

UTILITY SERVICES DEPARTMENT SUMMARY

MISSION STATEMENT:

Provide for the protection of the public's health through the operation and maintenance of publicly owned water and wastewater systems.

PROGRAMS AND SERVICES:

ACCOMPLISHMENTS, INITIATIVES, TRENDS AND ISSUES AND SERVICE LEVEL IMPACTS:

County Water and Wastewater Programs (County and Barefoot Bay):

Water Service

- Treat groundwater to meet drinking water standards
- Maintain water distribution system and mechanical equipment
- Test water quality

Wastewater Service

- Collect wastewater and pump to and then treat at treatment plants
- Maintain equipment and lines
- Test water quality
- Correct aging infrastructure problems with Renewal and Replacement (R & R) projects

Accomplishments:

- Lift Station X – 15 Rehabilitation in Barefoot Bay
- Lift Station J – 02 Replacement in Port Saint John
- Lift Station T – 28 Rehabilitation in South Central service area
- Lift Station T – 14 Rehabilitation in South Central service area
- Lift Station T – 38 Rehabilitation and Force Main Replacement in South Central service area
- Mims Water Treatment Plant Variable Frequency Drive (V F D) and Programmable Logic Controller (P L C) Replacement
- South Beaches Wastewater Treatment Plant (W W T P) Chemical Feed and Clarifier Improvements
- Lift Station S – 05 Replacement in South Beaches service area
- Lift Station S – 08 Replacement in South Beaches service area
- Lift Station S – 12 Force Main Replacement in South Beaches service area
- Barefoot Bay W W T P Air Piping and Blower improvements
- Barefoot Bay Water Treatment Plant Ground Storage Water Tank replacement
- 10 Miles of Gravity Sewer Lined Throughout the County collection system

Initiatives:

- Begin the gravity sewer assessment in South Beaches and Barefoot Bay collection systems

- Continue with sewer lining throughout the county system to minimize inflow and infiltration (I & I)
- Rehabilitate 14 sewer lift stations in F Y 20
- Continue the Countywide valve exercise program for our force mains and water mains

Trends and Issues:

In F Y 19, 11 additional field staff were added to focus on the preventative maintenance of our collection system which will minimize discharges that indirectly impact the Indian River Lagoon.

In F Y 20, additional cost sharing with service departments within the County will cooperatively enhance both departments' efforts. The Utility Services Department currently has a model in place with the Information Technology Department by funding two full time Geographic Information System (G I S) positions and one third of the County Webmaster position. Expanding on that model, Utility Services has entered into an agreement with the Purchasing Office to half fund a purchasing agent position that will assist in streamlining the procurement effort related to Utility projects.

Service Level Impacts:

The Utility Services Department is exploring alternatives to fully fund Save Our Indian River Lagoon (S O I R L) projects related to sewer expansion, connecting private lift stations and treatment plant capacity. In review of the current S O I R L program, preliminary funding analysis shows that the S O I R L funding is not sufficient to fund all potential connections and plant expansions. In addition, the Department is investigating the option of utilizing other annual rate adjustment indexes to better represent the inflation costs associated with the plant operation and construction industries in lieu of the Consumer Price Index.

UTILITY SERVICES DEPARTMENT: SUMMARY

Utility Services Department Revenue & Expense Category	Actual F Y 2017-2018	Final Budget F Y 2018-2019	Adopted Budget F Y 2019-2020	Difference	% Change
Taxes Revenue	\$0	\$0	\$0	\$0	0.00%
Permits, Fees & Spec. Assess. Revenue	\$3,902,773	\$2,233,065	\$3,159,173	\$926,108	41.47%
Intergovernmental Revenue	\$478,815	\$45,150	\$0	-\$45,150	-100.00%
Charges for Services Revenue	\$40,341,376	\$43,435,905	\$44,887,571	\$1,451,666	3.34%
Fines and Forfeits Revenue	\$0	\$0	\$0	\$0	0.00%
Miscellaneous Revenue	\$929,648	\$451,640	\$664,965	\$213,325	47.23%
Statutory Reduction	\$0	-\$2,308,181	-\$2,435,586	-\$127,405	5.52%
Total Operating Revenues	\$45,652,613	\$43,857,579	\$46,276,123	\$2,418,544	5.51%
Balance Forward Revenue	\$45,931,289	\$47,058,665	\$50,429,650	\$3,370,985	7.16%
Transfers - General Revenue	\$0	\$0	\$0	\$0	0.00%
Transfers - Other Revenue	\$0	\$0	\$0	\$0	0.00%
Other Finance Source Revenue	\$27,823,604	\$13,000,000	\$12,109,542	-\$890,458	-6.85%
Total Non-Operating Revenues	\$73,754,893	\$60,058,665	\$62,539,192	\$2,480,527	4.13%
TOTAL REVENUES	\$119,407,506	\$103,916,244	\$108,815,315	\$4,899,071	4.71%
Compensation and Benefits Expense	\$9,766,263	\$10,907,832	\$12,083,057	\$1,175,225	10.77%
Operating Expense	\$12,964,444	\$14,037,472	\$16,400,144	\$2,362,672	16.83%
Capital Outlay Expense	\$1,557,632	\$2,463,852	\$3,650,861	\$1,187,009	48.18%
Operating Expenditures	\$24,288,339	\$27,409,156	\$32,134,062	\$4,724,906	17.24%
C I P Expense	\$33,621,820	\$52,527,833	\$51,423,752	-\$1,104,081	-2.10%
Debt Service Expense	\$12,474,712	\$3,434,024	\$3,705,636	\$271,612	7.91%
Reserves-Operating Expense	\$0	\$6,743,188	\$7,711,759	\$968,571	14.36%
Reserves - Capital Expense	\$0	\$11,817,857	\$12,181,452	\$363,595	3.08%
Reserves - Restricted Expense	\$0	\$319,083	\$0	-\$319,083	-100.00%
Grants and Aid Expense	\$0	\$0	\$0	\$0	0.00%
Transfers Expense	\$1,793,461	\$1,665,103	\$1,658,654	-\$6,449	-0.39%
Total Non-Operating Expenses	\$47,889,994	\$76,507,088	\$76,681,253	\$174,165	0.23%
TOTAL EXPENDITURES	\$72,178,333	\$103,916,244	\$108,815,315	\$4,899,071	4.71%

