensive Plan. These tables summarize wildlife found in Cocoa Beach and the protection status of the species. The City of Cocoa Beach Comprehensive Plan affirms that endangered species will be protected.

TABLE 2-1: WILDLIFE FOUND IN COCOA BEACH

Reptiles		
Diamondback Terrapin	Leatherback Turtle	Coral Snake
Green Turtle	Anole	Southern Water Snake
Eastern Indigo Snake	Lizard	Scarlet Kingsnake
Hawksbill Turtle	Eastern Diamondback	Atlantic Saltmarsh Snake
Banded Water Snake	Skinks	Softshell Turtle
Alligator	Legless Lizard	Garter Snake
Atlantic Loggerhead Turtle	Cottonmouth	Rat Snake
Fishes		
Atlantic Stingray	Silver Perch	Striped Mullet
Sea Catfish	Leatherjacket	Lemon Shark
Rainwater Killifish	Lined Sole	Ladyfish
Sailfin Molly	Chain Pipefish	Striped Anchovy
Gray Snapper	Irish Pompano	Pigfish
White Mullet	Code Goby	Mojarra
Bull Shark	Darter Goby	Southern Kingfish
Scaled Sardine	Gulf Flounder	Red Drum
Gulf Pipefish	Striped Burrfish	Mosquito Fish
Silver Jenny	Atlantic Thread Herring	Spot
Spotted Sea Trout	Atlantic Menhaden	Permit
Black Drum	Cownose Ray	Tidewater Silverside
Pin Fish	Gulf Killifish	Jack Crevalle
Great Barracuda	Sheepshead	Gulf Pipefish
Clown Goby	Snook	Bay Whiff
Bighead Searobin	Gafftopsail Catfish	Yellowfin Menhaden
Southern Puffer		
Invertebrates		
Pink Shrimp	Stone Crab	Blue Crab
Spiny Lobster	Mangrove Tree Crab	Fiddler Crab
Oysters	Shrimp	Snails
Mosquitos	Quahog Clam	

TABLE 2-2: PROTECTION STATUS OF WILDLIFE FOUND IN COCOA BEACH

Common Name	Status
Florida Mink	Species of special concern
Round Tailed Muskrat	UR2
Florida Mouse	UR2
Fox Squirrel	Species of special concern
West Indian Manatee	UR2
American Alligator	Species of special concern
Atlantic Loggerhead Turtle	UR2
Atlantic Green Turtle	UR2
Leatherneck Turtle	Species of special concern
Atlantic Hawksbill Turtle	Threatened
Atlantic Ridley Turtle	Endangered
Atlantic Saltmarsh Snake	Endangered
Roseate Spoonbill	Endangered
Little Blue Heron	Endangered
Reddish Egret	Threatened
Snowy Egret	Species of special concern
Louisiana Heron	Species of special concern
Peregrin Falcon	Special of special concern
Southern Kestral	UR2
American Oyster Catcher	Threatened
Southern Bald Eagle	Species of special concern
Wood Stork	Endangered
Osprey	Threatened, UR2
Brown Pelican	Species of special concern
Least Tern	Endangered
Roseate Tern	Endangered
Coastal Vervain	Species of special concern
Sea Lavender	Species of special concern
Prickly Pear	Threatened
Common Snook	Species of special concern
Rivulus	Species of special concern

Key: UR1 Under review for federal listing, with substantial evidence indicating at least some degree of biological vulnerability and/or threat
UR2 Under review for listing, but substantial evidence of biological vulnerability and/or threat is lacking

Source: Florida Natural Area Inventory

2.2 Regulatory Considerations

The Banana River Lagoon (BRL) on the west side of Cocoa Beach is classified as an Outstanding Florida Water (OFW) by the Florida Department of Environmental Protection (FDEP). A waterway is recognized as this classification when its natural attributes are deemed worthy of special protection. This is an important consideration as the majority of the City's watershed drains to the BRL. According to the Environmental Resource Permit (ERP) 2024 applicant handbook set forth by St. Johns River Water Management District (SJRWMD) a 90 percent reduction of the average annual loading of TP and 80 percent reduction in the average annual loading of TN is required for stormwater treatment systems.

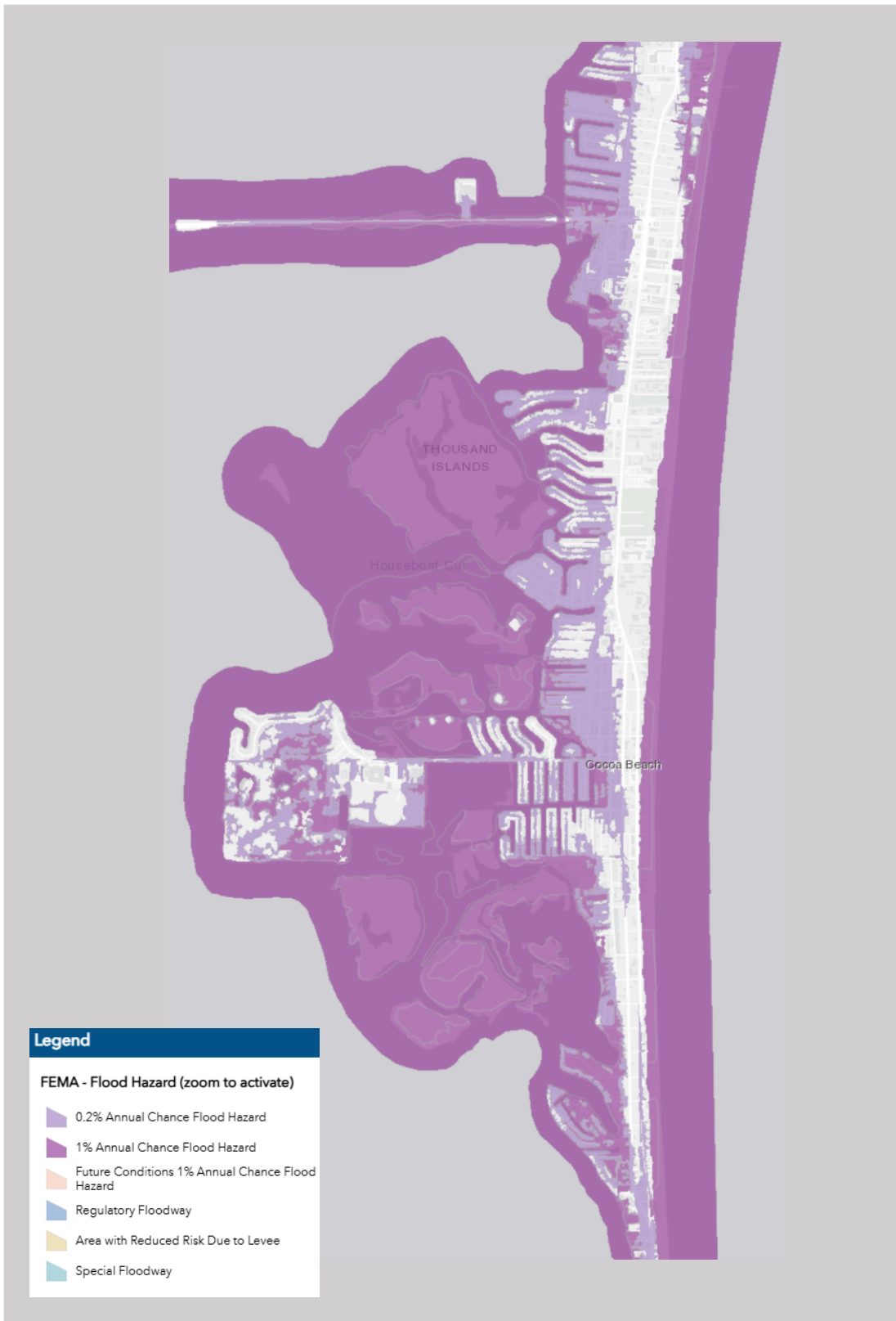
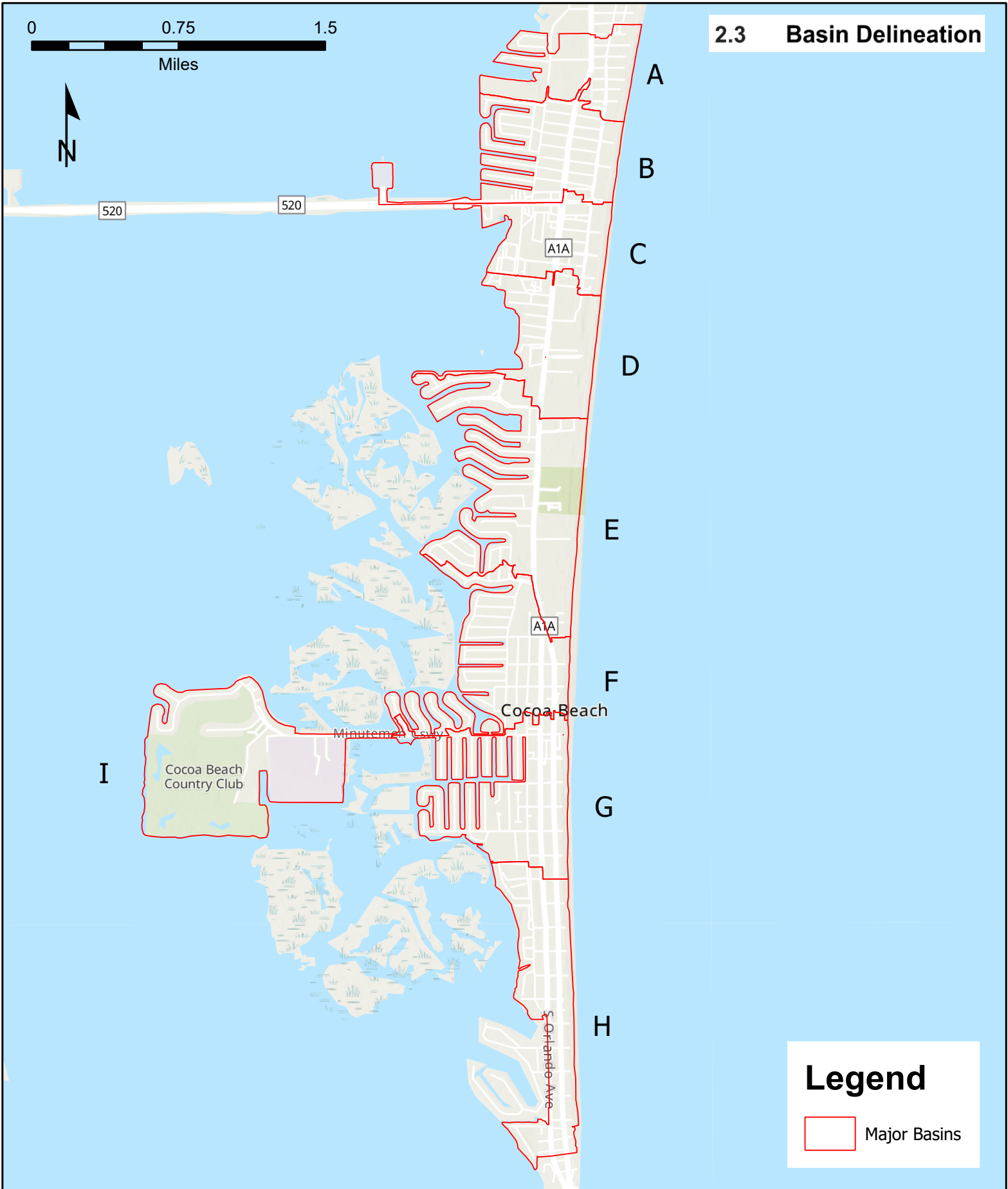


FIGURE 2-1: FEMA FLOOD HAZARD MAP



2.3 Basin Delineation

Legend

Major Basins

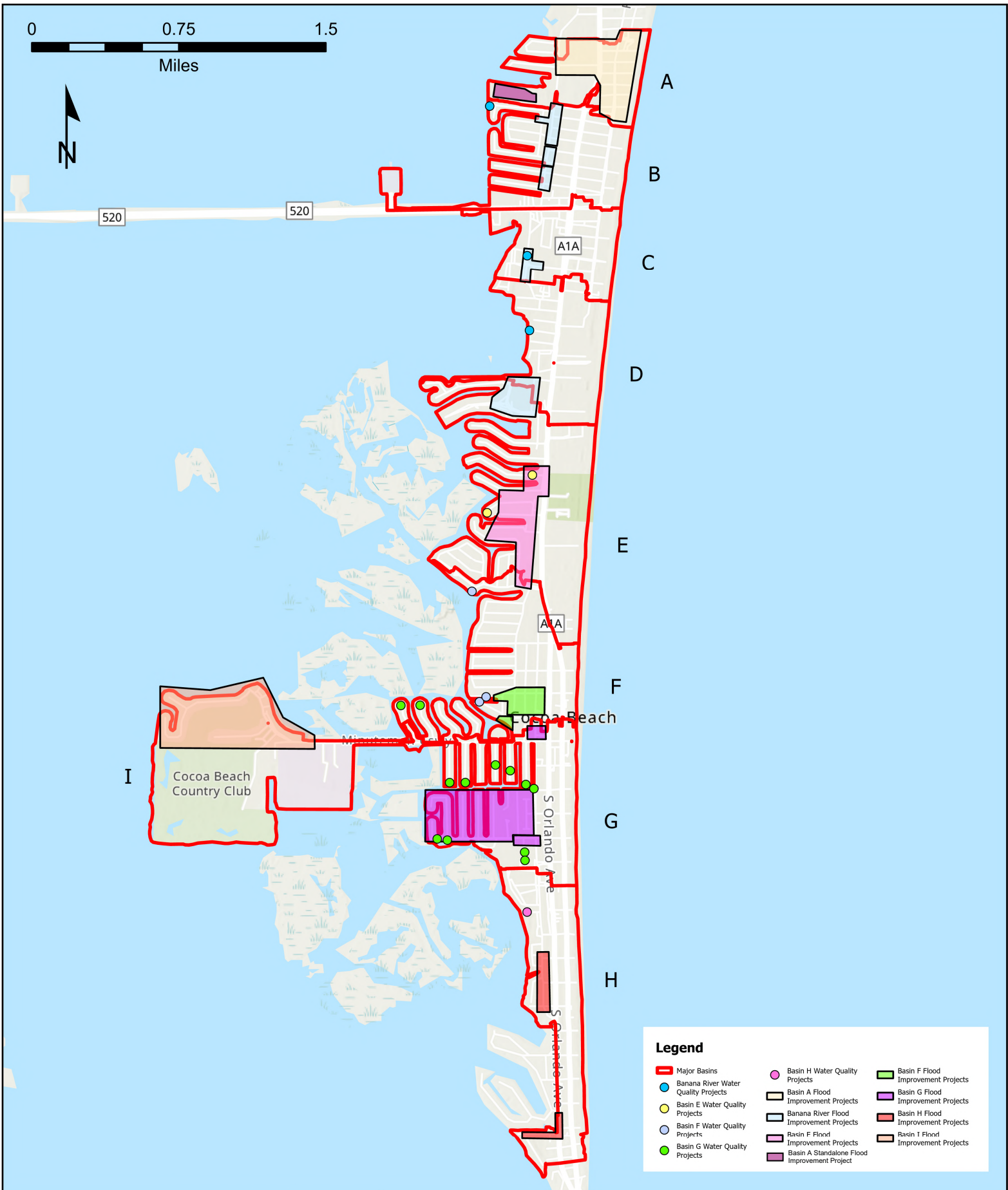
3. Proposed Improvement Projects and Alternative Analysis

Within the 2021 Geosyntec SMPU, the Capital Improvement Program (CIP) recommended 36 projects for implementation over the next 15 to 20 years. The CIP assigned each project a priority rank based on various factors. There are 15 flood improvement projects, with one (1) standalone project that will be evaluated. The improvement projects include:

Project No.	Project Title	CIP Priority
FL 1	Basin A Flood Improvements	FL Rank 1
FL 2	Basin A Standalone Flood Improvement	No Rank
FL 3	Brightwaters – Dorset Outfall System Improvements	FL Rank 6
FL 4	Carmine – Barrello Outfall Improvements	FL Rank 13
FL 5	Barrello – Angelo Outfall System Improvements	FL Rank 12
FL 6	North Banana River Boulevard South Improvements	FL Rank 15
FL 7	South Banana River Boulevard South Improvements	FL Rank 7
FL 8	South Basin E Flood Improvements	FL Rank 8
FL 9	Cedar Avenue, Woodland Avenue, Brevard Avenue North, and 2 nd Street North Improvements	FL Rank 2
FL 10	Indian Creek Drive at Oak Avenue Improvements	FL Rank 14
FL 11	Brevard Avenue North and Burris Way Alley Improvements	FL Rank 4
FL 12	4 th Street South and Yawl Drive, Sloop Drive, Riverview Lane, and Corona Avenue Improvements	FL Rank 9
FL 13	Brevard Avenue South and 4 th Street South Improvements	FL Rank 11
FL 14	Brevard Avenue South and 9 th Street South to 11 th Street South Improvements	FL Rank 3
FL 15	Indian Village Trail at A1A Improvements	FL Rank 5
FL 16	Basin I Flood Improvements	FL Rank 10

There are 21 water quality improvement projects that will be evaluated. The improvement projects include:

Project No.	Project Title	CIP Priority	Project No.	Project Title	CIP Priority
WQ 1	Brightwaters Drive BAM Exfiltration Pipe	WQ Rank 12	WQ 12	De Leon Road BAM Dry Pond	WQ Rank 23
WQ 2	St Lucie Gardens Condominiums BAM Dry Pond	WQ Rank 2	WQ 13	Boca Ciega Road BAM Exfiltration Pipe	WQ Rank 7
WQ 3	Manatee lane BAM Dry Pond	WQ Rank 13	WQ 14	Aucila Road BAM Exfiltration Pipe	WQ Rank 6
WQ 4	Bahama Boulevard BAM Swale	WQ Rank 9	WQ 15	Sunset Drive 2 BAM Exfiltration Pipes	WQ Rank 20
WQ 5	June Drive BAM Dry Pond	WQ Rank 14	WQ 16	2nd Street South BAM Exfiltration Pipe	WQ Rank 21
WQ 6	Cocoa Isles Boulevard BAM Dry Pond	WQ Rank 8	WQ 17	4 th Street South BAM Swale	WQ Rank 15
WQ 7	North Shore Drive BAM Swale	WQ Rank 5	WQ 18	Yaw! Drive at 4th Street South BAM Exfiltration Pipe	WQ Rank 16
WQ 8	Indian Creek Drive BAM Swale	WQ Rank 17	WQ 19	City Recreation Center BAM Exfiltration Pipe	WQ Rank 24
WQ 9	Crystal River Drive BAM Dry Pond	WQ Rank 11	WQ 20	Sunrise Church BAM Swale	WQ Rank 18
WQ 10	Danube River Drive BAM Dry Pond	WQ Rank 19	WQ 21	7th Street South Pipe and BAM Swale	WQ Rank 22
WQ 11	La Riviere Road BAM Dry Pond	WQ Rank 10			



The projects listed above are organized by basin delineations, as shown in **Figure 3-1**. An alternative analysis and evaluation will be executed to determine the optimal project solution for each identified issue. The evaluation will include process comparisons with cost estimates for each alternative. An evaluation matrix will be developed to summarize the comparison and recommendation of preferred alternative. The evaluation matrix will include the following criteria:

- **Cost** – This criterion involves comparing total cost of construction (with present worth analysis) for the required process. The scoring scale is between 1-5 with 5 being the lowest cost option and 1 being the highest cost option
- **Sustainability/Resiliency** – This criterion measures the efficiency, long term operability and flood resistance during severe events. The scoring scale is between 1-5 with 5 being the most sustainable and resilient option.
- **O&M/Reliability** – This criterion compares the O&M/Reliability of each option once the modifications are complete. The scoring scale is between 1-5 with 5 being option with lowest O&M and highest reliability and 1 being option with highest O&M and least reliability.
- **Goals** – This criterion measures the project's alignment with the stated purpose of the project. The scoring scale is between 1 and 5 with 5 being the option that most closely aligns to the overall goals and 1 being the option that adheres to the overall goals the least.

4. Basin A Projects

The Basin A Project grouping contain one (1) flood improvement project. This project was grouped based on location within Basin A. **Figure 4-1** demonstrates the project boundary and location within Basin A.



4.1 Flood Improvement Projects

FL.1 Basin A Flood Improvements (FL Rank 1)

This area includes the drainage system along Ocean Beach Boulevard and Ridgewood Avenue from Pasco Lane to Young Avenue and the outfall between Jack Drive and Kent Drive. The stormwater control level of service (LOS) grades noted deficiencies for this area and there are reports of flooding. The flooding problem is likely due to inadequate existing drainage infrastructure and high groundwater tables in the wet season of September/October limiting infiltration, and poor grading.

4.2 Alternative 1 – Drainage System Modification

This alternative includes conducting an evaluation of the existing drainage system within the flood improvement project area. The information that will be obtained as part of this evaluation will include relevant seasonal high-water tables, soil types, a topographic survey, and constraints present through property rights and utilities. An identified issue within this project area is poorly graded swales. Regrading of these swales based on flood risks and required stormwater capacity would limit these flooding issues.

4.3 Alternative 2 – Drainage System Modification with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry pond will also provide nutrient load reduction. At an average residential parcel area of 0.25 acres an estimated number of one (1) parcel will be needed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The National Flood Insurance Program (NFIP) provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the Community Rating System (CRS).

4.4 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

4.5 Cost Estimate & Operation and Maintenance

The Engineer's Opinion of Probable Cost (EOPCC) of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Drainage System Modification is shown in **Table 4-1** below, with the following assumptions:

- The total cost presented is based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.

- The Florida Department of Transportation (FDOT) 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 3 feet or 1 yard.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, need for staging areas and other site-specific limitations.

TABLE 4-1: BASIN A ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$100,000	\$100,000
2	Topographic Survey	1	LS	\$30,000	\$30,000
3	Geotechnical Report	1	LS	\$10,000	\$10,000
4	Grading	11000	CY	\$18	\$198,000
5	Sodding	11000	SY	\$17.50	\$192,500
6	Pipe Replacement	150	LF	\$125	\$18,750
7	Mobilization	1	LS	\$75,000	\$75,000
Sub-Total					\$624,250
Contingency					\$125,750
Total					\$750,000
Total (Adjusted for Inflation)					\$1,190,175

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Drainage System Modification is shown in **Table 4-2** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 4-2: ESTIMATED O&M COST FOR BASIN A ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Dewatering	12	HRS	\$60	\$720
Mosquito Elimination	3	HRS	\$60	\$180
Total O&M Cost				\$20,100

The present worth of Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 4-3** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- Drainage System Modification costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of between 2-3 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.

