



TOWN OF MELBOURNE BEACH
SPECIAL TOWN COMMISSION MEETING

SEPTEMBER 17, 2024

AGENDA PACKET

Town of Melbourne Beach

PUBLIC NOTICE

AGENDA

SPECIAL TOWN COMMISSION MEETING

TUESDAY, SEPTEMBER 17, 2024 @ 6:00 pm

COMMUNITY CENTER – 509 OCEAN AVENUE

Commission Members:

Mayor Alison Dennington
Vice Mayor Sherri Quarrie
Commissioner Corey Runte
Commissioner Marivi Walker

Staff Members:

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Town Clerk Amber Brown

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, THE TOWN HEREBY ADVISES THE PUBLIC THAT: In order to appeal any decision made at this meeting, you will need a verbatim transcript of the proceedings. It will be your responsibility to ensure such a record is made. Such person must provide a method for recording the proceedings verbatim as the Town does not do so. In accordance with the Americans with Disability Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, at least 5 days prior to the meeting, contact the Office of the Town Clerk at (321) 724-5860 or Florida Relay System at 711.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance and Moment of Silence

4. Public Comment

After being acknowledged by the Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business, not on the Agenda. Please remember to sign the sign-in sheet provided if you will be speaking at the meeting.

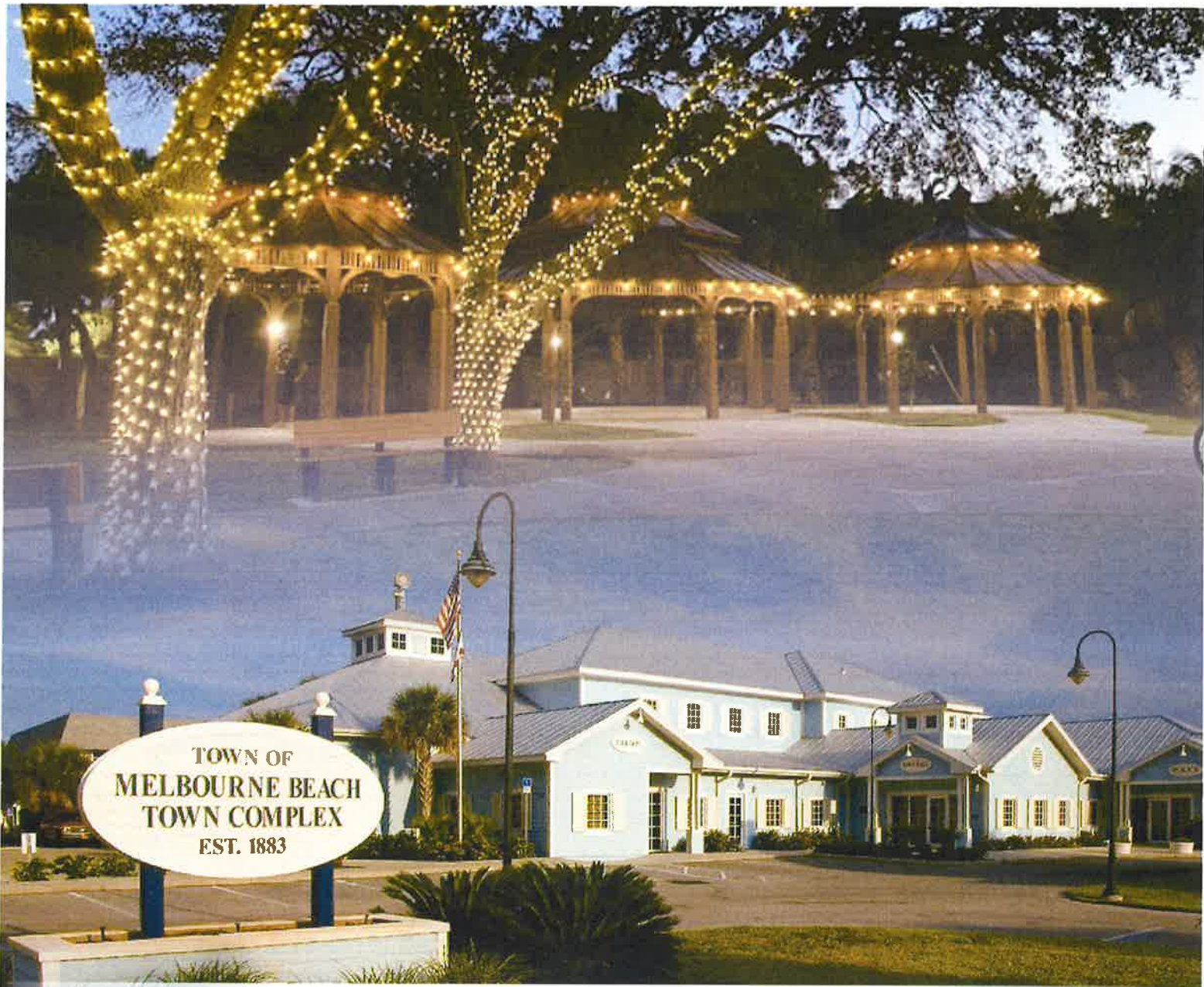
5. Public Hearings

- A. Public Hearing on the Town's Fiscal Year 2024/2025 (FY25) Millage Rate and Annual Budget – Town Manager Elizabeth Mascaro

6. New Business

- A. Resolution 2024-08, Adopting the Final Millage Rate for the Fiscal Year 2024-2025 – Town Manager Elizabeth Mascaro
- B. Resolution 2024-09, Adopting the Final Budget for the Fiscal Year 2024-2025 – Town Manager Elizabeth Mascaro

7. Adjournment



Town of Melbourne Beach, Florida
FY2025 Final Budget
Presented on September 6, 2024





August 31, 2024

Town of Melbourne Beach, Florida

To the Honorable Mayor, Vice Mayor, Commissioners, Town Residents and Employees,

It is my privilege to present for your consideration the proposed FINAL FISCAL YEAR 2025 BUDGET (October 1, 2024 through September 30, 2025) including a Five Year Capital Plan, as required by the Town Charter.

I would like to take this opportunity to reflect on our priorities and the responsible management of our community's resources. This year, we face unique challenges that require us to adopt a forward-thinking approach while ensuring the well-being of our residents. This budget reflects my commitment to enhancing the quality of life for all residents while ensuring fiscal responsibility and sustainability.

I understand that a strong community is built on the foundations of safety, health, and opportunity for all, and I am committed to redirecting those funds towards initiatives that enhance the quality of life for our residents. Moreover, I recognize the importance of prudent financial management. Therefore, I have implemented a reduction in overall expenditures across most departments. This required careful evaluation and prioritization of our programs and services, ensuring that the Town maintain essential services while eliminating unnecessary costs. By streamlining our operations and focusing on efficiency, I can achieve a balanced budget that reflects our community's needs and values. I believe that these adjustments will allow us to create a more sustainable future, emphasizing collaboration, community engagement, and transparency. It is essential that we work together to ensure that every dollar spent contributes to the betterment of our community.

Budget Overview

The proposed General Fund budget total of \$4,582,113 is a decrease of 6.92% from Fiscal Year 2024. This reduction represents in part, the commitment and support of the current and previous Town Commissioners who supported the large capital purchases in Public Works, Police and Fire. Those prior expenditures allowed each department head to manage their departments efficiently and effectively. Capital expenditures of \$492,219 from Fiscal Year 24 are reduced by 51.44% for FY2025.

Taxable Value

The Town's current year net new taxable value (added for new construction, additions, and rehabilitative improvements) issued from the Brevard County Appraiser's Office is \$6,080,580. The majority of lift in property values comes from new home sales. Each time a home sells, the new homeowner's taxes are based on the *current assessed* property value from Brevard County. Once the new homeowner *homesteads* their property, an additional assessed value limitation begins. In 1992, the Florida Constitution was amended to limit the annual increases in the *assessed value of property receiving Homestead Exemption to 3%* or the percentage change in the Consumer Price Index, whichever is lower. This assessment limitation is commonly referred to as the 'Save Our Homes' or 'SOH' cap. The lift in property values will continue as long as homes are bought and sold and the market value of homes continues to increase.



Millage Rate

The FY2025 millage rate is 4.477%, a reduction from 4.570% in FY2024. This rate represents the fourth decrease in millage since FY2022. Please see graph B and page 3 for the millage rate calculations.

FY2024- 4.570 FY2023-4.5800 FY2022- 4.6864

Tax Rate Impact on Residents

As a result of the Town's commitment to long-term financial stability the Town is able to maintain the services of Police, Fire, Public Works and Code Enforcement with a new tax rate that is 4.608% over the rollback or 4.2798 mils. This is a decrease from last year's millage rate of 4.570. The Town of Melbourne Beach continues to have the lowest millage on the barrier island and the third lowest in Brevard County.

Operation Revenues and Expense

Please refer to the graphs C, D & E for ease of understanding.

Revenues

The FY2025 revenues of \$4,582,113 are 6.92% less than Fiscal Year 2024. The Town's revenue sources are Taxes, Licenses & Permits, Intergovernmental, Service, Fines and Forfeitures and Miscellaneous Income (see page 5 for a detailed breakdown).

*Services Revenue has been reduced in FY25 due to moving the paid parking revenue out of the General Fund and into Fund 172 Ocean Park and Fund 175 Ryckman Park. In the current budget all Town sponsored activities and events are paid for from the Ryckman Park revenue. The Ocean Park revenue now pays for the salary and benefits of our newest Police Officer.

*The current miscellaneous income is consistent with prior years. The exception is last year's large increase to payout the retiring Police Chief and to upgrades to the town's elevator.

*Parking revenue is allocated to Fund 172 for Ocean Park and Fund 175 for Ryckman Park. The revenue received is paying for the Town sponsored activities and events in Ryckman Park. Please refer to pages 45-47 to review the revenue and expense for Ocean Park and pages 48-49 for Ryckman Park.

Expenses

The traditional "below the line" budget section in each department reflects the direct costs for the day-to-day operation of the Town. Costs that are "above the line" refer to costs associated with salaries and benefits. Departmental costs are calculated using historical data, upcoming needs based on projects and notices of rate changes from vendors, the State of Florida and utilities.

Salaries and Benefits: "Above the Line"

*Employees in good standing are entitled to a 3% cost of living increase and 2% merit increase.

*The Town pays for 100% of the employee's health insurance and 50% of the premium for a spouse and child.



*The Town contributes the mandated amount of 13.63% into an employee pooled retirement account through the Florida Retirement System. Employees are mandated to contribute 3%.

*The Town will contribute \$167,850 into the Police Pension Fund for FY25. Police Officers are required to contribute 5% of their annual pay.

* The Town pays for \$30,000 in life insurance for Police Officers and \$15,000 for all other employees.

Operating Expense: "Below the Line"

*The Legislative, General Services, Fire, Public Works and Grounds Keeping Departments expenses have been reduced in FY25 over FY24.

*Executive Finance, Legal, Planning, Law Enforcement, Building and Code Enforcement Departments have increased over FY24.

Capital Projects

The proposed budget has been perfected through workshops and public meetings. Each year the Town Manager and Town staff review the departmental goals and objective for the next ten years to establish a baseline for capital expenditures. The Town Commission reviews the objectives and incorporates them into the 10 Year Capital Plan. Planning high dollar capital projects on a ten-year schedule allows for better level loading during a longer cash accumulation period. Level loading is necessary due to the large expense of capital projects and the limited revenue the Town receives on an annual basis.

Capital Expenditures:

Capital expenditures are located under the operating expense. Once purchased the Town tracks capital expenditures as assets to the Town. These assets are depreciated over five (5) years to thirty (30) years.

Public Safety has \$201,740 in capital expenses. This represents \$30,121 for a police vehicle, \$117,369 for bunker gear and payment on the new fire truck, \$50,000 for Code Enforcement software to track vacation rentals, and \$4,250 for a bucket attachment in Public Works.

General Government has \$37,500 in capital expenses for Town Hall's eventual roof replacement, fire alarm installation, computer replacements and A/C unit replacements. \$7,500 of these funds will be moved into long-term capital.

Town Events

Without the commitment and enthusiasm each year from our volunteer board members, volunteer Fire Fighters and the Town employees, the Town would not be able to produce these wonderful events, which bring generations of residents together, to celebrate what is uniquely Melbourne Beach.



Town employee events:

- * Annual Tree Lighting in Ryckman Park complete with our 30ft Christmas tree, snow bubbles, food trucks and music.
- * Founders Day with over 65 craft vendors, 3 bands and food trucks. Melbourne Beach Rotary operated the Beer Bus, while Public Works, Police and Fire made sure, everything ran smoothly throughout the event, including clean up. Most employees attended from 6AM until 10PM.
- * Fall Festival with hayrides, children's petting zoo, potatoes sack races, beanbag toss, and many more family friendly games and activities.

The Melbourne Beach Volunteer Fire Corporation continues its beloved annual traditions:

- * Christmas Parade and Pancake Breakfast
- * Delivering presents from Santa Claus on Christmas Eve to the Santa Stops in Town.
- * Family friendly Fourth of July complete with food trucks, adult beverages and music.
- * Halloween Haunted House. The wait to get into the Haunted House can be as long as two hours-a direct reflection on how treasured this annual event is for our residents and neighbors

The Police Department also hosts a Family Movie Nights providing free popcorn and snow cones. Movies generally correspond with Halloween, Thanksgiving and Christmas. Watching an outdoor movie in the cool of the night, on a blanket with your family, is a memory to cherish.

The Environmental Advisory Board (EAB) members hosts several events throughout the year.

- * Sea Oat planting on the dunes around Ocean Park
- * Beach and IRL Clean-Up Days twice per year.
- * First ever Nature Day with 19 groups (Brevard Zoo Aquarium, Blue World Whale Institute and Florida Wildlife Hospital to name a few) providing great local information.
- * Butterfly Garden Planting at the Library.
- * Adopt an Area at the beach crossovers
- * Founders Day participant
- * Providing educational displays along the IRL and the boardwalk at Ocean Park.

The Parks Board members host several events throughout the year:

- * Children's Business Fair with 50+ participants, food truck and music that rivals Founders Day in size and scope.
- * Veteran's Day Memorial ceremony with free coffee and donuts.
- * Star Gazing educational experience in Ryckman Park
- * Easter in the Park
- * The Parks Board also initiated the free exercise events in Ryckman Park that are a very well attended and now funded through parking revenue.



Town Boards:

I wish to thank the volunteer members of the Town Boards, who selflessly work on behalf of the Town, meeting monthly to discuss the business of the Town. Their volunteerism is key to keeping the Town's history alive and available for all to learn about and ensuring that residents and builders follow the Town's Code of Ordinances.

- *The Planning and Zoning Board with Chairman Dave Campbell continues to monitor the plans on new builds and major remodels of home in Town.
- *The Board of Adjustments with Chairman Bob Schaefer continues to hear cases for variances and special exceptions.
- *The Environmental Advisory Board with Chairman Curtis Byrd continues to promote sustainability, education and good stewardship of the Town, the beach and the Indian River Lagoon.
- * The Ryckman House Board with Chairwoman Jo Solley-Hanson continues to promote the history of the Ryckman House and the founding members of the Town.
- * The Old Town Hall Board with Chairwoman Laurie Simmons continues to promote the history of Melbourne Beach as well as, maintaining a Florida Native Garden and Bee Hives.
- * The Parks Board with Chairwoman Dawn Barlow continues to provide entertainment and education for the resident and their children.

Fiscal Year 2025 Town Focus

The Town continues to focus on improvements to the quality of life issues for our residents, such as road paving, stormwater control, long-term sustainability, recreational facility upgrades, code compliance with emphasis on Vacation Rental properties and public safety. Other major focus' will be sea level rise, the health of the IRL, upgrades to Ocean Avenue, Ryckman Park, Ocean Park, Bi-Centennial Park and the establishment of a Veteran's Memorial.

The Town anticipates construction will begin on the stormwater project in Basin 1 covering Flamingo, Harland, Poinsettia, South Palm and Banyan. Due to the size and scope of this project, the project may continue into Fiscal Year 2026.

The Town has committed to improving the registration and enforcement of vacation rental properties. Vacation rental software will be purchased to assist in tracking registered and unregistered properties. The Town has also authorized the employment of an additional part time Code Enforcement Officer. Code Enforcement will now be under the Law Enforcement umbrella



Departments

I also must acknowledge the amazing team I have the great pleasure of working with on a daily basis. I work with a group of individuals who work tirelessly to provide knowledge and service to the residents, visitors, builders and service people. All employees are dedicated professionals who take pride in working for the Town, and are committed to operational efficiency, fiscal responsibility and a sincere desire to improve and enhance the Town of Melbourne Beach. All employees strive to ensure that each individual who interacts with staff walks away with a positive experience.

Building Department: The department is productive and profitable under the direction of Robert Bitgood, Building Official and his super effective and professional Building Assistant, Kim Kotsifas. The department has continued to streamline their permitting process allowing permits and payments to be submitted on line. The efficiency of the department allows builders to receive their permits and inspections more quickly, which translates into a more timely completion of a project and thus a great benefit to our residents. Permits ensure the contractor is licensed to work in Brevard County and inspections ensure the work is being done property and to code. Revenues from permits and other fees offset the expenses of the Building Department.

Code Enforcement: Fritz Reiser is the newest member of our team. Fitz previously did code enforcement in the panhandle for vacation rentals. The department will also gain an additional enforcement officer in FY2025. This is part of a directive from the Town Commission to reign in the registration of vacation rentals. New software will be purchased to help the code employees manage the vacation rental and obtain compliance with our Code of Ordinances.

Finance Department: Finance Manager, Jennifer Kerr continues to keep the Town's finance under her masterful control. The Town received a perfect Annual Audit report from James Moore, with only minor suggestions for improved reporting. Ms. Kerr and her very talented Finance Clerk, Vickie Van Dyke, have streamlined the way the Town takes payments for parking tickets, permits, BTR's, and Vacation Rental inspections. Ms. Kerr performs another large role as the Town's Human Resources Manager to our 30 employees. Jennifer provides benefits, guidance and support for employees and their families. This department rarely has the light shine on them; they keep the lights on, employees paid, the budget in line and the State happy. They provide unquestionable integrity, a keen eye for detail and dedication to the Town.

Fire Department: Chief Gavin Brown continues to provide leadership and a strong path forward for his department. His dedicated and skilled employee, Michael Dean and the highly qualified Volunteers provide a level of professional service to our community that is a reflection of their commitment to the residents. The highly skilled Marine Rescue unit is sought out by our neighboring communities as well as the County to assist in rescue services. The Fire Department continues to provide training on fire safety but road safety, marine rescue, health and medical issues like CPR, AED's, and bleeding to other municipalities and agencies.