UTILITY SERVICES DEPARTMENT: COUNTY WATER AND WASTEWATER

County Water and Wastewater Program Revenue & Expense Category	Actual F Y 2017-2018	Final Budget F Y 2018-2019	Adopted Budget F Y 2019-2020	Difference	% Change
Taxes Revenue	\$0	\$0	\$0	\$0	0.00%
Permits, Fees & Special Assessments Revenue	\$3,896,358	\$2,230,106	\$3,145,943	\$915,837	41.07%
Intergovernmental Revenue	\$475,794	\$0	\$0	\$0	0.00%
Charges for Services Revenue	\$36,326,368	\$39,104,125	\$40,629,888	\$1,525,763	3.90%
Fines and Forfeits Revenue	\$0	\$0	\$0	\$0	0.00%
Miscellaneous Revenue	\$844,930	\$399,880	\$611,153	\$211,273	52.83%
Statutory Reduction	\$0	-\$2,086,706	-\$2,219,349	-\$132,643	6.36%
Total Operating Revenues	\$41,543,451	\$39,647,405	\$42,167,635	\$2,520,230	6.36%
Balance Forward Revenue	\$42,536,725	\$43,624,680	\$49,107,357	\$5,482,677	12.57%
Transfers - General Revenue	\$0	\$0	\$0	\$0	0.00%
Transfers - Other Revenue	\$0	\$0	\$0	\$0	0.00%
Other Finance Source Revenue	\$18,123,604	\$13,000,000	\$12,109,542	-\$890,458	-6.85%
Non-Operating Revenues	\$60,660,329	\$56,624,680	\$61,216,899	\$4,592,219	8.11%
TOTAL REVENUES	\$102,203,780	\$96,272,085	\$103,384,534	\$7,112,449	7.39%
Compensation and Benefits Expense	\$8,895,604	\$10,032,877	\$11,101,745	\$1,068,868	10.65%
Operating Expense	\$11,882,387	\$12,589,069	\$14,791,906	\$2,202,837	17.50%
Capital Outlay Expense	\$1,218,814	\$2,358,852	\$3,276,861	\$918,009	38.92%
Operating Expenses	\$21,996,806	\$24,980,798	\$29,170,512	\$4,189,714	16.77%
C I P Expense	\$33,388,611	\$50,083,444	\$51,053,752	\$970,308	1.94%
Debt Service Expense	\$1,469,531	\$2,618,427	\$2,622,227	\$3,800	0.15%
Reserves-Operating Expense	\$0	\$6,101,160	\$7,069,731	\$968,571	15.88%
Reserves - Capital Expense	\$0	\$10,931,894	\$11,913,587	\$981,693	8.98%
Reserves - Restricted Expense	\$0	\$0	\$0	\$0	0.00%
Grants and Aid Expense	\$0	\$0	\$0	\$0	0.00%
Transfers Expense	\$1,679,543	\$1,556,362	\$1,554,725	-\$1,637	-0.11%
Non-Operating Expenses	\$36,537,685	\$71,291,287	\$74,214,022	\$2,922,735	4.10%
TOTAL EXPENSES	\$58,534,491	\$96,272,085	\$103,384,534	\$7,112,449	7.39%

COUNTY WATER AND WASTEWATER: BUDGET VARIANCES

County Water and Wastewater Program Revenue and Expense Category	Variance	% Variance	Explanation
Taxes Revenue	\$0	0.00%	
Permits, Fees & Spec. Assess. Revenue	\$915,837	41.07%	Due to trend of increase revenue collection for connection fees
Intergovernmental Revenue	\$0	0.00%	
Charges for Services Revenue	\$1,525,763	3.90%	Monthly service charges were increased based on the annualized change in C P I, continued customer growth is also expected
Fines and Forfeits Revenue	\$0	0.00%	
Miscellaneous Revenue	\$211,273	52.83%	Septage hauling revenue has increased as more haulers dump septage at the plants.
Statutory Reduction	-\$132,643	6.36%	Variance associated with change in Operating Revenue
Balance Forward Revenue	\$5,482,677	12.57%	Balance forward increases due to delays in capital projects and the receipt of capital equipment
Transfers - General Revenue	\$0	0.00%	
Transfers - Other Revenue	\$0	0.00%	
Other Finance Source Revenue	-\$890,458	(6.85%)	The South Central plant expansion project is expected to be completed in F Y 2020, offset by an increase due to a new loan for the North Riverside Force Main project
Compensation and Benefits Expense	\$1,068,868	10.65%	11 positions added in F Y 2019, 6 additional positions approved for F Y 2019, increase includes Cost of Living adjustments, shared cost of purchasing agent, and establishing a career ladder
Operating Expense	\$2,202,837	17.50%	Due to the expanded South Central plant coming on line, expenses for sewer line assessment, a proactive maintenance program, and rising prices for chemicals and supplies
Capital Outlay Expense	\$918,009	38.92%	Additional equipment is needed for new staff and for the increased maintenance programs
Grants and Aid Expense	\$0	0.00%	
C I P Expense	\$970,308	1.94%	South Central plant expansion project is expected to be completed in early F Y 2020, offset by the increase for the North Riverside Force Main replacement project
Debt Service Expense	\$3,800	0.15%	Increased debt service payment
Reserves-Operating Expense	\$968,571	15.88%	Operating reserves are increased to a level which supports 120 days of the ongoing operations budget
Reserves - Capital Expense	\$981,693	8.98%	The increase in Capital Reserves is primarily due to the increase in connection fee revenue
Reserves - Restricted Expense	\$0	0.00%	
Transfers Expense	-\$1,637	(0.11%)	Payment in Lieu of Taxes charges decrease in F Y 2020

