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**2016 APPROVED  
OPERATING BUDGET**

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Budget Analyst**

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October 1, 2015

Dear Chairman and Board Members:

Submitted, herewith, is the Approved Operating Budget of the Emerald Coast Utilities Authority for Fiscal Year 2016, as recommended by the Citizens' Advisory Committee and approved by the ECUA Board. As approved, this budget establishes funding at a level that maintains current programs, as well as provides for enhancements to our existing level of service. The total approved budget for FY 2016, combined for all funds, is \$145,596,518. The Operating Budget section consists of \$114,490,817, which includes funds for operating expenses and debt service. The difference, \$31,105,701, provides for capital improvements; bond-funded projects, funding of unrestricted reserves, and project contingency funds. The following table summarizes the total Approved Sources and Uses of all funds combined for the FY 2015 Amended Budget, compared to the FY 2016 Approved Budget.

**ALL FUNDS COMBINED**

<b><u>SOURCES:</u></b>	<b>FY2015 AMENDED BUDGET</b>	<b>FY2016 APPROVED BUDGET</b>
Water	\$38,077,838	\$39,547,353
Wastewater	48,755,617	52,875,952
Sewer Improvement Fee	5,876,999	5,889,766
Sanitation-Residential	21,752,025	23,267,518
Sanitation-Commercial	1,566,360	1,314,000
Connection Charges	370,567	350,000
Recyclable Commodities	57,543	138,361
Compost & Yard Waste Tipping Fees	0	400,000
Processing Fee - Sludge	0	300,000
Grant Revenues	1,668,294	0
Miscellaneous Revenues	2,055,049	1,950,000
Interest Income	906,076	651,600
Subtotal	121,086,368	126,684,550
Impact Fees	2,342,154	2,423,752
Lease Purchase Funds	12,621,733	0
Bond Funds	25,000,000	0
Unrestricted Reserves	5,014,276	2,314,671
Project Contingencies	8,416,988	14,173,545
Subtotal	53,395,151	18,911,968
<b>Total Sources</b>	<b>\$174,481,519</b>	<b>\$145,596,518</b>

**ALL FUNDS COMBINED**

**USES:**

	FY2015 AMENDED <u>BUDGET</u>	FY2016 APPROVED <u>BUDGET</u>
Personal Services	\$41,019,597	\$41,361,112
Support Services	26,233,475	23,711,984
Materials & Supplies	9,348,345	9,349,492
Wastewater Infrastructure Program	798,855	815,914
Septic Tank Abatement Program	160,000	160,000
Operating Contingency	<u>2,331,100</u>	<u>1,607,500</u>
Subtotal	79,891,372	77,006,002
Debt Service	31,476,513	30,981,764
New Debt Service	3,575,000	1,620,000
CIP Projects	4,089,314	6,184,930
R & R Projects	5,124,831	13,164,156
Annual Lease/Purchase Payments	4,222,435	4,883,051
Equipment Replacement Fund	200,000	0
Bond Fund Projects	25,000,000	0
Lease Purchase Equipment	12,621,733	0
Unrestricted Reserves	2,407,003	5,009,723
Project Contingencies	<u>5,873,318</u>	<u>6,746,892</u>
Subtotal	<u>94,590,147</u>	<u>68,590,516</u>
<b>Total Uses</b>	<b>\$174,481,519</b>	<b>\$145,596,518</b>

The following information is presented for each operating fund, consisting of the Water and Wastewater Systems and the Sanitation System.

**WATER & WASTEWATER SYSTEMS**

The following table summarizes the total Approved Sources and Uses of Funds for the FY 2015 Amended Budget as compared to the FY 2016 Approved Budget for the Water & Wastewater Systems.

<b><u>SOURCES:</u></b>	<b>FY2015 AMENDED <u>BUDGET</u></b>	<b>FY2016 APPROVED <u>BUDGET</u></b>
Water	\$38,077,838	\$39,547,353
Wastewater	48,755,617	52,875,952
Sewer Improvement Fee	5,876,999	5,889,766
Connection Charges	370,567	350,000
Grant Revenues	1,627,274	0
Miscellaneous	2,012,991	1,900,000
Interest Income	<u>902,526</u>	<u>650,000</u>
Subtotal	97,623,812	101,213,071
Impact Fees	2,342,154	2,423,752
Bond Funds	25,000,000	0
Unrestricted Reserves	3,500,000	3,500,000
Project Contingencies	<u>8,416,988</u>	<u>14,173,545</u>
Subtotal	<u>39,259,142</u>	<u>20,097,297</u>
<b>Total Sources</b>	<b>\$136,882,954</b>	<b>\$121,310,368</b>

**WATER AND WASTEWATER SYSTEMS**

<b><u>USES:</u></b>	<b>FY2015 AMENDED BUDGET</b>	<b>FY2016 APPROVED BUDGET</b>
Personal Services	\$31,661,971	\$32,329,488
Support Services	16,433,743	16,853,934
Materials & Supplies	7,722,656	7,924,742
Wastewater Infrastructure Program	798,855	815,914
Septic Tank Abatement Program	160,000	160,000
Operating Contingency	2,253,725	1,500,000
Indirect Overhead Allocation	<u>(454,320)</u>	<u>(585,300)</u>
	58,576,630	58,998,778
Subtotal		
Debt Service	30,490,507	29,990,170
New Debt Service	3,575,000	1,620,000
Annual Lease/Purchase Pymts	1,268,354	1,270,442
CIP Projects	3,974,314	6,069,930
R & R Projects	4,624,831	13,114,156
Bond Fund Projects	<u>25,000,000</u>	<u>0</u>
	127,509,636	111,063,476
Total		
Unrestricted Reserves	3,500,000	3,500,000
Project Contingencies	<u>5,873,318</u>	<u>6,746,892</u>
<b>Total Uses</b>	<b>\$136,882,954</b>	<b>\$121,310,368</b>

**REVENUES:**

Total revenues for FY 2016 are projected to reflect current experience and a rate increase of 2.26 percent for the Water and Wastewater Systems.

**EXPENSES:**

The Operating Budget expenses, when compared to the original approved FY 2015 basic budget, reflect an increase of 2.41 percent. This includes funding for normal increases in operating costs of materials and supplies, electricity, and the increase in health insurance costs for FY 2016.

The budget increase provides funding for the cost of four new full time positions: a Systems Integration Specialist in the Information Technology (IT) Department, as recommended in the IT Master Plan and noted in the annual financial audit; a Lift Station Mechanic and a Utility Construction Inspector in the Utility Operations Department, as recommended in the 2013 Management Audit; and a Lab Analyst in the Water Production Department to ensure that we stay current in the lab testing requirements per Florida Department of Environmental Protection (FDEP) regulations and reduce the required overtime costs.

Funding is included for FDEP mandates that require Inflow & Infiltration compliance. Additionally, there is funding for the Land and Timber management program for the 2,000 acres owned by the ECUA around the Central Water Reclamation Facility (CWRP), general utility relocations, the IT Master Plan, lift station replacements and upgrades, well maintenance and testing, replacing antiquated water lines, and the public information campaign. Line item allocations have been minimized to reflect monies actually spent on a historical basis; however, in order to provide funding for emergency repairs and increases in costs that are beyond our control such as electricity costs, we have included an operating contingency in FY 2016. The approved FY 2016 budget anticipates funding of the Capital Improvement Program (CIP) with rollover project contingency funds and current year revenues.

**WATER & WASTEWATER SYSTEMS SUMMARY**

Revenue and expense trends since 2007 can be found in the Graphics Section on page 12, which identifies the percentage of revenue from each source, and emphasizes the need to maintain commodity charges at appropriate levels to maintain the financial integrity of the systems. The graph on page 14 illustrates the use of funds by expense type, with personal services and debt service costs accounting for a combined total of 71 percent of the current total operating budget.

The remaining areas of the Water and Wastewater sections are presented in Division and Department format. We have included goals and objectives, appropriations by expense element for the past two (2) years, and approved budget amounts for FY 2016.

**SANITATION SYSTEM**

The following table summarizes the total Approved Sources and Uses of Funds for the FY 2015 Amended Budget as compared to the FY 2016 Approved Budget for the Sanitation System. The revenue projections for FY 2016 were based on trends developed through actual experience in operating this system for the past 23 years.

<b><u>SOURCES:</u></b>	<b>FY 2015 AMENDED BUDGET</b>	<b>FY 2016 APPROVED BUDGET</b>
Sanitation-Residential	\$21,752,025	\$23,267,518
Sanitation-Commercial	1,566,360	1,314,000
Recyclable Commodities	57,543	138,361
Grant Revenues	41,020	0
Compost & Yard Waste Tipping Fees	0	400,000
Processing Fee - Sludge	0	300,000
Miscellaneous	42,058	50,000
Interest Income	3,550	1,600
	<hr/>	<hr/>
Subtotal	23,462,556	25,471,479
Lease Purchase Funds	12,621,733	0
Unrestricted Reserves	1,514,276	(1,185,329)
	<hr/>	<hr/>
<b>Total Sources</b>	<b>\$37,598,565</b>	<b>\$24,286,150</b>
<b><u>USES:</u></b>		
Personal Services	\$9,357,626	\$9,031,624
Support Services	9,799,732	6,858,050
Materials & Supplies	1,625,689	1,424,750
Net Overhead Allocations	454,320	585,300
Operating Contingency	77,375	107,500
	<hr/>	<hr/>
Subtotal	21,314,742	18,007,224
Debt Service	986,006	991,594
Annual Lease/Purchase Payments	2,954,081	3,612,609
CIP Operating	115,000	115,000
R & R Projects	500,000	50,000
Equipment Replacement Fund	200,000	0
Lease Purchase Equipment	12,621,733	0
Unrestricted Reserves	(1,092,997)	1,509,723
	<hr/>	<hr/>
<b>Total Uses</b>	<b>\$37,598,565</b>	<b>\$24,286,150</b>

**SANITATION SUMMARY**

The ECUA began providing sanitation service in unincorporated Escambia County in 1992 through an acquisition of the system previously operated by Escambia County. Since that time, we have implemented automated pick-up throughout our service area, and purchased two additional residential systems. The investment that we made in changing these systems from a labor-intensive operation to a more efficient service delivery approach has provided our customers with a more efficient and economic service.

We initiated Sanitation Collection services in Santa Rosa County (SRC) in January 2015 after signing an Interlocal Agreement with the Santa Rosa Board of County Commissioners. The FY 2016 Sanitation Budget reflects a full year of service in Santa Rosa County.

The Operating Budget expense for the Escambia County (ESC) service area, when compared to the original approved FY 2015 basic budget, reflects a decrease of 7.05 per cent. FY 2015 reflects one-time start-up costs for the Santa Rosa Sanitation Collection that will not be recurring in FY 2016. Cost savings have been achieved from the reduced fuel costs and lower maintenance costs on the compressed natural gas (CNG) vehicles. We initiated a new composting program in FY 2015, which we expect will reduce disposal costs of the yard waste that was previously taken to the Escambia County Perdido Landfill. With the composting program, those tipping fees will no longer apply. Moreover, we have partnered with Escambia County via an Interlocal Agreement to construct a Clean-Stream Materials Recycling Facility (MRF) that will reduce our landfill disposal costs over the long term, and provide a stable local processing facility for recyclables. This long term solution is a necessity to stabilize rates and costs, and permanently resolve the concerns with the processing of recyclables.

**ACKNOWLEDGEMENTS:**

We would like to express our thanks to the ECUA Board and the Citizens' Advisory Committee members for their guidance and input, as well as the staff who diligently worked to produce this plan.

The Fiscal Year 2016 Approved Operating Budget is an accurate reflection of the financial plan necessary to continue our positive movement in the direction of providing our customers with the high quality service they expect and deserve.

Respectfully submitted,



Stephen E. Sorrell  
Executive Director



Debra Buckley  
Director of Finance

SES/DB/rbm

**EMERALD COAST UTILITIES AUTHORITY  
ALL FUNDS  
APPROVED SOURCES & USES  
FISCAL YEAR 2016**

**SOURCES**

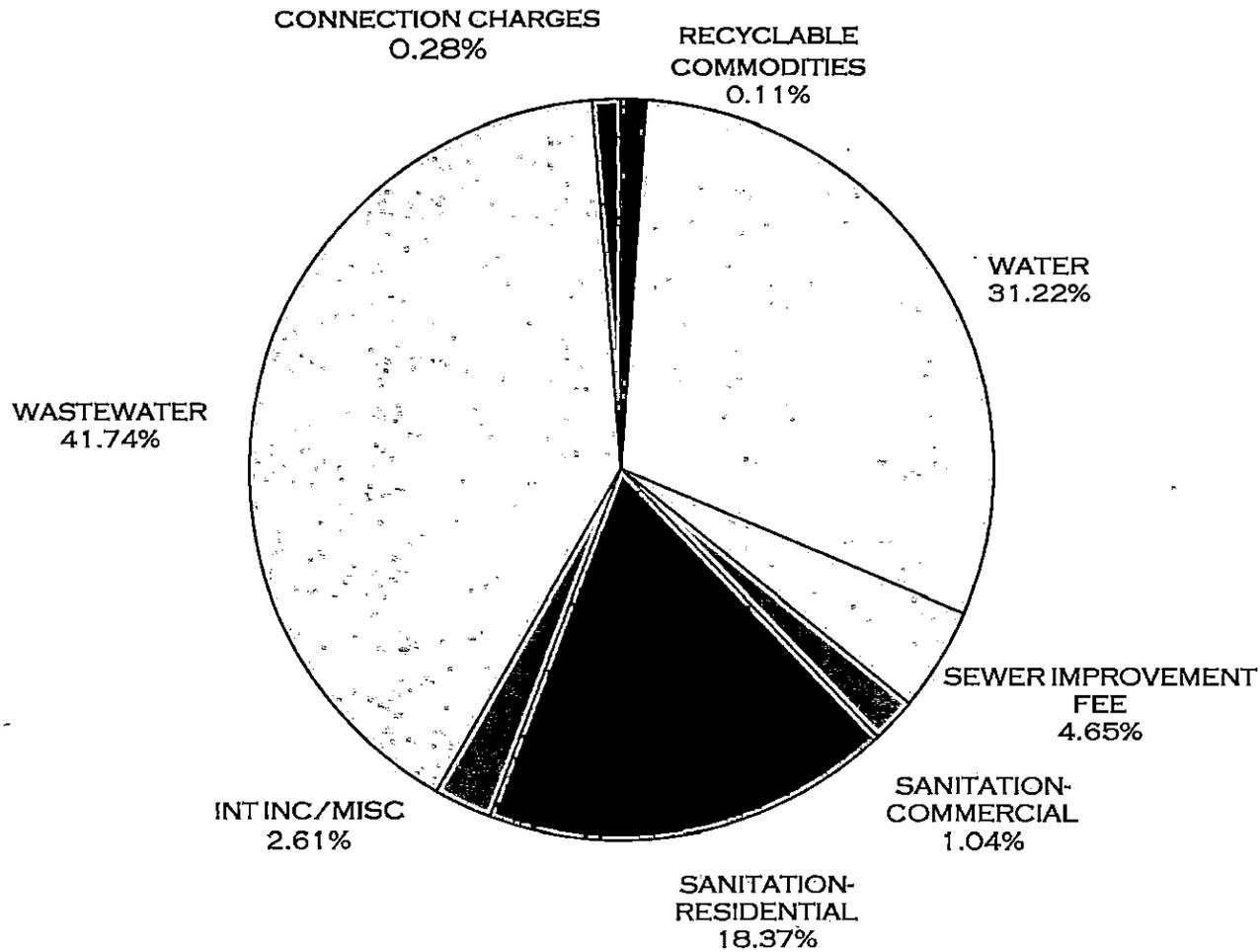
**MONTHLY SERVICE CHARGES :**

WATER	\$ 39,547,353	
WASTEWATER	52,875,952	
SANITATION	25,419,879	
<b>TOTAL MONTHLY SERVICE CHARGES</b>	<b>117,843,184</b>	
CONNECTION CHARGES	350,000	
MISCELLANEOUS	1,950,000	
SEWER IMPROVEMENT FEE	5,889,766	
<b>TOTAL OPERATING REVENUES</b>	<b>7,989,766</b>	<b>126,032,950</b>
INTEREST INCOME		651,600
IMPACT FEES		2,423,752
<b>TOTAL REVENUES</b>		<b>3,075,352</b>
<b>BEGINNING BALANCES :</b>		
UNRESTRICTED RESERVES		2,314,671
PROJECT CONTINGENCIES (WORKING CAPITAL)		14,173,545
		<b>16,488,216</b>
<b>TOTAL SOURCES</b>		<b>\$ 145,596,518</b>

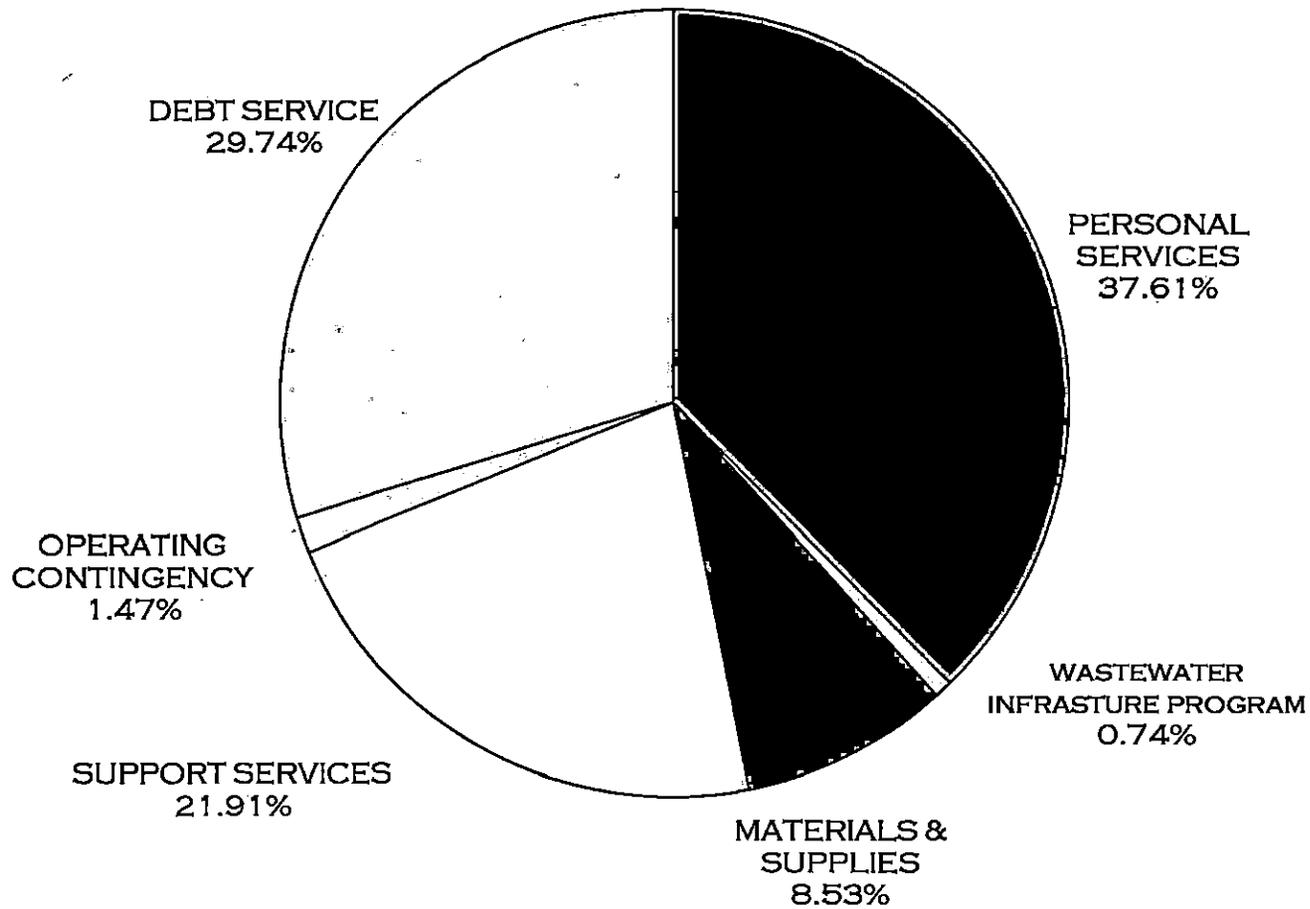
**USES**

PERSONAL SERVICES	\$ 41,221,112	
SUPPORT SERVICES	23,851,984	
MATERIALS & SUPPLIES	9,349,492	
SEPTIC TANK ABATEMENT PROGRAM	160,000	
WASTEWATER INFRASTRUCTURE PROGRAM***	815,914	
OPERATING CONTINGENCY	1,607,500	
<b>TOTAL OPERATING EXPENSES</b>	<b>77,006,002</b>	
DEBT SERVICE (PARITY DEBT)		25,342,291
DEBT SERVICE FOR NEW BORROWING		1,620,000
DEBT SERVICE FOR SRF LOANS		5,639,473
CIP PROJECTS	6,184,930	
R & R PROJECTS***	13,164,156	
ANNUAL LEASE PURCHASE PAYMENTS	4,883,051	
<b>TOTAL OTHERS</b>	<b>24,232,137</b>	
<b>ENDING BALANCES :</b>		
UNRESTRICTED RESERVES		5,009,723
PROJECT CONTINGENCIES (WORKING CAPITAL)		6,746,892
		<b>11,756,615</b>
<b>TOTAL USES</b>		<b>\$145,596,518</b>

**ALL FUNDS  
FY 2016 REVENUE PERCENTAGES**



**ALL FUNDS  
FY 2016 EXPENSE PERCENTAGES**



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**EMERALD COAST UTILITIES AUTHORITY  
PERSONNEL COMPARISON**

	<u>2014 POSITIONS</u>	<u>2015 FUNDED POSITIONS</u>	<u>2016 FUNDED POSITIONS</u>
<b>ADMINISTRATION DEPARTMENT</b>			
OFFICE OF THE EXECUTIVE DIRECTOR	<u>3</u>	<u>3</u>	<u>3</u>
<b>FINANCE DEPARTMENT</b>			
ADMINISTRATION	4	4	4
GENERAL ACCOUNTING	7	7	7
ACCOUNTS RECEIVABLE	14	14	15
PURCHASING & STORES	<u>8</u>	<u>8</u>	<u>8</u>
FINANCE TOTAL	<u>33</u>	<u>33</u>	<u>34</u>
<b>INFORMATION TECHNOLOGY DEPARTMENT</b>			
ADMINISTRATION	8	8	9
GIS	<u>3</u>	<u>3</u>	<u>3</u>
INFORMATION TECHNOLOGY TOTAL	<u>11</u>	<u>11</u>	<u>12</u>
<b>HUMAN RESOURCES/ADMIN SERVICES DEPARTMENT</b>			
ADMINISTRATIVE SERVICES	3	3	3
SAFETY & SECURITY	1	1	3
HUMAN RESOURCES	4	4	3
EMPLOYMENT	<u>4</u>	<u>4</u>	<u>3</u>
HUMAN RESOURCES/ADMIN SERVICES TOTAL	<u>12</u>	<u>12</u>	<u>12</u>
<b>ENGINEERING DEPARTMENT</b>			
ADMINISTRATION	16	21	20
INSPECTIONS	6	6	6
GIS/MAPPING	<u>6</u>	<u>6</u>	<u>6</u>
ENGINEERING TOTAL	<u>28</u>	<u>27</u>	<u>26</u>
<b>SHARED SERVICES</b>			
ADMINISTRATION	<u>3</u>	<u>6</u>	<u>6</u>
FIELD SERVICES TOTAL	<u>3</u>	<u>6</u>	<u>6</u>

**EMERALD COAST UTILITIES AUTHORITY  
PERSONNEL COMPARISON**

	2014 POSITIONS	2015 FUNDED POSITIONS	2016 FUNDED POSITIONS
<b>CUSTOMER SERVICES</b>			
ADMINISTRATION	9	9	9
OPERATIONS	28	30	32
FATS, OIL & GREASE	3	7	7
<b>CUSTOMER SERVICES TOTAL</b>	<u>40</u>	<u>46</u>	<u>48</u>
<b>REGIONAL SERVICES DEPARTMENT</b>			
ADMINISTRATION	4	4	4
REGION 2 (WEST REGION)	18	19	19
REGION 3 (EAST REGION)	25	24	24
REGION 4 (SOUTH REGION)	24	24	20
SEWER MAINTENANCE SERVICES	22	22	22
FIRE HYDRANT INSTALL/MAINT.	7	7	7
PATCH SERVICES	7	7	7
AIR RELEASE VALVES			4
<b>REGIONAL SERVICES TOTAL</b>	<u>107</u>	<u>107</u>	<u>107</u>
<b>FIELD &amp; CUSTOMER SERVICES GROUP TOTAL</b>	<u>150</u>	<u>159</u>	<u>161</u>
<b>UTILITY OPERATIONS</b>			
ADMINISTRATION	5	5	5
LIFTSTATIONS	23	23	24
MAINTENANCE	2	2	3
OPERATION & MAINT INFO SYSTEMS	2	2	2
I/E PLANTS	15	15	15
PLANT MAINTENANCE	13	13	13
ODOR CONTROLS	2	2	2
GENERATOR MAINTENANCE	2	2	2
FACILITIES MAINTENANCE	10	10	10
<b>UTILITY OPERATIONS TOTAL</b>	<u>74</u>	<u>74</u>	<u>76</u>
<b>WATER PRODUCTION/LIFT STATIONS</b>			
WATER OPERATIONS	20	20	21
WELL MECHANICAL MAINTENANCE	7	7	7
COMMUNICATIONS CENTER	10	11	11
QUALITY ASSURANCE & QUALITY CONTROL	10	10	11
CROSS CONNECTION CONTROLS	5	5	5
<b>WATER PRODUCTION TOTAL</b>	<u>52</u>	<u>53</u>	<u>55</u>

**EMERALD COAST UTILITIES AUTHORITY  
PERSONNEL COMPARISON**

	<u>2014 POSITIONS</u>	<u>2015 FUNDED POSITIONS</u>	<u>2016 FUNDED POSITIONS</u>
<b>WATER RECLAMATION</b>			
ADMINISTRATION	1	1	1
BAYOU MARCUS WRF	14	14	14
PENSACOLA BEACH WWTP	11	11	11
CENTRAL WRF	37	37	37
<b>WATER RECLAMATION TOTAL</b>	<u>63</u>	<u>63</u>	<u>63</u>
<b>UTILITY OPERATIONS GROUP TOTAL</b>	<u>189</u>	<u>190</u>	<u>194</u>
<b>UTILITY SERVICES &amp; PLANNING DEPARTMENT</b>			
PUBLIC INFORMATION	1	1	1
<b>UTILITY SERVICES &amp; PLANNING TOTAL</b>	<u>1</u>	<u>1</u>	<u>1</u>
<b>WASTEWATER INFRASTRUCTURE</b>			
ADMINISTRATION	8	9	9
<b>WATER &amp; WASTEWATER TOTAL</b>	<u>435</u>	<u>445</u>	<u>452</u>

**EMERALD COAST UTILITIES AUTHORITY  
PERSONNEL COMPARISON**

	<u>2014 POSITIONS</u>	<u>2015 FUNDED POSITIONS</u>	<u>2016 FUNDED POSITIONS</u>
<b>SANITATION DEPARTMENT</b>			
ADMINISTRATION	2	2	2
RESIDENTIAL OPERATIONS	41	38	37
GARAGE	28	28	27
COMMERCIAL OPERATIONS	7	7	6
YARD TRASH COLLECTION	24	28	30
RECYCLING	14	13	11
COMPOSTING			3
<b>SANITATION TOTAL</b>	<u>116</u>	<u>116</u>	<u>119</u>
<b>SANTA ROSA</b>			
RESIDENTIAL OPERATIONS			31
GARAGE			2
<b>SANTA ROSA TOTAL</b>			<u>33</u>
<b>SANITATION TOTAL</b>	<u>116</u>	<u>116</u>	<u>152</u>
<b>GRAND TOTAL</b>	<u><u>551</u></u>	<u><u>561</u></u>	<u><u>604</u></u>