TABLE 4-3: BASIN A ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$125,000	\$125,000
2	Mobilization	1	LS	\$80,000	\$80,000
Parcel Acquisition					
3	Residential Parcel Acquisition	1	EA	\$261,171	\$261,171
4	Acquisition Professional	1	LS	\$13,000	\$13,000
5	Property Demolition	1	LS	\$25,000	\$25,000
6	Grading	810	CY	\$18	\$14,580
7	Sodding	1210	SY	\$17.50	\$21,175
Drainage System Modification					
8	Topographic Survey	1	LS	\$30,000	\$30,000
9	Geotechnical Report	1	LS	\$10,000	\$10,000
10	Grading	11000	CY	\$18	\$198,000
11	Sodding	11000	SY	\$17.50	\$192,500
12	Pipe Replacement	150	LF	\$125	\$18,750
Sub-Total					\$989,176
Contingency (@20%)					\$197,835
Total					\$1,187,011
Total (Adjusted for Inflation)					\$1,883,668

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 4-4** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 4-4: ESTIMATED O&M COST FOR BASIN A ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	24	HRS	\$60	\$1,440
Inspection & Reporting	36	HRS	\$60	\$2,160
Sediment Removal	144	HRS	\$60	\$8,640
Grass Cutting	36	HRS	\$60	\$2,160
Landscape Maintenance	84	HRS	\$60	\$5,040
Trash & Debris Removal	30	HRS	\$60	\$1,800
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$300
Trash & Debris Removal	12	HRS	\$60	\$720
Sediment Removal	20	HRS	\$60	\$1,200
Erosion Repair	7	HRS	\$60	\$420
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$4,680
Dewatering	16	HRS	\$60	\$960
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$240
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$30,360

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 4-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 4-5: ESTIMATED O&M COST FOR BASIN A ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

4.6 Life Cycle Cost Analysis and Evaluation Matrix

Table 4-6 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 4-7** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Drainage System Modification is the highest-ranking alternative.

TABLE 4-6: BASIN A LIFE CYCLE COST ANALYSIS

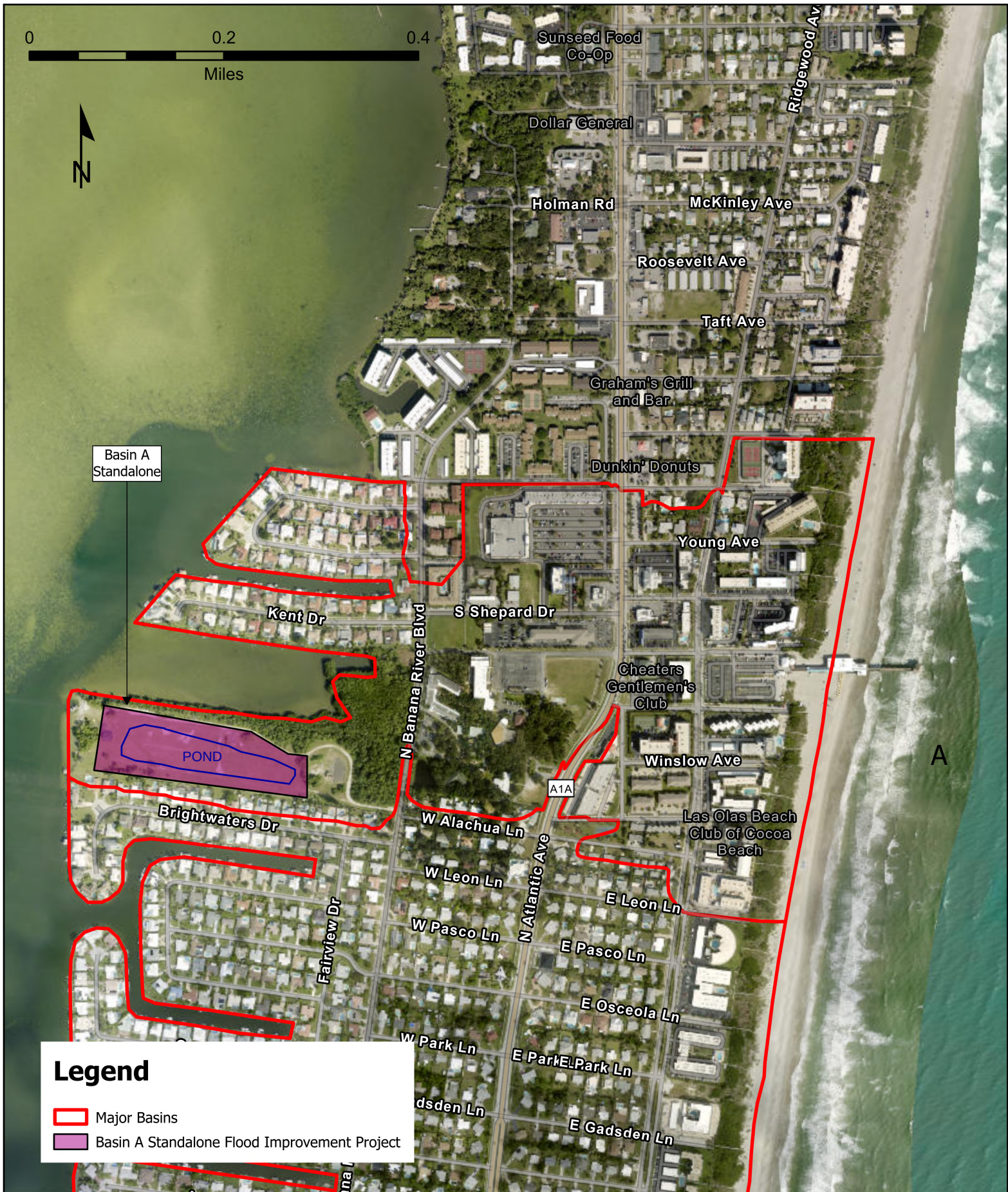
	Alternative 1 – Drainage System Modification	Alternative 2 – Drainage System Modification with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$1,190,175	\$1,883,668	\$0
Annual O&M	\$20,100	\$30,360	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$1,463,000	\$2,296,000	\$139,000

TABLE 4-7: BASIN A ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Drainage System Modification	3	4	5	4	16
2	Drainage System Modification with Parcel Acquisition	2	5	3	5	15
3	No Action	5	1	2	1	9

5. Basin A – Standalone Project

The Basin A Standalone Project grouping contain one (1) flood improvement project. **Figure 5-1** demonstrates the project boundary and location within Basin A.



Legend

- Major Basins
- Basin A Standalone Flood Improvement Project

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City of Cocoa Beach SRF Stormwater Facility Plan Update

Figure 5-1
Basin A Standalone Project

5.1 Flood Improvement Projects

FL.2 Basin A Standalone Flood Improvements (No Rank)

This area includes a plot of land owned by the City (Parcel ID: 24-37-27-CI-36.1). The parcel is undeveloped and located just north of Brightwaters Drive.

5.2 Alternative 1 – Wet Pond

The city-owned parcel area will be cleared of vegetation and converted to a wet pond to collect stormwater during storm events and improve the resiliency of the project area. The wet pond will also provide nutrient load reduction. An approximately 3.2-acre pond is proposed to achieve the necessary area for stormwater collection and treatment. This ensures a 20-40 feet buffer from residences for maintenance and construction purposes. Additionally, this would provide space to construct a sidewalk loop for recreation.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The National Flood Insurance Program (NFIP) provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the Community Rating System (CRS).

5.3 Alternative 2 – Dry Pond

The city-owned parcel area will be cleared of vegetation and converted to a dry pond to collect stormwater during storm events and improve the resiliency of the project area. The dry pond will also provide nutrient load reduction. An approximately 3.2-acre pond is proposed to achieve the necessary area for stormwater collection and treatment. This ensures a 20-40 feet buffer from residences for maintenance and construction purposes. Additionally, this would provide space to construct a sidewalk loop for recreation.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The National Flood Insurance Program (NFIP) provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the Community Rating System (CRS).

5.4 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

5.5 Cost Estimate & Operation and Maintenance

The Engineer's Opinion of Probable Cost (EOPCC) of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Wet Pond is shown in **Table 5-1** below, with the following assumptions:

- Cost projection is representative of 2020 data.

- The Florida Department of Transportation (FDOT) 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 6.5 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, need for staging areas and other site-specific limitations.

TABLE 5-1: BASIN A – STANDALONE ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$100,000	\$100,000
2	Topographic Survey	1	LS	\$30,000	\$30,000
3	Geotechnical Report	1	LS	\$10,000	\$10,000
4	Clearing & Grubbing	3.2	AC	\$37,000	\$118,400
5	Excavation	27800	CY	\$26	\$722,800
6	Soil Hauling & Disposal	33360	CY	\$100	\$3,336,000
7	Grading	27800	CY	\$18	\$500,400
8	Sodding	10000	SY	\$17.50	\$175,000
9	Mobilization	1	LS	\$50,000	\$50,000
Sub-Total					\$5,042,600
Contingency (20%)					\$1,008,520
Total					\$6,051,120
Total (Adjusted for Inflation)					\$9,602,522

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Wet Pond is shown in **Table 5-2** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 5-2: ESTIMATED O&M COST FOR BASIN A – STANDALONE ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Dewatering	12	HRS	\$60	\$720
Aquatic Vegetation Management	10	HRS	\$60	\$600
Mosquito Elimination	3	HRS	\$60	\$180
Total O&M Cost				\$20,700

The present worth of Alternative 2 – Dry Pond is shown in **Table 5-3** below, with the following assumptions:

- Drainage System Modification costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of between 2.5 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.

TABLE 5-3: BASIN A – STANDALONE ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$75,000	\$75,000
2	Topographic Survey	1	LS	\$30,000	\$30,000
3	Geotechnical Report	1	LS	\$10,000	\$10,000
4	Clearing & Grubbing	3.2	AC	\$37,000	\$118,400
5	Excavation	12000	CY	\$26	\$312,000
6	Soil Hauling & Disposal	14400	CY	\$100	\$1,440,000
7	Grading	12000	CY	\$18	\$216,000
8	Sodding	6500	SY	\$17.50	\$113,750
9	Mobilization	1	LS	\$50,000	\$50,000
Sub-Total					\$2,365,150
Contingency (@20%)					\$473,030
Total					\$2,838,180
Total (Adjusted for Inflation)					\$4,503,908

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Dry Pond is shown in **Table 5-4** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 5-4: ESTIMATED O&M COST FOR BASIN A – STANDALONE ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Dewatering	12	HRS	\$60	\$720
Mosquito Elimination	3	HRS	\$60	\$180
Total O&M Cost				\$20,100

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 5-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 5-5: ESTIMATED O&M COST FOR BASIN A – STANDALONE ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Total O&M Cost				\$4,320

5.6 Life Cycle Cost Analysis and Evaluation Matrix

Table 5-6 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 5-7** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 2 – Dry Pond is the highest-ranking alternative.

TABLE 5-6: BASIN A – STANDALONE LIFE CYCLE COST ANALYSIS

	Alternative 1 –Wet Pond	Alternative 2 – Dry Pond	Alternative 3 – No Action
Total Capital Cost	\$9,602,522	\$4,503,908	\$0
Annual O&M	\$20,700	\$20,100	\$4,320
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$9,884,000	\$4,777,000	\$59,000

TABLE 5-7: BASIN A – STANDALONE ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Wet Pond	2	4	3	5	14
2	Dry Pond	3	4	4	5	16
3	No Action	5	1	2	1	9

6. Banana River Boulevard Projects

The Banana River Boulevard Projects grouping contain five (5) flood improvement projects and three (3) water quality projects. These projects were grouped based on proximity to either South or North Banana River Boulevard. **Figure 6-1** demonstrates the project boundaries and locations within Basins B, C, and D.



6.1 Flood Improvement Projects

FL.3 Brightwaters – Dorset Outfall System Improvements (FL Rank 6)

This area includes the intersections of Osceola Lane, Pasco Lane, Leon Lane along N Banana River Boulevard, and the outfall between Dorset Drive and Brightwaters Drive. The stormwater control LOS grades for this area were classified as severe fails. The flooding problem is likely due to inadequate existing drainage infrastructure and high groundwater tables in the wet season of September/October limiting infiltration.

FL.4 Carmine – Barrello Outfall Improvements (FL Rank 13)

This area includes the intersections of W Park Lane, Gadsden Lane along N Banana River Boulevard, and the outfall between Carmine Drive and Barrello Lane. The stormwater control LOS grades for this area were classified as severe fails. The flooding problem is likely due to inadequate existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, and runoff from FDOT's system along A1A.

FL.5 Barrello – Angelo Outfall System Improvements (FL Rank 12)

This area includes the intersections of Suwannee Lane, W Volusia Lane along N Banana River Boulevard, and the outfall between Barrello Lane and Angelo Lane. The stormwater control LOS grades for this area were classified as severe fails and the City has received chronic flooding reports. The flooding problem is likely due to undersized existing drainage infrastructure and high groundwater tables in the wet season of September/October limiting infiltration.

FL.6 North Banana River Boulevard South Improvements (FL Rank 15)

This area includes the intersection of St. Lucie Lane along N Banana River Boulevard and the outfall downstream. There were no stormwater control LOS issues for this area, but the City has received minor flooding reports. The flooding problem is likely due to inadequate existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, runoff from FDOT's system along A1A, and shallow road and gutter grades.

FL.7 South Banana River Boulevard South Improvements (FL Rank 7)

This area includes the "Y" intersection of S Banana River Boulevard and the outfall downstream. The stormwater control LOS grades for this area were classified as marginal and the City has received minor flooding reports during heavy rain events. The flooding problem is likely due to inadequate/undersized existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, runoff from FDOT's system along A1A, and shallow road and gutter grades.

6.2 Water Quality Improvement Projects

Three (3) water quality improvement projects are near or within at least one (1) Banana River flood improvement projects. Refer to **Table 6-1** for an outline of pollutant load reduction goals for total nitrogen (TN), total phosphorus (TP), and total suspended solids (TSS) for each defined water quality project location.

TABLE 6-1: BANANA RIVER BLVD POLLUTANT LOAD REDUCTION TARGET GOALS

Water Quality Project	TN (lbs/yr)	TP (lbs/yr)	TSS (lbs/yr)
WQ 1	12.36	1.95	223.91
WQ 2	28.58	6.41	958.49
WQ 3	12.09	1.83	589.15
Total	53.03	10.19	1771.55

WQ.1 Brightwaters Drive BAM Exfiltration Pipe (WQ Rank 12)

This area is located at an outfall location at the end of Brightwaters Drive.

WQ.2 St Lucie Gardens Condominiums BAM Dry Pond (WQ Rank 2)

This area is located near the St. Lucie Gardens condominiums along South Banana River Boulevard.

WQ.3 Manatee Lane BAM Dry Pond (WQ Rank 13)

This area is located at the end of Manatee Lane.

6.3 Alternative 1 – Drainage System Modification

This alternative includes conducting an evaluation of the existing drainage system within the flood improvement project area. The information that will be obtained as part of this evaluation will include relevant seasonal high-water tables, soil types, a topographic survey, and constraints present through property rights and utilities. An identified issue within this project area is poorly graded swales. Regrading of these swales based on flood risks and required stormwater capacity would limit these flooding issues.

6.4 Alternative 2 – Drainage System Modification with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry ponds will also act as treatment mechanisms to ensure the goals of **Table 6-1** are sufficiently met. At an average residential parcel area of 0.25 acres an estimated number of three (3) parcels will be needed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The NFIP provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the CRS.

6.5 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

6.6 Cost Estimate & Operation and Maintenance

The Engineer's Opinion of Probable Cost (EOPCC) of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Drainage System Modification is shown in **Table 6-2** below, with the following assumptions:

- The total cost presented is based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 3 feet or 1 yard.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, need for staging areas and other site-specific limitations.

TABLE 6-2: BANANA RIVER BLVD ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$150,000	\$150,000
2	Topographic Survey	1	LS	\$90,000	\$90,000
3	Geotechnical Report	1	LS	\$20,000	\$20,000
4	Grading	22000	CY	\$18	\$396,000
5	Sodding	22000	SY	\$17.50	\$385,000
6	Pipe Replacement	600	LF	\$125	\$75,000
7	Mobilization	1	LS	\$145,000	\$145,000
Sub-Total					\$1,261,000
Contingency					\$669,000
Total					\$1,930,000
Total (Adjusted for Inflation)					\$3,062,717

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Drainage System Modification is shown in **Table 6-3** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 6-3: ESTIMATED O&M COST FOR BANANA RIVER BLVD ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Dewatering	12	HRS	\$60	\$720
Mosquito Elimination	3	HRS	\$60	\$180
Total O&M Cost				\$20,100

The present worth of Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 6-4** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- Drainage System Modification costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of between 2-3 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.

TABLE 6-4: BANANA RIVER BLVD ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$165,000	\$165,000
2	Mobilization	1	LS	\$170,000	\$170,000
Parcel Acquisition					
3	Residential Parcel Acquisition	3	EA	\$261,171	\$783,513
4	Acquisition Professional	1	LS	\$39,000	\$39,000
5	Property Demolition	3	EA	\$25,000	\$75,000
6	Grading	2420	CY	\$18	\$43,560
7	Sodding	3630	SY	\$17.50	\$63,525
Drainage System Modification					
8	Topographic Survey	1	LS	\$90,000	\$90,000
9	Geotechnical Report	1	LS	\$20,000	\$20,000
10	Grading	22000	CY	\$18	\$396,000
11	Sodding	22000	SY	\$17.50	\$385,000
12	Pipe Replacement	600	LF	\$125	\$75,000
Sub-Total					\$2,305,598
Contingency (@20%)					\$461,120
Total					\$2,766,718
Total (Adjusted for Inflation)					\$4,390,504

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 6-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 6-5: ESTIMATED O&M COST FOR BANANA RIVER BLVD ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	48	HRS	\$60	\$2,880
Inspection & Reporting	60	HRS	\$60	\$3,600
Sediment Removal	240	HRS	\$60	\$14,400
Grass Cutting	60	HRS	\$60	\$3,600
Landscape Maintenance	132	HRS	\$60	\$7,920
Trash & Debris Removal	42	HRS	\$60	\$2,520
Corrective Maintenance Tasks				
Mobilization	9	HRS	\$60	\$540
Trash & Debris Removal	20	HRS	\$60	\$1,200
Sediment Removal	40	HRS	\$60	\$2,400
Erosion Repair	11	HRS	\$60	\$660
Fence repair	9	HRS	\$60	\$540
Structural Repairs	126	HRS	\$60	\$7,560
Dewatering	24	HRS	\$60	\$1,440
Aquatic Vegetation Management	12	HRS	\$60	\$720
Mosquito Elimination	6	HRS	\$60	\$360
Graffiti Removal	9	HRS	\$60	\$540
Total O&M Cost				\$50,880

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 6-6** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 6-6: ESTIMATED O&M COST FOR BANANA RIVER BLVD ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

6.7 Life Cycle Cost Analysis and Evaluation Matrix

Table 6-7 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 6-8** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Drainage System Modification is the highest-ranking alternative.

TABLE 6-7: BANANA RIVER BOULEVARD LIFE CYCLE COST ANALYSIS

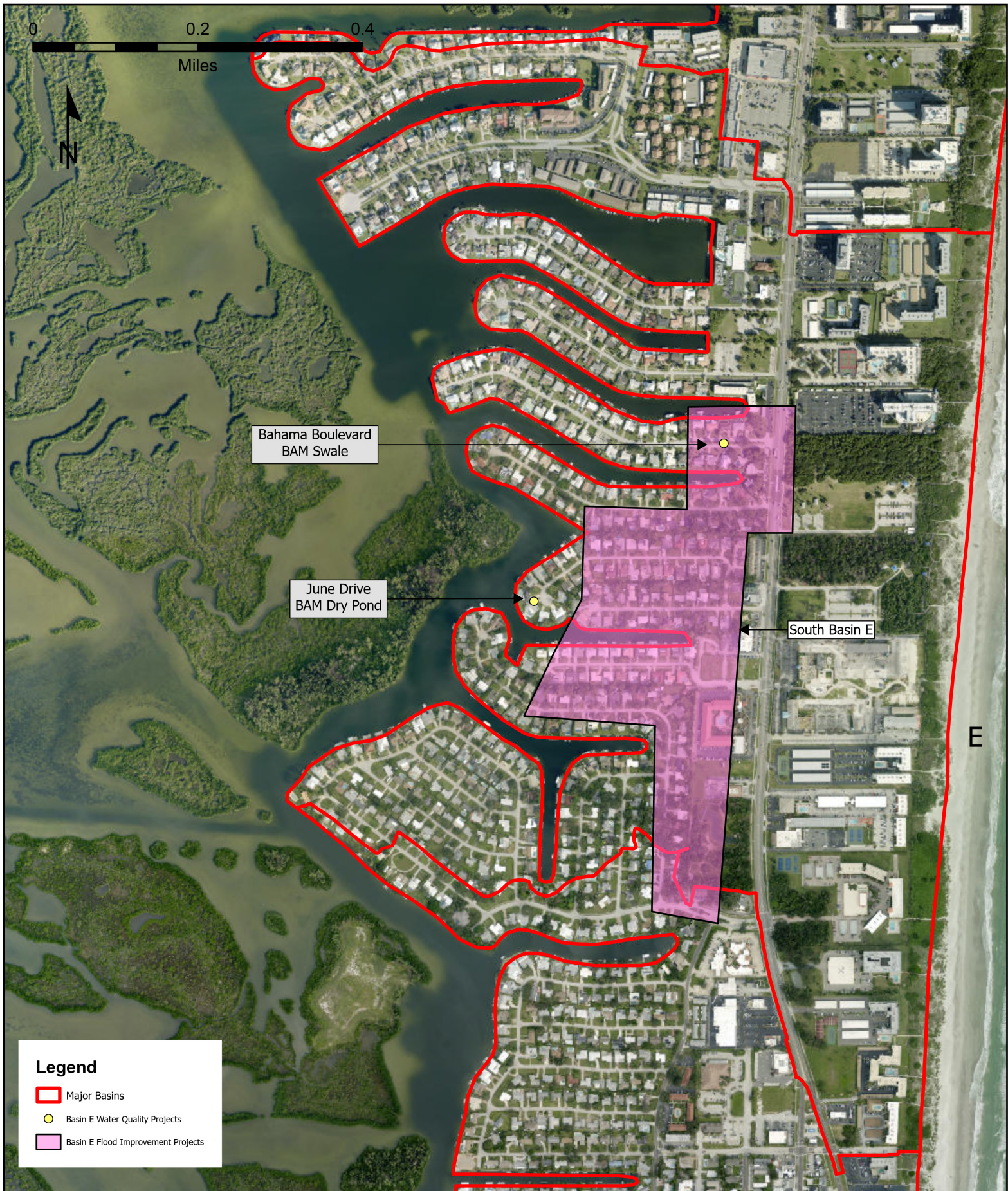
	Alternative 1 – Drainage System Modification	Alternative 2 – Drainage System Modification with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$3,062,717	\$4,390,504	\$0
Annual O&M	\$20,100	\$50,880	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$3,336,000	\$5,082,000	\$139,000

TABLE 6-8: BANANA RIVER BOULEVARD ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Drainage System Modification	3	4	5	4	16
2	Drainage System Modification with Parcel Acquisition	2	5	3	4	14
3	No Action	5	1	2	1	9

7. Basin E Projects

The Basin E Projects grouping contain one (1) flood improvement project and two (2) water quality projects. These projects were grouped based on location within Basin E. **Figure 7-1** demonstrates the project boundaries and locations within Basin E.