UTILITY SERVICES DEPARTMENT: BAREFOOT BAY WATER AND WASTEWATER

Barefoot Bay Water and Wastewater Program Revenue & Expense Category	Actual F Y 2017-2018	Final Budget F Y 2018-2019	Adopted Budget F Y 2019-2020	Difference	% Change
Taxes Revenue	\$0	\$0	\$0	\$0	0.00%
Permits, Fees & Special Assessments Revenue	\$6,415	\$2,959	\$13,230	\$10,271	347.11%
Intergovernmental Revenue	\$3,021	\$45,150	\$0	-\$45,150	-100.00%
Charges for Services Revenue	\$4,015,008	\$4,331,780	\$4,257,683	-\$74,097	-1.71%
Fines and Forfeits Revenue	\$0	\$0	\$0	\$0	0.00%
Miscellaneous Revenue	\$84,718	\$51,760	\$53,812	\$2,052	3.96%
Statutory Reduction	\$0	-\$221,475	-\$216,237	\$5,238	-2.37%
Total Operating Revenues	\$4,109,162	\$4,210,174	\$4,108,488	-\$101,686	-2.42%
Balance Forward Revenue	\$3,394,564	\$3,433,985	\$1,322,293	-\$2,111,692	-61.49%
Transfers - General Revenue	\$0	\$0	\$0	\$0	0.00%
Transfers - Other Revenue	\$0	\$0	\$0	\$0	0.00%
Other Finance Source Revenue	\$9,700,000	\$0	\$0	\$0	0.00%
Non-Operating Revenues	\$13,094,564	\$3,433,985	\$1,322,293	-\$2,111,692	-61.49%
TOTAL REVENUES	\$17,203,726	\$7,644,159	\$5,430,781	-\$2,213,378	-28.96%
Compensation and Benefits Expense	\$870,659	\$874,955	\$981,312	\$106,357	12.16%
Operating Expense	\$1,082,057	\$1,448,403	\$1,608,238	\$159,835	11.04%
Capital Outlay Expense	\$338,817	\$105,000	\$374,000	\$269,000	256.19%
Operating Expenses	\$2,291,533	\$2,428,358	\$2,963,550	\$535,192	22.04%
C I P Expense	\$233,209	\$2,444,389	\$370,000	-\$2,074,389	-84.86%
Debt Service Expense	\$11,005,181	\$815,597	\$1,083,409	\$267,812	32.84%
Reserves-Operating Expense	\$0	\$642,028	\$642,028	\$0	0.00%
Reserves - Capital Expense	\$0	\$885,963	\$267,865	-\$618,098	-69.77%
Reserves - Restricted Expense	\$0	\$319,083	\$0	-\$319,083	-100.00%
Grants and Aid Expense	\$0	\$0	\$0	\$0	0.00%
Transfers Expense	\$113,918	\$108,741	\$103,929	-\$4,812	-4.43%
Non-Operating Expenses	\$11,352,308	\$5,215,801	\$2,467,231	-\$2,748,570	-52.70%
TOTAL EXPENSES	\$13,643,842	\$7,644,159	\$5,430,781	-\$2,213,378	-28.96%

UTILITY SERVICES DEPARTMENT: BAREFOOT BAY WATER AND WASTEWATER

Barefoot Bay Water and Wastewater Program Revenue & Expense Category	Actual F Y 2017-2018	Final Budget F Y 2018-2019	Adopted Budget F Y 2019-2020	Difference	% Change
Taxes Revenue	\$0	\$0	\$0	\$0	0.00%
Permits, Fees & Special Assessments Revenue	\$6,415	\$2,959	\$13,230	\$10,271	347.11%
Intergovernmental Revenue	\$3,021	\$45,150	\$0	-\$45,150	-100.00%
Charges for Services Revenue	\$4,015,008	\$4,331,780	\$4,257,683	-\$74,097	-1.71%
Fines and Forfeits Revenue	\$0	\$0	\$0	\$0	0.00%
Miscellaneous Revenue	\$84,718	\$51,760	\$53,812	\$2,052	3.96%
Statutory Reduction	\$0	-\$221,475	-\$216,237	\$5,238	-2.37%
Total Operating Revenues	\$4,109,162	\$4,210,174	\$4,108,488	-\$101,686	-2.42%
Balance Forward Revenue	\$3,394,564	\$3,433,985	\$1,322,293	-\$2,111,692	-61.49%
Transfers - General Revenue	\$0	\$0	\$0	\$0	0.00%
Transfers - Other Revenue	\$0	\$0	\$0	\$0	0.00%
Other Finance Source Revenue	\$9,700,000	\$0	\$0	\$0	0.00%
Non-Operating Revenues	\$13,094,564	\$3,433,985	\$1,322,293	-\$2,111,692	-61.49%
TOTAL REVENUES	\$17,203,726	\$7,644,159	\$5,430,781	-\$2,213,378	-28.96%
Compensation and Benefits Expense	\$870,659	\$874,955	\$981,312	\$106,357	12.16%
Operating Expense	\$1,082,057	\$1,448,403	\$1,608,238	\$159,835	11.04%
Capital Outlay Expense	\$338,817	\$105,000	\$374,000	\$269,000	256.19%
Operating Expenses	\$2,291,533	\$2,428,358	\$2,963,550	\$535,192	22.04%
C I P Expense	\$233,209	\$2,444,389	\$370,000	-\$2,074,389	-84.86%
Debt Service Expense	\$11,005,181	\$815,597	\$1,083,409	\$267,812	32.84%
Reserves-Operating Expense	\$0	\$642,028	\$642,028	\$0	0.00%
Reserves - Capital Expense	\$0	\$885,963	\$267,865	-\$618,098	-69.77%
Reserves - Restricted Expense	\$0	\$319,083	\$0	-\$319,083	-100.00%
Grants and Aid Expense	\$0	\$0	\$0	\$0	0.00%
Transfers Expense	\$113,918	\$108,741	\$103,929	-\$4,812	-4.43%
Non-Operating Expenses	\$11,352,308	\$5,215,801	\$2,467,231	-\$2,748,570	-52.70%
TOTAL EXPENSES	\$13,643,842	\$7,644,159	\$5,430,781	-\$2,213,378	-28.96%