Office Communications Assistant: Cydnee (Cyd) Cardwell, keeps the news flowing on our social media and Beach Comber, is our good will Ambassador to visitors and new residents, keeps the calendar of events on point and truly keeps each department flowing with her invaluable assistance with projects. Cyd has proven to be an integral part of our team and a valued member of the Volunteer Fire Department.



Police Department: Under the new leadership of Chief Tim Zander the Police Department has worked diligently to address the concerns of residents regarding traffic speeding through our neighborhoods. The Officers provide our residents, with a safe and secure Town where they can live, work and play. The longevity of Deputy Chief Smith, Sergeant Hinchman, Sergeant Sadler and Corporal Bradley and Corporal O’Byrne provides leadership and knowledge to Officers Tejada, Sullivan, Meehan, Earl and Riviera.

Public Works Department: Tom Davis, Public Works Director, and his amazing crew, Foreman Sean Hasner, Sean Foster, Joe Bouche and Jacob Lopez continue to make the Town of Melbourne Beach a great place to live, work and shine like a diamond. Their regular inspection of the town’s infrastructure, parks and buildings, keep our resident’s safe whether walking, biking or driving down the streets. This year Director Davis updated the beach crossovers, the “fish bowl” sprinkler park, the fish bowl deck and hundreds of other projects to make our Town look beautiful. The Town’s greenspaces has never looked better.

Town Clerk: Amber Brown continues to be our amazing Town Clerk. Clerk Brown earned her Certification as a Municipal Clerk this year, which required many hours of study. As the Town Clerk, Mrs. Brown records and transcribes the minutes for the regular Town Commission meetings and workshops, as well as all Town Boards. Town Clerk Brown continues the massive task of archiving old documents for permanent retention and archiving current documents to allow for public records searches without Town involvement. Town Clerk Brown is also a Lieutenant (and she drives the fire truck) in the Melbourne Beach Volunteer Fire Corporation.

In Closing

I have presented a balanced Final Budget for the Town Commission to consideration for adoption. This budget package represents a carefully thought out and reasonable and responsible financial plan for the upcoming fiscal year. Unexpended funds from the FY24 budget will return to the Town’s reserve account increasing that asset.

I wish to thank Town Attorney, Ryan Knight and Town Planner, Corey O’Gorman for their invaluable guidance and counsel. The projects and proposals brought before the Commission would never see fruition without your vision, endorsement and trust.

In closing, my thanks to our elected officials who serve the Town tirelessly, Mayor Dennington, Vice Mayor Quarrie, Commissioner Runte, Commissioner Walker and Commissioner Meyer, who regrettably had to resign before the expiration of his term. Thank you for your continued faith and trust in myself and Town staff in our efforts to remain fiscally responsible while providing the highest level of services to our community. I will continue to execute the goals and wishes of the Town Commission diligently. It is my honor and privilege to serve the Town Commission and the residents of Melbourne Beach.

Sincerely,

Elizabeth Mascaro
Town Manager



Town of Melbourne Beach

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Police Department





Town of Melbourne Beach

MBPD Organizational Chart I

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Town of Melbourne Beach

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TOWN OF MELBOURNE BEACH, FLORIDA

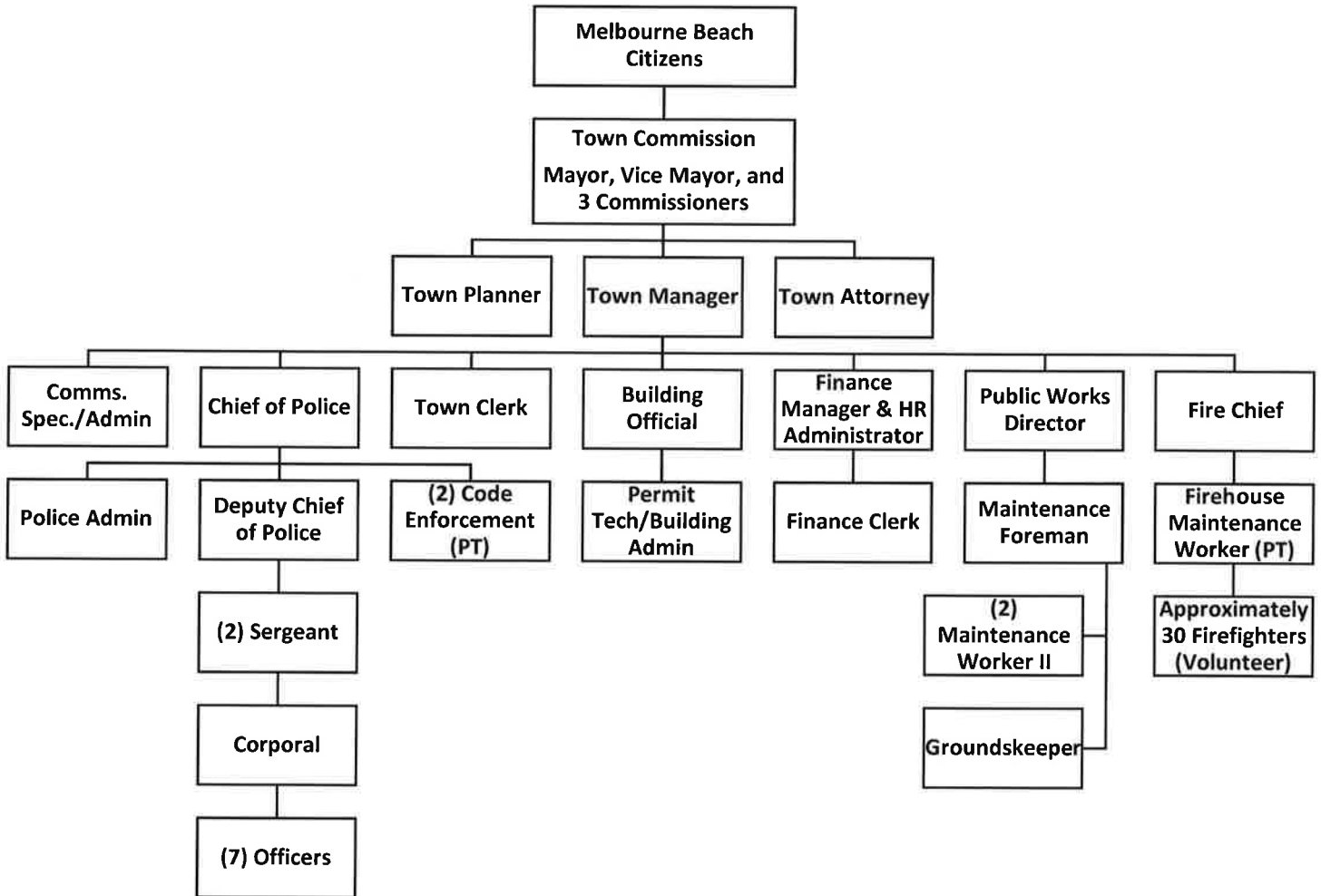
FY2025 FINAL BUDGET

Presented on September 6, 2024





Town of Melbourne Beach



TOWN OF MELBOURNE BEACH, FLORIDA
RESERVE & OPERATING ACCOUNT BALANCES
As of August 31, 2024

RESERVE ACCOUNTS

Truist	\$2,440,857.04
SBA Prime	\$504,890.33

Total Reserve Funds **\$2,945,747.37**

OPERATING ACCOUNT

Truist	2,898,642.13
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Total All Bank Funds **\$5,844,389.50**

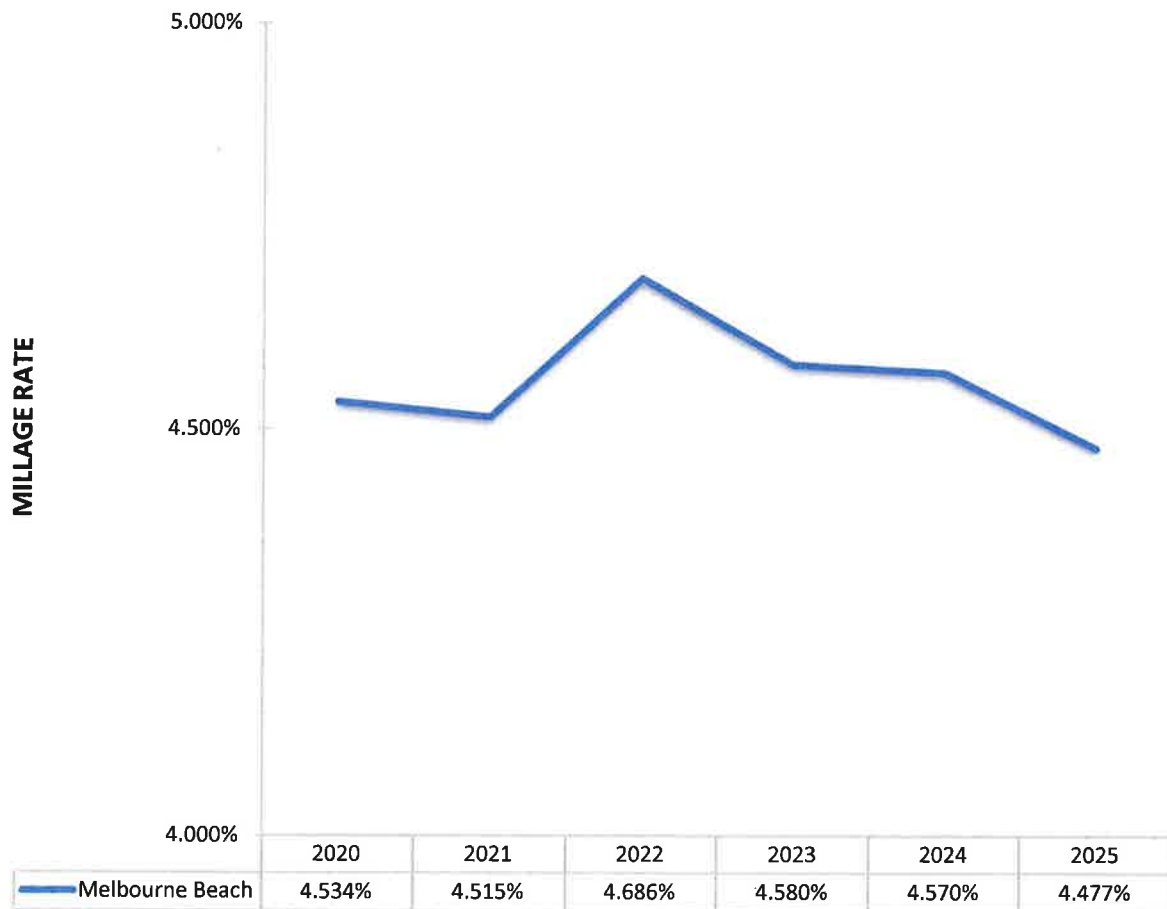
ANNUAL OPERATING BUDGET

Annual Operating Budget **\$4,582,113.00**



Town of Melbourne Beach

Millage Rates 2020 Through 2025 - Town of Melbourne Beach



TOWN OF MELBOURNE BEACH, FLORIDA

MILLAGE PROCEEDS CALCULATIONS

FY25 PROPOSED BUDGET - AD VALOREM REVENUE GENERATION

Roll Back Rate:	4.2798	Gross Taxable Value for Operating	\$651,723,462	
Millage Rate		Percent Change	100% Proceeds	Diff PFY
4.2798	Rolled Back Rate (100%)		2,789,246	
4.3000			2,802,411	39,213
4.4000			2,867,583	104,385
4.4770			2,917,766	154,568
4.5000			2,932,756	169,558
4.5700			2,978,376	215,178

Prior Year Actual Revenue		
Prior Year Actual	Proceeds	FY24
		\$2,763,198
Stormwater Bond Calculation FY25		
Gross Taxable Value		\$663,212,337
	Millage Rate	97% Proceeds
	0.2350	\$151,179

FY24 at Voted Proposed Millage:		4.5700
Budget at 97%	FY25	\$ 2,830,233
Proceeds 100%	FY25	2,917,766
Roll Back Rate		4.2798
Majority Vote Rate		4.5233
Proposed Millage		4.4770
2/3 Vote		4.9756

NOTES:

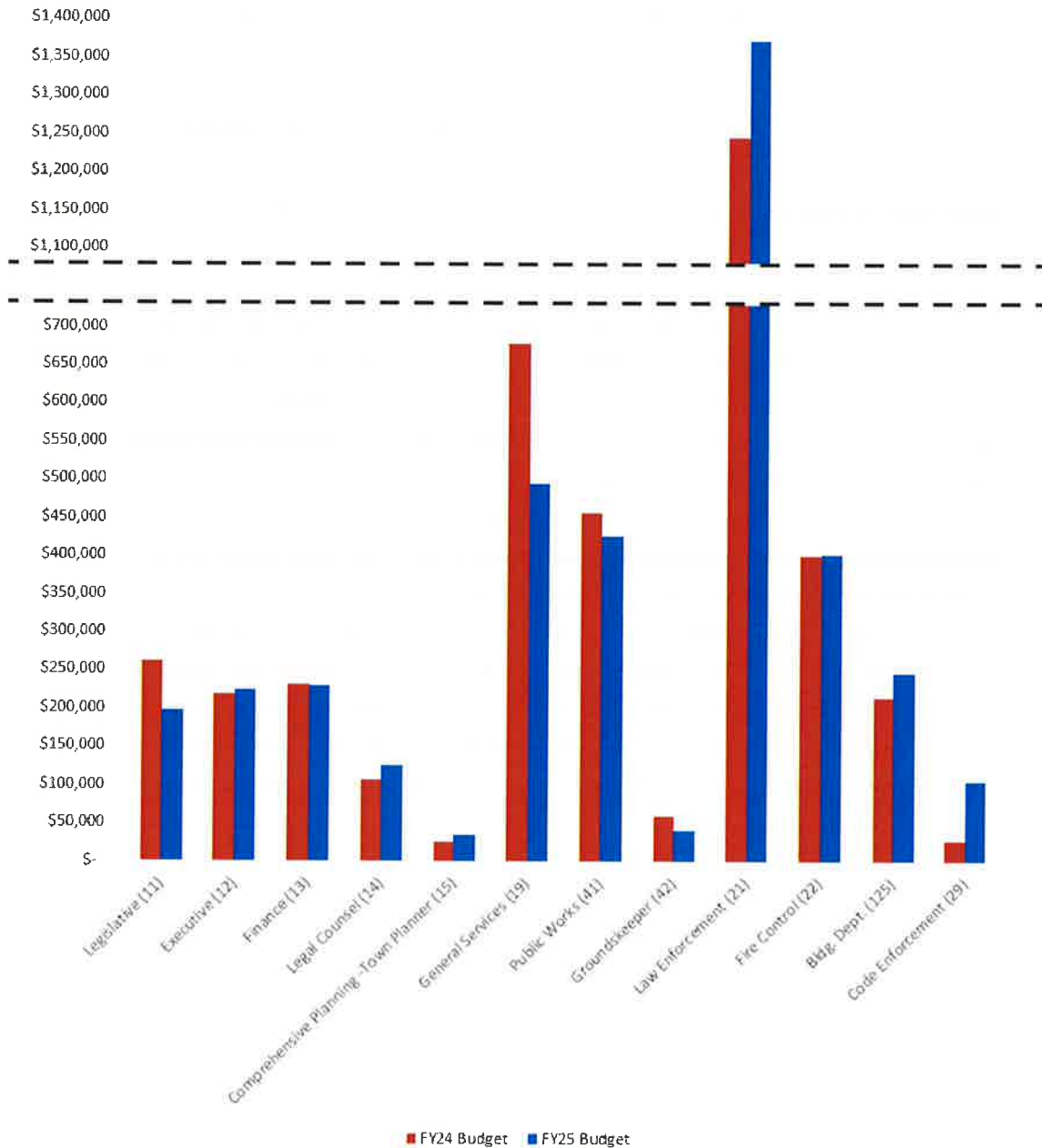
Note to Residents: "Maximum Millage" is a specific term the Town uses according to the State Department of Revenue in order for the Town to be "Truth in Millage" (TRIM) compliant. The term "maximum millage" does not imply that the Town Commission will be levying the maximum taxes to the citizens of Melbourne Beach. At the appropriate meeting, the Town Commission sets an amount (a maximum millage) that the Town cannot go over for the final budget. The Town Commission can come down from the maximum millage amount when determining the final budget, but cannot go over this amount for any reason.

