

Village of  
Wellington, Florida

# ANNUAL BUDGET

Fiscal Year  
2014-2015



THE VILLAGE OF  
ELLINGTON





## **VILLAGE OF WELLINGTON, FLORIDA**

### **Vision**

**A Great Hometown:**  
*Great Neighborhoods*  
*Great Schools*  
*Great Parks*

### **Mission**

**To provide high quality services  
that create economic, environmental  
and social sustainability for residents**

### **Five Fundamentals**

**Neighborhood Renaissance**  
**Economic Development**  
**Protecting our Investment**  
**Respecting the Environment**  
**Responsive Government**

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**BOOKMARKS ARE PROVIDED IN THE ELECTRONIC VERSION OF THIS DOCUMENT TO AID IN NAVIGATION**

## ELECTED OFFICIALS



**Bob Margolis**  
**Mayor**



**John Greene**  
**Vice Mayor**



**Anne Gerwig**  
**Councilwoman**



**Matt Willhite**  
**Councilman**



**Howard K. Coates, Jr.**  
**Councilman**

## SENIOR LEADERSHIP TEAM

***Village Manager***

*Paul Schofield, AICP, ICMA-CM*

***Director of Operations***

*Jim Barnes, AICP, ICMA-CM*

***Director of Administrative & Financial Services***

*Tanya Quickel*

***Village Clerk***

*Awilda Rodriguez*

***Village Attorney***

*Laurie Cohen, Esq.*

## KEY PERSONNEL

***Chief Information Officer***

*William Silliman*

***Village Engineer***

*Bill Riebe*

***Audit & Compliance Director***

*Nicole Evangelista*

***Parks & Recreation Director***

*Bruce Delaney*

***Planning & Development Services***

*Tim Stillings*

***Public Works Director***

*Mitch Fleury*

# History

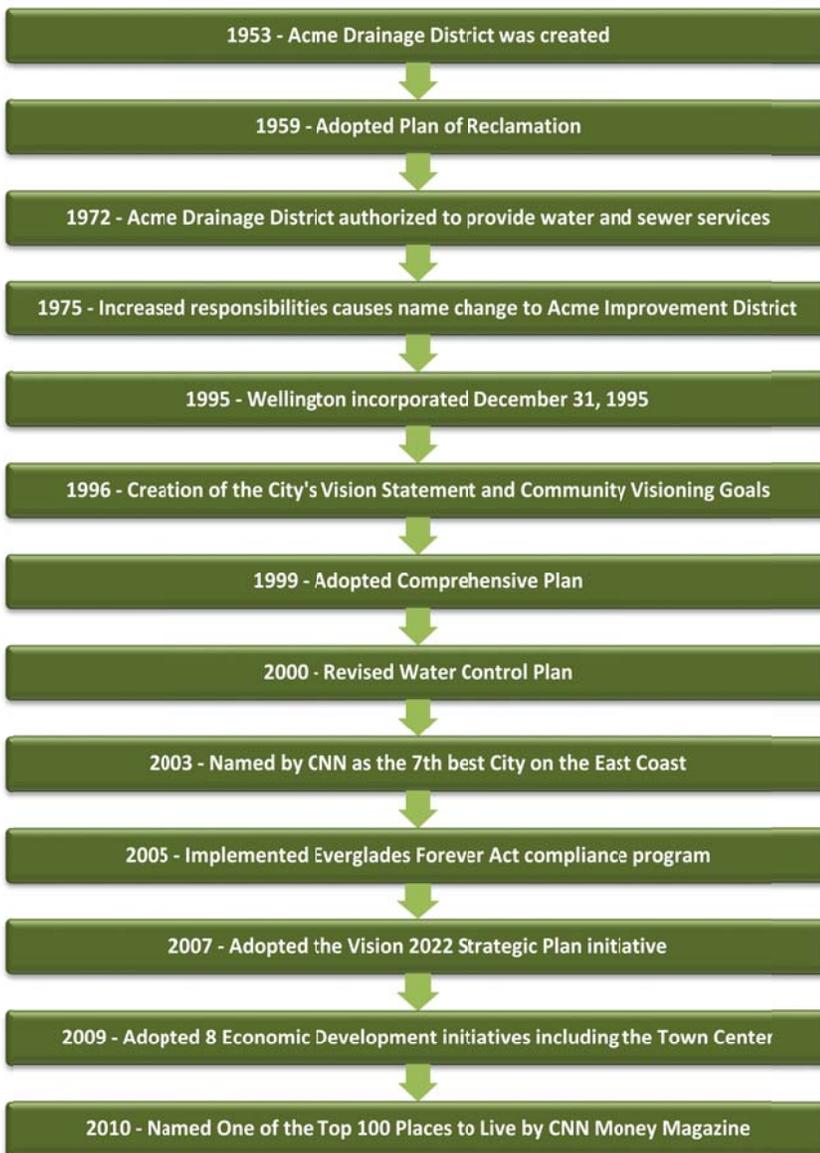
In 1951, C. Oliver Wellington, a successful accountant in New York, made a decision to purchase investment property in South Florida. Following the recommendations of Arthur William “Bink” Glisson, several tracts of land were assembled and purchased. Mr. Wellington then hired Bink Glisson to oversee the property that was soon to become known as the Flying Cow (Charles Oliver Wellington) Ranch.



C. Oliver Wellington

Because the land was frequently water-logged, in 1953 the State of Florida created the Acme Improvement District (Acme) to provide drainage for flood control and to make the land suitable for agricultural purposes. Parcels of land were either sold or leased to farmers for a period of time. There once were over 2,000 acres of strawberry fields in the area, laying claim to the world’s largest patch of strawberries. In addition, it was discovered that citrus groves thrived in the area.

## Key Elements of Wellington Evolution



Prior to incorporation Acme served as the local government providing the majority of community services and facilities including water and sewer, stormwater drainage, roadways, street lighting and parks & recreation facilities. Palm Beach County provided law enforcement, fire rescue, roadways and planning, zoning and building functions.

Mr. Wellington was the first Chairman of Acme and served until his death in 1959. Bink Glisson also served as the Acme’s first employee and General Manager. Carrying on as the District Chairman until he retired in 1984 was C. Oliver Wellington’s son, Roger.

The Village of Wellington Charter was established by House Bill 1439 on May 11<sup>th</sup>, 1995. Incorporation became effective on December 31<sup>st</sup>, 1995 and operations commenced on March 28<sup>th</sup>, 1996. The Village now provides municipal services previously provided by the county (with the exception of fire rescue and library facilities) while Acme has become a dependent district of Wellington. Because of the breadth of services it already provided to residents, Acme formed the backbone of the newly incorporated municipality.

# Location

Wellington, Florida, is located in South Florida and Western Palm Beach County. It is located twelve miles West of the Atlantic Ocean, Southeast of Lake Okeechobee. Palm Beach County is bordered on the South by Broward County, on the West by Hendry County and to the North by Martin County.



# Wellington at a Glance

<b>Date of Incorporation</b>		<b>December 31<sup>st</sup>, 1995</b>	
<b>Date Operational as Municipality</b>		<b>March 28<sup>th</sup>, 1996</b>	
<b>Form of Government</b>		<b>Council/Manager</b>	
<b>Area</b>		<b>45.25 Square Miles</b>	
<b>Total Fiscal Year 2015 Budget</b>		<b>\$76.95 Million</b>	
<b>Taxable Property Valuation</b>		<b>\$6.31 Billion</b>	
<b>Population</b>		<b>Service Statistics</b>	
2013	58,108	<b>Utilities</b> (Active Accounts)	
2015 (Projected)	59,276	Water	20,169
2019 (Projected)	61,683	Sewer	18,721
<b>Resident Statistics</b>		<b>Solid Waste Collection Accounts</b>	
Median Age	40.6	Curbside	20,661
Average Household Size	3.01	Containerized	2,357
Median Income	\$77,233	<b>Surface Water Management</b>	
Median Home Value	\$286,700	Acreage of Lakes	553
<i>Community Survey 2011-2013</i>		Miles of Canals	88
<b>Racial Composition</b>		Operating Pump Stations	8
Caucasian & Other Races	81.0%	<b>Streets &amp; Sidewalks</b> (Miles maintained)	
African American	14.0%	Paved Lanes	378
Asian	5.0%	Unpaved Lanes	53
<b>Land Usage</b> (In Sq. Miles)		Bike/Pedestrian Paths	214
Residential	24.52	Sidewalks	183
Commercial	3.87	Bridle Paths	106
Industrial	0.18	<b>Park Facilities</b>	
Mixed Use/Open Space/STA	13.50	Neighborhood Parks	19
Community Facilities	0.73	Community Parks & Memorials	10
Major Roads	1.28	<b>Landscape Area</b> (Acres maintained)	
Major Water	3.18	Roadways	109
<b>Economic Environment</b>		Facilities	42
<b>Wellington Business Licenses</b>		Parks	248
2010	2,512	Canals & Swales	360
2011	2,545	<b>Public Safety</b>	
2012	2,640	<b>Police Protections</b>	
2013	2,536	Sworn Police Officers	63
2014	2,657	Civilian Employees	5
<b>Bond Ratings</b>		Crossing Guards (PT Civilian)	69
Moody's	Aa3	<b>TOTAL</b>	<b>137</b>
Fitch	AA+	<b>Fire Rescue</b>	
<b>Per Capita Governmental Debt</b>		Suppression Units	9
	\$91	Early Response Stabilization Units	4
		Fire Stations	4
		Employees	71

Sources: BEBR, U.S. Census American Communities Survey, Wellington GIS

# Recreational Facilities and Amenities

Wellington provides residents with a wide range of high-quality recreational facilities, programs and services. The Parks, Recreation & Culture Department provide over one-hundred programs to residents of all ages. The following chart is an overview of the facilities by category of park.

<b><u>Neighborhood Parks</u></b>		
Park Facility	Location	Park Description
Aero Club Park	Aero Club Drive, Aero Club	Greenspace
Amesbury Park	2100 Amesbury Circle, Greenview Shores 2	1 Pavilion, 1 Play Structure
Azure Avenue Park	949 Azure Avenue, Sugar Pond Manor	2 Pavilions, 1 Basketball Court, 1 Pirate Themed Tot Lot, Swingsets
Berkshire Park (Tot Lot)	12181 Old Country Road, Pinewood East 2	1 Play Structure, 1 Swing Set
Block Island Park	1250 Block Island Road, Lakeside Shores	3 Play Structures, 1 Swing Set
Brampton Cove Park	13446 Northumberland Circle, Greenview Shores 1	1 Pavilion, 1 Play Structure, 2 Swing Sets
Dorchester Place Park	1679 Dorchester Place, Greenview Shores 2	1 Pavilion, 1 Play Structure, 1 Swing Set
Essex Park No. 1	1250 Essex Drive, South Shore 1	1 Play Structure, Pavillion, Swing Set
Farmington Circle Park	1752 Farmington Circle, Greenview Shores 2	1 Pavilion, 1 Basketball Court, 1 Play Structure
Field of Dreams Park	12800 Peconic Court, South Shore	1 Play Structure, 1 Basketball Court
Forest Hill - No. 1 Boat Ramp	12500 Forest Hill Boulevard	1 Pavilion, 1 Boat Ramp
Foresteria Avenue Park	900 Foresteria Avenue, Sugar Pond Manor	1 Pavilion, 1 Basketball Court, 1 Play Structure
Greenbriar Park: Dog Park	2975 Greenbriar Boulevard	2 Acres Fenced Dog Park, 4 Volleyball Courts, 1 Play Structure
Margate Place Park	12771 Bucklan Street, Greenview Shores 2	1 Gazebo, Basketball Court, 1 Play Structure
Mystic Way Park	12201 Mystic Way, South Shore 4	1 Play Structure
Primrose Lane Park	1620 Primrose Lane, Sugar Pond Manor	1 Play Structure, 1 Swing Set
Staimford Circle Park	13599 Staimford Drive, Greenview Shores 2	1 Pavilion, 1 Play Structure
Summerwood Circle Park	1073 Summerwood Circle, Eastwood 3	1 Pavilion, 1 Play Structure
Yarmouth Park	2668 Yarmouth Drive, Greenview Shores 2	Miscellaneous Playground Equipment, Practice Baseball Field
<b><u>Community Parks</u></b>		
Park Facility	Location	Park Description
Wellington Green Park	2175 Wellington Green Drive	PUD Practice Fields
Wellington Rotary Peace Park	Intersection of Royal Fern Drive and Birkdale Drive	Rotary Peace Pole Surrounded by Flags and Benches
Tiger Shark Cove	13800 Greenbriar Boulevard, Greenview Shores 2	4 Softball Fields, 1 Concession/Restroom, Leather's Playground, 1 Large Pavilion with Restrooms
Olympia Park	Stribling Way, Olympia	7 Baseball Fields, Batting Cages, Concession Stands, 2 Restrooms, Track Basketball Courts, Tennis Courts
Village Park	11700 Pierson Road	1 Skate Park, 2 Gyms, 4 Multipurpose Classrooms, 1 Game Room, 9 Soccer Fields, 2 Hockey Rinks, 4 Baseball Fields, 1 Playground 3 Multi Purpose Fields, 4 Football Fields, 1 Practice Field, 4 Pavilions and asphalt trail with exercise stations.
Wellington Community Center	12150 Forest Hill	Tennis Center, Aquatics Complex, Scott's Place & Amphitheater Multipurpose Rooms, Catering kitchens, 16 Har-Tru Courts and ProShop, 2 Bocce Courts, Pool, Kiddie Waterplay Area, Water Slides, Picnic Area, Locker Rooms, Gazebo, Assorted Horse and Climbing Related Activities
Wellington Community Park	3401 South Shore Boulevard, Southfields	Boys and Girls Club, 6 Baseball Fields, 2 Basketball Courts, 1 Play Structure, 1 Swing Set, 1 Picnic Shelter
Marjory Stoneman Douglas Everglades Habitat (Section 24)	3491 Flying Cow Road	365 acre water storage area within nature trails and learning centers
<b><u>Memorials</u></b>		
Facility	Location	Description
Veterans Memorial	Intersection of South Shore and Forest Hill Blvd.	Memorial Fountain and Benches Surrounded by Flags
Patriot Memorial	Entrance of City Hall, 12300 Forest Hill Blvd.	Memorial to the September 11, 2001 attack on the World Trade Center incorporating an Eternal flame, a piece of steel recovered from the World Trade Center, pergolas, benches, Cypress Trees and a flag pole

# Seven City Comparisons

The following charts compare tax revenues, governmental expenditures and full-time employees to the population for Wellington and six similar cities in Palm Beach County using data from the 2015 Fiscal Year for Wellington and the 2014 Fiscal Year for other cities.

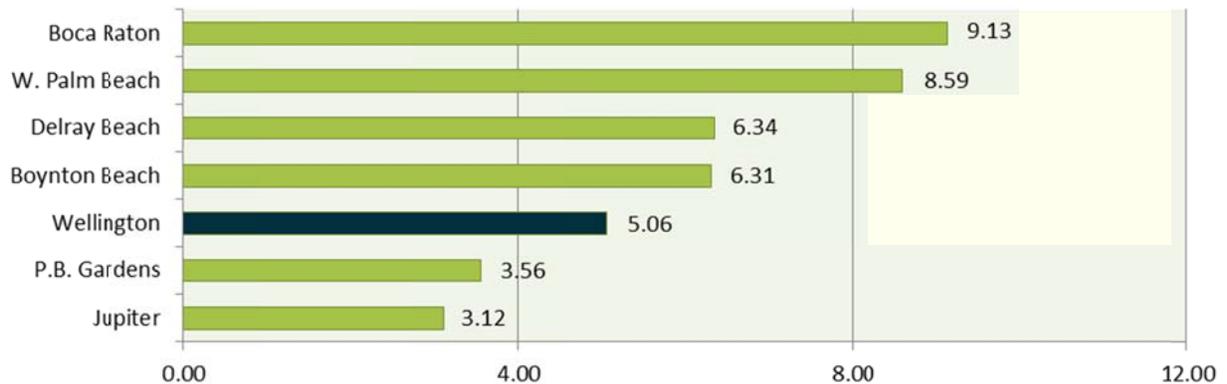
**Total General Fund Expenditures (including transfers) per Capita**



**Ad Valorem Tax Revenues per Capita**



**Employees per 1,000 Population**



# Budget Document Information

The budget presentation is intended to be a policy document, a financial plan, an operations guide and a communications device. It has been prepared in a format intended to be easily understood by the general public and provided electronically with bookmarks to ease navigation and access. This section provides the reader with a guide to the document’s highlights by section. The capital plan and a Budget in Brief are available as separate documents on the Village website [www.wellingtonfl.gov](http://www.wellingtonfl.gov)

*The following describes each of the major sections in this document:*

SECTION	CONTENTS	
<b>INTRODUCTION</b>	<ul style="list-style-type: none"> <li>• Vision &amp; Mission</li> <li>• Table of Contents</li> <li>• Elected Officials &amp; Staff</li> </ul>	<ul style="list-style-type: none"> <li>• Demographics</li> <li>• History &amp; Map</li> <li>• Comparisons to Other Cities</li> </ul>
<b>EXECUTIVE SUMMARY</b>	<ul style="list-style-type: none"> <li>• Manager’s Letter</li> <li>• Presentation of the FY2015 Budget</li> <li>• Discussion of Taxes, Millage Rate &amp; Changes in Operations</li> </ul>	<ul style="list-style-type: none"> <li>• Overview of Revenues &amp; Expenditures</li> <li>• Budget by Fund</li> <li>• Fund Balance</li> </ul>
<b>BUDGET &amp; STRATEGIC PLANNING</b>	<ul style="list-style-type: none"> <li>• Strategic Planning &amp; Initiatives</li> <li>• Budget Process</li> <li>• Goals</li> </ul>	<ul style="list-style-type: none"> <li>• Performance Measurement</li> <li>• Projections</li> </ul>
<b>STAFFING &amp; ORGANIZAION</b>	<ul style="list-style-type: none"> <li>• Organizational Chart</li> <li>• FTE and Position Charts</li> <li>• Employee Classifications</li> </ul>	<ul style="list-style-type: none"> <li>• Personal Services Expenditures</li> <li>• Staffing Initiatives</li> </ul>
<b>DEPARTMENT PLANS</b>	<ul style="list-style-type: none"> <li>• Department Mission</li> <li>• Function</li> <li>• Fundamentals</li> <li>• Goals</li> <li>• Budget Summary</li> </ul>	<ul style="list-style-type: none"> <li>• Action Plans</li> <li>• Performance Results</li> <li>• Previous Year Accomplishments</li> <li>• Position List</li> <li>• Organizational Chart</li> </ul>
<b>CAPITAL IMPROVEMENT PLAN</b>	<ul style="list-style-type: none"> <li>• Capital Planning Process</li> <li>• Five- and Ten-Year Capital Plans</li> <li>• Operating Impact</li> <li>• TPP Replacements &amp; Fixed Assets</li> </ul>	<ul style="list-style-type: none"> <li>• Ten-Year Budget by Funding Source</li> <li>• Description &amp; Budget by Project</li> <li>• Completed Projects</li> </ul>
<b>APPENDICES</b>	<ul style="list-style-type: none"> <li>• General Policies for Revenues, Expenditures and Fund Balance</li> <li>• Measurement Focus &amp; Basis of Accounting</li> <li>• Other Financial Policies</li> </ul>	<ul style="list-style-type: none"> <li>• Revenue Descriptions</li> <li>• Debt Management</li> <li>• Financial Summaries</li> <li>• Budget Resolutions</li> <li>• Water &amp; Wastewater Rates</li> </ul>
<b>GLOSSARY</b>	<ul style="list-style-type: none"> <li>• Definitions of Frequently Used Terms</li> <li>• Acronyms</li> </ul>	<ul style="list-style-type: none"> <li>• Boards &amp; Committees</li> </ul>

We sincerely hope this outline aids in finding and understanding information contained in this document. If any point is unclear or additional information is desired, please call the Budget Office at (561) 791-4000. This document is located on the Wellington website at [www.wellingtonfl.gov](http://www.wellingtonfl.gov).



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Village of Wellington  
Florida**

For the Fiscal Year Beginning

**October 1, 2013**

A handwritten signature in black ink, appearing to read 'Jeffrey R. Snow'.

Executive Director

EXECUTIVE DIRECTOR

A faded, mirrored handwritten signature of Jeffrey R. Snow.

OCTOBER 1, 2013

FOR THE FISCAL YEAR BEGINNING

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the Village of Wellington for its annual budget for the fiscal year beginning October 1, 2013. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, a financial plan and a communication device.

This award is valid for a period of one-year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for an award for FY 2014-2015.

# Wellington OpenGov

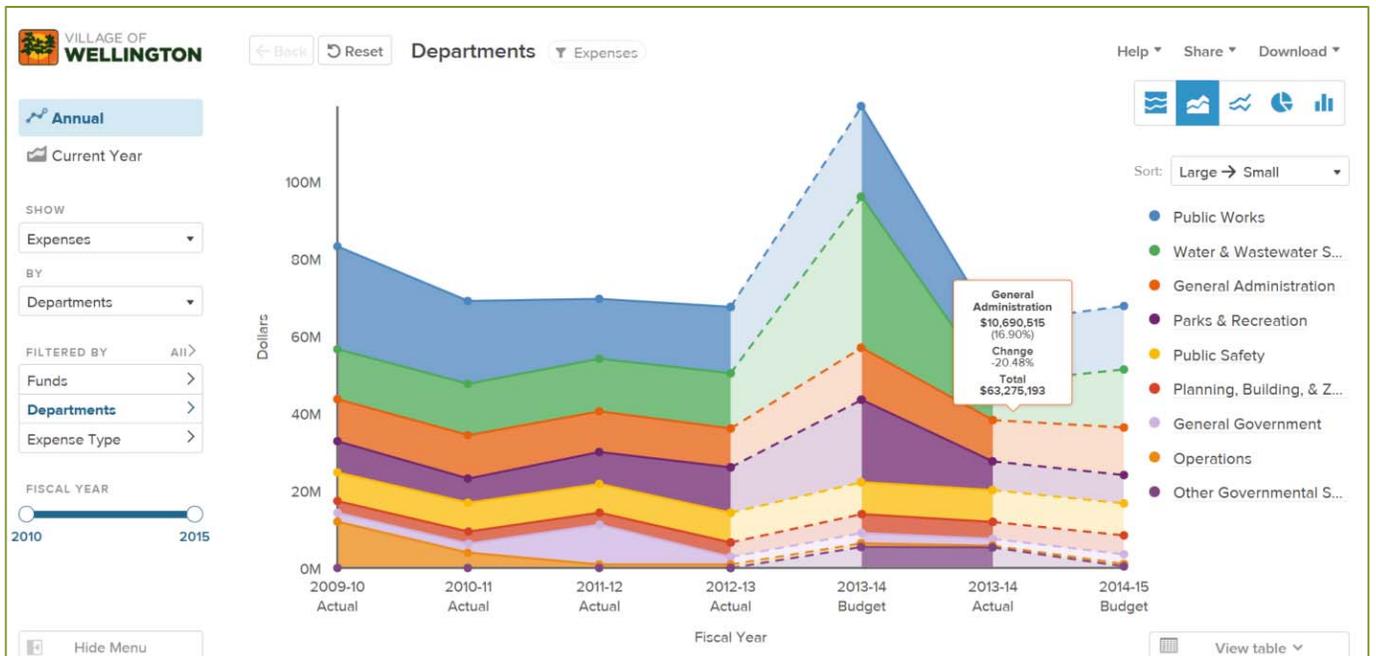
## INTERACTIVE ONLINE BUDGET INFORMATION

In 2014, Wellington became the first Florida municipality to launch the OpenGov website, a virtual interactive portal into the revenue and expenditure history of the Village. OpenGov is accessed through the Village website, [www.wellingtonfl.gov](http://www.wellingtonfl.gov). It offers budget and actual comparisons for fiscal years 2010 to present. Monthly actual transactional data will also be added and available throughout the year.

Access Wellington OpenGov from the home page of the Village website or via the Financial Services webpage by clicking on the **FINANCIAL TRANSPARENCY PORTAL** icon.

The site allows the user to select revenues or expenditures by type, department or fund. The view can be changed from tables to charts and information can be downloaded in multiple formats.

The Village wants this addition to the website to complement “Open Wellington”, which launched five years ago and shows all Village transactions. Open Wellington is best for looking for specific financial information while OpenGov is best for analyzing budgeting information and trends. Together, they provide an unprecedented interactive window into the details of the budget and finances of the Village.



# Executive Summary





**Council**

Bob Margolis, Mayor  
 John Greene, Vice Mayor  
 Matt Willhite, Councilman  
 Howard K. Coates, Jr., Councilman  
 Anne Gerwig, Councilwoman

**Manager**

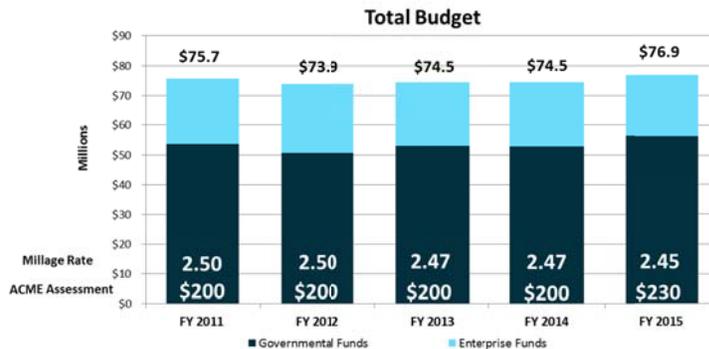
Paul Schofield

**To the Council and Residents of Wellington:**

I am pleased to present to you the Annual Budget for Fiscal Year 2014-2015. This budget provides the pathway for Wellington’s Council and staff to develop and maintain strategic and financial plans that meet the needs of our residents today while also ensuring a responsive and responsible government that is actively planning for future challenges.

Wellington has grown into a premier community with outstanding parks, great schools, beautiful neighborhoods and well-maintained roadways and public facilities. Wellington is recognized for providing a high level of service which is reflected in our population growth, recovering property values and new construction. In the last five years, we have expanded our public facilities, park programming and governmental activities while minimizing the tax impact on our residents. This budget continues to invest in our community and the improvements to our service delivery that allow Council and staff to carry out the vision of Wellington as *a Great Hometown*.

For Fiscal Year 2014-2015 in the following pages reflect a balanced budget of \$76.95 million, an increase of \$2.49 million from last year. The higher budget is funded by additional revenues resulting from a 10% increase in the taxable property values and a \$30 per unit increase in the Acme Improvement District assessment solely to fund drainage maintenance projects. The millage rate dropped from 2.47 mills to 2.45 mills and the Acme assessment increase is the first rate hike in five years for the dependent special district.



While signs are positive for economic recovery and modest expansion, the budget decisions which must be made are the same regardless of the economic situation: to develop a conservative budget that delivers maximum services, addresses infrastructure needs and supports the vision of the Village. Integral to the decisions made in development of the Fiscal Year 2014-2015 budget were Council visioning sessions and the input of residents. The Council Directions workshops held in May and June of 2014 were open conversations between staff and Council which resulted in specific direction and development of initiatives on key issues facing the Village including Safe Neighborhoods, Roadways, Community Issues, the State Road 7 Corridor, the Equestrian Preserve and Key land Acquisition. Please see the Budget and Strategic Planning section for full information on these topics and more.

**Council**

Bob Margolis, Mayor  
John Greene, Vice Mayor  
Matt Willhite, Councilman  
Howard K. Coates, Jr., Councilman  
Anne Gerwig, Councilwoman

**Manager**  
Paul Schofield

The Budget Challenge survey is conducted annually in conjunction with budget development to gain valuable insight into the public opinion through a series of 16 questions regarding Wellington's chief issues. The results of the 2014 Budget Challenge helped to ensure that budget resources were focused in the areas most important to Wellington residents and partners. For example, almost 17% of residents chose Flood Control as their number one budget priority. The FY 2014-2015 budget devotes the \$750,000 in added funding to the new Acme Renewal & Replacement Program, a capital improvement program to complete surface water conveyance and storage enhancements in areas that will provide the most relief for road and property flooding. More results of the Budget Challenge are shown in this document.

With almost \$30 million in capital projects currently underway and \$7.9 million approved in Fiscal Year 2014-2015, capital planning remains a key area that requires choices to be made. Capital planning includes the maintenance and improvements of municipal infrastructure and investment in transitional neighborhoods. The decision to ultimately approve capital projects is based on five criteria:

1. Preservation of long-term assets
2. Reduction of operating costs
3. Preservation and protection of public infrastructure and/or utilities
4. Preservation of property values and/or creation of jobs, and
5. Regulatory and/or contractual obligations

These projects serve to attract private and public sector investments, and sustain ongoing economic development efforts while also increasing job opportunities. To offset the costs of future projects, Wellington continues to apply for grant funds from local, state and federal resources.

The budget which results from our visioning and planning efforts coupled with public input invests in:

- **FLOOD CONTROL** through drainage improvement programs
- **NEIGHBORHOODS** through Community Development Block Grant programs, Neighborhood Enhancement Grant programs, and Community Appearance
- **PARK PROGRAMS AND COMMUNITY EVENTS** through additional programming, event offerings and improved facilities
- **EFFICIENT OPEN GOVERNMENT** through expanded public communications, added virtual services and information, and a low staffing ratio
- **SCHOOLS** through education grants

Wellington's Council and staff are committed to making the difficult choices to diversify our tax base and bring needed employment opportunities to our residents. With an informed and committed Council and engaged public, the difficult choices will continue to be made that will result in a year of continued success for Wellington.

Sincerely,



Paul Schofield  
Village Manager

# Executive Summary

Wellington adopts its annual budget in September after two public hearings are held for input from residents. The adopted budget is a balance of revenues and expenditures, prepared according to Florida Statutes and Generally Accepted Accounting Principles. Budget development results from strategic planning that supports the mission, vision and Council initiatives.

## FISCAL YEAR 2014 -2015 COMPREHENSIVE ANNUAL BUDGET

	General Fund	Special Revenue Funds	Capital Funds	Debt Service Funds	Total Governmental Funds	Enterprise Funds	FY 2015 Total
Estimated Unassigned Fund Balances 9/30/2014	\$12,123,612				\$12,123,612	\$20,957,498	\$33,081,110
Fund Balance Restrictions & Commitments	6,185,126	8,963,513	15,534,479	75,357	\$30,758,475	2,036,296	\$32,794,771
<b>FY 2015 Revenues</b>							
Ad Valorem Taxes	\$14,686,913	-	-	-	\$14,686,913	-	\$14,686,913
Non Ad Valorem Assessments - Drainage & SW		\$5,643,200	-	-	\$5,643,200	3,610,360	\$9,253,560
Utility Taxes	4,040,000	-	-	-	\$4,040,000	-	\$4,040,000
Franchise Fees	3,250,000	-	-	-	\$3,250,000	220,000	\$3,470,000
Local Communication Service Tax	2,500,000	-	-	-	\$2,500,000	-	\$2,500,000
Intergovernmental Revenue	5,305,667	950,000	964,668	-	\$7,220,335	50,000	\$7,270,335
Licenses & Permits	970,000	2,600,000	-	-	\$3,570,000	-	\$3,570,000
Charges for Services	1,989,245	317,500	-	-	\$2,306,745	18,380,000	\$20,686,745
Interest Income	100,000	65,000	35,000	-	\$200,000	120,000	\$320,000
Miscellaneous Revenues	1,247,000	115,000	-	-	\$1,362,000	230,000	\$1,592,000
Impact Fees	-	-	900,000	-	\$900,000	-	\$900,000
Capacity Fees and Restricted Interest Income	-	-	-	-	-	900,000	\$900,000
<b>Total Revenues before Transfers</b>	<b>\$34,088,825</b>	<b>\$9,690,700</b>	<b>\$1,899,668</b>	<b>-</b>	<b>\$45,679,193</b>	<b>\$23,510,360</b>	<b>\$69,189,553</b>
Transfers In	3,877,328	965,613	3,121,386	1,207,539	\$9,171,866	-	\$9,171,866
<b>Total Revenues and Transfers</b>	<b>\$37,966,153</b>	<b>\$10,656,313</b>	<b>\$5,021,054</b>	<b>\$1,207,539</b>	<b>\$54,851,059</b>	<b>\$23,510,360</b>	<b>\$78,361,419</b>
Appropriation of Unassigned Fund Balance	273,589	773,452	-	-	\$1,047,041	-	\$1,047,041
Appropriation of Rate Stabilization Reserves	665,420	-	-	-	\$665,420	-	\$665,420
Use of Capacity Fees	-	-	-	-	-	-	-
<b>Total FY 2015 Revenues &amp; Other Financing Sources</b>	<b>\$38,905,162</b>	<b>\$11,429,765</b>	<b>\$5,021,054</b>	<b>\$1,207,539</b>	<b>\$56,563,520</b>	<b>\$23,510,360</b>	<b>\$80,073,880</b>
Appropriation of Balances Brought Forward for							
Projects in Progress	335,000	-	7,742,500	-	\$8,077,500	20,670,200	\$28,747,700
<b>Total Revenues &amp; Other Financing Sources Included Balances Brought Forward</b>	<b>\$39,240,162</b>	<b>\$11,429,765</b>	<b>\$12,763,554</b>	<b>\$1,207,539</b>	<b>\$64,641,020</b>	<b>\$44,180,560</b>	<b>\$108,821,580</b>
<b>FY 2015 Expenditures</b>							
General Government	\$10,384,585	-	-	-	\$10,384,585	-	\$10,384,585
Public Safety	8,246,399	-	-	-	\$8,246,399	-	\$8,246,399
Emergency Operations	47,700	-	-	-	\$47,700	-	\$47,700
Economic Environment	1,447,925	-	-	-	\$1,447,925	-	\$1,447,925
Physical Environment	10,094,521	5,752,109	-	-	\$15,846,630	12,506,007	\$28,352,637
Transportation	-	1,701,357	-	-	\$1,701,357	-	\$1,701,357
Culture & Recreation	3,712,420	-	-	-	\$3,712,420	-	\$3,712,420
Capital Outlay	1,021,500	531,500	3,789,000	-	\$5,342,000	5,831,733	\$11,173,733
Debt Service	-	-	-	1,207,539	\$1,207,539	26,000	\$1,233,539
Non-departmental	1,172,068	119,499	-	-	\$1,291,567	186,038	\$1,477,605
Operating Contingency	-	-	-	-	-	-	-
Transfers Out	2,778,044	3,325,300	1,156,823	-	\$7,260,167	1,911,700	\$9,171,867
<b>Total Expenditures and Transfers</b>	<b>\$38,905,162</b>	<b>\$11,429,765</b>	<b>\$4,945,823</b>	<b>\$1,207,539</b>	<b>\$56,488,289</b>	<b>\$20,461,478</b>	<b>\$76,949,767</b>
Increase to Building Reserves	-	-	-	-	-	-	-
Increase to Reserves	-	-	75,231	-	75,231	3,048,882	3,124,113
Increase to Capacity Fee Accounts	-	-	-	-	-	-	-
<b>Total FY 2015 Expenditures &amp; Increases to Reserves</b>	<b>\$38,905,162</b>	<b>\$11,429,765</b>	<b>\$5,021,054</b>	<b>\$1,207,539</b>	<b>\$56,563,520</b>	<b>\$23,510,360</b>	<b>\$80,073,880</b>
Balances and Purchase Orders Brought Forward for							
Projects in Progress	335,000	39,982	21,351,301	-	\$21,726,283	22,706,496	\$44,432,779
<b>Total Expenditures Including Balances Brought Forward</b>	<b>\$39,240,162</b>	<b>\$11,469,747</b>	<b>\$26,372,355</b>	<b>\$1,207,539</b>	<b>\$78,289,803</b>	<b>\$46,216,856</b>	<b>\$124,506,659</b>
Estimated Unassigned Fund Balances 9/30/2015	\$11,850,023	\$8,923,531	\$2,000,909	\$75,357	\$22,849,820	\$24,006,380	\$46,856,200

Notes: The above totals exclude any interfund transfers between the General Fund and the Public Safety, Emergency Operations & Professional Centre subfunds.