**EMERALD COAST UTILITIES AUTHORITY  
WATER & WASTEWATER SYSTEMS  
APPROVED SOURCES & USES  
FISCAL YEAR 2016**

**SOURCES**

**MONTHLY SERVICE CHARGES :**

WATER	\$39,547,353	
WASTEWATER	52,875,952	
<b>TOTAL MONTHLY SERVICE CHARGES</b>	<b>92,423,305</b>	
CONNECTION CHARGES	350,000	
MISCELLANEOUS	1,900,000	
SEWER IMPROVEMENT FEE	5,889,766	
<b>TOTAL OPERATING REVENUES</b>	<b>8,139,766</b>	<b>100,563,071</b>
INTEREST INCOME		650,000
IMPACT FEES		2,423,752
<b>TOTAL REVENUES</b>		<b>103,636,823</b>
<b>BEGINNING BALANCES :</b>		
UNRESTRICTED RESERVES		3,500,000
PROJECT CONTINGENCIES (WORKING CAPITAL)		14,173,545
		<b>17,673,545</b>
<b>TOTAL SOURCES</b>		<b>\$121,310,368</b>

**USES**

PERSONAL SERVICES	\$32,329,488	
SUPPORT SERVICES	16,853,934	
MATERIALS & SUPPLIES	7,924,742	
SEPTIC TANK ABATEMENT PROGRAM	160,000	
WASTEWATER INFRASTRUCTURE PROGRAM***	815,914	
OPERATING CONTINGENCY	1,500,000	
INDIRECT OVERHEAD ALLOCATION	(585,300)	
<b>TOTAL OPERATING EXPENSES</b>	<b>57,998,778</b>	<b>58,998,778</b>
DEBT SERVICE (PARITY DEBT)		24,350,697
DEBT SERVICE FOR NEW BORROWING		1,620,000
DEBT SERVICE FOR SRF LOANS		5,639,473
CIP PROJECTS	6,069,930	
R & R PROJECTS***	13,114,156	
AMR PROGRAM ANNUAL LOAN PAYMENT	1,270,442	
<b>TOTAL OTHERS</b>	<b>20,454,528</b>	<b>20,454,528</b>
<b>ENDING BALANCES :</b>		
UNRESTRICTED RESERVES		3,500,000
PROJECT CONTINGENCIES (WORKING CAPITAL)		6,746,892
		<b>10,246,892</b>
<b>TOTAL USES</b>		<b>\$121,310,368</b>
DEBT SERVICE COVERAGE (PARITY DEBT)		<b>1.66</b>
DEBT SERVICE COVERAGE (ALL DEBT)		<b>1.36</b>

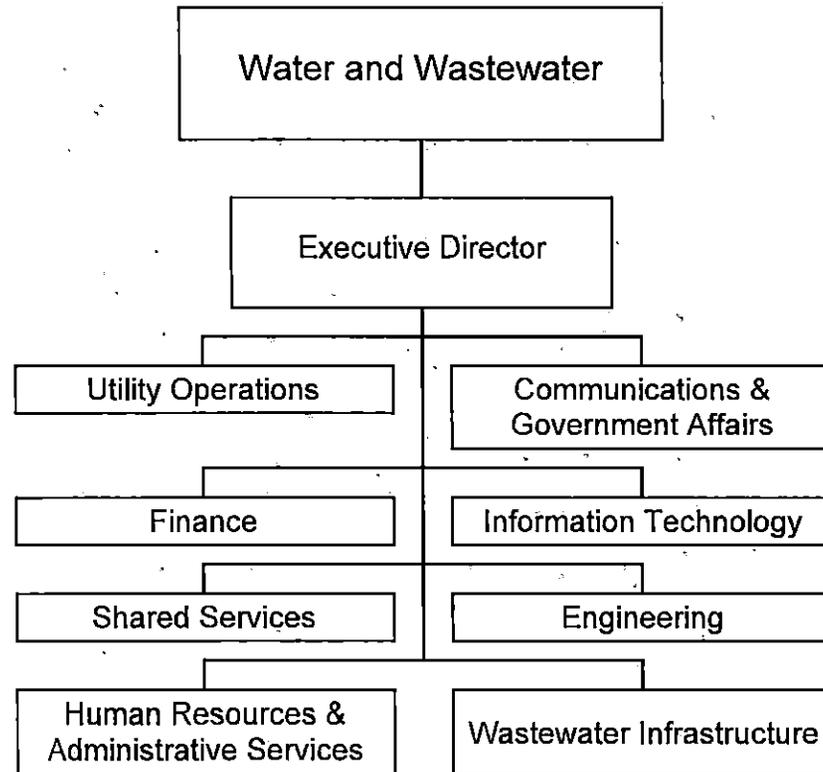
**EMERALD COAST UTILITIES AUTHORITY  
WATER AND WASTEWATER SYSTEMS  
SOURCES AND USES STATEMENTS  
9/30/2012 - 9/30/2016**

SOURCES OF FUNDS :	ACTUAL	ACTUAL	ACTUAL	PROJECTED	APPROVED
<u>BEGINNING BALANCES:</u>	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Unrestricted Reserves	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000
Project Contingencies	12,642,847	11,417,737	7,146,134	10,079,825	14,173,545
<b>Total Beginning Balance</b>	<b>16,142,847</b>	<b>14,917,737</b>	<b>10,646,134</b>	<b>13,579,825</b>	<b>17,673,545</b>
<b><u>OPERATING REVENUES:</u></b>					
Water	34,392,211	35,602,257	36,862,307	37,360,127	39,547,353
Wastewater	43,134,578	46,813,391	48,623,816	50,349,306	52,875,952
Connection Charges	310,407	746,208	324,196	350,000	350,000
Miscellaneous Revenues	2,178,730	1,899,560	2,206,107	6,700,000	1,900,000
Sewer Improvement Fee	5,894,574	5,878,031	5,901,267	5,890,000	5,889,766
<b>Total Operating Income</b>	<b>85,910,500</b>	<b>90,939,447</b>	<b>93,917,693</b>	<b>100,649,433</b>	<b>100,563,071</b>
<b><u>OTHER INCOME/SOURCES:</u></b>					
Interest Income	562,073	444,414	622,899	650,000	650,000
Impact Fees	2,294,813	2,331,649	2,597,454	2,342,154	2,423,752
MTBE Settlement Funds	112	0	0	0	0
Grant Funds	0	0	2,007,024	2,850,000	0
Bond Funds	25,180,213	20,000,000	20,000,000	20,000,000	0
<b>Total Other</b>	<b>28,037,211</b>	<b>22,776,063</b>	<b>25,227,377</b>	<b>25,842,154</b>	<b>3,073,752</b>
<b>TOTAL SOURCES</b>	<b>\$ 130,090,558</b>	<b>\$ 128,633,247</b>	<b>\$ 129,791,204</b>	<b>\$ 140,071,412</b>	<b>\$ 121,310,368</b>
<b>USES OF FUNDS :</b>					
<b><u>OPERATING EXPENSES:</u></b>					
Personal Services	\$ 27,483,457	29,153,528	\$ 29,599,996	\$ 30,519,947	32,329,488
Support Services	15,347,480	15,049,563	16,880,554	17,358,106	16,853,934
Materials & Supplies	5,273,185	7,048,662	6,022,744	7,467,956	7,924,742
Wastewater Infrastructure	0	0	549,409	688,000	815,914
Septic Tank Abatement Program	160,000	160,000	160,000	160,000	160,000
Capital Outlay	0	0	0	0	0
Operating Contingency	0	0	0	0	1,500,000
Disaster Expenses	0	0	2,040,953	1,442,500	0
Indirect Overhead Allocation	(443,253)	(454,320)	(454,320)	(454,320)	(585,300)
<b>Total Operating Expenses</b>	<b>47,820,869</b>	<b>50,957,433</b>	<b>54,799,336</b>	<b>57,182,189</b>	<b>58,998,778</b>
<b><u>CAPITAL IMPROVEMENTS/DEBT:</u></b>					
CIP Projects	6,714,632	6,709,752	2,137,204	3,392,361	6,069,930
R & R Projects	3,162,402	8,411,900	6,501,387	10,317,639	13,114,156
AMR Annual Loan Payment	1,163,355	1,163,355	1,181,203	1,270,442	1,270,442
Bond Fund Projects	25,180,213	20,000,000	20,000,000	20,000,000	0
Debt Service Payments	31,131,350	25,048,648	25,952,776	24,595,763	24,350,697
SRF Loan Payments	0	5,696,025	5,639,473	5,639,473	5,639,473
New Debt Service	0	0	0	0	1,620,000
<b>Total Other</b>	<b>67,351,952</b>	<b>67,029,680</b>	<b>61,412,043</b>	<b>65,215,678</b>	<b>52,064,698</b>
<b>Total Operating and Other</b>	<b>115,172,821</b>	<b>117,987,113</b>	<b>116,211,379</b>	<b>122,397,867</b>	<b>111,063,476</b>
<b><u>ENDING BALANCES:</u></b>					
Unrestricted Reserves	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
Project Contingencies	11,417,737	7,146,134	10,079,825	14,173,545	6,746,892
<b>TOTAL USES</b>	<b>\$ 130,090,558</b>	<b>\$ 128,633,247</b>	<b>\$ 129,791,204</b>	<b>\$ 140,071,412</b>	<b>\$ 121,310,368</b>



# EMERALD COAST UTILITIES AUTHORITY

## Water and Wastewater



EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WATER AND WASTEWATER			
ELEMENT			
11 EXECUTIVE SALARIES	197,846	197,685	207,646
12 REGULAR SALARIES	18,719,950	20,525,184	21,225,819
13 OTHER SALARIES	16,071	43,701	43,826
14 OVERTIME	1,533,358	1,470,122	1,435,532
21 FICA MATCHING	1,488,880	1,616,181	1,652,731
22 RETIREMENT	1,842,805	2,002,723	2,036,769
23 INSURANCE	3,903,948	4,693,875	5,113,453
24 WORKERS COMPENSATION	449,878	756,500	582,712
25 UNEMPLOYMENT COMP	12,928	75,000	-
26 OTHER	191,562	781,000	781,000
31 PROFESSIONAL SERVICES	896,080	570,700	632,300
32 ACCOUNTING/AUDITING	77,000	75,000	75,000
34 OTHER CONTRACTUAL SVC	2,464,846	1,739,800	2,039,000
40 TRAVEL	46,855	98,495	96,515
41 COMMUNICATIONS	174,402	229,690	246,330
43 UTILITIES	6,931,717	7,184,946	7,108,560
44 RENTALS & LEASES	148,135	153,893	179,500
45 INSURANCE	958,513	1,197,239	1,120,000
46 REPAIRS & MAINTENANCE	4,422,633	4,940,980	4,916,923
48 PROMOTIONAL	120,612	209,000	373,000
49 OTHER CURRENT CHARGES	961,289	992,855	1,042,720
42 TRANSPORTATION (POSTAGE)	575,423	616,480	617,130
47 PRINTING	55,069	70,832	66,700
51 OFFICE SUPPLIES	94,870	96,850	99,600
52 OPERATING SUPPLIES	6,247,409	6,547,202	6,960,302
53 ROAD MATERIALS & SUPPLIES	63,277	81,000	81,000
54 SUBSCR/MEMBERSHIPS	57,183	78,560	72,310
63 CAPITAL IMPROVEMENTS	26,888	-	-
64 MACHINERY & EQUIPMENT	219,563	231,732	27,700
TOTAL	52,898,994	57,277,225	58,834,078

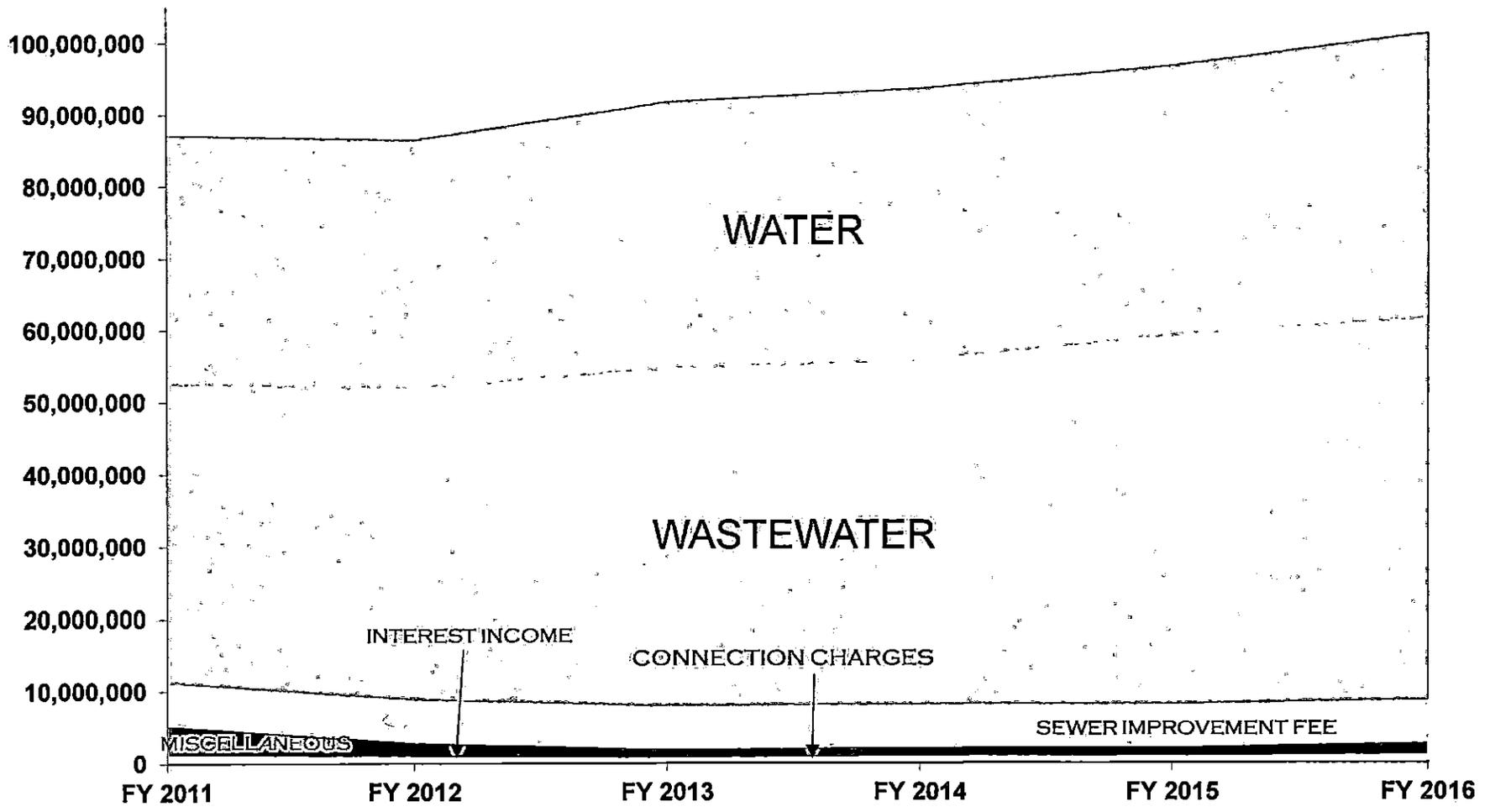
DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	28,357,230	32,161,971	33,079,488
SUPPORT SERVICES	17,202,082	17,392,598	17,829,848
MATERIALS & SUPPLIES	7,093,231	7,490,924	7,897,042
CAPITAL OUTLAY	246,451	231,732	27,700
TOTAL	52,898,994	57,277,225	58,834,078

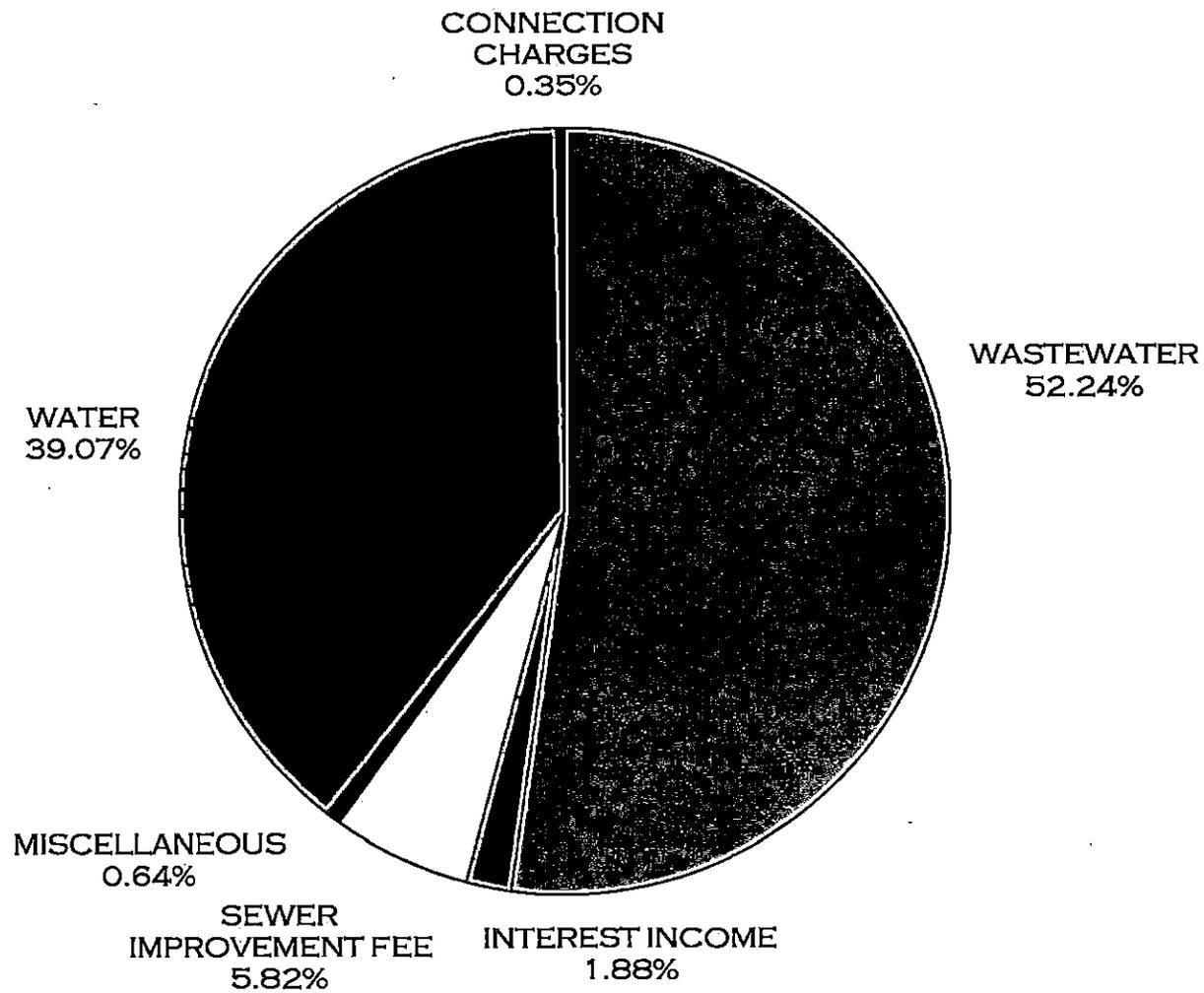
# REVENUES

# WATER & WASTEWATER SYSTEMS REVENUE TRENDS FY 2011 - 2016

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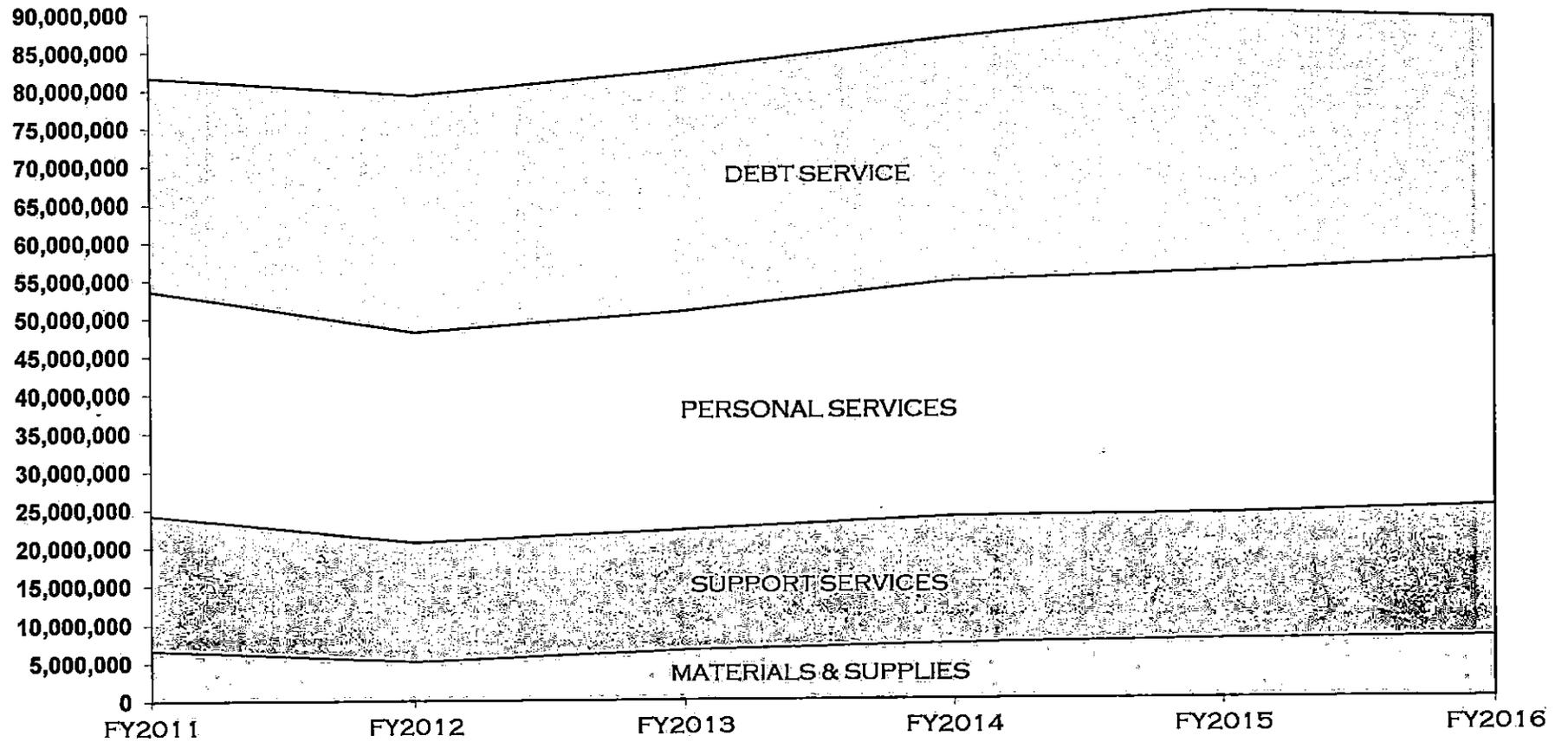
**WATER & WASTEWATER SYSTEMS  
FY 2016 REVENUE PERCENTAGES**



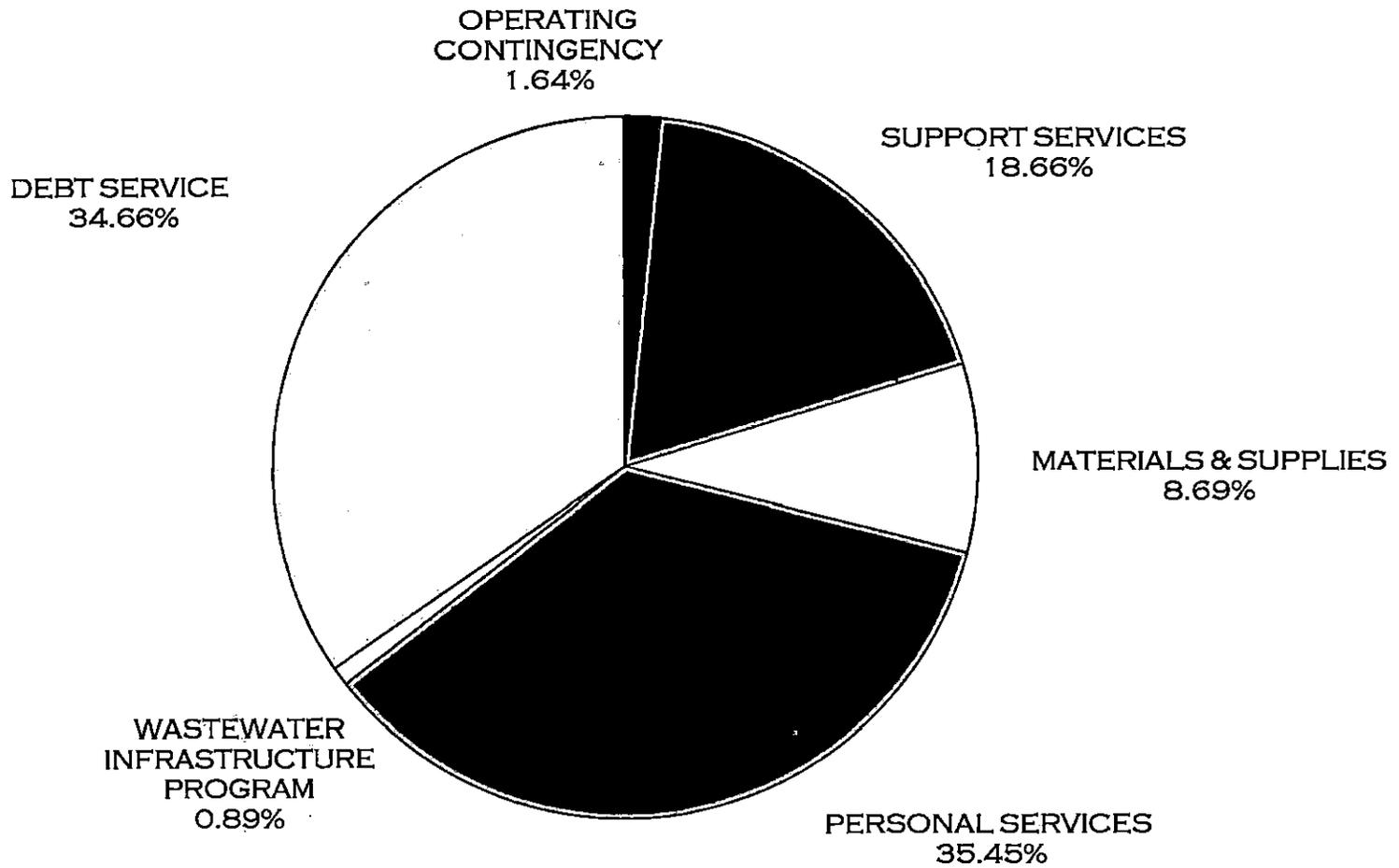
# **EXPENSES**

**WATER & WASTEWATER SYSTEMS  
OPERATING BUDGET TRENDS  
FY 2011 - FY 2016**

**DOLLARS**

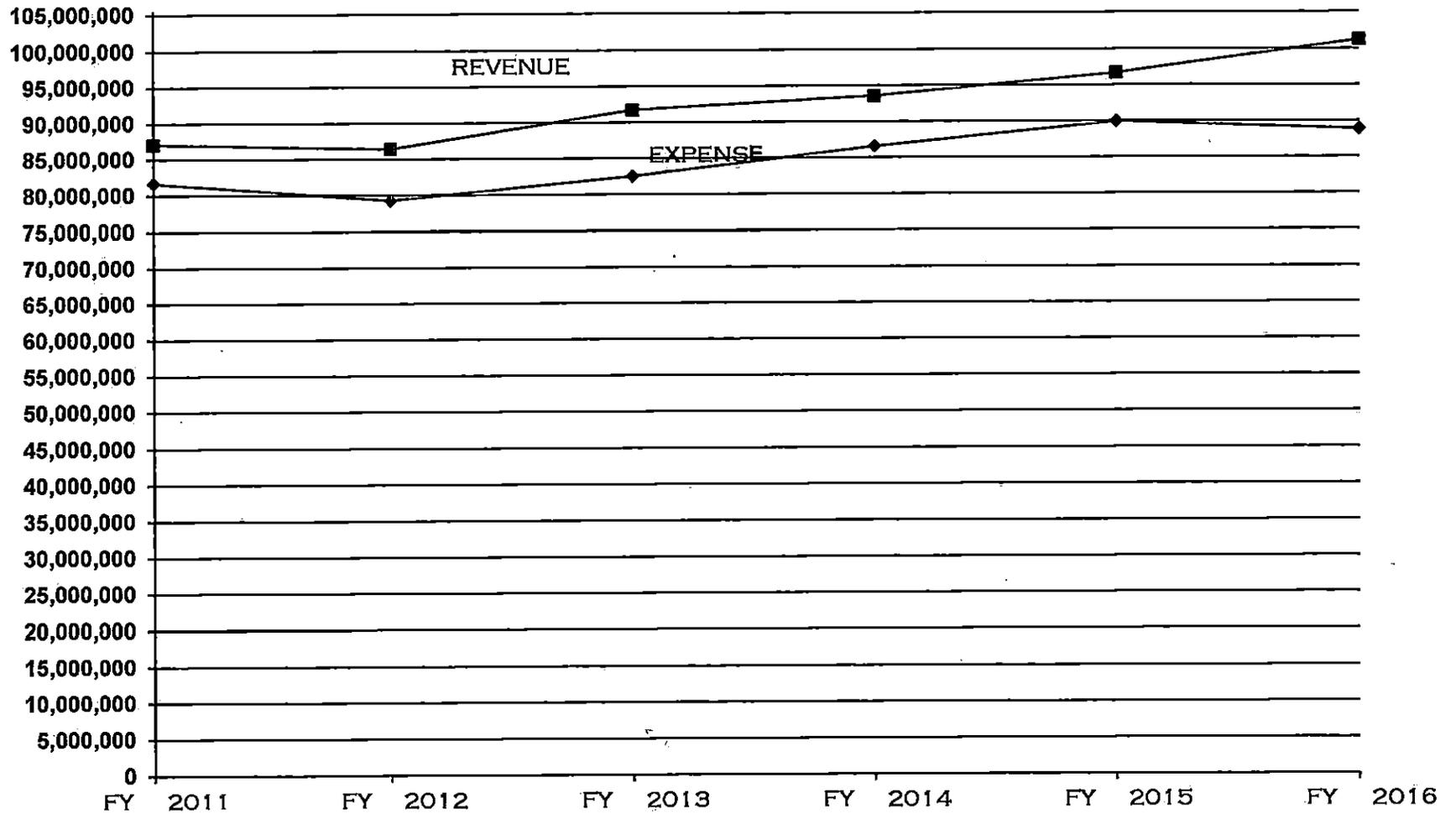


# WATER & WASTEWATER SYSTEMS FY 2016 EXPENSE PERCENTAGES



**WATER & WASTEWATER SYSTEMS  
REVENUE VS EXPENSE TRENDS  
EXCLUSIVE OF CIP**

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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