7.1 Flood Improvement Projects

FL.8 South Basin E Flood Improvements (FL Rank 8)

This area includes sections of Bahama Boulevard, Antigua Drive, June Drive, Esther Drive, Holiday Lane, and Samar Road. There were no stormwater control LOS issues for this area, but the City has received minor flooding reports of the swales along backyards of properties. The swale areas were observed to have poorly graded bowls, with many backyard obstructions that inhibit flow. The Samara Road area itself is reported to experience chronic flooding. The flooding problem is likely due to inadequate existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, runoff from FDOT's system along A1A, and shallow road and gutter grades.

7.2 Water Quality Improvement Projects

Two (2) water quality improvement projects are near or within the Basin E flood improvement project. Refer to **Table 7-1** for an outline of pollutant load reduction goals for TN, TP, and TSS for each defined water quality project location.

TABLE 7-1: BASIN E POLLUTANT LOAD REDUCTION TARGET GOALS

Water Quality Project	TN (lbs/yr)	TP (lbs/yr)	TSS (lbs/yr)
WQ 4	14.33	2.26	259.57
WQ 5	10.74	1.7	194.6
Total	25.07	3.96	454.17

WQ.4 Bahama Boulevard BAM Swale (WQ Rank 9)

This area is located along Bahama Boulevard near the intersection of N Atlantic Avenue.

WQ.5 June Drive BAM Dry Pond (WQ Rank 14)

This area is located at the end of June Drive.

7.3 Alternative 1 – Drainage System Modification

This alternative includes conducting an evaluation of the existing drainage system within the flood improvement project area. The information that will be obtained as part of this evaluation will include relevant seasonal high-water tables, soil types, a topographic survey, and constraints present through property rights and utilities. An identified issue within this project area is poorly graded swales. Regrading of these swales based on flood risks and required stormwater capacity would limit these flooding issues.

7.4 Alternative 2 – Drainage System Modification with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry ponds will also act as treatment mechanisms to ensure the goals of **Table 7-1** are sufficiently met. At an average residential parcel area of 0.25 acres an estimated number of two (2) parcels will be need

ed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The NFIP provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the CRS.

7.5 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

7.6 Cost Estimate & Operation and Maintenance

The Engineer's Opinion of Probable Cost (EOPCC) of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Drainage System Modification is shown in **Table 7-2** below, with the following assumptions:

- The total cost presented is based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 3 feet or 1 yard.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, need for staging areas and other site-specific limitations.

TABLE 7-2: BASIN E ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$40,000	\$40,000
2	Mobilization	1	LS	\$20,000	\$20,000
3	Topographic Survey	1	LS	\$8,000	\$8,000
4	Geotechnical Report	2500	CY	\$18	\$45,000
5	Grading	5000	SY	\$17.50	\$87,500
6	Sodding	75	LF	\$125	\$9,375
7	Pipe Replacement	2300	CY	\$26	\$59,800
8	Excavation	2760	CY	\$100	\$276,000
9	Soil Hauling & Disposal	0.47	AC	\$37,000	\$17,390
10	Clearing & Grubbing	1	LS	\$50,000	\$50,000
Sub-Total					\$613,065
Contingency					\$96,935
Total					\$710,000
Total (Adjusted for Inflation)					\$1,126,699

The estimated Operation and Maintenance (O&M) cost for Alternative 1 –Drainage System Modification is shown in **Table 7-3** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 7-3: ESTIMATED O&M COST FOR BASIN E ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Dewatering	12	HRS	\$60	\$720
Mosquito Elimination	3	HRS	\$60	\$180
Total O&M Cost				\$20,100

The present worth of Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 7-4** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- Drainage System Modification costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of between 2-3 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.

TABLE 7-4: BASIN E ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$100,000	\$100,000
2	Mobilization	1	LS	\$80,000	\$80,000
Parcel Acquisition					
3	Residential Parcel Acquisition	2	EA	\$261,171	\$522,342
4	Acquisition Professional	1	LS	\$26,000	\$26,000
5	Property Demolition	2	EA	\$25,000	\$50,000
6	Grading	1620	CY	\$18	\$29,160
7	Sodding	2420	SY	\$17.50	\$42,350
Drainage System Modification					
8	Topographic Survey	1	LS	\$20,000	\$20,000
9	Geotechnical Report	1	LS	\$8,000	\$8,000
10	Grading	2500	CY	\$18	\$45,000
11	Sodding	5000	SY	\$17.50	\$87,500
12	Pipe Replacement	75	LF	\$125	\$9,375
13	Excavation	2300	CY	\$26	\$59,800
14	Soil Hauling & Disposal	2760	CY	\$100	\$276,000
15	Clearing & Grubbing	0.47	AC	\$37,000	\$17,390
Sub-Total					\$1,372,917
Contingency (@20%)					\$274,583
Total					\$1,647,500
Total (Adjusted for Inflation)					\$2,614,418

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 7-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 7-5: ESTIMATED O&M COST FOR BASIN E ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	36	HRS	\$60	\$2,160
Inspection & Reporting	48	HRS	\$60	\$2,880
Sediment Removal	192	HRS	\$60	\$11,520
Grass Cutting	48	HRS	\$60	\$2,880
Landscape Maintenance	108	HRS	\$60	\$6,480
Trash & Debris Removal	36	HRS	\$60	\$2,160
Corrective Maintenance Tasks				
Mobilization	7	HRS	\$60	\$420
Trash & Debris Removal	16	HRS	\$60	\$960
Sediment Removal	30	HRS	\$60	\$1,800
Erosion Repair	9	HRS	\$60	\$540
Fence repair	6	HRS	\$60	\$360
Structural Repairs	102	HRS	\$60	\$6,120
Dewatering	20	HRS	\$60	\$1,200
Aquatic Vegetation Management	8	HRS	\$60	\$480
Mosquito Elimination	5	HRS	\$60	\$300
Graffiti Removal	6	HRS	\$60	\$360
Total O&M Cost				\$40,620

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 7-6** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 7-6: ESTIMATED O&M COST FOR BASIN E ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

7.7 Life Cycle Cost Analysis and Evaluation Matrix

Table 7-7 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 7-8** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Drainage System Modification is the highest-ranking alternative.

TABLE 7-7: BASIN E LIFE CYCLE COST ANALYSIS

	Alternative 1 – Drainage System Modification	Alternative 2 – Drainage System Modification with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$1,126,699	\$2,614,418	\$0
Annual O&M	\$20,100	\$40,620	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$1,400,000	\$3,166,000	\$139,000

TABLE 7-8: BASIN E ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Drainage System Modification	3	4	5	4	16
2	Drainage System Modification with Parcel Acquisition	2	5	3	4	14
3	No Action	5	1	2	1	9

8. Basin F Projects

The Basin F Projects grouping contain two (2) flood improvement project and three (3) water quality projects. These projects were grouped based on location within Basin F. **Figure 8-1** demonstrates the project boundaries and locations within Basin F.



8.1 Flood Improvement Projects

FL.9 Cedar Avenue, Woodland Avenue, Brevard Avenue North, and 2nd Street North Improvements (FL Rank 2)

This area includes the intersections of Woodland Avenue, N Brevard Avenue along N 2nd Street, and the outfall at North Shore Drive. There were stormwater control LOS issues identified for this area and the City has received chronic flooding reports. The flooding problem is likely due to inadequate/undersized existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, runoff from FDOT's system along A1A, and shallow road and gutter grades.

FL.10 Indian Creek Drive at Oak Avenue Improvements (FL Rank 14)

This area includes the intersections Oak Avenue and Cedar Avenue along N 1st Street. The area experiences chronic flooding of the residences, which is enhanced when the river is at high levels. The flooding problem is likely due to high groundwater tables in the wet season of September/October limiting infiltration.

8.2 Water Quality Improvement Projects

Three (3) water quality improvement projects are near or within the Basin F flood improvement projects. Refer to **Table 8-1** for an outline of pollutant load reduction goals for TN, TP, and TSS for each defined water quality project location.

TABLE 8-1: BASIN F POLLUTANT LOAD REDUCTION TARGET GOALS

Water Quality Project	TN (lbs/yr)	TP (lbs/yr)	TSS (lbs/yr)
WQ 6	14.33	2.26	259.57
WQ 7	18.93	2.99	342.93
WQ 8	9.98	1.58	180.8
Total	43.24	6.83	783.3

WQ.6 Cocoa Isles Boulevard BAM Dry Pond (WQ Rank 8)

This area is located at the end of Cocoa Isles Boulevard.

WQ.7 North Shore Drive BAM Swale (WQ Rank 5)

This area is located along North Shore Drive.

WQ.8 Indian Creek Drive BAM Swale (WQ Rank 17)

This area is located at the end of Indian Creek Drive.

8.3 Alternative 1 – Low Impact Development

This alternative includes the consideration of upsizing pipes, additional outfalls, additional pipes, backflow preventers, exfiltration chambers, swales, rain gardens, and/or tree canopies. These are all low impact development (LID) or common industry solutions that could be applied to Basin F projects. This alternative is based on current in progress design plans with Jacobs.

8.4 Alternative 2 – Low Impact Development with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry ponds will also act as treatment mechanisms to ensure the goals of **Table 8-1** are sufficiently met. At an average residential parcel area of 0.25 acres an estimated number of three (3) parcels will be needed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The NFIP provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the CRS.

This option will require further evaluation to determine the appropriate approach to implementation.

8.5 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

8.6 Cost Estimate & Operation and Maintenance

The EOPCC of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Low Impact Development is shown in **Table 8-2** below, with the following assumptions:

- The total cost presented is based on 2024/25 data based on the Jacobs bid for the Cedar, Woodland, Brevard project for upsizing pipes, additional outfalls and pipes, backflow preventers, exfiltration chambers, swales, rain gardens, and/or tree canopies.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, mobilization, need for staging areas and other site-specific limitations.

TABLE 8-2: BASIN F ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design, Permitting, Bidding & Meetings	1	LS	\$621,500	\$621,500
2	Topographic Survey	1	LS	\$46,000	\$46,000
3	Geotechnical Survey	1	LS	\$16,500	\$16,500
4	General Construction Measures	1	LS	\$262,000	\$262,000
5	Proposed Conveyance Improvements	1	LS	\$4,177,000	\$4,177,000
6	Outfall Area Improvements	1	LS	\$583,000	\$583,000
Sub-Total					\$5,706,000
Contingency					\$3,577,000
Total					\$9,283,000

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Low Impact Development is shown in **Table 8-3** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 8-3: ESTIMATED O&M COST FOR BASIN F ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Structural Repairs	54	HRS	\$60	\$3,240
Total O&M Cost				\$6,060

The present worth of Alternative 2 – Low Impact Development with Parcel Acquisition is shown in **Table 8-4** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- The total cost presented is based on 2024/25 data based on the Jacobs bid for the Cedar, Woodland, Brevard project for upsizing pipes, additional outfalls and pipes, backflow preventers, exfiltration chambers, swales, rain gardens, and/or tree canopies.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 2 feet.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, mobilization, need for staging areas and other site-specific limitations.
- Mobilization is present in the contingency applied to the sub-total.

TABLE 8-4: BASIN F ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design, Permitting, Bidding & Meetings	1	LS	\$900,000	\$900,000
Parcel Acquisition					
2	Residential Parcel Acquisition	3	EA	\$261,171	\$783,513
3	Acquisition Professional	1	LS	\$39,000	\$39,000
4	Property Demolition	3	EA	\$25,000	\$75,000
5	Grading	2420	CY	\$18	\$43,560
6	Sodding	3630	SY	\$17.50	\$63,525
Low Impact Development					
7	Topographic Survey	1	LS	\$46,000	\$46,000
8	Geotechnical Survey	1	LS	\$16,500	\$16,500
9	General Construction Measures	1	LS	\$262,000	\$262,000
10	Proposed Conveyance Improvements	1	LS	\$4,177,000	\$4,177,000
11	Outfall Area Improvements	1	LS	\$583,000	\$583,000
Sub-Total					\$6,989,098
Contingency					\$4,000,000
Total					\$10,989,098

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Low Impact Development with Parcel Acquisition is shown in **Table 8-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12

occurrences in one (1) year.

- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 8-5: ESTIMATED O&M COST FOR BASIN F ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	48	HRS	\$60	\$2,880
Inspection & Reporting	36	HRS	\$60	\$2,160
Sediment Removal	144	HRS	\$60	\$8,640
Grass Cutting	36	HRS	\$60	\$2,160
Landscape Maintenance	72	HRS	\$60	\$4,320
Trash & Debris Removal	42	HRS	\$60	\$2,520
Corrective Maintenance Tasks				
Mobilization	9	HRS	\$60	\$540
Trash & Debris Removal	20	HRS	\$60	\$1,200
Sediment Removal	30	HRS	\$60	\$1,800
Erosion Repair	6	HRS	\$60	\$360
Fence repair	9	HRS	\$60	\$540
Structural Repairs	126	HRS	\$60	\$7,560
Dewatering	12	HRS	\$60	\$720
Aquatic Vegetation Management	12	HRS	\$60	\$720
Mosquito Elimination	3	HRS	\$60	\$180
Graffiti Removal	9	HRS	\$60	\$540
Total O&M Cost				\$36,840

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 8-6** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 8-6: ESTIMATED O&M COST FOR BASIN F ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

8.7 Life Cycle Cost Analysis and Evaluation Matrix

Table 8-7 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 8-8** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Low Impact Development is the highest-ranking alternative.

TABLE 8-7: BASIN F LIFE CYCLE COST ANALYSIS

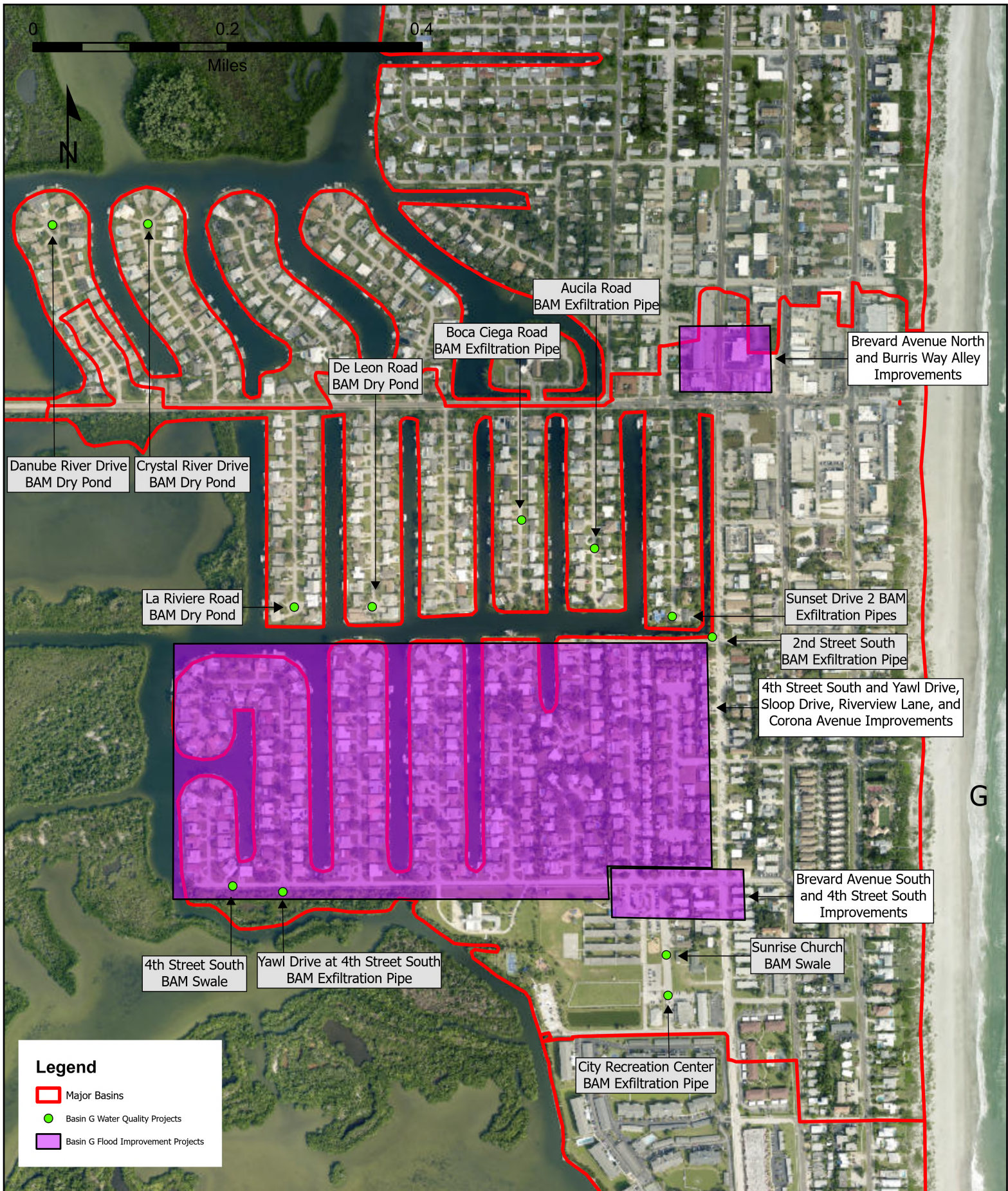
	Alternative 1 – Low Impact Development	Alternative 2 – Low Impact Development with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$9,283,000	\$10,989,098	\$0
Annual O&M	\$6,060	\$36,840	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$9,365,000	\$11,490,000	\$139,000

TABLE 8-8: BASIN F ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Low Impact Development	3	4	5	5	17
2	Low Impact Development with Parcel Acquisition	2	5	3	5	15
3	No Action	5	1	3	1	10

9. Basin G Projects

The Basin G Projects grouping contain three (3) flood improvement project and 12 water quality projects. These projects were grouped based on location within Basin G. **Figure 9-1** demonstrates the project boundaries and locations within Basin G.



9.1 Flood Improvement Projects

FL.11 Brevard Avenue North and Burris Way Alley Improvements (FL Rank 4)

This area includes the intersections of Burris Way and Coombs Way along N Bernard Avenue. The area experiences chronic flooding and LOS issues. The flooding problem is likely due to undersized existing drainage infrastructure and the area being highly impervious, which inhibits infiltration.

FL.12 4th Street South and Yawl Drive, Sloop Drive, Riverview Lane, and Corona Avenue Improvements (FL Rank 9)

This area includes the residential neighborhood along S 4th Street. The area experiences minor flooding and LOS issues. The flooding problem is likely due to inadequate existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, and areas of poor grading.

FL.13 Brevard Avenue South and 4th Street South Improvements (FL Rank 11)

This area includes the intersections of Colonial Drive, Sunrise Drive, S Brevard Avenue along S 4th Street and the baffle box located at the 2nd Street outfall. The area experiences failing LOS issues. The flooding problem is likely due to runoff from FDOT's system along A1A.

9.2 Water Quality Improvement Projects

There are 12 water quality improvement projects near or within Basin G flood improvement projects. Refer to **Table 9-1** for an outline of pollutant load reduction goals for TN, TP, and TSS for each defined water quality project location.

TABLE 9-1: BASIN G POLLUTANT LOAD REDUCTION TARGET GOALS

Water Quality Project	TN (lbs/yr)	TP (lbs/yr)	TSS (lbs/yr)
WQ 9	13.6	2.15	246.37
WQ 10	6.9	1.09	124.99
WQ 11	13.68	2.16	247.88
WQ 12	4.31	0.68	78.16
WQ 13	14.86	2.35	269.22
WQ 14	15.48	2.45	280.41
WQ 15	6.26	0.99	113.44
WQ 16	6.16	0.97	111.59
WQ 17	10.41	1.4	236.77
WQ 18	10.42	1.4	236.96
WQ 19	2.95	0.45	143.82
WQ 20	8.26	1.25	402.27
Total	113.29	17.34	2491.88

WQ.9 Crystal River Drive BAM Dry Pond (WQ Rank 11)

This area is located at the end of Crystal River Drive.

WQ.10 Danube River Drive BAM Dry Pond (WQ Rank 19)

This area is located at the end of Danube River Drive.

WQ.11 La Riviere Road BAM Dry Pond (WQ Rank 10)

This area is located at the end of La Riviere Road.

WQ.12 De Leon Road BAM Dry Pond (WQ Rank 23)

This area is located at the end of De Leon Road.

WQ.13 Boca Ciega Road BAM Exfiltration Pipe (WQ Rank 7)

This area is located between two (2) parcels along Boca Ciega Road.

WQ.14 Aucila Road BAM Exfiltration Pipe (WQ Rank 6)

This area is located between two (2) parcels along Aucila Road.

WQ.15 Sunset Drive 2 BAM Exfiltration Pipes (WQ Rank 20)

This area is located at the end of Sunset Drive.

WQ.16 2nd Street South BAM Exfiltration Pipe (WQ Rank 21)

This area is located at the end of 2nd Street.

WQ.17 4th Street South BAM Swale (WQ Rank 15)

This area is located along South 4th Street.

WQ.18 Yawl Drive at 4th Street South BAM Exfiltration Pipe (WQ Rank 16)

This area is located at the end of Yawl Drive along South 4th Street.

WQ.19 City Recreation Center BAM Exfiltration Pipe (WQ Rank 24)

This area is located along Sunrise Drive near the City Recreation Center.

WQ.20 Sunrise Church BAM Swale (WQ Rank 18)

This area is located along Sunrise Drive.

9.3 Alternative 1 – Green Stormwater Infrastructure

This alternative includes the implementation of GSI practices. A GSI practice that is applicable to Basin G projects is installation of exfiltration trenches with biosorption activated media (BAM).