TRIM DR 420 - Brevard County & DOR values		
Current Year Real Property	1	645,291,617
Current Year Personal Prop	2	6,431,845
Centrally Assessed	3	
Current Year Gross Taxable	4	651,723,462
New Taxable over 115%	5	6,080,580
Gross Taxable Adjusted Value	6	645,642,882
Prior Year Final GTV	7	604,638,598
Adjusted Taxable Value	8	
Levy Debt Service? Yes	9	
Prior year millage	10	4.5700
PY Proceeds	11	2,763,198
Previous Applied/Paid	12	0
Adj PY Proceeds	13	2,763,198
Dedicated TIF	14	0
Adj CY Taxable Value	15	645,642,882
Rolled back rate	16	4.2798
Proposed Millage (MM)	17	4.4770
Total Taxes at Proposed	18	2,917,766
Type Municipality	19	
Authority Principal	20	
With County No	21	
Prior Year Proceeds	22	2,763,198
CY Rolled-back	23	4.2798
CY Rolled-back taxes	24	2,789,246
Total Taxes at Proposed	25	2,917,766
CY Proposed millage	26	4.4770
CY Proposed as % change	27	4.608%



Town of Melbourne Beach

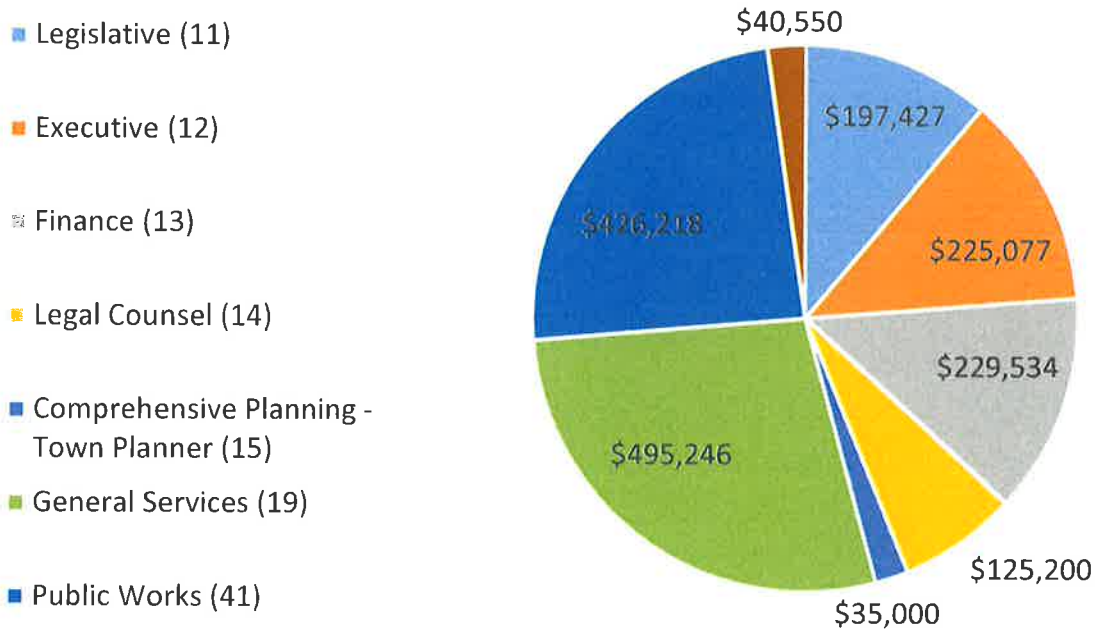
Expenditures Comparison for FY24 vs. FY25





Town of Melbourne Beach

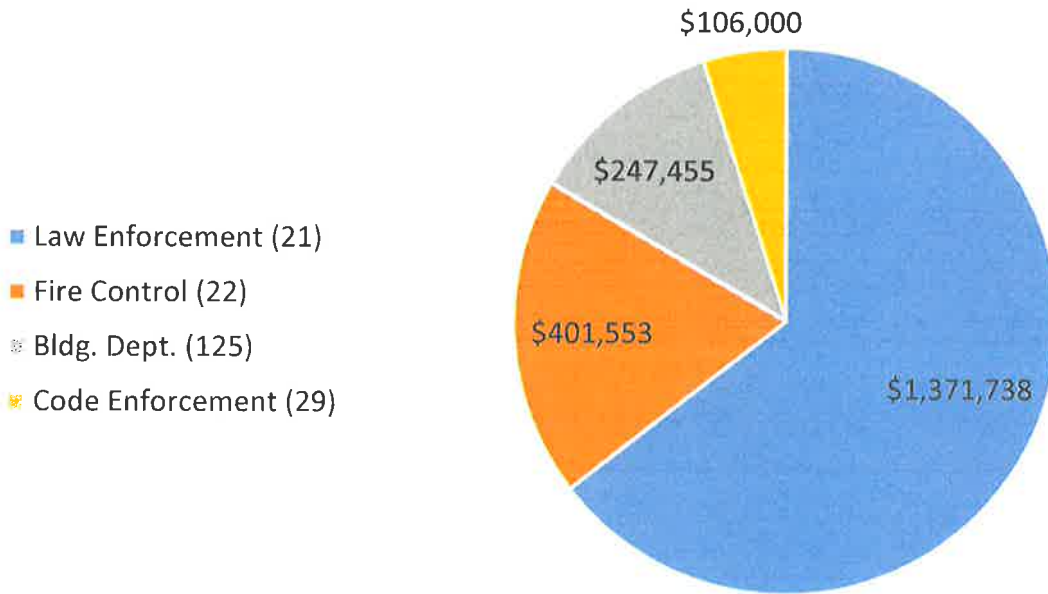
Expenditures - General Government





Town of Melbourne Beach

Expenditures - Public Safety

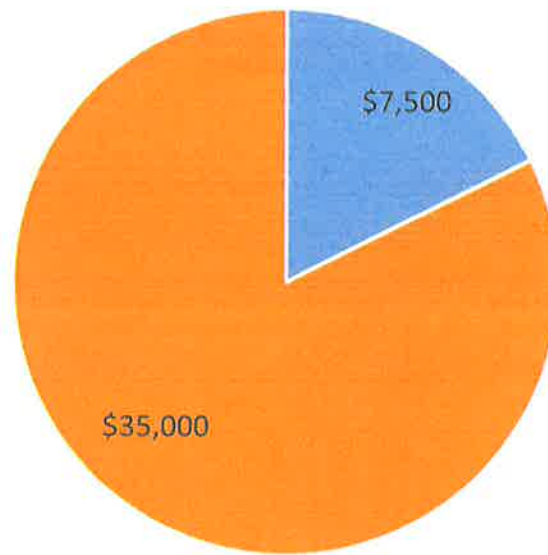




Town of Melbourne Beach

Long-Term Capital

- Transfer to Long Term Capital Dept (19)
- Transfer to Long Term Capital Dept (22)

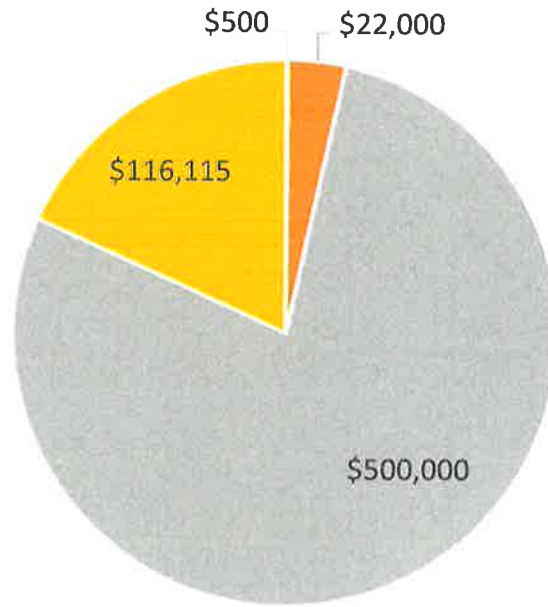




Town of Melbourne Beach

Transfers

- Transfer to Fund 124 Bldg Edu
- Transfer to Fund 125 Building Dept
- Transfer to Fund 341 Stormwater
- Transfer to Fund 201 Bond Debt Service



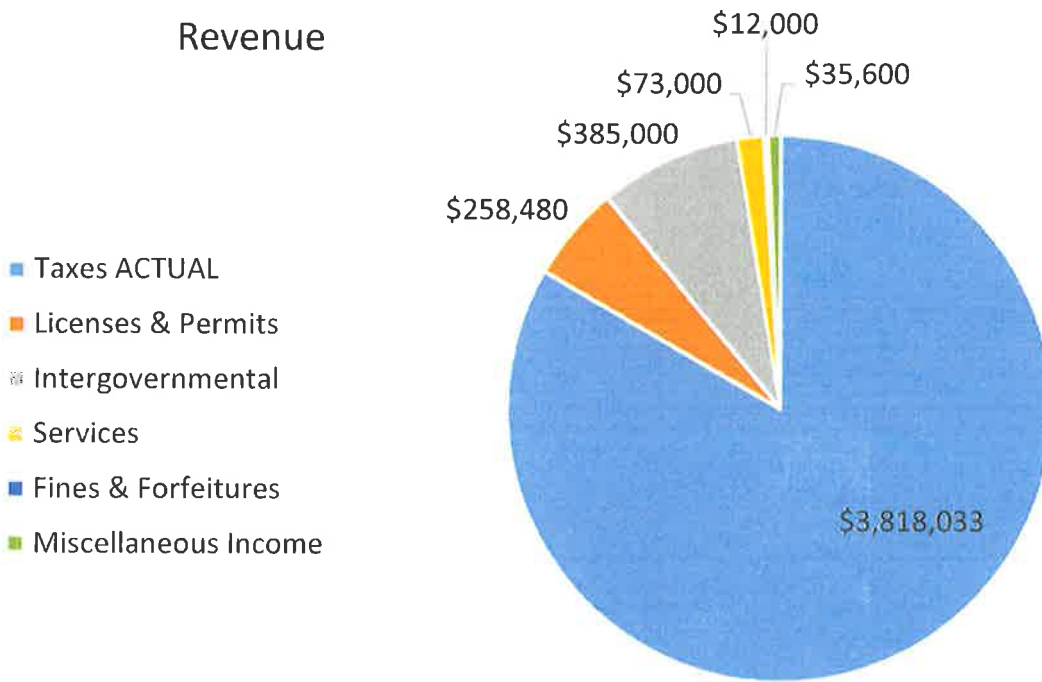
**TOWN OF MELBOURNE BEACH
GENERAL FUND 001 and BUILDING FUND 125
STATEMENT OF REVENUES AND EXPENDITURES
FISCAL YEAR 2025 BUDGET**

Department Funds & Descriptions	FY Budget					Long Term Capital Items
	FY 22	FY 23	FY 24	FY 25		
FY Millage Rate Applied	4,6865	4,5800	4,5700	4,4770		
REVENUE						
Taxes ACTUAL	3,013,120	3,265,002	3,746,412	3,818,033		
Licenses & Permits	178,250	203,050	283,275	258,480		
Intergovernmental	248,100	291,100	348,300	385,000		
Services	195,908	251,000	268,000	73,000		
Fines & Forfeitures	25,100	41,500	28,200	12,000		
Miscellaneous Income	2,875	9,350	249,000	35,600		
TOTAL REVENUE	3,663,353	4,061,002	4,923,187	4,582,113		
EXPENDITURES						
GENERAL GOVERNMENT						
Legislative (11)	136,448	182,543	262,612	197,427		
Executive (12)	176,373	210,230	218,072	225,077		
Finance (13)	123,003	186,783	232,171	229,534		
Legal Counsel (14)	98,250	106,000	107,000	125,200		
Comprehensive Planning - Town Planner (15)	20,000	20,000	26,000	35,000		
General Services (19)	453,724	485,432	677,571	495,246		7,500
Public Works (41)	400,651	375,902	456,148	426,218		
Groundskeeper (42)		58,210	59,375	40,550		
TOTAL GENERAL GOVERNMENT	1,408,449	1,625,100	2,038,949	1,774,252		
PUBLIC SAFETY						
Law Enforcement (21)	1,189,451	1,353,738	1,245,202	1,371,738		
Fire Control (22)	291,216	374,015	399,482	401,553		35,000
Bldg. Dept. (125)	223,226	220,084	215,696	247,455		
Code Enforcement (29)	18,174	19,316	27,497	106,000		
TOTAL PUBLIC SAFETY	1,722,067	1,967,153	1,887,877	2,126,746		
OTHER	83,869		411,050			
Transfer to Long Term Capital Dept (19)	118,665	115,000	77,000	7,500		Capital Items
Transfer to Long Term Capital Dept (21)	15,000	13,479	15,000			Capital Items
Transfer to Long Term Capital Dept (22)	36,777	15,277	36,500	35,000		Capital Items
Transfer to Long Term Capital Dept (41)	10,000	16,972	10,000			Capital Items
Transfer to Long Term Capital Dept (42)			4,250			Capital Items
Transfer to Fund 104 EAB		5,374				
Transfer to Fund 107 Parks						
Transfer to Fund 124 Bldg Edu	500	500	800	500		
Transfer to Fund 125 Building Dept						
Transfer to Fund 341 Stormwater	146,851	99,372	319,336	500,000		
Transfer to Fund 201 Bond Debt Service	121,175	121,175	116,925	116,115		
TOTAL OTHER TRANSFERS	532,837	387,149	996,361	681,115		
TOTAL EXPENSES	3,663,353	4,061,002	4,923,187	4,582,113		
REVENUES OVER EXPENDITURES	-		-	0		



Town of Melbourne Beach

Revenue



**TOWN OF MELBOURNE BEACH
GENERAL FUND AND MAJOR FUNDS
STATEMENT OF REVENUES
FY2025 BUDGET**

REVENUE	Departments, Funds & Descriptions	FY22	FY23	FY24	FY25
		97%	97%	97%	97%
TAXES		voted 4.6865	voted 4.5800	voted 4.570	4.477
001-00-311.00.00	Ad Valorem Taxes (budgeted at 97%)	2,188,884	2,418,002	2,685,662	2,830,233
001-00-312.41.00	Local Option County Gas Tax	66,200	93,000	125,000	136,000
001-00-314.10.00	Utility Services Tax FPL	269,000	248,000	276,000	285,000
001-00-314.30.00	Utility Services Tax Water	58,000	52,500	54,000	60,000
001-00-314.40.10	Utility Services Tax Gas-AmeriGas	8,000	7,700	8,500	7,000
001-00-314.40.20	Utility Service Tax Gas -Suburban	1,100	1,000	1,300	1,000
001-00-314.40.30	Utility Service Tax Gas-Ferrell	2,100	2,800	2,500	3,000
001-00-314.40.40	Utility Service Tax-Sam's Gas			100	300
001-00-315.00.00	Communication Service Tax	130,000	137,000	145,000	145,000
001-00-316.00.00	Business Tax	6,300	16,000	15,000	16,000
001-00-323.10.00	Franchise Fees FPL	192,000	190,000	215,000	216,000
001-00-323.70.00	Franchise Fees Solid Waste Residential	39,000	40,000	44,000	50,000
001-00-323.70.10	Franchise Fee Solid Waste Commercial	12,000	13,500	15,000	16,000
001-21-312.52.00	Insurance Premium Tax	40,536	45,500	45,500	52,500
	TOTAL TAXES	3,013,120	3,265,002	3,632,562	3,818,033

LICENSES & PERMITS					
125-24-322.10.00	Zoning Reviews	2,000.0	1,000.0	2,500	5,000
125-24-329.00.10	BOA Variance Fees	1,000.0	2,000.0	1,000	5,000
125-24-322.10.10	Site Plan Review P&Z	1,500.0	12,000.0	6,000	7,020
125-24-322.31.00	Advertising Costs BOA	250.0	250.0	100	450
125-24-322.31.20	Advertising P&Z	100.0	100.0	200	
125-24-322.00.00	Building Permits	152,000.0	160,000.0	240,000	187,150
125-24-322.20.00	Building Review Meeting	4,500.0	12,000.0	5,500	6,500
125-24-329.00.00	Permit Extensions, Addtl Inspections	700.0	700.0	13,000	11,500
001-00-329.20.00	Bonfire Permits		900.0	350	900
001-00-329.50.00	LSV Registration			500	2,000
001-00-329.50.10	LSV Permit Fee			600	13,000
001-22-322.30.00	Fire Inspections	4,500.0	5,000.0	2,000	4,500
001-00-342.20.00	Safety Inspection Vac Rentals	850.0	800.0	1,200	1,650
001-00-342.20.10	Safety Inspection Vac Rental Renewals	850.0	800.0	1,600	2,500
001-00-345.10.00	Vacation Rental Application Fee	5,000.0	5,000.0	4,000	5,500
001-00-345.10.10	Vacation Rental Renewal Fee	5,000.0	2,500.0	4,725	4,550
001-00-349.29.00	Lien Search				1,260
	TOTAL LICENSES & PERMITS	178,250	203,050	283,275	258,480

INTERGOVERNMENTAL					
001-00-332.12.00	FEMA Hurricanes			-	0.00
001-00-334.10.00	State FEMA			-	0.00
001-00-334.20.00	DEP Grant			-	0.00
001-00-334.40.00	Safety Grants FMIT	5,000	7,500	7,000	5,000
001-00-335.12.00	State Revenue Sharing Proceeds	55,000	87,000	112,000	106,000
001-00-335.15.00	Alcoholic Beverage Licenses	4,100	4,600	4,300	44,000
001-00-335.18.00	Half Cent Sales Tax Local Gov.	184,000	192,000	225,000	230,000
	TOTAL INTERGOVERNMENTAL	248,100	291,100	348,300	385,000

SERVICES					
001-21-347.90.01	Special Events Law Enforcement	1,500	1,000	-	1,000
001-21-337.20.00	Law Enforcement MOU School Board BC	57,000	65,000	68,500	72,000
001-72-366.47.03	Community Donations	-	-	-	0.00
	TOTAL SERVICES	58,500	66,000	68,500	73,000

REVENUE	Departments, Funds & Descriptions	FY22	FY23	FY24	FY25
FINES & FORFEITURES					
001-21-351.00.00	Fines-Law Enforcement	8,000	7,500	5,000	5,000
001-21-351.13.00	Parking Tickets	8,000	600	500	500
001-21-351.13.10	Accident Reports	100	100	200	200
125-24-354.00.00	Fines-Local Ordinance Violation	2,000	8,000	6,000	6,000
001-29-359.00.00	Fines-Code Fines & Forfeitures	1,000	800	1,000	300
TOTAL FINES & FORFEITURES		19,100	17,000	12,700	12,000

MISCELLANEOUS INCOME					
001-00-381.00.00	Transfer from Reserves-Police Chief Payout			74,000	
001-00-381.00.00	Loan from Reserves- Elevator Repairs			100,000	
001-00-381.00.00	Transfers In (Building Dept. Assessments)			20,000	
001-00-381.00.00	Transfer from Payroll-Mayor Salary Donation				3,800
001-00-361.10.00	Interest on Investments	1,275	4,000	12,000	23,000
001-00-366.21.00	Donations	100		-	
001-00-369.00.00	Miscellaneous Revenue	500	2,500	2,500	3,200
001-00-369.00.49	Insurance Recovery		350	100	100
001-21-337.25.01	State LE Computer Grant	1,000	1,000	-	
001-21-337.90.01	Other Grants-FMIT			6,000	5,000
001-21-364.10.00	Disposal of Assets - Vehicles (Police Dept.)			200	
001-21-364.20.00	Disposal of Assets - Other (Police Dept.)				
001-21-369.00.00	Miscellaneous Revenue (Law Enforcement)			100	
001-21-383.64.01	Capital Lease Law Enforcement			-	
001-22-327.90.01	Grant Revenue (Fire)			-	
001-22-337.90.02	Fire Corporation (Mini Pumper& Truck D-58)			-	
001-22-364.10.00	Disposal of Assets-Vehicles (Fire)			-	
001-22-364.20.00	Disposal of Assets-Other (Fire)			100	100
001-22-369.55.10	Shared Training		1,000	500	300
001-22-369.00.00	Miscellaneous Revenue (Fire)		500	-	
001-41-364.10.00	Disposal of Assets (Public Works)			500	100
001-41-369.00.00	Miscellaneous Revenue (Public Works)			-	
TOTAL MISCELLANEOUS		2,875	9,350	216,000	35,600