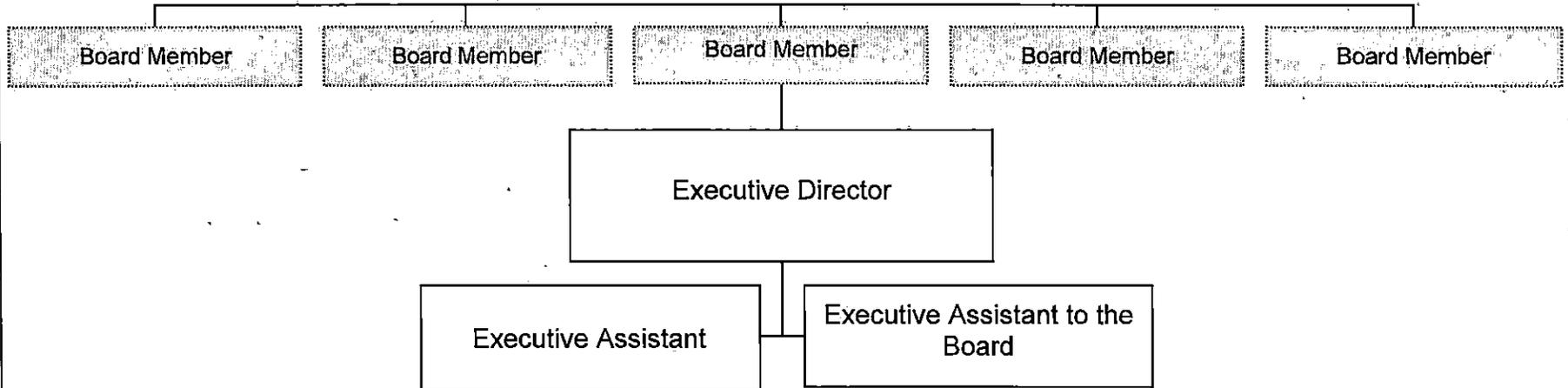
	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>BOARD MEMBERS</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	197,846	197,685	207,646
12 REGULAR SALARIES	-	-	-
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	14,381	14,396	14,683
22 RETIREMENT	45,632	54,116	55,787
23 INSURANCE	47,979	47,955	60,533
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	4,725	6,000	6,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	2,000	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	-	-
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	1,000	1,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	-	-	-
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	200	200
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	310,563	323,352	347,849
	310,563	323,352	347,849

**DEPARTMENTAL EXPENDITURE SUMMARIES**

PERSONAL SERVICES	305,838	314,152	338,649
SUPPORT SERVICES	4,725	9,000	9,000
MATERIALS & SUPPLIES	-	200	200
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	310,563	323,352	347,849
	310,563	323,352	347,849



# EMERALD COAST UTILITIES AUTHORITY ADMINISTRATION



EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
ADMINISTRATION DEPARTMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	312,559	316,560	322,131
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	18,877	19,195	17,535
22 RETIREMENT	43,661	48,576	49,939
23 INSURANCE	18,140	17,993	20,535
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	556,172	260,000	260,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	1,134	1,500	1,500
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	2,869	4,000	4,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	1,254	1,500	1,300
48 PROMOTIONAL	12,423	12,000	22,000
49 OTHER CURRENT CHARGES	1,759	6,000	5,500
42 TRANSPORTATION (POSTAGE)	-	-	250
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	2,579	3,000	3,000
52 OPERATING SUPPLIES	1,994	1,750	1,750
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	23,006	27,500	18,000
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	996,427	719,574	727,440

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	393,237	402,324	410,140
SUPPORT SERVICES	575,611	285,000	294,300
MATERIALS & SUPPLIES	27,579	32,250	23,000
CAPITAL OUTLAY	-	-	-
TOTAL	996,427	719,574	727,440

# **EMERALD COAST UTILITIES AUTHORITY**

## **GOALS AND WORK PLAN**

### **DEPARTMENT:**

Administration

### **ACTIVITY DESCRIPTION:**

This department is responsible for recommending policy and programs to the Board and providing accurate information in support of the ECUA Board and its committees. The department manages, coordinates and directs the activities of all other departments to assure execution of Board directives and policies. Responsibilities also include monitoring and coordinating intergovernmental activities and management of the day-to-day activities of the company.

### **GOAL:**

The goals of the department include providing information, data, and support to the Board members for their use in the development of policies that ensure the delivery of the highest quality of water, wastewater, and sanitation services to ECUA customers. Also, to foster public confidence and trust in the ECUA, its services, products, and employees.

### **OBJECTIVES:**

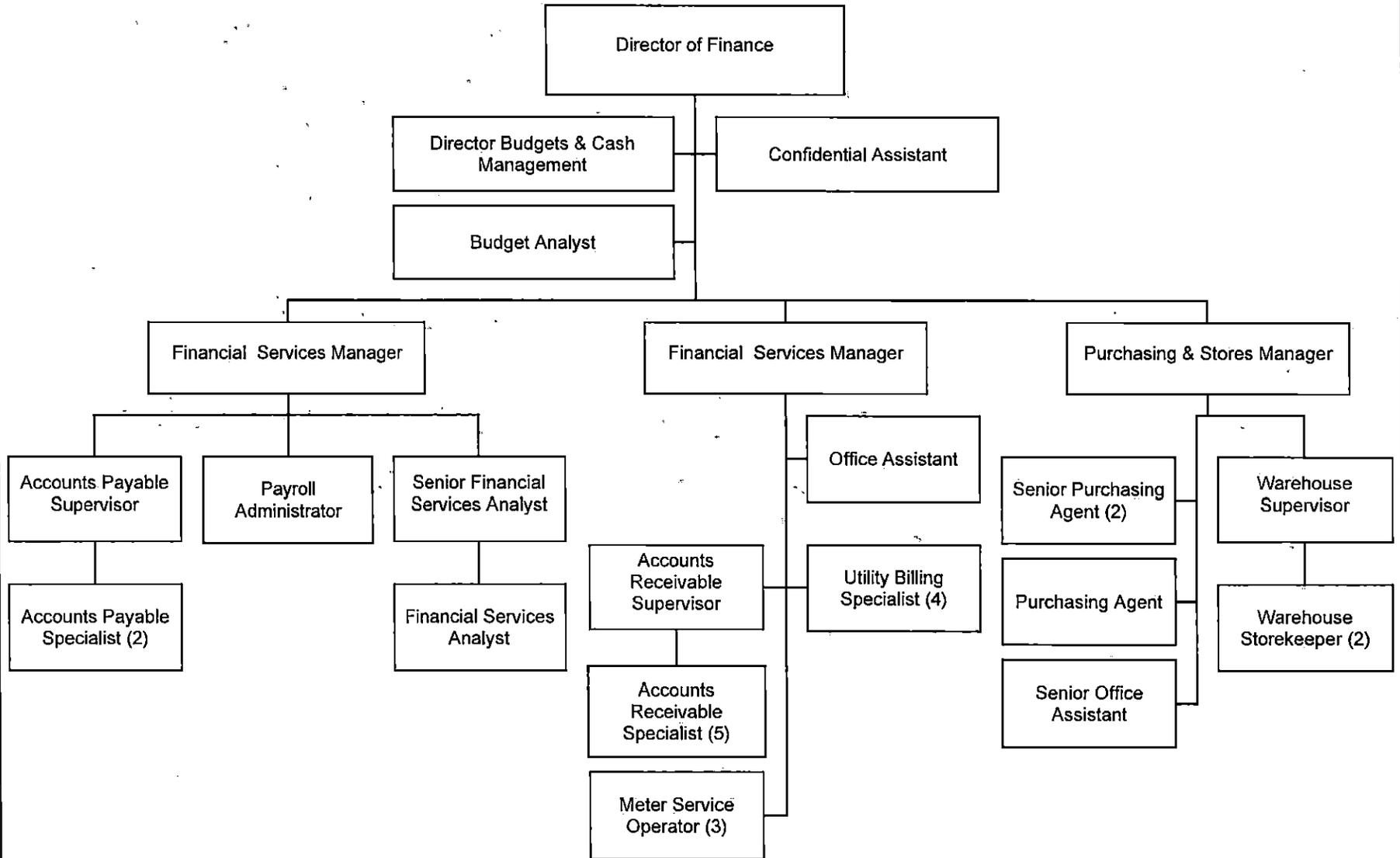
1. To provide the ECUA Board with timely and accurate information, and coordinate staff activities consistent with Board policies.
2. To recommend policy consistent with sound operational and environmental objectives and maintain current policies and resolutions.
3. To promote a positive public and internal image of the ECUA.
4. To foster strong mutual trust between the ECUA, its customers, the media, businesses, other governmental units, and the general public.

### **2016 TARGETED ACCOMPLISHMENTS:**

1. Monitor the efficient provision of utility services to customers.
2. Effectively administer the ECUA's Capital Improvements Program and Operating Budget.
3. Monitor and assess the status of prior and current year goals and objectives of each department through a variety of means including, but not limited to, the evaluation of meaningful metrics for ECUA operations.



# EMERALD COAST UTILITIES AUTHORITY FINANCE



Positions: 34

10-01-2015

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>FINANCE DEPARTMENT</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	1,491,403	1,559,733	1,635,343
13 OTHER SALARIES	11,741	26,301	26,426
14 OVERTIME	7,052	4,650	6,250
21 FICA MATCHING	111,240	115,590	120,068
22 RETIREMENT	139,255	145,959	154,564
23 INSURANCE	294,782	307,963	362,557
24 WORKERS COMPENSATION	-	-	-
24 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	77,000	75,000	75,000
34 OTHER CONTRACTUAL SVC	151,556	148,700	148,700
40 TRAVEL	3,999	6,220	6,720
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	25,827	42,520	42,520
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	10,251	11,600	12,250
42 TRANSPORTATION (POSTAGE)	552,581	588,000	588,000
47 PRINTING	3,508	7,612	5,200
51 OFFICE SUPPLIES	14,146	13,550	16,950
52 OPERATING SUPPLIES	19,091	20,500	20,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	1,805	3,220	3,220
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	10,732	-	-
<b>TOTAL</b>	<b>2,925,969</b>	<b>3,077,118</b>	<b>3,223,768</b>
	=====	=====	=====
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	2,055,473	2,160,196	2,305,208
SUPPORT SERVICES	268,633	284,040	285,190
MATERIALS & SUPPLIES	591,131	632,882	633,370
CAPITAL OUTLAY	10,732	-	-
<b>TOTAL</b>	<b>2,925,969</b>	<b>3,077,118</b>	<b>3,223,768</b>
	=====	=====	=====

**EMERALD COAST UTILITIES AUTHORITY**  
**GOALS AND WORK PLAN**

**DEPARTMENT:**

Finance

**ACTIVITY DESCRIPTION:**

The Finance Department is comprised of four divisions: **Administration, General Accounting, Accounts Receivable, and Purchasing & Stores.** The Administration Division is responsible for all aspects of the budgetary accounting system, including budget preparation, expense and revenue forecasting, monitoring, investing, and reporting. The General Accounting division pays vendor bills, maintains financial records, processes ECUA payroll, and produces required financial statements and reports for the ECUA Board. Accounts Receivable is responsible for meter reading and generating customer billing, as well as collecting ECUA revenues. Purchasing & Stores is responsible for providing centralized procurement of all materials, equipment, supplies, and services to the ECUA Departments and for maintaining the central warehouse for supplies. The Finance Department complies with all reporting requirements as defined in the Florida Statutes and ensures ECUA's compliance with bond covenants.

**GOALS:**

Provide sound financial management, ethical procurement services and asset control in order to support effective decision making and ensure responsible stewardship of ECUA resources. Additionally, strive to provide accurate detailed records of revenue and expenditures; bill all customers accurately and post payments daily; obtain materials and services for the operation of ECUA in accordance with the ECUA code and state regulations at the lowest and best price; and pay vendors and employees accurately and timely.

**2016 ACCOMPLISHMENTS TO DATE:**

1. Accounts Payable processes an average of 23,000 invoices per year, which equates to roughly 7,500 checks written, 2,000 electronic funds transfer payments and 45 direct wires. As of March 31, 2015, we have 246 vendors that are signed up to receive payments electronically. Additionally, Accounts Payable processes over \$2 million of purchasing card payments.
2. The Payroll Division processes bi-weekly payroll for 568 employees. As of March 31, 2015, Payroll had processed 67 new employees, 8 employees entering retirement, and 6 employees entering DROP.
3. The Purchasing Division processes, on average, over 1,200 purchase orders, 20 formal bids and 15 construction bids each year.
4. The Billing Division is responsible for reading, on average, 110,000 meters monthly and producing over 103,000 customer billings based on the readings. The monthly average for customer payment processing includes over 21,000 payments processed through our on-line payment processing service, 33,000 payments via the lockbox system, and 14,000 payments processed by our cashiers.

**2016 TARGETED ACCOMPLISHMENTS:**

Because much of the workload for Finance is generated through activities by other departments, it is not always possible for Finance to control the amount of work that comes across the desk. However, Finance can control the efficiency with which we process the data. To that end, Finance plans to:

1. Continue to encourage vendors to sign up for electronic payments. This reduces staff processing time and allows the vendor to receive their payment more timely and more efficiently.
2. Continue to work with PIO to encourage customers to sign up for e-billing with a goal of increasing participation by 10% for Fiscal 2016.
3. Continue to administer the ECUA property control program: maintain property control records, perform the physical inventory equipment and reconcile property inventory, and provide technical assistance to property custodians within each department.
4. Continue to employ effective cash flow management to plan the timing of major cash expenditures, which helps identify idle cash that can be invested in order to maximize efficient use of every dollar.
5. Develop a policy regarding electronic storage and retrieval of vendor payment records in order to avoid duplication of efforts.

D-7

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
FINANCE/ADMINISTRATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	329,661	330,170	343,584
13 OTHER SALARIES	-	-	-
14 OVERTIME	73	250	250
21 FICA MATCHING	24,700	23,334	23,589
22 RETIREMENT	45,752	47,279	50,340
23 INSURANCE	41,118	40,866	42,370
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	77,000	75,000	75,000
34 OTHER CONTRACTUAL SVC	4,480	5,000	5,000
40 TRAVEL	1,061	3,100	3,100
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	300	300
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	1,327	1,800	1,800
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	33	2,000	2,000
51 OFFICE SUPPLIES	4,818	4,000	4,000
52 OPERATING SUPPLIES	-	-	-
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	874	1,285	1,285
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	530,897	534,384	552,618
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	441,304	441,899	460,133
SUPPORT SERVICES	83,868	85,200	85,200
MATERIALS & SUPPLIES	5,725	7,285	7,285
CAPITAL OUTLAY	-	-	-
TOTAL	530,897	534,384	552,618

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
<b>FINANCE/GENERAL ACCOUNTING</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	299,087	346,472	354,848
13 OTHER SALARIES	5,640	17,534	17,534
14 OVERTIME	4,741	1,900	1,900
21 FICA MATCHING	22,428	26,589	27,586
22 RETIREMENT	23,492	25,675	30,109
23 INSURANCE	59,288	68,808	60,906
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	16,917	-	-
40 TRAVEL	-	1,470	1,470
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	1,000	1,120	1,120
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	655	655
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	2,372	2,200	2,200
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	657	-	-
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	424	435	435
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	<b>436,046</b>	<b>492,858</b>	<b>498,763</b>
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	414,676	486,978	492,883
SUPPORT SERVICES	17,917	3,245	3,245
MATERIALS & SUPPLIES	3,453	2,635	2,635
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>436,046</b>	<b>492,858</b>	<b>498,763</b>

EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
FINANCE/ACCOUNTS RECEIVABLE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	519,781	529,190	572,681
13 OTHER SALARIES	-	-	-
14 OVERTIME	157	1,400	1,400
21 FICA MATCHING	37,830	38,446	41,059
22 RETIREMENT	41,123	42,926	43,288
23 INSURANCE	135,118	141,006	200,436
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	126,978	138,700	138,700
40 TRAVEL	2,089	1,300	1,800
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	21,995	38,100	38,100
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	410	435	435
42 TRANSPORTATION (POSTAGE)	552,581	588,000	588,000
47 PRINTING	692	2,412	-
51 OFFICE SUPPLIES	5,685	5,000	8,400
52 OPERATING SUPPLIES	15,203	17,400	17,600
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	8,416	-	-
TOTAL	1,468,058	1,544,315	1,651,899

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	734,009	752,968	858,864
SUPPORT SERVICES	151,472	178,535	179,035
MATERIALS & SUPPLIES	574,161	612,812	614,000
CAPITAL OUTLAY	8,416	-	-
TOTAL	1,468,058	1,544,315	1,651,899

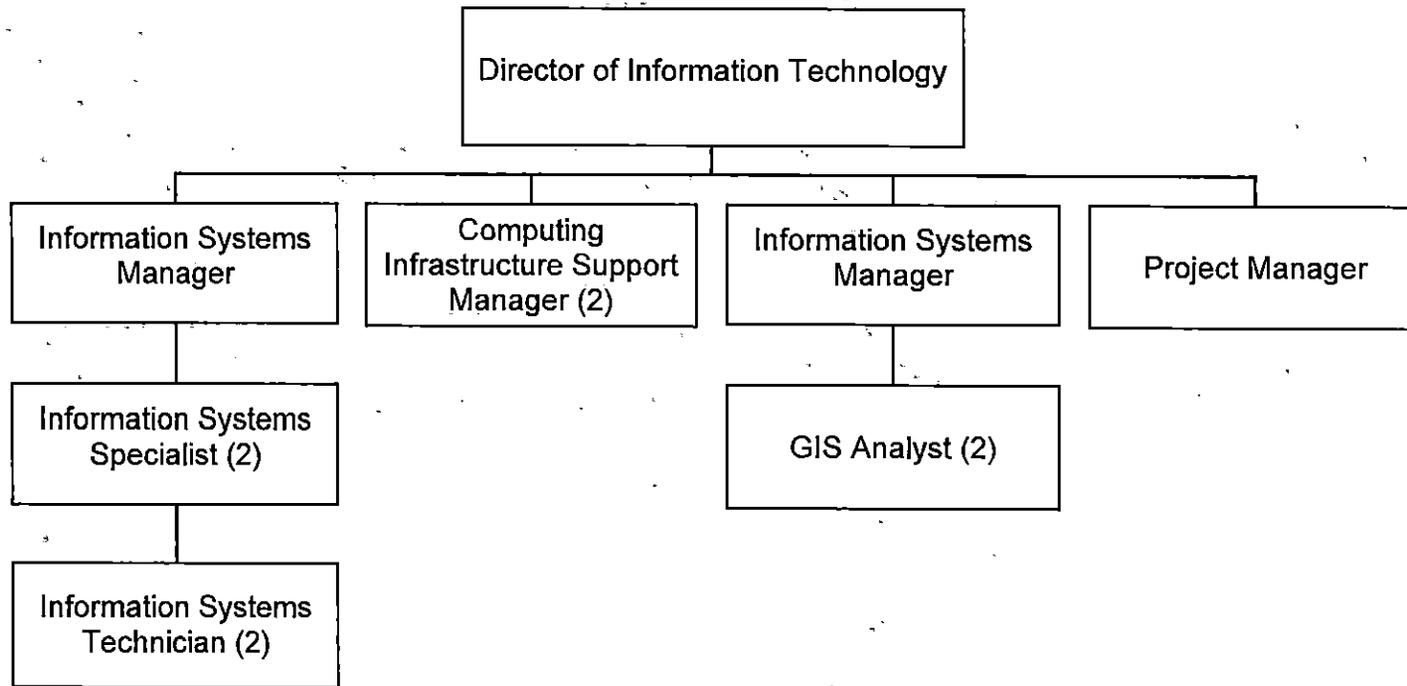
EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
FINANCE/PURCHASING & STORES			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	342,874	353,901	364,230
13 OTHER SALARIES	6,101	8,767	8,892
14 OVERTIME	2,080	1,100	2,700
21 FICA MATCHING	26,281	27,221	27,834
22 RETIREMENT	28,888	30,079	30,827
23 INSURANCE	59,258	57,283	58,845
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	3,181	5,000	5,000
40 TRAVEL	848	350	350
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	2,831	3,000	3,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	8,514	8,710	9,360
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	412	1,000	1,000
51 OFFICE SUPPLIES	3,643	4,550	4,550
52 OPERATING SUPPLIES	3,231	3,100	2,400
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	507	1,500	1,500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	2,316	-	-
TOTAL	490,965	505,561	520,488

DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	465,482	478,351	493,328
SUPPORT SERVICES	15,374	17,060	17,710
MATERIALS & SUPPLIES	7,793	10,150	9,450
CAPITAL OUTLAY	2,316	-	-
TOTAL	490,965	505,561	520,488



# EMERALD COAST UTILITIES AUTHORITY INFORMATION TECHNOLOGY



EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
INFORMATION TECHNOLOGY DEPARTMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	595,722	646,188	738,918
13 OTHER SALARIES	4,330	17,400	17,400
14 OVERTIME	189	3,192	3,192
21 FICA MATCHING	44,240	49,199	55,990
22 RETIREMENT	53,547	59,065	68,243
23 INSURANCE	93,458	101,654	112,507
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	2,872	3,000	3,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	4,729	15,600	15,600
40 TRAVEL	3,419	6,925	7,425
41 COMMUNICATIONS	117,101	129,170	145,610
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	291,751	280,850	293,543
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	7,480	13,800	19,300
42 TRANSPORTATION (POSTAGE)	140	150	150
47 PRINTING	9,817	12,620	10,400
51 OFFICE SUPPLIES	875	1,200	1,200
52 OPERATING SUPPLIES	22,728	33,650	25,650
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	690	1,950	3,450
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	1,022	-	4,500
TOTAL	1,254,110	1,375,613	1,526,078
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	791,486	876,698	996,250
SUPPORT SERVICES	427,352	449,345	484,478
MATERIALS & SUPPLIES	34,250	49,570	40,850
CAPITAL OUTLAY	1,022	-	4,500
TOTAL	1,254,110	1,375,613	1,526,078

# **EMERALD COAST UTILITIES AUTHORITY**

## **DIVISIONAL GOALS AND WORK PLAN**

### **DEPARTMENT:**

Information Technology

### **ACTIVITY DESCRIPTION:**

The Information Technology (I.T.) Department is responsible for the design, support, maintenance, and continued operation of the Emerald Coast Utilities Authority's (ECUA) enterprise communications and computing resources. This includes providing administrative and technical assistance to all ECUA employees in their use of these resources. Amongst the various systems within this purview are the Geographic Information System (GIS), Voice Over IP (VoIP) and traditional phone systems, network communications, as well as a variety of other computing systems related to work orders, billing, customer management, inventory, payroll, and other systems used for the support of, and efficient operation of ECUA.

### **GOAL:**

The I.T. Department's goal is to provide responsive and dependable delivery of information technology services to the ECUA to support fiscally-sound and effective government.

### **OBJECTIVES:**

1. Provide a personal computing environment for ECUA personnel, including desktop and mobile platforms, associated peripherals and applications.
2. Provide an efficient and up-to-date platform for our business applications.
3. Ensure that the network infrastructure is available and of sufficient bandwidth and speed to accommodate ECUA requirements.
4. Provide sufficient storage for enterprise data files and other information.
5. Maintain a secure and highly available network.
6. Provide adequate Internet connectivity for all approved users.
7. Provide support for phones and voice mail.
8. Provide staff with training necessary for the continued support and effective operations of the ECUA enterprise computing and communications infrastructure.
9. Control cost associated with all I.T. services.
10. Maintain accurate online equipment inventory.

### **2016 TARGETED ACCOMPLISHMENTS:**

1. Start the Implementation of the Strategic Master Plan.
2. Implement Server Virtualization.
3. Test the failover procedure for our Siemens phone system.
4. Expansion of Questys imaging solution to include HR and Engineering Departments.
5. Compile documentation of departmental IT support processes.
6. Continue PC replacement under the 5-year replacement cycle (1/5 of all computers).
7. Develop reliable metrics for request response times and time to resolution.