BAREFOOT BAY WATER AND WASTEWATER: BUDGET VARIANCES

Barefoot Bay Water and Wastewater Program Revenue and Expense Category	Variance	% Variance	Explanation
Taxes Revenue	\$0	0.00%	
Permits, Fees & Spec. Assess. Revenue	\$10,271	347.11%	Due to trend of increase revenue collection for connection fees
Intergovernmental Revenue	-\$45,150	-100.00%	No grants are approved for F Y 2020
Charges for Services Revenue	-\$74,097	-1.71%	Monthly service charge collections vary based on occupancy rates, partially offset by the rate increase which is based on the annualized change in the Consumer Price Index
Fines and Forfeits Revenue	\$0	0.00%	
Miscellaneous Revenue	\$2,052	3.96%	Interest received for fund balances has increased.
Statutory Reduction	\$5,238	-2.37%	Variance associated with change in Operating Revenue
Balance Forward Revenue	-\$2,111,692	-61.49%	Balance forward decreases as construction projects are completed
Transfers - General Revenue	\$0	0.00%	
Transfers - Other Revenue	\$0	0.00%	
Other Finance Source Revenue	\$0	0.00%	
Compensation and Benefits Expense	\$106,357	12.16%	Additional position is approved for F Y 2020, increase reflects the Cost of Living Adjustments, including position reclassifications and the establishment of a career ladder for treatment plant operators
Operating Expense	\$159,835	11.04%	Operating supplies and equipment costs are projected to increase in F Y 2020
Capital Outlay Expense	\$269,000	256.19%	Additional equipment and equipment replacements are needed for new staff and for the increased maintenance programs
Grants and Aid Expense	\$0	0.00%	
C I P Expense	-\$2,074,389	-84.86%	The capital projects budget is reduced due to the completion of major projects in F Y 2019
Debt Service Expense	\$267,812	32.84%	Debt service expenses increase due to the payment schedule for refunded bonds
Reserves-Operating Expense	\$0	0.00%	
Reserves - Capital Expense	-\$618,098	-69.77%	Capital Reserves decrease due to the allocation of reserves to new projects and the equipment replacement program
Reserves - Restricted Expense	-\$319,083	-100.00%	The refunded bonds do not require specific restricted reserves, the funds have been reallocated
Transfers Expense	-\$4,812	-4.43%	Payment in Lieu of Taxes charges decrease in F Y 2020

**UTILITY SERVICES DEPARTMENT
PERFORMANCE MEASURES**

Program	Objective	Measure	Actual F Y 2017-2018	Estimated F Y 2018-2019	Projected F Y 2019-2020
County Water and Wastewater	Perform unaccounted for water analysis	No greater than 10% loss per American Water Works Association standards	0	0	0
County Water and Wastewater	Perform gravity sewer line assessment	Miles of gravity sewer assessed	0	140	140
County Water and Wastewater	Gravity Sewer Lining	Linear feet of gravity sewer lined	93,475	126,741	48,000
County Water and Wastewater	Customers use reclaimed water	Millions of gallons	2,532.912	2,600.00	2,600.00
Barefoot Bay	Perform unaccounted for water analysis	No greater than 10% loss per American Water Works Association standards	17.7%	13.3%	10%
Barefoot Bay	Perform gravity sewer line assessment	Miles of gravity sewer assessed	0	10	5
Barefoot Bay	Gravity Sewer Lining	Linear feet of gravity sewer lined	6,306	5,159	4,000

**UTILITY SERVICES DEPARTMENT
PROGRAM SERVICE CHANGE JUSTIFICATION**

Program: Barefoot Bay

Service Change Title: Additional Operator Coverage at the Barefoot Bay Wastewater Treatment Plant

Location/Area: Barefoot Bay Wastewater Treatment Plant

Level	Is it Mandated?	References
Federal Law	NO	
State Statute	YES	Florida Administrative Code (FAC) 62-699.310
Voter Referendum	NO	
County Ordinance	NO	
County Policy/Administrative Order	NO	

Service Change Description:

An additional operator is needed to maintain adequate coverage at this plant. The Barefoot Bay Wastewater Plant is required to be staffed 16 hours each day 7 days a week. Florida Administrative Code requires that a Class C certified operator be present during these hours of operation. Additionally, the operators respond to system alerts during their off hours. The current staffing level is two operators and is insufficient to provide the coverage level needed.

Justification of Need/Alternative Funding Statement:

Treatment plants require certified staffing to maintain compliance with operating permit requirements. Due to turnover, as well as vacation and sick time, it is difficult to provide adequate, qualified staffing at these plants. This plant currently has two treatment plant operators assigned to it. Scheduling for training, vacation and extended sick leave is very difficult. If this request is not funded, maintaining compliance with the state requirement will continue to be challenging.