An exfiltration trench is considered a subsurface retention system that consists of conduit such as perforated pipe surrounded by aggregate. The proposed aggregate to surround the perforated pipe is BAM. Stormwater passes through the perforated pipe and infiltrates into the shallow ground water aquifer. The perforated pipe evenly distributes the runoff over the length of the system. An important design consideration is the seasonal high ground water table (SHGWT). An exfiltration trench segment can be applied to either side of a residential street.

The use of BAM provides sufficient infiltration capacity and has pollutant removal properties. Pollutants are removed through sorption, which concentrates pollutants onto the media. The media is then activated to enhance the removal further. Depending on the media used, the typical nitrogen and phosphorus removal efficiencies are greater than 70%.

This option will require further evaluation to determine the appropriate approach to implementation.

9.4 Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry ponds will also act as treatment mechanisms to ensure the goals of **Table 9-1** are sufficiently met. At an average residential parcel area of 0.25 acres an estimated number of four (4) parcels will be needed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The NFIP provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the CRS.

9.5 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

9.6 Cost Estimate & Operation and Maintenance

The EOPCC of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Green Stormwater Infrastructure is shown in **Table 9-2** below, with the following assumptions:

- The total cost presented is based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Each trench is assumed at a length of 1250 linear feet, a width of 2 feet, and a depth of 1 foot.
- The BAM estimate is based on the selection of Bold & Gold.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, mobilization, need for staging areas and other site-specific limitations.

TABLE 9-2: BASIN G ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$95,000	\$95,000
2	Topographic Survey	1	LS	\$25,000	\$25,000
3	Geotechnical Report	1	LS	\$20,000	\$20,000
4	Exfiltration Trench and Piping	22500	LF	\$36	\$810,000
5	BAM	45000	CF	\$21.25	\$956,250
Sub-Total					\$1,906,250
Contingency					\$493,750
Total					\$2,400,000
Total (Adjusted for Inflation)					\$3,808,560

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Green Stormwater Infrastructure is shown in **Table 9-3** below, with the following assumptions:

- Labor hours are representative of Geosyntec’s 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 9-3: ESTIMATED O&M COST FOR BASIN G ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Total O&M Cost				\$19,200

The present worth of Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition is shown in **Table 9-4** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- Green Stormwater Infrastructure costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 2 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Mobilization is present in the 20% contingency applied to the sub-total.

TABLE 9-4: BASIN G ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$120,000	\$120,000
Parcel Acquisition					
2	Residential Parcel Acquisition	4	EA	\$261,171	\$1,044,684
3	Acquisition Professional	1	LS	\$52,000	\$52,000
4	Property Demolition	4	EA	\$25,000	\$100,000
5	Grading	3230	CY	\$18	\$58,140
6	Sodding	4840	SY	\$17.50	\$84,700
Green Stormwater Infrastructure					
8	Topographic Survey	1	LS	\$25,000	\$25,000
9	Geotechnical Report	1	LS	\$20,000	\$20,000
10	Exfiltration Trench and Piping	22500	LF	\$36	\$810,000
11	BAM	45000	CF	\$21.25	\$956,250
Sub-Total					\$3,270,774
Contingency (@20%)					\$654,155
Total					\$3,924,929
Total (Adjusted for Inflation)					\$6,228,470

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition is shown in **Table 9-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.

- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 9-5: ESTIMATED O&M COST FOR BASIN G ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	60	HRS	\$60	\$3,600
Inspection & Reporting	72	HRS	\$60	\$4,320
Sediment Removal	288	HRS	\$60	\$17,280
Grass Cutting	72	HRS	\$60	\$4,320
Landscape Maintenance	156	HRS	\$60	\$9,360
Trash & Debris Removal	48	HRS	\$60	\$2,880
Corrective Maintenance Tasks				
Mobilization	11	HRS	\$60	\$660
Trash & Debris Removal	24	HRS	\$60	\$1,440
Sediment Removal	50	HRS	\$60	\$3,000
Erosion Repair	13	HRS	\$60	\$780
Fence repair	12	HRS	\$60	\$720
Structural Repairs	150	HRS	\$60	\$9,000
Dewatering	16	HRS	\$60	\$960
Aquatic Vegetation Management	16	HRS	\$60	\$960
Mosquito Elimination	4	HRS	\$60	\$240
Graffiti Removal	12	HRS	\$60	\$720
Total O&M Cost				\$60,240

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 9-6** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 9-6: ESTIMATED O&M COST FOR BASIN G ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

9.7 Life Cycle Cost Analysis and Evaluation Matrix

Table 9-7 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 9-8** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Green Stormwater Infrastructure is the highest-ranking alternative.

TABLE 9-7: BASIN G LIFE CYCLE COST ANALYSIS

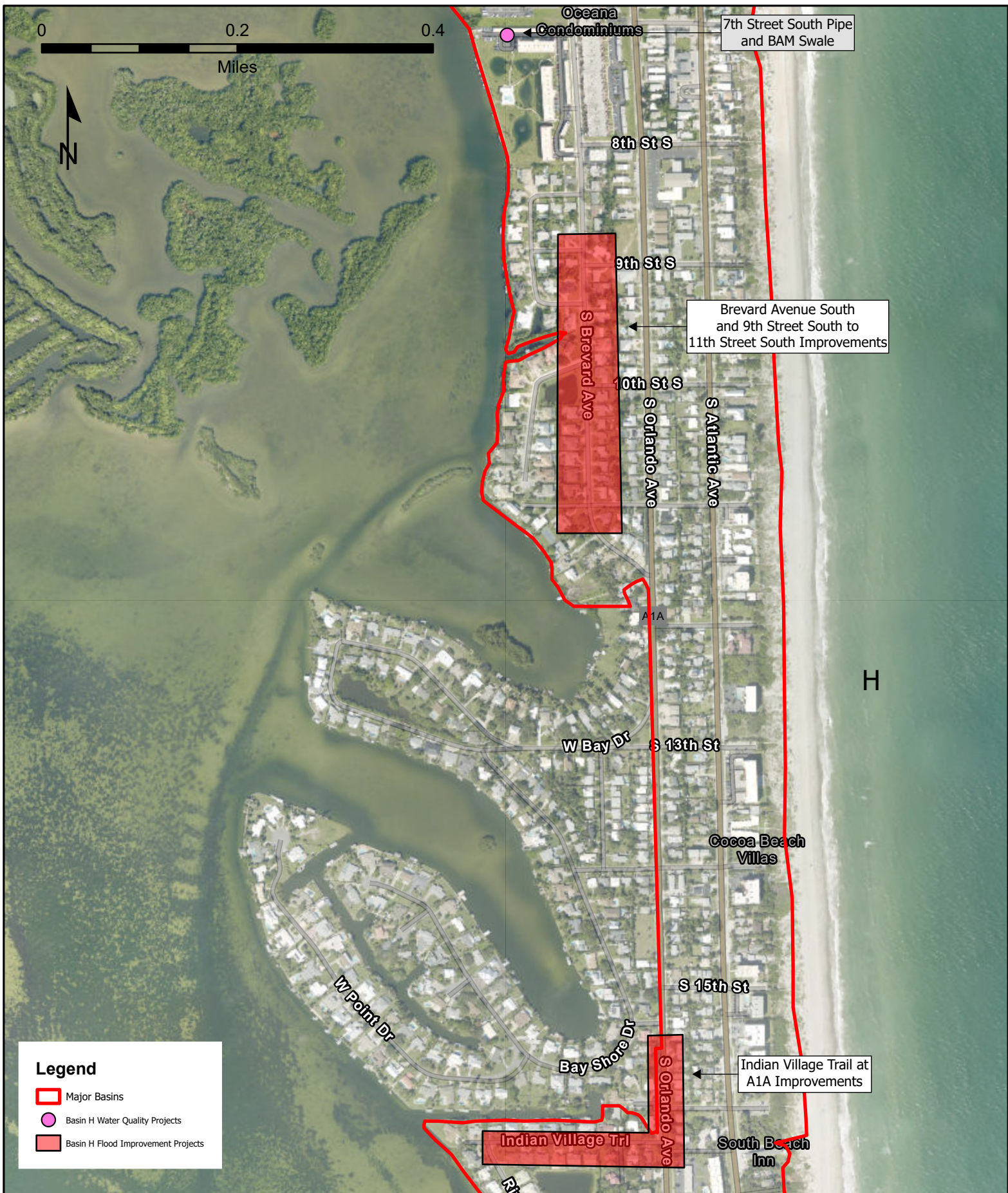
	Alternative 1 – Green Stormwater Infrastructure	Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$3,808,560	\$6,228,470	\$0
Annual O&M	\$19,200	\$60,240	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$4,069,000	\$7,047,000	\$139,000

TABLE 9-8: BASIN G ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Green Stormwater Infrastructure	3	4	5	4	16
2	Green Stormwater Infrastructure with Parcel Acquisition	1	5	3	5	14
3	No Action	5	1	2	1	9

10. Basin H Projects

The Basin H Projects grouping contain two (2) flood improvement project and one (1) water quality projects. These projects were grouped based on location within Basin H. **Figure 10-1** demonstrates the project boundaries and locations within Basin H.



10.1 Flood Improvement Projects

FL.14 Brevard Avenue South and 9th Street South to 11th Street South Improvements (FL Rank 3)

This area includes the intersections of S 9th Street, Harbor Circle, Cove View Court, S 10th Street, and S 11th Street along S Brevard Avenue. The area experiences minor and chronic flooding as well as LOS issues. The flooding problem is likely due to inadequate existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, runoff from FDOT's system along A1A, and increase in impervious area.

FL.15 Indian Village Trail at A1A Improvements (FL Rank 5)

This area includes the intersections of River Falls Drive and S Orlando Ave along Indian Village Trail. The area experiences chronic flooding as well as LOS issues. The flooding problem is likely due to inadequate/undersized existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, and runoff from FDOT's system along A1A.

10.2 Water Quality Improvement Projects

There is one (1) water quality improvement project near or within the Basin H flood improvement project. Refer to **Table 10-1** for an outline of pollutant load reduction goals for TN, TP, and TSS for each defined water quality project location.

TABLE 10-1: BASIN H POLLUTANT LOAD REDUCTION TARGET GOALS

Water Quality Project	TN (lbs/yr)	TP (lbs/yr)	TSS (lbs/yr)
WQ 21	5.04	0.68	114.6
Total	5.04	0.68	114.6

WQ.21 7th Street South Pipe and BAM Swale (WQ Rank 22)

This area is located along 7th Street South.

10.3 Alternative 1 – Green Stormwater Infrastructure

This alternative includes the implementation of GSI practices. A GSI practice that is applicable to Basin G projects is exfiltration trench with biosorption activated media (BAM).

An exfiltration trench is considered a subsurface retention system that consists of conduit such as perforated pipe surrounded by aggregate. The proposed aggregate to surround the perforated pipe is BAM. Stormwater passes through the perforated pipe and infiltrates into the shallow ground water aquifer. The perforated pipe evenly distributes the runoff over the length of the system. An important design consideration is the seasonal high ground water table (SHGWT). An exfiltration trench segment can be applied to either side of a residential street.

The use of BAM provides sufficient infiltration capacity and has pollutant removal properties. Pollutants are removed through sorption, which concentrates pollutants onto the media. The media is then activated to enhance the removal further. Depending on the media used, the typical nitrogen and phosphorus removal

efficiencies are greater than 70%.

This option will require further evaluation to determine the appropriate approach to implementation.

10.4 Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry ponds will also act as treatment mechanisms to ensure the goals of **Table 10-1** are sufficiently met. At an average residential parcel area of 0.25 acres an estimated number of one (1) parcel will be needed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The NFIP provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the CRS.

10.5 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

10.6 Cost Estimate & Operation and Maintenance

The EOPCC of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Green Stormwater Infrastructure is shown in **Table 10-2** below, with the following assumptions:

- The total cost presented is based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Each trench is assumed at a length of 1250 linear feet, a width of 2 feet, and a depth of 1 foot.
- The BAM estimate is based on the selection of Bold & Gold.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, mobilization, need for staging areas and other site-specific limitations.

TABLE 10-2: BASIN H ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$70,000	\$70,000
2	Topographic Survey	1	LS	\$25,000	\$25,000
3	Geotechnical Report	1	LS	\$10,000	\$10,000
4	Exfiltration Trench and Piping	5040	LF	\$36	\$181,440
5	BAM	10080	CF	\$21.25	\$214,200
Sub-Total					\$500,640
Contingency					\$209,360
Total					\$710,000
Total (Adjusted for Inflation)					\$1,126,699

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Green Stormwater Infrastructure is shown in **Table 10-3** below, with the following assumptions:

- Labor hours are representative of Geosyntec’s 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 10-3: ESTIMATED O&M COST FOR BASIN H ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Total O&M Cost				\$19,200

The present worth of Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition is shown in **Table 10-4** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- Green Stormwater Infrastructure costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of 2 feet.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Mobilization is present in the 20% contingency applied to the sub-total.

TABLE 10-4: BASIN H ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$70,000	\$70,000
Parcel Acquisition					
2	Residential Parcel Acquisition	1	EA	\$261,171	\$261,171
3	Acquisition Professional	1	LS	\$13,000	\$13,000
4	Property Demolition	1	EA	\$25,000	\$25,000
5	Grading	810	CY	\$18	\$14,580
6	Sodding	1210	SY	\$17.50	\$21,175
Green Stormwater Infrastructure					
8	Topographic Survey	1	LS	\$25,000	\$25,000
9	Geotechnical Report	1	LS	\$10,000	\$10,000
10	Exfiltration Trench and Piping	5040	LF	\$36	\$181,440
11	BAM	10080	CF	\$21.25	\$214,200
Sub-Total					\$835,566
Contingency (@20%)					\$167,113
Total					\$1,002,679
Total (Adjusted for Inflation)					\$1,591,152

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition is shown in **Table 10-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.

- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 10-5: ESTIMATED O&M COST FOR BASIN H ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	24	HRS	\$60	\$1,440
Inspection & Reporting	36	HRS	\$60	\$2,160
Sediment Removal	144	HRS	\$60	\$8,640
Grass Cutting	36	HRS	\$60	\$2,160
Landscape Maintenance	84	HRS	\$60	\$5,040
Trash & Debris Removal	30	HRS	\$60	\$1,800
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$300
Trash & Debris Removal	12	HRS	\$60	\$720
Sediment Removal	20	HRS	\$60	\$1,200
Erosion Repair	7	HRS	\$60	\$420
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$4,680
Dewatering	4	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	1	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$29,460

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 10-6** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 10-6: ESTIMATED O&M COST FOR BASIN H ALTERNATIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

10.7 Life Cycle Cost Analysis and Evaluation Matrix

Table 10-7 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 10-8** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Green Stormwater Infrastructure is the highest-ranking alternative.

TABLE 10-7: BASIN H LIFE CYCLE COST ANALYSIS

	Alternative 1 – Green Stormwater Infrastructure	Alternative 2 – Green Stormwater Infrastructure with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$1,126,699	\$1,591,152	\$0
Annual O&M	\$19,200	\$29,460	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$1,388,000	\$1,992,000	\$139,000

TABLE 10-8: BASIN H ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Green Stormwater Infrastructure	3	5	5	4	17
2	Green Stormwater Infrastructure with Parcel Acquisition	2	5	3	5	15
3	No Action	5	1	2	1	9

11. Basin I Projects

The Basin I Project grouping contain one (1) flood improvement project. This project was grouped based on location within Basin I. **Figure 11-1** demonstrates the project boundary and location within Basin I.



11.1 Flood Improvement Projects

FL.16 Basin I Flood Improvements (FL Rank 10)

This residential and golf course area includes the Minutemen Causeway, Country Club Road, Fairway Drive and Tom Warriner Boulevard. The area experiences frequent minor flooding as well as LOS issues. The flooding problem is likely due to inadequate/undersized existing drainage infrastructure, high groundwater tables in the wet season of September/October limiting infiltration, and poor grading.

11.2 Alternative 1 – Drainage System Modification

This alternative includes conducting an evaluation of the existing drainage system within the flood improvement project area. The information that will be obtained as part of this evaluation will include relevant seasonal high-water tables, soil types, a topographic survey, and constraints present through property rights and utilities. An identified issue within this project area is poorly graded swales. Regrading of these swales based on flood risks and required stormwater capacity would limit these flooding issues.

11.3 Alternative 2 – Drainage System Modification with Parcel Acquisition

This alternative includes the proposed design in Alternative 1 along with City acquisition of parcels in low-lying areas with repetitive flood loss structures. The acquired area will be cleared of structures and converted to dry ponds to collect stormwater during storm events and improve the resiliency of the project area. The dry pond will also provide nutrient load reduction. At an average residential parcel area of 0.25 acres an estimated number of one (1) parcel will be needed to achieve the necessary area for stormwater collection and treatment.

In addition to targeting resiliency, the proposed alternative will contribute to decreasing flood insurance premiums for residents in the community. The National Flood Insurance Program (NFIP) provides federally backed flood insurance within communities that enact and enforce floodplain regulations. Communities that go beyond the minimum required by the NFIP are rewarded through flood insurance premium adjustments based on the Community Rating System (CRS).

11.4 Alternative 3 – No Action

This alternative includes no changes to the existing stormwater practices. As a result, there will be no improvement to resiliency within this project area.

11.5 Cost Estimate & Operation and Maintenance

The Engineer's Opinion of Probable Cost (EOPCC) of each of the alternatives outlined above was calculated using best available data and estimates. The present worth of Alternative 1 – Drainage System Modification is shown in **Table 11-1** below, with the following assumptions:

- The total cost presented is based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.

- Grading is assumed at a depth of 3 feet or 1 yard.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- Contingency will be based on location of existing utilities, limits of right of way, permitting requirements, need for staging areas and other site-specific limitations.

TABLE 11-1: BASIN / ALTERNATIVE 1 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$60,000	\$60,000
2	Topographic Survey	1	LS	\$30,000	\$30,000
3	Geotechnical Report	1	LS	\$10,000	\$10,000
4	Grading	5250	CY	\$18	\$94,500
5	Sodding	5250	SY	\$17.50	\$91,875
6	Pipe Replacement	60	LF	\$125	\$7,500
7	Mobilization	1	LS	\$40,000	\$40,000
Sub-Total					\$333,875
Contingency					\$66,125
Total					\$400,000
Total (Adjusted for Inflation)					\$634,760

The estimated Operation and Maintenance (O&M) cost for Alternative 1 – Drainage System Modification is shown in **Table 11-2** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 11-2: ESTIMATED O&M COST FOR BASIN I ALTERNATIVE 1

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	24	HRS	\$60	\$1,440
Sediment Removal	96	HRS	\$60	\$5,760
Grass Cutting	24	HRS	\$60	\$1,440
Landscape Maintenance	60	HRS	\$60	\$3,600
Trash & Debris Removal	24	HRS	\$60	\$1,440
Corrective Maintenance Tasks				
Mobilization	3	HRS	\$60	\$180
Trash & Debris Removal	8	HRS	\$60	\$480
Sediment Removal	10	HRS	\$60	\$600
Erosion Repair	5	HRS	\$60	\$300
Structural Repairs	54	HRS	\$60	\$3,240
Dewatering	12	HRS	\$60	\$720
Mosquito Elimination	3	HRS	\$60	\$180
Total O&M Cost				\$20,100

The present worth of Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 11-3** below, with the following assumptions:

- An average residential parcel cost was determined by averaging all parcels within the city.
- Drainage System Modification costs are based on Geosyntec's 2021 SMPU CIP cost projection. Cost projection is representative of 2020 data.
- Adjustment for inflation from 2020 to 2026 is represented in the final total cost using ENR Construction Cost Index data, assuming an 8% annual inflation rate.
- The FDOT 2024 Statewide 12-month Moving Average Cost Report was referenced.
- Grading is assumed at a depth of between 2-3 feet.

TABLE 11-3: BASIN I ALTERNATIVE 2 EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Design (30%-100%)	1	LS	\$60,000	\$60,000
2	Mobilization	1	LS	\$40,000	\$40,000
Parcel Acquisition					
3	Residential Parcel Acquisition	1	EA	\$261,171	\$261,171
4	Acquisition Professional	1	LS	\$13,000	\$13,000
5	Property Demolition	1	LS	\$25,000	\$25,000
6	Grading	810	CY	\$18	\$14,580
7	Sodding	1210	SY	\$17.50	\$21,175
Drainage System Modification					
8	Topographic Survey	1	LS	\$30,000	\$30,000
9	Geotechnical Report	1	LS	\$10,000	\$10,000
10	Grading	5250	CY	\$18	\$94,500
11	Sodding	5250	SY	\$17.50	\$91,875
12	Pipe Replacement	60	LF	\$125	\$7,500
Sub-Total					\$668,801
Contingency (@20%)					\$133,760
Total					\$802,561
Total (Adjusted for Inflation)					\$1,273,581

The estimated annual Operation and Maintenance (O&M) cost for Alternative 2 – Drainage System Modification with Parcel Acquisition is shown in **Table 11-4** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month per parcel to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once per parcel in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 11-4: ESTIMATED O&M COST FOR BASIN I ALTERNATIVE 2

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	24	HRS	\$60	\$1,440
Inspection & Reporting	36	HRS	\$60	\$2,160
Sediment Removal	144	HRS	\$60	\$8,640
Grass Cutting	36	HRS	\$60	\$2,160
Landscape Maintenance	84	HRS	\$60	\$5,040
Trash & Debris Removal	30	HRS	\$60	\$1,800
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$300
Trash & Debris Removal	12	HRS	\$60	\$720
Sediment Removal	20	HRS	\$60	\$1,200
Erosion Repair	7	HRS	\$60	\$420
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$4,680
Dewatering	16	HRS	\$60	\$960
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$240
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$30,360

The estimated annual Operation and Maintenance (O&M) cost for Alternative 3 – No Action is shown in **Table 11-5** below, with the following assumptions:

- Labor hours are representative of Geosyntec's 2021 SMPU stormwater maintenance plan outline.
- Preventative maintenance tasks were assumed to occur once a month to equal 12 occurrences in one (1) year.
- Corrective maintenance tasks were assumed to occur once in a one (1) year period.
- For the purposes of evaluation, an average wage cost of \$30 per hour with a labor factor of two (2) was assumed to equal \$60 per hour.