8. Upgrade all Arc GIS software to version 10.3.
9. Replace Vantage Points with web applications for accessing GIS Division database.
10. Establish a development/testing environment for the GIS program.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
INFORMATION TECHNOLOGY/ADMIN.			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	437,874	488,352	576,469
13 OTHER SALARIES	-	-	-
14 OVERTIME	189	3,192	3,192
21 FICA MATCHING	32,081	36,145	42,595
22 RETIREMENT	42,380	46,150	56,579
23 INSURANCE	70,355	78,685	89,346
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	2,872	3,000	3,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	4,729	15,600	15,600
40 TRAVEL	3,340	5,725	5,725
41 COMMUNICATIONS	117,101	129,170	145,610
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	272,873	259,150	271,843
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	7,027	10,800	18,300
42 TRANSPORTATION (POSTAGE)	140	150	150
47 PRINTING	9,817	12,620	10,400
51 OFFICE SUPPLIES	738	1,050	1,050
52 OPERATING SUPPLIES	21,049	31,100	23,100
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	195	1,350	1,350
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	1,022	-	4,500
TOTAL	1,023,782	1,122,239	1,268,809

DEPARTMENTAL EXPENDITURE SUMMARIES

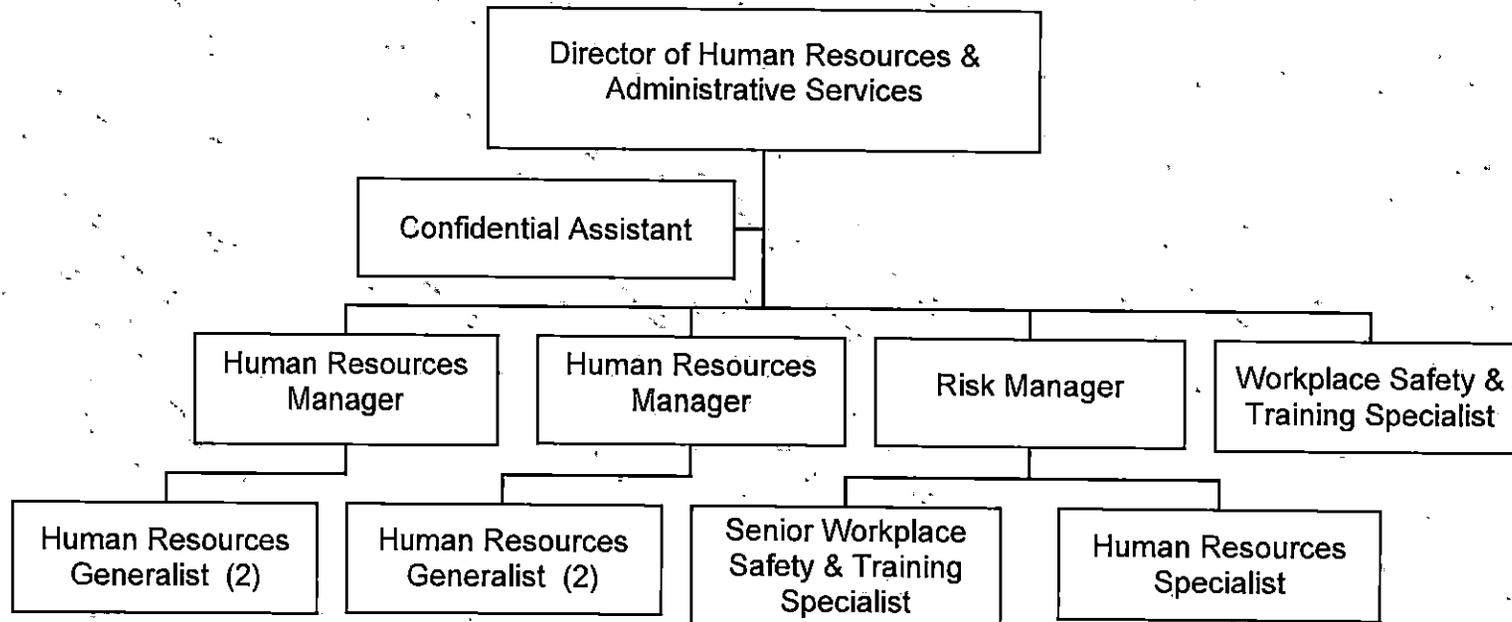
PERSONAL SERVICES	582,879	652,524	768,181
SUPPORT SERVICES	407,942	423,445	460,078
MATERIALS & SUPPLIES	31,939	46,270	36,050
CAPITAL OUTLAY	1,022	-	4,500
TOTAL	1,023,782	1,122,239	1,268,809

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
INFORMATION TECHNOLOGY/G.I.S.			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	157,849	157,836	162,449
13 OTHER SALARIES	4,330	17,400	17,400
14 OVERTIME	-	-	-
21 FICA MATCHING	12,159	13,054	13,395
22 RETIREMENT	11,167	12,915	11,664
23 INSURANCE	23,103	22,969	23,161
24 WORKERS' COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	79	1,200	1,700
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	18,877	21,700	21,700
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	453	3,000	1,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	137	150	150
52 OPERATING SUPPLIES	1,680	2,550	2,550
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	495	600	2,100
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	----- 230,329 =====	----- 253,374 =====	----- 257,269 =====
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	208,608	224,174	228,069
SUPPORT SERVICES	19,409	25,900	24,400
MATERIALS & SUPPLIES	2,312	3,300	4,800
CAPITAL OUTLAY	-	-	-
TOTAL	----- 230,329 =====	----- 253,374 =====	----- 257,269 =====



# EMERALD COAST UTILITIES AUTHORITY HUMAN RESOURCES & ADMINISTRATIVE SERVICES



EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
HUMAN RESOURCES & ADMIN SERVICES			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	624,672	654,227	677,961
13 OTHER SALARIES	-	-	-
14 OVERTIME	188	1,500	1,000
21 FICA MATCHING	45,366	47,523	49,695
22 RETIREMENT	64,503	69,932	66,173
23 INSURANCE	199,633	241,483	238,033
24 WORKERS COMPENSATION	449,878	756,500	582,712
25 UNEMPLOYMENT COMP	12,928	75,000	-
26 OTHER	4,820	6,000	6,000
31 PROFESSIONAL SERVICES	67,343	121,700	133,300
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	16,532	40,500	44,500
40 TRAVEL	4,245	9,850	10,870
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	4,644	6,300	6,300
45 INSURANCE	958,513	1,197,239	1,120,000
46 REPAIRS & MAINTENANCE	468	2,900	3,500
48 PROMOTIONAL	41,479	67,000	81,000
49 OTHER CURRENT CHARGES	12,942	67,200	72,240
42 TRANSPORTATION (POSTAGE)	330	700	700
47 PRINTING	-	1,250	1,250
51 OFFICE SUPPLIES	7,998	7,900	7,300
52 OPERATING SUPPLIES	9,570	19,400	15,400
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	8,499	10,950	12,450
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	3,340	-	-
TOTAL	2,537,891	3,405,054	3,130,384
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,401,988	1,852,165	1,621,574
SUPPORT SERVICES	1,106,166	1,512,689	1,471,710
MATERIALS & SUPPLIES	26,397	40,200	37,100
CAPITAL OUTLAY	3,340	-	-
TOTAL	2,537,891	3,405,054	3,130,384

# **EMERALD COAST UTILITIES AUTHORITY**

## **DIVISIONAL GOALS AND WORK PLAN**

### **DEPARTMENT:**

Human Resources & Administrative Services

### **ACTIVITY DESCRIPTION:**

Provide quality services to attract, develop, motivate, and retain a diverse and skilled workforce within a supportive environment, spanning fourteen departments, to meet the goals of the organization and the expectations of the rate payers.

Each division performs a variety of specialized tasks and activities, unique to its respective area of discipline. Each division provides service to employees and to all departments in a consistent, legal, and respectful manner.

### **GOALS:**

To provide services in a manner which fosters individual and organizational success and ensures all employees and departments receive the full benefit of the services provided.

### **OBJECTIVES:**

1. To provide a market competitive and comprehensive benefits package that aids in attracting and retaining a skilled workforce.
2. To increase employee engagement toward organizational success, and maximize performance and efficiency by providing opportunity for growth and development.
3. To heighten employee awareness of appropriate conduct in a diverse workforce.
4. To foster a safe work environment that is respectful, healthy, secure, and conscious of long-term family and community goals.
5. To recruit, select, develop, and retain highly skilled talent.

### **2016 TARGETED ACCOMPLISHMENTS:**

1. Expand training opportunities for supervisory personnel to develop effective leadership qualities.
2. Develop an integrated incident and claims management system so the total cost of risk can be accurately measured, specifically identified, and communicated internally to reduce exposure and externally to improve favorability in the market.
3. Constructively assess and preemptively prepare a constantly changing workforce.
4. Safeguard and ensure full compliance with EEO, Drug Free Workplace Program, and all federal, state, and local regulatory requirements.
5. Continue to promote wellness and healthy choices initiatives, and increase awareness of, and participation in, the healthy choices program (physical activities and exercise, weight-loss management, smoking cessation, etc.)
6. Continue to educate employees on the benefits of a consumer-driven approach to health care benefits.
7. Using digital technology, implement a document management system to reduce paper and provide efficiencies through electronic and digital file record storage.
8. Implement a Post-Offer Employment Testing (POET) tool that will provide an observed and measured assessment of a person's physical capability of performing the essential function of a particular job.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
ADMINISTRATIVE SERVICES			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	153,473	179,726	171,517
13 OTHER SALARIES	-	-	-
14 OVERTIME	182	500	500
21 FICA MATCHING	10,842	12,841	12,188
22 RETIREMENT	21,982	26,421	26,479
23 INSURANCE	25,599	34,473	35,843
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	12,928	75,000	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	30,637	27,000	58,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	16,532	21,500	21,500
40 TRAVEL	1,443	1,850	1,850
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	4,644	6,300	6,300
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	192	1,500	1,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	2,323	1,920	1,920
42 TRANSPORTATION (POSTAGE)	211	150	150
47 PRINTING	-	750	750
51 OFFICE SUPPLIES	1,543	2,500	2,500
52 OPERATING SUPPLIES	4,960	6,150	6,150
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	230	1,250	1,250
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	287,721	399,831	348,397

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	225,006	328,961	246,527
SUPPORT SERVICES	55,771	60,070	91,070
MATERIALS & SUPPLIES	6,944	10,800	10,800
CAPITAL OUTLAY	-	-	-
TOTAL	287,721	399,831	348,397

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
HR/RISK MANAGEMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	59,571	59,642	170,818
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	4,558	4,566	12,615
22 RETIREMENT	4,214	4,396	12,265
23 INSURANCE	139	137	26,307
24 WORKERS COMPENSATION	449,878	756,500	582,712
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	5,000	5,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	1,000	1,000
40 TRAVEL	960	3,600	2,200
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	958,513	1,197,239	1,120,000
46 REPAIRS & MAINTENANCE	276	900	1,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	270	1,450	3,195
42 TRANSPORTATION (POSTAGE)	20	50	50
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	813	1,000	1,000
52 OPERATING SUPPLIES	931	2,750	2,750
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	385	900	900
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	1,847	-	-
TOTAL	1,482,375	2,039,130	1,942,312
	=====	=====	=====

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	518,360	825,241	804,717
SUPPORT SERVICES	960,019	1,209,189	1,132,895
MATERIALS & SUPPLIES	2,149	4,700	4,700
CAPITAL OUTLAY	1,847	-	-
TOTAL	1,482,375	2,039,130	1,942,312
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
HUMAN RESOURCES			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	228,373	231,332	178,142
13 OTHER SALARIES	-	-	-
14 OVERTIME	7	500	-
21 FICA MATCHING	16,837	17,047	13,033
22 RETIREMENT	22,184	22,783	17,598
23 INSURANCE	133,197	166,274	152,101
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	4,820	6,000	6,000
31 PROFESSIONAL SERVICES	6,700	57,500	35,600
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	1,504	2,400	5,020
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	-	-
48 PROMOTIONAL	20,525	29,000	43,000
49 OTHER CURRENT CHARGES	4,451	60,150	60,575
42 TRANSPORTATION (POSTAGE)	98	500	500
47 PRINTING	-	500	500
51 OFFICE SUPPLIES	3,199	2,400	1,800
52 OPERATING SUPPLIES	1,414	5,500	1,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	840	800	800
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	1,493	-	-
TOTAL	445,642	602,686	516,169

DEPARTMENTAL EXPENDITURE SUMMARIES

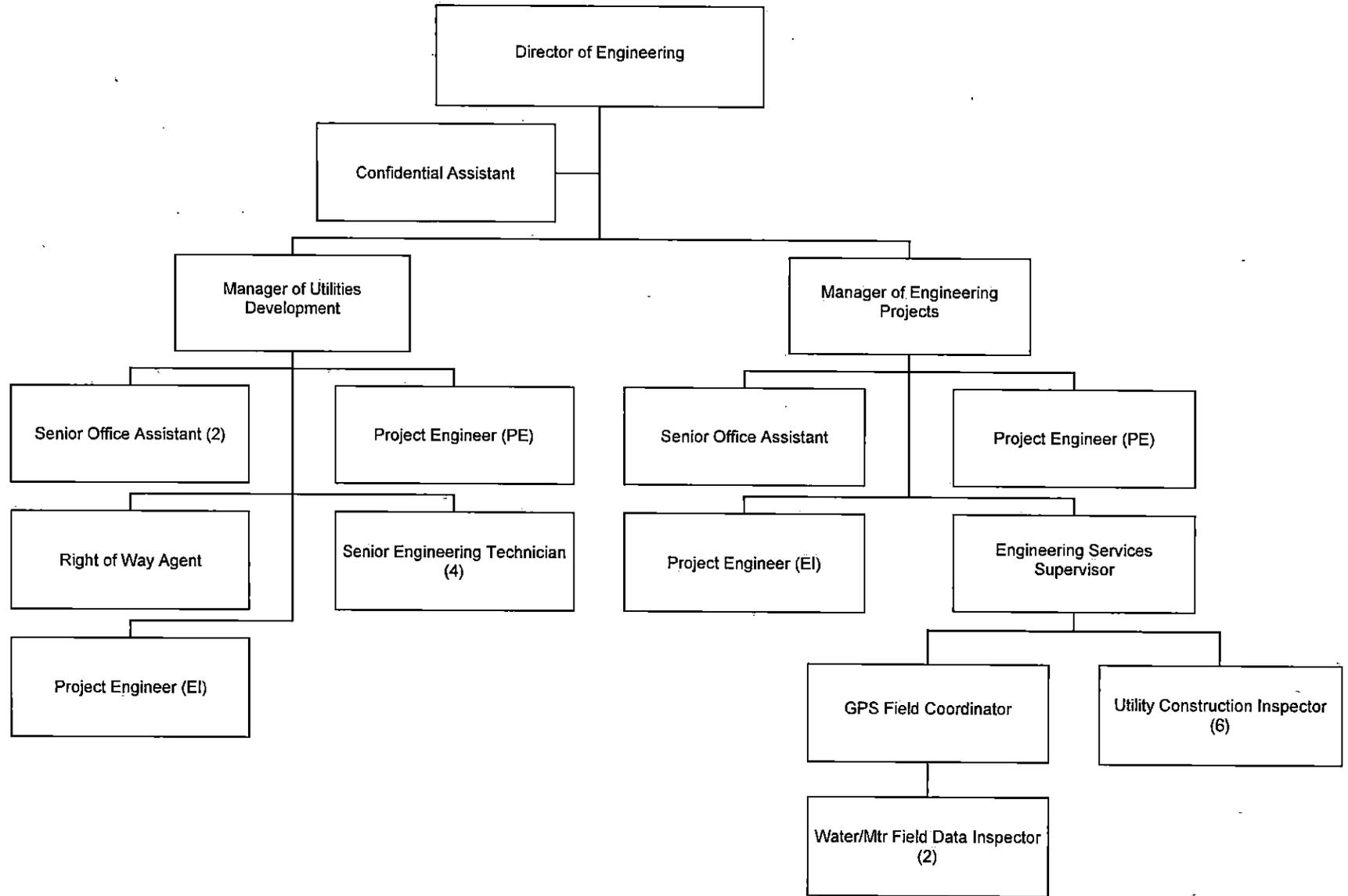
PERSONAL SERVICES	405,418	443,936	366,874
SUPPORT SERVICES	33,180	149,050	144,195
MATERIALS & SUPPLIES	5,551	9,700	5,100
CAPITAL OUTLAY	1,493	-	-
TOTAL	445,642	602,686	516,169

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
EMPLOYMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	183,255	183,527	157,484
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	500	500
21 FICA MATCHING	13,130	13,069	11,859
22 RETIREMENT	16,123	16,332	9,831
23 INSURANCE	40,697	40,599	23,782
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	30,006	32,200	34,700
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	18,000	22,000
40 TRAVEL	340	2,000	1,800
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	500	500
48 PROMOTIONAL	20,954	38,000	38,000
49 OTHER CURRENT CHARGES	5,898	3,680	6,550
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	2,442	2,000	2,000
52 OPERATING SUPPLIES	2,264	5,000	5,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	7,044	8,000	9,500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	322,153	363,407	323,506
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	253,205	254,027	203,456
SUPPORT SERVICES	57,198	94,380	103,550
MATERIALS & SUPPLIES	11,750	15,000	16,500
CAPITAL OUTLAY	-	-	-
TOTAL	322,153	363,407	323,506



# EMERALD COAST UTILITIES AUTHORITY ENGINEERING



42

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>ENGINEERING DEPARTMENT</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	774,643	1,502,747	1,465,461
13 OTHER SALARIES	-	-	-
14 OVERTIME	4,498	11,000	20,500
21 FICA MATCHING	41,196	109,031	105,699
22 RETIREMENT	88,196	130,291	125,731
23 INSURANCE	190,746	310,775	275,278
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	3,520	5,000	5,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	2,000	2,000
40 TRAVEL	5,192	6,800	6,800
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	2,152	15,000	15,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	50,645	45,500	45,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	5,014	7,900	7,900
42 TRANSPORTATION (POSTAGE)	157	250	250
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	6,908	10,800	10,800
52 OPERATING SUPPLIES	48,755	46,100	46,300
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	5,494	5,000	5,000
63 CAPITAL IMPROVEMENTS	5,720	-	-
64 MACHINERY & EQUIPMENT	17,622	-	-
<b>TOTAL</b>	1,250,460	2,208,194	2,137,219
=====			
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	1,099,281	2,063,844	1,992,669
SUPPORT SERVICES	66,523	82,200	82,200
MATERIALS & SUPPLIES	61,314	62,150	62,350
CAPITAL OUTLAY	23,342	-	-
<b>TOTAL</b>	1,250,460	2,208,194	2,137,219
=====			

# **EMERALD COAST UTILITIES AUTHORITY**

## **GOALS AND WORK PLAN**

### **DEPARTMENT:**

Engineering

### **ACTIVITY DESCRIPTION:**

The Engineering Department is responsible for the planning, design, and construction management of all upgrades and extensions to the water and wastewater systems. This includes development of recommendations for capital improvements, and review and approval of line extensions proposed for new developments.

### **GOAL:**

To ensure the orderly growth of the water and wastewater systems, and to ensure the quality of new construction of extensions to ECUA's water and wastewater systems. To provide the Board with the information necessary to establish policies affecting the growth of the systems and ECUA's ability to provide service, and to provide the highest possible degree of productivity in support of the Engineering staff for the planning, design and construction management of upgrades and extensions to ECUA's systems.

### **OBJECTIVES:**

1. Evaluate system needs and recommend projects to maintain or achieve adequate levels of service for all ECUA customers.
2. Ensure design and construction of system extensions are compatible with ECUA's Master Plan, and in compliance with the requirements of the ECUA Engineering Manual.
3. Implement efficiencies in the systems in accordance with good engineering practices.
4. Provide fair and impartial review in response to requests for service and plan submittals.

### **2016 TARGETED ACCOMPLISHMENTS:**

1. Review, revise, and update the ECUA Engineering Manual to incorporate improvements in water and sewer system design standards and technical specifications.
2. Resolve property and easement issues delaying the construction of various capital improvement projects.
3. Provide support to the Wastewater Infrastructure Department in implementing sewer rehabilitation projects.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
ENGINEERING/ADMINISTRATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	370,774	1,211,963	1,163,441
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	500	500
21 FICA MATCHING	13,487	86,993	82,080
22 RETIREMENT	50,884	105,355	99,484
23 INSURANCE	94,826	246,428	217,583
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	3,520	5,000	5,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	2,000	2,000
40 TRAVEL	5,192	6,800	6,800
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	2,152	15,000	15,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	38,926	40,000	40,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	4,931	7,900	7,900
42 TRANSPORTATION (POSTAGE)	157	250	250
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	6,767	10,500	10,500
52 OPERATING SUPPLIES	9,391	18,500	18,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	5,494	5,000	5,000
63 CAPITAL IMPROVEMENTS	5,720	-	-
64 MACHINERY & EQUIPMENT	17,622	-	-
TOTAL	629,843	1,762,189	1,674,038
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	529,971	1,651,239	1,563,088
SUPPORT SERVICES	54,721	76,700	76,700
MATERIALS & SUPPLIES	21,809	34,250	34,250
CAPITAL OUTLAY	23,342	-	-
TOTAL	629,843	1,762,189	1,674,038

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

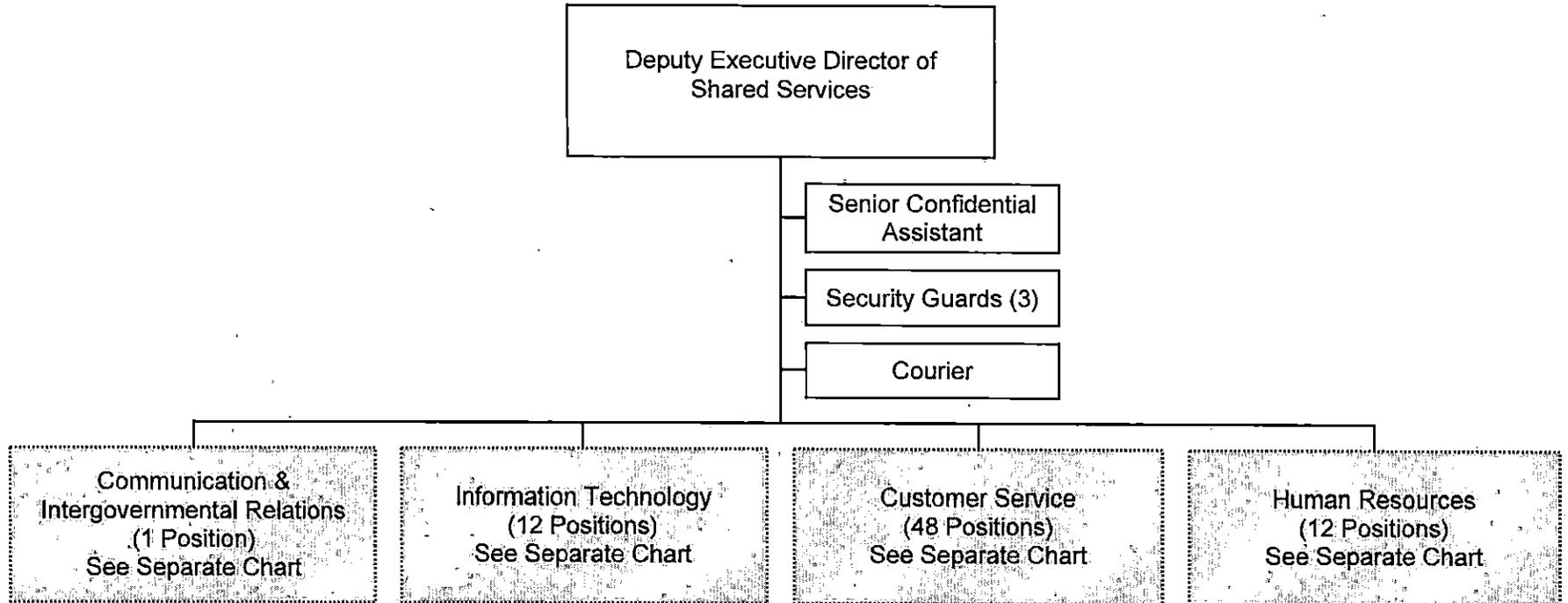
	ACTUAL 2014	APPROVED 2015	APPROVED 2016
ENGINEERING/INSPECTIONS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	195,050	290,784	302,020
13 OTHER SALARIES	-	-	-
14 OVERTIME	4,483	10,500	20,000
21 FICA MATCHING	12,783	22,038	23,619
22 RETIREMENT	20,790	24,936	26,247
23 INSURANCE	42,215	64,347	57,695
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	8,825	5,500	5,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	-	-
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	139	300	300
52 OPERATING SUPPLIES	26,767	27,600	27,800
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	311,054	446,005	463,181
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	275,323	412,605	429,581
SUPPORT SERVICES	8,825	5,500	5,500
MATERIALS & SUPPLIES	26,906	27,900	28,100
CAPITAL OUTLAY	-	-	-
TOTAL	311,054	446,005	463,181

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>ENGINEERING/GIS MAPPING</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	208,819	-	-
13 OTHER SALARIES	-	-	-
14 OVERTIME	16	-	-
21 FICA MATCHING	14,925	-	-
22 RETIREMENT	16,522	-	-
23 INSURANCE	53,705	-	-
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	2,894	-	-
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	83	-	-
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	1	-	-
52 OPERATING SUPPLIES	12,597	-	-
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	<b>309,562</b>	-	-
-----			
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
-----			
PERSONAL SERVICES	293,987	-	-
SUPPORT SERVICES	2,977	-	-
MATERIALS & SUPPLIES	12,598	-	-
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>309,562</b>	-	-
=====			



# EMERALD COAST UTILITIES AUTHORITY SHARED SERVICES



## **EMERALD COAST UTILITIES AUTHORITY**

### **GOALS AND WORK PLAN**

#### **DEPARTMENT:**

Shared Services

#### **ACTIVITY DESCRIPTION:**

The Shared Services Department is responsible for overseeing and coordinating the operations of the Information Technology, Public Information, Customer Service, Human Resources and Risk Management and Sanitation Departments.

#### **GOALS:**

It is the goal of this department is to ensure that both internal and external customers are provided with the highest quality service in a professional and courteous manner and in a timely fashion. It is our goal that all activities within the Shared Services group are communicated effectively internally, to other areas of the ECUA and to the public.

#### **OBJECTIVES:**

1. To provide needed support to the appropriate departments to facilitate their ability to carry out their respective responsibilities.
2. To ensure the necessary coordination between departments and divisions to keep the customers and their needs at the forefront of all our decision-making activities.

#### **2016 TARGETED ACCOMPLISHMENTS:**

1. To ensure the timeline and plan to modernize the ECUA's information technology system as outlined in the IT Master Plan are met.
2. To reduce the number of incoming customers calls that are abandoned on an annual basis.
3. To improve the effectiveness of the public information program and increase customer awareness of ECUA programs by increasing the number of customers that visit the ECUA website.
4. To improve customer knowledge and awareness of the Fats, Oils and Grease (FOG) program by maintaining or increasing the number of FOG presentations annually and its impact on the ECUA sewer system by tracking the number of FOG related Sanitary Sewer Overflows (SSO).