Outcome of Service Change:

The treatment plants will remain in compliance with statutory requirements. Efficiency and level of service will be improved.

Fiscal Impact

Funding source: Barefoot Bay Water and Sewer System Service Charges

Expenditure Type	Is this recurring?	Total
Compensation and Benefits	YES	\$55,972
Operating Expenses	NO	\$500
Capital Outlay	NO	\$0
Total Expenditures		\$56,472

Revenues Generated as a result of this Service Change: \$0

Personnel Impact: 1

UTILITY SERVICES DEPARTMENT
PROGRAM SERVICE CHANGE JUSTIFICATION
Program: County Water and Wastewater
Service Change Title: Additional Engineer II
Location/Area: Countywide

Level	Is it Mandated?	References
Federal Law	NO	
State Statute	NO	
Voter Referendum	NO	
County Ordinance	NO	
County Policy/Administrative Order	NO	

Service Change Description:

An additional professional engineer is needed to provide technical design and construction support for upcoming utility projects. Projects are becoming increasingly technical and require significant evaluation and analysis during the design and construction process. The additional position will allow for more project scoping and design to be done in house, reducing design costs, speeding up project decision making and freeing up more funding for construction.

Justification of Need/Alternative Funding Statement:

Many upcoming and in-process projects have significant environmental value, benefitting not only the Indian River Lagoon but other waterways as well as neighborhoods. This Engineer position will lengthen the technical reach of staff and allow for greater participation in analysis and design of water and sewer related projects. If this position is not funded, projects will continue to require a high level of external engineering support.

Outcome of Service Change:

Earlier and more detailed evaluation and design work by staff will result in time and cost savings.

Fiscal Impact

Funding source: Water and Sewer System Service Charges

Expenditure Type	Is this recurring?	Total
Compensation and Benefits	YES	\$92,579
Operating Expenses	NO	\$500
Capital Outlay	NO	\$1,000
Total Expenditures		\$94,079

Revenues Generated as a result of this Service Change: \$0

Personnel Impact: 1

**UTILITY SERVICES DEPARTMENT
PROGRAM SERVICE CHANGE JUSTIFICATION**

Program: County Water and Wastewater

Service Change Title: SCADA Technician

Location/Area: South Central Service Area

Level	Is it Mandated?	References
Federal Law	NO	
State Statute	NO	
Voter Referendum	NO	
County Ordinance	NO	
County Policy/Administrative Order	NO	

Service Change Description:

An Supervisory Control and Data Acquisition (SCADA) technician is needed to maintain the system at the expanded wastewater treatment plant in Viera. The current staffing level is not optimal for a plant and service area of this size.

Justification of Need/Alternative Funding Statement:

The plant expansion project is nearing completion. Additional staff is needed to provide an adequate service level. If this position is not funded, the potential for computer control problems will increase as the new systems come online at the plant and the Viera area continues build out.

Outcome of Service Change:

The treatment plant will have few incidents if the monitoring system is periodically maintained.

Fiscal Impact

Funding source: Water and Sewer System Service Charges

Expenditure Type	Is this recurring?	Total
Compensation and Benefits	YES	\$54,388
Operating Expenses	NO	\$500
Capital Outlay	NO	\$1,000
Total Expenditures		\$54,888

Revenues Generated as a result of this Service Change: \$0

Personnel Impact: 1

**UTILITY SERVICES DEPARTMENT
PROGRAM SERVICE CHANGE JUSTIFICATION**

Program: County Water and Wastewater

Service Change Title: Additional Operator/Mechanic Coverage at Port Saint John Wastewater Treatment

Location/Area: Port St John Plant

Level	Is it Mandated?	References
Federal Law	NO	
State Statute	YES	Florida Administrative Code (FAC) 62-699.310
Voter Referendum	NO	
County Ordinance	NO	
County Policy/Administrative Order	NO	

Service Change Description:

An additional operator/mechanic is needed to maintain adequate coverage at this small Category III plant. The Port Saint John Plant is required to be staffed 6 hours each day five days a week and one visit to the plant is required each weekend day and holiday. Florida Administrative Code requires that a Class C certified operator be present during these hours of operation. Additionally, the operators respond to system alerts during their off hours. The current staffing level is two operators and is insufficient to provide the coverage level needed.

Justification of Need/Alternative Funding Statement:

Treatment plants require certified staffing to maintain compliance with operating permit requirements. Due to turnover, as well as vacation and sick time, it is difficult to provide adequate, qualified staffing at these plants. This plant currently has two treatment plant operators assigned to it. Scheduling for training, vacation and extended sick leave is very difficult. If this request is not funded, maintaining compliance with the state requirement will continue to be challenging.

Outcome of Service Change:

The treatment plants will remain in compliance with statutory requirements. Efficiency and level of service will be improved.

Fiscal Impact

Funding source: Water and Sewer System Service Charges

Expenditure Type	Is this recurring?	Total
Compensation and Benefits	YES	\$55,972
Operating Expenses	NO	\$500
Capital Outlay	NO	\$0
Total Expenditures		\$56,472

Revenues Generated as a result of this Service Change: \$0

Personnel Impact: 1

UTILITY SERVICES DEPARTMENT

PROGRAM SERVICE CHANGE JUSTIFICATION

Program: County Water and Wastewater

Service Change Title: Additional Operator Coverage at Wastewater Treatment Plants

Location/Area: Sykes Creek Plant and South-Central Plant

Level	Is it Mandated?	References
Federal Law	NO	
State Statute	YES	Florida Administrative Code (FAC) 62-699.310
Voter Referendum	NO	
County Ordinance	NO	
County Policy/Administrative Order	NO	

Service Change Description:

Additional operators are need to maintain adequate coverage during the extended hours of manned service. The Sykes Plant is staffed a minimum of 16 hours per day and the South-Central Plant is a 24/7 operation. Florida Administrative Code requires that certified operators be present during these hours of operation. Additionally, these operators respond to system alerts during their off hours. The current staffing level is insufficient to provide the coverage level needed.