All fund balances in the Special Revenue and Capital Funds are restricted.

# Budget Initiatives

A critical component of the budget process is forecasting short and long term revenues, expenditures and capital needs with consideration for economic and legislative changes. Forecasts supporting modest economic recovery provide encouraging signs for local growth. The following initiatives which support Wellington's five fundamentals are budgeted or ongoing in FY 2014-2015, tie to department plans and are further described in the Budget and Strategic Planning section of this document.

Initiative	Project/Program	Primary Strategic Fundamental
Construction of relocated tennis center and Wellington Community Center	Town Center	Economic Development
Equestrian, golf course, K Park & Medical Arts District planning	Strategic & Current Planning	Economic Development
Neighborhood Enhancement Grant and community involvement programs	Safe Neighborhoods & Community Development Block Grant	Neighborhood Renaissance
Improved drainage and conveyance in target areas	2014 Acme Renewal & Replacement Program	Protecting our Investment
Landscape and irrigation maintenance enhancements	Infrastructure and Public Facility Maintenance Programs	Protecting our Investment
Replacement of aging vehicles and equipment previously deferred	Infrastructure and Public Facility Maintenance Programs	Protecting our Investment
Comprehensive sidewalk repairs village-wide	Infrastructure Maintenance Program	Protecting our Investment
Road and pathway maintenance	Road and Pathways Overlay Program	Protecting our Investment
Conversion of vehicles to alternative fuel and lighting to LED	Fleet & Building Maintenance	Respecting the Environment
Reading and mathematics grants to local schools	Education	Protecting our Investment
Outstanding law enforcement	Public Safety	Responsive Government
Enhanced Community and Special Events park programs	Recreation & Community Programming	Responsive Government
Senior Transportation Assistance and Home Repair Programs	Safe Neighborhoods & Community Development Block Grant	Responsive Government

# Fiscal Year 2015 Budget Overview

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The guiding principle applied in preparing Wellington's budget is to bring to the community a fiscally responsible budget which funds the core services and facility needs of its residents. The annual budget process incorporates strategic planning including a 5-7 year projection of anticipated revenues and expenditures. The capital budget includes all anticipated projects as well as related operating costs to be initiated within the same five year period. Highlights of the FY 2015 budget:

- Wellington's FY 2015 budget totals \$76.9 million for all funds, up \$2.5 million from the FY 2014 budget.
- The adopted millage rate of 2.45 mills is .02 mills lower than last year's rate.
- The Acme Improvement District assessment is up \$30 to \$230 per unit.
- There is no change in Solid Waste assessments or utility rates.
- The total FY 2015 budget including transfers for the General Fund, the primary governmental operating fund, is \$381.9 million, up \$2.6 million, or 7% from the prior year.
- General Fund reserves are projected to remain at 30% of the operating budget, with an emergency event reserve of \$2.5 million. Rate stabilization reserves are budgeted to reduce to \$1.7 million.
- Continue funding for all services and programs including contributions to school grants, county Paratransit and Seniors Club.

Significant changes in the FY 2015 budget are:

- Funding for higher levels of service in:
  - Planning studies for future land acquisition and use - \$150,000
  - Parks & Recreation for more community events and additional recreation programming - \$84,000
  - Public Works for facility, landscape & trail maintenance - \$145,000
  - Surface water management and drainage enhancements - \$780,000
  - Investments in green strategies, technology and communications to improve efficiency and information systems - \$290,000
- The addition of the Lake Wellington Professional Centre operations - \$674,000
- Decrease in enterprise debt service of \$1.5 million for utility debt payoff
- 297 full-time employees, a workforce increase of 5 positions from last year



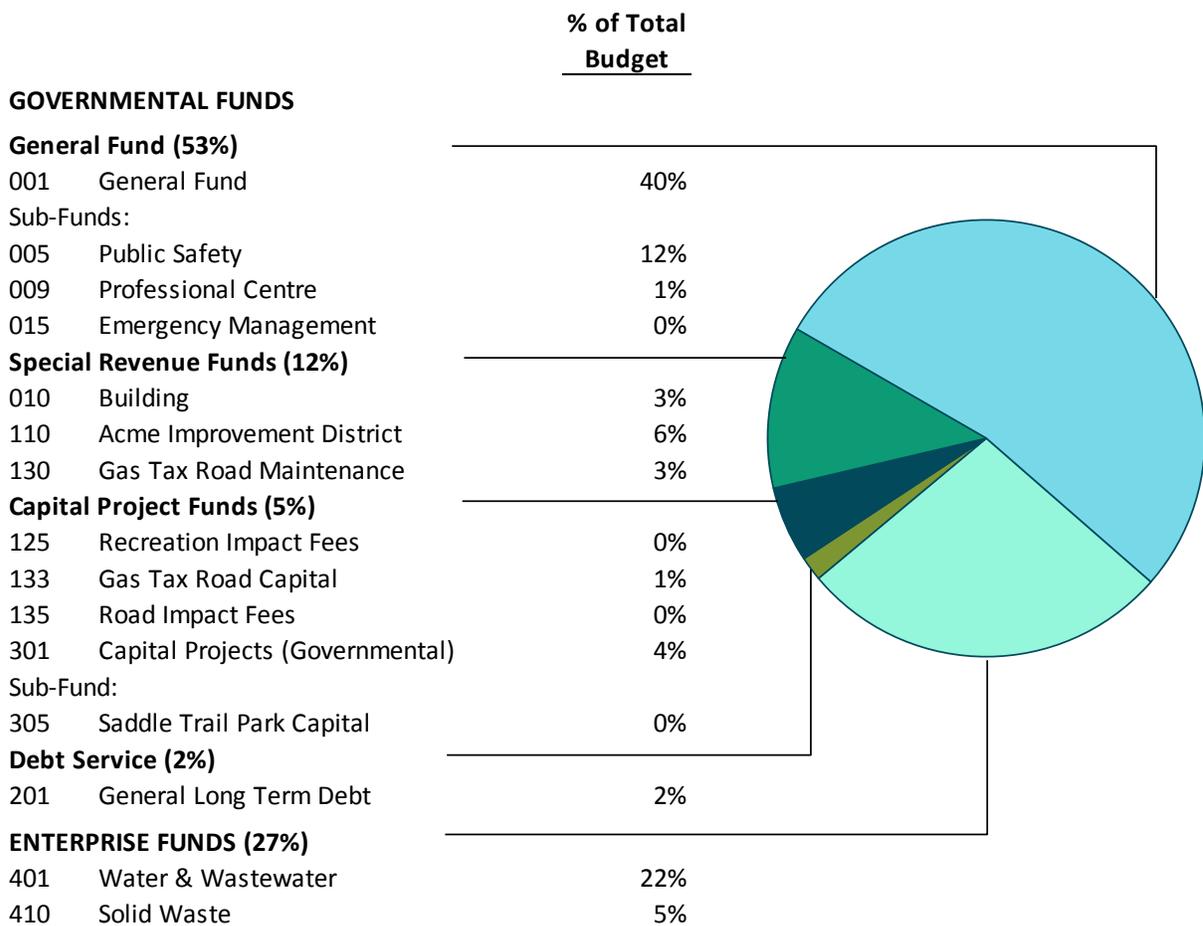
# Fiscal Year 2015 Budget Overview

## FUND STRUCTURE

Budget presentations show groupings of funds in governmental and enterprise fund groups. Additional information on fund accounting and groups is provided in the Appendices section of this document. Within governmental funds, the General Governmental funds include the General Fund and its subfunds. Special Revenue funds are used to account for expenditures linked to specific revenues, such as building permits and ACME assessments.

The chart below shows the fund structure and the percent budget allocation for each fund and category for FY 2015. The largest portion of expenditures is in the General Fund and its subfunds (53%) and the Water & Wastewater Fund (22%).

## TOTAL BUDGET BY FUND TYPE

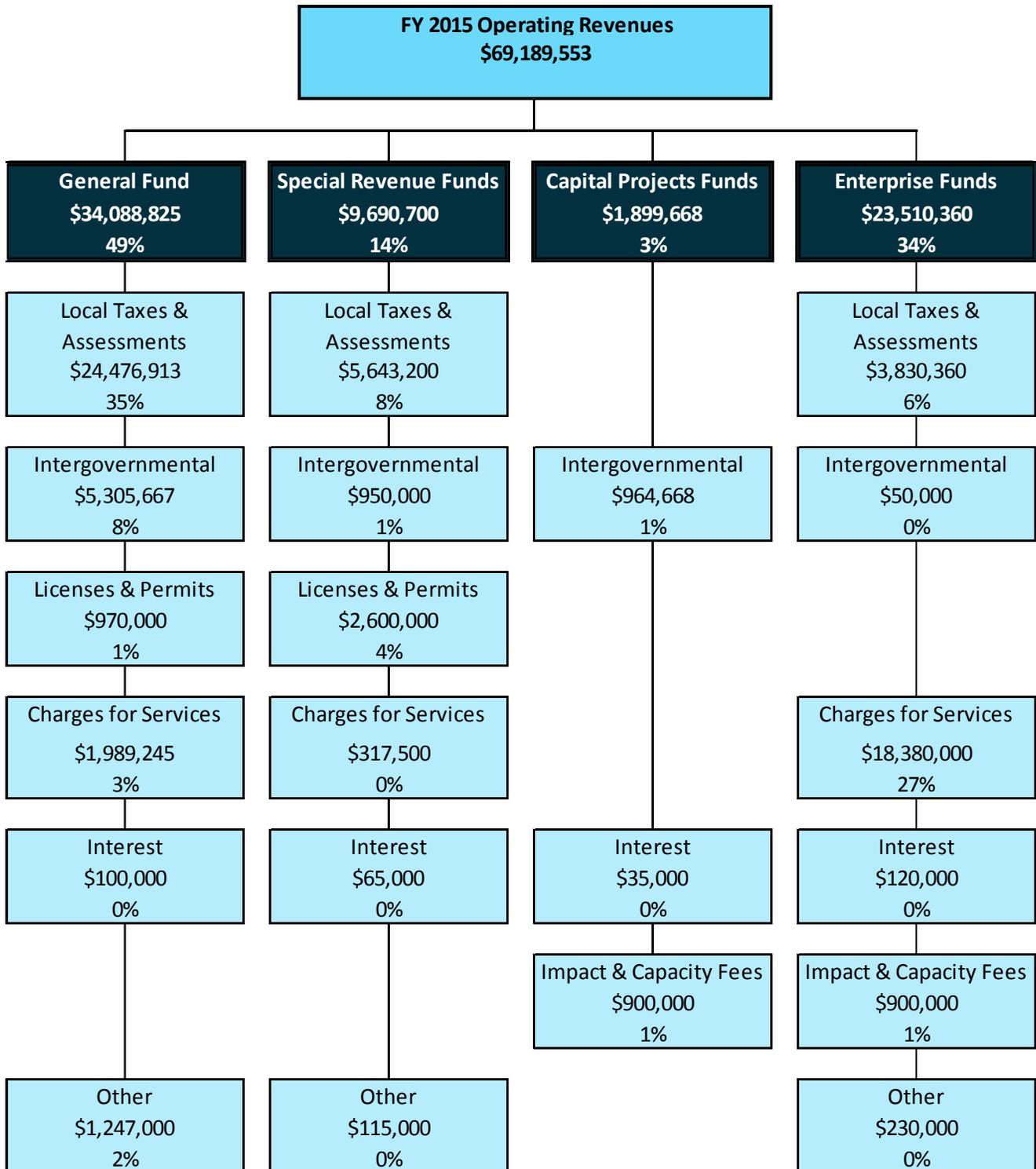


*Note: Excludes all interfund transfers and increases/decreases to reserves; rounding may result in total percentage not equal to 100%*

The charts on the next two pages illustrate Wellington’s FY 2015 total operating revenues and expenditures by fund group.

# Fiscal Year 2015 Budget Overview

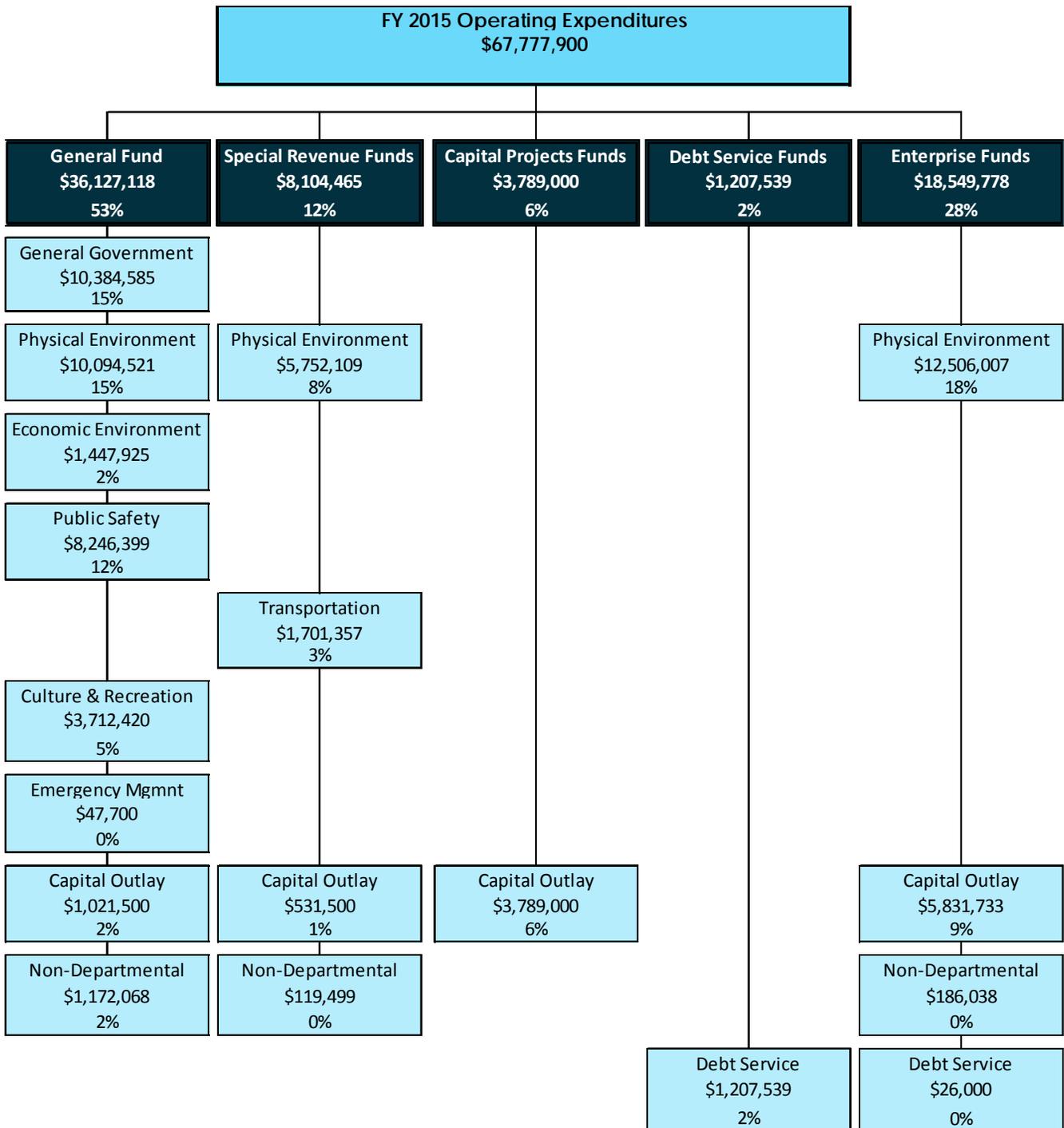
## BREAKDOWN OF TOTAL OPERATING REVENUES – ALL FUNDS



Note: The above excludes all transfers in and increases/decreases to reserves

# Fiscal Year 2015 Budget Overview

## BREAKDOWN OF TOTAL OPERATING EXPENDITURES – ALL FUNDS

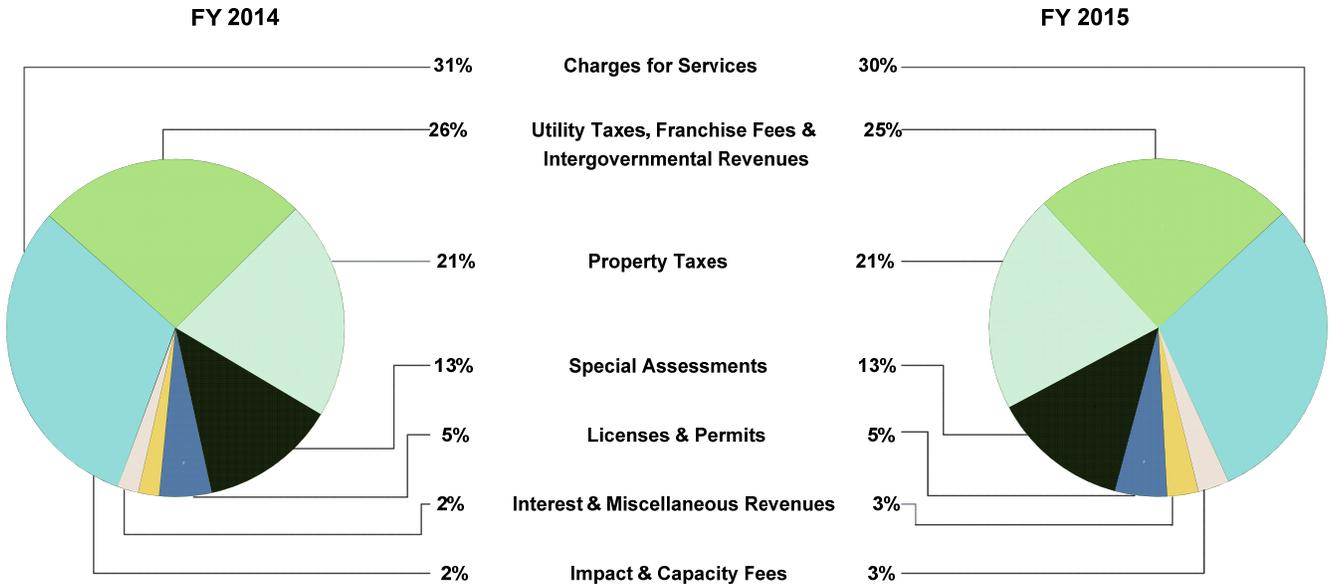


Note: The above excludes all transfers out and increases/decreases to reserves

# Revenues

The primary policy consideration in the development of the revenue budget is current and future economic conditions. Economic indicators and estimates provided by governmental agencies are utilized to project accurate revenue receipts for the short term future. Highlights of Wellington’s revenues are provided here and revenue descriptions are provided in the Appendices section of this document.

## WHERE THE MONEY COMES FROM - ALL FUNDS



## Governmental Revenues

Property taxes, both ad valorem (millage based on property value) and non-ad valorem (unit-based) assessments, comprise the largest percentage of revenues in the governmental funds. The tax structure is based on optimizing municipal financing mechanisms with the objective of minimizing residents’ total tax burden. Wellington continues with one of the lowest ad valorem rates for a full-service municipality in Palm Beach County.

## HOW GOVERNMENTAL REVENUE SOURCES CHANGED

	Special Revenue			Total Govern- mental Funds
	General Fund	Funds	Capital Funds	
<b>Net 2014 Revenue Budget</b>	<b>\$30,900,715</b>	<b>\$9,066,140</b>	<b>\$2,657,668</b>	<b>\$42,624,523</b>
Impact of Assessed Value	1,184,705	749,560	-	1,934,265
Growth and Economy Driven Revenues	1,139,000	(50,000)	(705,000)	384,000
Charges for Services	405,745	(40,000)	-	365,745
Investment Income	(80,000)	(20,000)	(53,000)	(153,000)
Other	538,660	(15,000)	-	523,660
<b>Net Change in Revenue Sources</b>	<b>3,188,110</b>	<b>624,560</b>	<b>(758,000)</b>	<b>3,054,670</b>
<b>Net 2015 Revenue Budget</b>	<b>\$34,088,825</b>	<b>\$9,690,700</b>	<b>\$1,899,668</b>	<b>\$45,679,193</b>

# Revenues

The preceding chart illustrates the governmental revenue estimates changed from the FY 2014 to FY 2015 budget. Where modest net increases in economy-driven revenues and charges for services are expected, the most significant revenue changes are in ad valorem property taxes and special assessments. The increase in the total ad valorem taxable value for the Village contributes almost \$1.2 million in added revenues, and the higher Acme assessment of an additional \$30 per unit generates \$750,000 in added revenues for the Acme fund. Other revenues include the lease proceeds from the Lake Wellington Professional Centre acquisition in FY 2014 which increases General Fund revenues by almost \$675,000.

The following is a summary of total FY 2015 Governmental revenue sources (excluding transfers and reserves);

## REVENUE SUMMARY – GOVERNMENTAL FUNDS (EXCL TRANSFERS & RESERVES)

	Actual 2011	Actual 2012	Actual 2013	Adopted 2014	Adopted 2015	Percent of Total Revenue 2015
Ad Valorem Taxes	\$12,876,240	\$13,340,895	\$12,816,288	\$13,502,206	\$14,686,913	32.2%
Non Ad Valorem Assessments	4,787,957	5,242,755	5,009,049	4,893,640	5,643,200	12.4%
Utility Taxes	3,863,992	3,859,536	4,070,001	3,800,000	4,040,000	8.8%
Franchise Fees	3,266,018	3,157,328	3,205,140	3,000,000	3,250,000	7.1%
Communications Taxes	2,792,100	2,775,696	2,734,276	2,500,000	2,500,000	5.5%
Intergovernmental Revenue	9,529,672	6,331,199	7,106,130	7,376,335	7,220,335	15.8%
Licenses and Permits	3,698,233	4,581,238	4,606,676	3,520,000	3,570,000	7.8%
Charges for Services	1,942,911	1,958,675	2,125,562	1,941,000	2,306,745	5.0%
Miscellaneous Revenues	1,410,401	1,138,605	2,659,343	838,340	1,362,000	3.0%
Impact Fees	1,057,618	841,752	786,353	900,000	900,000	2.1%
Interest	834,816	523,497	170,738	353,000	200,000	0.4%
<b>Total</b>	<b>\$46,059,958</b>	<b>\$43,751,177</b>	<b>\$45,289,556</b>	<b>\$42,624,521</b>	<b>\$45,679,193</b>	<b>100.0%</b>

## Property Tax Millage and Assessed Valuation

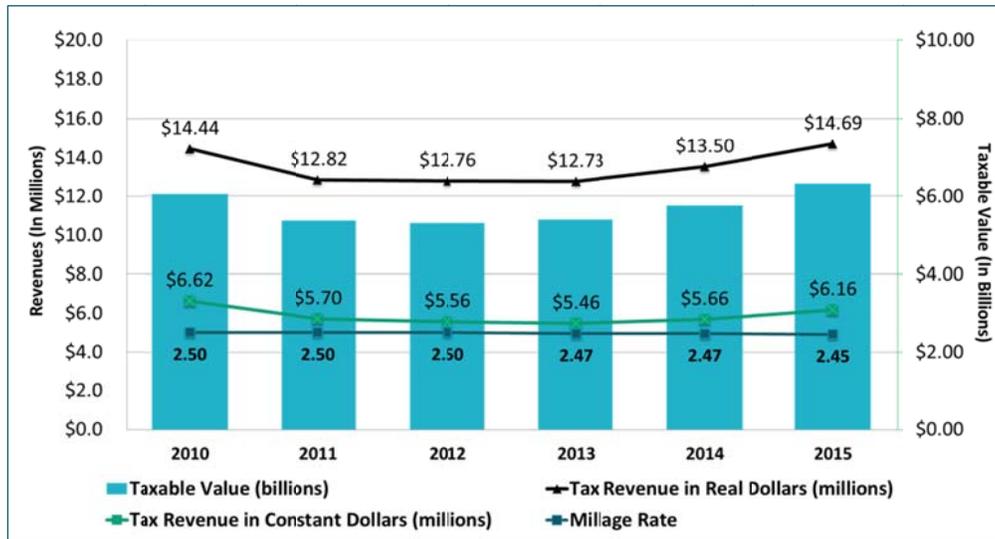
Ad valorem tax revenue estimates for the FY 2015 budget are based on an assessed value of all properties as of January 1<sup>st</sup>, 2014 totaling \$6.31 billion as provided by the Palm Beach County property appraiser's office each June. The Village has experienced annual increases in property values from FY 2013 (1.9%) to FY 2015 (10.0%) as a result of the real estate market recovery. In coming years, Wellington's values are anticipated to increase at a more moderate pace.

The increase in property values for 2014 has enabled Wellington to balance the FY 2015 budget with a millage rate of 2.45 mills, a decrease of .02 mills from the FY 2014 rate. The rate is 6.5% above the roll back rate of 2.30 mills that would provide the same ad valorem tax revenues as in the prior year plus taxes on the new construction value of \$146.5 million. Applying the millage rate to the total taxable assessed valuation and adjusting for 5% delinquencies, ad valorem revenues are projected to be \$14.69 million or 32% of the total governmental revenues (excluding transfers).

The following chart shows the changes in taxable value since 2010 and the corresponding tax revenue in real and constant dollars. Constant dollars are adjusted for inflation to show the true "buying power" of the revenues.

# Revenues

## PROPERTY TAX MILLAGE AND TAXABLE VALUE HISTORY



### PROPERTY TAX LEGISLATION AND LIMITATIONS

Wellington presents and adopts its annual budget in compliance with Truth-in-Millage (TRIM) requirements established by the Florida Legislature in 1980 to ensure taxpayers are fully informed on property tax rates and the taxing authorities that appear on the tax bill. TRIM requirements include the proper advertisement and scheduling of public hearings and set forth the information which must be presented to ensure that taxpayers are able to participate in the budget and rate adoption processes of their local governments.

In addition to TRIM requirements, local governments are subject to tax caps imposed by legislation passed in 2007 by the Florida Legislature. Taxing authorities became limited in the millage rate increases which could be passed by a simple majority vote of the governing body. Under this legislation, the allowable simple majority millage rate equals the adjusted rollback rate increased by the growth in Florida personal income for the previous year. The adjusted rollback rate is the rate which would generate the same amount in taxes as the prior year simple majority vote. This rate is not the actual adopted rate of the previous year. Any rates higher than the majority vote maximum require super majority or unanimous votes.

### EXEMPTIONS

The Florida Constitution provides every homeowner a homestead exemption on the first \$25,000 of home value. Legislation in 2008 allowed for an additional \$25,000 exemption applicable to all non-school taxing authorities appearing on the resident’s tax bill. The legislation further provided portability of the Save Our Homes exemption up to \$500,000 upon a change in property ownership within Florida.

The Save Our Homes initiative limits the annual increase in assessed value of a homesteaded property to the lesser of the prior year Consumer Price Index (CPI) or 3%. The CPI last year was 1.5% and therefore is applied to the increase in the assessed value of homesteaded properties in the current tax year. In the following sample tax bill for a homesteaded property with a taxable value of \$203,000 after exemptions, the taxable value without exemptions is \$253,000 and the tax bill would be \$873 higher without the exemptions.

# Revenues

## SAMPLE WELLINGTON RESIDENT TAX BILL

<b>2014 Sample Tax Bill (FY 2014/2015)</b>			
<b>Homesteaded Property</b>			
<b>Ad Valorem Taxes</b>	<b>2014/2015 Millage <sup>(3)</sup></b>	<b>Tax Bill at \$203,000 Value <sup>(4)</sup></b>	<b>% of Total Tax Bill</b>
<b>Village of Wellington</b>	<b>2.450</b>	<b>\$497</b>	<b>9.81%</b>
Palm Beach County Operating & Debt (including Library)	5.575	1,132	22.32%
PBC Fire Rescue	3.458	702	13.84%
School Board <sup>(1)</sup>	7.594	1,731	34.14%
Health Care District	1.080	219	4.32%
SFWMD	0.384	78	1.54%
Childrens Services Council	0.689	140	2.76%
F.I.N.D.	0.035	7	0.14%
<b>Total Ad Valorem</b>	<b>21.265</b>	<b>\$4,507</b>	<b>88.86%</b>
<b>Non Ad Valorem Taxes</b>			
Solid Waste Authority Disposal		\$175	3.45%
<b>Wellington Solid Waste Collection</b>		<b>160</b>	<b>3.15%</b>
<b>Acme Improvement District <sup>(2)</sup></b>		<b>230</b>	<b>4.54%</b>
<b>Total Non Ad Valorem</b>		<b>565</b>	<b>11.14%</b>
<b>Total Tax Bill</b>		<b>\$5,072</b>	<b>100.00%</b>
<i><sup>(1)</sup> Additional homestead exemption of \$25,000 not applied to School Board</i>			
<i><sup>(2)</sup> Properties east of 441 are not assessed by ACME</i>			
<i><sup>(3)</sup> All millages shown are proposed FY 2015 rates</i>			
<i><sup>(4)</sup> Under Save Our Homes limitations, homesteaded properties value increase limited to the Consumer Price Index or 3%, whichever is lower. For FY 2015, the allowable value increase is 1.5%</i>			

All Wellington and Acme ad valorem and non-ad valorem assessments for drainage and solid waste collection, comprise 18% of a resident taxpayer's total tax bill. Based on a property assessed at \$253,000 with a homestead exemption of \$50,000 (\$203,000 taxable value), The Wellington portion of the tax bill totals \$887, \$33 higher than the prior year due to the Acme assessment increase of \$30 per unit and the value increase on the property in the example.

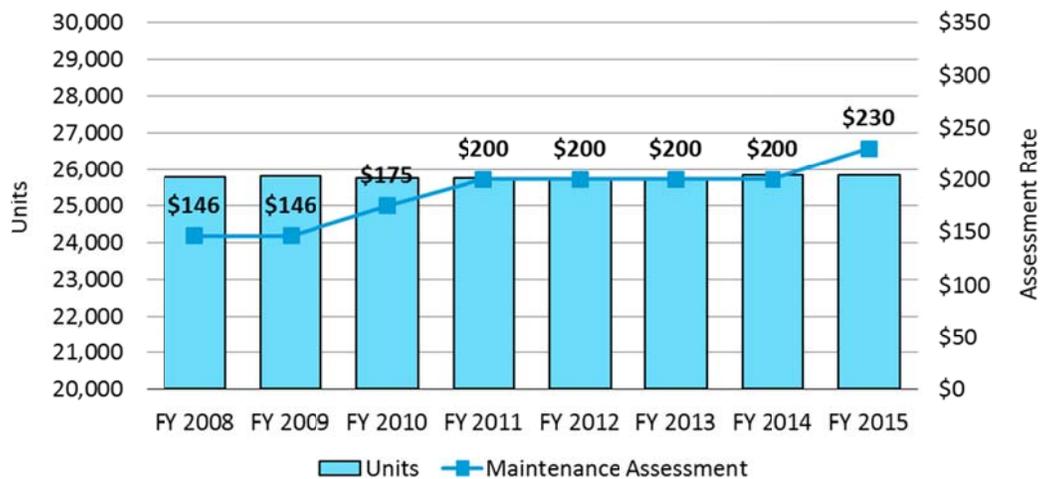
The FY 2015 Village millage rate of 2.45 is well below the 5 mill limit (without requiring a referendum) specified in Wellington's Charter. Further, Florida Statute 125.01 (1)(q) establishes a 10 mill cap for municipal purposes and the statutory cap takes into consideration the Palm Beach County Fire MSTU millage rate of 3.4581. The Wellington millage rate plus the Fire Rescue MSTU millage total 5.908, still far below the 10 mill statutory cap.

# Revenues

## Non-Ad Valorem Assessments

The Acme Improvement District, a dependent taxing district of Wellington, is authorized to levy non-ad valorem assessments against the land and is not based on a property's value. The Acme assessments are instead based on the benefit of maintenance and improvement to the land, as set forth in the Plan of Reclamation. Under this organizational blueprint, non-ad valorem assessments can be collected to pay for stormwater drainage, roadways, parks and recreation, street lighting, general operating costs associated with administration, insurance and fringe benefits, and other indirect costs. For these services, Wellington will collect a total FY 2015 non-ad valorem assessment of \$230 per acreage unit, an increase of \$30 for FY 2015 and the first change in five years. The rate was raised to fund a capital program to improve stormwater drainage in areas affected most by severe rainstorm events. The total of Acme assessments budgeted in FY 2015 is \$5.6 million, or 12% of governmental revenues.

ACME DISTRICT ASSESSMENT AND UNIT COUNT FY 2008 - 2015



## Other Governmental Revenue Sources

Below are the other major Governmental Funds revenue sources, their portion of the governmental revenue budget and the method used to estimate future receipts:

- Franchise Fees (electric): 7%, projected to remain flat based on trending and industry information releases
- Utility Taxes (electric & bottled gas): 9%, higher for population increase and US Dept of Energy residential electric consumption estimates for consistent or modest demand increase
- Communication Service Taxes: 6%, trending and legislation indicate a slight decrease in receipts
- State Revenue Sharing and Intergovernmental Revenue (includes sales tax, beverage tax, local option gas tax, general state shared dollars and CDBG): 16%, state revenue estimates support projected increase in half-cent sales tax with other revenues flat
- Licenses and Permits: 8%, trending and department estimates indicate consistent collections for the coming year
- Charges for Services: 5%, total recreation revenues based on actual program offerings and trending of participation remain stable, trend in Engineering Fees and the addition of the Boys & Girls Club loan repayment result in overall increase in revenues

# Revenues

- Impact Fees & Interest: 2%, future interest rates are based on federal agency projections and impact fees are derived from new construction activity

Together, all governmental revenues are expected to increase 7.7% as a result of higher property values and Acme assessment rate with other governmental revenues up due to the local economic and construction activity. Rate Stabilization Reserves of \$665,420 and operating reserves in General Fund, Building and Acme Improvement District of \$1.0 million are allocated across funds.

## Enterprise Revenues

Enterprise funds are used to account for all activities of Solid Waste Collection & Recycling Services, and the Water and Wastewater Utility System. Enterprise activities cover their own costs and are funded by user fees.

Water and wastewater operating revenues are estimated to increase \$405,000 or 2% as a result of higher expected capacity fee collections from local construction activity. Solid waste collection and recycling rates remained unchanged from the previous fiscal year.