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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

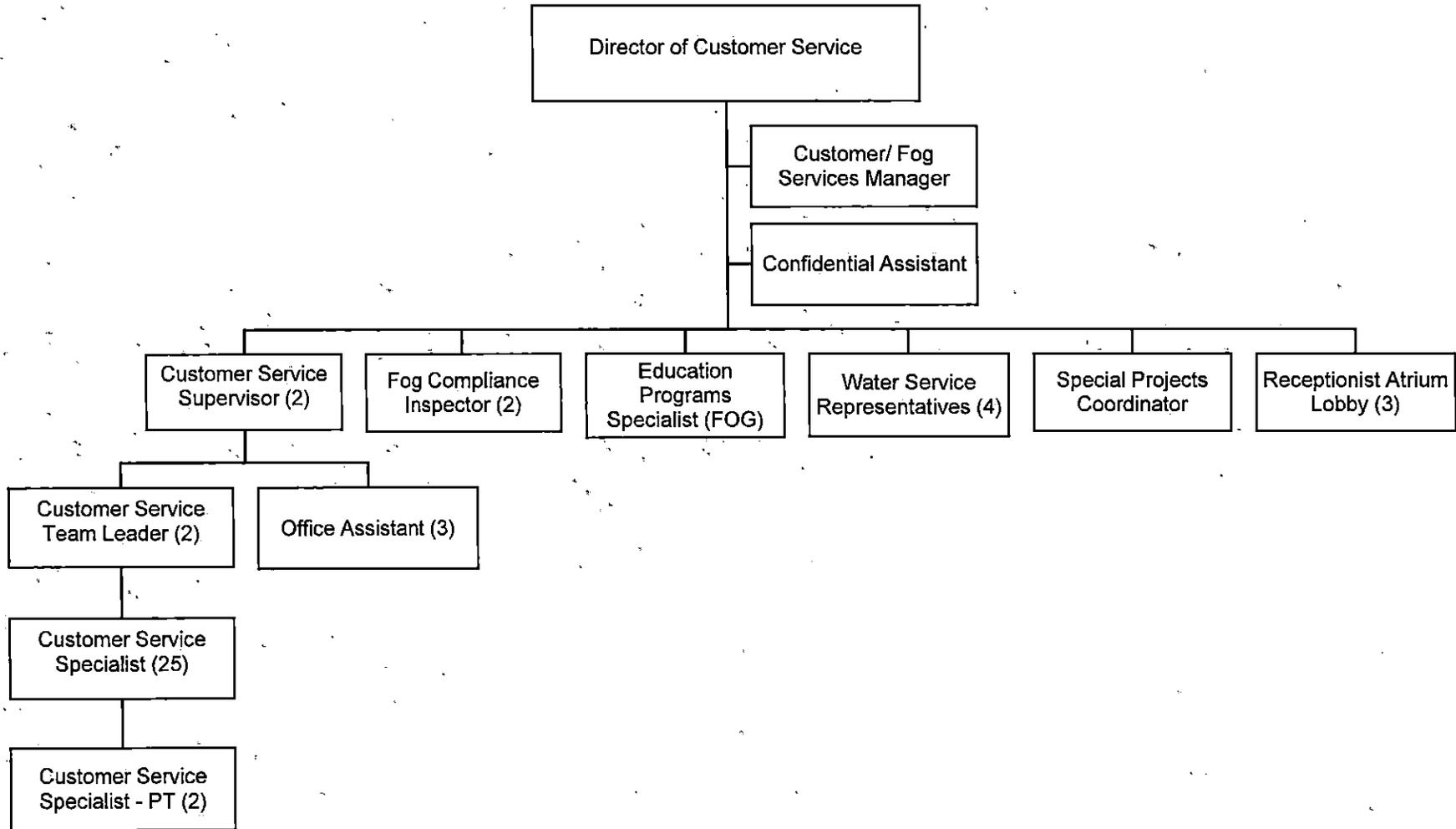
	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
<b>SHARED SERVICES DEPT.</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	217,053	211,678	250,072
13 OTHER SALARIES	-	-	-
14 OVERTIME	53	250	250
21 FICA MATCHING	15,303	15,122	15,762
22 RETIREMENT	31,659	30,406	37,987
23 INSURANCE	35,903	33,969	45,297
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	26,105	40,000	40,000
40 TRAVEL	-	450	450
41 COMMUNICATIONS	47,053	42,000	42,000
43 UTILITIES	-	-	-
44 RENTALS & LEASES	2,184	2,200	2,200
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	5,341	20,000	15,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	262	200	200
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	100	100
51 OFFICE SUPPLIES	1,408	800	800
52 OPERATING SUPPLIES	7,581	2,200	2,200
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	100	100
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	<b>389,905</b>	<b>399,475</b>	<b>452,418</b>

**DEPARTMENTAL EXPENDITURE SUMMARIES**

PERSONAL SERVICES	299,971	291,425	349,368
SUPPORT SERVICES	80,945	104,850	99,850
MATERIALS & SUPPLIES	8,989	3,200	3,200
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>389,905</b>	<b>399,475</b>	<b>452,418</b>



# EMERALD COAST UTILITIES AUTHORITY CUSTOMER SERVICES



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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>CUSTOMER SERVICES</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	1,330,717	1,635,998	1,710,104
13 OTHER SALARIES	-	-	-
14 OVERTIME	9,818	12,700	12,700
21 FICA MATCHING	97,903	121,168	126,591
22 RETIREMENT	97,565	123,153	129,340
23 INSURANCE	289,322	372,354	379,051
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	355,623	30,000	30,000
40 TRAVEL	-	5,050	3,800
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	6,114	12,400	12,400
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	(1,360)	7,700	7,700
42 TRANSPORTATION (POSTAGE)	-	250	250
47 PRINTING	3,416	4,500	4,500
51 OFFICE SUPPLIES	18,400	15,900	16,400
52 OPERATING SUPPLIES	32,823	26,300	40,300
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	40	1,550	1,550
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	2,240,381	2,369,023	2,474,686
=====			
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	1,825,325	2,265,373	2,357,786
SUPPORT SERVICES	360,377	55,150	53,900
MATERIALS & SUPPLIES	54,679	48,500	63,000
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	2,240,381	2,369,023	2,474,686
=====			

# EMERALD COAST UTILITIES AUTHORITY

## DIVISIONAL

### GOALS AND WORK PLAN

#### DIVISION:

Customer Services

#### ACTIVITY DESCRIPTION:

The six divisions within the Customer Service Department work together to provide customers with service that exceeds their expectations.

#### GOALS:

To assist customers in a friendly and professional manner, whether by telephone, email, mobile or in person. Show customers that we care by listening carefully to their inquiries and responding to their requests in an efficient and a timely manner. Continually improve our service through efficient use of resources and emerging technologies. Our ultimate goal is to be recognized as the best utility customer service operation in the state of Florida.

#### OBJECTIVES:

1. To maintain a courteous and professional atmosphere throughout the department.
2. To provide continuous training to our staff.
3. To fairly apply ECUA resolutions, policies and procedures to our valued customers.
4. To maintain consistently high levels of productivity.
5. To assure adequate staffing levels to minimize waiting time for our valued customers.

#### 2016 TARGETED ACCOMPLISHMENTS:

1. Increase the number of calls answered by decreasing abandoned calls.
2. To revise and update our policies and procedures so that our customer's inquiries are handled with efficiency and accuracy.
3. To continue enhancing our cross training program, thereby improving the expediency of our service and flexibility in our jobs.
4. To increase the number of FOG inspections and training sessions of the FOG Best Management Kitchen Practices to decrease Sanitary Sewer Overflows.
5. To increase and maintain the number of cut-non pays in all regions.
6. Continue to develop programs and utilize avenues to ensure residential and commercial customers understand the hazards of improper disposal of FOG.
7. To install and update to a windows based program named the "Edge". This application will decrease the processing time to establish new customers by reducing the number of screens used to establish service.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
CS/ADMINISTRATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	314,897	320,346	335,333
13 OTHER SALARIES	-	-	-
14 OVERTIME	592	1,200	1,200
21 FICA MATCHING	22,338	22,716	24,089
22 RETIREMENT	19,111	20,128	24,163
23 INSURANCE	75,791	77,207	79,025
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	29,363	30,000	30,000
40 TRAVEL	-	1,600	1,600
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	2,786	3,500	3,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	79	1,200	1,200
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	182	1,000	1,000
51 OFFICE SUPPLIES	6,336	5,000	5,000
52 OPERATING SUPPLIES	572	750	750
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	100	100
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	472,047	484,747	506,960
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	432,729	441,597	463,810
SUPPORT SERVICES	32,228	36,300	36,300
MATERIALS & SUPPLIES	7,090	6,850	6,850
CAPITAL OUTLAY	-	-	-
TOTAL	472,047	484,747	506,960

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

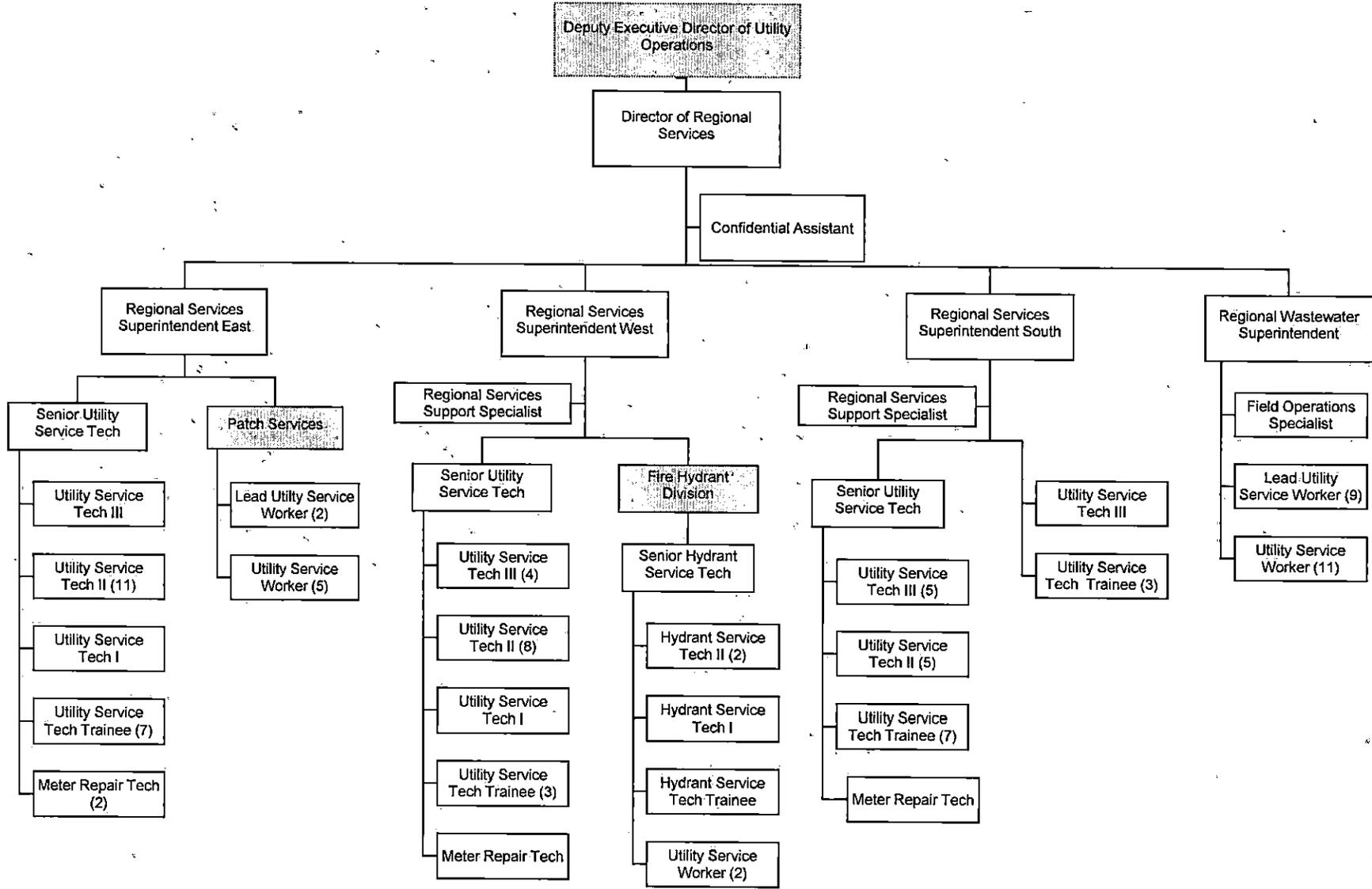
	ACTUAL 2014	APPROVED 2015	APPROVED 2016
CS/CUSTOMER SVC OPERATIONS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	872,518	1,041,547	1,092,063
13 OTHER SALARIES	-	-	-
14 OVERTIME	8,681	10,000	10,000
21 FICA MATCHING	65,029	77,799	81,511
22 RETIREMENT	68,314	82,713	84,771
23 INSURANCE	186,725	232,017	241,148
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	326,260	-	-
40 TRAVEL	-	200	200
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	500	500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	(2,196)	5,000	5,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	291	500	500
51 OFFICE SUPPLIES	10,190	8,900	8,900
52 OPERATING SUPPLIES	1,845	600	600
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	40	500	500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	1,537,697	1,460,276	1,525,693
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,201,267	1,444,076	1,509,493
SUPPORT SERVICES	324,064	5,700	5,700
MATERIALS & SUPPLIES	12,366	10,500	10,500
CAPITAL OUTLAY	-	-	-
TOTAL	1,537,697	1,460,276	1,525,693

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
CS/FATS, OIL & GREASE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	143,301	274,105	282,708
13 OTHER SALARIES	-	-	-
14 OVERTIME	545	1,500	1,500
21 FICA MATCHING	10,536	20,653	20,991
22 RETIREMENT	10,140	20,312	20,406
23 INSURANCE	26,806	63,130	58,878
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	3,250	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	3,328	8,400	8,400
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	757	1,500	1,500
42 TRANSPORTATION (POSTAGE)	-	250	250
47 PRINTING	2,944	3,000	3,000
51 OFFICE SUPPLIES	1,874	2,000	2,500
52 OPERATING SUPPLIES	30,406	24,950	38,950
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	950	950
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	230,637	424,000	442,033
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	191,328	379,700	384,483
SUPPORT SERVICES	4,085	13,150	11,900
MATERIALS & SUPPLIES	35,224	31,150	45,650
CAPITAL OUTLAY	-	-	-
TOTAL	230,637	424,000	442,033



# EMERALD COAST UTILITIES AUTHORITY Regional Services



EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
REGIONAL SERVICES DEPARTMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	4,344,674	4,495,056	4,466,248
13 OTHER SALARIES	-	-	-
14 OVERTIME	425,892	342,500	347,500
21 FICA MATCHING	352,927	356,017	352,887
22 RETIREMENT	405,247	405,513	392,902
23 INSURANCE	943,101	1,000,820	1,038,870
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	435,343	331,000	326,000
40 TRAVEL	61	2,000	2,000
41 COMMUNICATIONS	1,799	50,000	50,000
43 UTILITIES	-	-	-
44 RENTALS & LEASES	8,862	13,000	13,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	266,913	416,650	232,650
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	70,650	72,980	72,980
42 TRANSPORTATION (POSTAGE)	13	150	150
47 PRINTING	1,016	2,000	2,000
51 OFFICE SUPPLIES	6,538	4,500	4,500
52 OPERATING SUPPLIES	1,880,919	1,896,635	1,896,635
53 ROAD MATERIALS & SUPPLIES	63,277	80,000	80,000
54 SUBSCR/MEMBERSHIPS	204	600	600
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	112,126	231,732	-
TOTAL	9,319,564	9,701,153	9,278,922
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	6,471,843	6,599,906	6,598,407
SUPPORT SERVICES	783,628	885,630	696,630
MATERIALS & SUPPLIES	1,951,967	1,983,885	1,983,885
CAPITAL OUTLAY	112,126	231,732	-
TOTAL	9,319,564	9,701,153	9,278,922

**EMERALD COAST UTILITIES AUTHORITY**

**GOALS AND WORK PLAN**

**DEPARTMENT:**

Regional Services

**ACTIVITY DESCRIPTION:**

The divisions perform repair and maintenance functions on ECUA's collection and distribution systems. Additionally, more than 7,000 fire hydrants are installed, inspected and maintained. The newly formed Valve maintenance crew is responsible for approximately 500 air release valves and more than 20,000 water valves. The department completes an average of 145,000 work orders per year. Many of those involve excavations which the Patch Crew repairs. The Wastewater Maintenance Division inspects and performs minor repairs on 20,000 manholes and performs CCTV functions on all accessible gravity mains.

**GOALS:**

To ensure the efficient operation of the collection and distribution mains and ensure all facilities and their appurtenances are accessible, inspected and maintained. Gain more efficiencies in the field to increase productivity.

**OBJECTIVES:**

1. To comply with all Department of Environmental Protection mandates.
2. To make the valve crew an effective productive unit.
3. To progress on the implementation of the Wireless work order system.
4. To make the Department's Succession planning effective.

**2016 TARGETED ACCOMPLISHMENTS:**

Purchase equipment necessary for maintenance on all valves. Begin a pilot program for wireless work orders, use unidirectional flushing techniques, and gain access to all mains through their easements. Continue to train all Succession Planning candidates. Purchase vehicle mounted laptops for supervisors.

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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

RS/ADMINISTRATION ELEMENT	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	203,823	245,326	250,439
13 OTHER SALARIES	-	-	-
14 OVERTIME	88	-	-
21 FICA MATCHING	14,335	18,411	18,545
22 RETIREMENT	25,195	25,696	26,898
23 INSURANCE	23,183	32,149	32,800
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	99,404	153,000	148,000
40 TRAVEL	61	2,000	2,000
41 COMMUNICATIONS	1,799	50,000	50,000
43 UTILITIES	-	-	-
44 RENTALS & LEASES	1,783	1,000	1,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	3,237	217,000	3,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	52,075	54,000	54,000
42 TRANSPORTATION (POSTAGE)	13	150	150
47 PRINTING	1,016	2,000	2,000
51 OFFICE SUPPLIES	6,538	4,500	4,500
52 OPERATING SUPPLIES	470,824	527,921	527,921
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	204	600	600
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	33,535	-	-
TOTAL	937,113	1,333,753	1,121,853
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	266,624	321,582	328,682
SUPPORT SERVICES	158,359	477,000	258,000
MATERIALS & SUPPLIES	478,595	535,171	535,171
CAPITAL OUTLAY	33,535	-	-
TOTAL	937,113	1,333,753	1,121,853

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
RS/WEST REGION (REGION 2)			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	828,603	823,746	861,148
13 OTHER SALARIES	-	-	-
14 OVERTIME	79,961	66,000	66,000
21 FICA MATCHING	66,801	65,067	67,938
22 RETIREMENT	73,165	72,985	77,169
23 INSURANCE	172,844	174,712	196,187
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	24,602	3,000	3,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	3,027	3,000	3,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	29,929	26,900	26,900
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	243	200	200
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	291,621	295,000	295,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	9,829	-	-
TOTAL	----- 1,580,625 =====	----- 1,530,610 =====	----- 1,596,542 =====
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,221,374	1,202,510	1,268,442
SUPPORT SERVICES	57,801	33,100	33,100
MATERIALS & SUPPLIES	291,621	295,000	295,000
CAPITAL OUTLAY	9,829	-	-
TOTAL	----- 1,580,625 =====	----- 1,530,610 =====	----- 1,596,542 =====

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
RS/EAST REGION (REGION 3)			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	1,035,755	1,051,737	996,965
13 OTHER SALARIES	-	-	-
14 OVERTIME	127,799	88,000	93,000
21 FICA MATCHING	86,593	83,846	80,037
22 RETIREMENT	91,431	89,578	78,590
23 INSURANCE	212,414	226,386	241,209
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	59,534	9,000	9,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	4,002	3,800	3,800
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	36,033	40,500	40,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	3,253	3,040	3,040
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	455,819	365,500	365,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	2,112,633	1,961,387	1,911,641
	=====	=====	=====

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	1,553,992	1,539,547	1,489,801
SUPPORT SERVICES	102,822	56,340	56,340
MATERIALS & SUPPLIES	455,819	365,500	365,500
CAPITAL OUTLAY	-	-	-
TOTAL	2,112,633	1,961,387	1,911,641
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
RS/SOUTH REGION (REGION 4)			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	939,130	1,011,840	856,341
13 OTHER SALARIES	-	-	-
14 OVERTIME	132,233	107,000	82,000
21 FICA MATCHING	78,931	81,545	68,525
22 RETIREMENT	90,099	92,136	78,031
23 INSURANCE	238,143	253,245	217,378
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	106,107	28,000	23,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	5,000	2,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	46,285	45,500	30,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	450	300	300
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	314,727	330,214	260,214
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	64,017	231,732	-
TOTAL	2,010,122	2,186,512	1,618,289
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,478,536	1,545,766	1,302,275
SUPPORT SERVICES	152,842	78,800	55,800
MATERIALS & SUPPLIES	314,727	330,214	260,214
CAPITAL OUTLAY	64,017	231,732	-
TOTAL	2,010,122	2,186,512	1,618,289

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
RS/SEWER MAINTENANCE SERVICE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	807,775	816,026	812,455
13 OTHER SALARIES	-	-	-
14 OVERTIME	63,455	68,500	68,500
21 FICA MATCHING	64,671	65,237	65,531
22 RETIREMENT	76,639	75,891	69,655
23 INSURANCE	168,909	179,079	178,982
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	46,398	30,000	30,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	88,825	46,250	76,250
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	464	200	200
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	151,918	171,000	171,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	3,060	-	-
TOTAL	1,472,116	1,452,183	1,472,573

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	1,181,451	1,204,733	1,195,123
SUPPORT SERVICES	135,687	76,450	106,450
MATERIALS & SUPPLIES	151,918	171,000	171,000
CAPITAL OUTLAY	3,060	-	-
TOTAL	1,472,116	1,452,183	1,472,573

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
RS/FIRE HYDRANT INSTALL/MAINT. ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	292,696	295,391	302,407
13 OTHER SALARIES	-	-	-
14 OVERTIME	3,113	3,000	3,000
21 FICA MATCHING	22,598	22,836	23,672
22 RETIREMENT	26,887	27,318	31,031
23 INSURANCE	68,191	69,484	71,190
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	2,070	-	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	11,009	10,500	10,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	82	140	140
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	109,844	132,000	132,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	1,685	-	-
TOTAL	538,175	560,669	573,940
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	413,485	418,029	431,300
SUPPORT SERVICES	13,161	10,640	10,640
MATERIALS & SUPPLIES	109,844	132,000	132,000
CAPITAL OUTLAY	1,685	-	-
TOTAL	538,175	560,669	573,940

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
RS/PATCH SERVICES			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	236,892	250,990	254,398
13 OTHER SALARIES	-	-	-
14 OVERTIME	19,244	10,000	10,000
21 FICA MATCHING	18,998	19,075	18,985
22 RETIREMENT	21,830	21,909	22,044
23 INSURANCE	59,417	65,765	65,078
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	97,229	108,000	108,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	50	200	200
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	51,596	30,000	30,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	14,084	15,100	15,100
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	86,164	75,000	75,000
53 ROAD MATERIALS & SUPPLIES	63,277	80,000	80,000
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	668,781	676,039	678,805
	=====	=====	=====

DEPARTMENTAL EXPENDITURE SUMMARIES

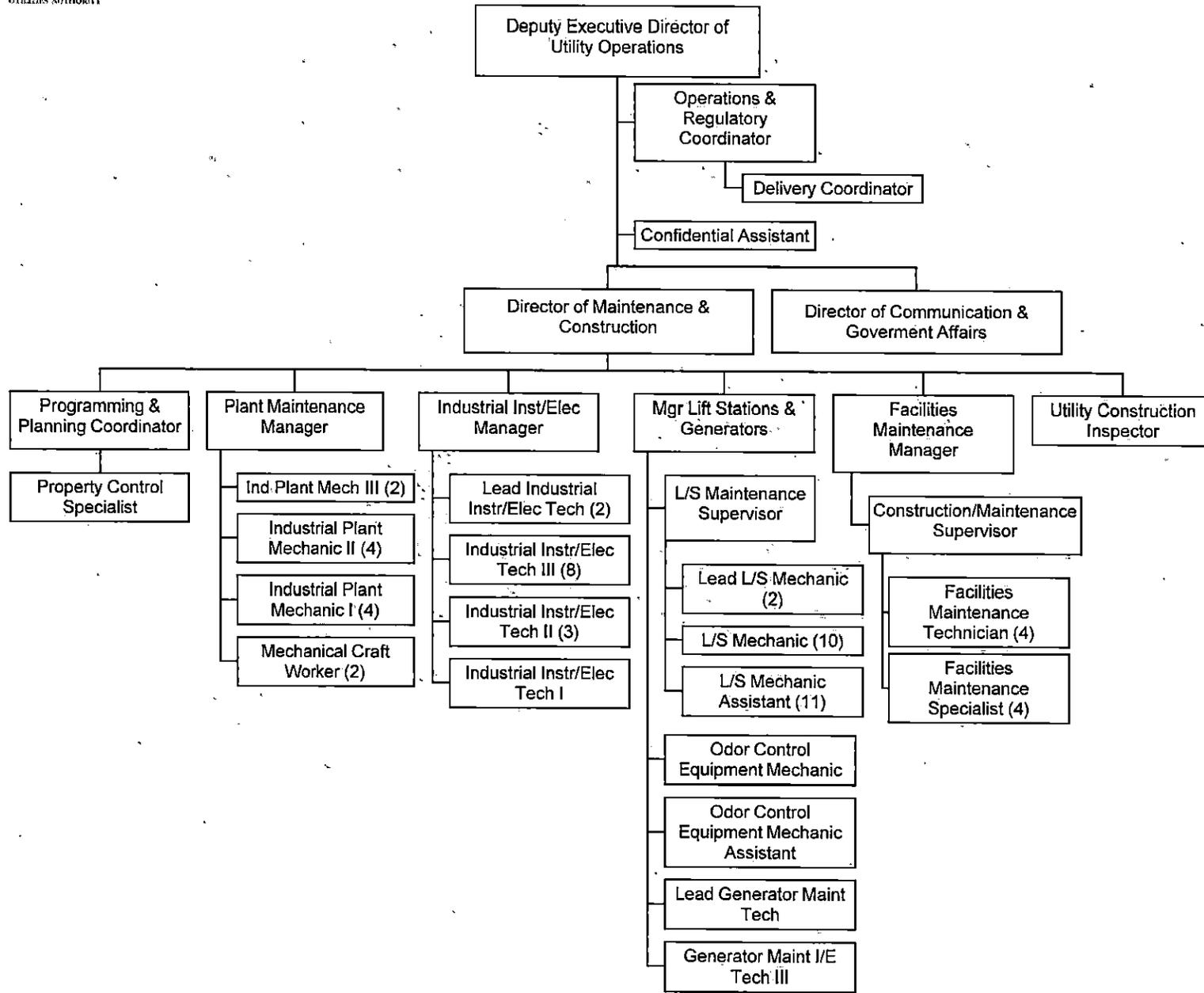
PERSONAL SERVICES	356,381	367,739	370,505
SUPPORT SERVICES	162,959	153,300	153,300
MATERIALS & SUPPLIES	149,441	155,000	155,000
CAPITAL OUTLAY	-	-	-
TOTAL	668,781	676,039	678,805
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>RS/AIR RELEASE VALVES</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	-	132,095
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	25,000
21 FICA MATCHING	-	-	9,654
22 RETIREMENT	-	-	9,484
23 INSURANCE	-	-	36,046
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	5,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	3,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	-	15,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	-	-
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	-	-	70,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	-	-	305,279
-----			
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	-	-	212,279
SUPPORT SERVICES	-	-	23,000
MATERIALS & SUPPLIES	-	-	70,000
CAPITAL OUTLAY	-	-	-
TOTAL	-	-	305,279
=====			



# EMERALD COAST UTILITIES AUTHORITY UTILITY OPERATIONS



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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
UTILITY OPERATIONS DEPARTMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	3,464,617	3,660,803	3,842,891
13 OTHER SALARIES	-	-	-
14 OVERTIME	350,848	342,490	344,740
21 FICA MATCHING	282,395	293,620	304,920
22 RETIREMENT	328,622	353,150	368,878
23 INSURANCE	631,916	705,765	773,607
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	32,938	1,000	51,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	367,692	406,000	412,000
40 TRAVEL	7,164	27,250	25,800
41 COMMUNICATIONS	70	-	-
43 UTILITIES	1,338,691	1,415,703	1,455,703
44 RENTALS & LEASES	106,672	73,400	98,500
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	2,981,130	3,420,530	3,617,480
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	17,491	111,575	99,250
42 TRANSPORTATION (POSTAGE)	3,343	3,000	3,500
47 PRINTING	250	1,500	1,000
51 OFFICE SUPPLIES	16,977	18,700	16,700
52 OPERATING SUPPLIES	1,362,369	1,323,017	1,532,367
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	1,841	5,215	5,215
63 CAPITAL IMPROVEMENTS	9,352	-	-
64 MACHINERY & EQUIPMENT	45,860	-	-
TOTAL	11,350,239	12,162,718	12,953,551
	=====	=====	=====

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	5,058,399	5,355,828	5,635,036
SUPPORT SERVICES	4,851,848	5,455,458	5,759,733
MATERIALS & SUPPLIES	1,384,780	1,351,432	1,558,782
CAPITAL OUTLAY	55,212	-	-
TOTAL	11,350,239	12,162,718	12,953,551
	=====	=====	=====

## **EMERALD COAST UTILITIES AUTHORITY**

### **GOALS AND WORK PLAN**

#### **DEPARTMENT:**

Utility Operations

#### **ACTIVITY DESCRIPTION:**

The seven divisions within the Maintenance & Construction Department work together to provide maintenance services for all of ECUA's water reclamation facilities, water wells, lift stations, and ECUA buildings. Services provided range from janitorial to high-tech complex instrumentation, mechanical, electrical services and management and execution of capital improvement construction projects.

#### **GOALS:**

The goal of the Maintenance & Construction Department is to ensure that all ECUA facilities are maintained in a safe and functioning capacity. Unplanned maintenance events cannot be eliminated entirely, and the department should be able to handle any and all eventualities. Additionally, the Lift Station Division's goal is to ensure the safe transmission of all wastewater received from the collection system to one of the three wastewater reclamation plants.