TABLE 11-5: ESTIMATED O&M COST FOR BASIN I ALTRENAIVE 3

Description	Qty	Units	Unit Price	Subtotal
Preventative Maintenance Tasks				
Mobilization	12	HRS	\$60	\$720
Inspection & Reporting	12	HRS	\$60	\$720
Sediment Removal	48	HRS	\$60	\$2,880
Grass Cutting	12	HRS	\$60	\$720
Landscape Maintenance	24	HRS	\$60	\$1,440
Trash & Debris Removal	6	HRS	\$60	\$360
Corrective Maintenance Tasks				
Mobilization	5	HRS	\$60	\$120
Trash & Debris Removal	12	HRS	\$60	\$240
Sediment Removal	20	HRS	\$60	\$600
Erosion Repair	7	HRS	\$60	\$120
Fence repair	3	HRS	\$60	\$180
Structural Repairs	78	HRS	\$60	\$1,440
Dewatering	16	HRS	\$60	\$240
Aquatic Vegetation Management	4	HRS	\$60	\$240
Mosquito Elimination	4	HRS	\$60	\$60
Graffiti Removal	3	HRS	\$60	\$180
Total O&M Cost				\$10,260

11.6 Life Cycle Cost Analysis and Evaluation Matrix

Table 11-6 displays the life cycle cost analysis for each alternative using 20 years as the life cycle. The evaluation matrix is shown in **Table 11-7** below and uses the criteria described in **Section 3**. Based on the evaluation matrix and the life cycle cost analysis, Alternative 1 – Drainage System Modification is the highest-ranking alternative.

TABLE 11-6: BASIN I LIFE CYCLE COST ANALYSIS

	Alternative 1 – Drainage System Modification	Alternative 2 – Drainage System Modification with Parcel Acquisition	Alternative 3 – No Action
Total Capital Cost	\$634,760	\$1,273,584	\$0
Annual O&M	\$20,100	\$30,360	\$10,260
Planning Period (Years)	20	20	20
Estimated Inflation	4%	4%	4%
Present Worth	\$908,000	\$1,686,000	\$139,000

TABLE 11-7: BASIN I ALTERNATIVE ANALYSIS EVALUATION MATRIX

Alt #	Description	Cost	Resiliency	O&M/ Reliability	Goals	Total
1	Drainage System Modification	3	4	5	4	16
2	Drainage System Modification with Parcel Acquisition	2	5	3	5	15
3	No Action	5	1	2	1	9

12. Clean & Line Stormwater Piping Project

This project consists of cleaning and lining the City's entire stormwater system from Basin A to Basin I. The process of cleaning a stormwater pipe involves using high pressure jets to flush sediment and debris out of the system. After cleaning, the system is primed for rehabilitation to address any defects in the stormwater piping. A common rehabilitation practice in the industry is to line the system using a trenchless technique known as cured in place pipe (CIPP) lining. This process begins with pulling a new resin-coated liner through the full length of the existing host pipeline. The liner is sealed on both ends and inflated with air to expand into place. A UV light train is introduced through the liner to cure the resin and solidify the liner in place. This solution rehabilitates cracks or defects in the host pipeline, resulting in a more resilient and efficient stormwater system.

Using Geographic Information System (GIS) data provided by the City, the total public length of stormwater pipe was determined as approximately 110,000 linear feet (LF). The GIS data provided pipe diameter information, and the average stormwater pipe diameter was assumed at 18 inches. Private and State/Florida Department of Transportation (FDOT) owned stormwater pipes were excluded from these calculations. Cost data was averaged from current industry estimations and summarized in **Table 12-1**. Contingency will be based on maintenance of traffic, lateral reinstatements, dewatering, and any other potential unknowns.

TABLE 12-1: CLEAN & LINE STORMWATER PIPING PROJECT EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Stormwater Pipe Lining	110,000	LF	\$80	\$8,800,000
Sub-Total					\$8,800,000
Contingency (@20%)					\$1,760,000
Total					\$10,560,000

Table 12-2 outlines the estimated cost per project grouping based on length of pipe within each area.

TABLE 12-2: CLEAN & LINE EOPCC PER BASIN/PROJECT GROUPING

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Basin A (10%)	11000	LF	\$80	\$880,000
2	Banana River Boulevard (30%)	33000	LF	\$80	\$2,640,000
3	Basin E (10%)	11000	LF	\$80	\$880,000
4	Basin F (20%)	22000	LF	\$80	\$1,760,000
5	Basin G (15%)	16500	LF	\$80	\$1,320,000
6	Basin H (10%)	11000	LF	\$80	\$880,000
7	Basin I (5%)	5500	LF	\$80	\$440,000
Total					\$8,800,000

13. Proposed Stormwater Studies

There are six (6) recommended studies to address specific stormwater issues within the City. The studies include:

1. Pollutant Load Model Development
2. Exfiltration Investigation
3. City-Wide Swale Assessment
4. Enhanced Source Control Measure Study
5. Golf Course Water Quality Assessment and BMP Feasibility Study
6. Canal Cross-Connection Feasibility Study

Refer to **Table 13-1** for an outline of estimated total cost for each study based on Geosyntec's 2021 SMPU CIP cost projection and adjusted for inflation from 2020 to 2026.

TABLE 13-1: PROPOSED STORMWATER STUDIES EOPCC

Item	Description	Qty	Unit	Unit Cost	Total Cost
1	Pollutant Load Model Development	1	LS	\$75,000	\$75,000
2	Exfiltration Investigation	1	LS	\$50,000	\$50,000
3	City-Wide Swale Assessment	1	LS	\$50,000	\$50,000
4	Enhanced Source Control Measure Study	1	LS	\$75,000	\$75,000
5	Golf Course Water Quality Assessment and BMP Feasibility Study	1	LS	\$75,000	\$75,000
6	Canal Cross-Connection Feasibility Study	1	LS	\$150,000	\$150,000
Total					\$475,000
Total (Adjusted for Inflation)					\$753,778

14. Summary and Recommendations

The improvement projects recommended are grouped into 10 groupings.

1. Basin A
2. Basin A Standalone
3. Banana River Boulevard
4. Basin E
5. Basin F
6. Basin G
7. Basin H
8. Basin I
9. Clean & Line Stormwater Pipes
10. Proposed Stormwater Studies

The City required considerations of their stormwater infrastructure to address the stormwater issues highlighted by the recent Hurricanes Fiona, Ian, and Tropical Storm Nicole. This document shows that the proposed construction to improve the resiliency of the City of Cocoa Beach by addressing flooding and water quality issues is in the public interest.

The proposed improvements are outlined in **Section 4** through **Section 11**, along with estimated costs of construction and an evaluation to determine the best proposed alternative. **Section 12** through **Section 13** outline more general stormwater initiatives for the City's stormwater system. A summary of the proposed improvement costs is shown in **Table 14-1**. These costs include an estimated overhead and profit for the contractor and a contingency for potential unknown conditions that may be encountered during a detailed design.

TABLE 14-1: CITY OF COCOA BEACH STORMWATER UPGRADES COST ESTIMATE

Item #	Item	Qty	Unit	Unit Cost	Cost
1	Basin A Projects	1	LS	\$1,190,175	\$1,190,175
2	Basin A Standalone Project	1	LS	\$4,503,908	\$4,503,908
3	Banana River Blvd Projects	1	LS	\$3,062,717	\$3,062,717
4	Basin E Projects	1	LS	\$1,126,699	\$1,126,699
5	Basin F Projects	1	LS	\$9,283,000	\$9,283,000
6	Basin G Projects	1	LS	\$3,808,560	\$3,808,560
7	Basin H Projects	1	LS	\$1,126,699	\$1,126,699
8	Basin I Projects	1	LS	\$634,760	\$634,760
9	Stormwater Pipe Lining	1	LS	\$10,560,000	\$10,560,000
10	Proposed Stormwater Studies	1	LS	\$753,778	\$753,778
Total (EOPCC)				\$36,050,295	

15. Capital Finance Plan (CFP)

The Florida Department of Environmental Protection's (FDEP) SRF is expected to be the financing source for the project. The CFP can be found in **Appendix A**.

Appendix A – Capital Financing Plan

CAPITAL FINANCING PLAN

City of Cocoa Beach
(Project Sponsor)
Wayne Carragino, City Manager
(Authorized Representative and Title)
1600 Minuteman Causeway Cocoa Beach, FL 32931
(City, State, and Zip Code)

Sheryl Parsons, Funding Practice Leader
(Capital Financing Plan Contact, Title and Telephone Number)
4401 Eastport Parkway
(Mailing Address)
Port Orange, FL 32127
(City, State, and Zip Code)

The Department needs to know about the financial capabilities of potential State Revolving Fund (SRF) loan applicants. Therefore, a financial capability demonstration (and certification) is required well before the evaluation of the actual loan application.

The sources of revenues being dedicated to repayment of the SRF loan are Stormwater Revenues
(Note: Projects pledging utility operating revenues should attach a copy of the existing/proposed rate ordinance)

Estimate of Proposed SRF Loan Debt Service

Capital Cost*	
Loan Service Fee (2% of capital cost)	
Subtotal	
Capitalized Interest**	
Total Cost to be Amortized	
Interest Rate***	
Annual Debt Service	
Annual Debt Service Including Coverage Factor****	

* Capital Cost = Allowance + Construction Cost (including a 10% contingency) + Technical Services after Bid Opening.
** Estimated Capitalized Interest = Subtotal times Interest Rate times construction time in years divided by two.
***20 GO Bond Rate times Affordability Index divided by 200.
**** Coverage Factor is generally 15%. However, it may be higher if other than utility operating revenues are pledged.

List annual debt service beginning two years before the anticipated loan agreement date and continuing at least fifteen fiscal years. Use additional pages as necessary.

#1 CWSRF WW050621 Coverage % 15 Insured (Yes/No)	#2 Coverage % Insured (Yes/No)	#3 Coverage % Insured (Yes/No)
#4 Coverage % Insured (Yes/No)	#5 Coverage % Insured (Yes/No)	#6 Coverage % Insured (Yes/No)

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**SCHEDULE OF ACTUAL REVENUES AND DEBT COVERAGE
FOR PLEDGED REVENUE**

(Provide information for the two fiscal years preceding the anticipated date of the SRF loan agreement)

	FY2023	FY2024
(a) Operating Revenues (Identify)		
<u>Charges for Services</u>	<u>898,814</u>	<u>893,018</u>
<u>Other Operating Revenues</u>	<u>8,000</u>	<u>8,000</u>
(b) Interest Income	<u>50,906</u>	<u>82,773</u>
(c) Other Incomes or Revenues (Identify)		
<u>Repayment on internal loans</u>	<u>60,000</u>	<u>60,000</u>
(d) Total Revenues	<u>1,017,720</u>	<u>1,043,791</u>
(e) Operating Expenses (excluding interest on debt, depreciation, and other non-cash items)	<u>864,069</u>	<u>1,016,156</u>
(f) Net Revenues (f = d – e)	<u>153,651</u>	<u>27,635</u>
(g) Debt Service (including coverage) Excluding SRF Loans	<u></u>	<u></u>
(h) Debt Service (including coverage) for Outstanding SRF Loans	<u>75,426</u>	<u>75,426</u>
(i) Net Revenues After Debt Service (i = f – g – h)	<u>78,225</u>	<u>(47,791)</u>

Source: City of Cocoa Beach ACFR FY2023 and FY2024; Resolution 2024-16; Resolution 2025-08;
Raftelis Stormwater Utility Rate Study

Notes: The City completed a Stormwater Utility Rate study which included recommendations to increase rates. Subsequently, Resolution 2024-16 was adopted by the City Commission on 7/18/24 increasing the rate from \$8.96 to \$11.64. The stormwater fees were then increased again in May 2025 with the adoption of Resolution 2025-08 revising the fee from \$11.64 to \$19.66. The financials provided above (from ACFR) are based on the \$8.96. The FY25 ACFR will include actuals based on the rate which has increased in total by \$10.70.

The new stormwater rates will allow the City to comply with the rate covenant requirements of the City's loan agreement with the SRF in FY25 and moving forward.

**SCHEDULE OF PROJECTED REVENUES AND DEBT COVERAGE
FOR PLEDGED REVENUE**

(Begin with the fiscal year preceding first anticipated semiannual loan payment)

		<u>FY 2025</u>	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>	<u>FY 2029</u>
(a)	Operating Revenues (Identify)					
	Charges for Service	\$1,469,510	\$2,068,300	\$2,106,058	\$2,146,400	\$2,186,743
	Other Operating Revenues	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
(b)	Interest Income	\$24,600	\$24,200	\$24,000	\$24,000	\$24,000
(c)	Other Incomes or Revenues (Identify)					
	Repayment on Internal Loan	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
(d)	Total Revenues	\$1,522,110	\$2,120,500	\$2,158,058	\$2,198,400	\$2,238,743
(e)	Operating Expenses ¹	\$1,167,367	\$1,259,108	\$1,296,109	\$1,334,459	\$1,374,207
(f)	Net Revenues (f = d - e)	\$354,743	\$861,392	\$861,949	\$863,941	\$864,536
(g)	Existing Debt Service on Non-SRF Projects (including coverage)					
(h)	Existing SRF Loan Debt Service (including coverage)	\$75,426	\$75,426	\$75,426	\$75,426	\$75,426
(i)	Total Existing Debt Service (i = g + h)	\$75,426	\$75,426	\$75,426	\$75,426	\$75,426
(j)	Projected Debt Service on Non-SRF Future Projects (including coverage)					
(k)	Projected SRF Loan Debt Service (including coverage)					
(l)	Total Debt Service (Existing and Projected) (l = i + j + k)	\$75,426	\$75,426	\$75,426	\$75,426	\$75,426
(m)	Net Revenues After Debt Service (m = f - l)	\$279,316	\$785,966	\$786,523	\$788,516	\$789,110

Source: Utility Rate Assessment, Resolution 2024-16, 2025 Annual Budget, Past and Projected Rev/Exp.

Notes: (i.e. rate increases, explanations, etc.)

1. For existing and proposed facilities, excluding interest on debt, depreciation, and other non-cash items.
2. Per Resolution 2024-16, Stormwater rates will increase by 30% in August 2024, by 30% in December 2025 and by 30% in October 2026. Rates will increase from a monthly ERU of \$8.96 to \$19.66 by October 1, 2025.
3. The projections are based on a inflation rate of 2.3%, adjusted for areas that typically outpace the inflation rate. (i.e. health insurance and maintenance materials - increasing at a 5% rate)

CERTIFICATION

I, Hana Juman, certify that I have reviewed the information
Chief Financial Officer (please print)

included in the preceding capital financing plan worksheets, and to the best of my knowledge, this
information accurately reflects the financial capability of the City of Cocoa Beach

Project Sponsor

I further certify that the City of Cocoa Beach has the financial capability to ensure
Project Sponsor

adequate construction, operation, and maintenance of the system, including this SRF project.

Signature

Date

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

City Manager /
Carrie Lombardo, Executive Assistant

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Approve Cocoa Beach Main Street Agreement with City of Cocoa Beach. This agreement is from October 1, 2025 and expire on September 30, 2027. The agreement has 12 listed events per year.

Representative: A.J. Hutson, City Manager,

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

n/a

BACKGROUND:

Approve new CBMS agreement with City of Cocoa Beach



**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**



This Agreement (hereinafter “Contract” or “Agreement”) is made upon the signing of the parties by and between the City of Cocoa Beach, Florida, hereinafter referred to as the “City”, and Cocoa Beach Main Street Inc., P.O. Box 320627 Cocoa Beach FL., 32932 authorized to do business in the State of Florida, and hereinafter referred to as "CB Main Street" or "CBMS". In consideration of the mutual promises contained herein, the City and the CB Main Street agree that CB Main Street will operate the events known as **CBMS Event Series** for the City of Cocoa Beach as more specifically set forth in **Exhibit A, Scope of Work**, of this Contract, attached hereto and by reference, made part hereof.

RECITALS

WHEREAS, the city desires to encourage and facilitate family-friendly events in the downtown area, and;

WHEREAS, CB Main Street shares the City's desire to improve the downtown area, and;

WHEREAS, the parties being of like mind and intent believe these events will advance their common goal.

NOW THEREFORE, the parties agree as follows:

ARTICLE 1-TERM OF CONTRACT

CB Main Street shall begin work under this Contract October 1, 2025, and this Contract shall continue through September 30, 2027.

The Contract may also terminate if either party chooses to exercise its rights under Article 26, Termination.

ARTICLE 2 - CONTRACT ADMINISTRATION

Administration of this Contract shall be under the general direction of the City Manager or designee who shall act as the City's representative during the performance of this Contract. The Executive Director of CB Main Street or designee will serve as the day-to-day contact person. Each party to this Contract agrees to provide written notification within fifteen (15) days, should the representative of either party change during the term of the Contract. NOTE: Events that are scheduled can only span one day. If an “event” is scheduled for 2 or more days, (such as a Friday and Saturday), it must be scheduled as 2 events, one for Friday and one for Saturday, and they must be paid for as 2 events.

ARTICLE 3 - SCOPE OF WORK

CB Main Street shall do, perform, deliver and carry out, in a professional manner, the type of projects, products, services as set forth in **Exhibit A, Scope of Work**, attached hereto, and, by reference, made part of this Contract.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 4 - PAYMENTS TO CB MAIN STREET

CB Main Street will invoice the City as described in **Exhibit B**. Invoices received from CB Main Street pursuant to this Contract will be attested and approved by the City's Contract Administrator, indicating that the services being invoiced are in conformity with the Contract. The invoices will then be sent to the Finance Department for payment. Invoices will be paid in accordance with Finance Department payment procedures. Invoices not in accordance with the terms of the Contract will be returned to CB Main Street for correction.

ARTICLE 5 - TRUTH-IN-NEGOTIATION CERTIFICATE

Intentionally omitted.

ARTICLE 6 - AVAILABILITY OF FUNDS

The obligations of the City under this Contract are subject to the availability of funds lawfully appropriated for its purposes by the City Commission of Cocoa Beach.

ARTICLE 7 - INSURANCE, PERMITS & LICENSES

In the performance of work and services under this Agreement, CB Main Street agrees to comply with all Federal, State and Local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement that are applicable to CB Main Street, its employees, agents, or subcontractors, if any, with respect to the work and services described herein.

It is understood that CB Main Street currently retains one (1) employee and CB Main Street shall maintain in full force and effect during the life of the Contract, statutory coverage for Worker's Compensation insurance covering all employees in performance of work under the Contract. Should CB Main Street retain the services of any subcontractor, that subcontractor shall maintain in full force and effect during the life of the Contract, statutory coverage for Worker's Compensation insurance covering all employees in performance of work under the sub-Contract. Statutory coverage for Worker's Compensation Insurance means covering all employees and providing benefits as required by Florida Statute, Chapter 440, regardless of the size of the company (number of employees).

CB Main Street shall indemnify and save the City harmless for any damage resulting in the failure of any subcontractor to take out or maintain such insurance.

CB Main Street will provide copies of his occupational and liquor license(s) to the Finance Director as well as the Leisure Services Director as appropriate. Neither CB Main Street nor any subcontractor shall commence work under this Contract until they have obtained all insurance required under this section and have supplied the City's Contract Administrator with evidence of such coverage in the form of a Certificate of Insurance and endorsement. The Director of Personnel and Risk Management shall approve such certificates.

Specific insurance requirements are detailed in Article 8 and **Exhibit A**.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 8 - HOLD HARMLESS AND INDEMNIFICATION

CB Main Street agrees to perform a pre-event inspection of the event area prior to the event. Any problems involving sidewalks, curbs and like items are to be brought to the attention of the City's Public Works Manager or designee with a follow-up in writing on the same day.

Nothing in this Agreement will subject the CB Main Street's Board of Directors or its members to any personal liability with regard to the City. Liability of CB Main Street will be limited to its cash assets directly associated with conducting the CBMS Event Series event on behalf of the City and insurance coverage as applicable.

CB Main Street will at its sole cost and expense, obtain insurance for the CBMS Event Series Event that meets **Chapter 14, section 14 - 8** of the City Code which governs special events:

COVERAGE	MINIMUM LIMITS
General Liability	\$2,000,000
Auto Liability	N/A
Accident (per occurrence)	\$1,000,000
Bodily Injury (per person)	\$1,000,000
Host Liquor Liability	\$ 500,000

If any subsequent changes to the City Code with regard to special events change the above insurance requirements, CB Main Street will be required to change their insurance to meet the new requirements. Such notice will be given in accordance with Article 25.

CB Main Street and the City shall each be responsible for its own negligence.

Insurance policies required to be obtained must be written by insurance companies licensed to transact business in the State of Florida, and such insurance companies shall have a rating of "A" Class VII or better by Best's Insurance Rating Guide published by A.M. Best Company.

The insurance policy shall state that it is primary and noncontributory with any insurance policy procured by the City. All insurance shall be occurrence based and "claims made" insurance shall not be acceptable. CB Main Street shall provide the City with a copy of the insurance policy and the original declaration page describing the limits of coverage, naming CB Main Street as an insured and the City of Cocoa Beach must be named as an additional insured, and that designation must appear on the insurance declaration page.

All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded shall not be canceled, materially changed or renewal refused until at least thirty (30) calendar days written notice has been given to the City by certified mail.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 9 - SAFETY & DUTY TO INSPECT

Precautions shall be exercised at all times for the protection of all persons (including City employees) and property. The safety provisions of all applicable laws, regulations and codes shall be observed. Hazards arising from the use of vehicles, machinery and equipment shall be guarded or eliminated in accordance with the highest accepted standards of safety. CB Main Street and any subcontractors shall comply fully with all requirements of the Occupational Safety and Health Act (OSHA), and any other pertinent Federal, State or Local Statutes, rules or regulations. CB Main Street subcontractors shall bear full responsibility for payment of any fines or other punishments and any resulting from violation of any such statutes, rules or regulations.

Prior to the Event, the Applicant is responsible for performing a safety inspection of the Event Area. If any hazards or defects are found, CB Main Street is responsible for informing the City Manager or designee in writing.

ARTICLE 10 - NONDISCRIMINATION

CB Main Street warrants and represents that it complies with all Federal and State requirements concerning fair employment and will not discriminate by reason of race, color, religion, sex, age, national origin, or physical handicap.

ARTICLE 11 - DRUG FREE WORKPLACE

Intentionally omitted.

ARTICLE 12 - PUBLIC ENTITY CRIME INFORMATION STATEMENT

CB Main Street will provide a signed and notarized Public Entity Crime Statement. The form is provided as an attachment to this agreement.

ARTICLE 13 - EXCUSABLE DELAYS

CB Main Street shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond CB Main Street's control and without its fault or negligence. Such causes may include but are not limited to: Acts of God; the City's omissive and commissive failures; natural or public health emergencies; labor disputes; freight embargoes; and severe weather conditions. If failure to perform is caused by the failure of the CB Main Street subcontractor(s) to perform or make progress, and if such failure arises out of causes reasonably beyond the control of CB Main Street and its subcontractor(s) and is without fault or negligence of either of them, CB Main Street shall not be deemed to be in default.