### HOW ENTERPRISE REVENUE SOURCES CHANGED

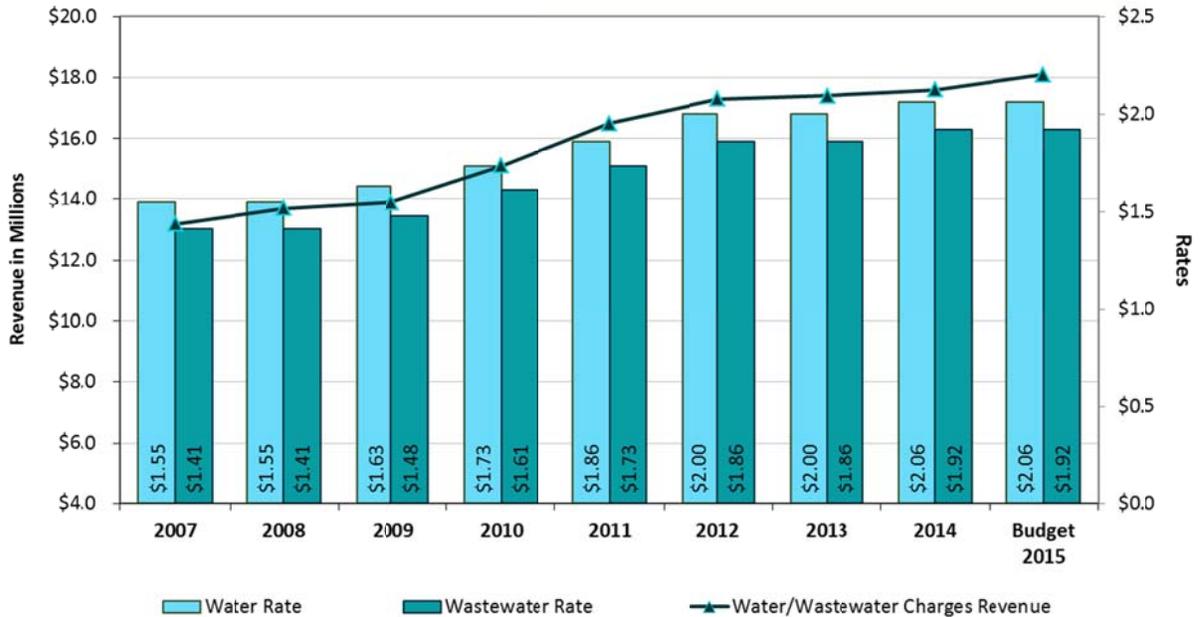
	Water & Wastewater Utility System	Solid Waste Collection & Recycling	Total Enterprise Funds
<b>Net 2014 Revenue Budget</b>	<b>\$19,065,000</b>	<b>\$4,040,360</b>	<b>\$23,105,360</b>
Impact of Water Rate Changes	(40,000)	-	<b>(40,000)</b>
Growth and Economy Driven Revenues	450,000	(50,000)	<b>400,000</b>
Investment Income	25,000	-	<b>25,000</b>
Other	-	20,000	<b>20,000</b>
<b>Net Change in Revenue Sources</b>	<b>435,000</b>	<b>(30,000)</b>	<b>405,000</b>
<b>Net 2015 Revenue Budget</b>	<b>\$19,500,000</b>	<b>\$4,010,360</b>	<b>\$23,510,360</b>

### REVENUE SUMMARY – ENTERPRISE FUNDS (EXCL TRANSFERS & RESERVES)

	Actual 2011	Actual 2012	Actual 2013	Adopted 2014	Adopted 2015	Percent of Total Revenue 2015
Non Ad Valorem Assessment	\$3,391,105	\$3,413,753	\$3,440,656	\$3,610,360	\$3,610,360	15.4%
Franchise Fees	212,119	219,534	228,086	200,000	220,000	0.9%
Charges for Services	16,666,567	19,148,005	17,965,966	18,420,000	18,380,000	78.2%
Capacity Fees	330,050	954,275	2,061,508	450,000	900,000	3.8%
Intergovernmental Revenues	186,415	105,973	66,333	100,000	50,000	0.2%
Miscellaneous Revenues	145,257	27,632	161,024	230,000	230,000	1.0%
Interest	296,217	218,658	83,528	95,000	120,000	0.5%
<b>Total</b>	<b>\$21,227,730</b>	<b>\$24,087,829</b>	<b>\$24,007,101</b>	<b>\$23,105,360</b>	<b>\$23,510,360</b>	<b>100.0%</b>

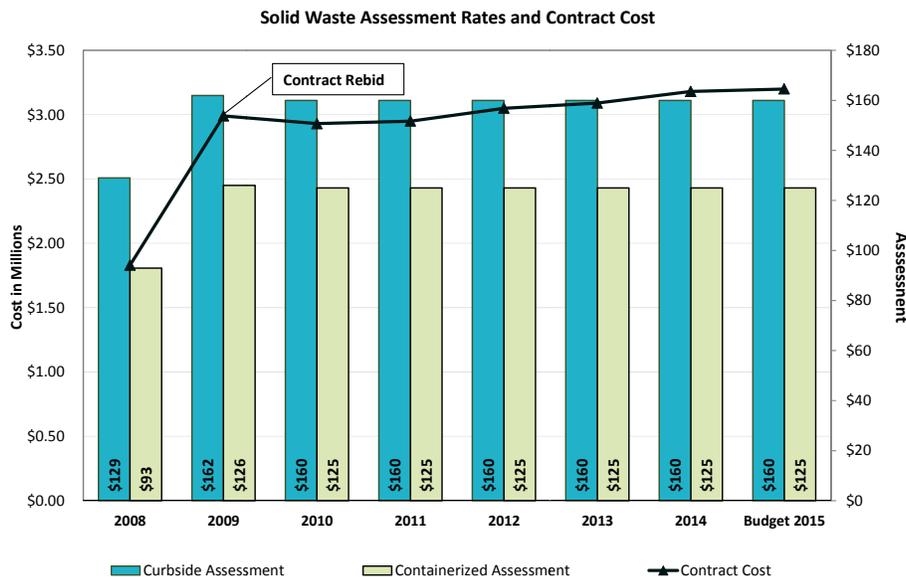
# Revenues

## WATER/WASTEWATER RATES AND RATE REVENUES FY 2007 – 2015



A utility water and wastewater rate study was completed in 2009 and updated in 2010, recommending increases for future years. Although higher costs of operating and maintenance and scheduled meter replacements have combined to place additional demands on the utility system budget, reductions in capital requirements resulted in no rate increase being adopted for FY 2015.

## SOLID WASTE ASSESSMENTS AND OPERATING COSTS



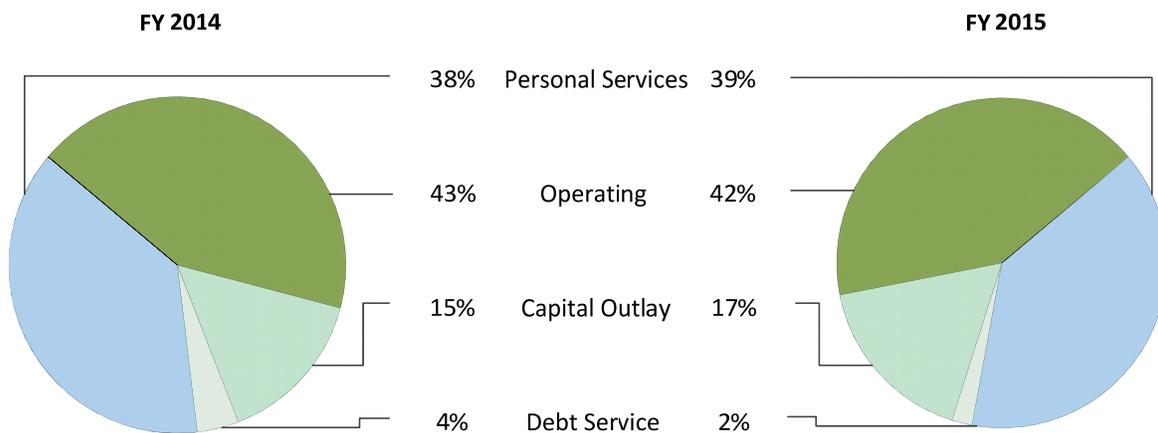
Solid Waste assessments for curbside and containerized pickup are shown for the years 2008 through 2015. Debris removal costs from storms and the increase in contract cost from contract rebidding are evident in fiscal year 2009. The 2015 assessment rate remains the same as the previous five years; a result of a low annual increase in the Waste Management annual contract cost. The contract will be rebid in FY 2015 and the result may impact the FY 2016 and future assessment rates.

# Expenditures

All municipal services and associated expenditures are prioritized within the Wellington’s Service Business Hierarchy for two primary levels of service: Core (no-choice and choice basic governmental services), and More (services which enhance residents’ quality of life). As revenue estimates are developed, the level of service is established based on available funding. Available revenues first fund the municipal core businesses that are mandated or essential in nature, potentially omitting services for enhancement of quality of life for residents. The FY 2015 budget continues to fund all core and quality of life services with added levels of service in Public Safety, Public Works, Parks & Recreation and Community Services.

Below is a comparison of Wellington’s total expenditures to last year; budgets by department are shown in the Department Plans section.

## WHERE THE MONEY GOES – ALL FUNDS COMPARED TO PRIOR YEAR



*Note: Excludes all interfund transfers and increases/decreases to reserves*

# Governmental Expenditures

- Total Governmental Funds budget is \$49.2 million, up \$695,000 or 1%
  - Personal Services expenditures total \$22.0 million
  - Operating, asset and debt service expenditures total \$23.2 million
  - Governmental capital expenditures total \$4.0 million excluding asset purchases, with no use of capital reserve funds
- Not included above is \$7.3 million in governmental transfers, up \$2.9 million from FY 2014
- Governmental reserves are projected to remain at 30% of the operating budget

# Expenditures

## HOW GOVERNMENTAL EXPENDITURES CHANGED

	General	Building	Acme	Gas Tax	Capital Funds	Debt	Total
	Fund		Improvement	Maintenance		Service	Governmental
			District				Funds
<b>2014 Budget</b>	<b>\$35,553,310</b>	<b>\$2,270,774</b>	<b>\$3,826,423</b>	<b>\$2,345,030</b>	<b>\$3,328,668</b>	<b>\$1,208,720</b>	<b>\$48,532,925</b>
Personal Services	757,644	26,587	58,105	22,933			865,269
Operating	(333,045)	3,000	74,990	13,150			(241,905)
Capital	149,209	(48,000)	(23,027)	(465,500)	460,332		73,014
Debt Service						(1,181)	(1,181)
<b>Net Change in Expenditures</b>	<b>573,808</b>	<b>(18,413)</b>	<b>110,068</b>	<b>(429,417)</b>	<b>460,332</b>	<b>(1,181)</b>	<b>695,197</b>
<b>2015 Expenditures</b>	<b>\$36,127,118</b>	<b>\$2,252,361</b>	<b>\$3,936,491</b>	<b>\$1,915,613</b>	<b>\$3,789,000</b>	<b>\$1,207,539</b>	<b>\$49,228,122</b>

The preceding table shows total Governmental expenditure changes by expenditure type:

- Personal Services: Up \$865,000 for added Professional Centre and Legal Services positions and increases in medical insurance and retirement benefits
- Operating: Decreases a net of \$242,000 in outside legal services and other outside consultants in Village Manager, Human Resources, Neighborhood Revitalization, Park Programs & Events, and Planning functions
- Capital: Reduced vehicle and equipment replacement costs offset by increased expense for Acme drainage projects
- Debt Service: A slight reduction as principal balances decrease

## TOTAL EXPENDITURES – GOVERNMENTAL GROUPS

	Actual	Actual	Actual	Actual	Adopted	Adopted	Percent of
	2010	2011	2012	2013	2014	2015	Total Expenditures 2015
General Government	\$7,618,983	\$7,954,670	\$8,262,499	\$10,312,645	\$10,374,864	\$10,384,585	21.1%
Economic Environment	1,458,741	1,632,401	1,317,512	698,604	1,268,350	1,447,925	2.9%
Public Safety	7,386,470	7,461,621	7,812,972	8,693,278	8,292,606	8,294,099	16.8%
Physical Environment	12,172,833	12,919,949	12,762,389	11,661,082	15,331,242	15,846,630	32.2%
Transportation	1,399,144	1,511,575	1,529,301	1,528,289	1,667,270	1,701,357	3.5%
Culture and Recreation	2,872,983	3,041,699	3,137,982	3,319,296	3,605,008	3,712,420	7.5%
Capital Outlay	31,637,022	15,386,283	7,620,150	11,955,055	5,268,986	5,342,000	10.9%
Non Departmental & Other	854,111	191,335	433,551	547,005	1,515,879	1,291,567	2.6%
Debt Service	2,149,483	2,150,102	5,479,153	1,213,595	1,208,720	1,207,539	2.5%
<b>Total</b>	<b>\$67,549,770</b>	<b>\$52,249,635</b>	<b>\$48,355,509</b>	<b>\$49,928,849</b>	<b>\$48,532,925</b>	<b>\$49,228,122</b>	<b>100.0%</b>

# Expenditures

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## Governmental Expenditure Groups

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Expenditures for governmental activities are reported using standardized accounting groups for consistency in budgetary and financial reports. The functions and cost centers that fall within these groupings are described next.

### General Government

Expenditures on services provided by legislative and administrative branches of the local government for the benefit of residents and the governmental entity as a whole. The following departments and divisions are included in the total General Government expenditures:

- Village Council
- Legal Services
- Village Manager
- Audit & Compliance
- Village Clerk
- Financial Services
- Customer Service
- Risk Management
- Communications
- Information Technology
- Human Resources

**General Governmental expenditures are up \$9,700, essentially unchanged from FY 2014.**

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### Economic Environment

Expenditures on services which develop and improve the economic condition of the community and its residents. The following departments and divisions are included in the total Economic Environment expenditures:

- Community Services
- Professional Centre
- Community Development Block Grant

**Economic Environment expenditures are increasing a net of \$180,000 for the addition of the Lake Wellington Professional Centre.**

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### Public Safety

The Public Safety category of expenditures provides for the security of persons and property and includes:

- Law Enforcement
- Emergency Management

Wellington contracts with the Palm Beach County Sheriff's Office (PBSO) for law enforcement services provided to its residents. The PBSO agreement funds 137 contracted positions including crossing guards plus one PBSO-funded position.

In addition to these direct costs, certain indirect costs (operating costs for alarms, communication systems, and equipment) are included in the contract. The substation, located on Greenbriar Boulevard, and related costs are separate from the contract and funded by Wellington. The costs for detective investigations and the majority of all other administrative services are not included in the contract as these services continue to be funded by county-wide ad valorem taxes.

**The Sheriff's contract for the period October 1st, 2014 through September 30th, 2015 is \$8.2 million, up \$81,000 from FY 2014 for a 1% contract increase.**

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# Expenditures

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## Physical Environment

Physical Environment includes services provided for the purpose of achieving a satisfactory living environment through the control and use of environmental elements. It includes expenditures for the following departments and divisions:

- Public Works Administration
- Aquatics & Sports Facilities
- Building Maintenance
- Fleet & Equipment Maintenance
- Landscape Maintenance
- Nuisance Abatement
- Environmental Services
- Neighborhood Parks & Trails
- Equestrian Trail Maintenance
- Preserve Maintenance
- Surface Water Management
- Planning, Zoning & Building
- Construction & Engineering Services

**Physical Environment expenditures are up \$515,000 for additional landscape and facility maintenance.**

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## Transportation

These costs are for the provision of services for the safe and adequate flow of vehicles, travelers and pedestrians. The Roads division maintains 378 lane miles of paved and 53 lane miles of unpaved roadways. In addition, Wellington maintains 214 miles of bike and pedestrian paths and over 100 miles of bridle paths. The annual estimate for roadway maintenance presented herein is derived from a maintenance schedule of fifteen years for repaving as suggested by the County, a five-year shellrock maintenance program, repairing and replacing of swales, normal recurring roadway maintenance, street lighting, street sign maintenance and sidewalk repairs.

**Operating expenses for Transportation maintenance are budgeted \$34,000 higher in FY 2015.**

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## Culture & Recreation

The expenditures for providing cultural and recreational facilities and activities are budgeted in the Parks & Recreation Department with the following divisions:

- Parks Administration
- Aquatics
- Athletics Programs
- Community Programs
- Cultural Programs & Facilities
- Park Rangers
- Senior Resource & Advocacy
- Tennis

Wellington maintains and operates 27 Village, Community and Neighborhood Parks as well as the Community Center, Aquatics Facility and Amphitheater at Town Center and is responsible for another 13 square miles of recreational or open space reserves.

**Culture & Recreation expenditures are expected to be \$107,000 more than the prior year for added or enhanced aquatic and athletic programs.**

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## Non-Departmental

Not all accounts and funds are included in department budgets. There are several expenditure captions within the budget that are designated as non-departmental because they support all functions or have goals and objectives outside a division-specific purpose.

**The FY 2015 budget includes \$1.3 million in non-departmental costs for all funds, including public facility utilities, office equipment contracts, some employee benefits and Inspector General costs.**

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# Expenditures

## Enterprise

The enterprise funds account for the provision of public services on a user charge basis. Wellington reports water and wastewater utilities and solid waste collection and recycling in its enterprise funds. The FY 2015 enterprise budget highlights are:

- Total Enterprise funds budget is \$18.5 million, down \$765,000
  - Personal Services expenditures total \$4.7 million
  - Operating, asset and debt service expenditures total \$9.9 million
  - Enterprise funds capital expenditures excluding assets total \$3.9 million
- Not included above is \$1.9 million in transfers, down \$318,000 from FY 2014

The following highlights the significant increases in Enterprise Funds expenditures. Additionally, personal services, capital outlay and debt service are further discussed in separate sections of this document. As noted under the Basis of Accounting Section, capital outlay and debt service are reflected as a budgeted expenditures although both of these items are balance sheet items in the Wellington's Comprehensive Annual Financial Report, as required by GAAP.

### HOW ENTERPRISE EXPENDITURES CHANGED

	Water & Wastewater Utility System	Solid Waste Collection & Recycling	Total Enterprise Funds
<b>Net 2014 Expenditure Budget</b>	<b>\$15,860,140</b>	<b>\$3,454,905</b>	<b>\$19,315,045</b>
Personal Services	(46,211)	6,679	<b>(39,532)</b>
Operating	(173,803)	-	<b>(173,803)</b>
Capital	924,462	23,606	<b>948,068</b>
Debt	(1,500,000)		<b>(1,500,000)</b>
<b>Net Change in Expenditures</b>	<b>(795,552)</b>	<b>30,285</b>	<b>(765,267)</b>
<b>Total Expenditures 2015</b>	<b>\$15,064,588</b>	<b>\$3,485,190</b>	<b>\$18,549,778</b>

- Personal Services: \$40,000 less than the prior year
- Operating: Decrease of \$174,000 for reduced bad debt write-offs
- Capital: More equipment replacements are scheduled
- Debt Service: Down \$1.5 million for debt payoff

### TOTAL EXPENDITURES ENTERPRISE FUNDS

	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Adopted 2014	Adopted 2015	Percent of Total Expenditures 2015
Water Services	\$3,216,172	\$3,242,643	\$3,169,020	\$3,188,437	\$3,458,797	\$3,589,495	19.4%
Wastewater Services	1,856,039	2,006,801	2,509,491	2,693,782	2,913,058	2,908,209	15.7%
Laboratory	103,893	101,037	104,024	112,870	114,476	120,016	0.6%
Water Distribution	589,517	718,490	860,964	947,221	1,011,840	956,301	5.2%
Customer Service	659,871	748,489	525,835	423,044	974,400	690,500	3.7%
General and Administrative	753,979	856,059	750,409	660,569	977,904	977,861	5.3%
Solid Waste	3,124,988	3,173,820	3,284,156	3,331,371	3,454,905	3,449,663	18.6%
Debt Service	2,752,474	2,739,551	2,876,713	2,873,426	1,526,000	26,000	0.1%
Capital Outlay	11,733,812	14,325,052	3,928,565	990,541	4,883,665	5,831,733	31.4%
<b>Total</b>	<b>\$24,454,064</b>	<b>\$27,911,942</b>	<b>\$18,009,177</b>	<b>\$15,221,261</b>	<b>\$19,315,045</b>	<b>\$18,549,778</b>	<b>100.0%</b>

# Expenditures

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## Water and Wastewater Utility System

No taxes or assessments are used to support utility operations; all expenditures are funded by the sale of utility services to customers. An annual rate study update is prepared to determine if revenues derived from user charges and connection fees are adequate to cover the operating and capital costs, including any debt service. For FY 2015, debt service savings for bond retirement in the coming year offsets the increased investment in capital renewal and replacement.

**The utility system budget increased from last year by \$435,000 for a total of \$19,500,000 after additions to reserves.**

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## Solid Waste Collection and Recycling Services

Wellington solid waste collection and recycling services are provided through a contract with Waste Management, Inc. Annual contract increases are limited to a percentage of the local area CPI on July 1<sup>st</sup> each year. The contract cost for FY 2015 will increase by 1.9% to approximately \$3.2 million annually, requiring no change in the solid waste collection assessment rates.

**The Solid Waste collection budget for FY 2015 totals \$4,010,360, up \$30,000 from the prior year.**

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## Capital Outlay

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The adopted FY 2015 budget includes \$11.2 million in budgeted capital outlay for capital projects, and vehicle and equipment replacements. Budgeted capital projects include improvement projects, and maintenance and replacement programs.

All projects budgeted through FY 2015 and for the following four years were evaluated by Council and staff with the goal of funding only the highest priority projects. Projects were confirmed, deferred or eliminated to make funds available for future programs or debt service reduction.

### MULTI-YEAR CAPITAL MAINTENANCE PROGRAMS

The FY 2015 budget represents a continuation of prior years' philosophy of systematic and strategic actions to achieve both long and short-term goals. Wellington has continued scheduling multi-year capital maintenance programs in the following areas to reduce long-term maintenance costs:

- Five-year replacing and repairing shellrock of roadways
- Eight-year lift station rehabilitation
- Fifteen-year repaving of roadways
- Stormwater structure and storm drain maintenance
- Aggressive canal re-sloping and re-dredging
- Continuing repairing and repaving of pathways and sidewalks
- Neighborhood Parks restoration
- Athletic field repair and improvement
- Governmental facilities upgrades
- Community appearance (hedges, walls and fence restoration programs)
- Neighborhood revitalization and improvements
- Fire hydrants and pipeline valves maintenance
- Water & wastewater systems rehabilitation

# Expenditures

## FY 2015 CAPITAL PROJECTS, PROGRAMS & ASSET SUMMARY

<b>Governmental Maintenance &amp; Replacement</b>	<b>Budget</b>	<b>Major Improvement Projects</b>	<b>Budget</b>
2014 Acme Renewal & Replacement Program	\$780,000	Road & Pathway Circulation Expansion	\$200,000
Community Dev Block Grant Projects	170,000	Pierson Sidewalk Extension	143,000
General Facility Maintenance Program	207,000	Reuse Water Distribution Expansion	995,000
Neighborhood Parks & Trails Program	400,000	<b>Total Major Improvements</b>	<b>\$1,338,000</b>
Parks Capital Maintenance	470,000		
Pedestrian Paths & Roadway Overlay	685,000	<b>Capital Maintenance Programs</b>	
Safe Neighborhoods	125,000	Comprehensive Sidewalk Repair Program	\$125,000
Shellrock Program	159,000	Professional Centre	58,000
Swale Maintenance Program	150,000	<b>Total Capital Maintenance Programs</b>	<b>\$183,000</b>
Surface Water Management System R & M	300,000		
<b>Enterprise Maintenance &amp; Replacement</b>		<b>New &amp; Replacement Assets</b>	
Sewer Collection R & R	350,000	Governmental Vehicles & Equipment	\$1,370,000
Water Distribution & Transmission R & R	750,000	Enterprise Vehicles & Equipment	1,916,733
Wastewater Facility R & R	300,000	<b>Total New &amp; Replacement Assets</b>	<b>\$3,286,733</b>
Water Plant Renewal & Replacement	1,010,000		
Water & Wastewater System R & R Sinking Funds	510,000		
<b>Total Maintenance &amp; Replacement</b>	<b>\$6,366,000</b>	<b>Total FY 2015 Capital Outlay</b>	<b>\$11,173,733</b>

### OPERATING IMPACT OF CAPITAL PROJECTS

The operating budget assumes the cost of maintaining and operating new facilities that are built under the capital budget. The operating budget impact estimates for capital projects are important for future planning and are included in budget projections used in the annual budget process. These costs are added in the annual operating budget in the year the construction of the asset is complete and the asset is operational. With some assets, though, like park expansions, these costs are phased in as the individual facilities or segments of the project come on-line. Facilities added in recent years which require additional resources in the operating budget include:

- Boys & Girls Club
- Entrance Signs
- Landscape Additions – Forest Hill Boulevard, Southshore Boulevard and Stribling Way
- Lake Wellington Professional Centre

Please see the Capital Improvement Plan section for more detail on capital projects and operating budget impacts.

### DEBT SERVICE

The FY 2015 budget includes debt service of \$1.2 million on outstanding governmental borrowings only, a decrease of \$1.5 million as compared to FY 2014 resulting from the payoff of utilities bonds. Only interest expense on utilities deposits of \$26,000 is budgeted in the enterprise funds.

A bond issuance for the Saddle Trail Park Neighborhood Improvement project is planned for midyear FY 2015, with no impact on the Village's debt service obligation. All expenses and risk will be borne solely by the Saddle Trail Park neighborhood residents. Please see the Appendices section for more detail on outstanding debt, scheduled debt service and debt payoff.

# Fund Balance & Reserves

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Fund balance is the difference between assets and liabilities reported in a governmental fund at the end of the fiscal year. Governments seek to maintain adequate levels to mitigate current and future risks, to ensure stable tax rates and for long-term financial planning. Credit rating agencies carefully monitor levels of reserved and unreserved fund balances in a government's general fund to evaluate a government's creditworthiness. Rating agencies favor higher levels of fund balance, although taxpayers and citizen's groups can consider high levels excessive.

Over past years, Wellington has been able to generate healthy reserves through growth management, strategic planning, and cost containment. Wellington's goal is to use surplus reserves in ways that positively affect its financial plan while avoiding property tax increases.

Wellington decided to use some of its reserves as follows:

- To fund capital projects on a pay-as-you-go basis
- To maintain operations at high levels in difficult economic times
- To fund a millage rate stabilization account to offset the need for future rate increases
- To supply funds for renewal and replacement of capital projects and equipment
- To reserve up to \$3 million for possible future storm event expenditures
- To fully fund Other Post Employment Benefits (OPEB; reference GASB 45)
- To reduce/pay off debt for future debt service savings

Notable changes in the FY 2015 governmental fund balances are projected in the following funds:

- General Fund: Appropriation of \$274,000 in unrestricted fund balance and \$665,000 in Rate Stabilization Reserves to fund anticipated legal services and Recreation Impact Fee Fund debt service
- Building Division: Appropriation of \$462,000 in restricted reserves to fund current operations
- Acme Improvement District: Appropriation of \$311,000 to fund current operations & maintenance

Wellington defines the Reserved Balances in accordance with GASB 54 as follows:

- **Restricted Reserves:** These reserves are not available for spending and are legally restricted by outside parties for a specific purpose. These may be contractual obligations, prepaid expenses, debt reserve requirements or statutory restrictions
- **Committed Reserves:** Amounts that can only be used for specific purposes pursuant to constraints imposed by formal Council action. These may include an authorization to use certain revenues for a specific purpose
- **Assigned Reserves:** Amounts intended to be used for specific purpose. These reserves may be released by either Council action or by results of operations
- The remaining amounts are considered undesignated, and may be used for expenditures as appropriated by Council

## Governmental Reserves

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Reserves are maintained for General Governmental Funds and Special Revenue Funds. The target for unrestricted reserves is established between 25% and 30%. Wellington's goal is to use any excess reserves to fund capital projects, community reinvestment and preclude the need for additional debt or increases in the tax rate.

# Fund Balance & Reserves

Wellington has set aside over \$2 million in Rate Stabilization reserves to be allocated where a tax rate increase may otherwise be needed; \$665,000 of this reserve is allocated in the FY 2015 budget. Another designated reserve of \$3 million was created for emergency events expenses, with \$610,000 allocated in FY 2012 for Tropical Storm Isaac recovery expenses leaving a balance of approximately \$2.4 million.

## GOVERNMENTAL OPERATING & DEBT SERVICE FUNDS

	General Fund	Special Revenue Funds			Debt Service Fund	Total Governmental Funds
		Building	Acme Imp District	Gas Tax Road Maintenance		
<b>Projected Equity at 9/30/14</b>	\$18,308,738	\$4,912,499	\$3,368,532	\$1,220,710	\$75,357	<b>\$27,885,836</b>
<b>2014/2015 Budget:</b>						
Revenues	37,966,153	2,730,000	6,010,700	1,915,613	1,207,539	<b>\$49,830,005</b>
Expenditures	(38,905,162)	(3,191,961)	(6,322,191)	(1,915,613)	(1,207,539)	<b>(\$51,542,466)</b>
<b>Estimated Equity at 9/30/2015</b>	<b>\$17,369,729</b>	<b>\$4,450,538</b>	<b>\$3,057,041</b>	<b>\$1,220,710</b>	<b>\$75,357</b>	<b>\$26,173,375</b>
<b>Less: Reserved Balances</b>						
Nonspendable, Restricted:						
Encumbrances/Contractual Commitments	(493,673)					<b>(\$493,673)</b>
Prepays and Other Assets	(282,828)		(3,519)			<b>(\$286,347)</b>
Restricted for Building Operations		(4,450,538)				<b>(\$4,450,538)</b>
Commitments & Assignments:						
Rate Stabilization, Emergency & Insurance Reserves	(4,743,205)					<b>(\$4,743,205)</b>
Assigned for Capital						<b>\$0</b>
Assigned for Grants & Expenditures			(25,611)			<b>(\$25,611)</b>
Debt Service					(75,357)	<b>(\$75,357)</b>
<b>Estimated Available at 9/30/15</b>	<b>\$11,850,023</b>	<b>\$0</b>	<b>\$3,027,911</b>	<b>\$1,220,710</b>	<b>\$0</b>	<b>\$16,098,644</b>

## FUND BALANCE – GOVERNMENTAL CAPITAL FUNDS

	Capital Project Funds				Total Governmental Capital Funds
	Recreation Impact Fees	Gas Tax Road Capital	Road Impact Fees	Governmental Capital	
<b>Projected Equity at 9/30/14</b>	\$591,565	\$2,885,748	\$2,621,774	\$16,361,475	<b>\$22,460,562</b>
<b>2014/2015 Budget:</b>					
Revenues (incl. Balances Carried Forward)	1,015,420	1,793,634	360,000	2,611,000	<b>\$5,780,054</b>
Expenditures (incl. Balances Carried)	(1,602,226)	(3,787,634)	(1,476,869)	(18,972,000)	<b>(\$25,838,729)</b>
<b>Estimated Equity at 9/30/2015</b>	<b>\$4,759</b>	<b>\$891,748</b>	<b>\$1,504,905</b>	<b>\$475</b>	<b>\$2,401,887</b>
<b>Less: Reserved Balances</b>					
Investment in Capital, net of related debt					<b>\$0</b>
Restricted for Capital Expenditures	(4,759)	(891,748)	(1,504,905)	(475)	<b>(\$2,401,887)</b>
<b>Estimated Available at 9/30/15</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Fund Balance & Reserves

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Any remaining undesignated reserves from the prior year that exceed 30% of operating expenditures by the end of the fiscal year are expected to be appropriated for Rate Stabilization replenishment and capital improvements in FY 2015.

As Wellington moves into the future, it will always be challenged to balance the need for higher levels of services and facilities with the community's willingness to pay for them. Because current budget decisions contribute to subsequent years' financial strength and stability, this level of reserves allows Wellington to establish a sound fiscal foundation, to provide financial flexibility for future operations, and to maintain operations should some catastrophic event occur which could interrupt the normal flow of revenues.

## Enterprise Reserves

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Enterprise funds may retain a renewal, replacement and improvement account to fund capital improvement needs. Capacity fees are retained to fund facility expansion projects. Balances in the renewal and replacement accounts are retained for current and future maintenance programs; the FY 2015 budget projects an increase in utility capital reserves of \$2.8 million and an addition to Solid Waste reserves of \$293,000.



# Budget & Strategic Planning

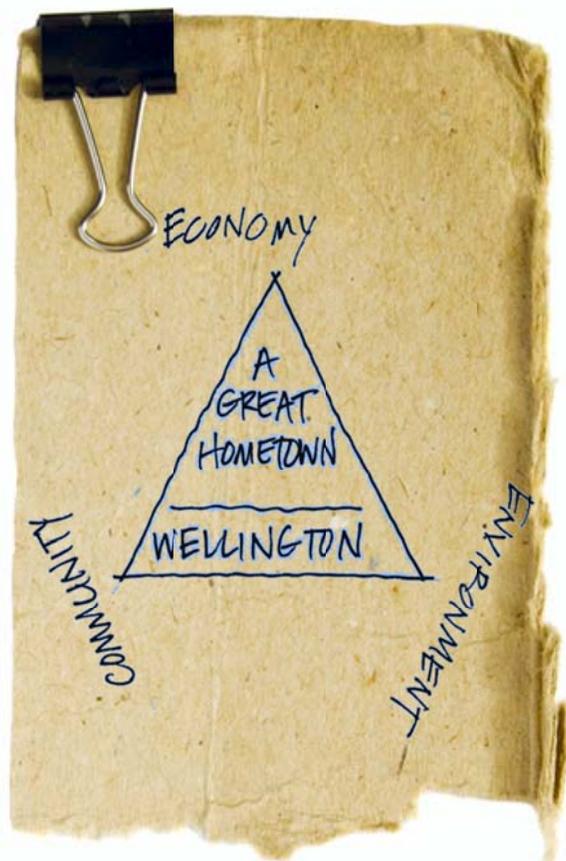




# Strategic Planning

Wellington has a strong legacy of strategic planning. Since incorporation in 1996, Village leaders have focused on short and long-term strategies to identify the community priorities and the actions needed to achieve them. Wellington's first Strategic Plan was developed in 1996 and became known as the "Vision 2016" plan. It was created through multiple planning sessions with Village Council and residents. Vision 2016 provided the foundation for Wellington's first comprehensive plan adopted by the Village in 1999. Vision 2016 ensured "a community with a unique hometown family atmosphere with an attractive natural environment and recreational, cultural and educational activities with facilities for all ages." The Comprehensive Plan adopted in January 1999, in compliance with the Florida Statutes Chapter 163, is designed to guide future growth and development based upon an overall vision for the community. The Comprehensive Plan consists of 11 chapters or "elements":

**Land Use • Transportation • Housing  
Infrastructure • Conservation • Recreation & Open Space  
Intergovernmental Coordination  
Capital Improvements • Public School Facilities  
Education • Equestrian**



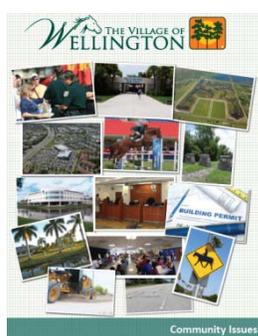
Throughout the last 16 years, Wellington updated its Strategic Plan and the fundamentals of the plan have evolved, but the community vision has remained virtually the same. The Strategic Plan is the guide for the annual budget and Wellington's projects, programs, and initiatives. In 2008, the economic strength of the nation and the region changed and new challenges were emerging. Wellington responded proactively to the trends and developed strategies to address the potential impacts. The results were the Economic Development Initiatives and the "8 Concepts for the Future" were established. These concepts evolved into the FY 2012 Strategic Plan within the three principles of sustainability – community, economy, and environment.

During the FY 2014-2015 budget process, a series of visioning sessions were held with Village Council and staff titled Directions Workshops 2014. The discussions covered the many current issues facing the Village and its residents and provided the opportunity to gain direction, identify key initiatives and develop action plans for inclusion in the coming and future budgets.

# Strategic Planning

The Budget is the annual financial and operational plan resulting from strategic planning to achieve Wellington's vision of **A Great Hometown** by providing the services that residents want, need and are willing to pay for. The creation of the budget involves an analysis of service business priorities, policy review and the creation of business plans for all of Wellington's departments.

Each budget cycle provides the opportunity to align the current economic and community needs with the dollars available. The FY 2015 budget development was driven by visioning direction from the Village Council with the ultimate objective to align the time, people and funds needed to support the Strategic and Budget Fundamentals.



Each department function, project and program in the budget is aligned to the five fundamentals of the Wellington short and long-term planning processes.

## STRATEGIC FUNDAMENTALS

1. **Neighborhood Renaissance** - creating and encouraging renewal, prosperity and stabilization of property values and keeping residents engaged.
2. **Economic Development** – promoting business education, and enhancing the standard of living.
3. **Protecting our Investment** – focusing on maintaining and improving long-term resources, while enhancing safety and addressing emergency needs.
4. **Responsive Government** – ensuring local government is responsive to the public and pursuing policies that are accountable to the stakeholders.
5. **Respecting the Environment** - developing processes which aim to provide affordable, clean, energy-saving alternatives for today's residences and businesses; continually looking for ways to reduce the environmental impact of operations to have a minimal environmental impact and by seeking continuous improvement in our environmental management efforts, all with the goal of reducing Wellington's ecological footprint and environmental impact.

Further, every project, program or initiative is subject to the four-question test:

1. Does it foster a family environment?
2. Does it promote safe neighborhoods?
3. Does it enhance the value of our community?
4. Is it the right thing to do?