#### **OBJECTIVES:**

1. Reduce operating costs through improved efficiency in preventive maintenance.
2. Reduce avoidable instances of unplanned maintenance by having spare parts available and performing root cause failure analysis.
3. Compliance with all State and Federal regulations in the transmission of wastewater.
4. To effectively control operating costs and work within the annual budget.
5. To effectively manage all resources to achieve departmental goals.

#### **2016 TARGETED ACCOMPLISHMENTS:**

1. Reduce the number of preventable SSO events at all Lift Stations.
2. Complete construction of Generator Maintenance and Odor Control facility at the Central WRF.
3. Improve the effectiveness of maintenance operations.
4. Complete construction activities to the CWRF Plant site to include the new Recycling Facility and Composting sites.
5. Increase the level of hurricane/disaster preparedness by continuously improving automation and data communication systems by hardening and installing automated valves for isolation of water services serving Pensacola Beach and Perdido Key.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

U0/ ADMINISTRATION ELEMENT	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	360,305	367,804	380,991
13 OTHER SALARIES	-	-	-
14 OVERTIME	337	250	3,500
21 FICA MATCHING	26,268	26,802	26,177
22 RETIREMENT	55,085	57,889	63,084
23 INSURANCE	49,818	49,395	52,348
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	4,170	8,500	7,050
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	3,448	3,900	3,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	126	1,500	1,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	1,598	7,675	6,350
42 TRANSPORTATION (POSTAGE)	3,343	3,000	3,500
47 PRINTING	-	1,000	500
51 OFFICE SUPPLIES	12,801	12,000	10,000
52 OPERATING SUPPLIES	29,843	28,500	31,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	661	1,850	1,850
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	3,123	-	-
TOTAL	550,926	570,065	590,850

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	491,813	502,140	526,100
SUPPORT SERVICES	9,342	21,575	17,400
MATERIALS & SUPPLIES	46,648	46,350	47,350
CAPITAL OUTLAY	3,123	-	-
TOTAL	550,926	570,065	590,850

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
UO/LIFT STATIONS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	819,053	856,374	919,905
13 OTHER SALARIES	-	-	-
14 OVERTIME	97,034	92,850	91,850
21 FICA MATCHING	69,094	69,912	74,216
22 RETIREMENT	68,887	71,929	73,176
23 INSURANCE	179,052	201,436	236,830
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	498	2,000	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	1,005,191	1,121,003	1,161,003
44 RENTALS & LEASES	32,804	22,000	42,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	325,177	505,650	535,650
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	18,930	21,700	26,700
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	2,336	3,000	3,000
52 OPERATING SUPPLIES	410,306	349,800	373,800
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	75	75
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	4,086	-	-
TOTAL	3,032,450	3,317,729	3,540,205
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,233,122	1,292,501	1,395,977
SUPPORT SERVICES	1,382,600	1,672,353	1,767,353
MATERIALS & SUPPLIES	412,642	352,875	376,875
CAPITAL OUTLAY	4,086	-	-
TOTAL	3,032,450	3,317,729	3,540,205

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

UO/MAINTENANCE ELEMENT	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	185,203	185,646	248,830
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	13,708	13,612	18,246
22 RETIREMENT	26,612	29,125	34,569
23 INSURANCE	18,270	18,228	28,325
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	1,000	1,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	509	1,000	1,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	359	1,300	1,300
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	500	1,650	1,650
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	200	200
51 OFFICE SUPPLIES	41	200	200
52 OPERATING SUPPLIES	2,474	3,900	3,900
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	110	150	150
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	247,786	256,011	339,370

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	243,793	246,611	329,970
SUPPORT SERVICES	1,368	4,950	4,950
MATERIALS & SUPPLIES	2,625	4,450	4,450
CAPITAL OUTLAY	-	-	-
TOTAL	247,786	256,011	339,370

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
UO/OPERATION & MAINTENANCE INFO SYS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	93,724	110,235	114,461
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	250	250
21 FICA MATCHING	7,159	8,435	8,811
22 RETIREMENT	6,605	8,143	8,236
23 INSURANCE	12,017	15,345	15,486
24 WORKERS' COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	27,797	-	-
40 TRAVEL	1,132	4,500	4,500
41 COMMUNICATIONS	70	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	52,459	44,600	60,600
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	495	13,000	7,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	100	100
51 OFFICE SUPPLIES	78	1,000	1,000
52 OPERATING SUPPLIES	473	3,150	3,150
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	400	400
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	202,009	209,158	223,994
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	119,505	142,408	147,244
SUPPORT SERVICES	81,953	62,100	72,100
MATERIALS & SUPPLIES	551	4,650	4,650
CAPITAL OUTLAY	-	-	-
TOTAL	202,009	209,158	223,994

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
UO/I/E-PLANTS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	695,401	802,219	820,514
13 OTHER SALARIES	-	-	-
14 OVERTIME	108,110	102,640	102,640
21 FICA MATCHING	60,470	67,229	68,698
22 RETIREMENT	57,704	66,688	69,995
23 INSURANCE	90,476	122,784	119,673
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	91,588	113,000	113,000
40 TRAVEL	-	2,000	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	1,374	1,000	1,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	638,721	503,300	516,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	30	41,750	31,750
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	250	200	200
51 OFFICE SUPPLIES	250	500	500
52 OPERATING SUPPLIES	61,664	63,000	63,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	945	2,300	2,300
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	13,055	-	-
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TOTAL	1,820,040	1,888,610	1,911,270
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DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	1,012,163	1,161,560	1,181,520
SUPPORT SERVICES	731,713	661,050	663,750
MATERIALS & SUPPLIES	63,109	66,000	66,000
CAPITAL OUTLAY	13,055	-	-
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TOTAL	1,820,040	1,888,610	1,911,270
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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
UC/PLANT MAINTENANCE ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	614,429	643,400	659,494
13 OTHER SALARIES	-	-	-
14 OVERTIME	110,805	100,500	100,500
21 FICA MATCHING	52,735	54,546	55,551
22 RETIREMENT	57,056	60,758	61,774
23 INSURANCE	118,798	134,555	146,549
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	64,113	50,000	50,000
40 TRAVEL	690	4,000	4,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	55,888	44,000	44,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	1,778,008	2,106,000	2,274,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	3,520	6,250	6,250
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	798	1,200	1,200
52 OPERATING SUPPLIES	133,669	93,200	93,900
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	200	200
63 CAPITAL IMPROVEMENTS	9,352	-	-
64 MACHINERY & EQUIPMENT	1,010	-	-
TOTAL	3,000,873	3,298,609	3,497,418

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	953,825	993,759	1,023,868
SUPPORT SERVICES	1,902,219	2,210,250	2,378,250
MATERIALS & SUPPLIES	134,467	94,600	95,300
CAPITAL OUTLAY	10,362	-	-
TOTAL	3,000,873	3,298,609	3,497,418

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
UO/ODOR CONTROLS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	74,403	74,435	78,725
13 OTHER SALARIES	-	-	-
14 OVERTIME	3,876	6,000	6,000
21 FICA MATCHING	5,602	5,672	6,162
22 RETIREMENT	5,614	5,928	6,083
23 INSURANCE	27,133	28,515	29,454
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	32,938	-	50,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	52,107	75,000	75,000
40 TRAVEL	166	750	750
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	3,099	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	42,018	85,000	55,750
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	161	3,500	3,500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	294	250	250
52 OPERATING SUPPLIES	603,163	680,217	851,617
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	150	150
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	17,461	-	-
TOTAL	868,035	965,417	1,163,441
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	116,628	120,550	126,424
SUPPORT SERVICES	130,489	164,250	185,000
MATERIALS & SUPPLIES	603,457	680,617	852,017
CAPITAL OUTLAY	17,461	-	-
TOTAL	868,035	965,417	1,163,441

EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
<p>UO/GENERATOR MAINTENANCE ELEMENT</p>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	119,596	119,082	121,263
13 OTHER SALARIES	-	-	-
14 OVERTIME	20,416	26,000	26,000
21 FICA MATCHING	10,581	10,809	10,894
22 RETIREMENT	10,043	10,693	10,573
23 INSURANCE	20,416	20,290	21,139
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	2,000	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	10,060	-	6,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	84,380	124,680	124,680
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	2,174	4,050	4,050
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	12	150	150
52 OPERATING SUPPLIES	59,987	47,250	57,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	125	90	90
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	7,125	-	-
TOTAL	344,915	365,094	384,339
<p>DEPARTMENTAL EXPENDITURE SUMMARIES</p>			
PERSONAL SERVICES	181,052	186,874	189,869
SUPPORT SERVICES	96,614	130,730	136,730
MATERIALS & SUPPLIES	60,124	47,490	57,740
CAPITAL OUTLAY	7,125	-	-
TOTAL	344,915	365,094	384,339

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
<u>UO/FACILITIES MAINTENANCE</u>			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	502,502	501,608	498,708
13 OTHER SALARIES	-	-	-
14 OVERTIME	10,269	14,000	14,000
21 FICA MATCHING	36,776	36,603	36,165
22 RETIREMENT	41,014	41,997	41,388
23 INSURANCE	115,932	115,217	123,803
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	132,088	168,000	174,000
40 TRAVEL	-	2,500	2,500
41 COMMUNICATIONS	-	-	-
43 UTILITIES	333,500	294,700	294,700
44 RENTALS & LEASES	-	2,500	2,500
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	59,882	48,500	48,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	6,676	12,000	12,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	366	400	400
52 OPERATING SUPPLIES	44,196	54,000	54,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	1,283,201	1,292,025	1,302,664
	=====	=====	=====

DEPARTMENTAL EXPENDITURE SUMMARIES

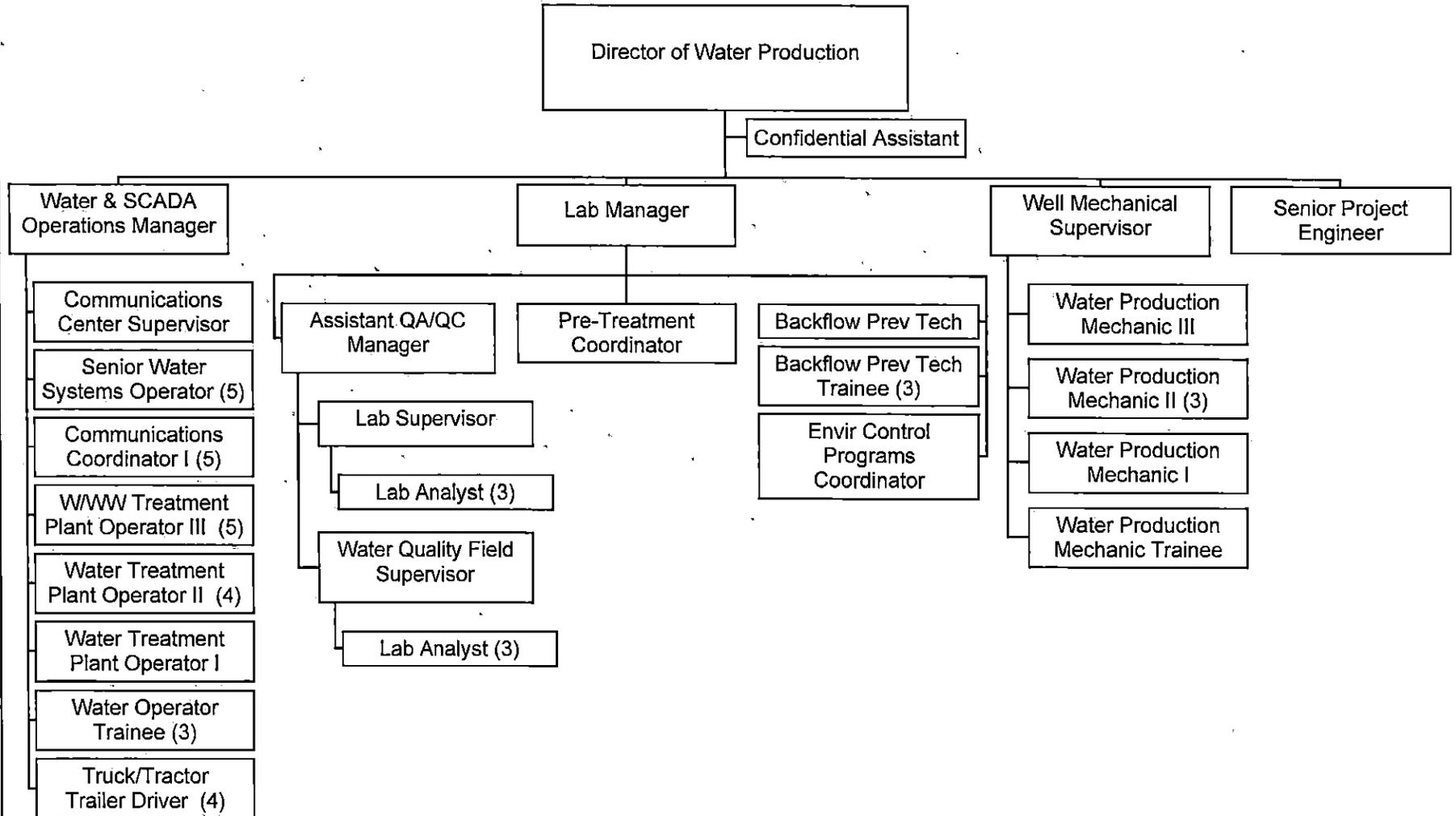
PERSONAL SERVICES	706,493	709,425	714,064
SUPPORT SERVICES	532,146	528,200	534,200
MATERIALS & SUPPLIES	44,562	54,400	54,400
CAPITAL OUTLAY	-	-	-
TOTAL	1,283,201	1,292,025	1,302,664
	=====	=====	=====



# EMERALD COAST UTILITIES AUTHORITY

## UTILITY OPERATIONS

### WATER PRODUCTION



EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
<b>WATER PRODUCTION</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	2,554,905	2,644,371	2,860,280
13 OTHER SALARIES	-	-	-
14 OVERTIME	290,262	294,840	242,400
21 FICA MATCHING	210,405	216,669	227,965
22 RETIREMENT	246,584	258,492	266,092
23 INSURANCE	509,506	528,810	600,339
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	29,162	34,000	34,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	99,593	94,000	145,200
40 TRAVEL	11,060	17,050	15,350
41 COMMUNICATIONS	720	1,200	1,200
43 UTILITIES	1,873,329	1,886,243	1,969,857
44 RENTALS & LEASES	17,125	25,993	26,500
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	262,184	305,180	306,680
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	46,681	68,150	69,650
42 TRANSPORTATION (POSTAGE)	405	980	980
47 PRINTING	166	1,150	2,150
51 OFFICE SUPPLIES	13,813	12,700	15,350
52 OPERATING SUPPLIES	1,287,324	1,465,825	1,651,475
53 ROAD MATERIALS & SUPPLIES	-	1,000	1,000
54 SUBSCR/MEMBERSHIPS	4,402	7,975	8,225
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	2,345	-	23,200
<b>TOTAL</b>	7,459,971	7,864,628	8,467,893
	=====	=====	=====

**DEPARTMENTAL EXPENDITURE SUMMARIES**

PERSONAL SERVICES	3,811,662	3,943,182	4,197,076
SUPPORT SERVICES	2,339,854	2,431,816	2,568,437
MATERIALS & SUPPLIES	1,306,110	1,489,630	1,679,180
CAPITAL OUTLAY	2,345	-	23,200
<b>TOTAL</b>	7,459,971	7,864,628	8,467,893
	=====	=====	=====

# EMERALD COAST UTILITIES AUTHORITY

## GOALS AND WORK PLAN

### DEPARTMENT:

Water Production

### ACTIVITY DESCRIPTION:

The Water Production Department operates and maintains 32 water production facilities (wells with associated treatment), six elevated water storage tanks, six ground storage tanks with four pump stations. ECUA's Water Quality Lab is an integral part of the department and is responsible for collecting and testing samples to insure compliance with local, state and federal regulatory authorities. Cross connection control/backflow and pretreatment regulations and permitting activities are overseen by the Lab Manager. Water and sewer SCADA/communication functions are provided by Water Production consisting of coordination and communication of activities among different ECUA divisions, regulatory authorities, customers and the public.

### GOALS:

To provide ECUA's customers with high quality water for consumption with quantity sufficient to meet customer demands and fire flow as economically as possible. To display a high level of professionalism and cooperation in dealing with other ECUA divisions, customers, other agencies and the general public.

### OBJECTIVES:

1. Evaluate and identify capital improvements needed to meet future demands.
2. Initiate and complete construction of improvements, including Capital Improvement and Renewal/Replacement, needed to maintain a high quality of service.
3. To provide accurate sampling and testing required to meet permit conditions and regulatory requirements.
4. Communicate accurately and clearly to make sure information is complete and understandable.
5. Identify and evaluate new technologies to provide better service at a lower cost.
6. To improve performance and productivity through training and professional development.
7. To provide preventive maintenance activities to minimize unplanned failures and associated time facilities are out of service for repair.

### 2016 TARGETED ACCOMPLISHMENTS:

1. Evaluate and implement, as appropriate, improvements recommended in the 20-Year Water System Master Plan Update.
2. Commence construction of Capital Improvement Projects (CIPs) to enhance the potable water system.
3. Initiate and perform maintenance work on water storage tanks as identified in FDEP required tank evaluations.
4. Increase training activities to enable personnel to accomplish tasks quicker and more economically.
5. Evaluate and implement improvements to the Supervisory Control and Data Acquisition (SCADA) system to provide enhanced performance and redundancy.
6. Complete Aquifer Performance Tests at ECUA's property adjacent to the CWRF to continue the evaluation of the possibility of a potable water well field on that property.

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EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WP/WATER OPERATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	973,700	990,759	1,085,194
13 OTHER SALARIES	-	-	-
14 OVERTIME	119,147	105,000	104,000
21 FICA MATCHING	80,064	79,857	82,549
22 RETIREMENT	100,183	103,540	107,735
23 INSURANCE	224,679	224,697	257,014
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	5,326	22,000	22,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	53,879	50,000	99,000
40 TRAVEL	5,131	6,450	5,950
41 COMMUNICATIONS	720	1,200	1,200
43 UTILITIES	1,820,438	1,842,569	1,922,569
44 RENTALS & LEASES	5,787	11,000	11,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	68,218	84,750	84,750
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	38,706	45,450	45,450
42 TRANSPORTATION (POSTAGE)	78	230	230
47 PRINTING	-	-	1,000
51 OFFICE SUPPLIES	3,221	3,700	3,700
52 OPERATING SUPPLIES	1,154,927	1,312,300	1,497,300
53 ROAD MATERIALS & SUPPLIES	-	1,000	1,000
54 SUBSCR/MEMBERSHIPS	2,268	2,800	3,050
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	4,656,472	4,887,302	5,334,691

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	1,497,773	1,503,853	1,636,492
SUPPORT SERVICES	1,998,205	2,063,419	2,191,919
MATERIALS & SUPPLIES	1,160,494	1,320,030	1,506,280
CAPITAL OUTLAY	-	-	-
TOTAL	4,656,472	4,887,302	5,334,691

EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WP/WELL MECHANICAL MAINTENANCE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	369,438	387,099	376,607
13 OTHER SALARIES	-	-	-
14 OVERTIME	29,020	23,500	28,000
21 FICA MATCHING	30,351	31,223	30,275
22 RETIREMENT	30,688	33,509	28,885
23 INSURANCE	53,045	52,352	60,427
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	845	1,800	1,300
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	665	2,000	2,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	146,298	165,550	165,550
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	512	5,000	4,500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	323	500	500
52 OPERATING SUPPLIES	37,945	41,675	41,675
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	170	1,500	1,500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	699,300	745,708	741,219

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	512,542	527,683	524,194
SUPPORT SERVICES	148,320	174,350	173,350
MATERIALS & SUPPLIES	38,438	43,675	43,675
CAPITAL OUTLAY	-	-	-
TOTAL	699,300	745,708	741,219

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WP/COMMUNICATIONS CENTER			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	524,887	513,406	594,092
13 OTHER SALARIES	-	-	-
14 OVERTIME	131,342	154,000	94,000
21 FICA MATCHING	48,592	49,038	54,759
22 RETIREMENT	53,822	54,398	59,919
23 INSURANCE	114,551	116,731	141,204
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	3,802	5,500	5,500
40 TRAVEL	1,836	4,000	3,500
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	10,673	10,993	11,500
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	40,970	33,000	34,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	953	3,200	2,700
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	2,930	2,000	4,000
52 OPERATING SUPPLIES	2,589	4,800	4,800
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	422	1,725	1,725
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	937,369	952,791	1,012,199

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	873,194	887,573	943,974
SUPPORT SERVICES	58,234	56,693	57,700
MATERIALS & SUPPLIES	5,941	8,525	10,525
CAPITAL OUTLAY	-	-	-
TOTAL	937,369	952,791	1,012,199

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

WP/QAQC ELEMENT	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	536,544	565,134	620,693
13 OTHER SALARIES	-	-	-
14 OVERTIME	10,754	11,340	12,600
21 FICA MATCHING	40,196	42,402	46,202
22 RETIREMENT	46,389	48,875	53,087
23 INSURANCE	92,584	95,343	106,384
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	23,836	12,000	12,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	27,185	38,500	40,700
40 TRAVEL	3,249	2,500	2,600
41 COMMUNICATIONS	-	-	-
43 UTILITIES	52,891	43,674	47,288
44 RENTALS & LEASES	-	2,000	2,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	5,481	19,380	19,380
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	6,197	13,000	15,000
42 TRANSPORTATION (POSTAGE)	327	500	500
47 PRINTING	86	150	150
51 OFFICE SUPPLIES	3,252	3,000	3,650
52 OPERATING SUPPLIES	87,063	96,850	97,250
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	808	1,150	1,150
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	2,345	-	-
TOTAL	939,187	995,798	1,080,634

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	726,467	763,094	838,966
SUPPORT SERVICES	118,839	131,054	138,968
MATERIALS & SUPPLIES	91,536	101,650	102,700
CAPITAL OUTLAY	2,345	-	-
TOTAL	939,187	995,798	1,080,634

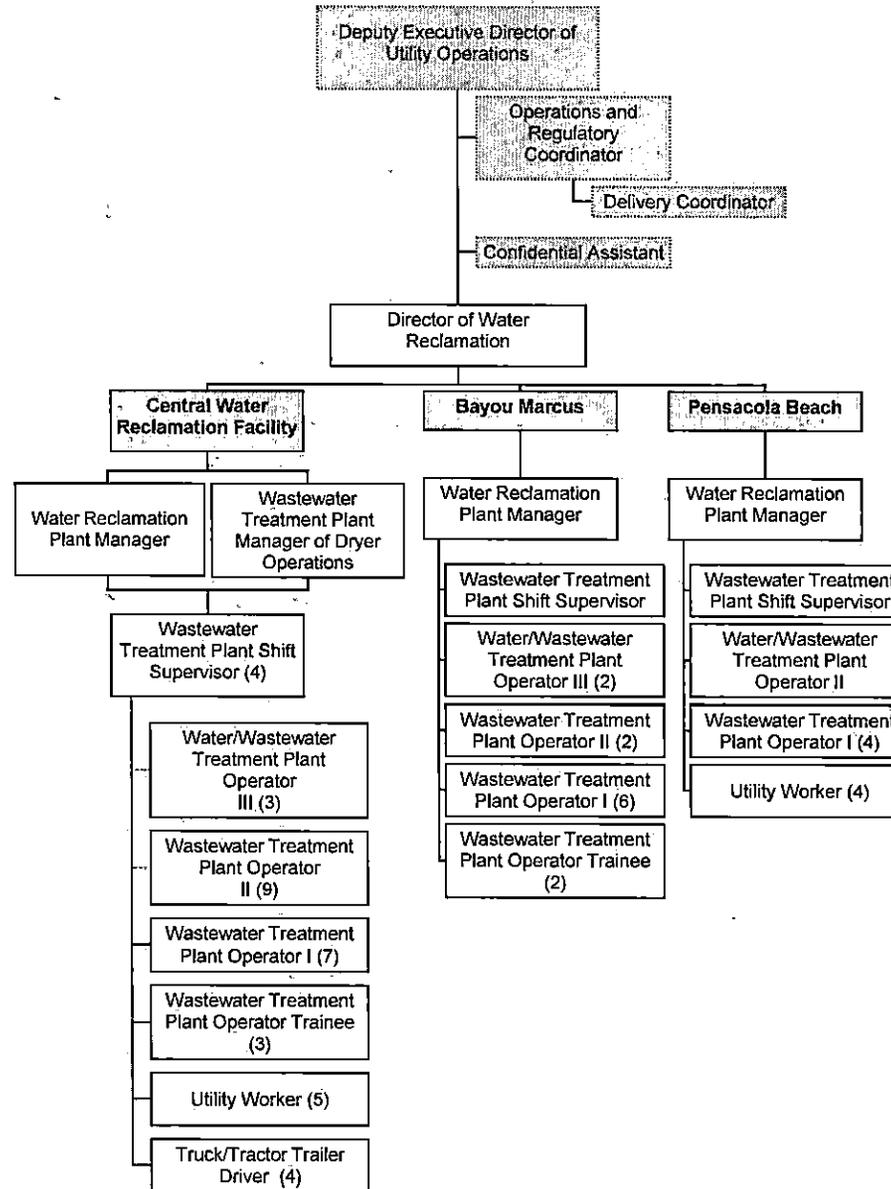
EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WP/CROSS CONNECTION CONTROLS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	150,336	187,973	183,694
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	1,000	3,800
21 FICA MATCHING	11,202	14,149	14,180
22 RETIREMENT	15,501	18,170	16,466
23 INSURANCE	24,647	39,687	35,310
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	14,727	-	-
40 TRAVEL	-	2,300	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	1,218	2,500	2,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	312	1,500	2,000
42 TRANSPORTATION (POSTAGE)	-	250	250
47 PRINTING	80	1,000	1,000
51 OFFICE SUPPLIES	4,087	3,500	3,500
52 OPERATING SUPPLIES	4,800	10,200	10,450
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	734	800	800
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	23,200
TOTAL	227,644	283,029	299,150
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	201,686	260,979	253,450
SUPPORT SERVICES	16,257	6,300	6,500
MATERIALS & SUPPLIES	9,701	15,750	16,000
CAPITAL OUTLAY	-	-	23,200
TOTAL	227,644	283,029	299,150



# EMERALD COAST UTILITIES AUTHORITY UTILITY OPERATIONS WATER RECLAMATION



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EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WATER RECLAMATION DEPARTMENT			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	2,564,816	2,594,533	2,633,028
13 OTHER SALARIES	-	-	-
14 OVERTIME	444,081	452,000	452,000
21 FICA MATCHING	222,488	213,843	214,641
22 RETIREMENT	252,031	262,558	258,249
23 INSURANCE	580,328	578,903	590,777
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	160,382	125,000	125,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	834,172	457,000	700,000
40 TRAVEL	4,146	6,650	7,050
41 COMMUNICATIONS	6,939	6,600	6,800
43 UTILITIES	3,719,698	3,883,000	3,683,000
44 RENTALS & LEASES	3,627	14,000	14,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	286,777	387,000	340,400
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	105,604	85,150	85,150
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	630	800	800
52 OPERATING SUPPLIES	1,584,844	1,677,525	1,699,525
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	10,542	11,500	11,500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	18,917	-	-
TOTAL	10,800,022	10,756,062	10,821,920
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	4,063,744	4,101,837	4,148,695
SUPPORT SERVICES	5,121,345	4,964,400	4,961,400
MATERIALS & SUPPLIES	1,596,016	1,689,825	1,711,825
CAPITAL OUTLAY	18,917	-	-
TOTAL	10,800,022	10,756,062	10,821,920

**EMERALD COAST UTILITIES AUTHORITY**

**GOALS AND WORK PLAN**

**DEPARTMENT:**

Water Reclamation

**ACTIVITY DESCRIPTION:**

Operation of three wastewater treatment and effluent disposal/reclaimed water facilities. Process, dewater and dry biological solids (sludge) for disposal and beneficial use.