TOTAL REVENUES	3,519,945	3,851,502	4,561,337	4,582,113
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TOWN OF MELBOURNE BEACH, FLORIDA			
WORKFORCE (HR) CALCULATIONS WORKSHEET			
FY25 PROPOSED SALARY INCREASES			
Dept.	Town Budgeted Positions	FY25 Base	
TC Legislative	Commissioner	\$3,100.00	
TC Legislative	Commissioner	\$3,100.00	
TC Legislative	Commissioner	\$3,100.00	
TC Legislative	Vice Mayor	\$3,100.00	
TC Legislative	Mayor	\$3,800.00	Donated
	Total Town Commission	\$16,200.00	
Executive	Town Manager Contract		\$119,101.60
Executive	Admin Assist. /Communications		
Finance	Finance Manager		
Finance	Finance Clerk		
Legislative	Town Clerk		
	Town Hall Total	345,023.00	
Building	Building Official		contract
Building	Permit Tech Admin		
	Building Department Total	\$47,624.00	
Fire Dept.	Fire Department Chief		
Fire Dept.	Fire Maintenance (75%)		P/T
Fire Dept.	Fire Inspector		contract
	Fire Department Total	\$101,038.00	
Police Dept.	Police Chief		
Police Dept.	Deputy Police Chief		
Police Dept.	Police Sergeant 1		
Police Dept.	Police Sergeant 2		
Police Dept.	Corporal/Detective		
Police Dept.	Police Officer 1		
Police Dept.	Police Officer 2 (school resource officer)		
Police Dept.	Police Officer 3		
Police Dept.	Police Officer 4		
Police Dept.	Police Officer 5		
Police Dept.	Police Officer 6		
Police Dept.	Police Officer 7		New
Police Dept.	Police Administrative Assist		
	Police Officer & Admin Total	\$739,793.00	
Code Compliance	P/T (50%)		
Code Compliance	P/T (50%)		New
	Code Compliance	\$39,520.00	
Public Works	Public Works Director		
Public Works	Maintenance Foreman		
Public Works	Maintenance Worker II		
Public Works	Maintenance Worker II		
Public Works	Groundskeeper		
	Public Works Total	\$230,932.00	

Total Town Employees FY25	\$1,503,930.00
Total Town Commission FY25	\$16,200.00
All Salaries FY25	\$1,520,130.00

- FRS: Town 13.63%
- SUTA: 0.0012%
- Social Sec 6.20%
- Medicare 1.45%
- Health Care 100% paid by Town for Town Employees
- Health Care 50% paid by Town for spouse and children
- Life Ins \$30,000 paid by Town for Police Officers
- Life Ins \$15,000 paid by Town for all other employees
- FRS State dictated rate all eligible employees
- Police Pension 5% Employee salary contribution
- Police Pension 18.66% of Police Payroll contributed to Pension
- Dental Paid by Employee
- Supplemental Ins Paid by Employee

Salary Increase 3% COLA, 2% merit, level up (4)
Police Dept. salaries all increased by \$7200 to remain competitive.
1 new Police Officer paid out of Fund 172
Police starting salaries are now \$50,000

TOWN OF MELBOURNE BEACH GENERAL FUND #001 LEGISLATIVE EXPENSES-DEPT. #11 FY2025 BUDGET			
Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget
Dept.: 11 Legislative			
500.11.00 Executive Salaries	16,200	16,200	16,200
500.12.00 Regular Salaries	56,710	60,113	66,274
500.14.00 Salaries Overtime			0.00
500.21.00 FICA Taxes - Employer Portion	4,338	5,838	6,309
500.22.20 Retirement Town Employees	7,696	8,157	9,033
500.23.01 Health Insurance	5,940	6,534	6,561
500.23.02 Life Insurance	68	71	70
500.25.00 Unemployment Compensation	181	244	99
Total Expense for Salary and Related Expense	91,133	97,157	104,547
510.31.00 Professional Services	\$ 2,902	\$ 250	\$ 18,300
510.40.00 Travel & Meetings Commission	\$ 3,640	\$ 4,465	\$ 4,465
510.40.10 Travel & Meetings - Staff	\$ 2,788	\$ 2,100	\$ 1,900
510.47.00 Printing	\$ 5,015	\$ 12,593	\$ 16,009
510.48.00 Promotional Activities	\$ 800	\$ 800	\$ 400
510.48.40 Legal Notices & Advertising	\$ 10,000	\$ 10,000	\$ 5,000
510.49.50 Election Expense	\$ 2,500	\$ 11,000	\$ 2,000
510.54.00 Dues & Subscriptions	\$ 875	\$ 720	\$ 830
510.54.10 Training & Schools	\$ 4,410	\$ 3,560	\$ 3,540
510.64.00 Machinery and Equipment	\$ 2,000		0.00
510.64.01 Capital Expense	\$ 50,000	\$ 85,700	0.00
543.00.00 Licenses & Fees	\$ 7,421	\$ 34,267	\$ 40,436
Total Expenditures	\$ 92,351	\$ 165,455	\$ 92,880
Totals Salaries & Operating	183,484	262,612	197,426.55
	decrease	-24.822%	-65,186

FTE: 5 Town Commission part time
 FTE: 1 Town Clerk Full time

TOWN OF MELBOURNE BEACH GENERAL FUND #001 LEGISLATIVE EXPENSES-DEPT. #11 FY2025 BUDGET					
Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-11-510.31.00	Professional Services				
	Shredding service	2	150	300	
	transcription service	12	1,500	18,000	
				Total	18,300
001-11-510.40.00	Travel , Meetings, Accomodations <u>Commission</u>				
	IEMO/Advanced IEMO	2	700	1,400	
	Tallahassee FLC Legislative Day			700	
	Regional Meetings			500	
	FLC Annual Conference			500	
	SCLC dinners (up to 3 attendees per mo.)	24	35	840	
	SCLC Annual Sponsored Dinner	15	35	525	
				Total	4,465
001-11-510.40.10	Travel & Accomodations Staff				
	FACC Fall Academy Town Clerk			800	
	FACC Summer Academy			800	
	Brevard County Assoc. Muni-Clerk	6	50	300	
				Total	1,900
001-11-510.47.00	Printing				
	Codification-Code of Ordinance, Include LDC		3,500	3,500	
	American Legal Publishing Code Supplement			544	
	American Legal Publishing Folio Supplement		909	909	
	Business Cards-Commission,Clerk	4	20	80	
	Newletter	8	1,022	8,176	New
	Postage Newsletter	8	344	2,752	
	Commission Name Plates	2	24	48	
				Total	16,009
001-11-510.48.00	Promotional Activities				
	Swearing in Ceremonies, Ribbon Cuttings, Seminars, Open House, Grant Workshops			400	
				Total	400
001-11-510.48.40	Legal Notice & Advertising				
	Ordinances, Resolutions, Variances				
	Special Exceptions, general notices				
	TRIM Advertising, Elections				
				Total	5,000
001-11-510.49.50	Election Expense				
	Supervisor of Elections, Legal Notices				
	Florida Election Commission				
				Total	2,000
001-11-510.54.00	Dues and Subscriptions				
	FACC for Clerk			75	
	SCLC Annual Membership Dues			60	
	Brevard County Clerk Assoc.			15	
	International Institute of Municipal Clerks			210	
	Florida League of Mayors			350	
	Records Management Association			120	
				Total	830
001-11-510.54.10	Training & Schools				
	IEMO & Advanced IEMO- <u>Commissioners</u>	2	300	600	
	FLC Annual Conference - <u>Commissioners</u>			600	
	FACC Fall Academy Town Clerk			500	
	FACC Summer Academy Town Clerk			500	
	IIMC Webinars Training			400	
	Brevard County Assoc of Muni-Clerks	12	30	360	
	Records Management Training			180	
	FRMA Conference Town Clerk			400	
				Total	3,540

FY2025 Budget Workbook

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-11-543.00.00	Licenses & Fees				
	BSA Software Business Licenses, Cloud Hosting			2,254	
	BSA Software			2,145	
	Just FIOA software (public records software)			7,000	
	MCCI software (document storage & mgmt-PR)			8,000	
	MCCI document scanning-historic records			10,000	
	American Legal Code of Ordinances Annual Fee-Hosting			495	
	Sound Cloud Annual Fee			144	
	Granicus Web Service			6,000	
	Archive Social-Social Media Retention			4,398	
				Total	40,436
	TOTAL LEGISLATIVE EXPENSE				92,880

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH			
GENERAL FUND #001			
EXECUTIVE EXPENSES-DEPT. #12			
FY2025 BUDGET			
Departments, Funds & Descriptions	FY23 Actual	FY24 Budget	FY25 Budget
Dept.: 12 Executive			
500.12.00 Regular Salaries	132,053	147,720	159,118
500.21.00 FICA Taxes - Employer Portion	11,311	11,301	12,173
500.22.01 Retirement - ICMA	13,202	15,247	21,592
500.22.20 Retirement Town Employees	3,175	4,937	5,445
500.23.01 Health Insurance	17,642	28,117	16,212
500.23.02 Life Insurance	697	828	916
500.25.00 Unemployment Compensation	193	212	191
Salary and Total Expense	178,273	208,362	215,647
510.40.00 Travel & Meetings	1,321	1,820	2,200
510.49.99 Miscellaneous	0	300	400
510.52.50 Gas & Oil	2,400	2,400	2,400
510.54.00 Dues & Subscriptions	2,797	3,511	3,430
510.54.10 Training & Schools	95	1,680	1,000
Total Expenditures	6613	9,711	9,430
Totals Salaries & Operating	184,886	218,073	225,077
	Increase	3.21%	7,004

FTE: 2 Full Time

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
EXECUTIVE EXPENSES-DEPT. #12
FY2025 BUDGET

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-12-510.40.00	Travel & Meetings & Accomodations				
	Space Coast League Dinners	12	35	420	
	Florida League of Cities Annual Conference			600	
	Florida City County Managers Annual Meeting			1,200	
				Total	2,200
001-12-510.49.99	Miscellaneous				
	Teambuilding				
				Total	400
001-12-510.52.50	Gas &Oil-Stipend	12	200	2,400	
				Total	2,400
001-12-510.54.00	Dues & Subscriptions				
	ICMA Annual Dues			600	
	FCCMA Membership Fee			500	
	Space Coast Public Manager's Assoc			200	
	BSA Software			1,500	
	Florida League of Cities Annual Dues			630	
				Total	3,430
001-12-510.54.10	Training & Schools				
	Florida League of Cities Annual Conference			450	
	Stategic Government Resources			0	
	FCCMA Annual Meeting			550	
				Total	1,000
001-12-510.64.01	Capital Outlay				
					0
TOTAL EXECUTIVE EXPENSE					9,430

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH			
GENERAL FUND #001			
FINANCE EXPENSES-DEPT. #13			
FY2025 BUDGET			
Departments, Funds & Descriptions	FY23 Actual	FY24 Budget	FY25 Budget
Dept.: 13 Finance			
500.12.00 Regular Salaries	110,418	112,950	119,630.00
500.21.00 FICA Taxes - Employer Portion	8,709	8,641	9,152.00
500.22.20 Retirement Town Employees	13,606	15,327	16,306.00
500.23.01 Health Insurance	17,415	39,000	25,604.00
500.23.02 Life Insurance	135	297	136.00
500.25.00 Unemployment Compensation	159	158	155.00
Total of Salaries and Related Payroll Exp	150,442	176,373	170,983
510.31.00 Professional Services	5,300		
510.32.00 Auditing Services	30,700	32,600	37,500
510.32.90 Banking Fees	9,899	12,916	10,540
510.40.00 Travel & Meetings	985	1,221	1,550
510.47.00 Printing	180	216	216
510.54.00 Dues & Subscriptions	75	60	60
510.54.10 Training & Schools	114	1,000	900
543.00.00 Licenses & Fees		7,785	7,785
764.10.00 Filing Fees Clerk-Park Tickets			
Total of Expenditures	47,253	55,798	58,551.00
Totals Salaries & Operating	197,695	232,171	229,534.00
	decrease	-1.14%	-2,637

FTE:2 Full Time

TOWN OF MELBOURNE BEACH

GENERAL FUND #001

FINANCE EXPENSES-DEPT. #13

FY2025 BUDGET

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-13-510.31.00	Professional Services				
				Total	
001-13-510.32.00	Audit				
	Annual Financial Audit			32,000	
	Federal Single Audit			3,500	
	Actuarial Report			2,000	
				Total	37,500
001-13-510.32.90	Banking Fees				
	Gateway Charges	12	55	660	
	Service Charges	12	240	2,880	
	Merchant Service Fee	12	550	6,600	
	Check Printing	2	200	400	
				Total	10,540
001-13-510.40.00	Travel & Meetings				
	FGFOA Government School-fall			650	
	SCFGFOA Quarterly seminars			0	
	FGFOA conference summer			900	
				Total	1,550
001-13-510.47.00	Printing				
	W2's			216	
				Total	216
001-13-510.54.00	Dues & Subscriptions				
	FGFOA Dues			35	
	FGFOA Dues-Local Chapter			25	
				Total	60
001-13-510.54.10	Training & Schools				
	FGFOA Government School			475	
	FGFOA Summer Conference Registration			425	
				Total.	900
001-13-543.00.00	License and Fees				
	Annual BS&A Software			7,785	
				Total	7,785
TOTAL FINANCE EXPENSE					58,551

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
LEGAL EXPENSES-DEPT. #14
FY2025 BUDGET

Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget
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Dept.: 14 Legal Counsel			
510.31.00 Professional Services	96,000	97,000	106,000
510.31.01 Code Enforcement Services	10,000	10,000	19,200
Totals	106,000	107,000	125,200

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
TOWN PLANNER EXPENSES-DEPT. #15
FY2025 BUDGET

Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY24 Budget
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Dept.: 15 Town Planning			
510.31.00 Professional Services	20,000	26,000	35,000
Totals	20,000	26,000	35,000

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH GENERAL FUND #001 LEGAL COUNSEL EXPENSES-DEPT. #14 FY2025 BUDGET WORKSHEET					
	Classification/ Description		Qty	Subtotal	Total
001-14-510.31.00	Professional Services				
	Attorney's fees, mediation, court costs			106,000	
				Total	106,000
001-14-510.31.01	Code Enforcement Attorney			7,200	
001-14-510.31.03	Code Enforcement Magistrate			12,000	
				Total	19,200
TOTAL LEGAL COUNSEL EXPENSE				Total	125,200

TOWN OF MELBOURNE BEACH GENERAL FUND #001 TOWN PLANNER EXPENSES-DEPT. #15 FY2025 BUDGET WORKSHEET					
	Classification/ Description		Qty	Subtotal	Total
001-15-510.31.00	Professional Planning Serv.				
	Code of Ordinances & Zoning Review			35,000	
TOTAL COMP. PLANNING EXPENSE				Total	35,000

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH			
GENERAL FUND #001			
GENERAL GOVERNMENT SERVICES EXPENSES-DEPT. #19			
FY2025 BUDGET			
Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget
Dept.: 19 General Services			
500.24.00 Workers Compensation	2,618	3,687	400
510.31.00 Professional Services	4,020	4,620	3,920
510.31.11 Security	3,308	1,000	411
510.34.10 Janitorial Services	17,000	17,000	15,500
510.35.00 Pre-Employment Exp.	300	400	
510.41.00 Telephone	18,240	25,080	24,876
510.41.10 Communication Services	43,056	45,372	39,658
510.43.00 Street Lights	47,000	50,400	51,000
510.43.10 Electricity	38,500	33,600	28,000
510.43.20 Water & Sewer	3,520	3,650	4,000
510.43.50 Waste Service Tax	3,300	2,500	2,500
510.45.00 General Liability& Cyber Insurance	85,728	94,000	91,903
510.45.01 Flood Insurance	3,751	5,690	6,655
510.45.02 Property Insurance	69,960	128,000	124,200
510.45.03 Auto Insurance	8,172	9,000	11,238
510.46.10 Office Equipment Maintenance	4,232	4,832	3,588
510.46.15 Equipment Maintenance	25,000	31,500	20,000
510.46.36 Pest Control	3,000	3,120	3,720
510.47.00 Printing	500	900	
510.49.90 Adopt An Area	1,500	1,000	
510.49.98 Contingency	25,000	25,000	-
510.49.99 Miscellaneous	300	300	
510.51.00 Office Supplies	11,000	11,000	3,500
510.51.10 Postage	1,400	1,500	1,500
510.52.10 Janitorial Supplies	3,500	5,400	6,000
510.54.00 Dues & Subscriptions	325	435	400
510.64.01 Capital Outlay	39,916	148,000	30,000
581.00.00 Transfer Out Long Term Capital	115,000	77,000	7,500
543.00.00 Licenses & Fees	21,286	20,585	22,277
Totals	600,432	754,571	502,746
	decrease	-33.37%	(251,825)

moved

Short Term (1Year) Capital Projects	FY25	FY26	FY27	FY28	FY29
Pave and mil 1 mile of road** (Into Perpetuity)		52,000	52,000	52,000	52,000
Town Hall Roof Replacement		60,000	60,000	60,000	60,000
2 Flashing Light Assemblies for Gemini					
Elevator Repairs-State Mandate* See Transfer In					
A/C Units	7,500	7,500	7,500	7,500	7,500
Computer Replacement	5,000	5,000	5,000	5,000	5,000
Fire Alarm Repair/Install	12,500				
Old Town Hall Roof	12,500				
Short Term Capital	30,000	5,000	5,000	5,000	65,000
Long Term Capital	7,500	124,000	124,000	124,000	64,000
Total Capital	37,500	129,000	129,000	129,000	129,000