# Visioning

The Directions Workshops held in May 2014 covered a wide range of relevant topics, linked to the budget through the fundamentals and initiatives which are further discussed later in this section. The following topics and initiatives were presented in the workshops:

TOPIC	FUNDAMENTAL/INITIATIVE
<b>Community Issues</b>	
Aging in Place	Maintaining Lifetime Homes
Public Schools	Protecting Our Investment
Golf Courses	Responsive Government
<b>Safe Neighborhoods</b>	
Rental Licensing	Maintaining Lifetime Homes
Neighborhood Parks	Neighborhood Renaissance
Code Compliance	Protecting Our Investment
Policing	Responsive Government
<b>Mid Town</b>	
Mid Town	Economic Development
Residential Renaissance Overlay Zoning District	Neighborhood Renaissance
<b>Infrastructure</b>	
Hedges	Protecting Our Investment
Roadway System	Protecting Our Investment
<b>State Road 7 Corridor</b>	
State Road 7 Summary	Responsive Government
K-Park	Protecting Our Investment
Medical Arts District	Economic Development
Wellington Regional Medical Center	Responsive Government
<b>Equestrian Preserve</b>	
Needs and Pressures	Protecting Our Investment
Bridle Trails	Protecting Our Investment
Multi-use Pathway	Protecting Our Investment
Agricultural Classification vs. Exemption	Protecting Our Investment
Business Tax Receipts in the EPA	Responsive Government
Best Management Practices for Livestock Waste	Respecting the Environment
Polo	Economic Development
Equestrian Services Area	Protecting Our Investment
<b>Key Land Acquisition</b>	Protecting Our Investment, Responsive Government, Respecting the Environment

Video recordings of the workshops may be viewed at the following links:

<http://wellingtonfl.gov/images/stories/videos/Council/Council%20Workshop//Directions050714NoBreaks.wmv>

<http://wellingtonfl.gov/images/stories/videos/Council/Council%20Workshop//DirectionWorkshopEquestrian052014.wmv>

# Budget Process

Short and long term initiatives identified through visioning provide the basis for departmental business plans which comprise the Budget and the Capital Improvement Plan (CIP). Action plans are created to achieve the objectives presented in business plans and broad initiatives. Action plans provide specific steps toward achieving the five fundamentals. Throughout the planning process, performance measurement, economic indicators, and environmental conditions are analyzed and reported so that planning and budget adjustments can be made.

The budget process incorporates the development, implementation and evaluation of a plan for the provision of services and capital assets. The budget serves as a management and control tool by measuring actual performance against budget standards, focus attention on future operations and plans and improve communication of goals, objectives and plans. The more specific budget goals and objectives are to:

- Provide high level of service and facilities for residents by establishing an appropriate taxation and financing structure while maintaining an appropriate level of reserves
- Focus on internal consolidation and customer service with a goal of providing the maximum level of service allowable in light of property tax reform limits
- Use technology and organizational realignment to increase and support the fulfillment of the strategic plan for Wellington, which complements the comprehensive plan
- Evaluate and advise Council on initiatives which support economic development and maintenance needs to benefit the community

## BUDGET CALENDAR

Milestone	Date
Develop budget process and identify issues - Current Year Budget Review Meetings by department	Jan 20-31
Budget Kickoff with department heads	Feb 17-20
Department business plans, budget requests and Naviline entry due	Mar 20
CIP Development	Mar 3 - 6
Departmental Budget & CIP Review meetings	Mar 24 - 27
Working draft budget to Village Manager	April 8
Preliminary CIP to Village Manager	May 1
Budget Challenge development	May 29
Preliminary Taxable Values	Jun 1
State Revenue Estimates	Jul 1
Certified Taxable Value	Jul 1
Budget Workshop - TRIM & CDBG	Jul 7
Council Meeting - Preliminary TRIM approval	Jul 8
Budget Challenge online	Jul 18
Continuation of Acme Water Control Plan & Preliminary TRIM Rate Adoption	Jul 22
Water & Wastewater and Solid Waste Non Ad Valorem Budget Adoption	Aug 12
CIP Workshop	Aug 25
First Public Hearing on Proposed Budget, CIE Ordinance and Acme District Budget Adoption	Sept 9
Second Public Hearing and Final Adoption of Ad Valorem Budget & CIE Ordinance	Sept 23

# Budget Process

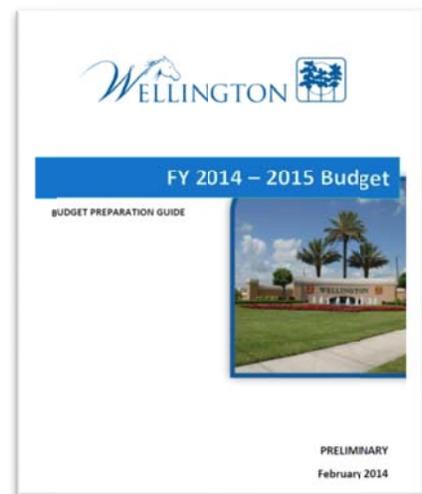
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Wellington’s budget process adheres to a timetable that complies with state Truth in Millage requirements as well as internal requirements for sound planning and fiscal responsibility. The budget process begins with setting a calendar of tasks for the coming months that meets all requirements and is approved by the Village Council. The Wellington budget calendar for the fiscal year 2015 budget preparation is shown above.

Each year, an annual budget is developed that assigns available resources to the annual plans that carry out the priorities and goals of the Village Council and Manager. These resource decisions address the desired quality of service, staffing levels, technology needs, equipment, capital improvements, and programs to be funded. Wellington’s fiscal year starts on October 1 and runs through September 30.

The service priorities and objectives for each fiscal year are evaluated and the long-term financial plan is monitored and updated in order to set direction for the development of the budget that is properly aligned with the broad goals and strategic directives. This includes an assessment of services, capital needs, issues and challenges, opportunities as well as a review of economic trends and financial forecasts.

As part of the budget process, departments evaluate performance towards meeting current and past goals and objectives and assess current conditions, programs and needs. Various financial analyses, as well as productivity and staffing analyses, are performed. Programs and services are also reviewed thoroughly to assess their value and the subsequent priority to the residents of Wellington. These internal analyses are necessary to determine service needs and delivery improvements, cost savings and opportunities, and required staffing levels. Additionally, departments identify possible trade-offs in an attempt to provide the “best fit” of resources between service and workload estimates.



The Office of Financial Management & Budget performs an administrative review of all departmental budget packages for consistency, reasonableness, and compliance with policies. The proposed document is compiled for presentation to the Village Manager who hears department presentations, evaluates selected departments/divisions/ issues/operations, performs an overall review, and makes funding level recommendations to the Council. The review also includes a broader assessment of whether the departmental proposals address the Council’s goals, strategic directives, and program service needs while maintaining a Village-wide perspective ensuring fiscal integrity.

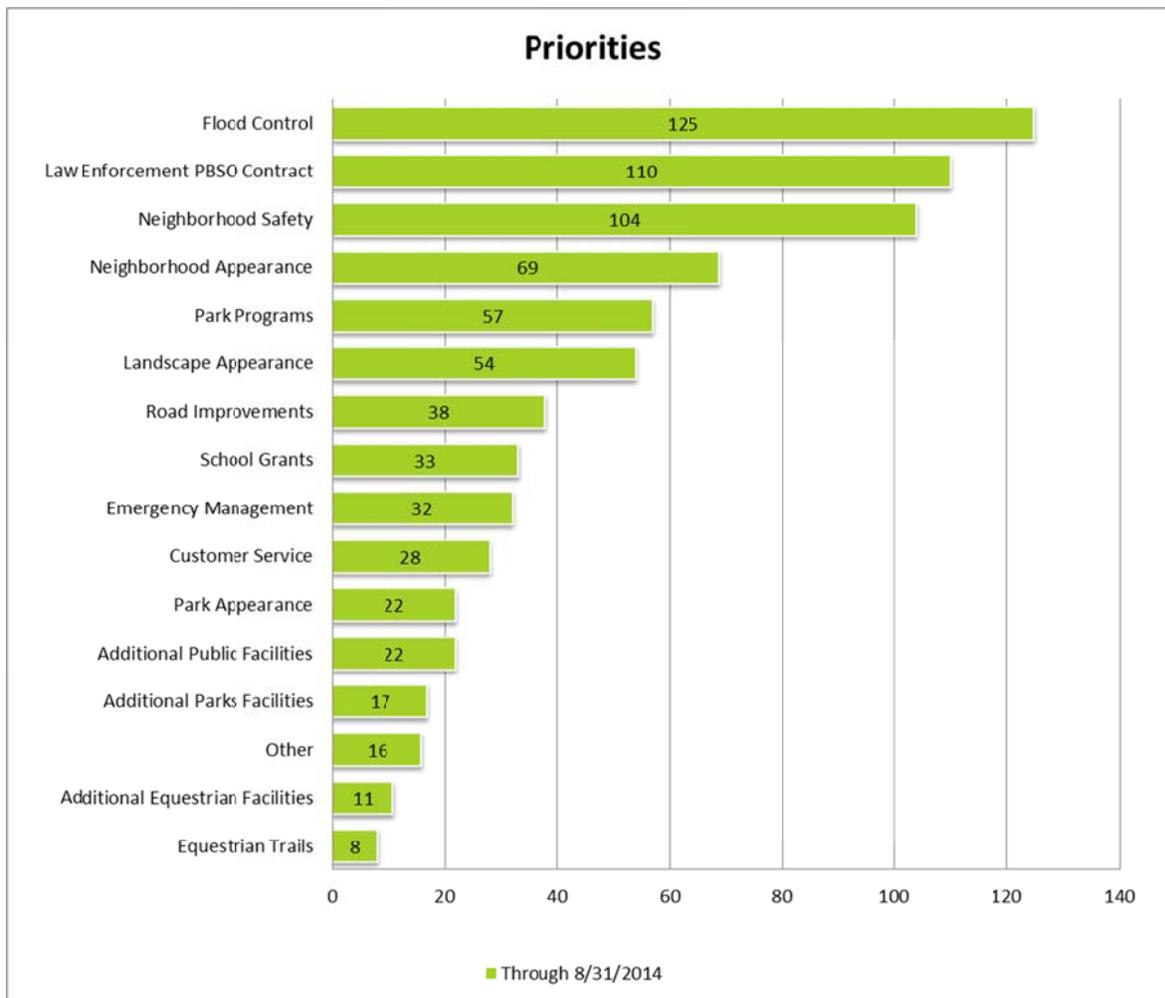
Prior to July 1<sup>st</sup>, the Village Manager presents a proposed budget for the fiscal year commencing October 1<sup>st</sup> to Council for consideration and further input. The budget is adopted in compliance with the Wellington Charter and the Trust in Millage (TRIM) Act, which include strict requirements and timetables for notice of budget hearings and ensuring resident input before final action. The Florida Department of Revenue sets a schedule for governments to follow in adopting tax roll information through the county property appraiser offices. Accordingly, there are three public hearings scheduled, conducted to obtain residents’ comments. The Enterprise Funds Budget is often approved separately

# Budget Process

from the Governmental Funds Budget, but in no case later than September 30 each year in accordance with existing interlocal agreements as well as with utility revenue bond issue requirements.

In addition to the public hearings, Wellington also hosts an annual **Budget Challenge**. The Budget Challenge includes an online survey as well as in person surveys that gauge public support for a variety of proposed projects, programs and initiatives by inviting the community to answer a series of budget-related questions. The Budget Challenge is open to all members of the community including employees and business owners. For FY 2015, weekly survey results were tabulated and provided to the Council. Flood Control and public safety issues consistently rated as a top priority, though many other issues were discussed through the open comment sections.

## BUDGET CHALLENGE SURVEY RESULTS – FUNDING PRIORITIES



Full results of the 2014 Budget Challenge survey may be obtained at the following link:

[http://wellingtonfl.gov/images/stories/departments/Finance/budget/Upcoming%20Year/Budget%20Challenge%20Results%20Summary%2009\\_2\\_14.pdf](http://wellingtonfl.gov/images/stories/departments/Finance/budget/Upcoming%20Year/Budget%20Challenge%20Results%20Summary%2009_2_14.pdf)

# Strategic Plan: 5 Fundamentals

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Wellington's five fundamentals are the long term financial and operational goals that provide the basis for annual departmental business plans which become the Annual Budget and Capital Improvement Plan. Each fundamental has corresponding strategic initiatives, or focus areas, for projects and programs and key measures, all of which position Wellington to realize its vision.

This section shows the projects and programs in place for FY 2015 and their fit with the five fundamentals. The CIP section also provides linkage of capital projects to the strategic plan by project.

## I. Protecting our Investment

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Wellington's infrastructure, which consists of its roads, drainage systems, water and sewer systems, and parks and recreation facilities, are a considerable community investment. Hundreds of millions of dollars have been invested in the community to provide for Wellington's quality of life. This investment has made Wellington the best planned community in South Florida. The quality and service delivery associated with the infrastructure has a significant effect on the quality of life of Wellington's residents as well as contribute to the value of the community. To protect our investment, Wellington prioritizes its five-year plans for capital improvements and infrastructure maintenance, develops fiscally sound policies for future capital investment, and invests in upgrades to systems to provide extra resources and future cost savings.

### UTILITY INFRASTRUCTURE MAINTENANCE & EXPANSION PROGRAM

Almost \$39 million in improvements is underway or scheduled over the next five years for the repair, replacement, ongoing maintenance and expansion of Wellington's potable water system and Wellington's waste water facilities. Improvements include refurbishment of existing sewage lift stations, replacement of force mains throughout Wellington, connecting raw water wells, and improving water storage and re-pump facilities. These programs are designed to improve and repair the aging water and wastewater systems to meet federal regulatory requirements and public safety levels.

### DRAINAGE AND FLOOD CONTROL IMPROVEMENT PROGRAM

Wellington owns and maintains its vast storm water drainage system with state of the art infrastructure to ensure the community water levels are carefully controlled. Wellington's infrastructure includes its canals, pump stations, water control structures, pipes, culverts, and swales. A long-term and annual maintenance program to rehabilitate and improve the drainage system is in place. This includes upgrading pump stations and control structures to make them all "Wi-Fi" and improve control over water levels. Projects will continue to improve conveyance as well as assist with flood prevention. Slip-lining of deteriorated drainage pipe is being scheduled throughout various neighborhoods.



# Strategic Plan: 5 Fundamentals

Funding for a program to improve swale performances in targeted areas remains in the FY 2015 budget for \$150,000. The additional Acme assessment rate of \$30 per unit beginning in FY 2015 goes directly to funding the Acme Renewal & Replacement Program to target flood-prone areas and improve conveyance in canals and is projected to cost \$780,000 per year through 2024.

## ROAD AND PATHWAYS MAINTENANCE PROGRAM

Roads and Pathways Maintenance includes roadway resurfacing, sidewalk and shoulder repairs, maintenance of right-of-ways, curbside concrete repair, guardrail repair or replacement, signage and street lighting. Our goal is to enable safe transportation and maintain safe public walkways throughout Wellington. Wellington maintains approximately 378 lane miles of paved and 53 lane miles of unpaved roads. A pavement resurfacing program exists to assess all roadways in a three-year rotation period. The assessments are performed to determine road and pathway conditions and maintenance is scheduled to comply with the Village’s current policy to maintain 80% of roads at “good” or “better” conditions. Portions of the following roadways or pathways are scheduled for completion by the end of FY 2015: In Fiscal Year 2014, a capital maintenance program for comprehensive sidewalk repairs throughout the

<b>Roads:</b> Southshore Boulevard 120 <sup>th</sup> Avenue Kinglet Terrace & Whimbel Road	<b>Pathways:</b> Greenbriar Blvd Aero Club Drive Big Blue Trace
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Village was initiated and will continue into FY 2015. While ongoing maintenance and repairs are completed through the operations of the Road Maintenance division, the capital maintenance program will address major repairs and improvements that will reduce ongoing maintenance expense and improve sidewalk safety.

## STREETSCAPE

The Village places a very high value on the appearance of our public facilities, particularly our street-scapes. Over the past few years two problems have been developing with the hedges within the Village. The longest standing problem pertains to the limitations on hedge height, however the newest and more aesthetically challenging problem is the pervasive white fly infestation. While most homeowners maintain the hedges along main thoroughfares, not all are maintained to safety or height standards. The capital plan includes funding to design a pilot program for implementation along sections of Forest Hill Boulevard. This project is intended to use existing and proposed elements to reinforce Forest Hill Boulevard as the main street for Wellington and also addresses the necessary treatments for streetscaping of other major roadways in the Village.

## PARKS & GREENSPACE

Wellington parks and green space are among the best in Palm Beach County. There are 894 acres with multiple and varied facilities and Wellington’s level of service (LOS) is twice that recommended. Throughout the Village are trails connecting the parks facilities and equestrian areas. Wellington also has great natural parks and open spaces such as Peaceful Waters Sanctuary and the Marjory Stoneman Douglas Wildlife Preserve (also referred to as the Wellington Environmental Preserve). Both provide a display of a variety of animals and plants native to South Florida. Wellington has implemented a long-term and annual maintenance program to benefit all parks and recreational facilities. Annual plans include ball field renovations, practice and multipurpose field improvements, landscape enhancements,

# Strategic Plan: 5 Fundamentals

resurfacing basketball courts, passive recreation at the environmental preserve, equipment replacement, and field drainage improvements.

## PUBLIC FACILITIES

Wellington takes pride in maintaining its public buildings, maximizing appearance, and working conditions. Green policies have been implemented in all maintenance programs (materials, chemicals, supplies). Facilities enhancements are continually made to provide our community with the amenities and aesthetic quality that is Wellington’s standard.

Two major projects currently underway are the relocation and expansion of the Tennis Center and the construction of a new Wellington Community Center and its surroundings. In order to expand the popular tennis program, the Tennis Center will be moved from Town Center to a new site on Lyons Road and Stribling Way. The move enables the construction of 5 additional courts, a reduction in court maintenance cost and an increased revenue opportunity for Wellington. The former court site will be transformed into open areas with walkways and pavilions to compliment the Town Center concept and the expanded Community Center. The projects are expected to be complete by spring 2016.



Village leaders recognize the relevance and importance of communications and technology to current and future government operations and service provision. The Communications & Technology Investment program will receive initial funding from the reassigned funding for the Infrastructure Maintenance Program and annual future funding from general revenues, Acme assessment and water and wastewater operating revenues. Annual funding for the program allows the Village to set aside funds to expand and improve communication systems and technology infrastructure such as fiber optic cabling, broadband services, security systems and infrastructure condition assessment programs.

# Strategic Plan: 5 Fundamentals

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## PUBLIC SCHOOLS

The Palm Beach County School District operates six elementary schools, three middle schools and two high schools within the Village of Wellington. Approximately 12,956 youth attend these public schools. Wellington schools are an essential quality of life component for the Village's family lifestyle. Surveys, polls and anecdotal information all emphasize the importance residents place on local schools that provide an exemplary education for their children in a safe environment. The availability of a quality education has a direct effect on property values as well as the future viability of the Village as a family oriented community.

The Village of Wellington has an Education Committee comprised of seven representatives. Each representative is a liaison for approximately two schools. The committee meets quarterly, with special meetings requested as needed.

The Village funds the Keeli Spinelli Grant Program for school programs and equipment for students who are performing below proficiency in reading and/or math. Each of our 11 schools is awarded \$25,000 for a total of \$275,000.

## II. Neighborhood Renaissance

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Wellington is comprised of many different and diverse neighborhoods. Specific approaches are used to preserve and enhance each residential area based upon its respective needs. Neighborhood plans were developed for several Wellington neighborhoods to address their specific needs focusing on improving neighborhood infrastructure, beautification, and public safety.

## SAFE NEIGHBORHOODS

The Safe Neighborhoods mission is to identify social and economic factors that contribute to neighborhood decline and to prepare a set of strategies that will (1) develop a community based movement that restores a safe family neighborhood orientation, (2) engage residents in their neighborhoods; and (3) encourage investments in appearance and the long-term maintenance of neighborhood values. The objectives of this initiative are as follows:

- Build a structure to maintain communication between Wellington, organizations, residents, and neighborhoods and create positive perceptions of neighborhoods
- Unite neighborhoods through community groups, forums, services, education, and outreach programming
- Work with Community Oriented Policing to implement action plans and use police data to analyze and address trends in neighborhoods
- Support the development of infrastructure and neighborhood improvements including road closures, road paving, fencing, sidewalks and lighting
- Maintain community partnerships including the Citizens Volunteer Organization; crime watch groups; county non-profit organizations such as Paint Your Heart Out; homeowners associations; religious organizations and local chambers of commerce
- Improve neighborhood beautification through clean-up events organized by non-profit groups, residents, and organizations

# Strategic Plan: 5 Fundamentals

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## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Wellington receives CDBG funds directly from the U.S. Department of Housing and Urban Development (HUD). The annual appropriation from HUD is over \$225,000 and depends on the level of funding appropriated for the CDBG program nationally. Federal restrictions mandate CDBG funds be used to meet at least one of three primary national objectives:

- Activities benefiting low-to- moderate-income persons
- Activities which aid in the prevention or elimination of slums or blight
- Activities designed to meet community development needs having a particular urgency

One of the most efficient and least administratively burdensome use of the funds has historically been to use the funds to install or repair needed infrastructure such as sidewalks, lighting, and drainage improvements in qualifying residential areas. This will allow Wellington to utilize the funds that were originally earmarked for those improvements for similar purposes, such as bringing qualifying residential properties up to code. This will assist Wellington in leveraging the impact of the CDBG funds while assisting with overall redevelopment.

## RESIDENTIAL RENAISSANCE OVERLAY ZONING DISTRICT (RROZD)

In 2010, the RROZD was adopted by the Wellington Village Council. The structural issues highlighted by the hurricanes of 2004 and 2005 were compounded by the impacts of what is now being called the “Great Recession” of 2007-2009. Foreclosure rates were generally high in Wellington and hit some multi-family neighborhoods even harder. Some subdivisions had foreclosure rates as high as fifty percent. Property owner associations were not collecting assessments, and what had been moderate maintenance issues became major problems. The RROZD was developed as a means to provide incentives for area appropriate redevelopment in the specified neighborhoods. The adopted ordinance established incentives for the redevelopment of specific neighborhoods. Those incentives included: bonus residential density for standard housing units, senior housing units and LEED-ND certified development or redevelopment.

## AGING IN PLACE

Wellington seniors have expressed a desire to downsize from their existing homes; however, suitable replacement housing is not available within the community. As Wellington residents age, so does the housing stock. Many seniors living on reduced and fixed incomes will face hardships with overall maintenance and upkeep demands of existing homes including retrofits to allow for handicap accessible railings, bathrooms and ramps, etc. Current strategies to address these issues are:

- CDBG funded Senior Home Repair Program
- Senior Transportation and Rides Program
- Wellington Seniors Club
- Senior Symposiums to begin mobilizing resources to enhance quality of life for our aging population
- Expand upon Senior Services offered through the Community Services Department

## CODE COMPLIANCE AND NUISANCE ABATEMENT

The attractive appearance and unique character that Wellington is known for can only be maintained by enforcing strict property maintenance standards. These standards include architectural, landscaping and

# Strategic Plan: 5 Fundamentals

signage that directly impacts aesthetics. An increase in the amount of foreclosures in recent years has led Wellington's leaders to create a focus on maintenance of vacated properties.

The main initiatives put forth by the Council to increase the level of code compliance: maintenance and appearance of commercial and multi-family developments; community appearance including yard waste, vegetation, parking issues, and rental dwelling licensing that ensures maintenance of rental facilities. The Nuisance Abatement team partners with Code Compliance under the Safe Neighborhoods Initiative to enforce restrictions and work with residents to provide maintenance and address potential safety hazards.

## III. Responsive Government

In an effort to provide residents with a responsive government that is accountable and provide services that residents need, Wellington is continuing to fund or further develop the following initiatives for the coming fiscal year.

### E-SERVICES

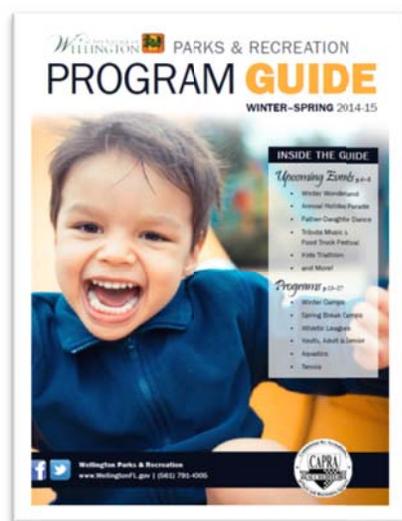
Wellington is striving to be the most user friendly government in the United States. To this end, we are working to make as much information and as many resources as possible available electronically. We have added the Open Wellington and OpenGov financial portals, the Browse Aloud website reading feature, and have made the directory of services information searchable. In progress are upgrades to the citizen contact center, easy-to-use maps, and transitioning all of our forms to electronic submittal forms.

### RECREATION & COMMUNITY PROGRAMMING

Wellington is home to over 25 parks and offers an abundance of recreational opportunities for all residents. The commitment is evident in the high level of service standards set forth in the Comprehensive Plan of 10 acres of open space per 1,000 residents. In October 2014, the Parks & Recreation Department again received the prestigious National Recreation and Park Association's CAPRA Accreditation for excellence in park operation and service. Wellington is proud to offer expanded recreational and cultural opportunities for the community each year.

### EMERGENCY MANAGEMENT

Wellington's emergency management plan follows the Incident Command System (ICS), which is the fundamental component of the National Incident Management System. Staff completed a Comprehensive Emergency Management Plan to provide for preparation, response, recovery and continuity of service for disaster conditions resulting from a hurricane or other hazards that threaten the lives and property of Wellington residents. The plan provides for and organizes the preparatory and protective measures to be taken to minimize or prevent personal injury and property damage while continuing to provide the highest level of service to



# Strategic Plan: 5 Fundamentals

residents and employees during the recovery phases. The plan also includes a Continuity of Operations element to ensure services are restored as safely and quickly as possible.

## STATE ROAD 7/441 CORRIDOR

The State Road 7 Corridor that impacts Wellington is generally the portion from Southern Boulevard on the north to Lake Worth Road on the south, a span of approximately 4.25 miles.

Forty-five percent of the frontage for the overall corridor is developed with retail uses; thirty five percent is residential, eight percent is developed as offices and the Wellington Regional Medical Center, seven percent is developed with institutional uses (schools, churches, etc.) and only five percent is not currently developed or part of a vested project. Undeveloped/uncommitted properties are almost all located within two land masses. There are approximately 110 acres of land in a single mass along the west side of the roadway between the Hospital and the Black Diamond community in what is referred to as the Medical Arts District. The K-Park property is a 70 acre Village owned property located at the southwest corner of the intersection of State Road 7 and Stribling Way.

K-Park and the Medical Arts properties are the only two large land areas along the State Road 7 corridor available for large scale economic development and/or community facilities or other uses that would benefit Wellington. The overall character of State Road 7 has already been set and would not be substantially altered by whatever the ultimate land use decisions are for the remaining property. That does not diminish the importance of the choices that are made for the 2 remaining major land areas. Any decision(s) made have the potential to significantly enhance or diminish the viability of the surrounding uses and overall community interests and would be the most important land use decisions left to be made for Wellington.



Proposals for development of the K-Park property are currently under consideration by the Village Council. Proposed uses include housing, retail and office space, an entertainment complex, recreational areas and a job center or a combination thereof.

## GOLF COURSES

Wellington has four fully operating golf courses, one partially operating course and two courses that are closed. Golfing is trending downward nationwide and the number of golfers and the number of rounds played annually continues to decline. Local governments are faced with the problem of what to do with defunct golf courses. A defunct course presents issues for the entire community including maintenance and aesthetics, loss of community amenities, debate over redevelopment, and potential loss of open space/recharge/retention areas.

# Strategic Plan: 5 Fundamentals

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The challenge of golf course reuse/redevelopment is daunting for local governments, and golf courses that are an integral part of a residential property are even more challenging. Homeowners who purchased residences on golf courses expect to be adjacent to a golf course. Whether or not the use as a golf course is dedicated in the homeowners association documents, converting the golf course to another use (even if it's recreational) is not an easy task. Unless the new use is recreational, a comprehensive land use plan amendment would be required along with a master plan amendment. If the local government elects to acquire a defunct golf course there are difficult community choices that need to be made. By their nature golf courses are well-suited to be repurposed as multi-use recreation and field sport facilities. Many local governments choose to own/operate golf courses.

Respondents to the 2014 Budget Challenge survey supported Village's acquisition of a golf course with a preferred use of the land as an open space park. Staff continues to explore and present golf course acquisition and use options to the Village Council in FY 2015.

## IV. Respecting the Environment

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By continuously investigating technological advances, studying environmental indicators, educating the public and working as a team with all concerned agencies, Wellington is taking responsibility for protecting natural resources while reducing environmental impacts.

### GREEN PROGRAMS

Staff strives to identify opportunities to improve energy efficiency and environmental sustainability through its Go Green Programs. Initiatives include participation in the Cash for Cans project, LEED certification of new buildings and maintaining a 75% green cleaning product purchase ratio. Additionally, Wellington receives up to \$100,000 annually from the Solid Waste Authority's recycling sales sharing program to encourage recycling within the Village.



### WI-FI EXPANSION

Under the Wi-Fi Expansion project, Wi-Fi radios have been added to lift stations to enable facilitated communications and telemetry systems are expanded within the surface water management system. Wireless cameras in parks and at heavily used intersections are also being installed to improve public safety.

### EQUINE WASTE AND ENVIRONMENTAL PROGRAM

Wellington has modified the code of ordinances, Article V – Stormwater Quality Management, to improve the Best Management Practice (BMP) designed to further enhance flood attenuation, improve water quality and provide additional storage of surface water. The program's goal is to further reduce nutrient concentrations and other pollutants that potentially may enter the regional storm water systems.



# Strategic Plan: 5 Fundamentals

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This goal is consistent with, and complimentary to, other State and Federal efforts to improve water quality in South Florida and the Florida Everglades.

- Annual inspections of manure bins are an important aspect to the BMP's. Strategies for improving our manure bin inspection rate are currently being analyzed to determine additional staffing and resources needed to ensure compliance.
- Education can be an important strategy to achieve compliance with water quality standards and best management practices. Wellington has been and will continue to provide public service announcements and update the BMP literature.

## KEY LAND ACQUISITION

As Wellington looks to the future, there are needs and priorities that may best be met by acquiring additional properties. The Village has a need for additional water storage to meet three needs, 1) flood protection 2) water conservation and 3) water quality improvement. Additionally, there are two needs critical to the Equestrian Preserve; a collection and transfer site for livestock waste and a site for equestrian services businesses such as storage, contractor yards and businesses not well suited for placement within the preserve proper.

Three parcels within the Village have been identified as having a public purpose to fulfill some of these needs and may impact future budgets should the acquisition of the lands be approved.

## V. Economic Development

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### TOWN CENTER/MID TOWN

At the heart of Wellington is the Town Center, a 23-acre site and prominently anchoring Wellington's "Main Street". Town Center is home to a gold LEED-certified Municipal Complex, a Patriot Memorial featuring a steel beam from the World Trade Center, Scott's Place (a barrier-free playground for children and parents of all physical abilities), Aquatics Complex, an Amphitheater which can accommodate up to 1,500 people for concerts and community events, and a Community Center (home to a variety of activities open to the general public and about to be razed and rebuilt).

### EQUESTRIAN COMMUNITY

The equestrian community is an integral part of the economic demographic and physical infrastructure of Wellington adding to its unique lifestyle and ambience. Over the years Wellington has made a substantial investment in the special infrastructure requirements to encourage and support these interests: unique legislative protection for the industry; the Equestrian Preservation Area; an optional comprehensive plan element; an Equestrian Overlay Zoning District, a riding trail master plan and numerous water quality improvements. The economic impact of the industry is substantial.

### MEDICAL ARTS DISTRICT

Located at the northwest intersection of SR 7/US 441 and Forest Hill Boulevard, the Medical Arts District is comprised of eight major properties including Wellington's largest private employer, Wellington Regional Medical Center (WRMC) and consists of approximately 210 acres. The District was formally adopted into the Comprehensive Plan in 2009.

# Strategic Plan: 5 Fundamentals

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The existing concentration of medical uses in the immediate area provides an economic engine that can promote further creation of medically-related development. The District was designed to encourage an integrated development pattern consisting of a hospital, medical/ professional offices, congregate living facilities and educational facilities. The district may also include uses such as research/development laboratories, medical manufacturing as well as commercial, retail and hotel uses to support the overall campus. Existing uses in the District are largely consistent with the District vision.

The genesis of the Medical Arts District concept was the idea that any business or industry created in Wellington should be something that is compatible with our character and would be sustainable in the long term. Wellington is, was and will continue to be a predominantly residential community heavily dominated by skilled technical and professional families. There are limited areas that can be developed as job centers, transportation constraints that further limit employment options, and an overriding need to maintain the family or “village” atmosphere. With those constraints in mind, a 20-year plan to cultivate an economic identity focused on medically-related development was adopted.

## BUSINESS-FRIENDLY INITIATIVES

A core component of Wellington’s economic development initiatives is to continue to be a business-friendly community to increase its tax base and employment opportunities. The relationship with the business community starts with Wellington’s government services and is reflected in customer relations. This includes all forms of communication including printed materials, internet information, and in-person. The relationship is being enhanced through additional efforts including business promotions, internet links, and collaborative efforts to recruit and retain businesses.

Wellington’s business development strategy recognizes that in order to work in concert with the business community, local government must be viewed as a partner. The strategy also provides a benefit to the business community by providing a clear understanding of local government’s role in business development and ensuring that the relationship is mutually advantageous.

# Strategic Plan: Funding Objectives

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The two main funding objectives of Wellington’s Strategic Plan are (1) core business and (2) quality of life. Core business is divided into “No Choice” and “Choice.” Choice services are further expanded into “Quality of Life” services. A fourth tier of funding is “Community Add-ons” which are premium selected services which exceed quality of life. Projects and programs are assigned to one of four service tiers, based on its relative priority as a municipal service and its fit with the Mission and Vision.

**No Choice Core** - Services mandated or affected by mandate of federal or state government

**Choice Core** - Core services not required by law, but are a principal municipal function

**Quality of Life** - Choice services which are provided to enhance the customer experience

**Community Add-ons** - Premium selected services exceeding quality of life enhancements

The assignment of the programs and projects into these tiers serves to identify the hierarchy of Wellington’s services into essential core services or services which leaders make a choice to provide to improve customer experience. An essential element of the provision includes support services that are

# Strategic Plan: Funding Objectives

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provided by many departmental divisions within Wellington. Not shown specifically in the hierarchy, but core to its operation and support of all primary businesses are:

- Legal Services
- Financial Services
- Public Records
- Human Resources
- Facilities & Equipment
- Procurement
- Information Services
- Risk Management
- Property & Real Estate Management
- Community Information & Marketing

Management and staff detail the individual services provided by each division; identified as core and non-core services. This detail by division within the Service Business Hierarchy is the basis of Departmental Business Plans and allows for the prioritized allocation of personnel, equipment and operating resources for the FY 2015 budget process.

## STRENGTHS, WEAKNESSES, OPPORTUNITIES AND THREATS (SWOT) ANALYSIS

A step in the strategic planning process is to identify the SWOT for operations improvement. Staff members from all functions prepare SWOT responses during the planning phase of the budget process. SWOT responses are compiled and grouped into like areas to identify the most important issues to stakeholders. Department business plans are then built to leverage strengths and address weaknesses and opportunities.

## CUSTOMERS

A sound business plan identifies the entity's primary customers so that all stakeholders have knowledge of the citizens they serve and can maximize service delivery. The value of each Village service to these customers helped determine its relative ranking within the Service Business Hierarchy. Wellington's Business Plan identifies the following customers by relative impact on services provided.