Justification of Need/Alternative Funding Statement:

Treatment plants require certified staffing to maintain compliance with operating permit requirements. Due to turnover, as well as vacation and sick time, it is difficult to provide adequate, qualified staffing at these plants. Additionally, Class A and Class B certified operators are difficult to recruit. Providing training to Class C or trainee operators to encourage them to obtain the higher certification levels has proven to be more beneficial to the department.

Outcome of Service Change:

The treatment plants will remain in compliance with statutory requirements. Efficiency and service levels will be improved.

Fiscal Impact

Funding source: Water and Sewer System Service Charges

Expenditure Type	Is this recurring?	Total
Compensation and Benefits	YES	\$111,946
Operating Expenses	NO	\$1,000
Capital Outlay	NO	\$0
Total Expenditures		\$112,946

Revenues Generated as a result of this Service Change: \$0

Personnel Impact: 2

**UTILITY SERVICES DEPARTMENT
TRAVEL A&B SUMMARY**

Program Name	Description	Position	Destination	Funding Source	Total Cost
County Water and Wastewater	Florida Water Resources Conference	Department Director & Engineering Manager	Tampa, Florida	User Fees	\$2,724
County Water and Wastewater	American Water Works Association - Florida Section	Engineer I & Engineer II	Orlando, Florida	User Fees	\$2,724
County Water and Wastewater	Florida Environmental Network - Environmental Permitting Summer School	Engineer II & Environmental Permitting Coordinator	Marco Island, Florida	User Fees	\$2,904
Total Funded For Department					\$8,352

**UTILITY SERVICES DEPARTMENT
CAPITAL OUTLAY SUMMARY**

Program Name	Description	Quantity	Unit Cost	Funding Source	Total Cost
Countywide Water Wastewater	Lift Station N10 Generator - N Brev	1	\$175,000	User Fees	\$175,000
Countywide Water Wastewater	3500 Dump Truck - PSJ	1	\$50,000	User Fees	\$50,000
Countywide Water Wastewater	Personnel Crane Basket - Sykes	1	\$8,000	User Fees	\$8,000
Countywide Water Wastewater	Reuse Distribution Pump - Sykes	2	\$9,000	User Fees	\$18,000
Countywide Water Wastewater	Replace Scum Pumps - Sykes	2	\$22,500	User Fees	\$45,000
Countywide Water Wastewater	25hp 6" ABS pumps - Sykes	2	\$20,000	User Fees	\$40,000
Countywide Water Wastewater	W W T P 250 kw generator replacement - N Brev	1	\$175,000	User Fees	\$175,000
Countywide Water Wastewater	Slope mower - Sykes	1	\$130,000	User Fees	\$130,000
Countywide Water Wastewater	Sewer Jet/Vac Truck - Sykes	1	\$600,000	User Fees	\$600,000
Countywide Water Wastewater	Crew Cab 4X4 - Sykes	1	\$30,000	User Fees	\$30,000
Countywide Water Wastewater	Boom Crane Truck - Sykes	1	\$120,000	User Fees	\$120,000
Countywide Water Wastewater	Crew Cab "HD" 4x4 with Utility Bed+tow - Sykes	1	\$60,000	User Fees	\$60,000
Countywide Water Wastewater	Lift Station T03 Generator - S C	1	\$175,000	User Fees	\$175,000
Countywide Water Wastewater	Infosense Sewer Line Rapid Assessment Tool (Sewer Rat) - S C	1	\$27,000	User Fees	\$27,000
Countywide Water Wastewater	Lift Station T 27 Diesel by-pass pump - SC	1	\$75,000	User Fees	\$75,000
Countywide Water Wastewater	Electric roll up garage door openers - SC	13	\$2,308	User Fees	\$30,004
Countywide Water Wastewater	Vibration Tester - S C	1	\$10,000	User Fees	\$10,000
Countywide Water Wastewater	Laser Shaft Alignment System - S C	1	\$8,000	User Fees	\$8,000
Countywide Water Wastewater	Furniture for SCADA Tech and Plant Mechanics - SC	1	\$19,000	User Fees	\$19,000