Increase in Liability, Property, Auto, Workers Comp Insurance

TOWN OF MELBOURNE BEACH						
GENERAL FUND #001						
GENERAL GOVERNMENT SERVICES EXPENSES-DEPT. #19						
FY2025 BUDGET						

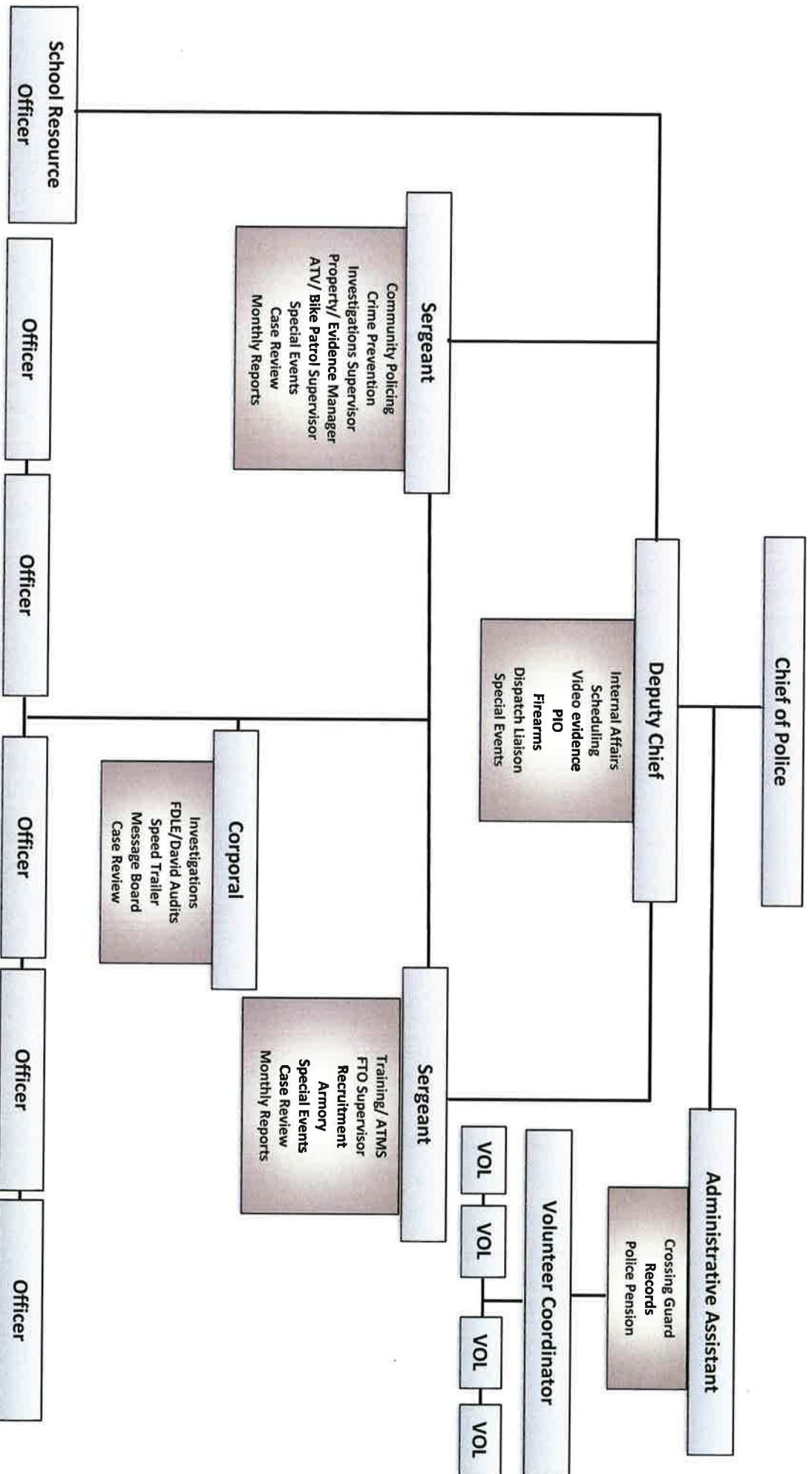
Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-19-500.24.00	Workers Compensation Florida Municipal Insurance Trust				400
				Total	400
001-19-510.31.00	Professional Services Trac EZ @250.00 per mo. Employee Benefits Corp (Cobra Admin)			3,200 720	3,920
				Total	3,920
001-19-510.31.11	Security Key Fobs-mag locks, battery back ups internal, external cameras				411
				Total	411
001-19-510.34.10	Janitorial Services General Cleaning Town Hall Complex & PW				15,500
				Total	15,500
001-19-510.35.00	Pre-Employment Exp. (Town Hall)				Total
001-19-510.41.00	Telephone AT&T Phones AT&T Mobility-Air cards (police cars) Florida High Speed-back up internet/phone	12 12 12	1,380 543 150	16,560 6,516 1800	24,876
				Total	24,876
001-19-510.41.10	Communication Service Spectrum Spectrum -internet Spectrum-internal numbers Computer Experts (Southern Software) Server Back Ups (3servers)	12 12 12 12	351 115 337 2,452	4,212 1,380 4,044 29,424 598	39,658
				Total	39,658
001-19-510.43.00	Street Lights-FPL				51,000
				Total	51,000
001-19-510.43.10	Electricity-FPL (interior& pumps)				28,000
				Total	28,000
001-19-510.43.20	Water & Sewer-Town Hall				4,000
				Total	4,000
001-19-510.43.50	Waste Service Tax Brevard County Solid Waste Fee Atlantic St Waste Pick Up Fee				2,500
				Total	2,500
001-19-510.45.00	General Liability Insurance-FMIT				91,903
				Total	91,903
001-19-510.45.01	Flood Insurance Wright National Flood Ins. for Town Hall				6,655
				Total	6,655
001-19-510.45.02	Property Insurance-FMIT				124,200
				Total	124,200
001-19-510.45.03	Auto Insurance-FMIT				11,238
				Total	11,238
001-19-510.46.10	Office Equipment Maintenance DEX				3,588
				Total	3,588

FY2025 Budget Workbook

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-19-510.46.15	Equipment Maintenance HVAC repairs -all buildings			Total	20,000
001-19-510.46.36	Pest Control			Total	3,720
001-19-510.47.00	Printing			Total	0
001-19-510.49.90	Adopt An Area Plantings @ crossovers, parks			Total	moved
001-19.510.49.98	Contingency			Total	
001-19-510.49.99	Miscellaneous			Total	
001-19-510.51.00	Office Supplies			Total	6,000
001-19.510.51.10	Postage			Total	1,500
001-19-510.52.10	Janitorial Supplies-All Buildings & Depts.			Total	3,500
001-19-510.54.00	Dues & Subscriptions Annual subscription-Florida Today			Total	400
001-19-510.64.01	FY21 Capital Outlay Short term			30,000	
001-19-581.00.00	Long term transfer out			7,500	
				Total	37,500
Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-19-543.00.00	License & Fees				
	Annual Go Daddy Domain Name			275	
	Quarterly elevator inspection	4	650	2,600	
	Annual Elevator License Renewal	1	75	75	
	Annual Fire Alarm Inspection	1	1,700	1,700	
	Annual ATP Fire Extinguisher Inspection	28	10	280	
	Annual Fire Extinguisher Recharge	7	60	420	
	Annual Fire Extinguisher Recharge	3	45	135	
	Annual Fire Extinguisher Recharge	3	4	11	
	Annual American Test Center Safety Inspection			320	
	Annual Sonic Wall Software TH	1	1,500	1,500	
	Annual <u>EndPoint</u> Anti Virus Fee-webroot	26	40	1,040	
	Annual Computer Warranty	1	99	99	
	Annual Fee Barracuda TH Complex			3,100	
	Annual <u>Microsoft 365</u> license			2,765	
	Duo Remote Authentication	2	125	250	
	Annual <u>Server</u> Software (Veritas)	3	220	660	
	<u>Mnthly Adobe</u> Software Licenses	12	204	2,448	
	Annual Generator Maintenance Fee	1	2,500	2,500	
	Qrtly HVAC Contract	4	506	2,024	
	Annual Fee-Innovative Credit Solutions	1	75	75	
				Total	22,277
TOTAL GENERAL GOVERNMENT					502,746



Melbourne Beach Police Department Organizational Chart



Revised 08/27/2024

Exhibit 1

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH			
GENERAL FUND #001			
LAW ENFORCEMENT EXPENSE-DEPT. #21			
FY2025 BUDGET			
Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget
Dept.: 21 Law Enforcement			
500.12.00 Regular Salaries	627,879	647,855	739,793
500.12.50 Holiday Pay	20,000	23,000	29,634
500.14.00 Salaries Overtime	15,000	15,000	5,000
500.14.16 Hurricane Pay	18,000	18,000	32,328
500.15.00 Education Incentive Pay	6,800	7,634	7,150
500.15.01 First Responder	8,000	6,000	6,000
500.21.00 FICA Taxes	52,087	54,888	62,723
500.22.02 Police Pension	206,912	142,500	167,850
500.22.20 Retirement Town Employees	5,217	5,217	5,443
500.23.01 Health Insurance	210,119	105,440	116,155
500.23.02 Life Insurance	2,700	2,900	2,766
500.23.10 Statutory AD&D	1,000	1,000	1,163
500.24.00 Workers Compensation	16,853	8,848	9,398
500.25.00 Unemployment	2,179	2,296	984
Total Salaries & Payroll Related Exp	1,192,746	1,040,578	1,186,388
			\$145,810 14.01%
500.12.00 Retirement Pay Chief		74,000	
520.31.00 Professional Services	725	725	125
520.34.40 Dispatching Services	17,785	18,319	19,510
520.35.00 Pre-employment		1,000	1,200
520.40.00 Travel & Meetings	3,324	3,184	1,892
520.41.10 Communication Srv	5,388	6,000	6,972
520.46.10 Office Equipment	5,500	7,000	200
520.46.15 Equipment Maintenance	5,500	2,500	11,260
520.46.16 Radar Calibration	700	250	550
520.46.20 Vehicle Maintenance	17,000	17,000	17,000
520.48.00 Promotional Activities	3,000	1,500	800
520.48.50 Crime Prevention	2,100	1,500	500
520.49.99 Miscellaneous	100	100	
520.51.10 Postage	150	125	
520.52.00 Uniforms	7,000	8,500	8,500
520.52.05 Protective Gear	8,328	3,500	13,531
520.52.50 Gas & Oil	40,000	25,000	20,000
520.52.70 Medical	500	800	1,014
520.52.90 Operating Supplies	4,320	3,000	3,000
520.54.00 Dues & Subscriptions	935	1,175	695
520.54.10 Training & Schools	6,400	6,400	2,900
520.64.01 Capital Outlay	31,879	8,400	30,121
381.00.00 Transfer Long Term Cap		15,000	0
543.00.00 Licenses & Fees	13,837	14,646	45,580
Expenditures	174,471	219,624	185,350
			-34,274 -15.6%
Totals Salaries and Operating	1,367,217	1,260,202	1,371,738
	Increase	8.85%	111,536

FTE Positions	Positions Budgeted
1.00	Chief
1.00	Deputy Chief
2.00	Sergeants
1.00	Corporal
7.00	Officers
1.00	Admin Clerk
	Total \$739,793.30

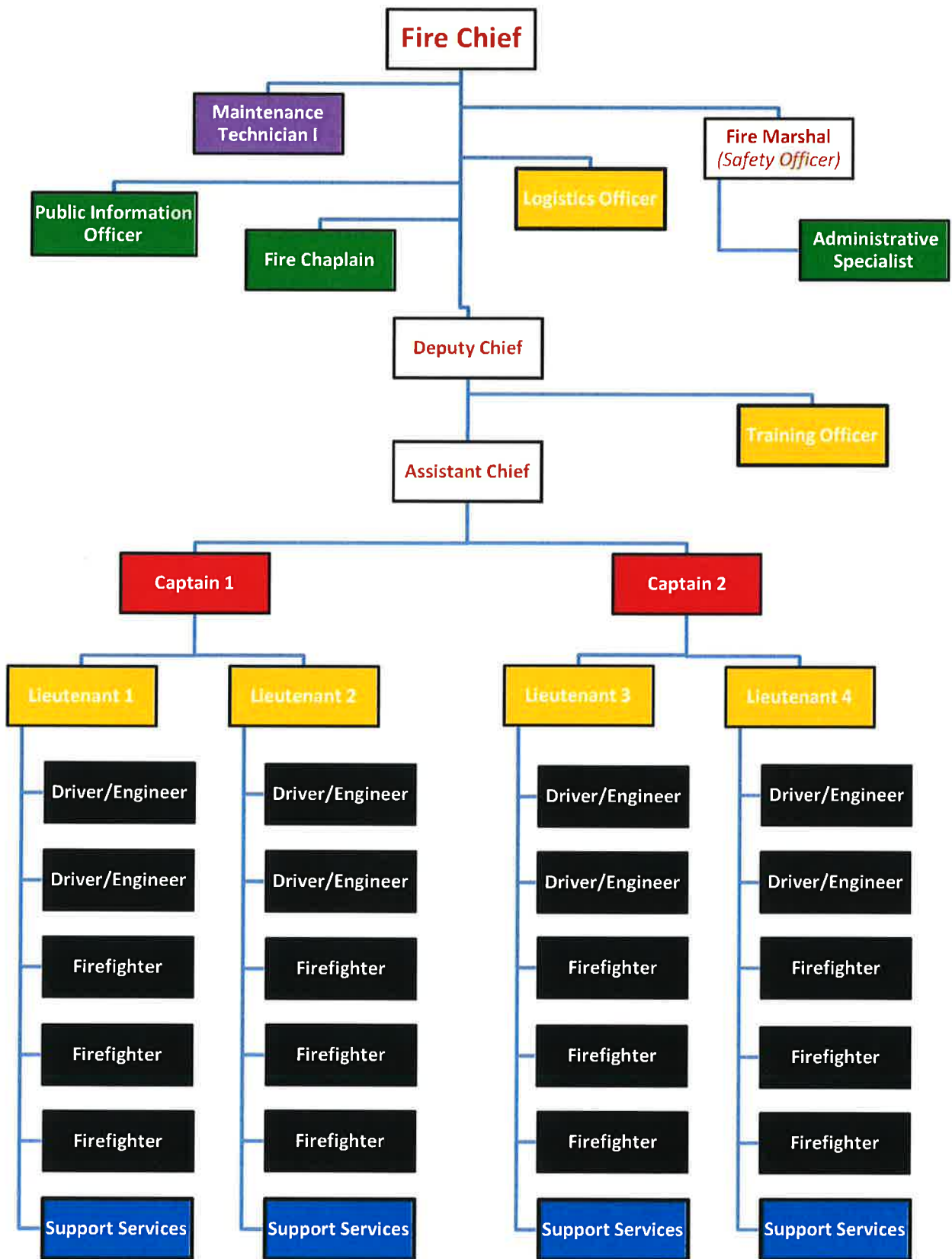
**TOWN OF MELBOURNE BEACH
GENERAL FUND #001
LAW ENFORCEMENT EXPENSES-DEPT. #21
FY2025 BUDGET**

Account Number	Classification/ Description	Subtotal	Total
001-21-520.31.00	Professional Services Cross Cut Shredding	125 Total	125
001-21-520.34.40	Dispatching Services Sherriff's Department Interlocal Agreement	19,510 Total	19,510
001-21-520.35.00	Pre-Employment Expense background, pysch, poly, credit	1,200 Total	1,200
001-21-520.40.00	Travel Expense Summer & Winter Conference Police Conference Travel Officer Trainings	692 400 800 Total	1,892
001-21-520.41.10	Communication Services Computer Experts	6,972 Total	6,972
001-21-520.46.10	Office Equipment Maintenance/Repairs	200 Total	200
001-21-520.46.15	Equipment Body cams, Car radios,laptop,printer,lights	11,260 Total	11,260
001-21-520.46.16	Radar/Speed Calibration Radar/Speed /Wind Calibrations; Hand held radars	550 Total	550
001-21-520.46.20	Vehicle Maintenance Repairs and Routine Maintenance	17,000 Total	17,000
001-21-520.48.00	Promotional Activities Coffee With A Cop, National Night Out (our version) awa Officer of the quarter & year plaques, Police Memorial W€	800 Total	800
001-21-520.48.50	Crime Prevention pencils, stickers, glo sticks, hats	Total	500
001-21-520.49.99	Miscellaneous	Total	0
001-21-520.52.00	Uniforms Uniforms, boots, badges, pants, hashmarks, belts	8,500 Total	8,500
001-21-520.52.05	Protective Gear Amunition Tasers Vests-Outer	850 10,081 2,600 Total	13,531
001-21-520.52.50	Gas & Oil	20,000 Total	20,000
001-21-520.52.70	Medical Supplies Car medical bags	1,014 Total	1,014
001-21-520.52.90	Operating Supplies	3,000 Total	3,000

FY2025 Budget Workbook

Account Number	Classification/ Description	Subtotal	Total
001-21-520.54.00	Dues & Subscriptions		
	Brevard County Association Membership Dues	30	
	National Association of Chiefs	60	
	Florida Police Chiefs Association	345	
	Brevard County Association of Chiefs	210	
	Brevard County Detective's Association	50	
	Total		695
001-21-520.54.10	Training & Schools		
	Summer Police Conference	450	
	Winter Police Conference	450	
	College courses, supervisory, administration	2,000	
	Total		2,900
001-21-520.64.01	Capital Outlay		
	Short Term	30,121	
001-21-581.00.00	Long Term Transfer Out		
	Total		30,121
001-21-543.00.00	Annual Licenses & Fees (including software)		
	Adobe	240	
	PAC Annual Dues	150	
	Palm Bay Gun range fees	880	
	Police Law Institute	1,628	
	Finder (investigative service)	1,000	
	Netwrix	1,470	
	Veritas Systems Annual Fee (domain)	199	
	Sonic Wall (PD server security)	819	
	DMS Software	7,000	
	Licenses Tasers	12,161	
	Camera Pro Licenses	1,086	
	MILO Warranty	1,350	
	Barracuda (email security)	3,228	
	Police Radio System-One time Upgrade	9,287	
	800 MHZ Annual Service Fee (1/2 split with FD)	5,082	
	Total		45,580
TOTAL LAW ENFORCEMENT EXPENSE			185,350

Short Term (1 Year) Capital Projects		FY25	FY26	FY28	FY27
Police Vehicle #1		30,121	22,600	15,000	22,600
Police Vehicle #2			45,121		
800 MHZ Pak Sets 2			4,900	4,900	4,900
Short Term Totals	Purchase in current fiscal year	30,121	50,021	4,900	22,600
Long Term Capital			22,600	15,729	4,900
	Total Capital Expenditures	30,121	72,621	20,629	27,500



FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH GENERAL FUND #001 FIRE CONTROL EXPENSES-DEPT. #22 FY2025 BUDGET			
Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget
Dept.: 22 Fire Control			
500.12.00 Regular Salaries	88,036	91,547	101,038
500.14.00 Salaries Overtime			
500.14.16 Hurricane Pay		1,890	1,890
500.14.50 Stipend Payroll	38,689	44,000	38,000
500.21.00 FICA Taxes - Employer Portion	6,735	7,361	7,729
500.21.00 FICA Taxes Stipend& P/T Payroll	2,960	3,366	2,907
500.21.00 Retirement IMCA	7,513	9,248	9,753
500.22.20 Retirement Town Employees	2,973	3,591	4,019
500.23.01 Health Insurance	25,626	28,200	36,795
500.23.02 Life Insurance	136	148	136
500.23.10 Statutory AD&D	207	207	380
500.24.00 Workers Compensation	16,750	16,222	9,000
500.25.00 Unemployment Compensation	282	241	161
Total of Salaries and Related Payroll Exp	189,906	206,021	211,808
520.31.00 Professional Services			1,000
520.34.40 Dispatching Services	5,400	5,400	5,670
520.35.00 Pre Employment Expense	2,060	2,060	744
520.36.00 Annual Physicals	4,375	4,375	2,500
520.40.00 Travel & Meetings	750	750	1,000
520.41.10 Communication Services	1,644	1,944	1,944
520.46.15 Equipment Maintenance	9,152	10,000	10,000
520.46.20 Vehicle Maintenance	26,100	32,000	28,000
520.46.30 Building Maintenance	1,000	1,000	2,000
520.48.55 Fire Preventive Inspections	4,600		
520.51.00 Office Supplies	400	800	600
520.52.00 Uniforms	7,135	7,100	5,000
520.52.02 S.C.B.A.	1,975	2,550	4,000
520.52.05 Protective Gear	2,925	2,925	3,200
520.52.10 Janitorial Supplies	1,000	1,000	1,000
520.52.20 Tools & Hardware	2,000	6,500	3,000
520.52.50 Gas & Oil	6,600	5,000	3,200
520.52.70 Medical Supplies	1,400	1,400	1,400
520.54.00 Dues & Subscriptions	435	610	610
520.54.10 Training & Schools	7,525	5,525	5,525
520.54.12 Training Materials	1,960	2,000	2,000
520.64.01 Capital Outlay	97,646	82,369	82,369
581.00.00 Transfer Long Term Capital		36,500	35,000
520.71.00 Principal Retired			
520.72.00 Interest Expense			
543.00.00 Licenses & Fees	13,304	13,473	24,983
	199,386	225,281	224,745
Totals	389,292	431,302	436,553
	decrease	1.22%	5,251

moved

FTE: 1 Full Time 1 Part Time

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
FIRE CONTROL EXPENSES-DEPT. #22
FY2025 BUDGET

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-22-520.31.00	Professional Services				
				Total	1,000
001-22-520.34.40	Dispatching Services				
	Indialantic Dispatching				
				Total	5,670
001-22-520.35.00	Pre-Employment Expense				
	Brevard Police Test CTR				
	Drug Test, physicals, Hep B shot				
				Total	744
001-22-520.36.00	Annual Physicals				
				Total	2,500
001-22-520.40.00	Travel,Meetings & Lodging				
				Total	1,000
001-22-520.41.10	Communications Services				
	ComputerExperts				
				Total	1,944
001-22-520.46.15	Equipment Maintenance				
	(small motor /equipment maintenance)				
	SBA's, compressors, ladder & hose testing				
				10,000	
				Total	10,000
001-22-520.46.20	Vehicle Maintenance				
	Pump Test Annual-Required				
	Service & Repair Engine-58				
	Engine 258, Squad 58, ATV 58				
	District 58, Marine 58, Ski 58				
				Total	28,000
001-22-520.46.30	Building Maintenance				
	Station supplies & maintenance				
				Total	2,000
001-22-520-51.00	Office Supplies				
				Total	600
001-22-520.52.00	Uniforms				
	Dress and Duty Uniforms				
				Total	5,000
001-22-520.52.02	S.C.B.A				
	Recertification, Repairs, Masks				
				Total	4,000
001-22-520.52.05	Protective Gear				
	Boots, Helmets, Gloves				
				Total	3,200
001-22-520.52.10	Cleaning Supplies				
	Station, Vehicle, Bunker Gear				
				Total	1,000
001-22-520.52.20	Tools and Equipment/Hardware				
				Total	3,000
001-22-520.52.50	Gas & Oil			5,000	
				Total	3,200

FY2025 Budget Workbook

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-22-520.52.70	Medical Supplies			1,400	
				Total	1,400
001-22-520.54.00	Dues & Subscriptions				
	FL Fire Chief's Association			125	
	NVFC Membership			25	
	1st Responder Newspaper			35	
	NFPA Standard Access			175	
	Space Coast Fire Chief's Association			250	
				Total	610
001-22-520.54.10	Training				
	Advanced Training, Instructor Fees, CPR			5,525	
				Total	5,525
001-22-520.54.12	Training Materials				
	CPR, HeartCode Card Renewal			2,000	
				Total	2,000
001-22-520.64.01	Capital Outlay				
	Short term Capital Outlay			82,369	
001-22-581.00.00	Long Term Capital Outlay			35,000	
				Total	117,369
001-22-520.71.00	Principal				
	Paid off			Total	
001-22-520.72.00	Interest				
	Paid off			Total	
001-22-543.00.00	Licenses & Fees				
	800 MHZ Fee			6,468	
	P25 One Time Upgrade			9,287	
	Tag renewals			50	
	Hydrant Testing per State Statute			2,300	
	Pixel Works Annual Fee			960	
	Who's Responding software			600	
	Annual Fee Emergency Reporting software			2,601	
	NFPA Standard Access			1,580	
	Online CEU access (Fire Rescue 1)			700	
	Veritas software			199	
	State License Renewal Fee			238	
				Total	24,983

24,983

Total Fire Expense 224,745

Short term Capital Outlay (1 year)		FY25	FY26	FY27	FY28	FY29
Radio replacement		25,000	25,000	25,000	25,000	25,000
Bunker Gear	\$2500 ea/set	10,000	10,000	10,000	10,000	10,000
New Engine 58		82,369	82,369	82,369	82,369	82,369
	Short Term -Purchase in FY2023	82,369	82,369	82,369	82,369	82,369
	Long Term Capital	35,000	35,000	35,000	35,000	35,000
	Total Capital Expenditure	117,369	117,369	117,369	117,369	117,369

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
CODE ENFORCEMENT DEPT. # 29
FY2025 BUDGET

Department Funds & Descriptions	FY223 Actual	FY24 Budget	FY25 Budget
Dept.: 29 Code Enforcement			
500.12.00 Regular Salaries	11,715	15,792	39,520
500.21.00 FICA Taxes - Employer Portion	933	1,208	3,023
500.22.20 Retirement Town Employees	1,050	2,143	5,363
500.23.10 AD&D	21	21	42
500.24.00 Worker's Compensation	103	738	300
500.25.00 Unemployment Compensation	17	51	126
Total Salaries and Related Payroll Exp	13,839	19,952	48,375
520.40.00 Travel & Meetings		50	125
520.46.12 Maintenance Supplies		100	0
520.46.20 Vehicle Maintenance	13	150	150
520.48.55 Fire Inspections		4,600	4,900
520.51.00 Office Supplies	617	125	0
520.51.10 Postage	115	350	450
520.51.20 Recording Costs		120	250
520.52.00 Uniforms	103	300	300
520.54.00 Dues & Subscriptions	0	150	150
520.54.10 Training & Schools	300	600	300
520.64.01 Capital Expense			50,000 new
543.00.00 Licenses & Fees	1,000	1,000	1,000
Total Operating Expenses	2,148	7,545	57,625
Totals Salaries & Operating	19,316	27,497	106,000
	increase	285.49%	78,502

FTE: 2 part time (maximum of 20 hours per week)

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
CODE ENFORCEMENT DEPT. # 29
FY2025 BUDGET

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-29-520.40.00	Travel & Meetings				
				Total	125
001-29-520.46.12	Maintenance Supplies				
				Total	0
001-29-520.46.20	Vehicle Maintenance				
				Total	150
001-29-520.48.55	Fire Inspections Vacation rentals & BTR's				
				Total	4,900
001-29-520.51.00	Office Supplies				
				Total	0
001-29-520.51.10	Postage				
				Total	450
001-29-520.51.20	Recording Costs court costs, lien filings				
				Total	250
001-29-520.52.00	Uniforms Shirt & Pants Jacket				
		2	150		
				Total	300
001-29-520.52.50	Gas & Oil				
				Total	0
001-29-520.54.00	Dues & Subscriptions Code Enforcement Association				
				Total	150
001-29-520.54.120	Training & Schools Continuing Education Units/Certifications				
				Total	300
001-29-520.64.01	Capital Expense Vacation Rental Software Tracking				
				Total	50,000
001-29-543.00.00	Licenses & Fees Annual BS&A				
				Total	1,000
TOTAL CODE ENFORCEMENT EXPENSE				Total	57,625

TOWN OF MELBOURNE BEACH GENERAL FUND #001 PUBLIC WORKS EXPENSES-DEPT. # 41 FY2025 BUDGET

Departments, Funds & Descriptions	FY23	FY24	FY25
	Actual	Budget	Budget
Dept.: 41 Public Works			
500.12.00 Regular Salaries	198,290	253,947	230,932.00
500.14.00 Salaries Overtime	3,006	4,000	1,500.00
500.21.00 FICA Taxes - Employer Portion	16,282	19,427	17,666.30
500.22.20 Retirement Town Employees	24,933	34,461	31,476.03
500.23.01 Health Insurance	27,865	46,000	38,510.00
500.23.02 Life Insurance	269	294	534.00
500.23.10 AD&D	83	83	83.00
500.24.00 Workers Compensation	2,618	4,424	19,796.00
500.25.00 Unemployment Compensation	294	813	277.12
Payroll from Dept 42 included	51,954		
Total Salaries and Payroll Related Exp	325,594	363,448	340,774
530.40.00 Travel & Meetings		150	0
530.43.15 Contracted Electrical Services	6,657	5,000	8,000
530.43.50 Dump Service		2,000	160
530.46.12 Maintenance Supplies	4,471	6,500	1,500
530.46.15 Equipment Maintenance/Repairs	5,259	5,000	5,000
530.46.20 Vehicle Maintenance/Repairs	7,858	9,500	13,000
530.46.30 Building Maintenance/Repairs	10,728	9,000	13,000
530.46.31 Maintenance Old Town Hall	350	600	500
530.46.32 Ryckman House Repairs	996	1,000	300
530.46.33 Old Post Office Repairs		2,000	300
530.46.35 Pier Maintenance	5,473	1,000	300
530.46.40 Grounds Maintenance	8,771	10,000	6,500
530.46.43 Tree Expense			2,709
530.52.00 Uniforms	2,854	3,750	1,875
530.52.05 Protective Gear	1,997	2,500	1,000
530.52.20 Tools & Hardware	5,517	5,000	5,500
530.52.25 Tool Rentals	352	1,500	1,000
530.52.50 Gas & Oil	6,074	7,000	7,500
530.53.10 Street Repair & Painting	7,085	7,500	9,000
530.53.20 Street Signs	6,743	8,000	3,800
530.54.10 Training & Schools	650	1,500	500
530.57.25 Welding Equipment	178	200	
530.64.01 Capital Outlay	10,000	4,000	4,000
581.00.00 Transfer Long Term Capital	16,927	10,000	
Operating Expenditures	108,940	102,700	85,444
Total Salaries & Operating	434,534	466,148	426,218
	decrease	-8.57%	-39,930

FTE: 5 Full time
 (1) FTE removed from 2023-2024 budget

 Groundsmaintenance salary and related
 expense included in Dept. 41

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
PUBLIC WORKS EXPENSES-DEPT. #41
FY2025 BUDGET

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
001-41-530.40.00	Travel & Meetings				
				Total	0
001-41-530.43.15	Contracted Electrical Services				
				Total	8,000
001-41-530.43.50	Dump Service HazMat Disposal, Dumpster Fees Dumpster rental (removal & disposal)				
				Total	160
001-41-530.46.12	Maintenance Supplies batteries, all tape, paint,keys,locks, bolts, nuts				
				Total	1,500
001-41-530.46.15	Equipment Maintenance/ Repairs small engine repairs, ditch witch				
				Total	5,000
001-41-530.46.20	Vehicle Maintenance Ford, Silverado, Bucket Truck John Deere, GEM , tractor, tires				
				Total	13,000
001-41-530.46.30	Building Maintenance / Repairs toilets,doors, a/c filters,garage doors generator, gutters Comm Ctr.				
				Total	13,000
001-41-530.46.31	Maintenance Old Town Hall				
				Total	300
001-41-530.46.32	Ryckman House Repairs				
				Total	300
001-41-530.46.33	Old Post Office Repairs roof repairs				
				Total	500
001-41-530.46.35	Pier Maintenance				
				Total	300
001-41-530.46.40	Grounds Maintenance dirt, mulch, coquina, seed, lumber, backflow test				
				Total	6,500
001-41-530.46.43	Tree removal, trimming				
				Total	2,709
001-41-530.52.00	Uniforms (5employees) shirt, pants, boots allowance				
				Total	1,875
001-41-530.52.05	Protective Gear safety glasses, gloves, hard hats				
				Total	1,000
001-41-530.52.20	Tools & Hardware				
				Total	5,500
001-41-530.52.25	Tool Rentals metal slabs, lifts,tractors, directional signs				
				Totals	1,000
001-41-530.52.50	Gas & Oil				
				Total	7,500
001-41-530.53.10	Street Repair & Painting Cold patch, concrete, gravel,striping				
				Total	9,000
001-41-530.53.20	Street Signs				
				Total	3,800
001-41-530.54.10	Training & Schools			500	
				Total	500
001-41-530.57.25	Welding Equipment Nexair, propane refills-smoothing torch				
				Total	0
001-41-530.64.01	Capital Outlay Short term			4,000	
001-41-581.00.00	Long Term Capital Transfer				
				Total	4,000
TOTAL PUBLIC WORKS EXPENSE					85,444

		FY25	FY26	FY27	FY28	FY29
	Dune Crossovers	4,000	4,000	4,000	4,000	4,000
	Ditch Witch		4,222	4,222	4,222	4,222
	Truck Finance in FY28 (\$40,000)		8,750	8,750	8,750	8,750
	Short Term Capital Totals:	4,000	4,000	4,000	4,000	4,000
	Long Term Capital Totals:	-	12,972	12,972	12,972	4,222
	Total All Capital	4,000	16,972	16,972	16,972	8,222

TOWN OF MELBOURNE BEACH
GENERAL FUND #001
PUBLIC WORKS EXPENSES-DEPT. # 42 GROUNDSKEEPER
FY2025 BUDGET

Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget		
Dept.: 42 Groundskeeper					
001-42-500.12.00 Regular Salaries					
172-75-500.12.00 Ocean Park Salaries		Moved to Dept 41	Allocated in Dept 41		
175-75-500.12.00 Ryckman Park Salaries					
500.14.00 Salaries Overtime					
175-75-500.21.00 FICA Taxes-Employer Portion					
175-75.500.22.20 Retirement Town Employees					
175-75-500.23.01 Health Insurance					
351-41-500.23.01 Health Insurance					
351-41-500.23.02 Life Insurance					
351-41-500.23.10 AD&D					
351-41-500.24.00 Workers Compensation					
351-41-500.25.00 Unemployment Comp					
Total Salaries and Payroll Related Exp	Actual			To Date	Budget
530.34.91 Landscaping Town Parks	10,315			22,300	15,000
530.46.15 Equipment Maintenance/Repairs	802	2,500	3,700		
530.46.40 Grounds Maintenance Town Parks	12,000	26,000	15,000		
530.46.43 Tree Expense Town Park	3,975	3,000			
530.52.00 Uniforms	195	3,125			
530.52.05 Protective Gear	177	575	200		
530.52.20 Tools & Hardware	978	500	1,200		
530.52.50 Gas & Oil		1,000	1,200		
530.54.10 Training & Schools	-	375			
530.64.01 Capital Outlay		4,250	4,250		
Totals	28,442	63,625	\$40,550		
	decrease	-36.27%	-23,075		

moved to 41
moved to 41

FTE: Included in Dept 41

TOWN OF MELBOURNE BEACH GENERAL FUND #001 PUBLIC WORKS EXPENSES-DEPT. #42 GROUNDSKEEPER FY2025 BUDGET						
Account Number	Classification/ Description	Qty	Cost	Subtotal	Total	
001-42-530.34.91	Landscaping Parks flowers, shrubs, trees plantings, rock, mulch, dirt				Total	15,000
001-42-530.46.15	Equipment Maintenance/ Repairs mowers, blowers, trimmers, small engine				Total	3,700
001-42-530.46.40	Grounds Maintenance Parks all irrigation, pumps, heads, switches plumbing, pipes, water related				Total	15,000
001-42-530.46.43	Tree Expense Removal & grinding				Total	0 moved to 41
001-412530.52.00	Uniforms shirts, shorts, jacket, rainware boot allowance				Total	0 moved to 41
001-42-530.52.05	Protective Gear safety glasses, ear plugs, gloves, masks				Total	200
001-42-530.52.20	Tools & Hardware blades, trimmer line				Total	1,200
001-42-530.52.50	Gas & Oil				Total	1,200
001-42-530.54.10	Training & Schools				Total	0
001-42-530.64.01	Short Term Capital			4,250		
001-42-581.00.00	Transfer Out Long Term Capital				Total	4,250
					Total	40,550

Capitla Expenditures	FY25	FY26	FY27	FY28	FY29
Bucket for Mower	4,250				
Short Term Capital Totals:	4,250				
Long Term Capital Totals:					
Total All Capital	4,250	0	-	0	0

TOWN OF MELBOURNE BEACH GENERAL FUND #001 PARKS & RECREATION EXPENSES-DEPT. # 72 2025 BUDGET			
Departments, Funds & Descriptions	FY23 Budget	FY24 Budget	FY25 Budget
Dept.: 72 Parks & Recreation			CLOSED
			9/30/2024
Revenues			
Dept.: 72 Parks & Recreation			
347.41.00 Founder's Day	6,500	7,000	
347.50.00 Faciltiy Rentals	8,000	6,000	
366.19.00 Childrens Business Fair		5,000	
366.47.03 Com Ctr Donations			
366.47.05 Playground Donations			
Total	14,500	18,000	0
Expenditures			
570.48.10 Founder's Day	7,000	8,000	
570.48.50 Movies in the Park	1,800	1,800	
570.48.52 Fourth of July	500	1,000	
570.48.53 Christmas Decorations Park	3,000	4,000	
570.48.60 Easter Egg Hunt	200	400	
570.48.90 Rec Events-Parks Board	5,000	5,000	
570.48.90 Childrens Business Fair		5,000	
570.63.01 Tennis Court Expenditures	500	700	
570.63.02 Basketball	500	700	
570.63.05 Bocce	500		
570.64.01 Capital Projects	32,600	30,000	
570.64.01 Long Term Capital Projects			
Totals	51,600	56,600	0

Moved to Fund 175
 Moved to Fund 001-00
 moved to Fund 107

moved to Fund 175
 Moved to Fund 175
 Moved to Fund 175
 Moved to Fund 175
 Moved to Fund 107
 Moved to Fund 107
 Moved to Fund 107
 Moved to Fund 175
 Moved to Fund 175
 Moved to Fund 172
 Moved to Fund 107