### PRIMARY CUSTOMERS

- Taxpayers and Ratepayers
- Annual Residents
- Seasonal Residents
- Water Customers
- Business Owners and Businesses: Current and Future
- Equestrian Community

### SECONDARY CUSTOMERS

- Homeowners
- Tourists and Guests

- Community & Service Organizations
- Wastewater Customers
- Developers
- Landlords and Renters

### OTHER IMPORTANT CUSTOMERS

- Youth
- Seniors
- Schools
- Sports Associations
- Other Municipalities
- Legislators

## DEPARTMENT BUSINESS PLANS

Department business plans outline the functions, goals and performance expectations of the operating divisions. These plans are aligned with the Strategic Plan as part of the budget preparation, review and monitoring cycle. In the annual budget process, departments build from their core business services to determine what resources were needed to perform their specific services. Selected components of the department plans are shown in the Department Plans section of this document.

# Goals

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Departmental goals that are aligned with Wellington's five fundamentals are presented in the Department Plans section. Action plans are developed for short term objectives that will achieve the goals of each functional area. Performance measures to gauge the success of achieving these objectives are then established and tracked.

## GOALS & OUTCOMES

Wellington's vision and mission are the basis from which broad, multi-year goals and departmental action plans are established and maintained. As the goals and objectives set forth in the Comprehensive Plan were achieved, leaders recognized the need to develop a short and long-range strategy for achieving the mission and vision.

Departments biannually review their business plans to align with the Village-wide goals. Progress toward achieving Comprehensive Plan goals and strategic goals are reported in the biannual update process. Progress toward the policy and management actions are reported in weekly status and project management reports. Every item presented to the Village Council for public discussion is aligned with the Village's five fundamentals.

The budget planning and development process involves the setting of goals and objectives for the new fiscal year while evaluating the achievement of prior years' goals and objectives. To provide an assessment method, departments and divisions established a series of measures derived from the workload inputs and outputs performed by each area. Workload Indicators are quantified and reported to determine the level of service required of each division and to provide the data to track resources used, productivity and quality of service evaluation.

Each year, Wellington's management and supervisors may realign their workload indicators and performance measures to better reflect overall Village-wide key outcomes and individual department objectives. Many of the measures shown in the Department Plans section are indicated as new or not measured reflect the ongoing realignment of performance measures to shifting external conditions that lead to changes in key measurements.

Each type of measure is significant within the performance measurement system. Where outcomes are of universal concern to all stakeholders, input and output measures are important workload indicators that are monitored to determine needed resources. Monitoring of efficiency and effectiveness measures; such as cost of operations and timeliness of service delivery allows for agile adjustments to maximize resource use and service quality.

As Wellington progresses with a performance reporting system for internal and external stakeholders, a variety of indicators and measures are incorporated. This ensures the data is useful and relevant to differing users. In addition to the specific measures provided in the department summaries herein, below are two examples of key indicators used to determine our success in achieving our strategic goals.

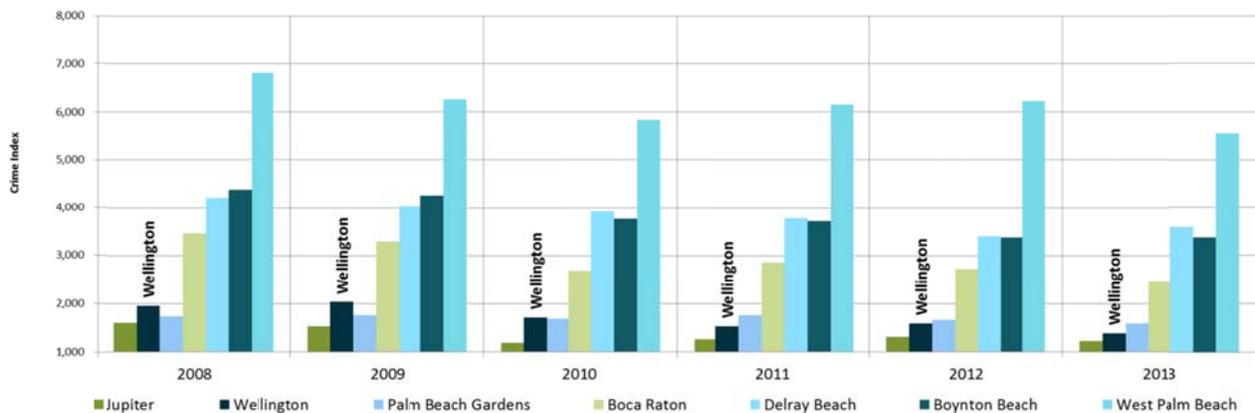
# Metrics

## RESPONSIVE GOVERNMENT: CUSTOMER SERVICE



The Customer Satisfaction Index is derived from the customer satisfaction measures in several areas: Recreation, Solid Waste and Customer Service collect satisfaction data through online, written and oral customer surveys. Wellington continues to sustain a high level of customer satisfaction from year to year.

## NEIGHBORHOOD RENAISSANCE: PUBLIC SAFETY TOTAL INDEX CRIME – TOP 7 CITIES



Source: Uniform Crime Reports Program; Florida Department of Law Enforcement

The Total Index Crime indicator shows data provided by the Uniform Crime Reports Program of the Florida Department of Law Enforcement for Wellington and six similar cities in Palm Beach County. Wellington’s total annual index crimes (including violent and property crimes) are the second lowest of the comparison cities.

Key Performance Measures or indicators for tracking action plan achievement and effectiveness are shown by strategic fundamental in the table below. You will find charts for these measures throughout the budget document: Economic Outlook shows indicators used in budget development and departmental measures are shown in the Department Plans section.

# Metrics

## SELECTED MEASURES FY 2014-15

Fundamental	Measures
<b>Protecting our Investment</b>	100% Water Quality Compliance, Water Loss Percent, Canals Cleaned, Expenditures on Park Maintenance, Road Overlay Rate, Facility Maintenance Work Orders
<b>Neighborhood Renaissance</b>	Neighborhood Enhancement Grant Awards, Foreclosure Rates, Property Values, Code Compliance Caseloads
<b>Responsive Government</b>	Crime Rates, Number of Customer Complaints, Program Participation Rates, Time it Takes to Restore Services after a Natural Disaster, Building Permit Timing, Professional Association recognition, Use of eServices
<b>Respecting the Environment</b>	100% EPA Compliance, Reduction in electric costs, Participation in Go Green Initiatives, Outcomes of Go Green Projects
<b>Economic Development</b>	Unemployment Rates, Professional Centre Lease Rate, Business Licenses Retained & Issued, Business participation in eServices

# Accomplishments

The progress toward achievement of Wellington’s vision and mission is also measured by the completed multi-department projects and individual accomplishments of each of the Village departments and divisions. While detailed for each department in the Department Plan section, below are some selected accomplishments over the last 18 months.

### PROTECTING OUR INVESTMENT

- Public Works implemented a preventative maintenance program utilizing Sungard/Naviline Word Request/Facility Maintenance module and portable electronic devices
- Aquatics & Sports Fields renovated multi-purpose Fields 1-5 and walking trails at Village Park, installed new batting cages at Community Park and replaced shade structures at Olympia Park
- Landscape Maintenance implemented a blown-in mulch program, enhanced nine (9) neighborhood entryways and planted over 224 trees Village wide in-house and 617 additional trees in conjunction with Engineering projects
- Roads Maintenance completed 11.2 lane miles of roadway resurfacing
- Surface Water Management rebuilt three stormwater pumps at pump station #3, cleaned and resloped nine miles of canals, and cleaned and inspected approximately 8,000 LF of existing storm drain lines
- Neighborhood Parks completed major park renovations at Foresteria, Summerwood and Dorchester, completed 6 out of 26 irrigation system upgrades, installed new wash down area for pets and French drain system at Greenbriar (Dog) Park

# Accomplishments

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- The Utility department completed the Goldenrod water/sewer relocation, rehabilitated nine lift stations and replaced the Block Island water main replacement
- Financial Services received awards for excellence in reporting of the Comprehensive Annual Budget, Budget in Brief, Comprehensive Annual Financial Report and Popular Annual Financial Report and increased annual purchasing card rebates to over \$90,000
- The Building Department completed over 11,000 reviews, 33,000 inspections and issued over 6,000 building permits

## NEIGHBORHOOD RENAISSANCE

- Community Services increased Neighborhood Watch groups by 46%, completed the Neighborhood Enhancement Cluster Mailbox project and partnered with the Palm Beach County School District and Wellington Education Committee to create a summer reading incentive program with local businesses
- The CDBG Program provided 26 Wellington youth with summer camp scholarship assistance, provided ADA compliant sidewalk ramps/approaches at over 80 locations throughout Wellington and implemented a senior housing rehab program to assist low-to-moderate income seniors make repairs to their home

## RESPONSIVE GOVERNMENT

- The Wellington Parks & Recreation Department again received the national accreditation from the commission for Accreditation of Park and Recreation Agencies (CAPRA), becoming one of only eighty-eight agencies in the country and nine cities in the State of Florida currently holding national accreditation. The department was also recognized with 3 Gold, 2 Silver, and 1 Bronze FFEA SUNsational Awards for Event Partnerships & Marketing
- Technology Services installed 2 new virtual storage units to consolidate data and improve disaster recovery, migrated email to improve reliability and consolidated 5 servers down to 1 for data protection and instant recovery
- The Wellington sheriff's office achieved a 21% decline in vehicle burglary, a 19% decline in retail theft, decreased residential burglary by 5.3% and reduced domestic violence cases by 23%
- Construction & Engineering managed completion of the Forest Hill Blvd and Stribling Way Turn Lane, Village Park Gym Renovations, 50th Street West & East Improvements and installation of the Tiger Shark Cove Shade Structures
- Legal Services completed a successful transition to in-house legal with significant savings and improved communication with the Village Council
- The Village Clerk inventoried and disposed of over 4,000 boxes of Village records and eliminated the off-site storage contract for cost savings
- Human Resources was instrumental in the Village receiving the Gold Level Fit Friendly Worksite award by the American Heart Association for its employee wellness programs

# Accomplishments

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## RESPECTING THE ENVIRONMENT

- Building Maintenance installed (relamp) LED lights at Village Park Gym 1 & 2
- Fleet Maintenance installed a propane fueling station
- Environmental Services converted to environmentally sound (“Green”) mosquito control products
- Solid Waste division installed a solar powered trash compactor at Village Park and implemented a recycling program at Equestrian Trails Elementary School
- Planning & Zoning completed the bicycle, pedestrian and alternative pathways master plan

## ECONOMIC DEVELOPMENT

- The Professional Centre staff achieved an 85% occupancy rate and partnered with Financial Services to centralize and automate billing and accounts payables, allowing staff to focus on process improvements that benefit tenants

# Legislative Impacts

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Enacted legislation may create significant impacts on the annual budget of local governments. Proposed legislation is tracked throughout the budget development phase and analysis is completed to forecast potential budget impacts. In addition to the property tax legislation described in the Executive Summary and annual pension plan legislation that create major fiscal impacts on local governments, some recent statutes and administrative rules which will continue to affect budgetary and policy decisions are described.

The Land Development Regulation (LDR) contains the rules that implement the land use vision included in the Comprehensive Plan. Chapter 163 of the Florida Statutes requires that a local comprehensive plan be evaluated at least every seven years in a process known as the Evaluation and Appraisal Report (EAR). The EAR process requires local governments to evaluate the effectiveness of each element, prepare revised population projections, and reassess land use, transportation, and other facility needs based on updated population projections. In addition to the assessment of each element, the EAR must address major planning issues that have occurred since the Comprehensive plan’s initial adoption.

Over the past few years, Florida has enacted legislature impacting how future growth will be managed in Wellington and throughout the State, including changes to the role of the Comprehensive Plan. Key was the transfer of responsibility of growth management from the state to local governments. The requirement to submit Comprehensive Plan changes to the state annually was eliminated; while local governments must still review their plans but only once every seven years and primarily to determine if changes in State requirements necessitate any changes to local Comprehensive Plans.

Additionally, The Department of Economic Opportunity (DEO) was created in 2011 by the Florida Legislature to develop a Strategic Plan that would encompass “the promotion of business formation, expansion, recruitment, and retention . . . which lead to more and better jobs and higher wages for all geographic regions . . . realistic policies and programs to further the economic diversity of the state, its regions, and their associated industrial clusters.”

# Legislative Impacts

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Legislation has also provided for needed two-year permit extensions received either from the Department of Environmental Protection or a water management district, such as the South Florida Water Management District or via Senate Bill 360. As it relates to Developments of Regional Impact (DRIs), legislation retained the DRI exemption in Dense Urban Land Areas, eliminated industrial, hotel/motel, and movie theaters from DRI review. It also provides for a four year extension to commencement, phasing, build-out and expiration dates and mitigation requirements upon request. Concurrency is also no longer required by the State for transportation, public schools, and park/recreation, but is left to local governments.

# Economic Impacts

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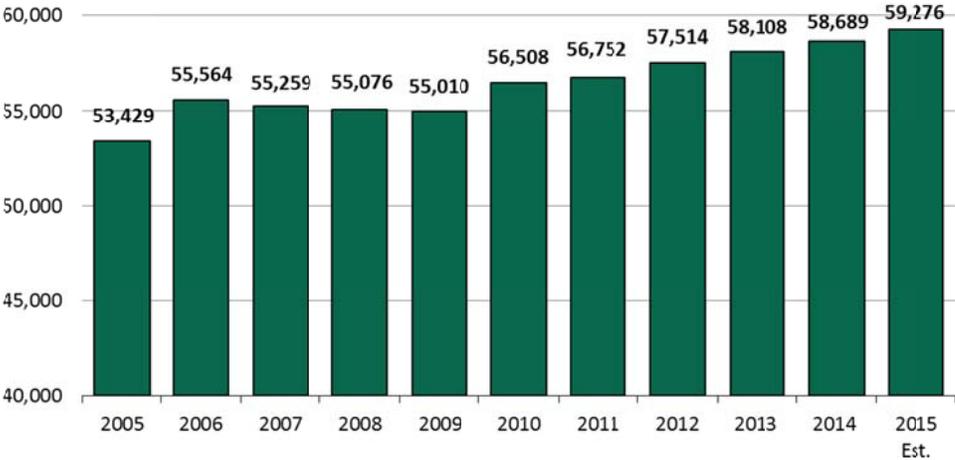
Positive signs that the national and local economies are in economic recovery are in evidence. Wellington has experienced annual increases in average residential market values since 2009, unemployment levels were relatively stable and new businesses have set up operations in Wellington.

Wellington continues to strategically invest in its Neighborhood Renaissance & Economic Development Initiatives to help stimulate the local economy and improve property values. To better gauge the return on its investment and the return on stimulus funds obtained as part of the American Recovery and Reinvestment Act, Wellington continues to carefully monitor the marketplace seeking information from all available resources to make responsible and timely fiscal decisions. This section looks at some of the information utilized in forecasting budget revenues and expenditures for the 2015 fiscal year and for subsequent years.

Population estimates based on the U.S. 2010 Census place Wellington’s population at 59,276 in 2015, representing a 1% annual increase and an 11% increase from 2005. The local population is expected to expand at about 1% every year.

## WELLINGTON 2005–2015 HISTORICAL AND PROJECTED POPULATION (TOTAL PERMANENT POPULATION)

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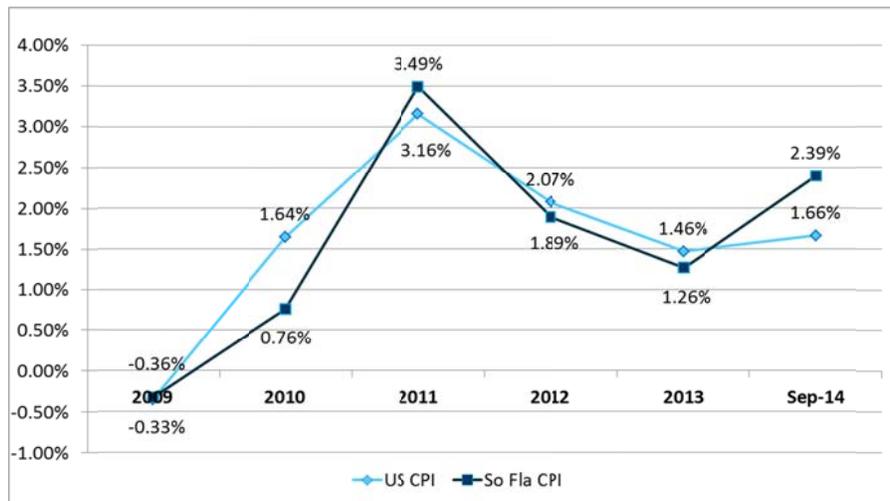
Source: Bureau of Economic & Business Research for historical population

# Economic Impacts

The following charts illustrate other important economic trends that impact revenues and expenditure estimates. Also provided are some of the assumptions generated from the accumulated data impacting budget decisions for FY 2015 and into the future.

The overall Consumer Price Index (CPI) for South Florida has significantly increased since last year and currently is higher than the national average.

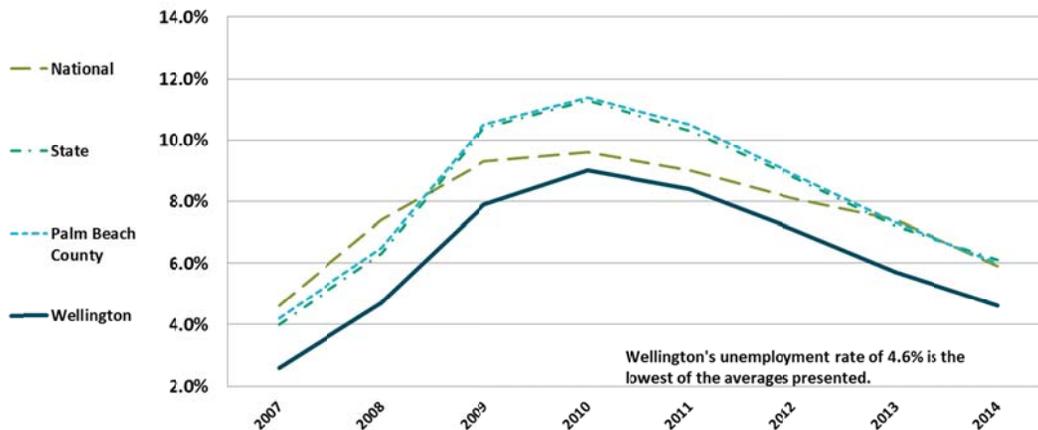
## CPI UNITED STATES VS. SOUTH FLORIDA



Source: Bureau of Labor Statistics

The Wellington unemployment has steadily decreased since reaching its height in the beginning of 2011 and remains lower than the national, state and county rates.

## NATIONAL, STATE, AND LOCAL UNEMPLOYMENT TRENDS

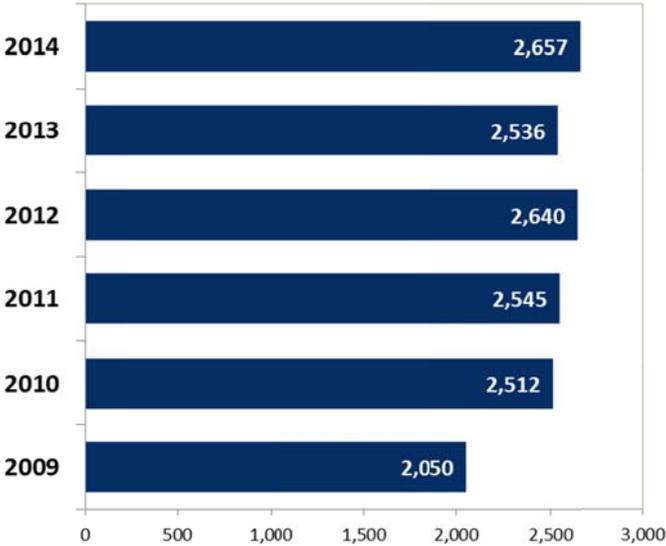


Source: Bureau of Labor Statistics

# Business Environment

Wellington continually seeks to attract and retain businesses, the majority of which are in the retail, professional, medical, and insurance categories. With the goal of creating family-sustaining jobs through business startups, expansions, or by relocating to Wellington is seeing positive results. The following chart shows the number of business tax receipts for Wellington-based businesses grew annually until 2008 and 2009 when the economy shrank. The sharp rises in 2010 through 2012 continued high totals through 2014 indicate recovery as well as an increased emphasis on collection.

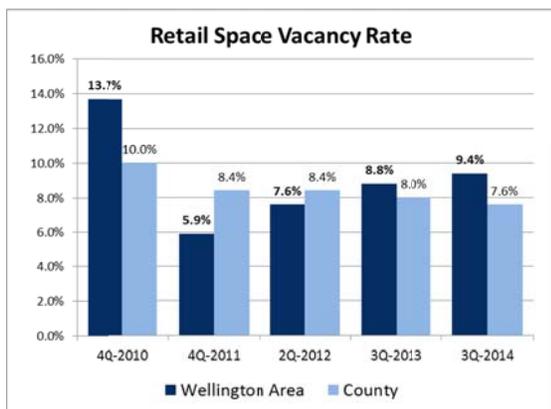
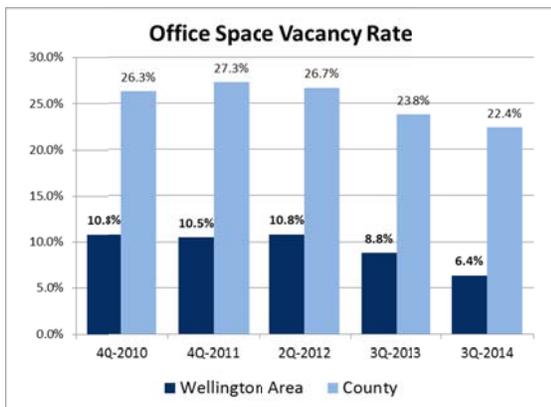
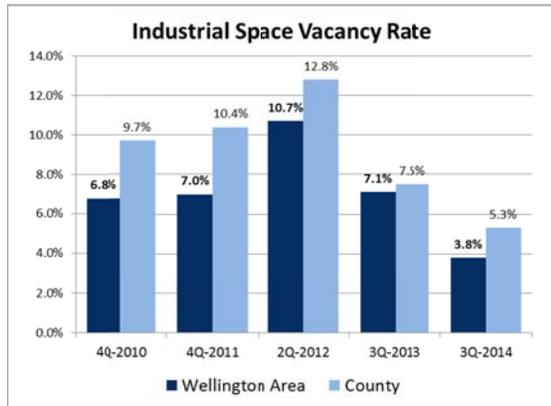
## WELLINGTON BUSINESS LICENSES BY YEAR



*Wellington Regional Medical Center*

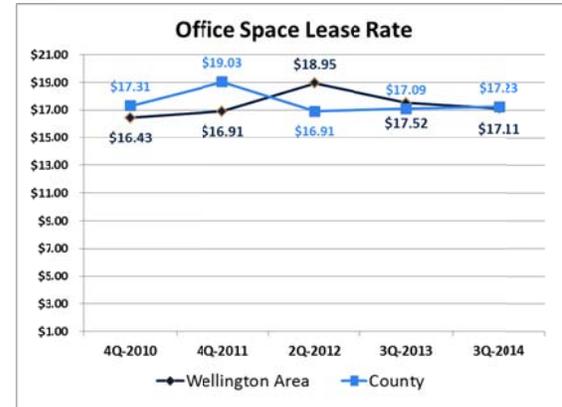
# Business Environment

## VACANCY RATES



Source: CB Richard Ellis Local Market Reports

## AVERAGE LEASE RATES PER SQUARE FOOT



Source: CB Richard Ellis Local Market Reports

The vacancy rate of area business space is an indicator of the local business environment and the area's competitiveness as compared to other municipalities. Wellington's industrial and office vacancy rates are the lowest since 2010 and lower than compared to Palm Beach County as a whole; however, vacancy rates were higher in the retail market compared to the same time last year. Industrial and space saw a drop in vacancy rates.

Lease rates within Wellington have continued to remain competitive with Palm Beach County. Looking ahead, Wellington will continue to monitor economic development efforts utilizing all of the economic indicators to effectively measure progress.

# Business Environment

## New Business Development

As one of the region’s strongest employment bases, job opportunities within the healthcare industry continue to grow. The Medical Arts District currently consists of a multitude of uses including the Wellington Regional Medical Center: a 239 bed, full service acute care community hospital. Since its inception in 1986, the hospital has added many new services and programs, including a state of the art obstetrical unit, postpartum unit, Regional Cancer Center, expanded Emergency Department and Pain Care Center. Additional office buildings have been added and more are planned. Wellington continues to work with the private sector and Palm Beach County’s Economic Development Office to bring new businesses to Wellington, including the areas of biomedical research and education.

Another important business to the western communities is the equestrian industry. As part of Wellington’s economic development efforts, a master plan is being created focusing on the economic impact of the industry along with a plan on how to retain, strengthen and even further expand the equestrian element. Approximately two-thirds of Palm Beach County’s equestrian industry is located in the region: including horse farms, tack stores, stables and feed stores. Wellington’s equestrian venues include international polo events and the annual Winter Equestrian Festival, attracting a high level of competitive participants for dressage and show jumping.

## Housing Trends

The primary land use in Wellington is residential (52%), making housing statistics and forecasts an integral element of municipal revenue estimates and projections. Home values, occupancy rates, sales and foreclosures are evaluated to determine the impact on current levels of service and future needs.

According to the 2010 U.S. Census, there are 22,658 housing units within Wellington. Of the total, 19,659 (86.7%) are occupied year-round, 1,508 are seasonally occupied (6.7%) and 1,518 (6.7%) are considered vacant. Of the 19,659 occupied homes, 15,395 (78.3%) are owner occupied and 4,264 (21.7%) are rentals.

### MEDIAN HOME PRICES



Source: US Census Bureau American Communities Survey

# Projections

## THREE YEAR GROWTH PROJECTION

	Actual			Projection		
	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
Population	57,514	58,108	58,689	59,276	59,869	60,467
Growth Rate	1.34%	1.03%	1.00%	1.00%	1.00%	1.00%
Computed Acres	25,754	25,756	25,827	25,827	25,827	25,827
Taxable value (000's)	5,321,077	5,399,944	5,738,067	6,310,167	6,646,012	6,933,900
Growth in taxable value	-1.14%	1.48%	6.26%	9.97%	5.32%	4.33%
New Construction (000's) <sup>(1)</sup>	5,073	61,489	85,189	146,540	88,508	52,229
<b>UTILITY GROWTH ASSUMPTIONS</b>						
Number of Accounts <sup>(2)</sup>	19,929	20,053	20,169	20,371	20,574	20,780
Account Growth Rate	0.7%	0.6%	0.6%	1.0%	1.0%	1.0%
Annual Water Sales						
Gallons sold (000's)	1,908,920	1,988,370	1,846,230	1,855,461	1,864,738	1,874,062
Growth Rate <sup>(3)</sup>	3.7%	4.2%	-7.1%	0.5%	0.5%	0.5%
Utility Rates:						
Avg. Monthly Residential Bill	\$57.73	\$57.73	\$59.48	\$59.48	\$60.67	\$62.49
Net Change from Prior Year	7.5%	0%	3%	0%	2%	3%
<b>SOLID WASTE GROWTH ASSUMPTIONS</b>						
Customers (at year end)						
Curbside Units	20,302	20,522	20,661	20,868	21,076	21,287
Annual Growth Rate	0.9%	1.1%	0.7%	1.0%	1.0%	1.0%
Rates (Annual Assessment)						
Residential Curbside	\$160	\$160	\$160	\$160	\$165	\$167
Residential Containerized	\$125	\$125	\$125	\$125	\$130	\$132

<sup>(1)</sup> Includes new homes, commercial and reappraisals. New homes are placed on the tax roll one year after receiving their Certificate of Occupancy

<sup>(2)</sup> Reflects accounts served; total units and equivalent residential connections is higher

<sup>(3)</sup> Rate change based on combined water and wastewater revenue analysis

## Revenues and Expenditures

The accompanying projections of revenues and expenditures demonstrate how current economic trends, coupled with the Village's financial policies, may influence future cash balances and tax levies. As with any projection, known quantities, such as actual revenues and expenditures, interact with a set of key assumptions to determine a possible scenario. The number of unknowns in this analysis tends to reduce its validity in the longer term. Additionally, while this financial projection is intended to advise decision makers on the current and potential financial conditions of the village, it does not represent a legal obligation.

# Projections

## PROJECTION ASSUMPTIONS FY 2015 – 2020

	FY 2015 Budget	Five Year Forecast 2016/2020
<b>GOVERNMENTAL REVENUES</b>		
<b>Ad Valorem Taxes</b>	Millage (2.45 mills) on tax base of \$6.31 billion per Property Appraiser. Assumes 95% collections and use of fund balance	Increase in assessed value of 3% annually plus new construction
<b>Non Ad Valorem Assessments</b>		
Acme Improvement District	Drainage assessment fee of \$230 on 25,827 units. Assumes 95% collections and use of \$311,000 in fund balance	2% - 7% annual growth in projected non-ad valorem assessment rates for maintenance and operations
<b>Franchise Fees</b>	Based on projected YE 2014 revenue and adjusted to recent trend	2% Annual Growth
<b>Utility Taxes</b>	Based on projected YE 2014 revenue and adjusted to recent trend	Trend growth of 2% - 4% annually
<b>Communication Service Tax</b>	State Estimate	Average annual reductions in revenue of 1.5%
<b>Intergovernmental</b>	State Estimate	1-2% Annual Growth
<b>Federal/State/County/Other Grants:</b>	Arise from corresponding projects	No Projection to be conservative
<b>Fines &amp; Forfeitures</b>	Based on projected YE 2014 revenue	Trend Growth through 2017 with slight annual contraction thereafter
<b>Permit Fees</b>		
Building Permits	Based on department projection	Flat through 2018 with annual contraction thereafter
Other Permit Fees	Based on projected YE 2014 revenue	Flat through 2018 with annual contraction thereafter
Land Development Fees	Based on projected YE 2014 revenue	Flat through 2018 with annual contraction thereafter
Public Works Inspections	Based on projected YE 2014 revenue	Flat through 2018 with annual contraction thereafter
<b>Licenses</b>		
Burglar Alarms	Based on projected YE 2014 revenue	No change projected
Business Tax Receipts	Based on trend and economic forecasts	Trend Growth of 2% - 4% annually
<b>Charges for Services</b>		
Recreation	Based on detail of revenues by program	Population Growth Rate
Wycliffe	\$173 per computed acre + 25% surcharge	No increase projected to be conservative
<b>Miscellaneous</b>	Based on projected YE 2014 revenue	No change projected
<b>Impact Fees</b>	Based on Building projections times rate	Building Projections and Trending
<b>Interest</b>	Based on reduction of cash balances	Flat or decreasing over five years
<b>Transfer In from Utility</b>	Based on allocation schedule	Utility Revenue Growth Rate
<b>ENTERPRISE REVENUES</b>		
<b>Water</b>	Projected customer growth	Anticipated customer growth rates with an anticipated CPI rate adjustment of 0%-3% each year assumed during the forecast period
<b>Wastewater</b>	Projected customer growth plus out of area surcharge	Anticipated customer growth rates with an anticipated CPI rate adjustment of 0%-3% each year assumed during the forecast period
<b>Standby</b>	Budgeted conservatively below expected YE 2014 collections based on recent historical trends	Reduction in revenues assuming as build out approaches, new plats will be less than the number of new meter installations (overall reduction in standby accounts)
<b>Penalty</b>	Fees charged on approved rate structure	Anticipated customer growth rates
<b>Meters</b>	Budgeted conservatively below expected YE 2014 collections based on recent historical trends	Incremental customer additions
<b>Capacity Fees</b>	New units added to system plus interest earnings on unspent balances	Reduced future customer additions to reflect buildout
<b>EXPENDITURES</b>		
<b>Personnel Expense</b>	Staffing levels requested and benefit increases based on economic data	3-5% wage and benefit increases; 10% medical benefits increase
<b>Operating Expense</b>	Estimated by Department Heads	3-5% growth by type of operating expense
<b>Public Safety (Law Enforcement Only)</b>	Contract Costs	5-8% growth
<b>Capital Outlay &amp; Operating Impacts</b>	Assumes only finishing projects currently in progress and those on the five-year CIP	Assumes only finishing projects currently in progress and those on the five-year CIP
<b>Debt Service</b>	Per debt service schedule	Per debt service schedule; no additional debt issuance in forecast
<b>All Other</b>	Per contracts and expected CPI	1-5% growth

# Projections

The next chart shows a five-year forecast of revenue and expenditures for general government operations based on currently known events for which estimates are available. Therefore, the projections are largely based on growth assumptions. It is important to note the following significant items not included:

- New services, programs or departments other than those included in the current year budget
- New revenue sources except for those included in the current year budget
- Unresolved issues in the current year budget
- Annexations or changes in boundaries or service areas
- Future tax reform mandates by the State of Florida

## 5-YEAR FORECAST OF REVENUES AND EXPENDITURES – GOVERNMENTAL

	Budget	Five Year Projections				
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
<b>Governmental Revenues</b>						
Taxes – Ad Valorem	\$14,686,913	\$15,674,595	\$16,138,653	\$16,744,375	\$17,349,150	\$17,942,901
Taxes – Non Ad Valorem	5,643,200	6,117,050	6,362,012	6,473,797	6,606,448	6,765,771
Utility Taxes	4,040,000	4,234,699	4,346,248	4,413,280	4,536,576	4,549,200
Franchise Fees	3,250,000	3,738,848	3,813,625	3,889,897	3,416,933	3,967,695
Local Communication Service Tax	2,500,000	2,561,757	2,524,365	2,499,966	2,680,823	2,477,323
Intergovernmental	7,220,335	7,882,016	8,080,822	8,465,327	8,880,234	9,313,118
Licenses and Permits	3,570,000	3,837,087	3,882,496	3,847,919	3,788,159	3,672,267
Charges for Services	2,306,745	2,673,150	2,805,245	2,887,940	2,954,658	2,989,173
Miscellaneous	1,362,000	1,691,924	1,823,223	1,814,920	1,817,004	1,840,257
Interest	200,000	336,220	322,622	343,425	363,389	383,870
Impact Fees	900,000	660,610	594,549	535,094	470,698	385,812
Transfers In - Debt Service	1,207,539	1,210,053	1,211,074	1,215,604	1,208,455	0
Transfers In - Other	4,357,327	6,208,343	6,550,519	6,684,856	6,714,827	5,914,023
Indirect Cost Allocation	3,607,000	3,861,059	3,821,205	3,786,764	3,758,346	3,736,147
Appropriation of Reserves at Constant Millage	1,712,461	0	0	0	0	0
<b>Total Revenues</b>	<b>\$56,563,520</b>	<b>\$60,687,411</b>	<b>\$62,276,657</b>	<b>\$63,603,164</b>	<b>\$64,545,699</b>	<b>\$63,937,556</b>
<b>Governmental Expenditures</b>						
Personal Services	\$22,026,311	\$22,688,255	\$23,350,959	\$24,035,228	\$24,810,538	\$25,614,493
Operating	20,652,272	21,739,787	22,423,050	23,127,031	23,884,700	24,670,545
Capital Outlay	5,342,000	6,045,986	6,070,535	5,973,478	5,979,187	6,056,557
Debt Service	1,207,540	1,210,053	1,211,074	1,215,604	1,208,455	0
Transfers	7,260,167	7,379,156	7,613,466	7,892,292	8,109,529	6,346,206
Increase to Reserves	75,230	1,570,367	1,553,765	1,305,724	499,484	1,195,948
<b>Total Expenditures</b>	<b>\$56,563,520</b>	<b>\$60,633,603</b>	<b>\$62,222,849</b>	<b>\$63,549,357</b>	<b>\$64,491,891</b>	<b>\$63,883,749</b>

Revenue projections in the financial plan are conservative, which ensures that public services will be provided, even if revenues fall short of projections. In cases where expenditures exceed revenues, rates may be increased, fund balances may be appropriated to the extent they are available, or Wellington

# Projections

may elect to issue debt to avoid the levy of additional taxes. The revenue and expenditure figures for all years have been adjusted to negate the effects of internal transfers and may differ from numbers presented in other sections of the budget.