Program Name	Description	Quantity	Unit Cost	Funding Source	Total Cost
Countywide Water Wastewater	Analytical Balancer - S C	1	\$5,000	User Fees	\$5,000
Countywide Water Wastewater	4X4 1 Ton Utility Truck - S C	1	\$35,000	User Fees	\$35,000
Countywide Water Wastewater	34,000 l b Excavator - S C	1	\$175,000	User Fees	\$175,000
Countywide Water Wastewater	6 Wheel Off Road Diesel Utility Vehicle - SC	1	\$14,000	User Fees	\$14,000
Countywide Water Wastewater	Off Road Diesel Utility Vehicle - S C	1	\$12,000	User Fees	\$12,000
Countywide Water Wastewater	Lift Station B03 Generator - S B	1	\$175,000	User Fees	\$175,000
Countywide Water Wastewater	Lift Station B06 Generator - S B	1	\$175,000	User Fees	\$175,000
Countywide Water Wastewater	100 k w Portable Generators - S B	2	\$62,500	User Fees	\$125,000
Countywide Water Wastewater	Lawn Mower for Plant Lift Stations - S B	1	\$15,000	User Fees	\$15,000
Countywide Water Wastewater	Tow Behind Vac Trailer- S B	1	\$75,000	User Fees	\$75,000
Countywide Water Wastewater	Sand Blasting Cabinet - S B	1	\$5,500	User Fees	\$5,500
Countywide Water Wastewater	16 f t Enclosed Trailer - S B	1	\$5,000	User Fees	\$5,000
Countywide Water Wastewater	Street Cutting Saw - S B	1	\$5,000	User Fees	\$5,000
Countywide Water Wastewater	Trailer Mounted Godwin Bypass Pump - S B	2	\$50,000	User Fees	\$100,000
Countywide Water Wastewater	Utility Service Truck with Crane 4x4 - S B	1	\$110,000	User Fees	\$110,000
Countywide Water Wastewater	3/4 Ton Diesel 4 x 4 Pick Up Truck - S B	1	\$50,000	User Fees	\$50,000
Countywide Water Wastewater	3/4 Ton 4 x 4 Pick Up Truck with Lift Gate - S B	1	\$42,500	User Fees	\$42,500
Countywide Water Wastewater	1/2 Ton Pick Up Truck - S B	1	\$35,000	User Fees	\$35,000
Countywide Water Wastewater	Sewer Camera Truck - S B	1	\$240,000	User Fees	\$240,000
Countywide Water Wastewater	4-Wheel Drive Utility Truck	1	\$41,399	User Fees	\$41,399

Program Name	Description	Quantity	Unit Cost	Funding Source	Total Cost
Countywide Water Wastewater	SPX RP Ground Penetrating Radar Locater - Mims	1	\$15,885	User Fees	\$15,885
Countywide Water Wastewater	3500 Dump Truck - Mims	1	\$50,000	User Fees	\$50,000
Countywide Water Wastewater	All-Wheel Drive SUV	1	\$27,255	User Fees	\$27,255
Countywide Water Wastewater	All-Wheel Drive SUV	1	\$31,964	User Fees	\$31,964
Countywide Water Wastewater	Computer Optiplex 780 Dell 7h2fqn1 - Admin	3	\$1,016	User Fees	\$3,048
Countywide Water Wastewater	Computer Precision T3400 Dell 12q5qm1 - Admin	1	\$1,637	User Fees	\$1,637
Countywide Water Wastewater	Computer Optiplex 790 Dell - Admin	3	\$1,226	User Fees	\$3,678
Countywide Water Wastewater	Computer Optiplex 7010 Dell 26fjrw1	1	\$1,038	User Fees	\$1,038
Countywide Water Wastewater	Computer Optiplex 7050 Micro	12	\$1,250	User Fees	\$15,000
Countywide Water Wastewater	Cargo Van	1	\$22,953	User Fees	\$22,953
Countywide Water Wastewater	2W Drive compact extended cab Pick-up	1	\$25,000	User Fees	\$25,000
Countywide Water Wastewater	Portable Communication Units for electronic meter system	1	\$19,000	User Fees	\$19,000
Barefoot Bay Water Wastewater	100 k w Portable Generators - BFB W W	2	\$62,500	User Fees	\$125,000
Barefoot Bay Water Wastewater	1/2 Ton Pick-Up Truck 4x4 - BFB W W	1	\$40,000	User Fees	\$40,000
Barefoot Bay Water Wastewater	Mower for the Plant/Lift Stations - BFB W W	1	\$15,000	User Fees	\$15,000
Barefoot Bay Water Wastewater	Lift Station X 01 Generator - BFB W W	1	\$175,000	User Fees	\$175,000
Barefoot Bay Water Wastewater	Portable Communication Units - BFB Finance	1	\$19,000	User Fees	\$19,000
Total Funded For Department					\$3,825,861

**UTILITY SERVICES DEPARTMENT
CAPITAL IMPROVEMENTS PROGRAM**

Program Name	Description	Funding Source	Total Cost
County Water and Wastewater	Mims: W T P Mixing Improvements	Charges for Services	\$45,000
County Water and Wastewater	Mims: Lime Sludge Handling System	Charges for Services	\$65,000
County Water and Wastewater	Mims: Replace High Service Pumps and Motors	Charges for Services	\$100,000
County Water and Wastewater	Mims: C O 2 Tank Replacement	Charges for Services	\$220,000
County Water and Wastewater	Mims: Well Facility Replacements (6)	Charges for Services	\$1,800,000
County Water and Wastewater	Mims: Water Main Replacement (Asbestos Cement) Phase 1 - 7	Charges for Services	\$1,848,000
County Water and Wastewater	Mims: WTP SCADA	Charges for Services	\$56,003
County Water and Wastewater	North Brevard: Extend N 10 Gravity Sewer and Demolish Lift Station N 04	Charges for Services	\$35,000
County Water and Wastewater	North Brevard: Treatment Plant Driveway	Charges for Services	\$70,000
County Water and Wastewater	North Brevard: Filter Gallery Valve Replacement	Charges for Services	\$361,000
County Water and Wastewater	North Brevard: North Brevard W W T P Dumping Bed	Charges for Services	\$500,000
County Water and Wastewater	North Brevard: Lift Stations	Charges for Services	\$1,139,402
County Water and Wastewater	Port Saint John: Force Main J 01 Replacement	Charges for Services	\$50,000
County Water and Wastewater	Port Saint John: Inflow and Infiltration	Charges for Services	\$100,000
County Water and Wastewater	Port Saint John: Pave Plant Access Road	Charges for Services	\$275,140
County Water and Wastewater	Port Saint John: Lift Stations	Charges for Services	\$990,000
County Water and Wastewater	Port Saint John: Chlorine Storage and Feeder System	Charges for Services	\$100,000
County Water and Wastewater	Sykes: Force Main M13 Replacement	Charges for Services	\$195,000
County Water and Wastewater	Sykes: Lift Station V 11 Driveway	Charges for Services	\$60,000
County Water and Wastewater	Sykes: Replace Centrifuge with New Press	Charges for Services	\$75,000
County Water and Wastewater	Sykes: Courtenay Lateral Improvements	Charges for Services	\$100,000
County Water and Wastewater	Sykes: North Courtenay Pkwy Forcemain/Reclaimed Water Line Extension Phase 3	Connection Fees	\$100,000