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND
DONATIONS FUND FIRE DEPT.103
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

FUND 103		FY23	FY24	FY25
DONATIONS FUND FIRE DEPT		Budget Actual	Budget To Date	Budget
Revenues				
103-00-381.00.00	Transfer From General Fund	0	0	0
103-22-337.90.10	Fire Department Donations	6,333.43	5,850.00	5,900.00
TOTAL REVENUE		6,333.43	5,850.00	5,900.00

Expenditures				
103-22-520.40.00	Travel and Meetings	0.00		
103-22-520.46.15	Equipment Maintenance	3529.00		1100.00
103-22-520.51.00	Supplies	123.56	47.76	250.00
103-22-520.52.00	Uniforms			250.00
103-22-520.52.02	SCBA	2265.00		
103-22-520.52.05	Protective Gear	219.86		
103-22-520.52.20	Tools & Hardware		683.18	250.00
103-22-520.54.10	Training & Schools	173.30		200.00
103-22-520.54.12	Training Materials	2129.43	774.60	1000.00
TOTAL EXPENSES		8440.15	1505.54	3050.00
REVENUES OVER EXPENSES		-2,106.72	4,344.46	2,850.00
CASH BALANCE SUMMARY				
Carry Forward	Beginning Cash Balance 10/1	11,792.97	13,899.69	18,244.15
	audit adjustment			
	Ending Cash Balance 9/30	13,899.69	18,244.15	21,094.15

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND 104
ENVIRONMENTAL ADVISORY BOARD
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

FUND 104		FY23	FY24	FY25
ENVIRONMENTAL	ADVISORY BOARD	Actual	Budget	Budget
Revenues				
104-00-381.00.00	Transfer From 175 Ryckman Park	5,374.00	5500.00	3000.00
104-00-366.47.00	Donations	5,000.00		
104-00-337.90.01	Wildflower Grant	568.00	568.00	
TOTAL REVENUE		10,942.00	6068.00	3000.00

Expenditures				
104-72.570.31.00	Intern, Project Assistant			
104-72.570.34.91	Landscaping Grant-CLOSED	1,461.18	233.80	
104-72-570.40.00	Travel & Meetings (zoom)	122.92		
104-72-570.46.12	Maintenance Supplies	65.00		
104-72.570.46.40	Sea Oats, Beach Clean up, plantings	1,160.32	279.71	500.00
104-72-570.46.43	Tree Giveaway	500.00		500.00
104-72-570.49.40	Adopt An Area			500.00
104-72-570.51.00	Office Supplies	81.98	345.36	350.00
104-72-570.52.00	Uniforms -Shirts	341.14	39.23	80.00
104-72.570.52.50	Gas for Composting Truck-CLOSED	643.10		
	Sunshine Jim Fund	375.25	1442.39	1500.00
104-72.570.64.01	Special Projects		1028.83	1200.00
TOTAL EXPENSES		4,750.89	3369.32	4630.00

REVENUES OVER EXPENSES		6,191.11	2,698.68	-1,630.00
CASH BALANCE SUMMARY				
Beginning Cash Balance 10/1		3,786.03	9,977.14	12,675.82
Ending Cash Balance 9/30		9,977.14	12,675.82	11,045.82

TOWN OF MELBOURNE BEACH			
SPECIAL REVENUE FUND 107			
PARKS AND RECREATION ADVISORY BOARD			
STATEMENT OF REVENUES AND EXPENDITURES			
FY2025 BUDGET			
Funds & Descriptions	FUND 107	FY2024 Actual	FY2025 Budget

Revenues			
107-00-381.00.00	Transfer From Fund 175 Ryckman Park	10,400.00	1,500.00
107-00-366.19.00	Children's Business Fair	6,640.00	6,500.00
	TOTAL REVENUE	17,040.00	8,000.00

Expenditures			
107-72-570.48.60	Easter Egg Hunt	425.12	430.00
107-72-570.48.90	Rec Events Ryckman Park	1,469.41	2,000.00
107-72-570.48.91	Children's Business Fair	5,985.87	6,000.00
	TOTAL EXPENSES	7,880.40	8,430.00

	REVENUES OVER EXPENSES	9,159.60	-430.00
	CASH BALANCE SUMMARY		
	Beginning Cash Balance 10/1		9,159.60
	Ending Cash Balance 9/30	9,159.60	8,729.60

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND
POLICE EDUCATION BOOK FUND #121
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 121	FY23	FY24	FY25
Police Education	Actual	To Date	Budget
Revenues			
121-21-351.00.00 Fines & Forfeitures	478.91	381.22	450.00
TOTAL REVENUES	478.91	381.22	450.00

Expenditures

121-21-520.54.10 Training & Schools	0.00	7,554.70	4,000.00
TOTAL EXPENSE	0.00	7,554.70	4,000.00

REVENUE OVER EXPENSE	478.91	-7,173.48	-3,550.00
CASH BALANCE SUMMARY			
Beginning Cash Balance10/1	11,712.07	12,190.98	5,017.50
ENDING CASH BALA	12,190.98	5,017.50	1,467.50

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND
BUILDING DEPART EDUCATION FUND -FUND #124
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 124	FY23	FY24	FY25
Building Education Fund	Actual	To Date	Budget

Revenues

124-00-329-00.00	License, Fees & Permits	611.50	367.43	500.00
124-00-381.00.00	Transfers In			
TOTAL REVENUE		611.50	367.43	500.00

Expenditures

124-24-520.54.10	Training & Schools	3066.03	641.35	320.00
TOTAL EXPENSE		3066.03	641.35	320.00

REVENUE OVER EXPENSE	(2,454.53)	(273.92)	180.00
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	2,606.34	151.81	(122.11)
ENDING CASH BALANCE 9/30	151.81	(122.11)	57.89

TOWN OF MELBOURNE BEACH

SPECIAL REVENUE FUND

BUILDING DEPARTMENT FUND 125

STATEMENT OF REVENUES

FY2025 BUDGET

FUND 125 BUILDING DEPARTMENT		FY23	FY24	FY25
Special Revenue		Actual	To Date	Budget
Revenues				
125-24-322.00.00	Building Permits	\$229,241.81	\$169,721.17	\$187,150.00
125-24-322.10.00	Zoning Reviews	\$2,343.75	\$375.00	\$5,000.00
125-24-322.10.10	Site Plan Review P&Z	\$11,000.00	\$1,738.75	\$7,020.00
125-24-322.20.00	Building Review Meeting	\$1,020.00	\$1,875.00	\$6,500.00
125-24-322.31.00	BOA Advertising Costs		\$275.06	\$450.00
125-24-322.31.20	P&Z Advertising Costs	\$307.15	\$0.00	\$0.00
125-24-329.00.00	Other(reinspect,renewals, extentions)	\$13,663.50	\$10,468.57	\$11,500.00
125-24-329.00.10	BOA Variance Fees	\$4,505.00	\$4,297.00	\$5,000.00
125-24-354.00.00	Fines-Local Ordiance Violations	\$14,387.48	\$5,453.86	\$6,000.00
125-24-364.10.00	Disposal of Assets		\$6,000.00	\$0.00
125-24-369.00.00	Miscellaneous Revenue	\$388.37		\$100.00
125-24-381.00.00	Transfer In-General Fund	\$3,627.78		\$22,000.00
TOTAL REVENUE		\$280,484.84	\$200,204.41	\$250,720.00

Current Expense	\$ 216,212.41	\$ 204,255.73	\$ 247,454.94
Current Revenue	\$280,484.84	\$200,204.41	\$250,720.00
Revenues over Expense	\$64,272.43	-\$4,051.32	\$ 3,265.06

Beginning Cash Balance 10/1	\$ (12,664.38)	\$1,608.05	-\$2,443.27
Ending Cash Balance 9/30	\$51,608.05	-\$2,443.27	\$821.79

Return to General Fund (\$50,000)

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH SPECIAL REVENUE FUND BUILDING DEPARTMENT FUND #125 BUILDING DEPT. #24 FY2025 BUDGET			
Department Funds & Descriptions	FY23 Actual	FY24 To Date	FY25 Budget
Dept.: #24 Building Department			
500.12.00 Regular Salaries	146,390.22	141,005.90	47,624.00
500.14.00 Overtime	820.50		500.00
500.21.00 FICA Taxes-Employer Portion	10,968.86	10,558.00	3,681.49
500.22.20 Retirement Town Employees	18,233.98	19,152.17	6,559.30
500.23.01 Health Insurance	17,172.36	12,580.96	1,005.00
500.23.02 Life Insurance	138.22	211.48	112.00
500.23.10 Statutory AD&D	42.00	42.00	42.00
500.24.00 Workers Compensation			
500.25.00 Unemployment Compensation	225.78	179.01	57.15
Total Salaries and Payroll Related Exp.	193,991.92	183,729.52	59,580.94
Expenditures	Actual	To Date	Budget
520.30.00 Professional Services			180,960.00
520.40.00 Travel, Meetings, Lodging	649.00	1,856.46	
520.41.10 Communications	0.00	195.00	390.00
520.46.20 Vehicle Maintenance	1,430.17	425.91	500.00
520.51.00 Office Supplies	920.90	262.82	75.00
520.51.10 Postage	8.80	17.36	25.00
520.52.00 Uniforms	286.59	224.69	150.00
520.52.00 Protective Gear			
520.52.20 Tools & Hardware	0.00	229.00	100.00
520.52.50 Gas & Oil	397.03	424.87	350.00
520.54.00 Dues & Subscriptions	4,200.00	25.00	1,500.00
520.54.10 Training & Schools	500.00	949.00	
520.64.01 Capital Expense	13,715.05	10,733.00	
543.00.00 Licenses & Fees	112.95	5,183.10	3,824.00
581.00.00 Transfer Out to General Fund			
Total Expenditures	22,220.49	20,526.21	187,874.00
Total all Salaries and Operating	216,212.41	204,255.73	247,454.94

Contract

Increase 21% 43,199.21

FTE: 1 Full time

Building Official Contracted \$145 per hour 24 hrs/per week \$180,960

Capital Expense	FY25	FY26	FY27	FY28	FY29
None					

TOWN OF MELBOURNE BEACH BUILDING DEPARTMENT FUND #125 EXPENSE DEPT #24 FY2025 BUDGET

Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
125-24-520.30.00	Professional Services			Total	180,960
125-24-520.40.00	Travel, Meetings & Lodging Annual BOAF Conference Mthly Bldg meeting			Total	
125-24-520.41.10	Communications			Total	390
125-24-520.46.20	Vehicle Maintenance Repairs and Routine Maintenance			Total	500
125-24-520.51.00	Office Supplies			Total	75
125-24-520.51.10	Postage			Total	25
125-24-520.52.00	Protective Gear			Total	
125-24-520.52.00	Uniforms shirts, jackets, rain gear			Total	150
125-24-520.52.20	Tools & Hardware			Total	100
125-24-520.52.50	Gas & Oil			Total	350
125-24-520.54.00	Dues & Subscriptions Building Code Books			Total	1,500
125-24-520.54.10	Training & Schools Annual BFOA Conference			Total	
125-24-510.64.01	Capital Expense Short Term			Total	0
125-24-543.00.00	License & Fees BS&A Annual Software ICC Renewal, State of Florida			3,474 350 Total	3,824
125-00-581.00.00	Transfers Out-Removed Per Commission To General Fund			Total	
TOTAL BUILDING DEPARTMENT EXPENSES					187,874

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND
STORMWATER UTILITY FUND -FUND #141
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 141		FY23	FY24	FY25
Revenues		Actual	To Date	Budget
141-41-313.33.00	Stormwater Utility Fees	55,018.46	55,321.47	55,000.00
141-41-337.90.01	Other Grants			
141-41-369.00.00	Transfer In			
141-41-322.10.20	Drainage Site Plan Review	2,635.99	2,118.02	2,500.00
141-00-332.12.00	FEMA			
141-41-331.10.00	FEMA Federal Reimbursement			
141-41-334.10.00	FEMA State Reimbursement			
TOTAL REVENUE		57,654.45	57,439.49	57,500.00

Oak/Cherry Rosewood

Expenditures		FY23	FY24	FY24
141-41-530.31.00	Professional Services	7,541.98	3,396.94	5,000.00
141-41-530.31.21	Engineering Services			
141-41-530.31.30	Drainage Site Plan Review	4,108.06	2,350.86	2,500.00
141-41-530.34.90	Construction			
141-41-530.45.20	Construction Bond			
141-41-530.46.50	Storm Drain Maintenance	3,479.37	5,537.68	7,300.00
141-41-530.51.00	Office Supplies			
141-41-530.51.10	Postage			
141-41-530.52.20	Tools & Hardware			
141-41-530.53.20	Street Signs			
141-41-530.54.10	Training and Schools	250.00		250.00
141-41-530.64.01	Capital Outlay			
141-41-538.31.00	Interlocal Admin Costs	1,637.00	1,637.00	1,637.00
141-41-538.34.90	Swale Construction		2,250.00	4,500.00
141-41-543.00.00	Licenses & Fees	500.00	500.00	500.00
TOTAL EXPENSES		17,516.41	15,672.48	21,687.00

Year End Audit Adjustment			
Year End Audit Adjustment	75,532.82		
REVENUES OVER EXPENSES	40,138.04	41,767.01	35,813.00

CASH BALANCE SUMMARY

Beginning Cash Balance 10/1	2,658.25	0.16	41,767.17
Year End Adjustment			
Ending Cash Balance 9/30	0.16	41,767.17	77,580.17

TOWN OF MELBOURNE BEACH					
FUND 141					
STORMWATER UTILITY FUND #141					
FY2025 BUDGET					
Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
141-41-530.31.00	Professional Services			5,000	
				Total	5,000
141-41-530.31.21	Engineering				
				Total	0
141-41-530.31.30	Drainage Site Plan Review			1,500	
				Total	2,500
141-41-530.34.90	Construction				
				Total	0
141-41-530.46.50	Storm Drain Maintenance				
	Grate repairs, Box repairs, filters				
				Total	7,300
141-41-530.51.10	Postage				
141-41-530.52.20	Tools & Hardware				
141-41-530.53.20	Street Signs				
141-41-530.54.10	Training & Schools			250	
				Total	250
141-41-530.64.01	Capital Outlay				
				Total	0
141-41-538.31.00	Interlocal Admin Costs			1,637	
	Brevard County BCC			Total	1,637
141-41-538.34.90	Swale Construction			3,500	
				Total	4,500
141-41-543.00.00	Licenses & Fees				
	FSA Membership			Total	500
TOTAL STORMWATER UTILITY EXPENSE				Total	21,687

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND
AMERICAN RESCUE PLAN FUND 145
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

ACCOUNT TO CLOSE AS OF 9/30/2024. UNEXPENDED FUNDS WILL TRANSFER TO FUND341

Dept 41	Fund 145 American Rescue Plan	FY23 To Date	FY24 Budget
Revenues			
145-00-101.01.00	State of Florida		
	825,908 in FY22		
	TOTAL REVENUE		0.00

Expenditures			
001-00-500.12.00	Cost of Living Adjustment		
125.00.500.12.00	Cost of Living Adjustment		
145-00-581.00.00	Transfer out to Fund 001	24,676	
145-00-581-00.00	Transfer out to Fund 125	3,628	
510.32.00	Auditing Service	3,190.00	
520.64.01	Police Vehicles	93,436.00	
530.31.00	Professional Services	1,011.82	
530.31.21.	Engineering Services		
530.64.01	Capital Outlay Stormwater	732,690.93	398,533.87
530.64.01	Capital Outlay Paving		300,000.00
530.64.01	Riverside Sidewalk		60,000.00
	TOTAL EXPENSES	858,632.75	758,533.87

REVENUES OVER EXPENSES	858,632.75	758,533.87
CASH BALANCE SUMMARY		
Beginning Cash Balance 10/1	1,617,166.62	758,533.87
Adjustment		
Ending Cash Balance 9/30	758,533.87	0.00

- | | |
|---|-----------|
| 1. Riverside Sidewalk | |
| 2. First through Third between Oak and Pine | |
| 3. Poinsettia, Flamingo, Harland | \$400,000 |
| 4. Cherry & Cedar | \$57,000 |
| | \$457,000 |

Town of Melbourne Beach

SPECIAL REVENUE FUND 172

OCEAN PARK PARKING REVENUE

FY2025 BUDGET

Departments, Funds & Descriptions	FY23	FY24	FY25
SPECIAL REVENUE FUND	Actual	To Date	Budget

REVENUES			
Dept 75 Ocean Park Parking			
334.90.01 Other Grants			
342.10.00 Parking Ticket Revenue	12,350.00	6,650.00	7,500.00
344.50.00 Parking Meter Revenue	97,714.00	74,461.00	82,000.00
369.00.00 Miscellaneous			
381.00.00 Transfers In			
Total	110,064.00	81,111.00	89,500.00

Current Expense	120,712.76	43,800.51	88,974.00
Current Revenues	110,064.00	53,994.37	89,500.00
REVENUES OVER EXPENSES	(10,648.76)	10,193.86	526.00

Beginning Cash Balance 10/1	12,015.19	51,144.00	61,337.86
Ending Cash Balance 9/30	51,144.00	61,337.86	61,863.86

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND
OCEAN PARK PARKING FUND 172
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