## UTILITY SERVICES

The projection of utility services area needs is critical, since rates and charges for such service account for the majority of the total revenues in any given fiscal year. If growth is not realized due to a decrease in development or reduced water sales due to such factors as increased customer awareness of the need for water conservation, the ability to meet the financial requirements of the utility may be dampened. The number of customers receiving service in the future is based on planning projections prepared by internal departments predicated on estimates of known or anticipated construction within the utility service area. As can be seen in the growth projections chart, it is expected that the utility service area will incur some gradual growth during the next few years as Wellington approaches a build-out situation. The amount of water and wastewater consumption is predicated on historical trends in water use, the assumed growth of the utility system, and normalized weather patterns. The current financial forecast model of the utility indicates that a minor adjustment in utility rates is required each year to fund cost and consumption increases as well as future facility renewal and replacement projects.

### 5-YEAR PROJECTIONS UTILITY ENTERPRISE FUND

	Budget		Five Year Projections			
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
<b>Revenues</b>						
Water	\$10,300,000	\$10,761,448	\$10,807,184	\$10,853,115	\$10,899,240	\$10,945,562
Wastewater	7,700,000	7,970,786	8,004,662	8,038,682	8,072,846	8,107,156
Standby	85,000	78,532	74,605	70,875	67,331	63,965
Penalty	220,000	246,324	250,056	250,759	253,321	254,804
Interest	100,000	170,105	168,404	169,246	170,092	170,943
Other	195,000	242,172	259,601	270,382	274,277	270,984
Capacity Fees & Restricted Income	900,000	638,360	446,824	290,436	174,261	104,557
<b>Total Revenues</b>	<b>\$19,500,000</b>	<b>\$20,107,727</b>	<b>\$20,011,336</b>	<b>\$19,943,495</b>	<b>\$19,911,369</b>	<b>\$19,917,970</b>
<b>Operating Expenditures</b>						
Personal Services	4,531,129	4,691,737	4,845,145	5,004,387	5,169,707	5,341,356
Operating	4,699,332	4,950,503	5,176,025	5,412,250	5,659,695	5,918,905
Capital Outlay	5,808,127	6,120,809	5,381,563	5,534,876	5,727,914	6,029,847
Transfers	1,680,000	2,010,769	2,001,134	1,994,349	1,991,137	1,991,797
<b>Total Operating Expenditures</b>	<b>\$16,718,588</b>	<b>\$17,773,817</b>	<b>\$17,403,866</b>	<b>\$17,945,862</b>	<b>\$18,548,452</b>	<b>\$19,281,906</b>
<b>Non-Operating Expenditures</b>						
Debt Service	26,000	26,780	27,583	28,411	29,263	30,141
<b>Total Expenditures</b>	<b>\$16,744,588</b>	<b>\$17,800,597</b>	<b>\$17,431,450</b>	<b>\$17,974,273</b>	<b>\$18,577,716</b>	<b>\$19,312,047</b>
<b>Funds Available (Funds Required)</b>	<b>\$2,755,412</b>	<b>\$2,307,130</b>	<b>\$2,579,886</b>	<b>\$1,969,222</b>	<b>\$1,333,653</b>	<b>\$605,923</b>

# Projections

## SOLID WASTE COLLECTION

The five year forecast of revenues and expenditures for the Solid Waste Collection and recycling services of the Village is based on amounts reflected in Fiscal Year 2015 budget and assumptions regarding events which may occur in the future. The projections are largely based on growth requirements and anticipated changes in contracted collection services due to known changes in such contract.

Changes in inflation rates for various services, the cost of collection by Wellington’s approved franchise hauler, and the growth of the service area can affect annual cost levels and ultimately the rates charged for service. Each projection made in the forecast was based on the best information currently available, but actual costs and revenues in future years may be higher or lower than forecasted amounts, as changes in prevailing economic conditions, contract terms or other circumstances influence actual financial outcomes.

### 5-YEAR PROJECTIONS SOLID WASTE COLLECTION FUND

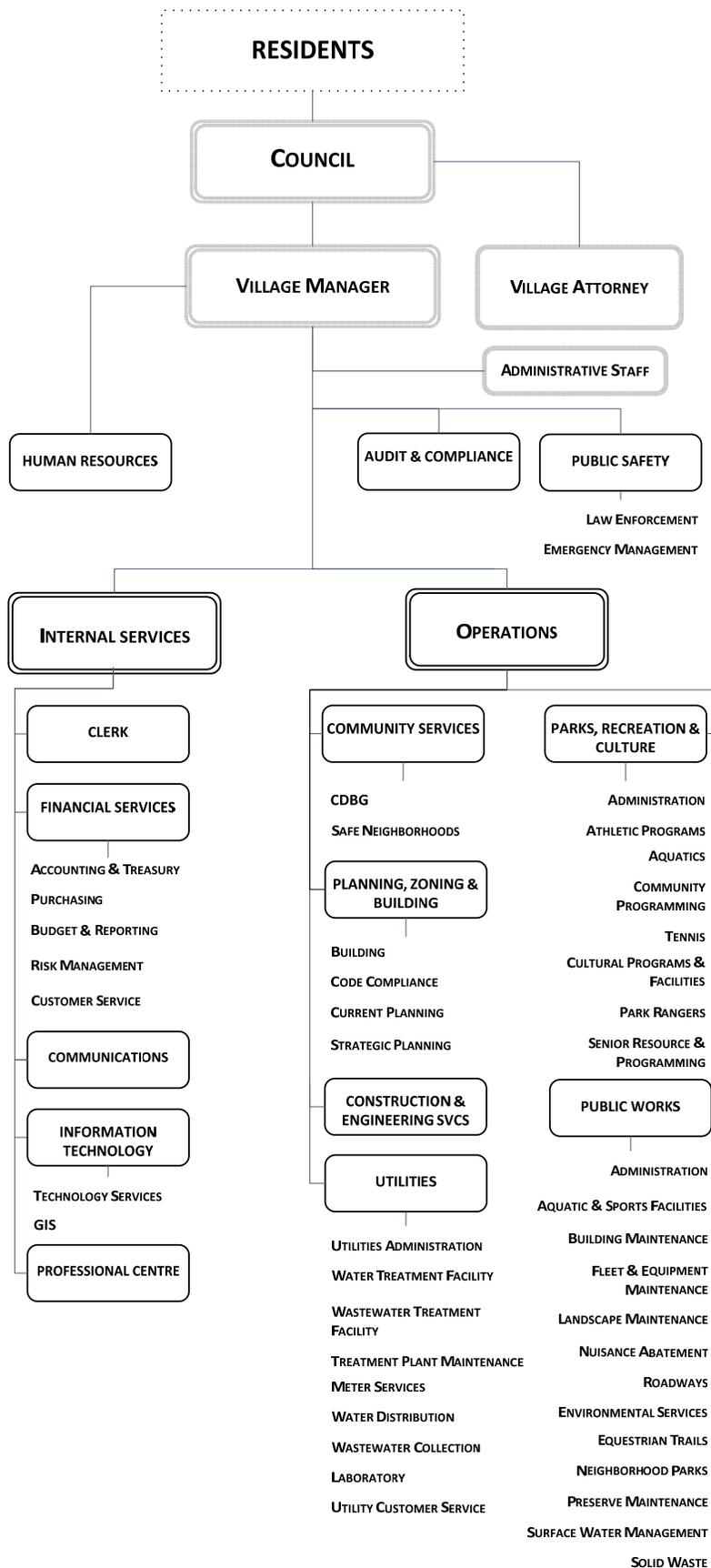
	Budget		Five Year Projections			
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
<b>Revenues</b>						
Collection Assessments	\$3,665,360	\$3,646,294	\$3,681,457	\$3,716,946	\$3,744,252	\$3,777,502
Intergovernmental	50,000	101,026	93,953	82,589	82,304	85,925
Interest	20,000	20,000	45,647	57,786	60,479	62,572
Franchise Fees	220,000	270,046	271,396	274,110	276,851	282,388
Miscellaneous	55,000	66,778	67,234	67,930	67,771	68,758
<b>Total Revenues</b>	<b>\$4,010,360</b>	<b>\$4,104,144</b>	<b>\$4,159,687</b>	<b>\$4,199,360</b>	<b>\$4,231,657</b>	<b>\$4,277,145</b>
<b>Operating Expenditures</b>						
Solid Waste Collection	3,200,000	3,296,000	3,394,880	3,496,726	3,601,628	3,709,677
Personal Services	169,892	174,989	180,238	185,646	191,215	196,951
Other Operating Expenses	91,692	94,443	97,276	100,194	103,200	106,296
Capital Outlay	23,606	24,314	25,044	25,795	26,569	27,366
Collections/Indirects/Other	231,700	238,651	245,811	253,185	260,780	268,604
<b>Total Expenditures</b>	<b>\$3,716,890</b>	<b>\$3,828,397</b>	<b>\$3,943,249</b>	<b>\$4,061,546</b>	<b>\$4,183,392</b>	<b>\$4,308,894</b>
<b>Funds Available (Funds Required)</b>	<b>\$293,470</b>	<b>\$275,747</b>	<b>\$216,438</b>	<b>\$137,814</b>	<b>\$48,264</b>	<b>(\$31,749)</b>

# Staffing & Organization





# WELLINGTON ORGANIZATIONAL CHART



# Personal Services

Similar to most municipalities, Wellington expends a large portion of its budget on personal services costs. Compensation and benefits have been provided to attract and retain high quality employees. In the annual budget development process, all aspects of personal services costs are evaluated.

Management has continually assessed position levels, increasing the workforce annually from 1997 to 2007 to maintain service levels and provide effective response to rapid growth and economic conditions. In light of the anticipated revenue reduction and economic downturn, Wellington annually reduced staff from FY 2009 to FY 2012 by eliminating non-essential vacancies. With the economic recovery, expanded facilities and a demand for sustained high levels of service, staffing additions began in FY 2013 and continue modestly into FY 2015.

## BUDGETED FULL TIME EQUIVALENT EMPLOYEES

Organizational Unit	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Adopted FY 2014	Amended FY 2014	Adopted FY 2015	Change
Community Services		4.00	8.00	5.00	9.00	6.00	6.00	7.00	7.00	0.00
Culture & Recreation	45.40	19.40	15.40	16.00	18.00	17.00	19.00	19.00	19.00	0.00
Customer Service & Communications			5.00	9.00	10.00	12.00	9.00	9.00	10.00	1.00
Executive Offices & Clerk	32.26	30.26	20.20	21.60	20.00	20.00	24.00	23.00	21.00	(2.00)
Legal Services						2.00	2.00	3.00	3.00	0.00
Financial Services	15.00	16.00	15.00	17.00	16.00	19.00	19.00	19.00	19.00	0.00
Human Resources	3.00	3.00	4.00	3.00	2.00	3.00	4.00	4.00	4.00	0.00
Information Technology		1.00	9.00	13.00	10.00	12.00	10.00	10.00	11.00	1.00
Operations, Engineering & CIP	26.75	21.00	6.00	4.00	4.00	4.00	5.00	5.00	5.00	0.00
Planning, Zoning & Building	39.00	38.00	40.60	36.60	35.00	43.00	47.00	47.00	48.00	1.00
Professional Centre								3.00	3.00	0.00
Public Works	65.00	94.00	96.00	96.00	94.00	94.00	94.00	94.00	94.00	0.00
Solid Waste	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00
Utility System	47.00	52.00	44.00	43.00	44.00	44.00	51.00	51.00	51.00	0.00
<b>Total</b>	<b>275.41</b>	<b>280.66</b>	<b>265.20</b>	<b>266.20</b>	<b>264.00</b>	<b>278.00</b>	<b>292.00</b>	<b>296.00</b>	<b>297.00</b>	<b>1.00</b>

The number of employees is measured in Full-Time Equivalent (FTE's) units and total positions (full and part-time). One FTE unit represents the equivalent of one full-time employee working 2,080 hours annually. A "position" refers to one employee, full or part-time, regardless of hours worked. The FY 2015 budget includes 1 additional FTE from the amended FY 2014 personal services budget and an increase of 5 from the FY 2014 adopted budget. The Village Council approved the addition of 4 positions at mid-year 2014 in Legal Services (1) and for the Lake Wellington Professional Centre (3) purchased in December 2013. FY 2015 includes a net of one (1) added position through conversion of three (3) part-time positions to full-time permanent positions and the elimination of two (2) vacant positions in the Manager's Office.

## ADOPTED FY 2015 POSITIONS

Funding Type	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Adopted FY 2014	Amended FY 2014	Adopted FY 2015	Change
Governmental	229	229	218	222	218	232	239	243	244	1
Utilities	47	52	47	43	44	44	51	51	51	0
Solid Waste	2	2	2	2	2	2	2	2	2	0
<b>Total</b>	<b>278</b>	<b>283</b>	<b>267</b>	<b>267</b>	<b>264</b>	<b>278</b>	<b>292</b>	<b>296</b>	<b>297</b>	<b>1</b>

# Personal Services

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The preceding chart shows the history of staffing in governmental functions compared to the enterprise activities of Utilities and Solid Waste. The net position addition from the amended FY 2014 budget is in the governmental functions.

Staffing requirements and workloads are continually evaluated, and usually result in the reclassification or transfer of budgeted positions, or in the creation of new budget divisions to better define cost centers. Position changes and reclassifications occur throughout each fiscal year to concentrate resources where they are most needed to support Wellington initiatives. In the past year, positions were transferred from the Manager's Office, Customer Service and Financial Services into Community Services and Current Planning. The Equestrian Trails Maintenance division was created from existing positions in Neighborhood Parks to better identify the costs of maintaining the extensive equestrian trail system in Wellington.

In addition to permanent positions, Wellington may fund several position categories, described in the following section.



## Other Personal Services

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In response to the need to reduce personal services expenses in recent years, the Village utilizes a part-time employment classification of pooled positions titled Other Personal Services (OPS). OPS positions are part-time and funded in the budget. The positions are budgeted by total hours and not included in the authorized position count. The OPS classification applies to three employment statuses:

**OPS POSITIONS** - Regularly scheduled at 30 hours per week and are permanent.

**PART-TIME** – Less than 40 hours per week without a regular schedule and are permanent.

**SEASONAL** – Generally hired during the summer months and include lifeguards and camp counselors who are needed to fulfill recreational needs. Seasonal employees serve a part-time need for a short term, six months or less.

# Personal Services

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OPS positions are budgeted by total hours as follows:

Position	Department/Division	Budgeted Hours
<b><u>OPS</u></b>		
Maintenance Worker I & II	Public Works	18,720
Maintenance Worker II	Parks & Recreation	1,560
Maintenance Worker II	Lake Wellington Professional Centre	1,560
Park Rangers	Parks & Recreation	4,500
Public Relations Specialist	Communications	1,560
<b><u>Part-time &amp; Seasonal</u></b>		
Recreation Assistant	Parks & Recreation	17,200
Camp Counselors & Leaders	Athletics	9,450
Lifeguard	Parks & Recreation	23,000
<b>Total Hours Budgeted</b>		<b>77,550</b>

The total hours projected for these positions equates to over 37 full-time equivalent employees at an average cost well below the average salary and fringe benefit cost per permanent FTE.

## Supplemental

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Supplemental positions are generally temporary full-time, added to complete a particular project. Supplemental positions receive benefits and may be requested as permanent through budget requests for the coming fiscal year if they are determined to be essential to long-term operation and to enhance internal and external customer service. Funding for the wages of supplemental positions is usually available through position vacancies experienced throughout the year, though funding may be allocated in the personal services budget for a specific project.

## Temporary

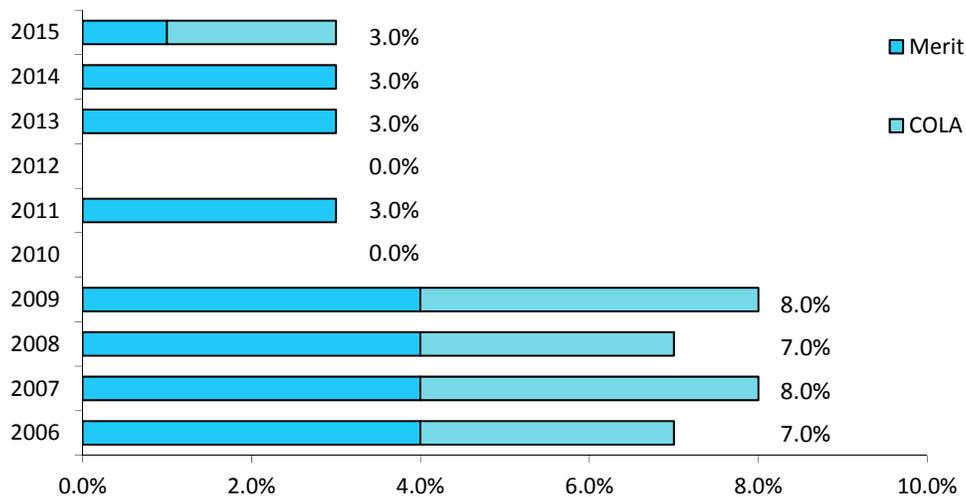
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Temporary positions serve a part-time need for a short term, six months or less. These positions are not budgeted, receive no benefits and the hours worked are based on the area of need.

A major initiative of the budget since FY 2010 is the closure of most offices for one day per week. Due to the continued success and savings of the four-day workweek and public survey results supporting the four-day operating hours, the schedule continues in FY 2015.

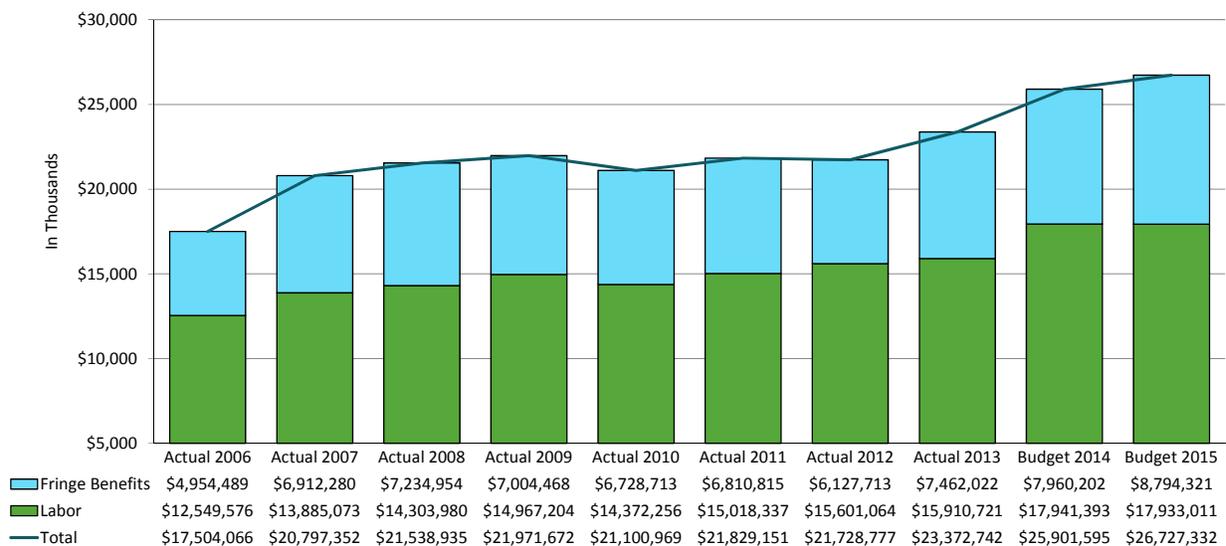
# Personal Services

## ANNUAL MERIT AND COST OF LIVING ADJUSTMENTS



The chart above shows the employee cost-of-living (COLA) and merit increases from FY 2006 through FY 2015. An across-the-board wage adjustment of 2% for employees is budgeted based on the local area consumer price index (CPI). An additional 1% of wages is budgeted for merit increases to compensate qualifying employees for exceptional work. Wellington also continues to offer a longevity incentive pay program to its employees, where an employee with 5 or more years of service will earn annual longevity incentive pay of 40 hours for full-time employees and 20 hours for part-time. Longevity pay is budgeted at \$189,000 for FY 2015.

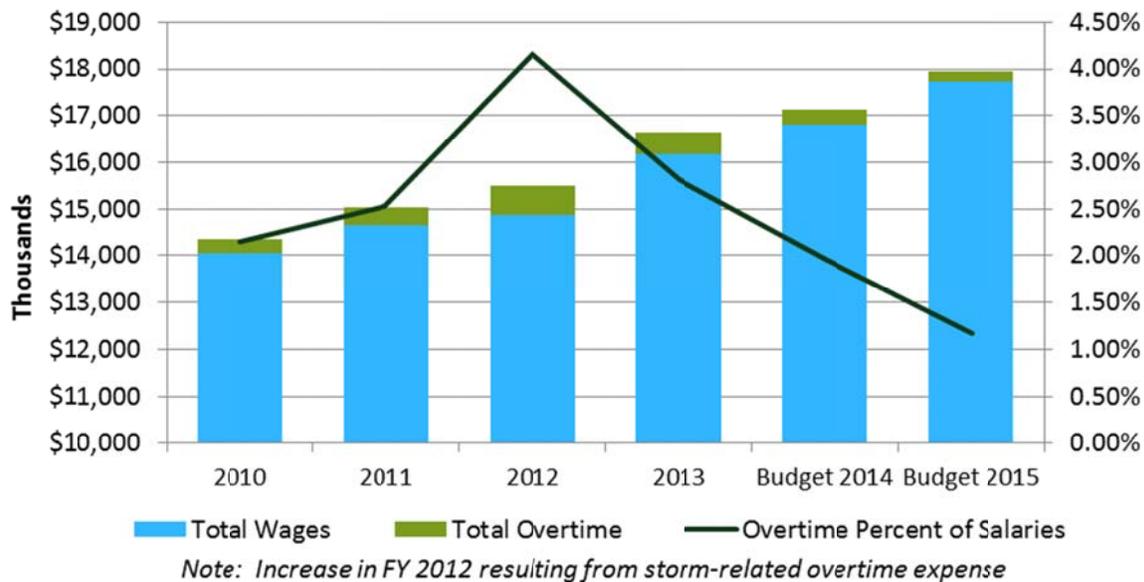
## TOTAL LABOR AND FRINGE BENEFIT COSTS



Total budgeted personal services expenditures for FY 2015 are \$26,727,332, and increase of \$826,000 or 3% over the prior year budget. This represents 39% of the total operating budget. Wage and overtime costs excluding fringe benefits are \$17.9 million, which is a decrease of \$8,300 over fiscal year 2014 budgeted wages due to overtime reductions. The increases in the last years are attributable to added staff in FY 2014 and the rising cost of employee benefits, such as retirement contributions and health insurance.

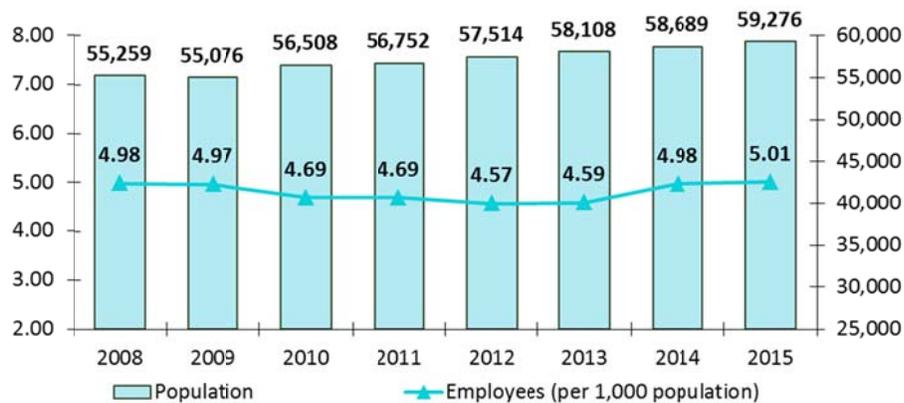
# Personal Services

## OVERTIME 2010-2015



Actual overtime as a percent of salaries climbed from FY 2010 through FY 2012, one indicator to consider staff additions to reduce overall costs. Staff additions in FY 2014 resulted in reduced overtime costs and a policy shift for FY 2015 reduced budgeted overtime to time required for special events only. This policy change lowered the overtime budget by over \$120,000.

## FULL-TIME EQUIVALENT EMPLOYEES COMPARED TO TOTAL POPULATION



The previous chart illustrates the consistent employee-to-population ratio from year to year. The ratio of employees per 1,000 residents has returned to essentially the same level as in 2008, though below all years before 2008.

# Employee Engagement

Employee feedback is obtained to provide input into improvements to organizational operations and initiatives. FY 2015 will include the following:

- Streamlined Recruiting and Selection
- Continuation of the College Intern Program
- Continuation of the Cooperative Education Intern Program
- Enhanced Orientation and Training Opportunities

## REWARDING PERFORMANCE

The Village of Wellington utilizes a “pay for performance” philosophy to recognize employee performance through annual performance evaluations, and recognizes employee contributions through the “Employee of the Month” program, and an annual recognition event. A market study is completed at least every three years to mirror market trends while allowing Wellington to recruit and retain highly qualified employees and support a pay-for-performance organization.



## CLASS & COMPENSATION STUDY

The Village implemented its current pay structure in October, 2010 to ensure fair compensation based on market value. The three-year Class and Compensation study is conducted to re-align jobs (as needed) with market competitive pay ranges. In addition to reviewing the current labor market, the study addresses internal equity and determines if current classifications need to be restructured. The Village then updates the job and pay plan as needed, to confirm jobs are assigned to a market competitive pay grade and range structure.

## EMPLOYEE BENEFITS

Full-time employees are provided a comprehensive compensation package including group insurance benefits covering medical, dental, vision, prescription drugs, mental health services, life insurance, disability and worker’s compensation. Full-time employees are also offered supplemental insurance elections including Preferred Legal, Personal Cancer Indemnity Plan, Critical Care & Recovery, Personal Accident Indemnity Plan, as well as others. All benefit information is located on the intranet web site for convenient employee access.

The Village hosts an annual Wellness Fair to educate employees on available benefits and health opportunities within the community, and provide screenings and flu shots.

The Village also hosts a Wellness Committee that develops and implements programs to improve the overall wellness of all employees. With the help of the Wellness Committee, the Village was recognized by the American Heart Association as a “Fit Friendly Worksite,” with over 100 employees participating in at least one of the wellness programs offered. The American Heart Association also awarded the Village of Wellington the “Worksite Innovation Award” for achieving all criteria for gold-level recognition and leading the development and implementation of innovative, effective programs that promote physical activity, especially in the workplace.

# Employee Engagement

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Each Village employee who participates in the group health insurance is provided with a Health Reimbursement Account (HRA). This money is not taxable and can be used to offset the cost of a variety of health-related expenses incurred under their medical, dental or vision insurance plans. The Village contributes a flat rate to each employee yearly and the funds are retained until reimbursed. At the end of the year unclaimed money in the participants HRA account will automatically roll forward to the next year.

The Village participates in the Florida Retirement System (FRS) Plan for all full time and part time employees working in regularly scheduled positions. The plan is an employee noncontributory system that requires the employer to pay retirement contributions necessary for employees to earn service credit toward future retirement benefits. The Village also offers 457 retirement plans where employees may set aside pre-tax dollars towards retirement savings through automatic payroll deductions.



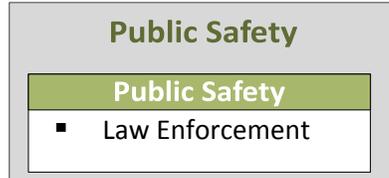
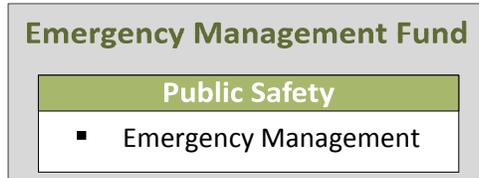
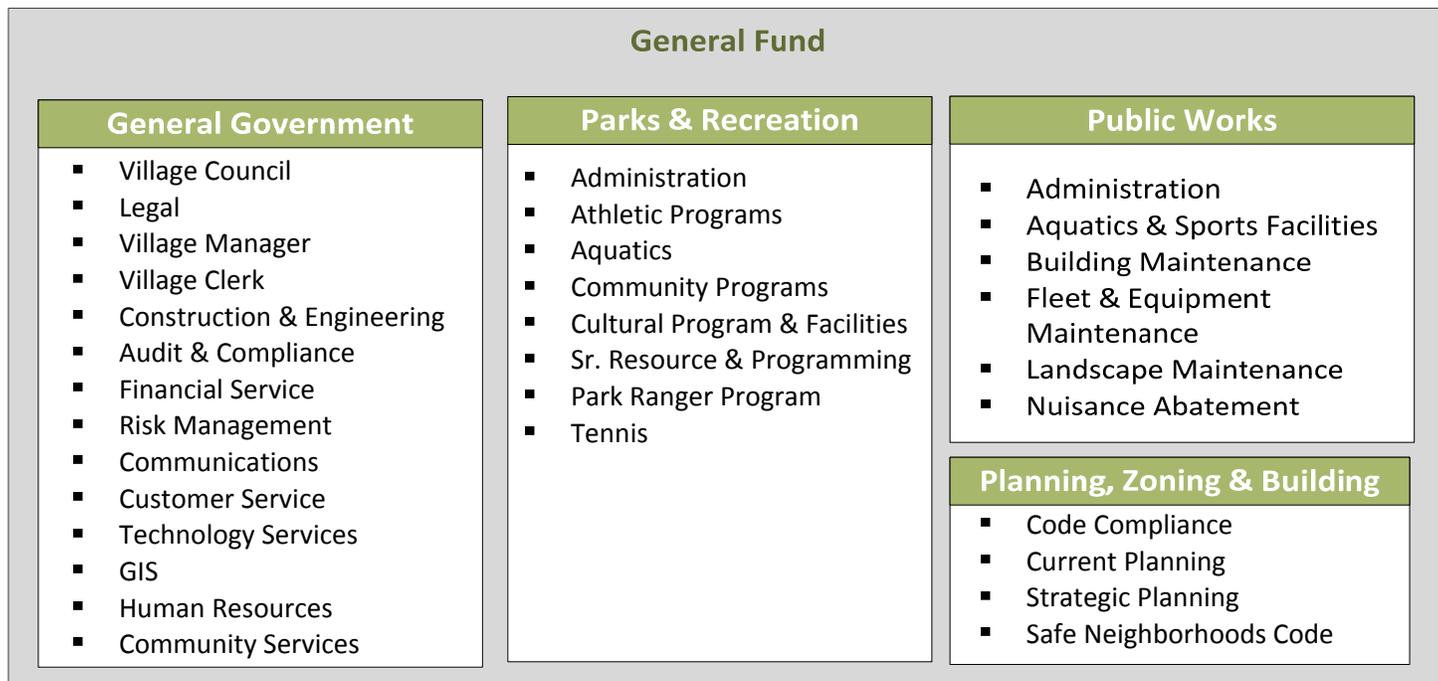
# Department Plans

This section provides the FY 2015 financial and operational plans of each of the departments and divisions within Wellington's organizational structure. It provides functions, links to Village Fundamentals, objectives and accomplishments of the units including budget and staffing information. Goals, objectives and performance measures are selected for their relevance to the information highlighted and to provide an overview of the performance history. Many divisions share common goals and objectives as they work together to support the Wellington mission - ***to provide the services our residents want, need and are willing to pay for.***

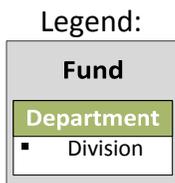
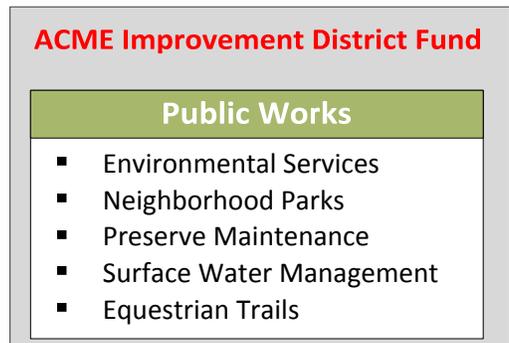
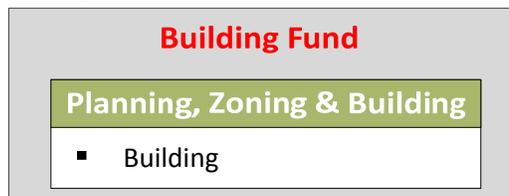


**DIVISION-FUND RELATIONSHIPS  
DIVISIONS BUDGETED IN EACH FUND**

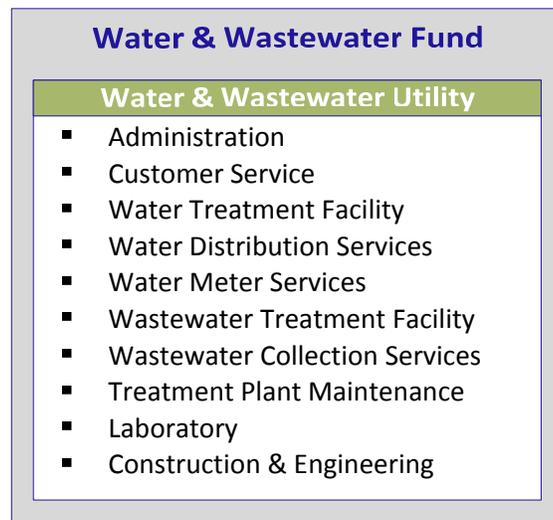
**General Government Fund**



**Special Revenue Funds**



**Enterprise Funds**



# Council

## MISSION

To establish policy and direction.

## FUNDAMENTALS (LINK)

- ✓ Neighborhood Renaissance NR
- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting our Environment RE

## FUNCTION

Council is comprised of a Mayor and four Council members elected on a non-partisan basis who are responsible for setting policy, adopting ordinances and resolutions and adopting Wellington’s tax rate and budget. They establish priorities and goal setting through the budget process in order to meet the needs of Wellington’s citizenry and to provide direction over strategic planning to support Wellington’s vision of “A Great Hometown”.

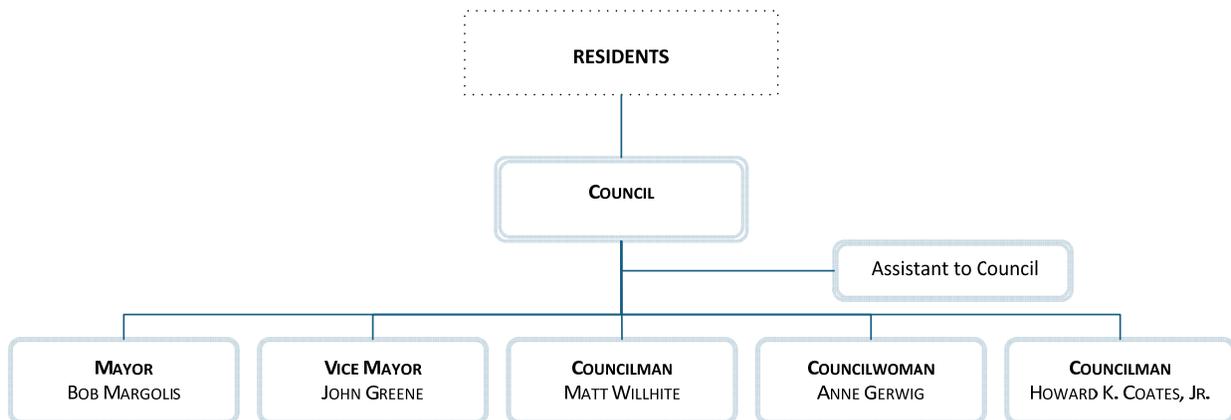
## BUDGET SUMMARY

COUNCIL	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$212,949	\$253,026	\$239,806	\$260,181	\$20,375
Operating	\$45,390	\$61,281	\$44,300	\$48,300	\$4,000
<b>SUBTOTAL</b>	<b>\$258,339</b>	<b>\$314,307</b>	<b>\$284,106</b>	<b>\$308,481</b>	<b>\$24,375</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$258,339</b>	<b>\$314,307</b>	<b>\$284,106</b>	<b>\$308,481</b>	<b>\$24,375</b>
FT Positions	6	6	6	6	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## POSITIONS

COUNCIL	Positions	Part-Time Hours	Intern
ASSISTANT TO THE COUNCIL	1.00		
ELECTED OFFICIAL	5.00		
<b>Total Council</b>	<b>6.00</b>	<b>0</b>	<b>0.00</b>

## ORGANIZATIONAL CHART



# Legal

## MISSION

To provide quality legal advice and representation to the Village Council, Charter Officers and all Village departments and agencies in a timely, cost-effective and efficient manner.