**GOALS:**

1. To ensure that the customers of ECUA receive proper treatment of their wastewater with minimum disruption of service and at the lowest possible operating cost.
2. To ensure that all State and Federal effluent discharge criteria are met.
3. To ensure that all EPA sludge criteria are met.
4. To keep abreast of changes in treatment technology and proposed Federal and State regulations to minimize costs and maximize compliance with regulations.
5. To operate all of the equipment at maximum efficiency at all times, with minimum disruption of services and downtime of equipment.
6. To maintain our timeliness for processing paperwork, especially regulatory reports.
7. To maintain a safe working environment and to ensure the ECUA employees have adequate training.
8. Coordinate with the pretreatment program to safeguard our wastewater treatment plants.

**OBJECTIVES:**

1. To reduce the number of permit violations to zero.
2. To minimize equipment downtime through regular inspection of equipment to identify problems as early as possible.
3. Submit all required regulatory reports on time.
4. Optimize chemical usage on each process.

**2016 TARGETED ACCOMPLISHMENTS:**

1. Finish startup of new headworks at Bayou Marcus WRF.
2. Continue startup / ramp up of composting operations.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WR/ADMINISTRATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	116,171	116,448	121,688
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	8,513	8,455	8,742
22 RETIREMENT	22,247	24,617	25,981
23 INSURANCE	17,901	17,800	18,807
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	1,775	1,300	1,300
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	345	1,000	1,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	454	1,500	1,500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	200	200
52 OPERATING SUPPLIES	1,640	2,025	2,025
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	9,042	9,200	9,200
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	178,088	182,545	190,443
	=====	=====	=====

DEPARTMENTAL EXPENDITURE SUMMARIES

PERSONAL SERVICES	164,832	167,320	175,218
SUPPORT SERVICES	2,574	3,800	3,800
MATERIALS & SUPPLIES	10,682	11,425	11,425
CAPITAL OUTLAY	-	-	-
TOTAL	178,088	182,545	190,443
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET

FUND 401

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
WR/BAYOU MARCUS WRF			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	550,311	580,401	593,512
13 OTHER SALARIES	-	-	-
14 OVERTIME	55,380	74,000	72,000
21 FICA MATCHING	44,249	47,788	49,201
22 RETIREMENT	50,385	54,505	52,150
23 INSURANCE	130,515	138,670	117,978
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	22,880	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	49,439	33,000	28,000
40 TRAVEL	1,728	2,600	3,000
41 COMMUNICATIONS	3,547	3,800	4,000
43 UTILITIES	516,248	550,000	550,000
44 RENTALS & LEASES	-	5,000	5,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	74,692	124,000	97,400
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	22,216	23,400	22,900
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	537,838	604,100	607,600
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	490	800	800
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	8,953	-	-
TOTAL	2,068,871	2,242,064	2,203,541
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	830,840	895,364	884,841
SUPPORT SERVICES	690,750	741,800	710,300
MATERIALS & SUPPLIES	538,328	604,900	608,400
CAPITAL OUTLAY	8,953	-	-
TOTAL	2,068,871	2,242,064	2,203,541



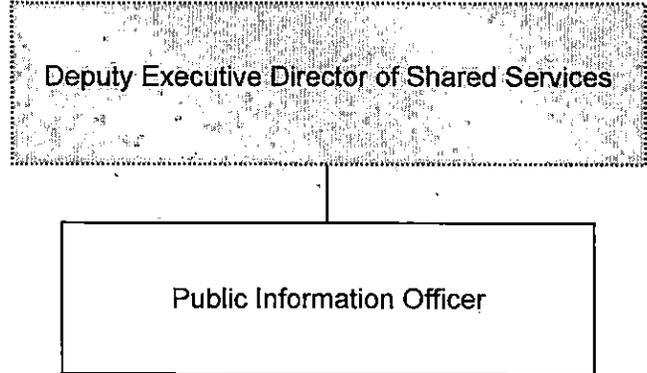
EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
WR/CENTRAL WRF			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	1,488,102	1,482,607	1,507,076
13 OTHER SALARIES	-	-	-
14 OVERTIME	329,184	313,000	313,000
21 FICA MATCHING	135,055	122,105	121,367
22 RETIREMENT	141,942	144,356	141,449
23 INSURANCE	328,760	326,131	345,050
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	112,502	125,000	125,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	565,143	314,000	562,000
40 TRAVEL	521	2,000	2,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	3,035,356	3,130,000	2,930,000
44 RENTALS & LEASES	3,627	8,000	8,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	204,476	250,000	230,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	58,941	39,600	40,100
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	905,493	905,000	923,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	750	1,000	1,000
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	9,964	-	-
TOTAL	7,319,816	7,162,799	7,249,542
=====			
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	2,423,043	2,388,199	2,427,942
SUPPORT SERVICES	3,980,566	3,868,600	3,897,100
MATERIALS & SUPPLIES	906,243	906,000	924,500
CAPITAL OUTLAY	9,964	-	-
TOTAL	7,319,816	7,162,799	7,249,542
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# EMERALD COAST UTILITIES AUTHORITY

## Communication & Government Affairs



EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
COMMUNICATIONS & GOVERNMENT AFFAIRS			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	66,894	66,973	69,317
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	4,624	4,574	4,878
22 RETIREMENT	4,768	4,936	4,977
23 INSURANCE	10,327	10,153	12,094
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	13,561	15,000	15,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	98	750	750
41 COMMUNICATIONS	720	720	720
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	109	-	-
48 PROMOTIONAL	66,710	130,000	270,000
49 OTHER CURRENT CHARGES	-	500	500
42 TRANSPORTATION (POSTAGE)	18,171	22,500	22,500
47 PRINTING	36,895	40,000	40,000
51 OFFICE SUPPLIES	447	800	800
52 OPERATING SUPPLIES	369	1,600	1,600
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	399	500	500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	224,092	299,006	443,636
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	86,613	86,636	91,266
SUPPORT SERVICES	81,198	146,970	286,970
MATERIALS & SUPPLIES	56,281	65,400	65,400
CAPITAL OUTLAY	-	-	-
TOTAL	224,092	299,006	443,636

# **EMERALD COAST UTILITIES AUTHORITY**

## **GOALS AND WORK PLAN**

### **DEPARTMENT:**

Communications and Government Affairs

### **ACTIVITY DESCRIPTION:**

This department is responsible for coordination and management of organizational communications, along with staff support to the Executive Director, and Deputy Executive Director for Shared Services. The department staff also coordinates and manages intergovernmental planning issues related to utility service provision.

### **GOAL:**

The Goal of this department is to facilitate internal and external communications and correspondence; and to coordinate ECUA planning activities as they relate to intergovernmental programs and projects.

### **OBJECTIVES:**

1. Provision of timely coordination in intergovernmental process.
2. Provision of timely and accurate release of organizational information.

### **2016 TARGETED ACCOMPLISHMENTS:**

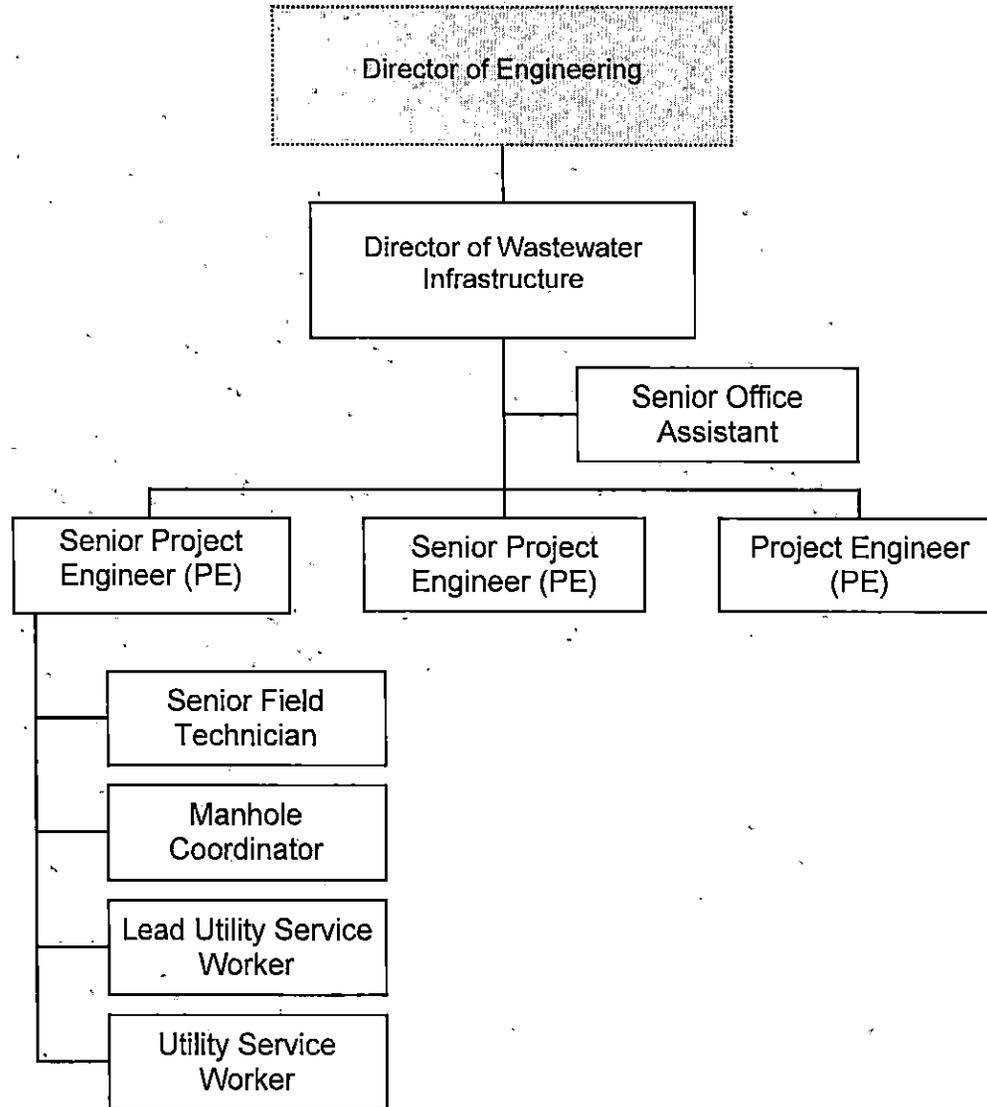
1. Evaluate and, where feasible, consider implementation of improvements to ECUA's communications, both internal and external.
2. Facilitate and direct ECUA's interactions with Escambia County, the City of Pensacola, Santa Rosa County, and other governmental entities.
3. Promote the re-entry of ECUA into the commercial sanitation business, with a goal of increasing the current sales by 5%.
4. Capitalize on the momentum begun with the public education and outreach campaign of FY 2014-2015 with a continued effort focused on FOG, flushable wipes, water quality, and recycling.
5. Expand on the public awareness program in support of the composting effort, begun in the last quarter of FY 2015, with the use of online and print advertising and the distribution of sample paper yard trash bags.
6. Promote the expansion of customers who utilize electronic billing/payment and pre-authorized checking processes, seeking a 25% increase in the participants for those programs.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
C&GA/PUBLIC INFORMATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	66,894	66,973	69,317
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	4,624	4,574	4,878
22 RETIREMENT	4,768	4,936	4,977
23 INSURANCE	10,327	10,153	12,094
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	13,561	15,000	15,000
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	98	750	750
41 COMMUNICATIONS	720	720	720
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	109	-	-
48 PROMOTIONAL	66,710	130,000	270,000
49 OTHER CURRENT CHARGES	-	500	500
42 TRANSPORTATION (POSTAGE)	18,171	22,500	22,500
47 PRINTING	36,895	40,000	40,000
51 OFFICE SUPPLIES	447	800	800
52 OPERATING SUPPLIES	369	1,600	1,600
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	399	500	500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	224,092	299,006	443,636
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	86,613	86,636	91,266
SUPPORT SERVICES	81,198	146,970	286,970
MATERIALS & SUPPLIES	56,281	65,400	65,400
CAPITAL OUTLAY	-	-	-
TOTAL	224,092	299,006	443,636



# EMERALD COAST UTILITIES AUTHORITY WASTEWATER INFRASTRUCTURE



# **EMERALD COAST UTILITIES AUTHORITY**

## **GOALS AND WORK PLAN**

### **DEPARTMENT:**

Wastewater Infrastructure

### **ACTIVITY DESCRIPTION:**

The Department of Wastewater Infrastructure is responsible for ensuring compliance with the Sanitary Sewer Overflow (SSO) Consent Order. This includes the planning, design, and construction management of rehabilitation efforts to reduce infiltration and inflow (I/I) into the collection system and to minimize SSO's. In addition, the department provides support to the Engineering Department and various operating departments in general, and specifically for the construction, operation and maintenance of the wastewater pumping, treatment and disposal systems.

### **GOAL:**

To cost effectively comply with the requirements and deadlines established in the SSO Consent Order utilizing reasonable approaches and allocation of available resources. To provide the Board with the information necessary to allocate limited resources for rehabilitation activities, while maximizing the reduction in I/I and minimizing the number of SSOs experienced.

### **OBJECTIVES:**

1. Evaluate collection system rehabilitation needs and recommend projects to maintain, improve or achieve adequate levels of service for all collection system customers, in concert with the efforts to minimize SSOs.
2. Provide support to the Engineering Department, especially in the areas of wastewater system upgrading, rehabilitation and expansion.
3. Provide support to the operations and maintenance departments, including the Fats/Oil/Grease (FOG) Program and public outreach efforts related to reducing I/I and minimizing SSOs.

### **2016 TARGETED ACCOMPLISHMENTS:**

1. Ensure that all regulatory requirements and deadlines of the SSO Consent Order are met.
2. Integrate the newly filled personnel positions and recently obtained equipment resources approved by the Board into the operation of the department.
3. Prepare policies and procedures for the Board's consideration related to rehabilitation and maintenance of customers' portion of the lateral services.
4. Provide training of department personnel for the recently acquired sewer system computer model, and begin integration of the model into rehabilitation analyses, and analyses of extensions, modifications and upgrades of the collection system.

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 401

	ACTUAL <u>2014</u>	APPROVED <u>2015</u>	APPROVED <u>2016</u>
WASTEWATER INFRASTRUCTURE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	377,274	536,317	554,065
13 OTHER SALARIES	-	-	-
14 OVERTIME	475	5,000	5,000
21 FICA MATCHING	27,536	40,234	41,417
22 RETIREMENT	41,532	56,576	57,907
23 INSURANCE	58,807	100,278	103,975
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	6,336	6,000	6,000
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	1,373	5,950	5,950
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	5,092	6,700	6,700
42 TRANSPORTATION (POSTAGE)	284	500	400
47 PRINTING	-	100	100
51 OFFICE SUPPLIES	4,153	6,200	5,000
52 OPERATING SUPPLIES	5,635	32,700	27,100
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	261	2,300	2,300
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	7,598	-	-
TOTAL	536,356	798,855	815,914
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	505,624	738,405	762,364
SUPPORT SERVICES	12,801	18,650	18,650
MATERIALS & SUPPLIES	10,333	41,800	34,900
CAPITAL OUTLAY	7,598	-	-
TOTAL	536,356	798,855	815,914

**EMERALD COAST UTILITIES AUTHORITY  
SANITATION SYSTEMS  
APPROVED SOURCES & USES  
FISCAL YEAR 2016**

**SOURCES**

**OPERATING REVENUES :**

RESIDENTIAL	\$ 23,267,518	
COMMERCIAL	1,314,000	
RECYCLABLE COMMODITIES	138,361	
SALE OF COMPOST & YARD WASTE TIPPING FEES	400,000	
PROCESSING FEE FOR SLUDGE	300,000	
MISCELLANEOUS	50,000	
TOTAL OPERATING REVENUES		25,469,879
INTEREST INCOME		1,600
TOTAL REVENUES		25,471,479
BEGINNING BALANCES :		
PRIOR YEAR LOAN W&W SYSTEM		(1,185,329)
TOTAL SOURCES		\$ 24,286,150

**USES**

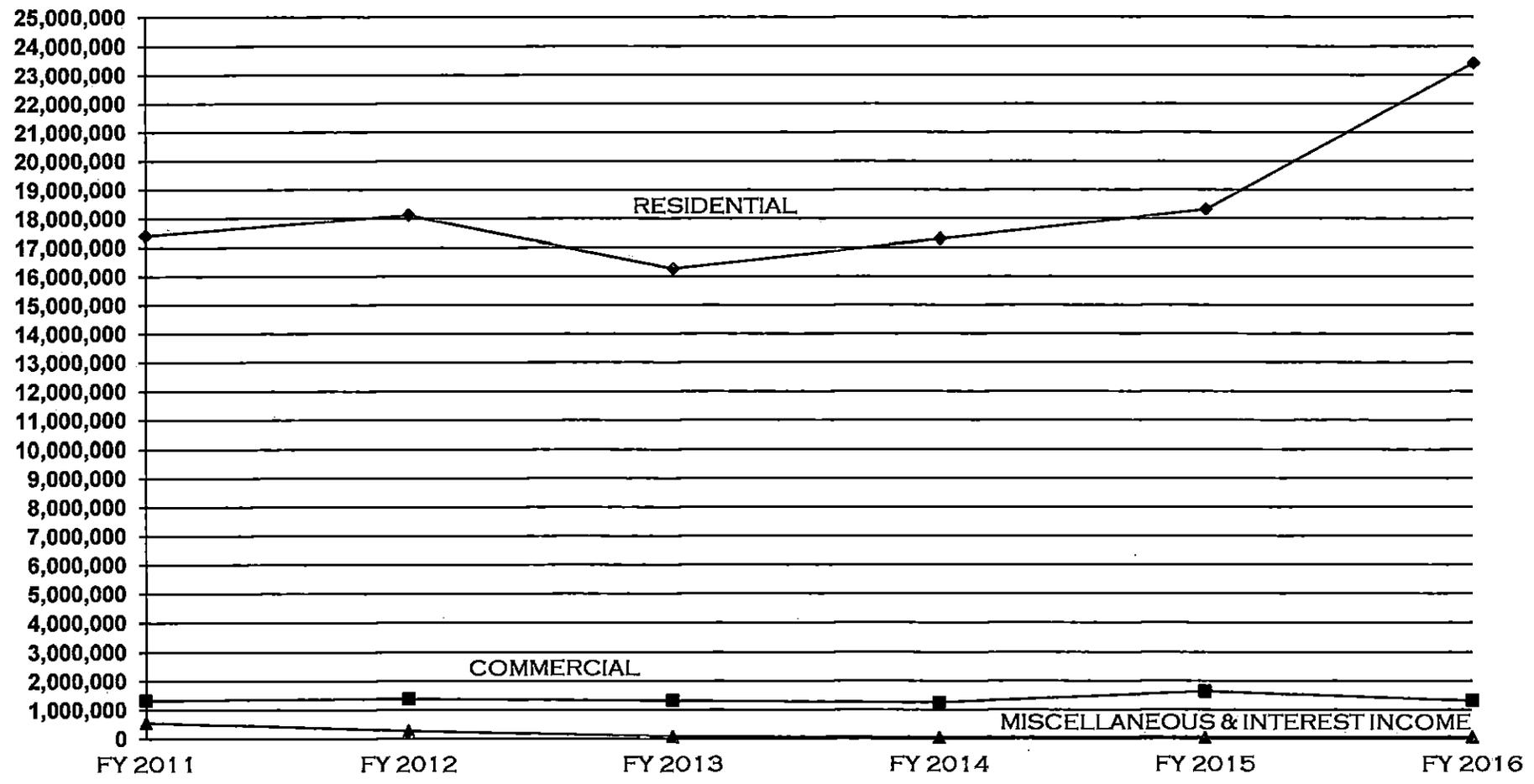
PERSONAL SERVICES	\$ 9,031,624	
SUPPORT SERVICES	6,858,050	
MATERIALS & SUPPLIES	1,424,750	
OPERATING CONTINGENCY	107,500	
OVERHEAD ALLOCATION	585,300	
TOTAL OPERATING EXPENSES		\$ 18,007,224
DEBT SERVICE		991,594
EQUIPMENT LEASE PAYMENTS		3,389,420
CNG FUELING STATION		223,189
CIP PROJECTS	115,000	
R&R PROJECTS	50,000	
TOTAL OTHERS		165,000
ENDING BALANCES :		
UNRESTRICTED RESERVES		1,509,723
TOTAL USES		\$ 24,286,150
DEBT SERVICE COVERAGE		1.62

EMERALD COAST UTILITIES AUTHORITY  
SANITATION SYSTEM  
SOURCES AND USES STATEMENTS  
9/30/2012 - 9/30/2016

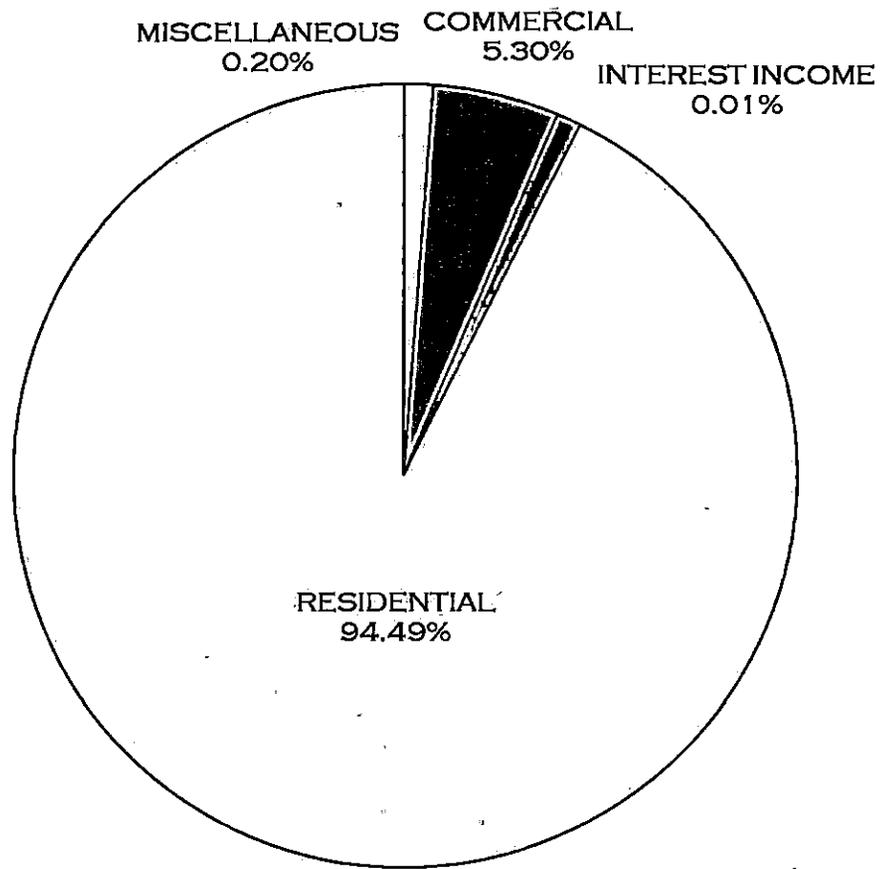
	ACTUAL FY 2012	ACTUAL FY 2013	ACTUAL FY 2014	PROJECTED FY 2015	APPROVED FY 2016
<b>SOURCES OF FUNDS :</b>					
<u>BEGINNING BALANCES:</u>					
Unrestricted Reserves	\$ 1,441,062	\$ 3,307,744	\$ 2,633,371	\$ 1,501,664	\$ (1,185,329)
<b>Total Beginning Balance</b>	<b>1,441,062</b>	<b>3,307,744</b>	<b>2,633,371</b>	<b>1,501,664</b>	<b>(1,185,329)</b>
<u>OPERATING REVENUES:</u>					
Sanitation - Residential	16,622,836	16,675,285	16,772,959	17,162,500	18,792,938
Sanitation - Commercial	1,383,873	1,404,107	1,571,885	1,200,000	1,314,000
Sanitation - Santa Rosa	0	0	0	2,915,500	4,474,580
Fuel Recovery Fee	1,281,137	0	0	0	0
Recyclable Commodities	216,256	83,978	750	869,000	138,361
Sale of Compost & Yard Waste	0	0	0	0	400,000
Processing Fee - Sludge	0	0	0	0	300,000
Miscellaneous Revenues	263,078	53,246	35,000	35,000	50,000
<b>Total Operating Income</b>	<b>19,767,180</b>	<b>18,216,616</b>	<b>18,380,594</b>	<b>22,182,000</b>	<b>25,469,879</b>
<u>OTHER INCOME/SOURCES:</u>					
Interest Income	12,699	11,354	10,000	1,585	1,600
Lease Purchase Funds (CNG Trucks)	11,973,722	0	0	11,068,116	0
Allied Payment	50,000	50,000	0	0	0
	<b>12,036,421</b>	<b>61,354</b>	<b>10,000</b>	<b>11,069,701</b>	<b>1,600</b>
<b>TOTAL SOURCES</b>	<b>\$ 33,244,663</b>	<b>\$ 21,585,714</b>	<b>\$ 21,023,965</b>	<b>\$ 34,753,365</b>	<b>\$ 24,286,150</b>
<b>USES OF FUNDS :</b>					
<u>OPERATING EXPENSES:</u>					
Personal Services	\$ 7,015,619	\$ 6,660,548	\$ 6,838,233	\$ 9,118,939	\$ 8,891,624
Supporting Services	6,564,509	6,322,603	6,403,914	7,888,842	6,998,050
Materials & Supplies	2,056,471	1,951,610	1,465,246	1,721,213	1,424,750
Operating Contingency	0	0	0	82,500	107,500
Indirect Overhead Allocation	443,253	454,320	454,320	454,320	585,300
<b>Total Operating Expenses</b>	<b>16,079,852</b>	<b>15,389,081</b>	<b>15,161,714</b>	<b>19,265,814</b>	<b>18,007,224</b>
<u>CAPITAL IMPROVEMENTS/DEBT:</u>					
CIP Projects	140,075	66,344	115,000	297,905	115,000
R & R Projects	104,222	104,207	175,000	1,486,254	50,000
Equipment Replacement Fund	557,809	463,265	1,000,000	0	0
Equipment Lease Payment	0	1,858,627	1,858,627	2,624,023	3,389,420
Purchase of CNG Trucks	11,973,722	0	0	11,068,116	0
CNG Fueling Station Debt Svc	0	210,576	223,188	210,576	223,189
Debt Service (Bank Loan)	1,081,239	860,243	988,773	988,006	991,594
<b>Total Other</b>	<b>13,857,067</b>	<b>3,563,262</b>	<b>4,360,588</b>	<b>16,672,880</b>	<b>4,769,203</b>
<b>Total Operating and Other</b>	<b>29,936,919</b>	<b>18,952,343</b>	<b>19,522,301</b>	<b>35,938,694</b>	<b>22,776,427</b>
<u>ENDING BALANCES:</u>					
Unrestricted Reserves	3,307,744	2,633,371	1,501,664	(1,185,329)	1,509,723
<b>TOTAL USES</b>	<b>\$ 33,244,663</b>	<b>\$ 21,585,714</b>	<b>\$ 21,023,965</b>	<b>\$ 34,753,365</b>	<b>\$ 24,286,150</b>