	Fund 172	FY23	FY24	FY25
Dept. 75	OCEAN PARK PARKING	Actual	BUDGET	BUDGET

EXPENDITURES				
500.12.00	Regular Salaries			50,000.00
500.12.50	Holiday Pay			2,308.00
500.14.16	Hurricane Pay			1,730.00
500.15.00	Educational Incentive			
500.15.01	First Responder			600.00
500.21.00	FICA			3,825.00
500.23.01	Health Insurance			7,164.00
500.23.02	Life Insurance			264.00
500.23.10	Statutory AD&D			106.00
500.24.00	Workers Comp			854.00
500.25.00	Unemployment			67.00
	Total Salaries			66,918
575.31.02	Lifeguard Contract	\$ 20,694.85	\$ 73,000.00	\$ -
575.32.90	Banking Fees-Merchant Srv	\$ 4,924.00	\$ 5,500.00	\$ 5,000.00
575.34.10	Janitorial Cleaning	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
575.34.91	Landscaping	\$ 861.19	\$ 1,500.00	\$ 800.00
575.41.10	IPS Communication Fee	\$ 4,870.65	\$ 5,000.00	\$ 4,300.00
575.43.10	Electricity	\$ 2,858.00	\$ 3,000.00	\$ 2,400.00
575.43.20	Water	\$ 1,183.75	\$ 1,200.00	\$ 1,200.00
575.46.12	Maintenance Supplies	\$ 10,838.62	\$ 3,000.00	\$ 3,000.00
575.46.31	Bathroom Maintenance	\$ 458.04	\$ 400.00	\$ 950.00
575.46.40	Grounds Maintenance	\$ 3,118.69	\$ 1,200.00	\$ 500.00
575.52.10	Janitorial Supplies		\$ 350.00	\$ 350.00
575.52.25	Tool Rental	\$ 8,845.54	\$ 3,000.00	\$ 356.00
575.53.15	Parking Lot Maintenance	\$ 816.09	\$ 1,500.00	\$ 300.00
575.53.20	Signs	\$ 1,846.64	\$ 800.00	\$ 300.00
575.63.03	Volleyball Court Maintenance	\$ 1,155.41	\$ 2,000.00	\$ 500.00
575.63.05	Bocce Ball Court			\$ 300.00
575.64.01	Capital Items	\$ 19,979.81	\$ 7,356.00	
581.00.00	Capital Transfer Long Term	\$ 1,400.00	\$ 1,400.00	
581.00.00	Transfer Grounds Salary	\$ 33,541.54		
581.00.00	Transfer Police Salary			
764.10.00	Filing Fee-Tickets	\$ 30.00		
	TOTAL EXPENSES	119,222.82	\$ 112,006.00	\$ 88,974.00

Police
Salary

decrease -20.56% (23,032.00)

Capital Project	Capital Projects				
		FY25	FY26	FY27	FY28
Short Term Capital					
Long Term Capital					
Total Capital	\$0				

TOWN OF MELBOURNE BEACH SPECIAL REVENUE FUND OCEAN PARK PARKING FUND 172 2025 BUDGET					
Account Number	Classification/ Description	Qty	Cost	Subtotal	Total
172-75-581.00.00	Transfer to General Fund Police Officer Salary			Total	
172-75-575.31.02	Lifeguard Contract Brevard County Contract			Total	
172-75-575.32.90	Banking Fees credit card interchange fees 10% of revenue			Total	5,000
172-75-575.34.10	Janitorial Cleaning Bathrooms Cleaning 3 times per week			Total	1,800
172-75-575.34.91	Landscaping			Total	800
172-75-575.41.10	Communications Service IPS Meter Management Service			Total	4,300
172-75-575.43.10	Electricity			Total	2,400
172-75-575.43.20	Water & Sewer			Total	1,200
172-75-575.46.12	Maintenance Supplies plumbing, sprinklers, hardware			Total	3,000
172-75-575.46.31	Building Maintenance Bathrooms plumbing repairs, light fixtures			950 Total	950
172-75-575.46.40	Grounds Maintenance showers,picnic tables, grills			800 Total	500
172-75-575.52.10	Janitorial Supplies paper towels, toilet paper,bleach,hand soap			Total	350
172-72-575.52.25	Tool Rental			Total	356
172-75-575.53.15	Parking Lot Maintenance			Total	300
172-75-575.53.20	Signs			Total	300
172-75-575.63.03	Volleyball Court Maintenance			Total	500
172-75-57563.03	Bocce Ball Court			Total	300
172-75-575.64.01	Capital Item			Total	
172-75-764.10.00	Filing Fee Clerk of Court-Parking Tickets			Total	
Total Ocean Park Parking				Total	22,056

Town of Melbourne Beach
SPECIAL REVENUE FUND 175
RYCKMAN PARK PARKING REVENUE ACCOUNT
FY2025 BUDGET

Departments, Funds & Descriptions	FY23	FY24	FY25
Dept. 75 - Special Recreational Facilities	Actual	To Date	Budget

Revenues			
Dept.: 75 Special Recreational Facilities			
334.90.01 Other Grants			
342.10.00 Parking Ticket Revenue	4,700.00	6,750.00	7,000.00
344.50.00 Parking Meter Revenue	92,288.60	74,710.73	80,000.00
344.50.10 Parking Pass Revenue	2,500.00	3,200.00	2,900.00
347.41.00 Founders Day			8,000.00
347.50.00 Facility Rental Fee			5,000.00
351.00.00 Fines-LE			
369.00.00 Miscellaneous			
381.00.00 Transfers In	97,998.78	47,000.00	
Total Revenues	197,487.38	131,660.73	102,900.00

New
New

Skate Park 47,000.00 reallocation

Current Expense	77,486.45	191,357.21	85,350.00
Current Revenues	197,487.38	131,660.73	102,900.00
REVENUES OVER EXPENSES	120,000.93	-59,696.48	17,550.00

Budget Adjustment

Beginning Cash Balance 10/1	97,998.78	120,556.74	60,860.26
Ending Cash Balance 9/30	120,556.74	60,860.26	78,410.26

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND 175
SPECIAL RECREATIONAL FACILITIES #75
RYCKMAN PK PARKING EXPENSE
2025 Budget

Departments, Funds & Descriptions	FY23	FY24	FY25	
Ryckman Park Parking Expense	Budget	To Date	Budget	
575.31.00 Professional Services	\$ 13,859.51	\$ 3,000.00		
575.32.90 Banking Fees	\$ 3,282.77	\$ 2,064.94	\$ 2,800.00	
575.41.15 IPs Communication Fee	\$ 2,786.62	\$ 1,759.09	\$ 2,400.00	
575.47.00 Printing		\$ 1,876.50	\$ 1,500.00	
575.48.10 Founders Day		\$ 8,549.00	\$ 8,000.00	new
575.48.50 Movies in the Park		\$ 1,960.00	\$ 1,350.00	new
575.48.51 Fourth of July		\$ 1,000.00	\$ 1,000.00	new
575.48.52 Fall Festival		\$ 3,674.94	\$ 4,000.00	
575.48.53 Christmas		\$ 4,593.00	\$ 4,500.00	new
575.48.54 Winter Festival				
575.50.00 Recreation Programs (free)	\$ 9,350.00	\$ 7,300.00	\$ 9,350.00	new
575.63.01 Tennis Court Expense			\$ 250.00	new
575.63.02 Basketball Expense		\$ 700.00	\$ 200.00	new
575.63.06 Playground Equipment		\$ 14,078.82	\$ 5,000.00	new
575.64.01 Short Term Capital Outlay	\$ 14,460.18	\$ 48,500.00		
575.64.01 Long Term Capital Outlay	\$ 1,500.00	\$ 1,500.00		
575.73.33 Cultural Services	\$ 2,247.37	\$ 800.92	\$ 500.00	
581.00.00 Transfer to Fund 104EAB			\$ 3,000.00	new
581.00.00 Transfer to Fund 107 Parks			\$ 1,500.00	new
581.00.00 Transfer to Fund 351 Land & RD	\$ 30,000.00	\$ 90,000.00	\$ 40,000.00	
Totals	\$ 77,486.45	\$ 191,357.21	\$ 85,350.00	

	FY25	FY26	FY27	FY28	FY29
Total Short Term Capital					
Total Long Term Capital					
Total Capital Expenditures					

Community Center ADA Ramp Extension
FY24 roll forward \$47,000 revenue (reallocated)

TOWN OF MELBOURNE BEACH DEBT SERVICE FUND 2017B BOND MUNICIPAL COMPLEX BOND FUND - FUND #201 STATEMENT OF REVENUES AND EXPENDITURES FY2025 BUDGET			
Fund 201 Municipal Bond Complex	FY23 Budget	FY24 Budget	FY25 Budget

Revenues				
201-00-381.00.00	Transfers In from General Fund	121,175.00	116,925.00	116,114.28
	TOTAL REVENUE	121,175.00	116,925.00	116,114.28

Expenditures				
201-00-510.71.00	Principal-Muni Complex Loan	85,000.00	85,000.00	90,000.00
201-00-510.72.00	Interest-Muni Complex Loan	33,425.00	29,175.00	27,050.00
201-00-510.73.00	Other Debt Service Cost	2,750.00	2,750.00	1,375.00
	TOTAL EXPENSES	121,175.00	116,925.00	118,425.00

REVENUES OVER EXPENSES			-
Accounting Adjustment			
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	-	2,310.72	-
Ending Cash Balance 9/30	2,310.72	2,310.72	-

FY2025 Budget Workbook

TOWN OF MELBOURNE BEACH
DEBT SERVICE FUND
STORMWATER BOND DEBT FUND - FUND #202
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 202 Stormwater Bond	FY23 Actual	FY24 To Date	FY25 Budget
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Revenues

202-00-311.00.00	AD VALOREM (VOTED)	528,381.73	56,712.41	152,000.00
	at .2350			
	TOTAL REVENUE	528,381.73	56,712.41	152,000.00

Expenditures

202-00-571.71.00	Principal	213,000.00	222,000.00	231,000.00
	Principal Prepayment	690,000.00		
202-00-571.72.00	Interest	38,337.90	21,869.10	12,478.50
	TOTAL EXPENSES	941,337.90	243,869.10	243,478.50

REVENUES OVER EXPENSES	-412,956.17	-187,156.69	-91,478.50
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	692,002.15	279,045.98	91,889.29
Ending Cash Balance 9/30	279,045.98	91,889.29	410.79

TOWN OF MELBOURNE BEACH
CAPITAL PROJECT FUND
STORMWATER FUND - FUND #341
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 341 Stormwater Bond		FY23 To Date	FY24 Budget	FY25 Budget
Transfers				
001-00-381.00.00	TRANSFER IN GENERAL FUND	\$99,372.00	\$319,336.00	\$500,000.00
145-00-381.00.00	Transfer from Fund 145 ARPA			
001-00-381.00.00	Year End Transfer FY23	\$100,000.00	\$10,000.00	
141-00-381.00.00	TRANSFER IN FUND 141			
333-00-381.00.00	TRANSFER IN FUND 333			
Revenues				
341-41-332.12.00	FEMA			
341-41.337.90.01	Other Grants			
341-41-369.00.00	Miscellaneous			
TOTAL REVENUE		\$199,372.00	\$329,336.00	\$500,000.00

FEMA \$586,392.00

Expenditures

341-41-530.31.00	Professional Services			
431-41-530.31.21	Engineering Service			
341-41-530.64.01	BASIN 1			\$500,000.00
341-41-530.64.01	Mil and Repave Riverside		\$602,212.00	
TOTAL EXPENSES		\$0.00	\$602,212.00	\$500,000.00

REVENUES OVER EXPENSES		-\$6,801.11	\$0.00
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	\$66,702.89	\$266,074.89	\$259,273.78
Ending Cash Balance 9/30	\$266,074.89	\$259,273.78	\$259,273.78

Capital Projects FY25

BASIN 1

TOWN OF MELBOURNE BEACH
SPECIAL REVENUE FUND 351
LAND AND ROAD IMPROVEMENTS
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Dept 41	Fund 351 Land & Road Improvements	FY23 Actual	FY24 To Date	FY25 Budget
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Revenues				
381.00.00	Transfer In	30,000.00	\$ 90,000.00	\$ 40,000.00
366.19.00	Donations	1,500.00		
TOTAL REVENUE		31,500.00	\$ 90,000.00	\$ 40,000.00

Expenditures				
500.00.00	Employment Expense	2,792.86		
570.31.00	Professional Services	\$ 10,152.50	\$ 1,222.50	
570.31.21	Engineering Fees			
570.34.90	Construction			
570.34.91	Landscaping	\$ 3,542.76	\$ 1,104.00	\$ 3,000.00
570.43.15	Electrical Work			
570.46.15	Equipment Repair			
570.46.40	Ground Maintenance	\$ 7,111.14	\$ 1,183.10	\$ 2,500.00
570.46.43	Tree Expense		\$ 350.00	
570.48.00	Promotional			
570.51.00	Office Supplies			
570.52.25	Tool Rental			
570.53.20	Signs	\$ 11,740.65	\$ 23,359.13	\$ 30,000.00
570.64.01	Capital Outlay	\$ 14,460.18		
64.01 Projects	Veterans Park			\$ 10,000.00
	Bi-Centennial Water Feature			\$ 7,500.00
TOTAL EXPENSES		\$ 49,800.09	\$ 27,218.73	53,000.00

moved

REVENUES OVER EXPENSES	\$ 28,386.21	\$ 62,781.27	-13,000.00
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	\$ 46,686.30	\$ 28,386.21	91,167.48
Adjustment			
Ending Cash Balance 9/30	\$ 28,386.21	\$ 91,167.48	78,167.48

TOWN OF MELBOURNE BEACH
HISTORIC PRESERVATION AND AWARENESS
FUND 390 RYCKMAN HOUSE
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 390 Historic Preservation Fund	FY23 Actual	FY24 To Date	FY25 Budget
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Revenues			
390-00-381.00.00	Transfer From General Fund		
390-72.347.90.01	Special Events Lecture Series)		
390-72-366.47.01	Ryckman House Donations		
390-72-366.47.02	Special Events Donations		
TOTAL REVENUE		0.00	0.00

Expenditures			
390-41-530.46.32	Ryckman House	543.35	4,212.99
TOTAL EXPENSES		543.35	4,212.99

REVENUES OVER EXPENSES	-543.35	-4,212.99	-250.00
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	8,249.77	7,706.42	3,493.43
Ending Cash Balance 9/30	7,706.42	3,493.43	3,243.43

TOWN OF MELBOURNE BEACH
CAPITAL PROJECT FUND
OLD TOWN HALL HISTORY CENTER FUND - FUND #391
STATEMENT OF REVENUES AND EXPENDITURES
FY2025 BUDGET

Fund 391 Historic Preservation Fund		FY23 Actual	FY24 To Date	FY25 Budget
Revenues				
391-00-381.00.00	Transfer From General Fund			
391-72-337.90.01	Other Grants			
391-72-347.53.00	Rental Income-Old Town Hall	260.00	90.00	150.00
391-72-366.47.02	Donations	742.14	951.77	800.00
391-72-369.00.00	Miscellaneous	0.00	0.00	0.00
	TOTAL REVENUE	1,002.14	1,041.77	950.00

Expenditures				
391-72-570.34.10	Janitorial Services	1350.00	1350.00	1,350
391-72-570.34.95	Furniture and Fixtures	569.62		
391-72-570.40.00	Travel & Meetings	1,035.86	700.00	800.00
391-72-570.46.30	Building Maintenance		5,165.55	350.00
391-72-570.47.00	Printing	356.36	183.99	200.00
391-72-570.49.99	Misc	936.55	664.10	
391-72-570.64.01	Capital Improvements		2,275.00	
	TOTAL EXPENSES	4,248.39	10,338.64	2,700.00

REVENUES OVER EXPENSES	-3,246.25	-9,296.87	-1,750.00
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	22,852.08	19,605.83	10,308.96
Adjustment			
Ending Cash Balance 9/30	19,605.83	10,308.96	8,558.96

TOWN OF MELBOURNE BEACH AGENCY FUND POLICE DONATIONS- FUND # 622 STATEMENT OF REVENUES AND EXPENDITURES FY2025 BUDGET				
Fund 622 Police Donation Fund		FY23 Actual	FY24 To Date	FY25 Budget
Revenues				
622-21-337.90.01	Other Grants			
622-21-366.21.01	Police Donations	9,688.00	385.30	500.00
622-21-366-21.03	SRO Donations (NEW)			
622-00-381.00.00	Transfer From General Fund			
	TOTAL REVENUE	9,688.00	485.30	500.00

Expenditures				
622-21-520.40.00	Meeting & Travel		729.36	800.00
622-21-520.49.99	Miscellaneous	110.17		150.00
622-21-520.52.00	Uniforms			
622-21-520.52.90	Operating Supplies	3,109.87	4,074.00	1,500.00
622-21-520.64.01	Capital Outlay			
622-21-581.00.00	Transfer to General Fund			
	TOTAL EXPENSES	3,220.04	4,803.36	2,450.00

REVENUES OVER EXPENSES	6,467.96	(4,318.06)	(1,950.00)
CASH BALANCE SUMMARY			
Beginning Cash Balance 10/1	9,204.74	15,672.70	11,354.64
Ending Cash Balance 9/30	15,672.70	11,354.64	9,404.64

RESOLUTION NO. 2024-08

A RESOLUTION OF THE TOWN OF MELBOURNE BEACH OF BREVARD COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR FISCAL YEAR 2024/2025; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Melbourne Beach of Brevard County, Florida, held a public hearing on September 17, 2024 as required by Florida Statute 200.065; and

WHEREAS, the Town of Melbourne Beach of Brevard County, Florida, on September 17, 2024, adopted Fiscal Year 2024/2025 tentative Millage Rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Brevard County has been certified by the County Property Appraiser to the Town of Melbourne Beach as \$651,723,462.

NOW, THEREFORE, BE IT RESOLVED by the Town Commission of the Town of Melbourne Beach of Brevard County, Florida, that:

Section 1. The Fiscal Year 2024/2025 operating Millage Rate is 4.4770 mills, which is greater than the rolled-back rate of 4.2798 mills by 4.608 %

Section 2. The voted debt service millage is .2350.

Section 3. This Resolution will take effect immediately upon its adoption.

PASSED AND ADOPTED by the Town Commission of the Town of Melbourne Beach, Brevard County, Florida, at its special meeting / public hearing this 17th day of September, 2024.

Time Adopted: _____

TOWN OF MELBOURNE BEACH,
FLORIDA, a Florida Municipal Corporation

ATTEST:

By: _____
Alison Dennington
Mayor

Amber Brown, CMC
Town Clerk

RESOLUTION NO. 2024-09

**A RESOLUTION OF THE TOWN OF MELBOURNE BEACH
OF BREVARD COUNTY, FLORIDA, ADOPTING THE
FINAL BUDGET FOR FISCAL YEAR 2024/2025;
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the Town of Melbourne Beach of Brevard County, Florida, on September 17, 2024, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Town of Melbourne Beach of Brevard County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2024/2025 in the amount of \$4,582,113.

NOW, THEREFORE, BE IT RESOLVED by the Town Commission of the Town of Melbourne Beach of Brevard County, Florida, that:

Section 1. The Fiscal Year 2024/2025 Final Budget be adopted.

Section 2. This Resolution will take effect immediately upon its adoption.

PASSED AND ADOPTED by the Town Commission of the Town of Melbourne Beach, Brevard County, Florida, at its special meeting / public hearing this 17th day of September, 2024.

Time Adopted: _____.

TOWN OF MELBOURNE BEACH,
FLORIDA, a Florida Municipal Corporation

ATTEST:

By: _____
Alison Dennington
Mayor

Amber Brown, CMC
Town Clerk

(TOWN SEAL)