Program Name	Description	Funding Source	Total Cost
County Water and Wastewater	Sykes: W W T P Headworks Replacement	Charges for Services	\$4,000,000
County Water and Wastewater	Sykes: Wastewater Treatment Plant R A S / W A S Pumps Replacement	Charges for Services	\$592,000
County Water and Wastewater	Sykes: Clarifier Rehabilitation	Charges for Services	\$563,908
County Water and Wastewater	Sykes: Inflow and Infiltration	Charges for Services	\$500,000
County Water and Wastewater	Sykes: Replacement of Sykes W W T P Generators & Upgrade Electrical System	Charges for Services	\$974,200
County Water and Wastewater	Sykes: Sykes Creek Parkway Force Main Replacement	Charges for Services	\$1,310,000
County Water and Wastewater	Sykes: W W T F Reclaimed Water Improvements	Charges for Services	\$1,380,000
County Water and Wastewater	Sykes: Lift Stations	Charges for Services	\$4,459,100
County Water and Wastewater	West Cocoa: West Cocoa Sewer Improvements	Connection Fees	\$1,000,000
County Water and Wastewater	South Central: Septage And Grease Pretreatment Facility Construction with Relocation	Connection Fees	\$720,000
County Water and Wastewater	South Central: Treatment Plant Expansion To 12.0 M G D	Connection Fees/SRF Loan	\$1,546,000
County Water and Wastewater	South Central: Emergency Diesel Pump at Lift Station T 27	Charges for Services	\$35,000
County Water and Wastewater	South Central: Improvements to Existing Pump Station at Viera Wetlands	Charges for Services	\$75,000
County Water and Wastewater	South Central: Telemetry Modernization	Charges for Services	\$75,000
County Water and Wastewater	South Central: Replace W W T P RAS And WAS Pumps and Controls	Charges for Services	\$85,000
County Water and Wastewater	South Central: Inflow and Infiltration	Charges for Services	\$100,000
County Water and Wastewater	South Central: Wetlands Effluent Electrical	Charges for Services	\$200,000
County Water and Wastewater	South Central: Replace Liquid Chlorine Tanks and Chlorine Pump System	Charges for Services	\$225,000
County Water and Wastewater	South Central: B N R Aeration/Mixing Improvements	Charges for Services	\$250,000
County Water and Wastewater	South Central: W W T P Clarifier Rehabilitation	Charges for Services	\$600,000
County Water and Wastewater	South Central: Belt Press Controls and Replace VFD's	Charges for Services	\$800,000
County Water and Wastewater	South Central: Sod Pond Improvements	Charges for Services	\$900,000
County Water and Wastewater	South Central: Suntree Booster Station Rehabilitation	Charges for Services	\$1,000,000
County Water and Wastewater	South Central: Baytree Pressure Sustaining Valve Replacement	Charges for Services	\$115,000

Program Name	Description	Funding Source	Total Cost
County Water and Wastewater	South Central: Lift Stations	Charges for Services	\$1,330,000
County Water and Wastewater	South Central: Reuse System Optimization Improvements	Charges for Services	\$1,325,000
County Water and Wastewater	South Central: Valve Replacement	Charges for Services	\$400,000
County Water and Wastewater	South Beach: Replace W W T P 6 M G D Ras Pumps and Motors	Charges for Services	\$90,000
County Water and Wastewater	South Beach: W W T F Reclaimed Water Improvements	Charges for Services	\$100,000
County Water and Wastewater	South Beach: Rehabilitate Discharge Ponds (Retention Ponds)	Charges for Services	\$110,000
County Water and Wastewater	South Beach: Grit Washer System Improvements	Charges for Services	\$120,000
County Water and Wastewater	South Beach: Mechanical Bar Screen Replacement	Charges for Services	\$225,000
County Water and Wastewater	South Beach: Equalization Basin Improvements	Charges for Services	\$295,000
County Water and Wastewater	South Beach: High Service Pumps (Vertical Turbine)	Charges for Services	\$325,000
County Water and Wastewater	South Beach: Inflow and Infiltration	Charges for Services	\$500,000
County Water and Wastewater	South Beach: W W T F Blower Improvements	Charges for Services	\$1,600,000
County Water and Wastewater	South Beach: Treatment Process Improvements	Charges for Services	\$178,000
County Water and Wastewater	South Beach: Lift Stations	Charges for Services	\$2,616,457
Barefoot Bay Water/Wastewater	Barefoot Bay Water: Chlorine & Ammonia Feed Systems at The Booster Pump Station and Soft Starters Installation	Charges for Services	\$145,000
Barefoot Bay Water/Wastewater	Barefoot Bay Wastewater: Lift Station X03	Charges for Services	\$125,000
Barefoot Bay Water/Wastewater	Barefoot Bay Wastewater: Inflow and Infiltration	Charges for Services	\$100,000
County Water and Wastewater	South Beach: North Riverside Force Main Improvements	Connection Fees/SRF Loan	\$11,349,542
Total Funded For Department			\$50,723,752

**UTILITY SERVICES DEPARTMENT
CAPITAL IMPROVEMENTS PROGRAM**

Program Name	Description	Funding Source	Total Cost
County Water and Wastewater	West Cocoa Sewer Improvements (applied for SRF)	Unfunded	\$11,000,000
Total Unfunded For Department			\$11,000,000