ARTICLE 14 - ARREARS

CB Main Street shall not pledge the City's credit or make it guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness. CB main Street further warrants and represents that it has no obligation for indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE 15 -WARRANTY

Intentionally omitted.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 16- ASSIGNMENT

This Contract may not be assigned without the prior written consent of the City. Any attempt to assign this Contract without prior written consent of the City shall render the Contract null and void with respect to the attempted assignee. Consent by the City to any assignment shall be at the sole reasonable discretion of the City. Any request for assignment shall provide the City with information it requires including, but not limited to, a sample contract from the proposed assignee, proposed fee schedule, operating history of the assignee and a contact person representing the assignee. This information shall be provided at least thirty (30) days prior to the target date for assignment by the Contractor.

ARTICLE 17 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The City requires that CB Main Street make available upon request those documents that are considered public records in accordance with Chapter 119, Florida Statutes.

ARTICLE 18- INDEPENDENT CONTRACTOR

CB Main Street agrees that it is an Independent Contractor with respect to the services provided pursuant to this Contract, and not an employee, agent, or servant of the City. All persons engaged in any of the work or services performed shall at all times, and in all places, be subject to CB Main Street's sole direction, supervision, and control. CB Main Street shall exercise control over the means and manner in which it and its volunteers perform the work; the City's interest is in the results obtained. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties.

ARTICLE 19 - SUBCONTRACTORS

No part of this Contract shall be sublet without the prior express written approval of the City. If the CB Main Street shall sublet any portion of this Contract, CB Main Street shall be as fully responsible to the City for acts and omissions of a subcontractor, and of persons either directly or indirectly employed by the subcontractor, as CB Main Street is for its own acts and omissions and the acts and omissions of persons employed directly or indirectly by CB Main Street. The subcontractor is subject to the same contractual provisions as is CB Main Street under this Contract, including but not limited to insurance requirements, records maintenance and audit requirements.

ARTICLE 20 – SEVERABILITY

No inspection by the City, nor any payment for or acceptance of the whole or part of the items in this Contract, nor any extension of time, nor any possession taken by the City of the product or services hereunder shall operate as a waiver of (1) any provision of this Contract, (2) the right to have it fully performed, (3) any power herein reserved to the City, or (4) any right to damages under this Contract. No waiver of any breach of this Contract shall be held to be a waiver of any other breach.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 21 – CONTINGENT FEES

CB Main Street warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CB Main Street, to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CB Main Street, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 22 - REPORTING AND ACCOUNTABILITY

Semi-annual Report Schedule for Fiscal Year 2025-2026

Semi-annual progress and financial reports for the reporting periods indicated are due to the City Manager or designee on the due date specified.

Progress reports should include:

Mid-Year:

1. Revenues received and spending to date by category
2. Review of projects/program progress and meeting benchmarks
3. Copies of up-to-date Board minutes
4. Updates to Board membership
5. Presentation to City Commission of activities and progress to-date (if requested)

Year-End:

1. Final Report on revenue and spending, program/project activities, benchmarks and successes
2. Presentation to City Commission (if requested)
3. Updated application for next fiscal year
4. Site visit (if requested)

Reporting Period Due Dates:

Mid-Year (Oct.1 to Mar. 31) – April 30, 2026

Year-End (Apr. 1 to Sept. 30) – October 30, 2026

Reports may be sent by regular mail, or email to:

City of Cocoa Beach

Attn: City Manager

2 S. Orlando Avenue

Cocoa Beach, FL 32931

Email: citymanager@cityofcocoabeach.com

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

CB Main Street shall allow access to financial documents to the City for the purpose of auditing the expenditure of City funds if deemed necessary or appropriate by the City.

If the commission agrees to provide direct or in-kind funds, CB Main Street shall present/provide quarterly financial reports to the City Manager or designee including but not limited to:

- a. Detailed information regarding projects and events during that reporting period
- b. Financial reports detailing expenditures for both the quarter and year to date, a balance sheet detailing assets and liabilities
- c. The City shall have the right to audit, at its expense, upon reasonable notice, CBMS's books and records to ensure that taxpayers' funds are being used for the intended purposes set forth herein.

ARTICLE 23 - ENTIRETY OF CONTRACTUAL AGREEMENT

The City and CB Main Street agree that this Contract and the attached Standard Form Addendum set forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein.

ARTICLE 24 - AMENDMENTS AND MODIFICATIONS

Any cardinal change in the terms and conditions set forth in this Contract must be mutually agreed to by both the City and CB Main Street and may be implemented only after this agreement has been amended in writing.

ARTICLE 25 – NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, and if sent to the City, shall be mailed to:

Original: A.J. Hutson
City Manager
City of Cocoa Beach
P.O. Box 322430
Cocoa Beach, FL 32932-2430

Notices sent to the CB Main Street shall be mailed to:

Original: Kenne Wells
Executive Director
Cocoa Beach Main Street
P.O. Box 320627
Cocoa Beach, FL 32932

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 26 - TERMINATION

This Contract may be terminated by either party upon thirty (30) days prior written notice, with or without cause. After receipt of a Termination Notice by either party, CB Main Street and the city shall reach a mutual agreement regarding payment(s) outstanding to either party.

ARTICLE 27 - EXCLUSIVITY

This is not an exclusive Contract. The City may, at its sole discretion, contract with other entities for work similar to that to be performed by CB Main Street hereunder. CB Main Street has right of first refusal for similar events to be held in the street areas of the City on the third Friday of the month. The Cocoa Beach Art Show and the Space Coast Super Boats LLC are specifically excluded from this provision.

The City has the right of refusal regarding sponsorship of an event proposed by CB Main Street.

ARTICLE 28 - REMEDIES

This Agreement shall be governed by and construed according to the laws of the State of Florida, and the rights of the parties hereto shall be construed and be subject to the laws of the State of Florida. The parties hereby waive the right to a trial by jury in any action, proceeding or counterclaim brought or filed by either of them against the other. Venue for any court action arising out of this agreement shall be in Brevard County, Florida, and no action shall be filed in or removed to Federal Court for any reason.

No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.

ARTICLE 29 - ENFORCEMENT COSTS

Intentionally omitted.

ARTICLE 30 - UNAUTHORIZED ALIEN WORKERS:

The City of Cocoa Beach will not intentionally award publicly-funded contracts to any CB Main Street who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e)(Section 274A(e) of the Immigration and Nationality Act ("INA"). The City shall consider the employment by CB Main Street of unauthorized aliens a violation of Section 274A (e) of the INA. Such violation by the Recipient of the employment provisions contained in Section 274A (e) of the INA shall be grounds for unilateral cancellation of this Agreement by the City.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

ARTICLE 31 - USE OF E - VERIFY:

CB Main Street shall use the E-Verify System when hiring employees.

ARTICLE 32 - SALES TAX:

The city is exempted from payment of State of Florida sales and use tax and Federal excise tax. CB Main Street, however, shall not be exempted from paying State of Florida sales and use taxes to the appropriate governmental agencies or for payment by CB Main Street to suppliers for taxes on materials used to fulfill its contractual obligations with the City, unless CB Main Street itself is a tax-exempt entity. CB Main Street shall not use the City's exemption number in securing such materials.

ARTICLE 33 – PUBLIC RECORDS COMPLIANCE:

CB Main Street agrees that, to the extent that it may "act on behalf" of the City of Cocoa Beach within the meaning of Section 119.0701(1)(a), Florida Statutes in providing its services under this Lease, it shall:

- (a) Keep and maintain public records required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Lessee does not transfer the records to the public agency.
- (d) Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the Lessee or keep and maintain public records required by the public agency to perform the service. If the Lessee transfers all public records to the public agency upon completion of the contract, the Lessee shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Lessee keeps and maintains public records upon completion of the contract, the Lessee shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the City of Cocoa Beach's custodian of public records, in a format that is compatible with the information technology systems of the City of Cocoa Beach.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

(e) Pursuant to Section 119.0701(2)(a), Fla. Stat., **IF CBMS HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CBMS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**CITY HALL
2 S. ORLANDO AVE.
P.O. BOX 322430
COCOA BEACH, FL 32932-2430,
321-868-3286,
CITYCLERK@CITYOFCOCOABEACH.COM**

ARTICLE 34 – PUBLIC RECORDS COMPLIANCE INDEMNIFICATION:

Lessee agrees to indemnify and hold the City of Cocoa Beach harmless against any and all claims, damage awards, and causes of action arising from the Lessee's failure to comply with the public records disclosure requirements of Section 119.07(1), Florida Statutes, or by Lessee's failure to maintain public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorneys' fees and costs arising therefrom. Lessee authorizes the public agency to seek declaratory, injunctive, or other appropriate relief against Lessee in Brevard Circuit Court on an expedited basis to enforce the requirements of this section.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

IN WITNESS WHEREOF, the parties have executed this Contract as of the day and year first above written:

CITY OF COCOA BEACH

Attest:

By:

Signature:

By:

Karin Grooms

City Clerk

City of Cocoa Beach

A.J. Hutson

City Manager

City of Cocoa Beach

Date:

Date:

CB Main Street Signature:

By:

Kenne Wells

Executive Director

Cocoa Beach Main Street

Date:

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT
EXHIBIT A:
Scope of Work**

WHEREAS, Cocoa Beach Main Street (hereinafter referred to as “CB Main Street or CBMS”), desires to conduct “CBMS Event Series” (hereinafter referred to as “Event”), in the City of Cocoa Beach on the third Friday of each month for the duration of the contract. The Event Series herein is for twelve (12) events per calendar year. A meeting shall be held in October each year to schedule CB Main Street’s twelve (12) events for following year.

Events:

- | | |
|---------------------------|---------------------------|
| 1. Friday Fest – 10/17/25 | 2. Friday Fest – 11/21/25 |
| 3. Winter Fest – 12/6/25 | 4 Friday Fest- 1/16/26 |
| 5. Friday Fest - 2/20/26 | 6. Friday Fest – 3/20/26 |
| 7. Friday Fest – 4/17/26 | 8 Friday Fest – 5/22/26 |
| 9. Friday Fest – 6/19/26 | 10. Friday Fest – 7/17/26 |
| 11. Friday Fest – 8/21/26 | 12. Friday Fest – 9/18/26 |

City facilities will be billed as follows, according to Resolution No. 2025-13

City Hall Lawn	Stage Add On
\$200 (4-hour resident rate)	\$100
Public Restroom Access – Non-Business Hours	Community Room
\$100 per hour	\$350 (4 hours)
Deposit	
50% of total rental fee	

City Hall Facilities, (stage, bathrooms, lawn) apart from the Community Room, will not be charged for the 12 Friday events agreed upon above. Any special events outside of the “12” will be billed according to the chart per Resolution No. 2025-13.

The third Friday is considered the default date. If the event is to be held on any other day or time (e.g. rain makeup), CBMS must provide written notice, within 48 hours of the change to the City Manager or designee.

The city reserves the right to cancel any event due to weather or other natural disaster up to and including the day of the event, and/or during the event, if it poses a threat to our public safety, people, or facilities and participants. If 1 of the 12 events is cancelled after it has started it qualifies as an event and will not be rescheduled.

If an entire event (of the 12 designated) is cancelled, CBMS must provide written notice to the City Manager or designee within 48 hours of cancellation to request a new date that will be approved, via the City Manager, if staff are available on the requested date.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

Events other than the approved twelve (12) listed above will be subject to the city's Special Event Ordinance and subject to the fees therein. Approval by the City Manager or designee shall be made at least 30 days ahead of ordinance time the fees for city provided services shall be invoiced through the city's finance department.

WHEREAS, each Event may include road closures, outdoor alcoholic beverages, banners, food, sound amplification, temporary electrical, temporary restrooms, temporary signs, temporary structures, tent use; and

WHEREAS, CB Main Street and the City of Cocoa Beach (hereinafter referred to as "City") desire to formalize the terms and conditions upon which said Event will be conducted.

NOW, THEREFORE, it is agreed by the parties that the following terms and conditions shall apply to the Event:

TIME, LOCATION, AND EVENT AREA

The streets will be barricaded at 3:00 p.m. or at least three (3) hours prior to each Event and the Event will be held from 6:00 PM. until 10:00 PM. unless otherwise designated and determined by event scheduling. The Event Area will include:

- Minutemen Causeway, between Brevard Avenue and Atlantic (State Road A1A) Avenue. State Road A1A must remain open for vehicle traffic, and North Brevard Avenue between Minutemen Causeway and Wayne Combs Alley.

Event activity may not take place within the portion of the right-of-way normally used by vehicles until all traffic control devices are in place. If this is not followed, the city may immediately terminate the Event. This condition is for the safety of the Traffic Engineering personnel and Event staff who are closing the roadways.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

**EXHIBIT A:
Scope of Work (cont'd)**

SIDEWALKS

Vendors and set-ups are prohibited on the sidewalks. All sidewalks must remain clear and open for pedestrian use.

Electric lines crossing sidewalks must be properly secured and marked so that pedestrians may avoid tripping and/or falling. These lines are subject to inspection by appropriate City staff.

NOTIFICATION

CB Main Street must provide a written schedule of (CBMS Event Series) events scheduled in the Event Area on an annual basis to the City Manager or designee. This schedule must have a short description of the theme for each event.

The schedule for the initial contract period (June – December) is due the week prior to the June event. The due date is no later than January 15th for subsequent years of this agreement.

The schedule shall include the date and times of the event(s), and a contact name and telephone number.

ACCESS

CB Main Street may not charge a fee for pedestrians to enter the Event Area. No person may be denied access to the Event because of race, sex, religion, national origin or place of residence.

TRASH RECEPTACLES

CB Main Street is responsible for placing trash receptacles throughout the Event Area. Private dumpsters may not be used by CB Main Street without permission from the owner.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

**EXHIBIT A:
Scope of Work (cont'd)**

TRASH REMOVAL/CLEAN-UP

CB Main Street is responsible for providing clean-up during and after the Event. In addition to the Event Area, CB Main Street is responsible for cleaning the surrounding area that is impacted by the Event, including sidewalks, alleys, side streets and public parking areas. The Event Area and the impacted area must be returned to their pre-Event condition following the Event.

The City Representative, Facilities Maintenance on-call employee, will inspect the area on Friday night following each Event. If the area has not been returned to its pre-Event condition, CB Main Street will be completely responsible for any cleanup required to collect the remaining trash and debris. This includes payment of City staff time or third-party contractors. The City is to provide additional trash bins for events as needed.

If any form of tape is used on sidewalks, streets, curbs, etc. it shall be removed the same day of the event.

ANIMALS

If animals are included as part of a monthly CBMS Event Series Event, CB Main Street is responsible for ensuring animal waste is removed from the Event Area.

CITY PROPERTY

CB Main Street is responsible for replacement and/or repair of damage to City property caused by the Event including, but not limited to, vegetation, irrigation system, ornamental lighting, benches, and site furnishings. No structures or vendors shall be placed on the Centennial Square Park Green.

If the City is required to repair any streets, sidewalks or pavers damaged as a result of the Event, CB Main Street will be responsible for all costs incurred. This includes damage caused by set up of tents and other structures. Repairs identified in the pre-event inspection are excluded from this requirement.

Permanent markings on asphalt or decorative crosswalks are prohibited. Tent stakes may not be driven into the streets. Any damage will be repaired by the City's current asphalt contractor and the costs will be paid by CB Main Street. Displays may not be placed in landscaped planting areas.

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**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT
EXHIBIT A:
Scope of Work (cont'd)**

FOOD AND BEVERAGE SALES, OPEN CONTAINER, AND ALCOHOL

Food and beverage sales will be conducted within the Event Area. Alcohol will be sold through a temporary license/permit issued by the Florida Department of Business and Professional Regulation, Division of Alcoholic Beverages and Tobacco.

CB Main Street must provide the city with a copy of the temporary license prior to each Event. CB Main Street is responsible for complying with all state and local laws related to alcoholic beverages.

Alcohol served/sold within the Event Area as a part of the Event may not leave the Event Area, and it may not enter any licensed establishment (bar/restaurant) within the Event Area. Alcohol served/sold in licensed establishments (bars/restaurants) within the Event Area may not leave those establishments and enter the Event Area.

CB Main Street's insurance coverage will reflect coverage with regard to alcohol sales.

Alcohol sales/distribution may continue until 10:00 PM. Glass containers are prohibited within the Event Area.

No more than 6 food trucks permitted at each event per Fire Marshall. They must arrive by 4 pm on the day of the event and maintain a 10-foot separation distance. If the food truck is not on the list of previously inspected trucks, they must make an appointment to be inspected on a day earlier in the week or arrive earlier than 4pm the day of the event. The City shall provide a location for the inspections if the streets have not been blocked off.

TRAFFIC CONTROL DEVICES FOLLOWING THE EVENT

After all displays have been removed and the Event Area has been cleaned by CB Main Street, the city will be responsible for moving the barricades from the roadways and placing the barricades at the southeast corner of Brevard Avenue. Public roadways will be reopened by 11:00 PM following each Event.

Public Works personnel will retrieve all traffic control devices on Monday following each Event. To prevent damage, barricades must remain in an upright position after they have been removed; barricades may not be stacked. CB Main Street will be responsible for the cost of replacing damaged barricades if that damage occurs during the event.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

**EXHIBIT A:
Scope of Work (cont'd)**

CITY SERVICES

The City will provide the following services for the twelve (12) sponsored events, as listed above:

CB Main Street may post an event notice to the city website calendar prior to the Event. A notice will also be sent to the subscribers to the City's email bulletin service. The timing and content of such notices shall be at the sole discretion of the City staff.

The electric power requirements will be provided by the upgraded receptacles installed as a part of the Minutemen Streetscape project (subject to change based on pole replacement).

The Fire & Development Services Departments will perform a code compliance inspection of all CB Main Street and vendor facilities prior to the event. Correction of deficient conditions identified in these inspections is mandatory. Failure of CB Main Street to ensure compliance and correct such deficiencies may be considered a material breach of the contract.

Public Works will provide and place the necessary traffic control devices and signage for the Event area as identified in **Exhibit C**. Nothing may be attached to the barricades, including signs, balloons and banners. CB Main Street shall be responsible for placement of any signage advertising the Event.

The Police Department at its sole discretion will provide the appropriate number of officers assigned to each Event from 5:30 PM until 11:00 PM. The Police Department, at its sole discretion, may increase or decrease the number of officers.

NOISE AND VIBRATION CONTROL

All noise sources for this Event must stop at 10:00 PM. It is the responsibility of CB Main Street to ensure compliance.

SIGNS

CB Main Street is responsible for ensuring all signage follows the City Sign Ordinance.

CANCELLATION POLICY

If CB Main Street decides to cancel, postpone, or reschedule an Event, for reason(s) other than weather, a minimum of forty-eight (48) hours' notice must be provided. If an entire event (of the 12 designated) is cancelled, CBMS must provide written notice to the City Manager or designee within 48 hours of cancellation to request a new date that will be approved, via the City Manager, if staff are available on the requested date.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

**EXHIBIT B:
FEE SCHEDULE**

CONCEPTUAL FRAMEWORK

CBMS twelve (12) Event Series is a City Hosted Event.

As a city hosted event, CB Main Street will not be charged any event fees for the twelve (12) specified events. The city will provide staff support (Police, Fire, Public Works, Development Services) at no charge to aid in setting up or taking down such city provided equipment (barriers, signs etc.) as necessary. Fees will be charged accordingly for events over the 12 stated in Exhibit A. CB Main Street shall receive a 50% discount (equal to resident rate) when utilizing city facilities i.e. the 19th Hole, Community Room, Centennial Park and Stage and restrooms.

The city will not charge for the parking places utilized for the event, or for the parking places in the City Hall Parking lot.

It is the specific intent of the City Commission that the CBMS Event Series event be self-supporting. CB Main Street may charge fees to participating organizations (for profit & non-profit) and retain all such funds collected. Fees for admission may not be charged to members of the public.

Alcohol sales are controlled by CB Main Street in accordance with the procedures they establish.

The fees charged by CB Main Street for businesses/vendors to participate in CBMS Event Series are expected to produce enough revenue to cover all CB Main Street expenses.

Should CB Main Street decide to lower and/or waive fees for businesses and/or vendors for promotional purposes, any loss resulting is not reimbursable by the city.

The City Commission has not appropriated any funding for the event series.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

**EXHIBIT B:
FEE SCHEDULE (Cont'd)**

IF A PAYMENT BY THE CITY IS MADE

The following specific items apply for any payments by the city:

- No payments will be made under this contract until all the insurance, permit & license requirements in Articles 7 & 8 have been met.
- CB Main Street must complete an IRS Form W – 9 and the City’s Vendor Registration Form.
- No payments will be made to CB Main Street without submission of an invoice with supporting documentation of expenditures.
- Payments are made in accordance with Finance Department procedures. In general, invoices must be submitted on Monday to be paid by Friday. If a week contains holidays schedules are adjusted accordingly.