## FUNCTION

The office provides legal advice to the Village Council, the Charter Officers and all Village departments, offices and agencies. The Village Attorney also serves as general counsel to the ACME Improvement District and the Village Canvassing Board. The Office prepares ordinances and resolutions, reviews and/or prepares legal instruments, represents the Village in litigation matters, facilitates negotiations and settlements, and monitors the representation of the Village in matters where outside legal counsel is utilized.

## FUNDAMENTALS (LINK)

- ✓ Neighborhood Renaissance NR
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG

## GOALS

Link	Goal
PI	Provide cost-effective legal representation to the Village Council, other officials and employees of the Village of Wellington.
RG	Continue to work with Village Departments to identify legal issues/conflicts from project inception to completion.
RG	Provide complete, accurate, and quality legal opinions, advice and work product

## BUDGET SUMMARY

LEGAL		2012	2013	2014	2015	Change from Prior Year
		Actual	Actual	Budget	Budget	
	Personnel	\$0	\$108,421	\$321,366	\$465,745	\$144,379
	Operating	\$679,517	\$660,572	\$671,500	\$437,750	(\$233,750)
	<b>SUBTOTAL</b>	<b>\$679,517</b>	<b>\$768,993</b>	<b>\$992,866</b>	<b>\$903,495</b>	<b>(\$89,371)</b>
	Capital Outlay	\$0	\$0	\$0	\$0	\$0
	<b>TOTAL</b>	<b>\$679,517</b>	<b>\$768,993</b>	<b>\$992,866</b>	<b>\$903,495</b>	<b>(\$89,371)</b>
	FT Positions	2	2	2	3	1
	PT Hours	-	-	-	-	-
	Intern	-	-	-	-	-

## FY 2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Reduce turnaround time for legal review to 10 business days	Percent of project timelines met
RG	Assign duty attorney to address unscheduled but time sensitive matters	Percent of matters addressed and or resolved
RG	Implement Training Programs	Percent of staff and advisory board members trained
PI	Review and oversee outside litigation to ensure effective litigation strategy	Number of invoices reviewed and dollars saved over market rate for similar services

# Legal

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Inquiries that require a written legal opinion or response	Workload	*	*	90	1,150
RG	Contracts subject to council approval drafted/revised/reviewed	Workload	*	*	56	215
RG	Ordinances and resolutions drafted/reviewed	Workload	*	*	43	120
RG	Agenda items reviewed	Workload	*	*	219	390

## FY 2013 & FY 2014 ACCOMPLISHMENTS

The Legal Department successfully implemented projects to further the development of staff and streamline the following processes:

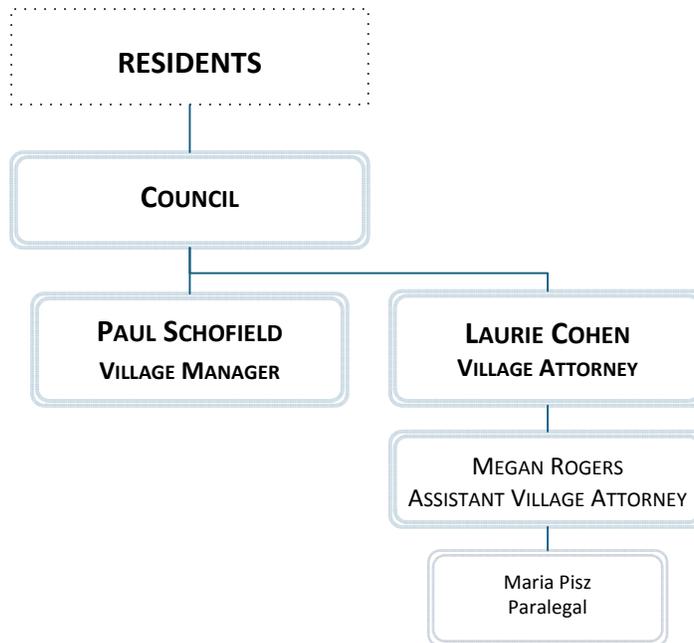
- Successful transition to in-house legal resulting in significant savings
- Settlement of Equestrian Village litigation
- Acquisition of Lake Wellington Professional Centre and overhaul of Rental Agreements and Leases for the property and its virtual offices
- Improved communication with Village Council
- Implemented practice to track new and existing foreclosures to collect outstanding liens
- Ethics, Sunshine Law, Public Records, and Quasi-Judicial Presentations
- Developed a welcome packet for new council and board members to ensure compliance with ethics and sunshine laws and to familiarize them with their responsibilities
- Created and appointed an Ethics Officer and centralized hub for all ethics questions for officials and employees
- Recommended revisions to nuisance abatement procedures to ensure compliance with statutory and due process requirements
- Proactive response to unsafe structure and Code violations (e.g. “Blue Tarp House,” etc.)
- Implemented practice to proactively review and update Code sections and policies to ensure compliance with Florida Law and implement new policies, as appropriate including:
  - Puppy Mills Ordinance
  - Village Seal Ordinance
  - Revised Purchasing Manual
  - Article 14 revisions
  - Gift Disclosure Policy
  - Reasonable Accommodation Policy
  - Construction Contracts
  - Firearms Ordinance
- Implemented process to monitor cases and claims being defended by insurance defense counsel
- Implemented a process to standardize agreements, applications and forms used throughout the Village
- Attended community/neighborhood meetings when requested
- Monitored legislation and case law to ensure compliance and proposed Code revisions, where necessary
- Assisted with prosecution of code enforcement cases, as needed

# Legal

## POSITIONS

LEGAL	Positions	Part-Time Hours	Intern
ASSISTANT VILLAGE ATTORNEY	1.00		
PARALEGAL	1.00		
VILLAGE ATTORNEY	1.00		
<b>Total Legal Services</b>	<b>3.00</b>	<b>0</b>	<b>0.00</b>

## ORGANIZATIONAL CHART



# Manager's Office

## MISSION

To provide direction and oversight on the delivery of services that the community wants, needs and is willing to pay for.

## FUNCTION

The Manager's Office works closely with Council to achieve objectives related to its five fundamentals. The Manager's Office provides leadership, governance and oversight to Village-wide functions, services and projects to address the wants, needs, and wishes of the residents, as reflected in Wellington's vision of "A Great Hometown".

## FUNDAMENTALS (LINK)

- ✓ Neighborhood Renaissance NR
- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## GOALS

Link	Goal
NR, EcD, PI, RG, RE	Provide effective and responsive leadership and oversight of Village functions, services and projects

## BUDGET SUMMARY

MANAGER'S OFFICE	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$1,287,062	\$1,237,496	\$1,157,457	\$867,476	(\$289,981)
Operating	\$117,064	\$98,345	\$190,250	\$82,750	(\$107,500)
<b>SUBTOTAL</b>	<b>\$1,404,126</b>	<b>\$1,335,841</b>	<b>\$1,347,707</b>	<b>\$950,226</b>	<b>(\$397,481)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$1,404,126</b>	<b>\$1,335,841</b>	<b>\$1,347,707</b>	<b>\$950,226</b>	<b>(\$397,481)</b>
FT Positions	7	7	7	4	(3)
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Promote government transparency at all levels of the organization	Reduction in Public Information Requests
PI	Provide leadership and direction for long-term strategic initiatives as directed by Council	Long-range strategic plan as adopted by Council
PI	Ensure our financial approach is fiscally responsible, sound and provides for economic sustainability	Delivery of a timely and effective budget
NR	Promote programs that foster a family environment, safe neighborhoods, and enhance the value to the community	Increase property values, decrease crime, increase number of family programs and events
RG	Promote civic engagement at all levels through volunteerism, Resident's Academy, Council meetings, special events	Increase number of volunteers, increase number of hours volunteered, increase online engagement tools
RG	Enable Town Center Revitalization	WCC reconstruction and Tennis Court relocation

# Manager's Office

Link	Project / Program	Performance Measure/Metric
PI	Facilitate the future of Village government	Responsible succession planning and seamless transitioning
EcD	Support the revisions of Land Development Regulations	SR7/441 corridor development including medical arts, K-Park land use

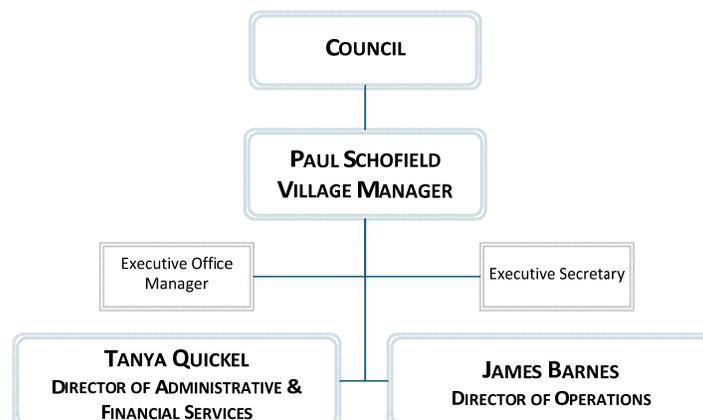
## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Encouraged prosperity and stabilization of property values through neighborhood stabilization and beautification programs that included scheduled maintenance, landscaping, renovations, additions, and installations
- Ensured financial resources were maintained to safeguard Village finances
- Maintained and improved long-term resources while enhancing safety and addressing emergency needs through infrastructure and public facility maintenance programs, and swale maintenance program
- Increased transparency and enabled the public open access to financial information and public records
- Improved customer service delivery through training, technology, and process improvement
- Implementation of Park Rangers to patrol neighborhood parks and Wellington facilities in order to enhance safety
- Finalized a 5-year capital plan that meets Council goals
- Ensured our financial methodology is fiscally responsible, comprehensive and provides for pecuniary sustainability
- Invested in technologies to maintain and improve quality of services

## POSITIONS

MANAGER'S OFFICE	Positions	Part-Time Hours	Intern
DIRECTOR OF OPERATIONS	1.00		
EXECUTIVE OFFICE MANAGER	1.00		
EXECUTIVE SECRETARY TO THE MANAGER	1.00		
VILLAGE MANAGER	1.00		
<b>Total Manager's Office</b>	<b>4.00</b>		

## ORGANIZATIONAL CHART



# Human Resources

## Human Resources • HR Training & Engagement

### MISSION

Preparing for future needs through our employees

### FUNCTION

Human Resources is committed to maintaining high customer satisfaction through fostering “A Great Hometown” culture with a high performance workforce. Core Human Resource services support Wellington’s mission and continually seek to attract, develop and maintain a high performance workforce.

### FUNDAMENTALS (LINK)

- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG

### GOALS

Link	Goal
PI	Improve performance review process
RG	Improve system integration to avoid redundancies
PI	Implement simple employee recognition program
RG	Outsource background screening
PI	Provide meaningful and effective training
RG	Improve recruitment process

### DEPARTMENT BUDGET SUMMARY

TOTAL HUMAN RESOURCES	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$230,414	\$306,000	\$434,813	\$382,964	(\$51,849)
Operating	\$74,836	\$86,928	\$295,600	\$195,500	(\$100,100)
<b>SUBTOTAL</b>	<b>\$305,250</b>	<b>\$406,803</b>	<b>\$730,413</b>	<b>\$578,464</b>	<b>(\$151,949)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$305,250</b>	<b>\$406,803</b>	<b>\$730,413</b>	<b>\$578,464</b>	<b>(\$151,949)</b>
FT Positions	3	3	4	4	-
PT Hours	-	-	-	-	-
Intern	-	-	-	1	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Implementation of electronic performance reviews	100% of Midyear Coaching & Development forms will be completed electronically
PI	Improved recruiting process	70% of all new hires will be electronically on-boarded (upon implementation of module)
PI	Implementation of simple employee recognition program	15% of employee population recognized annually (upon implementation of TerryBerry recognition program)
RG	Single source background screening	100% of all candidates will receive background screening and 75% of all candidates hired into professional and management positions will have receive credential screening

# Human Resources

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Turnover Percent - Voluntary	Effectiveness	7%	15%	18%	15%
RG	Turnover Percent - Involuntary	Effectiveness	3%	5%	6%	4%
PI	Percent of new hires attending orientation	Effectiveness	*	100%	90%	100%
PI	Percent of supervisors and managers attending at least one supervisor training session	Effectiveness	*	*	65%	80%
PI	Percent of employee population recognized annually	Effectiveness	*	*	*	15%
PI	Percent of new hires electronically on-boarded	Effectiveness	*	*	*	70%

## FY2013 & FY 2014 ACCOMPLISHMENTS

- Fostered “A Great Hometown” culture through revised Orientation and “Day One” experience
- Implemented electronic onboarding
- Improved and streamlined recruitment process
- Implemented two training cycles of Leadership Development
- Achieved Gold Level Fit Friendly Worksite award by the American Heart Association
- Achieved the Worksite Innovation Award by the American Heart Association
- Featured in the International City/County Management Association’s (ICMA) Municipal Year Book 2014 for making substantial organizational changes to cope with revenue losses during the recession by focusing on employees through a comprehensive program of retraining and professional development, “Academies of Wellington”
- Continued Employee Medical Clinic partnership
- Reorganized electronic employee filing system to improve searching capabilities and streamline folder structure
- Converted all terminated paper files to Laserfiche
- Completed a classification and compensation study to align jobs with market competitive pay ranges
- Streamlined and improved background screening processes

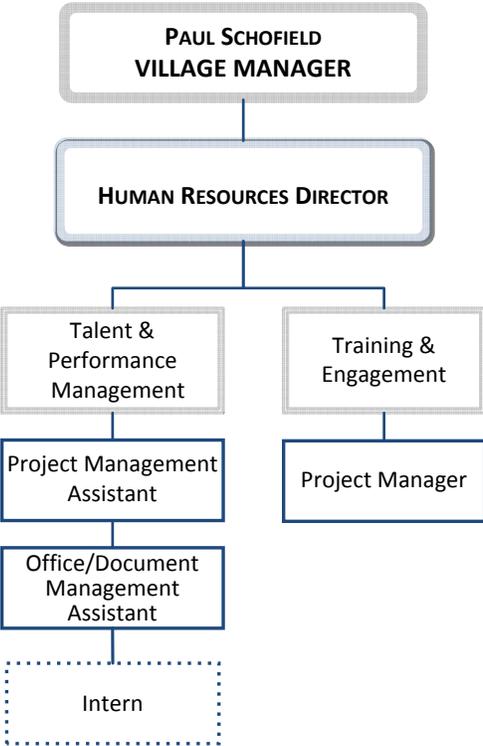
## POSITIONS

HUMAN RESOURCES	Positions	Part-Time Hours	Intern
OFFICE/DOCUMENT MGMT ASST	1.00		
HUMAN RESOURCES DIRECTOR	1.00		
INTERN - COLLEGE			1.00
PROJECT MANAGEMENT ASSISTANT	1.00		
<b>Training &amp; Engagement</b>			
PROJECT MANAGER	1.00		
<b>Total Human Resources</b>	<b>4.00</b>	<b>0</b>	<b>1.00</b>

# Human Resources

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## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Awarded \$275,000  
in local school grants for  
Reading and Mathematics

# Information Technology

GIS • Technology Service

## MISSION

Effective Efficient Scalable Sustainable Technology

## FUNCTION

Wellington Information Technology (IT) provides easy-to-use and effective technology solutions to Village employees, residents, businesses, and visitors. The IT department focuses on the primary areas of Technology, Analysis and Implementation, Geographic Information Systems and Transparency

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## Functional Areas:

**Technology** – Provides voice and data services to over 350 full time, supplemental, and seasonal staff members at 6 locations. The voice network includes 150 wireless devices and over 225 wired devices. The data network consists of more than 300 desktop and laptop computers, and over 1,000 total networked devices (computers, printers, security systems, wireless nodes, lift stations, pump stations, etc.) which can connect to a pool of software tools totaling over 100 business applications and services.

**Analysis and Implementation** – Analysis and implementation works to ensure departments are using all available software/hardware to their fullest potential. This is accomplished through extensive training, support, upgrade projects, business process review, periodic meetings, and relationship building.

**Geographic Information Systems (GIS)** – serves as a central hub of information by acquiring, verifying, editing, manipulating and storing large amounts of data. The data is presented in physical (printed) maps, electronic “smart” maps, and through reporting tools.

**Transparency** – Wellington’s goal is complete governmental transparency. This work ensures we utilize technology resources to provide transparent data, systems, processes, and communication. They work to ensure that strategies align with transparency standards.

## GOALS

Link	Goal
PI, RG, RE	Deliver reliable technology services

## DEPARTMENT BUDGET SUMMARY

TOTAL INFO TECHNOLOGY	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$996,748	\$929,965	\$1,218,989	\$1,166,330	(\$52,659)
Operating	\$862,575	\$860,121	\$977,125	\$1,283,000	\$305,875
<b>SUBTOTAL</b>	<b>\$1,859,323</b>	<b>\$1,790,086</b>	<b>\$2,196,114</b>	<b>\$2,449,330</b>	<b>\$253,216</b>
Capital Outlay	\$172,695	\$133,244	\$260,000	\$214,500	(\$45,500)
<b>TOTAL</b>	<b>\$2,032,018</b>	<b>\$1,923,331</b>	<b>\$2,456,114</b>	<b>\$2,663,830</b>	<b>\$207,716</b>
FT Positions	9	9	10	11	1
PT Hours	4,680	4,680	4,680	-	(4,680)
Intern	4	4	7	3	(4)

# Information Technology

## FY2015 ACTION PLANS

Link	Project / Program
RG	Redesign and rebuild website
PI	Lower physical server count
PI	Email Archiving – migrate prior years to SMARSH
PI	Bring Fiber internet to Wellington – to provide Internet Redundancy to all Village sites
PI	GIS – FICA data input
RG	GIS – Geocortex public site deployment and department training
RG	Develop GIS operations dashboards for departments

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2014	Target FY 2015	Description
RE	Virtual storage used / Total Space (TB)	Effectiveness	6.75 / 15.00	16.00 / 45.00	Total used storage for virtual servers
RE	Dept. data storage used / Total Space (TB)	Effectiveness	4.0 / 6.0	6.5 / 12.0	Total used storage for Village Departmental Data
RE	Laserfiche Storage Used/Total Space (TB)	Effectiveness	3.5 / 10	6.5 / 10	Total used storage for digital document management for the Village and Clerk
PI	Microsoft 365 email uptime	Effectiveness	99.5%	99.9%	Hosted email uptime
RE	Physical / Virtual Ratio	Workload	1.25 / 1.00	2.00 / 1.00	Number of physical to virtual servers
RG	Telephone calls (inbound/outbound)	Workload	489,584 / 107,818	500,000 / 120,000	Total # of inbound/outbound calls to /from the Village
RG	Tickets opened / solved per week	Efficiency	80/90	80/90	Total number of tickets open vs. solved per week
PI	Firewall uptime	Effectiveness	99.8%	99.9%	Percentage of time the firewall is up through the course of the year
RG	Website uptime	Effectiveness	99.7%	99.9%	Percentage of time the website is up through the course of the year
PI	Core switch uptime	Efficiency	99.0%	99.9%	Annual percentage of time the core switch is up
PI	Number of desktops supported	Workload	343	360	Total number of desktops in use and supported by IT
PI	Number of servers supported	Workload	120	130	Total number of servers (physical / virtual) in use and supported by IT)
PI	GIS server(s) uptime (GISSRV1 & GISWEBSRV1)	Effectiveness	99.8%	99.9%	Percentage of time GIS Servers are up through the course of the year
RG	Telephone Server Uptime	Effectiveness	99.5%	99.9%	Percentage of time the telephone is up through the course of the year
PI	SQL Server Uptime	Effectiveness	99.7%	99.9%	Percentage of time the SQL Servers is up through the course of the year
PI	Mobile Devices Supported	Workload	110	130	Total number of mobile devices (tablets & laptops) in use and supported by IT

# Information Technology

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## FY 2013 & FY 2014 ACCOMPLISHMENTS

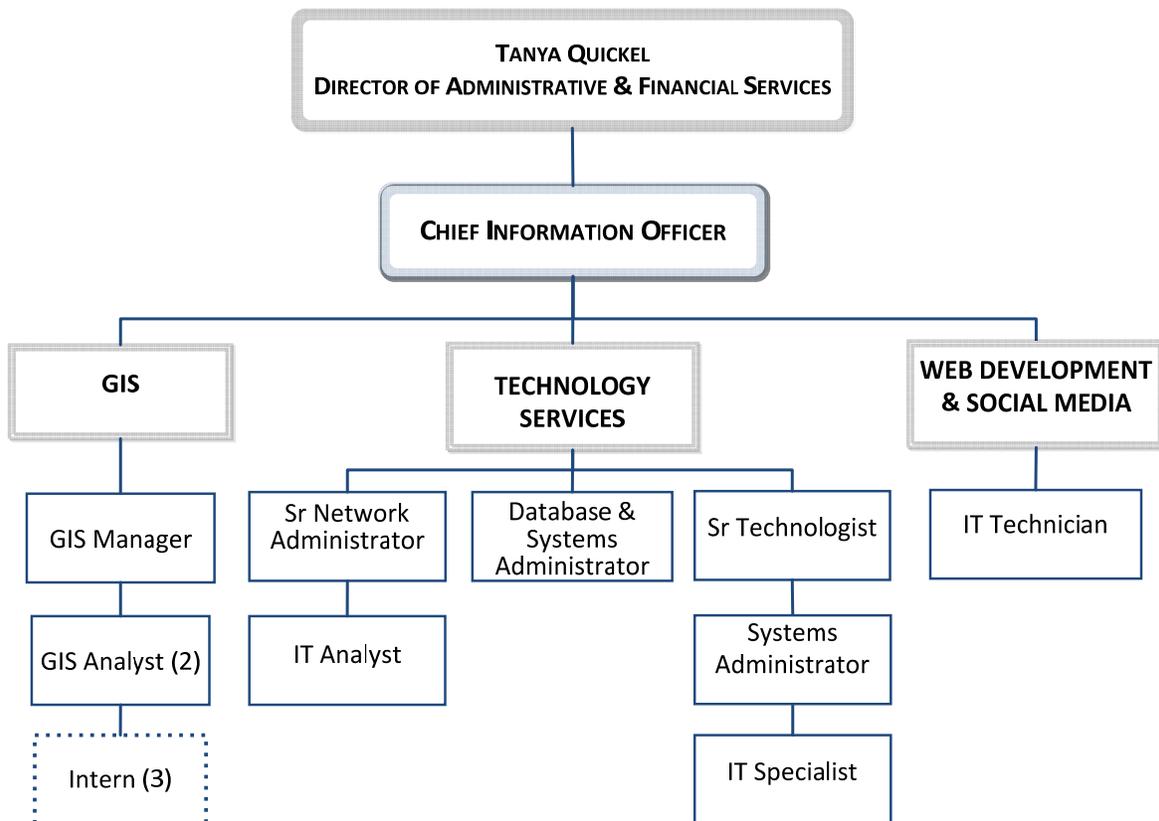
- Email migrated to Microsoft 365 Cloud Services – improving uptime, reliability, disaster recovery and best total cost of ownership and return on investment
- Consolidated physical storage of 5 servers down to 1, enabled deduplication, centralized design, utilized snapshots for data protection and instant recovery
- Installed 2 new virtual storage units to consolidate and compress data, increase data throughput speeds and enable hourly, daily, weekly and monthly instant snapshots for improved disaster recovery
- Re-engineered entire backup procedure to back up all databases and servers. Newer technologies will enable full back up and resilience to any disaster
- Implemented new Email Archival system
- Upgraded Virtual Server environment to the latest version
- SQL Database Rebuild – Consolidated, defragmented, optimized for performance and backup instituted maintenance program
- Completed consolidated the SharePoint environment down to 1 working version to optimize performance
- Replaced in-building Wi-Fi in all Village Buildings, reducing from Wi-Fi units while increasing range, performance, reliability and services to employees and residents
- Relocated the scanning site from Wellington Mall to Public Works
- Added security cameras to the Yarmouth, dog park, amphitheater, pool, pool parking lot and 4 cameras at the Community Center
- Implemented mobile device management for iPads to track, enforce, monitor and rollout upgrades from single point (rather than manually recalling all units)
- Found new laptop replacements and changed laptop policy to lower the number of laptops
- Identified network routing issues and VLAN issues. Began implementing and simplifying network design and topology
- Replaced all network and Core switches in the village
- Flattened network design and throughput
- Implemented new easy to use anywhere ticketing for Helpdesk, GIS, Communications and IT departments
- Implemented new visitor check and badging system at front desk
- GIS Facilities Infrastructure Condition Assessment - entire Village was scanned and have 3 interns and 2 staff members completing FICA by end of FY 2014
- GIS Web Site – upgraded and created departmental specific sites. Trained departments how to use, build and publish their own maps. Integrated Laserfiche into website
- GIS connected data and maps to Palm Beach County
- Upgraded GIS system to version 10.2.1
- Added networking for staff and provide support where needed at Lake Wellington Professional Center
- Re-engineered both EOC sites with better networking, systems, etc
- Website – removed all dead-links and data, streamlined design and flow, added more security
- Door Security System – rebuild and upgrade what we have and utilize virtual servers to aid in better security, uptime, recoverability
- Migrated all Laserfiche data to a new storage server
- Upgraded ProjectDox to latest version and built new servers virtually from the ground up

# Information Technology

## POSITIONS

INFORMATION TECHNOLOGY	Positions	Part-Time Hours	Intern
<b>Geographic Information Systems (GIS)</b>			
GIS ANALYST	1.00		
GIS MANAGER	1.00		
GIS TECHNICIAN	1.00		
INTERN - COLLEGE			3.00
<b>Technology Services</b>			
CHIEF INFORMATION OFFICER	1.00		
SENIOR TECHNOLOGIST	1.00		
SR NETWORK ADMINISTRATOR	1.00		
IT ANALYST	1.00		
IT SPECIALIST	1.00		
IT TECHNICIAN	1.00		
SYSTEMS ADMINISTRATOR	1.00		
DATABASE & SYSTEMS ADMINISTRATOR	1.00		
<b>Total Information Technology</b>	<b>11.00</b>	<b>0</b>	<b>3.00</b>

## ORGANIZATIONAL CHART



# Audit & Compliance

## MISSION

Provides oversight to internal & external controls

## FUNCTION

Risk Assessment, Audit & Compliance serves as an independent appraisal function that examines and evaluates processes and controls; both internally and externally to provide managerial control while measuring and evaluating their effectiveness to ensure that the Village remains a well-managed municipality and good stewards of the Village's assets.

## FUNDAMENTALS (LINK)

- ✓ Protecting Our Investment      PI
- ✓ Responsive Government        RG

## BUDGET SUMMARY

AUDIT & COMPLIANCE	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$34,118	\$120,225	\$123,682	\$3,457
Operating	\$0	\$2,580	\$3,000	\$5,600	\$2,600
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$36,699</b>	<b>\$123,225</b>	<b>\$129,282</b>	<b>\$6,057</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$36,699</b>	<b>\$123,225</b>	<b>\$129,282</b>	<b>\$6,057</b>
FT Positions	1	1	1	1	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## GOALS

Link	Goal
PI	Review internal controls and other operating controls for effectiveness and efficiency
RG	Determine compliance with applicable laws, regulations, policies, plans and procedures
PI	Safeguard Village assets from loss
PI	Ensure the integrity and validity of data produced by the Village

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Maintain internal audit program to optimize internal controls, compliance and promotes efficiencies	Internal & External audits with zero control weaknesses
RG	Identify areas of improvement to enhance effectiveness and efficiency by streamlining key processes	Provide accurate and timely financial information

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Number of Internal & External Audits/Reviews and Projects Conducted	Outcome	*	*	10	10
RG	Achieved cost savings as a result from audits/inquires	Outcome	*	*	Yes \$120,000	Yes

# Audit & Compliance

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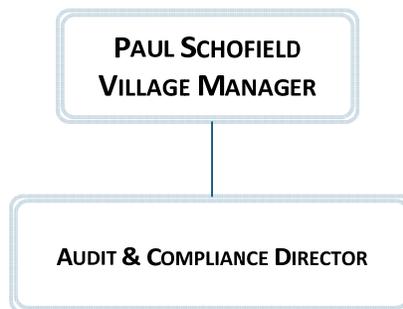
## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Established departmental policies and procedures
- Developed an Internal Audit Plan for FY 2014

## POSITIONS

AUDIT & COMPLIANCE	Positions	Part-Time	Intern
	Hours		
AUDIT & COMPLIANCE DIRECTOR	1.00		
<b>Total Risk Assessment, Compliance &amp; Audit</b>	<b>1.00</b>	<b>0</b>	<b>0.00</b>

## ORGANIZATIONAL CHART



# Public Safety

## Emergency Management • Law Enforcement

### MISSION

To enhance neighborhoods through safety

### FUNDAMENTALS (LINK)

- ✓ Neighborhood Renaissance NR
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG

### FUNCTION

Wellington provides law enforcement services through an annual contract with the Palm Beach Sheriff's Office (PBSO). The current contract funds 63 deputies, 69 part-time crossing guards and 5 civilian employees. They handle over 35,000 calls for service and nearly 1,300 vehicular accidents annually.

The second component of Public Safety is Emergency Management. Wellington maintains an Emergency Management fund to ensure continuity of service for incidents and emergencies through proper planning, training and communications with local, regional and national agencies.

### LAW ENFORCEMENT GOALS

Link	Goal
PI	Reduce crime through effective supervision of juvenile offenders
RG	Prevent all traffic crashes and have no traffic fatalities
PI	Eliminate all property crime in the Village of Wellington
PI	Eliminate auto thefts and crashes in the Equestrian Community

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Revise and update Emergency Management Plan	Adoption of plan by Council
PI	Incident Command System (ICS) training	Number of Wellington FEMA trained staff in ICS 100, 200, 700, and 800
PI	Reduce the number of juvenile arrests in Wellington by 5%	Juvenile arrest rate
RG	Deploy motor units pursuant to traffic crash patterns and legitimate citizen traffic complaints	Traffic Crash Rate of 2.2 or less crashes per 100 Village residents
PI	Track, detect, and investigate property crimes in the Village	Property crimes remain less than 1,000 cases; 10% of burglaries cleared by arrest
PI	Reduce auto thefts in the equestrian area by 10%	District 8 will record at least 100 business/ residence checks at equestrian events

### LAW ENFORCEMENT PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Property Crimes	Workload	745	713	648	<1,000
RG	Response time in minutes - high priority calls	Efficiency	4.7	4.9	5.2	<7.0
RG	Clearance rate	Effectiveness	29.1%	27.1%	28.0%	28.5%

# Public Safety

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Citizen Satisfaction Rating (1 lowest – 5 highest)	Outcome	4.8	4.8	4.9	4.9
RG	Crash rate of 2.2 or less per 100 residents	Effectiveness	2.3	2.2	2.7	<2.2
PI	Property Crimes	Outcome	745	713	<1,000	<1,000
RG	Calls for Service	Workload	34,874	36,354	36,068	34,419
PI	Juvenile Arrest Rate	Outcome	19%	15%	20%	Down 5%

## BUDGET SUMMARY – LAW ENFORCEMENT

LAW ENFORCEMENT	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	\$7,675,453	\$7,677,404	\$8,248,906	\$8,246,399	(\$2,507)
<b>SUBTOTAL</b>	<b>\$7,675,453</b>	<b>\$7,677,404</b>	<b>\$8,248,906</b>	<b>\$8,246,399</b>	<b>(\$2,507)</b>
Capital Outlay	\$0	\$11,781	\$10,200	\$19,200	\$9,000
<b>TOTAL</b>	<b>\$7,675,453</b>	<b>\$7,689,186</b>	<b>\$8,259,106</b>	<b>\$8,265,599</b>	<b>\$6,493</b>
FT Positions	-	-	-	-	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## BUDGET SUMMARY – EMERGENCY MANAGEMENT

EMERGENCY MANAGEMENT	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$153,111	\$0	\$0	\$0	\$0
Operating	\$92,988	\$188,166	\$43,700	\$47,700	\$4,000
<b>SUBTOTAL</b>	<b>\$246,099</b>	<b>\$188,166</b>	<b>\$43,700</b>	<b>\$47,700</b>	<b>\$4,000</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$246,099</b>	<b>\$188,166</b>	<b>\$43,700</b>	<b>\$47,700</b>	<b>\$4,000</b>
FT Positions	-	-	-	-	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

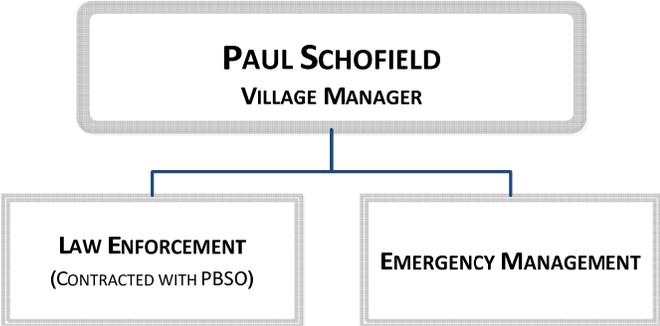
## LAW ENFORCEMENT ACCOMPLISHMENTS 2014

- 21% decline in vehicle burglary
- 9% decline in overall burglaries
- Crime prevention through juvenile arrests and monitoring
- Property Crime declined for 4th consecutive year
- Traffic stops increased 21%
- Retail theft declined 19%
- Residential burglary decreased by 5.3%
- Domestic Violence Cases declined by 23%
- Crash rate declined to 2.2 crashes per 100 residents

# Public Safety

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## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Planted almost 350 trees  
and trimmed 5,750 trees

# Village Clerk

## MISSION

To meet the service needs of the community

## FUNCTION

The Clerk's Office provides for elections, is the custodian of Wellington's official records and provides customer access to records in a timely and efficient manner consistent with Council policies and procedures and State laws.