**SANITATION SYSTEM  
REVENUE TRENDS  
FY 2011 - 2016**

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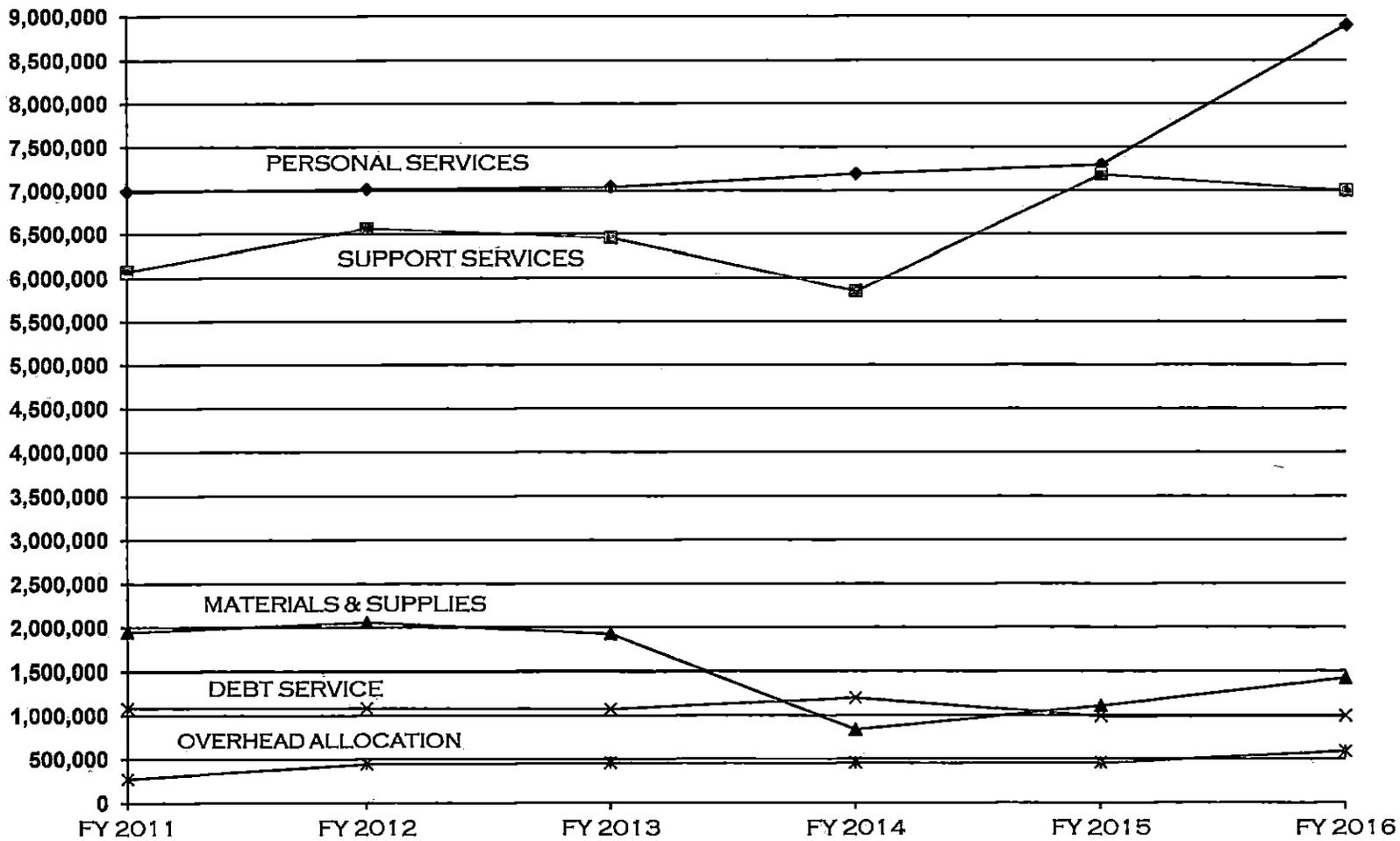


**SANITATION SYSTEM  
FY 2016 REVENUE PERCENTAGES**

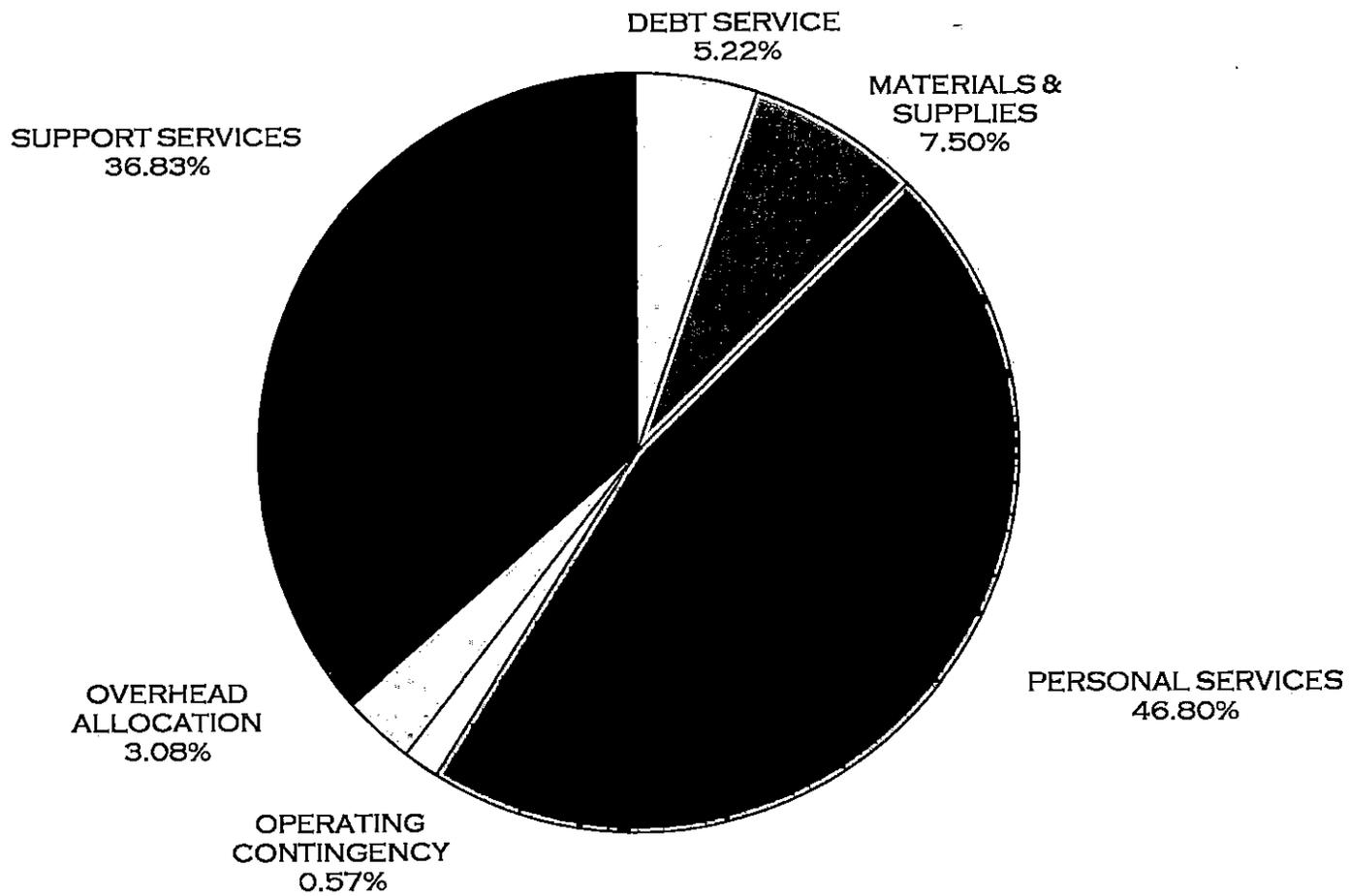


# SANITATION SYSTEM OPERATING BUDGET TRENDS FY 2011 - 2016

DOLLARS



**SANITATION SYSTEM  
FY 2016 EXPENSE PERCENTAGES**



**EMERALD COAST UTILITIES AUTHORITY  
 ESCAMBIA COUNTY SANITATION SYSTEM  
 APPROVED SOURCES & USES  
 FISCAL YEAR 2016**

**SOURCES**

**OPERATING REVENUES :**

RESIDENTIAL	\$ 18,792,938	
COMMERCIAL	1,314,000	
RECYCLABLE COMMODITIES	138,361	
SALE OF COMPOST & YARD WASTE TIPPING FEES	400,000	
PROCESSING FEE FOR SLUDGE	300,000	
MISCELLANEOUS	50,000	

**TOTAL OPERATING REVENUES** **\$ 20,995,299**

**INTEREST INCOME** 1,600

**TOTAL REVENUES** **20,996,899**

**BEGINNING BALANCES :**

**PRIOR YEAR LOAN W&W SYSTEM** (799,162)

**TOTAL SOURCES** **\$ 20,197,737**

**USES**

PERSONAL SERVICES	\$ 7,466,523	
SUPPORT SERVICES	5,872,350	
MATERIALS & SUPPLIES	1,112,550	
OPERATING CONTINGENCY	82,500	
OVERHEAD ALLOCATION	454,320	

**TOTAL OPERATING EXPENSES** **\$ 14,988,243**

**DEBT SERVICE** 991,594

**EQUIPMENT LEASE PAYMENTS** 2,376,782

**CNG FUELING STATION** 223,189

**CIP PROJECTS** 115,000

**R&R PROJECTS** 50,000

**TOTAL OTHERS** **165,000**

**ENDING BALANCES :**

**UNRESTRICTED RESERVES** 1,452,929

**TOTAL USES** **\$ 20,197,737**

**DEBT COVERAGE BASED ON ALL BORROWING** 1.67



# EMERALD COAST UTILITIES AUTHORITY SANITATION

Deputy Executive Director of Shared Services

Sanitation Collection  
Manager

Office  
Assistant

RESIDENTIAL  
Residential Services  
Supervisor (5)

YARD TRASH

GARAGE  
Fleet Maintenance  
Manager

Materials  
Management  
Supervisor

COMMERCIAL  
OPERATIONS  
Commercial  
Services Supervisor

RECYCLING

Sanitation  
Equipment  
Operator (33)

Sanitation  
Equipment  
Operator (31)

Ellyson Fleet  
Operations  
Supervisor (2)

Fleet  
Maintenance  
Specialist III  
(12)

Fleet  
Maintenance  
Specialist II (2)

Fleet  
Maintenance  
Specialist I  
(2)

Senior Office  
Assistant

Maintenance  
Worker

Sanitation  
Equipment  
Operator

Canteen  
Coordinator

Materials  
Management  
Specialist (4)

Sanitation  
Equipment  
Operator (5)

Sanitation  
Equipment  
Operator (10)

Recycling  
Coordinator

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>SANITATION-ESCAMBIA COUNTY</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	4,433,750	4,356,922	4,395,404
13 OTHER SALARIES	-	-	-
14 OVERTIME	847,363	631,500	571,500
21 FICA MATCHING	382,446	351,499	352,736
22 RETIREMENT	368,034	369,839	368,367
23 INSURANCE	1,109,862	1,128,873	1,322,516
24 WORKERS COMPENSATION	162,610	200,000	200,000
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	51,869	256,000	256,000
31 PROFESSIONAL SERVICES	188,409	7,500	7,500
32 ACCOUNTING/AUDITING	-	6,000	6,000
34 OTHER CONTRACTUAL SVC	912,191	1,218,000	602,000
40 TRAVEL	4,556	1,200	1,200
41 COMMUNICATIONS	2,159	2,600	2,600
43 UTILITIES	73,921	72,250	72,250
44 RENTALS & LEASES	59,818	-	75,000
45 INSURANCE	237,966	220,000	220,000
46 REPAIRS & MAINTENANCE	1,389,990	711,500	757,500
48 PROMOTIONAL	32,195	50,000	50,000
49 OTHER CURRENT CHARGES	4,718,708	4,896,900	4,078,300
42 TRANSPORTATION (POSTAGE)	99	200	200
47 PRINTING	1,543	500	500
51 OFFICE SUPPLIES	6,924	6,000	5,000
52 OPERATING SUPPLIES	1,296,045	1,100,050	1,106,350
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	4,892	1,250	500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	16,285,350	15,588,583	14,451,423
	=====	=====	=====
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	7,355,934	7,294,633	7,466,523
SUPPORT SERVICES	7,619,913	7,185,950	5,872,350
MATERIALS & SUPPLIES	1,309,503	1,108,000	1,112,550
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	16,285,350	15,588,583	14,451,423
	=====	=====	=====

## **EMERALD COAST UTILITIES AUTHORITY**

### **DIVISIONAL GOALS AND WORK PLAN**

#### **DEPARTMENT:**

Sanitation

#### **ACTIVITY DESCRIPTION:**

The six divisions within the Sanitation Department work together to provide customers with solid waste collection services for various types of waste. The field crews are supported by an internal full service fleet maintenance operation and other ECUA departments.

#### **GOALS:**

To ensure that customers receive the full benefit of the services provided by the Sanitation Department. For residential customers this includes collection of garbage, recycling, bulk waste and yard trash on a timely and consistent schedule. For commercial customers this includes collection on a timely and consistent schedule and prompt customer service that is focused on customer satisfaction.

#### **OBJECTIVES:**

1. To maintain timely collection schedules throughout the operation.
2. To provide superior customer service.
3. To achieve and maintain the highest level of productivity that is practical.
4. To effectively control operating costs and work within the annual budget.
5. To effectively manage employees and equipment to achieve departmental goals.

#### **2016 TARGETED ACCOMPLISHMENTS:**

1. To reduce the number of preventable accidents on an annual basis.
2. To reduce the number of missed pick up complaints on an annual basis.
3. To compost all yard trash collected by the Yard Trash Division and eliminate the need for landfill of yard trash.
4. To increase the number of customer participating in the curbside recycling program and increase the total tonnage of material recycled.

**D-7**

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANITATION ADMINISTRATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	120,137	102,769	105,697
13 OTHER SALARIES	-	-	-
14 OVERTIME	1,098	1,500	1,500
21 FICA MATCHING	9,113	7,831	8,046
22 RETIREMENT	8,552	7,684	7,697
23 INSURANCE	14,218	7,818	8,156
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	188,409	7,500	7,500
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	563,066	530,000	530,000
40 TRAVEL	4,556	1,200	1,200
41 COMMUNICATIONS	2,159	2,600	2,600
43 UTILITIES	69,894	68,250	68,250
44 RENTALS & LEASES	8,140	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	6,564	9,500	5,500
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	56,677	10,600	7,500
42 TRANSPORTATION (POSTAGE)	99	200	200
47 PRINTING	1,543	500	500
51 OFFICE SUPPLIES	1,388	2,000	1,000
52 OPERATING SUPPLIES	11,023	17,500	12,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	240	1,250	500
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	1,066,876	778,702	768,346
	=====	=====	=====
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	153,118	127,602	131,096
SUPPORT SERVICES	899,465	629,650	622,550
MATERIALS & SUPPLIES	14,293	21,450	14,700
CAPITAL OUTLAY	-	-	-
TOTAL	1,066,876	778,702	768,346
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441.

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANITATION/RESIDENTIAL OPERATIONS ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	1,539,400	1,486,284	1,478,651
13 OTHER SALARIES	-	-	-
14 OVERTIME	306,273	260,000	200,000
21 FICA MATCHING	132,133	116,107	115,845
22 RETIREMENT	133,493	134,089	130,798
23 INSURANCE	402,368	400,816	424,099
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	5,500	5,500
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	818,995	450,000	400,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	3,958,331	4,251,000	3,409,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	829,808	532,750	367,750
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	8,120,801	7,636,546	6,531,643

DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	2,513,667	2,397,296	2,349,393
SUPPORT SERVICES	4,777,326	4,706,500	3,814,500
MATERIALS & SUPPLIES	829,808	532,750	367,750
CAPITAL OUTLAY	-	-	-
TOTAL	8,120,801	7,636,546	6,531,643

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANITATION/GARAGE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	1,145,310	1,186,394	1,216,040
13 OTHER SALARIES	-	-	-
14 OVERTIME	157,745	135,000	135,000
21 FICA MATCHING	94,878	96,506	97,532
22 RETIREMENT	90,684	96,088	98,179
23 INSURANCE	253,936	263,044	275,111
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	4,027	4,000	4,000
44 RENTALS & LEASES	108	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	162,800	77,000	77,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	998	2,100	2,100
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	5,537	4,000	4,000
52 OPERATING SUPPLIES	176,081	338,500	338,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	4,652	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	2,096,756	2,202,632	2,247,462
	=====	=====	=====
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,742,553	1,777,032	1,821,862
SUPPORT SERVICES	167,933	83,100	83,100
MATERIALS & SUPPLIES	186,270	342,500	342,500
CAPITAL OUTLAY	-	-	-
TOTAL	2,096,756	2,202,632	2,247,462
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>SANITATION/COMMERCIAL OPERATIONS</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	253,949	256,424	231,913
13 OTHER SALARIES	-	-	-
14 OVERTIME	62,954	50,000	50,000
21 FICA MATCHING	22,979	21,870	20,249
22 RETIREMENT	21,631	22,583	20,241
23 INSURANCE	66,324	77,703	67,429
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	6,000	6,000
34 OTHER CONTRACTUAL SVC	-	1,500	1,500
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	98,290	50,000	50,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	578,946	491,200	491,200
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	50,005	51,000	51,000
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	<b>1,155,078</b>	<b>1,028,280</b>	<b>989,532</b>
=====			
<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	427,837	428,580	389,832
SUPPORT SERVICES	677,236	548,700	548,700
MATERIALS & SUPPLIES	50,005	51,000	51,000
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	<b>1,155,078</b>	<b>1,028,280</b>	<b>989,532</b>
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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANITATION/YARD TRASH			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	907,312	878,520	968,852
13 OTHER SALARIES	-	-	-
14 OVERTIME	231,400	135,000	135,000
21 FICA MATCHING	83,044	73,475	79,601
22 RETIREMENT	76,127	72,801	79,555
23 INSURANCE	247,717	254,305	284,587
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	349,124	40,000	40,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	84,985	55,000	55,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	555	500	500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	120,339	93,800	93,800
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	2,100,603	1,603,401	1,736,895
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	1,545,600	1,414,101	1,547,595
SUPPORT SERVICES	434,664	95,500	95,500
MATERIALS & SUPPLIES	120,339	93,800	93,800
CAPITAL OUTLAY	-	-	-
TOTAL	2,100,603	1,603,401	1,736,895

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>SANITATION/RECYCLING</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	467,642	446,531	394,251
13 OTHER SALARIES	-	-	-
14 OVERTIME	87,893	50,000	50,000
21 FICA MATCHING	40,299	35,710	31,463
22 RETIREMENT	37,547	36,594	31,897
23 INSURANCE	125,300	125,187	113,134
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	641,000	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	51,571	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	218,357	70,000	70,000
48 PROMOTIONAL	32,195	50,000	50,000
49 OTHER CURRENT CHARGES	-	1,500	1,500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	108,788	66,500	66,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	1,169,592	1,523,022	808,745
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**DEPARTMENTAL EXPENDITURE SUMMARIES**

PERSONAL SERVICES	758,681	694,022	620,745
SUPPORT SERVICES	302,123	762,500	121,500
MATERIALS & SUPPLIES	108,788	66,500	66,500
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	1,169,592	1,523,022	808,745
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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u>	<u>APPROVED</u>	<u>APPROVED</u>
	<u>2014</u>	<u>2015</u>	<u>2016</u>
SANITATION/COMPOSTING			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	-	-
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	-	-	-
22 RETIREMENT	-	-	-
23 INSURANCE	-	-	-
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	25,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	75,000
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	-	100,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	-	1,500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	-	-	176,300
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
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TOTAL	-	-	377,800
	=====	=====	=====
DEPARTMENTAL EXPENDITURE SUMMARIES			
	-----	-----	-----
PERSONAL SERVICES	-	-	-
SUPPORT SERVICES	-	-	201,500
MATERIALS & SUPPLIES	-	-	176,300
CAPITAL OUTLAY	-	-	-
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TOTAL	-	-	377,800
	=====	=====	=====

**EMERALD COAST UTILITIES AUTHORITY  
SANTA ROSA COUNTY SANITATION SYSTEM  
APPROVED SOURCES & USES  
FISCAL YEAR 2016**

**SOURCES**

**OPERATING REVENUES :**

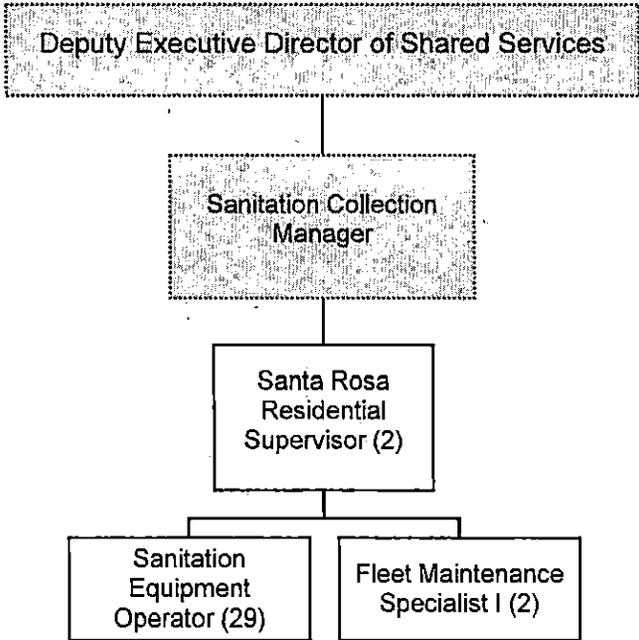
<b>SANITATION SERVICES</b>	<b>\$ 4,474,580</b>	
<b>TOTAL OPERATING REVENUES</b>		<b>\$ 4,474,580</b>
<b>TOTAL REVENUES</b>		<b>4,474,580</b>
<b>BEGINNING BALANCES :</b>		
<b>PRIOR YEAR LOAN W&amp;W SYSTEM</b>		<b>(386,167)</b>
<b>TOTAL SOURCES</b>		<b>\$ 4,088,413</b>

**USES**

<b>PERSONAL SERVICES</b>	<b>\$ 1,565,101</b>	
<b>SUPPORT SERVICES</b>	<b>985,700</b>	
<b>MATERIALS &amp; SUPPLIES</b>	<b>312,200</b>	
<b>OPERATING CONTINGENCY</b>	<b>25,000</b>	
<b>OVERHEAD ALLOCATION</b>	<b>130,980</b>	
<b>TOTAL OPERATING EXPENSES</b>		<b>\$ 3,018,981</b>
<b>EQUIPMENT LEASE PAYMENTS</b>		<b>1,012,638</b>
<b>ENDING BALANCES :</b>		
<b>UNRESTRICTED RESERVES</b>		<b>56,794</b>
<b>TOTAL USES</b>		<b>\$ 4,088,413</b>
<b>DEBT COVERAGE BASED ON ALL BORROWING</b>		<b>1.44</b>



# EMERALD COAST UTILITIES AUTHORITY SANITATION SANTA ROSA



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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANTA ROSA COUNTY SANITATION			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	933,241	996,069
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	24,000	45,000
21 FICA MATCHING	-	73,265	71,345
22 RETIREMENT	-	70,592	70,825
23 INSURANCE	-	272,280	356,862
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	25,000
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	120,123	56,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	500
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	542,250	211,000
48 PROMOTIONAL	-	-	5,000
49 OTHER CURRENT CHARGES	-	1,087,480	713,200
42 TRANSPORTATION (POSTAGE)	-	150	40,000
47 PRINTING	-	375	500
51 OFFICE SUPPLIES	-	563	2,200
52 OPERATING SUPPLIES	-	516,601	269,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	-	3,640,920	2,863,001
	=====	=====	=====
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	-	1,373,378	1,565,101
SUPPORT SERVICES	-	1,749,853	985,700
MATERIALS & SUPPLIES	-	517,689	312,200
CAPITAL OUTLAY	-	-	-
TOTAL	-	3,640,920	2,863,001
	=====	=====	=====

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u>	<u>APPROVED</u>	<u>APPROVED</u>
	<u>2014</u>	<u>2015</u>	<u>2016</u>
<b>SANTA ROSA/ADMINISTRATION</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	67,073	-
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	-	-
21 FICA MATCHING	-	5,134	-
22 RETIREMENT	-	4,943	-
23 INSURANCE	-	18,225	-
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	113,373	2,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	750	-
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	30,000	40,500
42 TRANSPORTATION (POSTAGE)	-	150	40,000
47 PRINTING	-	375	500
51 OFFICE SUPPLIES	-	375	2,000
52 OPERATING SUPPLIES	-	563	500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	-	240,961	85,500
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 <b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
PERSONAL SERVICES	-	95,375	-
SUPPORT SERVICES	-	144,123	42,500
MATERIALS & SUPPLIES	-	1,463	43,000
CAPITAL OUTLAY	-	-	-
TOTAL	-	240,961	85,500
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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
<b>SANTA ROSA/RESIDENTIAL</b>			
<b>ELEMENT</b>			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	390,000	941,148
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	6,750	20,000
21 FICA MATCHING	-	30,353	67,553
22 RETIREMENT	-	29,243	66,882
23 INSURANCE	-	120,405	312,855
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	44,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	500
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	356,250	140,000
48 PROMOTIONAL	-	-	5,000
49 OTHER CURRENT CHARGES	-	1,054,780	650,500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	-	303,563	178,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
<b>TOTAL</b>	-	<b>2,291,344</b>	<b>2,426,938</b>
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<b>DEPARTMENTAL EXPENDITURE SUMMARIES</b>			
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PERSONAL SERVICES	-	576,751	1,408,438
SUPPORT SERVICES	-	1,411,030	840,000
MATERIALS & SUPPLIES	-	303,563	178,500
CAPITAL OUTLAY	-	-	-
<b>TOTAL</b>	-	<b>2,291,344</b>	<b>2,426,938</b>
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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	<u>ACTUAL</u> <u>2014</u>	<u>APPROVED</u> <u>2015</u>	<u>APPROVED</u> <u>2016</u>
SANTA ROSA/GARAGE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	103,238	54,921
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	6,375	10,000
21 FICA MATCHING	-	8,385	3,792
22 RETIREMENT	-	8,078	3,943
23 INSURANCE	-	24,300	19,007
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	9,000	6,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	1,950	700
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	188	200
52 OPERATING SUPPLIES	-	14,250	7,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	-	175,764	106,063
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DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	-	150,376	91,663
SUPPORT SERVICES	-	10,950	6,700
MATERIALS & SUPPLIES	-	14,438	7,700
CAPITAL OUTLAY	-	-	-
TOTAL	-	175,764	106,063
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EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANTA ROSA/YARD WASTE			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	186,480	-
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	5,625	7,500
21 FICA MATCHING	-	14,693	-
22 RETIREMENT	-	14,153	-
23 INSURANCE	-	54,675	-
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	6,750	10,000
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	45,000	25,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	375	500
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	-	62,100	31,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	-	389,851	74,500
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	-	275,626	7,500
SUPPORT SERVICES	-	52,125	35,500
MATERIALS & SUPPLIES	-	62,100	31,500
CAPITAL OUTLAY	-	-	-
TOTAL	-	389,851	74,500

EMERALD COAST UTILITIES AUTHORITY BUDGET  
FUND 441

	ACTUAL 2014	APPROVED 2015	APPROVED 2016
SANTA ROSA/RECYCLING			
ELEMENT			
11 EXECUTIVE SALARIES	-	-	-
12 REGULAR SALARIES	-	186,450	-
13 OTHER SALARIES	-	-	-
14 OVERTIME	-	5,250	7,500
21 FICA MATCHING	-	14,700	-
22 RETIREMENT	-	14,175	-
23 INSURANCE	-	54,675	-
24 WORKERS COMPENSATION	-	-	-
25 UNEMPLOYMENT COMP	-	-	-
26 OTHER	-	-	-
31 PROFESSIONAL SERVICES	-	-	-
32 ACCOUNTING/AUDITING	-	-	-
34 OTHER CONTRACTUAL SVC	-	-	-
40 TRAVEL	-	-	-
41 COMMUNICATIONS	-	-	-
43 UTILITIES	-	-	-
44 RENTALS & LEASES	-	-	-
45 INSURANCE	-	-	-
46 REPAIRS & MAINTENANCE	-	131,250	40,000
48 PROMOTIONAL	-	-	-
49 OTHER CURRENT CHARGES	-	375	1,000
42 TRANSPORTATION (POSTAGE)	-	-	-
47 PRINTING	-	-	-
51 OFFICE SUPPLIES	-	-	-
52 OPERATING SUPPLIES	-	136,125	51,500
53 ROAD MATERIALS & SUPPLIES	-	-	-
54 SUBSCR/MEMBERSHIPS	-	-	-
63 CAPITAL IMPROVEMENTS	-	-	-
64 MACHINERY & EQUIPMENT	-	-	-
TOTAL	-	543,000	100,000
DEPARTMENTAL EXPENDITURE SUMMARIES			
PERSONAL SERVICES	-	275,250	7,500
SUPPORT SERVICES	-	131,625	41,000
MATERIALS & SUPPLIES	-	136,125	51,500
CAPITAL OUTLAY	-	-	-
TOTAL	-	543,000	100,000