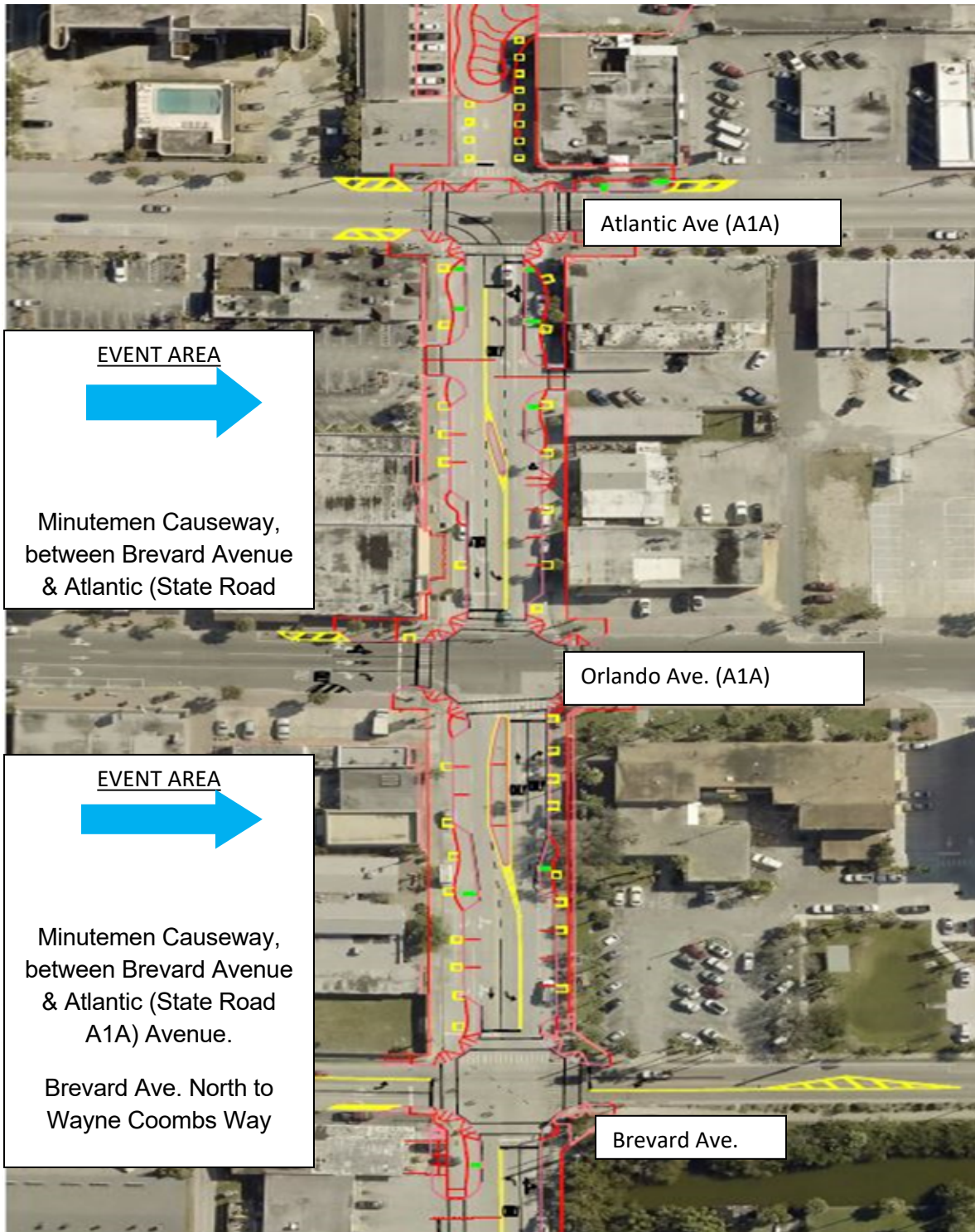
The city will pay authorized “pass-thru” expenditures when supporting documentation accompanies an invoice. Supporting documentation means that invoices from subcontract organizations must be accompanied by proof of payment.

Any payment responsibility from the city will be executed through a Memorandum of Understanding.

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**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

**EXHIBIT C:
EVENT AREA**



**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

Exhibit D

Main Street Cocoa Beach Objectives & Measures

CBMS Agrees to Fulfill the Main Street Four Point Approach® with services/programs focusing on economic development, historic preservation, and downtown beautification. Unless otherwise expressly provided above, CBMS and its Executive Director also agree to devote their best professional efforts towards the following:

- A. CBMS shall support marketing and redevelopment for the designated district consistent with the goals and objectives of the city.
- B. CBMS shall create and implement a marketing plan, consistent with the goals and objectives of the city to support, attract, and retain desirable business to the district.
- C. CBMS will promote current downtown businesses to the local community as well as to neighboring cities/counties through social media, print media, websites, etc.
- D. CBMS will coordinate dissemination of the city programs, projects, and initiatives consistent with the goals and objectives of the city.
- E. CBMS will encourage membership to participate in initiatives/programs related to the cleanliness and the attractiveness of downtown by mitigating, limiting, and disposing of excess debris and refuse, and sustainability efforts.
- F. The City will include CBMS in meetings and written updates consistent with the goals and objectives of the City as appropriate.
- G. The City will provide a point of contact to CBMS.

**CITY OF COCOA BEACH
COCOA BEACH MAIN STREET INC.
EVENT SERIES OPERATIONS AGREEMENT**

PUBLIC ENTITY CRIME INFORMATION

PUBLIC ENTITY CRIMES

Pursuant to Subsections 287.133(2) and (3), F.S., “a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in F.S. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.”

I, _____, being an authorized representative of
_____, located at _____
_____. City: _____ State: _____
_____ Zip Code: _____, have read and understand the contents above.

Signature: _____ Date: _____

Telephone #: _____ Fax #: _____

Federal ID #: _____

STATE OF _____

COUNTY OF _____

Sworn to and subscribed before me this ____ day of _____, 2025, by _____

Who is personally known to me or has produced his/her driver's license as identification.

Notary Public - State of Florida

Print Name

Commission No:

THIS FORM MUST BE COMPLETED AND RETURNED

City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Public Works /
Brad Kalsow, Director of Water Reclamation

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Discuss the Holiday Lane Boat Ramp Repair estimate provided by Pelican Coast Marine Dock and Seawall in the amount of \$65,580. This is a budgeted Capital Item for FY26.

Staff Representative: Brad Kalsow, Public Works/Water Rec Director

IS THIS ITEM BUDGETED (IF APPLICABLE)?

\$200K is budgeted in FY26 for this project

BACKGROUND:

City Commission has directed staff to make repairs to Holiday Boat Ramp. Three proposals were received with Pelican Coast Marine Dock and Seawall providing a fair estimate to make repairs.

Please see attached proposals for further details on the repair.

Pelican Coast Marine Dock and Seawall

3420 N. Courtenay Parkway #119
Merritt Island, FL, 32953

Estimate

Date	Estimate #
8/5/2025	369

Name / Address
City of Cocoa Beach 1600 Minuteman Causeway Cocoa Beach, FL, 32931

			Project
Description	Qty	Rate	Total
HOLIDAY LANE BOAT RAMP REPAIR	1	55,630.00	55,630.00
SCOPE OF WORK:			
Construct temporary cofferdam around existing boat ramp on Holiday Lane utilizing Marine grade CCA treated 8Bx12' pilings and 10' Vanguard vinyl Z panels (sheet pile will be hydraulically driven) to create a barrier around boat ramp and a dry work environment after extracting all water from within the cofferdam.			
Once work area is dry, the existing ramp area will be excavated to remove any unwanted debris. The current edge of the existing concrete on the ramp (approximately 2') will be removed/disposed of.			
Fill material (crushed shell) will then be installed, graded and compacted. Upon doing so, a 6 inch thick form will be constructed at 17'W x 10'L which will be the new ramp area for boaters. This form will be reinforced with #5 rebar which will be drilled and epoxied into the existing section of the boat ramp @ every 2' on center.			
#5 rebar mat will also be installed inside the form @ 12" on center & each way. The form will then be poured solid with 5000 psi Fiber-Crete.			
The new concrete boat ramp will be rough broom finished to provide a non-skid surface.			
Upon completion of the new concrete boat ramp, the temporary cofferdam will be removed and two Marine Grade CCA treated 8Bx12' pilings will be installed on the outboard/canal side of the concrete ramp (on each edge of the ramp) with marking placards and reflectors to indicate where the boat ramp ends for boaters.			
C.A.D drawings and Engineering.	1	800.00	800.00
		Total	

Pelican Coast Marine Dock and Seawall

3420 N. Courtenay Parkway #119
Merritt Island, FL, 32953

Estimate

Date	Estimate #
8/5/2025	369

Name / Address
City of Cocoa Beach 1600 Minuteman Causeway Cocoa Beach, FL, 32931

			Project
Description	Qty	Rate	Total
Building Permit cost will be determined once application is submitted to the City of Cocoa Beach and that exact cost will be added to the invoice.		0.00	0.00
New Boundary, Topographic and Bathymetric Surveys.	1	6,000.00	6,000.00
Barwall Construction Barrier Rental for duration of the construction project.	1	2,500.00	2,500.00
Port-O-Let rental for duration of the construction project.	1	300.00	300.00
Dumpster for all job site debris will be at \$350.00 per dumpster plus Waste Management disposal fee which will be added to final invoice.	1	350.00	350.00
		Total	\$65,580.00

Randall G. Tedder

Construction, Inc.

PO Box 1461 . Ocala, Florida 34478

Cell: (352) 266-1285 Telephone: (352) 245-8559

"Have It Built Better By Tedder"

**TO: SCOTT MAXIM, CITY MANAGER
COCOA BEACH, FLORIDA**

**FROM: TODD R. TEDDER, VICE PRESIDENT
RANDALL G. TEDDER CONSTRUCTION, INC.**

DATE: JUNE 12, 2025

**RE: REQUESTED PROPOSAL FOR INSTALLATION OF ONE (1) 50' x 15' PRE-STRESS BOAT
RAMP INCLUDING 5' x 15' TIE-IN LOCATED AT OR NEAR 103 HOLIDAY LANE, COCOA
BEACH, FLORIDA 32931**

Randall G. Tedder Construction, Inc. is pleased to provide the following proposal for the above referenced project. The work shall be completed as follows:

I DEMOLITION/EXCAVATION

- a. Installation of a type II floating turbidity barrier that surrounds proposed work area
- b. Remove all concrete and/or soil materials required for installation of new pre-stress Tedder Boat Ramp System
- c. Grade ramp area as required for new boat ramp
- d. Stockpile all concrete and/or soil materials on site for removal by owner/others

II INSTALLATION OF PRE-STRESS BOAT RAMP

- a. Install one (1) new pre-stress Tedder Boat Ramp System – 45' X 15'
- b. Level footings to required elevation
- c. The boat ramp is predicated on a standard installation

III TIE-IN AREA 5' x 15' x 2'

- a. Install #4 epoxy coated rebar on 12" x 16" o.c. grid
- b. Pour tie-in using a 6000 psi concrete mix at 28 days
- c. Pre-stress boat ramp and tie-in shall have a standard non-slip rake finish

IV ENGINEERING/ WARRANTY

- a. Furnish Owner with signed and sealed engineering, as-built drawings on pre-stress boat ramp/tie-in
- b. Owner shall be furnished with standard 5-year warranty certificate upon receipt of final payment in full.
- c. Furnish Owner with Contractor's Affidavit upon receipt of final payment in full
- d. Any other plans of the boat ramp portion shall be priced accordingly

TOTAL LABOR, MATERIALS AND EQUIPMENT: \$114,275.00

NOTE: Any hidden concrete or other large debris found during excavation will be priced accordingly and is not part of this proposal

This proposal total is good for sixty (60) calendar days from date of submittal.

This proposal does not include any applicable permitting and/or engineering fees

Randall G. Tedder
Construction, Inc.
PO Box 1461 . Ocala, Florida 34478
Cell: (352) 266-1285 Telephone: (352) 245-8559
"Have It Built Better By Tedder"

June 12, 2025

Mr. Maxim,

Thank you for meeting with me at the Holiday Lane boat ramp on June 5, 2025.

After a brief inspection of proposed boat ramp replacement on Holiday Lane, we have found some serious concerns pertaining to seawall integrity on both sides of the existing boat ramp. The retaining walls on east side of property as well as the tree line on the west side of the property.

Since we have no known construction plans and/or permits for each sea wall and/or retaining walls, we cannot be held responsible for any further damages to these existing structures that already exhibit structural issues.

To gain adequate access to boat ramp area for excavation equipment and crane service clearances, the west side tree line must be heavily trimmed prior to any proposed boat ramp replacement work.

It would be viewed as beneficial to have additional retaining wall work completed to fix any irregularities in remaining sea walls after completion of boat ramp installation.

Thank you,

**Todd Tedder, Vice President
Randall G. Tedder Construction, Inc.**

Brad Kalsow

From: Tony Landry <tlandry@rushinc.com>
Sent: Thursday, September 4, 2025 6:43 PM
To: Brad Kalsow; Suzanne Odisho
Subject: RE: Holiday Lane Boat Ramp

Brad,

I have went back and confirmed my budgetary number that had shared verbally with Ms. Devan Taly over a year ago is still accurate and that cost is approximately \$312k excluding any permit fees. The permit fees would be a pass through to the City. I would be happy to prepare and provide our proposal tomorrow if that fits within your cost budget. At the site visit you had mentioned you received a few other cost estimates that was very low from other contractors and they may be able to pull it off but I will not provide you a number that we cannot honor to perform both the design and construction of the ramp.

It would take us approximately 3 months from start to finish to complete the work following the design and permitting phase. The time period for the Preconstruction services phase for the design and permitting would be mainly driven by approval from the permitting agencies and requirements.

Thanks and let me know if you would like the written proposal.

Have a great evening.

Tony Landry
President
RUSH MARINE LLC
321.267.8100 Phone
813-393-7375 Mobile
321-267-9944 Fax
Performance with Integrity Since 1984
www.rushinc.com



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From: Brad Kalsow <bkalsow@cityofcocoabeach.com>
Sent: Wednesday, September 3, 2025 5:27 PM
To: Suzanne Odisho <sodisho@rushinc.com>
Cc: Tony Landry <tlandry@rushinc.com>
Subject: RE: Holiday Lane Boat Ramp

Good Afternoon Tony,

I wanted to reach out one last time to see if you were still interested in providing a proposal for the ramp.

Thank you for your time,
Brad



Brad Kalsow, Director
City of Cocoa Beach
Public Works & Water Reclamation Department
1600 Minutemen Causeway
Cocoa Beach, FL 32931
bkalsow@cityofcocoa beach.com
O: 321-868-3308
F: 321-868-3379
C: 321-302-2608

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: Suzanne Odisho <sodisho@rushinc.com>
Sent: Wednesday, July 30, 2025 6:00 PM
To: Brad Kalsow <bkalsow@cityofcocoa beach.com>
Cc: Tony Landry <tlandry@rushinc.com>
Subject: RE: Holiday Lane Boat Ramp

Hi Brad-

Thank you for the email and follow up. Yes indeed, we are still interested in proving a proposal for the Holiday Lane Boat Ramp.

Tony experienced a death in his family and will be out of town until some time next week.

We look forward to working with you.

Thank you,

Suzanne Odisho
Executive Assistant
RUSH MARINE LLC
Office Phone: 321.267.8100 x114
Office Fax: 321.267.9944
Mobile: 321.360.2703

Performance with Integrity Since 1984

<https://link.edgepilot.com/s/5a8a333b/e4BXdMx3cEO2mcKKmAoN4Q?u=http://www.rushinc.com/>



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From: Brad Kalsow <bkalsow@cityofcocoabeach.com>
Sent: Tuesday, July 29, 2025 12:21 PM
To: Suzanne Odisho <sodisho@rushinc.com>; Tony Landry <tlandry@rushinc.com>
Subject: RE: Holiday Lane Boat Ramp

Hi Suzanne and Tony,

It was a pleasure meeting with you July 18th. I just wanted to check in and see if you were still interested in providing a proposal for the Holiday Lane Boat Ramp.

Thank You
Brad



Brad Kalsow, Director
City of Cocoa Beach
Public Works & Water Reclamation Department
1600 Minutemen Causeway
Cocoa Beach, FL 32931
bkalsow@cityofcocoabeach.com
O: 321-868-3308
F: 321-868-3379
C: 321-302-2608

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From: Suzanne Odisho <sodisho@rushinc.com>
Sent: Friday, July 18, 2025 9:24 AM
To: Brad Kalsow <bkalsow@cityofcocoabeach.com>; Tony Landry <tlandry@rushinc.com>
Subject: RE: Holiday Lane Boat Ramp

Thank you.

Suzanne Odisho
Executive Assistant
RUSH MARINE LLC
Office Phone: 321.267.8100 x114
Office Fax: 321.267.9944
Mobile: 321.360.2703

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From: Brad Kalsow <bkalsow@cityofcocoabeach.com>
Sent: Friday, July 18, 2025 9:23 AM
To: Suzanne Odisho <sodisho@rushinc.com>; Tony Landry <tlandry@rushinc.com>
Subject: Re: Holiday Lane Boat Ramp

Yes I will be there

Brad Kalsow, Director
City of Cocoa Beach
Public Works & Water Reclamation Department
1600 Minutemen Causeway
Cocoa Beach, FL 32931
bkalsow@cityofcocoabeach.com
O: 321-868-3308
F: 321-868-3379
C: 321-302-2608

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From: Suzanne Odisho <sodisho@rushinc.com>
Sent: Friday, July 18, 2025 9:21:57 AM
To: Brad Kalsow <bkalsow@cityofcocoabeach.com>; Tony Landry <tlandry@rushinc.com>
Subject: RE: Holiday Lane Boat Ramp

Brad,
Good morning.
Just confirming your appointment this morning with Tony for a site visit at the Holiday Lane boat ramp at 10am.

Thank you,

Suzanne Odisho
Executive Assistant
RUSH MARINE LLC
Office Phone: 321.267.8100 x114
Office Fax: 321.267.9944
Mobile: 321.360.2703

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From: Brad Kalsow <bkalsow@cityofcocoa-beach.com>
Sent: Monday, July 7, 2025 11:45 AM
To: Tony Landry <tlandry@rushinc.com>
Cc: Suzanne Odisho <sodisho@rushinc.com>
Subject: RE: Holiday Lane Boat Ramp

Hi Tony,

Thank you for getting back with me. I'm not in a hurry at the moment. We can't perform any construction activity until our new budget opens up in October. I'm just trying to be prepped and receive proposals so I can hit the ground running in our next fiscal year.

July 18th, 2025 at 10am is good for me. I'll put in on my calendar as well.

Thanks
Brad



Brad Kalsow, Director
City of Cocoa Beach
Public Works & Water Reclamation Department
1600 Minutemen Causeway
Cocoa Beach, FL 32931
bkalsow@cityofcocoa-beach.com
O: 321-868-3308
F: 321-868-3379
C: 321-302-2608

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From: Tony Landry <tlandry@rushinc.com>
Sent: Monday, July 7, 2025 11:33 AM
To: Brad Kalsow <bkalsow@cityofcocoa-beach.com>
Cc: Suzanne Odisho <sodisho@rushinc.com>
Subject: Holiday Lane Boat Ramp

Good morning Brad,

I would be happy to make a site visit to further discuss the repairs for the mention ramp. It may the end of next week before I can make it there unless it is an emergency and immediate attention is required. If Friday, the 18th of July at 10am works for you I will pencil it in on my calendar.

Let me know.

Thanks

Tony Landry
President
RUSH MARINE LLC
321.267.8100 Phone
813-393-7375 Mobile
321-267-9944 Fax
Performance with Integrity Since 1984



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City of Cocoa Beach City Commission Agenda Item Summary

**DEPARTMENT MAKING
REQUEST/NAME:**

Public Works /
Brad Kalsow, Director of Water Reclamation

MEETING DATE

September 18, 2025

REQUESTED MOTION/ACTION

Approve the Cocoa Beach Raquet Club Fence Installation estimate provided by All-Rite Fence Services in the amount of \$80,321.84. This is a budgeted item.

Staff Representative: Brad Kalsow, Public Works/Water Rec Director

Recommendation: Approve

IS THIS ITEM BUDGETED (IF APPLICABLE)?

\$315K is budgeted in FY26 for the raquet club court improvements.

BACKGROUND:

The City and USTA entered into Amendment #3 of our agreement on July 17, 2025.

Under the terms of the agreement, City agreed to assist USTA to:

1. Replace fencing for the six courts that are being reconstructed at the time of construction
2. Replace additional fencing no later than the next budget cycle
3. Remove/Demolish existing light poles on all 12 courts prior to/during construction.

Three proposals were received to replace the fence around the six courts be reconstructed in FY26. All-Rite Fence is being recommended to perform the work.



07-21-2025
Proposal No: 1937

City Of Cocoa Beach Public Works
1600 Minuteman Causeway
Cocoa Beach, FL 32932-2430

Attn: Brad Kalsow
bkalsow@cityofcocoabeach.com

Reference: Cocoa Beach Tennis Courts

Phase 1

Remove Existing Fence and Replace new with 984 l/f of 10' tall Black VCCL Tennis Wire with Top rail, Bottom Rail, Bracing, 1-10' Double Gate, 2-4' Walk Gates and 2-6' Walk Gates

Alt. Add

Cut down part of existing fence to 6' tall and reinstall at the south east corner of the tennis courts going 116 l/f +/- into the tree line at the waters edge Add \$1519.70

TOTAL = \$78,802.14

Thank you,
Daniel J Whitson
Commercial Sales
All-Rite Fence Services, LLC.

Price valid for 90 days



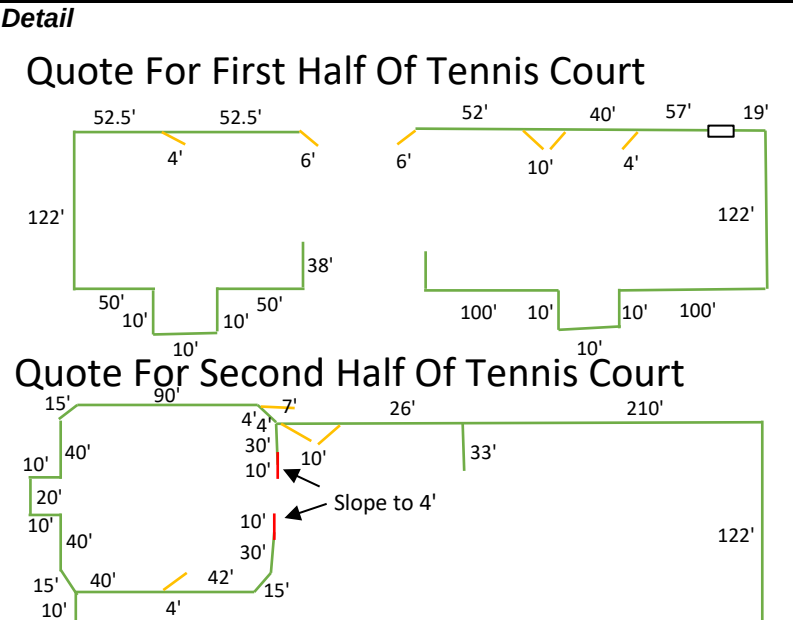
Customer: City Of Cocoa Beach
Address 4600 Tom Warriner Blvd, CB
Phone # 321-302-2608
Start date:
E-mail bkalsow@cityofcocoa-beach.com
Gate Code
Date: February 9, 2009 Salesman: Nicholas Chamberlain

VIKING FENCE & DECK, INC.
4300A US 1, Rockledge, FL 32955
Ph.321-639-2373 fx 321-634-5277
cell 321-890-8400
We Offer Financing!!!



This contract , and all prices and agreements hereon is only good for 30 days.

	Specifications
--	----------------



Footage	Front:1009 Rear:856
Style	10' vinyl coated chain link
Color	Black
Materials	Fame & chain
Post Caps	standard
Fasteners	n/a
Gate Quantity	Front:6 Back:4
Gate Hardware	comercial hinges
Walk Gate Size	4' 6' 10'
Drive Gate	n/a
Fence Removal	Yes 1009' 856'
Permit	no Cocoa Beach will handle

NOTES: This Quote does not include demo or install of concrete wall.	Demo Quote
Fence line must be clear of trees and shrubs before fence installation can begin. Viking is not responsible for damage to unmarked sprinkler lines. Installers will need access to a nearby water spigot and electrical outlet.	Total: \$21,588.00
	Deposit: \$10,794.00
	Completion: \$10,794.00
	First Half Quote
	Total: \$70,576.00
	Deposit: \$35,288.00
	50% Comoletion: \$17,644.00
	100% Completion: \$17,644.00
	Second Half Quote
	Total: \$56,784.00
	Deposit: \$28,392.00
	50% Completion: \$14,196.00
	100% Completion: \$14,196.00

This Quote does not include demo or install of concrete wall

Warranty : Viking Fence & Deck and Deck will warranty fence for 1 year from date of installation against any defects in workmanship , warranty does not apply in the event of forces of nature , or damage caused by n by misuse

YOU AS THE PROPERTY OWNER ARE SOLELY RESPONSIBLE FOR IRRIGATION SYSTEM LOCATION

CUSTOMER : _____ DATE : _____

.., City of Cocoa Beach

Date 7/11/2025

Customer's Last Name, First Name

4600 Tom Warriner Blvd

Service Address

Cocoa Beach, FL 32931

City, State, Zip

(321) 831-5360

Preferred Phone No.

scott.maxim@cityofcocoa beach.com

Customer's E-mail Address

Cocoa Beach

Municipality

☒ Yes Permit required?
☐ No

☐ Homeowner to obtain permit
(Superior Fence & Rail requires copy
of permit before installation)

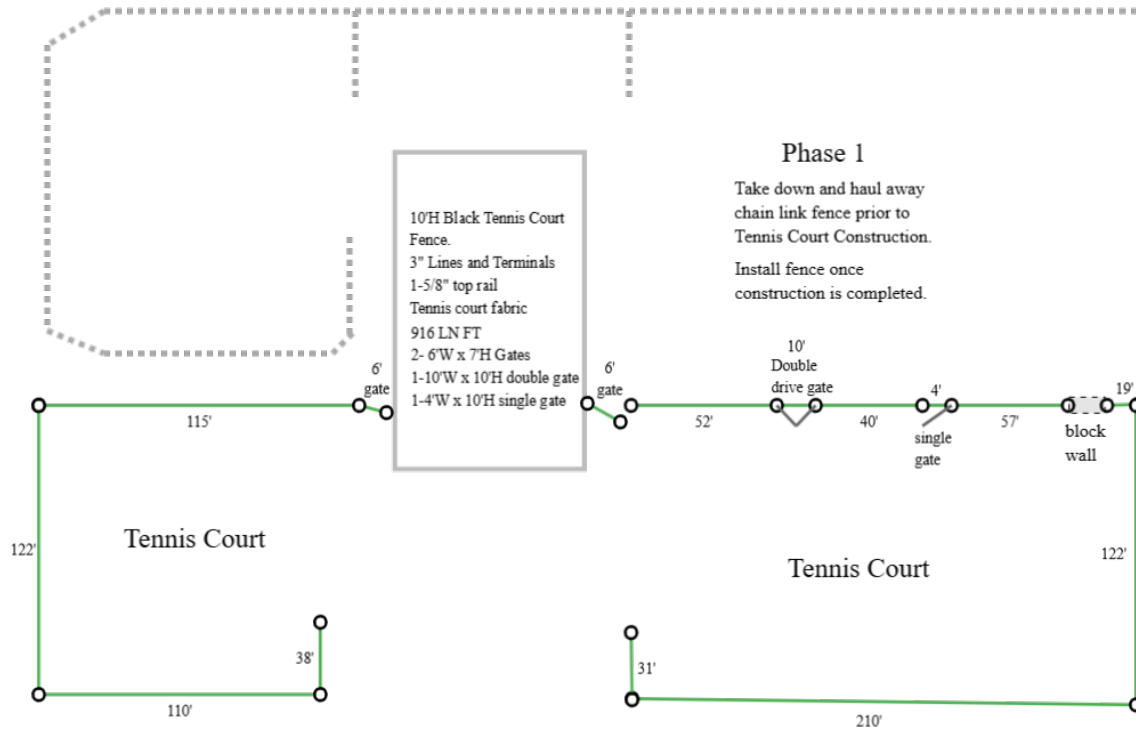
☒ Superior Fence & Rail to obtain permit

☒ Yes Plot plan or survey available?
☐ No

APPROXIMATE LAYOUT

FENCE FOOTAGE CONTAINED IN THIS PROPOSAL IS APPROXIMATE. BASED ON THE FIELD MEASUREMENT, FINAL PRICE WILL BE ADJUSTED BASED ON ACTUAL FENCE FOOTAGE USED, AS SET FORTH IN TERMS AND CONDITIONS)

FENCE DIAGRAM



10'H Black Chain Link Tennis Court Fence

Superior Fence & Rail Contact Information:

Superior Fence & Rail of Brevard County, Inc.
2778 N Harbor City Blvd #102
Melbourne, FL 32935
(321) 636-2829

TERMS AND CONDITIONS

A) Title; Authorized Party. Customer represents that they hold legal title to the subject real property or are authorized to act as an agent for the true owner. Customer agrees to pay

Superior Fence & Rail of Brevard County, Inc.

(hereinafter, "Superior") the balance of the purchase price immediately upon substantial completion of the installation of the fence in accordance to the terms of this Agreement, and agrees that a permit final inspection of the fence is not a condition for final payment. A finance charge in the amount of 1.5% of the purchase price will be added every thirty days to any invoice seven days past due. If you fail to make payment when due, Superior reserves the right to file a security interest on your property which creates an encumbrance on your title and may cause you the loss of your property. Should legal action become necessary to enforce this Agreement, Customer shall be held liable for any attorney's fees and costs incurred whether a formal legal action has been filed or not. Customer shall also be held liable for any interest on the unpaid balance from the due date until payment is received by Superior at the highest rate of interest allowed by law.

B) Legal Encumbrances. Customer agrees to inform Superior in advance about any easements, covenants or other legal encumbrances that could affect the fence installation. Customer agrees to keep posted permits on display at all times and agrees not to remove permit from property. **CUSTOMER ASSUMES THE RISK AND THE FULL LIABILITY OF ASSISTING SUPERIOR WITH DELIVERY OF MATERIALS OR WITH INSTALLATION.**

C) Change Orders. If Customer requests Superior to do work additional to that described in this Agreement, Superior, at its option, may require Customer to sign a written change order ("Change Order") explaining the change in the scope of work and the additional charges that the Customer is obligated to pay. The Change Order will include a description of the additional work, additional payments that will be required and anticipated start and finish dates. The Change Order will become part of this Agreement. If Superior does not require a Change Order or if Customer fails to sign the Change Order, Customer agrees that it is still responsible to pay for any work performed by Superior that was outside the original scope of this Agreement.

D) Credit Card Transactions: If Customer chooses to pay for the fence with a credit card, the cardholder agreement (to which Superior is not a party) will determine the total cost of Customer's purchase, including all interest charges and fees. Customer will be further subject to Your cardholder agreement's terms and conditions.

E) Financed Transactions: If Customer chooses to finance the purchase of the fence in whole or in part, the loan agreement (to which Superior is not a party) will determine the total cost of Customer's purchase, including (i) the amount financed (the amount of credit provided to you); (ii) the associated finance charges (the dollar amount the loan will cost you); and (iii) the total payment (the amount you will have paid when you have made all scheduled payments). Customer will be further subject to Your loan agreement's terms and conditions.

F) CANCELLATION. CUSTOMER MAY CANCEL THIS AGREEMENT WITHOUT PENALTY OR OBLIGATION BY DELIVERING WRITTEN NOTICE TO SUPERIOR FENCE BY MIDNIGHT ON THE THIRD BUSINESS DAY AFTER SIGNING (THE "CANCELLATION PERIOD"). THE STATE SUPPLEMENT CONTAINS A FORM TO USE IF ONE IS SPECIFICALLY PRESCRIBED BY LAW IN YOUR STATE.

In the event of a cancellation, Customer's deposit will be returned within (10) business days after Superior's receipt of your notice.

G) Termination. If Customer terminates this Agreement after the Cancellation Period, Customer agrees to pay Superior Fence the greater of (1) twenty five (25%) of the total sale, or (2) the total costs of materials, labor and services provided by Superior Fence through the time of termination, plus any other amounts allowed under applicable law. If after the Cancellation Period, Superior discovers impediments to installation of the fence such as building or zoning code violations, hidden or unforeseen hazardous conditions on your property or easements or other legal encumbrances that you did not inform us of, Superior may immediately terminate the Agreement without further obligation to you. In such an event, Customer agrees to pay Superior the greater of twenty five (25%) of the total sale or the costs of materials, labor and services provided by Superior Fence through the time of termination, plus any other amounts allowed under applicable law.

H) Commencement of Job. Customer agrees that once the work is started, Superior will have the ability to complete the entire scope of work without any interruptions. Further, any changes made by the Customer to the layout of the proposed fence must be made prior to the installation date. If changes are made during the day of installation, Customer will be charged a trip charge of up to \$500.00 if such a change requires an additional trip to the property for completion of the fence. If Customer makes any changes to the fence layout on the date of installation resulting in reduced footage and extra materials, Customer agrees that these materials are non returnable and must be paid for as agreed.

I) Public Underground Utilities. Superior will call a utility locating service that will locate the public underground utilities on your property. Customer agrees to allow the locating service to your property for the purpose of conducting a utility locate.

J) Private Underground Utilities; Irrigation Lines. Customer agrees to be solely responsible for any damage to buried private utilities, underground lines, including water lines and irrigation lines that have not been properly marked by Customer, and Customer agrees to indemnify Superior from any liability which it might incur pursuant to the service involved in the performance of this Agreement.

K) Homeowner's Association. If Customer's home is part of a Homeowner's Association, (HOA), Customer understands and agrees that it is Customer's sole obligation to obtain and provide approvals from the HOA. Superior is not responsible if the fence that Customer contracted for does not comply with Customer's HOA's rules and regulations.

L) Pre-Installation Meeting. Customer agrees to meet with the installation crew on the day of installation before installation begins to indicate actual fence placement.

M) Fence to Follow Ground. Customer agrees that the fence will be installed to the contour of the existing ground unless agreed otherwise in writing on change order of installation overview agreement.

N) Property Lines. Customer agrees that it is responsible for locating property pins and staking terminals to establish its property lines prior to installation of the fence. Superior will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstances will Superior assume responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located, Customer may have to hire a third party to survey the property. Superior is not responsible for identifying property lines, easements, covenants, or other legal encumbrances. Customer agrees to indemnify Superior and hold it harmless against and in respect to the claims of any persons aggrieved by the location of the subject fence when erected or by trespasses or damage which may have necessarily been committed or occasioned consciously or unconsciously by Superior in the course of installation.

O) Clearing of Proposed Fence Line. Customer agrees to clear the fence line of any and all obstructions, including but not limited to trees, brush, debris, fixtures and personal yard items. In the event that the fence line is not cleared upon our arrival, Customer understands and agrees that it will be charged a trip fee of up to \$500.00, which must be paid prior to the job being rescheduled. Further, Customer shall hold Superior harmless for any damage to items within the fence line.

P) Access Ways. Superior is not responsible for any damage to driveways, walkways, walls, gardens, fresh grading, sod, shrubbery, patios, pavers or other property features resulting from gaining access to the property or performing work in the proximity of the fence location.

Q) LIMITED WARRANTY. TO THE EXTENT PERMISSIBLE UNDER APPLICABLE LAW, SUPERIOR WARRANTS THE WORKMANSHIP OF THE INSTALLATION FOR THREE (3) YEARS FROM ITS COMPLETION DATE. PROVIDED CUSTOMER NOTIFIES SUPERIOR DURING THE WARRANTY PERIOD, SUPERIOR WILL ARRANGE FOR REPAIR AT NO CHARGE TO CUSTOMER FOR ANY FAULTY WORKMANSHIP. SUPERIOR'S WORKMANSHIP WARRANTY IS ONLY RELATED TO FAULTY WORKMANSHIP AND DOES NOT COVER PRODUCT DEFECTS OR DAMAGE CAUSED BY ACTS OF GOD, INSTALLATION OR REPAIRS MADE BY OTHERS, ABUSE, MISUSE, NEGLIGENCE, OR NORMAL WEAR AND TEAR. MERCHANDISE AND MATERIALS ARE COVERED EXCLUSIVELY BY THE MANUFACTURER'S WARRANTY, IF ANY. THIS LIMITED WARRANTY GIVES CUSTOMER SPECIFIC LEGAL RIGHTS AND CUSTOMER MAY ALSO HAVE OTHER RIGHTS THAT MAY VARY FROM STATE TO STATE. CUSTOMER ACKNOWLEDGES THAT WOOD FENCES HAVE A TENDENCY TO SHRINK, WARP, CRACK, AND CHIP AND THAT THESE FEATURES OF WOOD ARE NORMAL AND ACCEPTED OCCURRENCES AND ARE NOT WARRANTED.

R) Acts of God. Customer agrees that all workmanship warranties will be void in the event of significant wind events including but not limited to hurricanes, tropical storms, cyclones, and tornadoes.

S) Deposit. Upon signing the contract, 50% of the total contract amount is due unless state law governs otherwise. The remaining balance is due upon acceptance of completed installation.

T) Miscellaneous. If there is an unpaid balance, at its discretion, Superior Fence may temporarily void the warranty (workmanship) until the unpaid balance is resolved.

Installation dates are approximate due to various circumstances such as weather, workload, obtaining building permits and utility locates. Superior will strive to install fencing in a timely manner, however, Customer may not cancel this contract due to rescheduling for circumstances beyond Superior's control.

Customer Agrees to allow Superior to include a 4"x6" or 3"x10" sign on Customer's Fence.

The price included in this proposal is firm for 15 days unless the contract is executed.

U) Subcontractors. Superior may, at it's discretion, subcontract all or part of the labor required to complete the project.

V) Delays. Superior is not responsible for delays resulting from events beyond its control including, but not limited to the following: delayed contract execution, delayed deposit payment, Acts of God, change orders, governmental actions, manufacturing delays, damage to merchandise caused by third parties, labor strikes, any incorrect information you provide, legal encumbrances on your property, your property's nonconformance with zoning or building code requirements, hidden or unforeseen hazardous conditions on your property or your noncompliance with this Agreement. Further, Superior reserves the right to terminate this Agreement and to discontinue installation of your fence for any of the aforementioned conditions.

Superior Fence & Rail Contact Information:

Superior Fence & Rail of Brevard County, Inc.
2778 N Harbor City Blvd #102
Melbourne, FL 32935
(321) 636-2829

PRODUCT SPECIFICATIONS:

10'H Black Chain Link Tennis Court Fence: 942 LF.

JOB OPTIONS:

Fence Removal (10' Chain Link): Take Down 942'. Haul Away 942'. 16 Pulled Posts.

JOB NOTES:

Posts set 10' on center. 3" line and terminal posts. 1-3/4" tennis court black coated fabric 1-5/8" top and bottom rail. Bracing added to all corners All posts set in concrete. Permit cost not included. Permit cost added to final invoice. Fence Removal (10'H Chain Link): includes 16 pulled posts, all remaining posts to be cut at ground level. .

Approximate Start Date: 11/7/2025

Approximate Finish Date: 11/20/2025

All dates are approximate and subject to change based on unforeseen events including inclement weather, permitting delays, change orders, and manufacturing delays. See terms and conditions for full details.

Acceptance and Authorization: By signing below, you authorize Superior to perform the installation and/or order and arrange for the delivery of special order merchandise, including special order merchandise that may be custom made, as specified in this Agreement. You understand and agree that this Agreement constitutes the entire understanding between you and Superior and that there have been no oral or written representations or agreements made to you by Superior but that if there are you agree that this Agreement expressly supersedes them.

Do not sign if blank or incomplete. By signing, you acknowledge that you have read, understand, and accept this Agreement in its entirety. You further acknowledge receiving a complete copy. Keep it to protect your legal rights.

It is very important for you to read and understand the Terms and Conditions included herein. By signing this proposal and providing a deposit you are creating a Contract between you and Superior for the selected products and services in accordance with those Terms and Conditions listed above.

Payment Schedule: You agree that payments will be due as indicated below. If You are paying by credit or debit card, the account may be charged or debited (as applicable) on the same day that it is accepted by the Superior. Convenience fee may apply for credit card transactions.

Contract Amount	<u>\$87,906.16</u>	
Sales Tax	<u>\$0.00</u>	
Deposit Amount	<u>\$43,953.08</u>	DUE IN FULL IMMEDIATELY
Remaining Balance	<u>\$43,953.08</u>	Due upon completion

Accepted by:  7/11/2025
Customer's Signature _____ Date

Jason Pimenta 7/11/2025

Superior Authorized Representative Signature Date
Jason Pimenta

Superior Authorized Representative

Customer's Initials:  BY INITIALING, YOU AUTHORIZE DELIVERY OF MERCHANDISE TO SERVICE ADDRESS PROVIDED ABOVE WITHOUT OBTAINING DELIVERY AGENT'S SIGNATURE AND AGREE TO INDEMNIFY AND HOLD SUPERIOR HARMLESS FROM ANY RESULTING CLAIMS.

Superior Fence & Rail Contact Information:

Superior Fence & Rail of Brevard County, Inc.
2778 N Harbor City Blvd #102
Melbourne, FL 32935
(321) 636-2829

Installation Overview Agreement

As our valued customer, we want to be sure you have complete information about the installation of your fence. Our goal is to avoid problems and provide a quick, quality Installation service and to provide information on keeping your new fence looking great for years to come. Please see the Terms and Conditions on the Agreement for other important information concerning your installation.

1. Public Utilities. Superior will call the major utilities to mark electrical, water, and cable locations if the utilities provide this service in your city.
2. Private Utilities. There are some underground items that are your responsibility to identify. The utility companies do not mark these. Therefore, prior to the Installation, it is important to conspicuously mark the ground for locations of all non public, underground utilities, including but not limited to the following:
 - a. Sprinkler heads and underground irrigation lines.
 - b. Underground water lines that feed a swimming pool or other structure.
 - c. Underground electric lines (other than local public utility lines) that supply power to lamp posts, walkway lighting, landscape lighting, and control wiring for pools, sheds, wells, etc.
 - d. French drains or related items.
 - e. Any electrical, water, or cable locations where the utilities in your city do not provide marking services.
 - f. Any private natural gas or propane lines that fuel private amenities on your property such as jacuzzis, grills, saunas or spas.
 - g. Any and all septic, leach or drain lines or fields.
 - h. Any sewer lines from the house to the clean-out is considered private and must be marked by the home owner.
 - i. Any other non-public utilities.

Initial

You agree that that if you choose not to mark these underground utilities, Superior will not be responsible for any damage it may cause, including the cost of repair, monetary damages or any other damages.

Initial

3. Fence Location. You are responsible for the location of the fence. If your fence is contracted to be installed along your property lines and you cannot find the property line markers, it is recommended that you have a survey done to ensure your new fence does not encroach onto your neighbor's property, and is in compliance with local building codes for setback requirements. Superior is not responsible for the costs associated with moving or removing fences, or damages associated with the fence installation, where the property lines have not been properly located before installation.
4. Required Clearance for Fence Installation. To provide room for a proper installation, all vegetation, including but not limited to brush, briars, tall grass, branches, limbs, trees etc. must be cleared to a distance of 2' on either side of the installation line for your new fence and cleared to a height of 6" taller than your new fence (e.g., for a 6 ft tall fence the fence line must be cleared to a height of 6'6"). If we show up to your location and the fence line is not clear according to the above instructions, Superior has the option to do the either of the following, at our sole discretion:

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- a. Charge you a trip charge of up to **\$500**, which must be paid immediately, and reschedule your job for a later date after you have cleared the fence line in accordance with the instructions above; or
- b. Have our installation crew trim, clear and dispose of the vegetation at a cost of up to **\$25** per linear ft. If we choose this option to clear the fence line for you, you agree that Superior is not responsible for any damage that we may do to any vegetation, including landscaping, in our efforts to clear your fence line. Moreover, Superior cannot grind or remove tree roots or stumps, and we cannot remove trees with a diameter greater than 3" caliper, measured one ft from the ground.

Initial

5. Hard Digs. On rare occasions, we encounter hard dig conditions that cannot be foreseen prior to the commencement of installation. When we encounter those conditions, you will be charged an additional **\$50** for each hole that is deemed to constitute a hard dig. Prior to charging you, we will contact you (and if you are at the property, we will show you the hole that constitutes a hard dig) to explain the situation and give you the option, if it is practical, of relocating the fence line in order to avoid the extra costs associated with the hard dig.

Initial

6. Access to Power and Water. We will need access to an electric outlet and an outside water faucet. During the installation, you may hear nail guns, hammers, air compressors, augers, jackhammers and other loud tools that are required in the construction of your fence. Please be sure to inform your neighbors about your fence installation and make them aware of the possibility of hearing loud noises associated with it. Also, please be sure to properly secure pets on the day of the fence installation and if you share a common fence with your neighbors, please inform them to secure their pets as well.

Initial

7. Homeowner's Association Obligation. If your home is part of a Homeowner's Association (HOA), you will agree to obtain required approvals from the HOA before installation of your fence and agree that Superior is in no way responsible for getting HOA approval or for ensuring that your fence complies with your HOA requirements. **You agree that you are required to send to us your HOA approval as part of the necessary paperwork in order that we can obtain your fence permit.**

Initial

8. Pre-Installation Property Walk. You agree to be present at your property for at least 15-30 minutes on the day of the installation immediately prior to the beginning of the installation to confirm the details of the final layout of the fence with our installation crew. Because our crews arrive early in the morning and because the pre-installation walk-through is only 15-30 minutes long, there is no requirement that you take off from work on the day of installation. If you choose to take off from work, you do so at your own risk, including the risk that your job will be rescheduled for a different day for reasons beyond our control, such as inclement weather or difficult digging conditions on a prior job that prevented us from completing the job with the scheduled time frame.

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9. Post Installation Property Walk and Final Payment. You agree to be present at your property at the completion of the installation in order to confirm that the fence installation is completed to your satisfaction (which is accomplished by you filling out and executing a Certificate of Completion) and to make final payment to our installation crew or by calling the office to pay electronically. By initialing below, you acknowledge that approval from your HOA or the local permitting authority is not a condition of payment.

Initial

X

Customer's Signature

X Jason Pimenta

7/11/2025

Date

7/11/2025

Date

Superior Fence & Rail Contact Information:

Superior Fence & Rail of Brevard County, Inc.
2778 N Harbor City Blvd #102
Melbourne, FL 32935
(321) 636-2829