## FUNDAMENTALS (LINK)

✓ Responsive Government RG

## GOALS

Link	Goal
RG	Timely completion of meeting minutes: 95% of minutes completed within one month of meeting
RG	Timely fulfillment of public records requests: 98% of records request completed within five business days
RG	Timely publishing of meeting agendas: 95% of agendas delivered on deadline

## BUDGET SUMMARY

CLERK		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$718,815	\$693,349	\$880,857	\$804,029	(\$76,828)
	Operating	\$436,945	\$93,864	\$140,700	\$73,200	(\$67,500)
	<b>SUBTOTAL</b>	<b>\$1,155,760</b>	<b>\$787,214</b>	<b>\$1,021,557</b>	<b>\$877,229</b>	<b>(\$144,328)</b>
	Capital Outlay	\$0	\$0	\$0	\$20,000	\$20,000
	<b>TOTAL</b>	<b>\$1,155,760</b>	<b>\$787,214</b>	<b>\$1,021,557</b>	<b>\$897,229</b>	<b>(\$124,328)</b>
	FT Positions	6	6	10	10	-
	PT Hours	-	-	-	-	-
	Intern	1	3	-	1	1

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Expand integration of document management system with Open Wellington	90% of financial records have related documents attached
RG	Expand document management database to support Open Wellington	33% of all records accessible within 2-4 clicks
RG	Eliminate on-site storage of paper files	100% record inventory of boxes on-site 100% disposal of applicable records
RG	Implement additional document management workflow processes	One additional workflow process in each work group by the end of the year

# Village Clerk

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Percent Agendas delivered on deadline	Outcome	90%	80%	35%	95%
RG	Percent of minutes completed within one month of meeting	Workload	*	*	75%	90%
RG	Number of Records Requests	Workload	1,933	2,400	1,682	2,200
RG	Percent of record requests filled within five business days	Efficiency	98%	90%	94%	95%

## FY 2013 & FY 2014 ACCOMPLISHMENTS

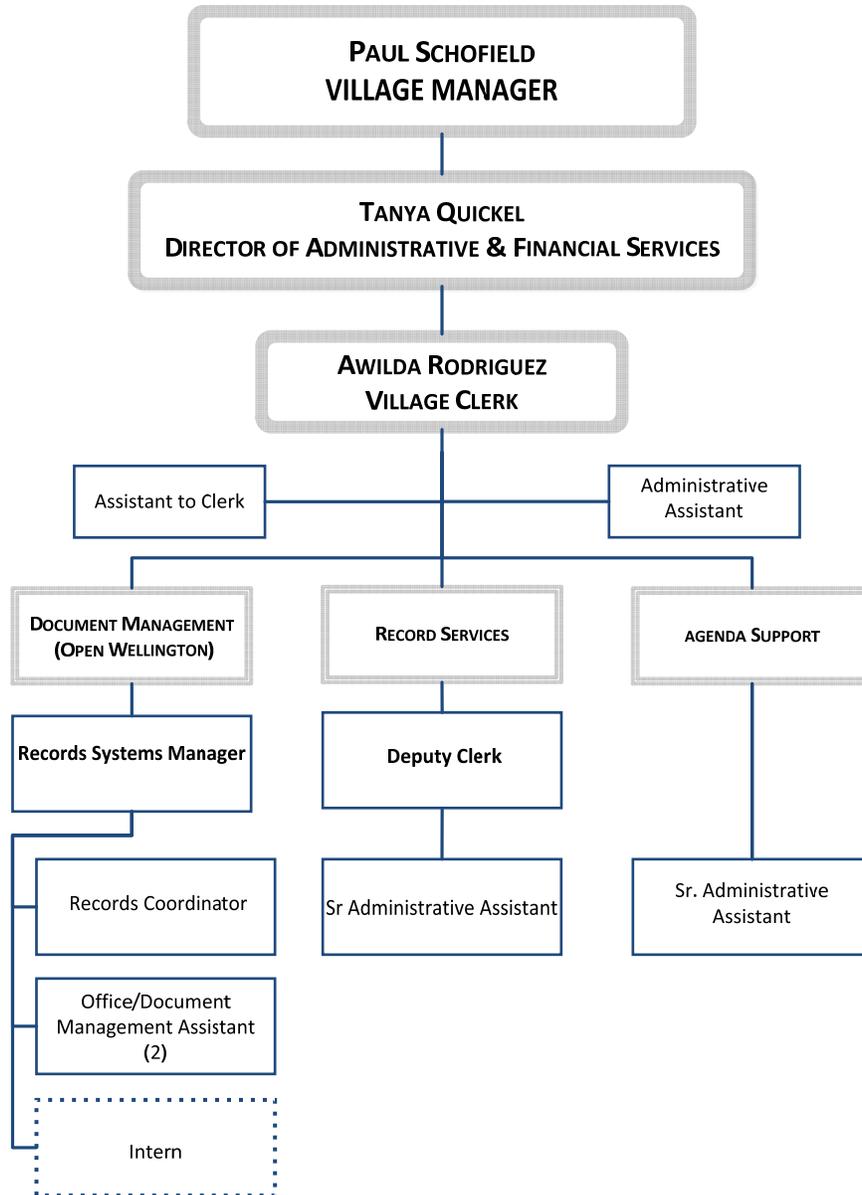
- Continued integration of electronic document management system with Open Wellington
- Enhanced accessibility to local government via an electronic Citizen Action Center where customers can send requests and questions to staff or look up commonly asked questions
- Coordinated municipal election and manual recount process
- Inventoried and disposed of over 4,000 boxes of Village records
- Eliminated off-site storage contract with a savings of \$24,000
- Processed and completed over 2,400 public information requests including requests pertaining to litigation
- Coordinated the selection process for the new slate of board and committee members for the 2013-2014 year
- Implemented a more efficient agenda processing system

## POSITIONS

VILLAGE CLERK	Positions	Part-Time Hours	Intern
<b>Clerk &amp; Records Services</b>			
ADMINISTRATIVE ASSISTANT	1.00		
ASST TO VILLAGE CLERK	1.00		
DEPUTY CLERK	1.00		
INTERN - COLLEGE			1.00
SR ADMINISTRATIVE ASSISTANT	2.00		
VILLAGE CLERK	1.00		
<b>Document Management</b>			
OFFICE/DOCUMENT MANAGEMENT ASSISTANT	2.00		
RECORDS COORDINATOR	1.00		
RECORDS SYSTEMS MANAGER	1.00		
<b>Total Clerk's Office</b>	<b>10.00</b>	<b>0</b>	<b>1.00</b>

# Village Clerk

## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Was considered  
The Winter Equestrian Capital of the World

# Financial Services

Accounting & Treasury • Budget & Reporting • Purchasing • Risk Management

## MISSION

To safeguard Wellington's finances and assets

## FUNCTION

The function of Wellington's Financial Services is to manage and prepare a balanced budget, provide accurate, timely and relevant financial information to the public and decision makers, safeguard assets through appropriate controls, accounting and procurement practices and effective risk management. Financial Services partners with all departments to improve operating efficiencies.

## FUNDAMENTALS (LINK)

- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG

## GOALS

Link	Goal
PI	Maintain security and internal control of Village financial management practices and technologies
RG	Manage the development and presentation of a balanced annual budget to facilitate understanding, communication, transparency and fiscal responsibility
RG	Economically procure materials, supplies, equipment and services by conducting fair and open competition within Florida Statutes, Village Ordinances and Resolutions

## DEPARTMENT BUDGET SUMMARY

TOTAL FINANCIAL SERVICES	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$1,494,239	\$2,159,774	\$1,653,107	\$2,128,374	\$475,267
Operating	\$1,232,845	\$905,058	\$1,380,200	\$1,384,074	\$3,874
<b>SUBTOTAL</b>	<b>\$2,727,084</b>	<b>\$3,101,530</b>	<b>\$3,033,307</b>	<b>\$3,512,448</b>	<b>\$479,141</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$2,727,084</b>	<b>\$3,101,530</b>	<b>\$3,033,307</b>	<b>\$3,512,448</b>	<b>\$479,141</b>
FT Positions	16	18	19	19	-
PT Hours	-	-	-	-	-
Intern	1	-	1	-	(1)

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Develop periodic general analysis and reconciliation reporting schedule	Percentage of general analyses and reconciliations completed on time and published
PI	Complete a risk assessment of current technologies to identify vulnerabilities and improve future implementation of new technologies	Number of internal process and security improvements
PI	Develop departmental review plan for departmental policies and procedures; develop schedule for maintenance	Percentage reviewed and corrected if needed

# Financial Services

Link	Project / Program	Performance Measure/Metric
RG	Maintain or reduce annual healthcare and property and casualty insurance premium costs	Annual insurance expense change
RG	Prepare FAQ's and social media for all segments of OFMB for use on website	Percentage completed
PI	Complete a Department – wide assessment of software usage and evaluation	Percentage of software evaluations completed and implemented
PI	Complete valuation and assessment of all Village assets –Master Appraisal	Valuation updated and incorporated into insurance, inventory, and reports
RG	Develop an annual bid/solicitation schedule and review cycle	Percentage completed on time
RG	Complete review of all departmental contracts	Percentage reviewed and monitored

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Annual external audit findings	Outcome	2	0	0	0
RG	Invitations to bid	Workload	22	35	39	40
RG	Purchase orders processed	Workload	959	1,011	1,011	1,015
PI	Annual purchasing card rebate	Effectiveness	\$31,076	\$68,452	\$90,739	\$100,000
RG	Bid protests (annual)	Effectiveness	5	1	1	0
RG	Sustained bid protests	Effectiveness	3	0	0	0
PI	Workers compensation claims	Effectiveness	N/A	14	22	20
PI	Workers compensation loss ratio	Effectiveness	35%	11%	52%	40%
PI	General liability loss ratio	Effectiveness	23%	10%	19%	20%
RG	Bond rating	Outcome	AA+	AA+	AA+	AA+
RG	GFOA Budget Award received	Outcome	Yes	Yes	Yes	Yes
RG	GFOA CAFR Award received	Outcome	Yes	Yes	Yes	Yes

## DIVISION BUDGET SUMMARIES

ACCOUNTING & TREASURY	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$1,241,458	\$1,392,751	\$930,598	\$1,187,680	\$257,082
Operating	\$268,495	\$193,936	\$289,450	\$235,100	(\$54,350)
<b>SUBTOTAL</b>	<b>\$1,509,953</b>	<b>\$1,586,687</b>	<b>\$1,220,048</b>	<b>\$1,422,780</b>	<b>\$202,732</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$1,509,953</b>	<b>\$1,586,687</b>	<b>\$1,220,048</b>	<b>\$1,422,780</b>	<b>\$202,732</b>
FT Positions	13	12	11	11	-
PT Hours	-	-	-	-	-
Intern	1	-	-	-	-

# Financial Services

BUDGET & REPORTING	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$8,177	\$322,533	\$256,070	(\$66,463)
Operating	\$0	\$0	\$5,500	\$5,550	\$50
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$8,177</b>	<b>\$328,033</b>	<b>\$261,620</b>	<b>(\$66,413)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$8,177</b>	<b>\$328,033</b>	<b>\$261,620</b>	<b>(\$66,413)</b>
FT Positions	-	1	3	3	-
PT Hours	-	-	-	-	-
Intern	-	-	1	-	(1)

PURCHASING	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$187,329	\$269,468	\$332,526	\$344,674	\$12,148
Operating	\$96,025	\$108,504	\$124,900	\$129,900	\$5,000
<b>SUBTOTAL</b>	<b>\$283,354</b>	<b>\$377,972</b>	<b>\$457,426</b>	<b>\$474,574</b>	<b>\$17,148</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$283,354</b>	<b>\$377,972</b>	<b>\$457,426</b>	<b>\$474,574</b>	<b>\$17,148</b>
FT Positions	2	3	4	4	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

RISK MANAGEMENT	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$65,452	\$76,204	\$67,450	\$339,950	\$272,500
Operating	\$868,317	\$601,693	\$960,350	\$1,013,524	\$53,174
<b>SUBTOTAL</b>	<b>\$933,769</b>	<b>\$677,897</b>	<b>\$1,027,800</b>	<b>\$1,353,474</b>	<b>\$325,674</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$933,769</b>	<b>\$677,897</b>	<b>\$1,027,800</b>	<b>\$1,353,474</b>	<b>\$325,674</b>
FT Positions	1	1	1	1	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Financial Services

## FY 2013 & FY 2014 ACCOMPLISHMENTS

### Accounting Services, Budget & Reporting

- Received awards for excellence in reporting of the Comprehensive Annual Budget, Budget in Brief, Comprehensive Annual Financial Report and Popular Annual Financial Report
- Retired the final Utility Debt early
- Completed review of internal controls and compliance
- Updated the accounting manual and investment policies
- Launched OpenGov financial reporting web platform to provide greater transparency
- Streamlined and redesigned the annual budget process and presentations to improve communications, simplify budget submissions and reduce preparation times
- Successfully incorporated the Lake Wellington Professional Centre financial operations into Village oversight

### Purchasing

- Implemented an automated P-Card approval process
- Increased annual P-Card rebates
- Increased annual total cash savings generated through procurement activity

### Risk Management

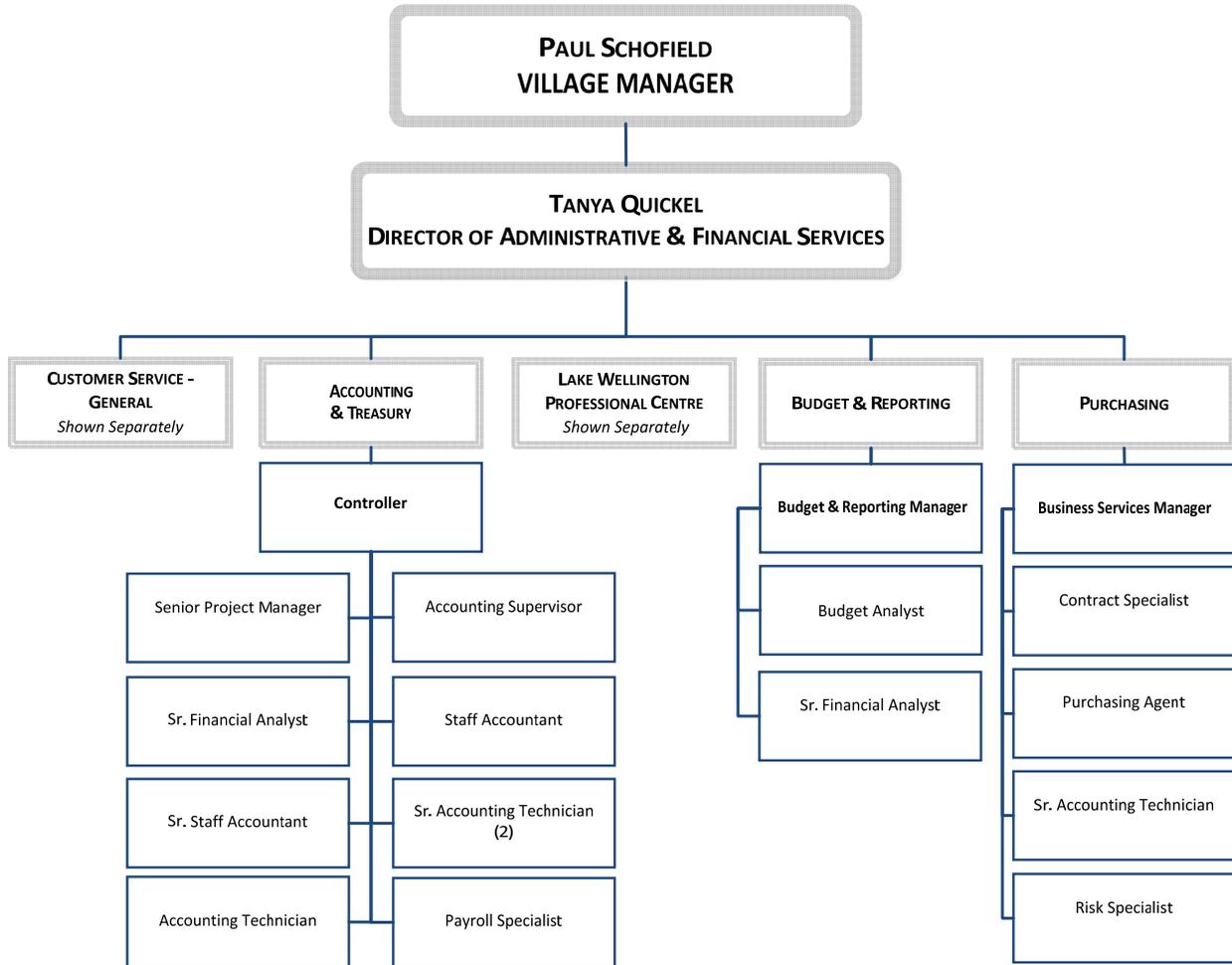
- Maintained a low Workers Compensation loss ratio for continued savings and credits

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>FINANCIAL SERVICES</b>			
<b>Accounting &amp; Treasury</b>			
ACCOUNTING SUPERVISOR	1.00		
ACCOUNTING TECHNICIAN	1.00		
CONTROLLER/CHIEF ACCOUNTANT	1.00		
DIRECTOR OF ADMINISTRATIVE & FINANCIAL SVCS	1.00		
PAYROLL SPECIALIST	1.00		
SENIOR ACCOUNTING TECHNICIAN	2.00		
SENIOR FINANCIAL ANALYST	1.00		
SENIOR PROJECT MANAGER	1.00		
SENIOR STAFF ACCOUNTANT	1.00		
STAFF ACCOUNTANT	1.00		
<b>Budget &amp; Reporting</b>			
BUDGET & REPORTING MANAGER	1.00		
PROJECT MANAGER	1.00		
BUDGET ANALYST	1.00		
<b>Purchasing</b>			
BUSINESS SERVICES MANAGER	1.00		
CONTRACT SPECIALIST	1.00		
PURCHASING AGENT	1.00		
SENIOR ACCOUNTING TECHNICIAN	1.00		
<b>Risk Management</b>			
RISK SPECIALIST	1.00		
<b>Total Financial Services</b>	<b>19.00</b>	<b>0</b>	<b>0.00</b>

# Financial Services

## ORGANIZATIONAL CHART





Did you know in the past year, the Village's ...

Phone staff handled more than  
100,000 calls

# Customer Service

## MISSION

To provide a satisfying customer experience

## FUNCTION

Customer Service provides assistance to external customers in transaction processing associated with Utility services, permit and license fees, other miscellaneous fees, and public complaint processing.

## FUNDAMENTALS (LINK)

- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## GOALS

Link	Goal
RG	Provide excellent customer service by exceeding internal and external customer expectations, be open and responsive to customer needs, maintain a high standard of professionalism
RG	Be proactive in developing and using methods and ideas that will continually enhance all areas of customer service for the benefit of all customers.
RG	Respond to customers within 24 hours and provide periodic updates on status

## BUDGET SUMMARY

CUSTOMER SERVICE		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$170,326	\$430,313	\$287,518	\$406,639	\$119,121
	Operating	\$5,547	\$5,178	\$61,014	\$42,530	(\$18,484)
	<b>SUBTOTAL</b>	<b>\$175,873</b>	<b>\$435,491</b>	<b>\$348,532</b>	<b>\$449,169</b>	<b>\$100,637</b>
	Capital Outlay	\$0	\$0	\$0	\$0	\$0
	<b>TOTAL</b>	<b>\$175,873</b>	<b>\$435,491</b>	<b>\$348,532</b>	<b>\$449,169</b>	<b>\$100,637</b>
	FT Positions	15	12	6	7	1
	PT Hours	3,120	3,120	1,560	-	(1,560)
	Intern	-	-	-	-	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Prepare FAQ's and social media for use on website	Percentage completed

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Lobby service satisfaction ratings	Effectiveness	95%	96%	N/A	N/A
RG	Average lobby wait time in minutes	Efficiency	9.10	7.57	7.00	6.50
RG	Average Percent of payments made electronically	Efficiency	77%	78%	78%	80%
RG	Average workweek transactions	Output	3,560	3,833	3,950	3,700

# Customer Service

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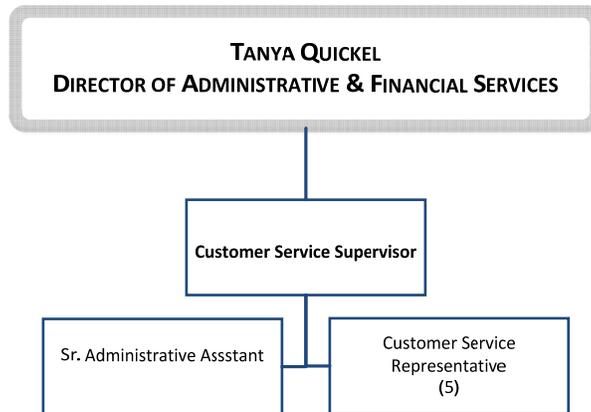
## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Implemented QFlow enhancements to reduce lobby wait times
- Reorganized positions and reporting structure to improve staff proficiencies and service delivery as part of focus on utility, building and general customer service

## POSITIONS

CUSTOMER SERVICE	Positions	Part-Time	Intern
	Hours		
CUSTOMER SERVICE SUPERVISOR	1.00		
CUSTOMER SERVICE REPRESENTATIVE	5.00		
SR ADMINISTRATIVE ASSISTANT	1.00		
<b>Total Customer Service</b>	<b>7.00</b>	<b>0</b>	<b>0.00</b>

## ORGANIZATIONAL CHART



# Communications

## MISSION

Convey current and relevant information

## FUNDAMENTALS (LINK)

- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## FUNCTION

The Communications department focuses on the following:

**Information and News** – Wellington’s goal is complete governmental transparency. Utilizing technology to provide transparent data and communication ensures that strategies align with transparency standards.

**Broadcasting** – Wellington maintains a 24 hour local government channel (Channel 18). Work focuses on creation and production of live broadcasts, news segments, PSA’s, information sharing, and other special programs. Channel 18 is one of Wellington’s key forms of communication and work centers around keeping information fresh, accurate and informative. Channel 18 can also be viewed online or from any mobile device.

## GOALS

Link	Goal
RG	Provide the residents, businesses and visitors of the Village with access to current and accurate information

## BUDGET SUMMARY

COMMUNICATIONS		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$159,051	\$184,446	\$256,937	\$306,727	\$49,790
	Operating	\$16,263	\$27,802	\$40,100	\$50,900	\$10,800
	<b>SUBTOTAL</b>	<b>\$175,314</b>	<b>\$212,248</b>	<b>\$297,037</b>	<b>\$357,627</b>	<b>\$60,590</b>
	Capital Outlay	\$7,488	\$15,072	\$20,000	\$55,000	\$35,000
	<b>TOTAL</b>	<b>\$182,802</b>	<b>\$227,320</b>	<b>\$317,037</b>	<b>\$412,627</b>	<b>\$95,590</b>
	FT Positions	3	3	3	3	-
	PT Hours	-	-	-	1,560	1,560
	Intern	1	1	1	1	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Website Redesign	Increase in website usage
RG	Provide broader scope of information to public	Increase in PSAs and video production
RG	Improve Media Relations/Marketing	Update contacts and provide better connectivity to media outlets to promote the Village
RG	Improve Social Media Presence	Provide multiple methods of communication

# Communications

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Website visitors	Effectiveness	*	*	335,203	400,000
RG	Webcasting Viewers	Effectiveness	*	*	7,485	8,900
RG	Press Releases	Workload	*	*	108	130
RG	Public Service Announcements – videos	Workload	*	*	*	18

## FY 2013 & FY 2014 ACCOMPLISHMENTS

### Communications:

- Developed and created five monthly “In the Know” video series. “In the Know” is a video series to educate residents and employees on the various Wellington initiatives
- Coordinated broadcasting and video recording services of public meetings and programming on Channel 18
- Developed and created marketing video shorts for conferences and general use
- Completion of the Equestrian Brochure and mailing to Wellington utility customers
- Provided central source of communication to residents including website, press releases, Social Media Facebook and Twitter, Channel 18 and public service announcements and facilitate public access information
- Provided support services for all Wellington departments including marketing, graphic design, PowerPoint visuals, and creative promotional material such as flyers, posters, and banners
- Coordinated, developed, created and distributed the Water Quality Report and Flood Brochure to all utility customers

### Broadcasting:

- Upgraded webcasting capabilities
- Live broadcasted all Council meetings
- Live broadcasted all Code Enforcement hearings

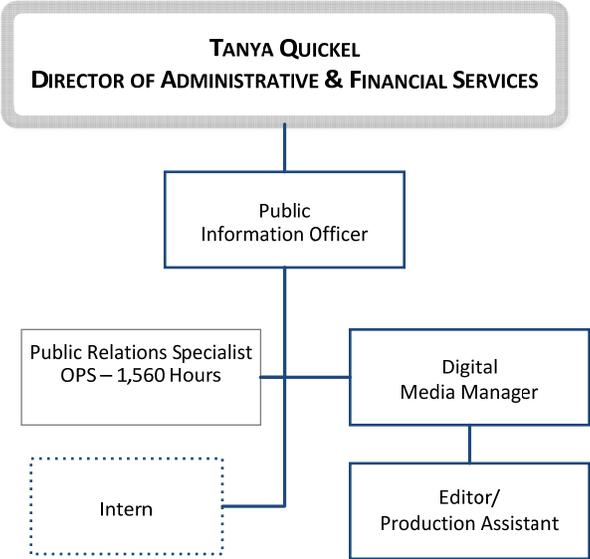
## POSITIONS

COMMUNICATIONS	Positions	Part-Time Hours	Intern
DIGITAL MEDIA MANAGER	1.00		
EDITOR/PRODUCTION ASSISTANT	1.00		
INTERN - COLLEGE			1.00
PUBLIC INFORMATION OFFICER	1.00		
PUBLIC RELATIONS SPECIALIST OPS		1,560	
<b>Total Communications</b>	<b>3.00</b>	<b>1,560</b>	<b>1.00</b>

# Communications

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## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Provided 2,172 rides to seniors  
through Wellington STAR Program

# Community Services

## Community Services Safe Neighborhoods • Community Development Block Grant (CDBG)

### MISSION

Improve neighborhoods and increase safety

### FUNDAMENTALS (LINK)

- ✓ Neighborhood Renaissance NR
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG

### FUNCTION

The Community Services Department serves three functions: 1) Safe Neighborhoods strategies and initiatives, 2) Community Outreach and 3) Administration of Community Block Development Grant; All functions work together to create safe and livable neighborhoods throughout Wellington.

### GOALS

Link	Goal
NR	Develop community-based programs that restores a safe family neighborhood orientation
NR	Encourage resident participation in crime prevention and volunteer programs
PI	Increase investments in appearance and the long-term maintenance of neighborhood values
NR	Collaborate with a non-profit community agency to implement an at-risk youth services program
RG	Develop programs that invest in the Senior Community

### DEPARTMENT BUDGET SUMMARY

TOTAL COMMUNITY SERVICES	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$375,980	\$473,760	\$517,533	\$627,406	\$109,873
Operating	\$81,769	\$224,844	\$630,817	\$484,847	(\$145,970)
<b>SUBTOTAL</b>	<b>\$457,749</b>	<b>\$698,604</b>	<b>\$1,148,350</b>	<b>\$1,112,253</b>	<b>(\$36,097)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$457,749</b>	<b>\$698,604</b>	<b>\$1,148,350</b>	<b>\$1,112,253</b>	<b>(\$36,097)</b>
FT Positions	6	6	6	7	1
PT Hours	-	-	-	-	-
Intern	4	2	1	1	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
<b>Safe Neighborhoods</b>		
PI	Defensive Measures Grant	Number of grants approved
NR	Neighborhood Rental Association	Percent Rental License holders participating
NR	Neighborhood Watch Groups	Number of Active Watch Groups
PI	Neighbors of Wellington Grant Program	Number of grants approved
<b>Community Outreach</b>		
RG	Youth Recreational Outreach & Mentorship	Collaborate with 1 non-profit community agency to implement an at-risk youth services program
RG	Keely Spinelli Education Grants	Increased performance of lowest 25% of students in math and reading
RG	Increase ridership of STAR program by 10%	Number of seniors served
RG	Senior Services Program	Increase level of service to seniors

# Community Services

Link	Project / Program	Performance Measure/Metric
<b>Community Development Block Grant</b>		
PI	Fund infrastructure improvements including public facilities, sidewalks	Number of residents served by facility and or infrastructure improvements.
PI	Fund outreach and educational programs	Number of residents served
RG	Partially fund Sr. transportation program	Number of senior residents served
NR	Housing Rehab programs	Number of residential improvements made
RG	Prepare CDBG Annual plan & CAPER report	On-time reporting per HUD guidelines

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	FY 2015 Target
NR	Average Market Value of Neighborhood Homes	Outcome	\$70,297	\$78,887	\$80,754	Increase
PI	Number of Neighborhood Improvement Grants Approved	Workload	34	10	13	25
RG	Number of Active Watch Groups	Outcome	3	14	13	17
PI	# of Neighbors of Wellington Grants Approved	Workload	*	*	7	13
RG	Number of At-risk Youth Programs implemented or partnered with	Outcome	2	1	2	4
RG	Number of CDBG program recipients	Outcome	*	58	168	200
RG	Number of Seniors Served by Senior Transportation Program	Effectiveness	54	66	106	150
RG	# of Home Improvements made for Seniors	Workload	*	*	*	8
NR	# of Neighborhood Improvements Completed	Outcome	2	3	2	5
RG	<u>Keely Spinelli Grant</u> : % of students in the lowest 25% showing gains in performance for reading/math	Outcome	*	*	73% / 83%	Increase
NR	Code Cases Per Housing Unit <sup>1</sup>	Effectiveness	1.22	0.47	0.98	1.03

## COMMUNITY SERVICES

**Safe Neighborhoods** – Reinvests in public and private infrastructure in the Village’s transitional neighborhoods, including sidewalks, streets, and other community assets by providing grant opportunities such as Defensive Measures Grants to install lighting, fencing and for other Crime Prevention Through Environmental Design (CPTED) projects and Neighbors of Wellington Grants to incentivize residents to create neighborhood watch groups.

**Public Safety** – Community Oriented Police Officers and Code Compliance Officers reduce crime and ensure properties are maintained in accordance with code to protect the health and safety of Wellington residents.

# Community Services

**Volunteer projects and programs** – Include neighborhood clean-ups, Interfaith service day projects, community event staffing, and opportunities to volunteer within Village offices.

**Youth Services** – Youth programming works to insure that adolescents will be healthy and productive members of society. Youth engagement opportunities include programs such as Civics 101 which provides high school students with an opportunity to see how each department operates and High School Summer Service that offers volunteer hours and new job skills to teens by working in a department. In 2015, Community Services will establish partnerships with at-risk youth non-profits that will address youth crime, violence, loitering and mentor programs.

**Senior Services** – The goal of Senior Services is to administer a comprehensive range of programs and services that provide for Wellington seniors 60 and older. Senior Services will work with various agencies and groups, including the Senior Advisory committee, to address issues facing Wellington seniors.

### BUDGET SUMMARY

COMMUNITY SERVICES SAFE NEIGHBORHOODS	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$375,980	\$470,934	\$425,241	\$535,237	\$109,996
Operating	\$81,769	\$212,264	\$501,150	\$378,180	(\$122,970)
<b>SUBTOTAL</b>	<b>\$457,749</b>	<b>\$683,197</b>	<b>\$926,391</b>	<b>\$913,417</b>	<b>(\$12,974)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$457,749</b>	<b>\$683,197</b>	<b>\$926,391</b>	<b>\$913,417</b>	<b>(\$12,974)</b>
FT Positions	6	5	5	6	1
PT Hours	-	-	-	-	-
Intern	2	2	1	-	(1)

### FY 2013 & FY 2014 ACCOMPLISHMENTS

**Safe Neighborhoods:**

- Completion of Neighborhood Enhancement Cluster Mailbox project
- Hosted three Neighborhood Visioning session for the Folkestone/Yarmouth neighborhood to create a grass-root, resident based neighborhood plan
- Increased Neighborhood Watch Groups by 46%
- Tripled Neighborhood Meeting attendance with the implementation of the Neighborhood Walk & Talks
- Created the Neighborhood Custodian program pairing Nuisance Abatement staff with Advocates to reduce trash within neighborhoods
- Conducted our “Resident Confidence in the Community” survey in all five multi-family neighborhoods
- Conducted the Great American Clean-Up in the Folkestone/Yarmouth Neighborhood with the neighborhood watch group members
- Facilitated two Neighborhood Block Parties utilizing the Neighbors of Wellington Grant

**Community Outreach:** (Volunteers, Youth Outreach, and Community Projects & Events)

- Developed annual internship program for college students
- Increase attendance in youth centric programs such as High School Summer Service program and Civics 101 program
- Hosted a series of Informational Clinics and Symposiums for area residents

# Community Services

- Partnered with Wellington High School's DECA Club for 5<sup>th</sup> annual Trunk or Treat event
- Hosted 2<sup>nd</sup> annual Hopefest and March Madness Spring Break Camp in partnership with Interfaith
- Hosted departmental Open House in partnership with PBSO, Fire Rescue, and Boys & Girls Club
- Hosted 5<sup>th</sup> Annual Food Drive providing for over 100 families in partnership with local businesses and Interfaith
- Hosted 5<sup>th</sup> Annual Toy Drive providing for over 350 children in partnership with local businesses and Interfaith
- Developed sponsorship program with local businesses to assist in funding community programs and events
- Partnered with the Palm Beach County School District and Wellington Education Committee to create a summer reading incentive program with local businesses
- Provided transportation assistance to 106 Wellington seniors through the STAR program
- Created and implemented senior symposiums and seminars with a focus on volunteerism
- Created an open partnership with 211 and the Department of Elder Affairs to ensure that Wellington seniors are receiving the appropriate assistance
- Utilized open lines of communication to create database of seniors seeking assistance

## COMMUNITY DEVELOPMENT BLOCK GRANT

Beginning in 2012, Wellington received an annual allocation of CDBG funds to assist the Village in meeting community needs, including, but not limited to, capital infrastructure investment and economic development programs that will retain and/or create education opportunities.

## BUDGET SUMMARY

COMMUNITY DEVELOPMENT BLOCK GRANT CDBG	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$2,827	\$92,292	\$92,169	(\$123)
Operating	\$0	\$12,581	\$129,667	\$106,667	(\$23,000)
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$15,407</b>	<b>\$221,959</b>	<b>\$198,836</b>	<b>(\$23,123)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$15,407</b>	<b>\$221,959</b>	<b>\$198,836</b>	<b>(\$23,123)</b>
FT Positions	-	1	1	1	-
PT Hours	-	-	-	-	-
Intern	2	-	-	1	1

## FY 2013 & FY 2014 ACCOMPLISHMENTS

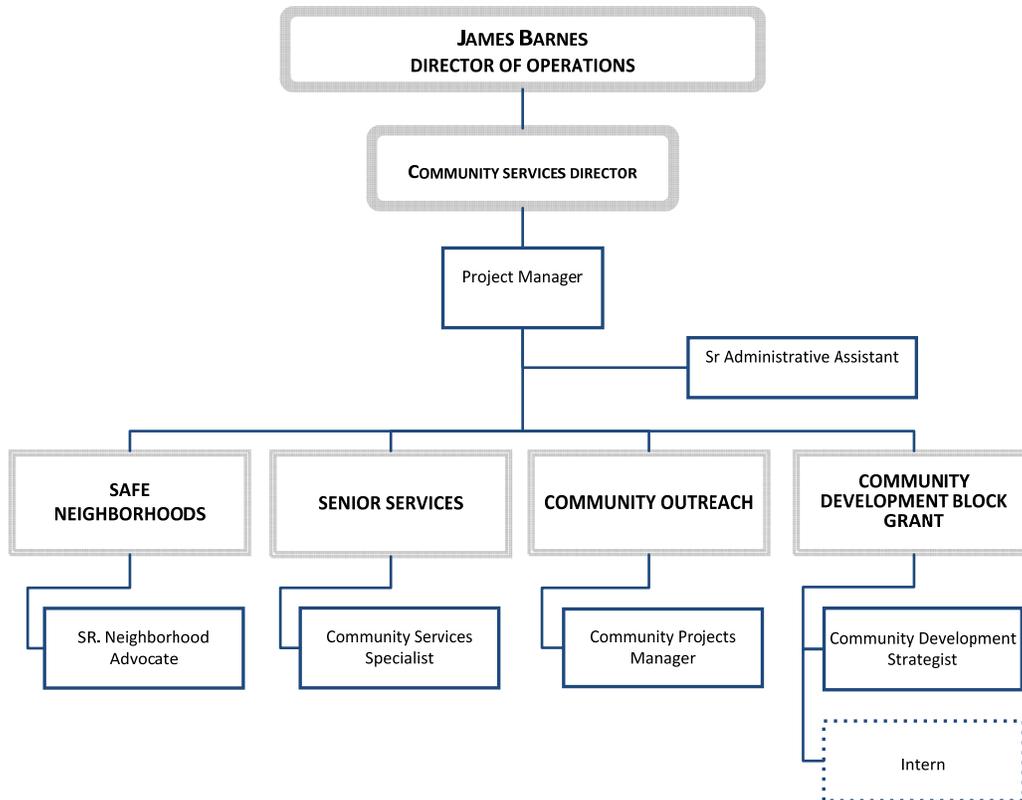
- Provided 26 Wellington youth with CDBG scholarship assistance to attend the Boys & Girls Club summer camp program
- Provided ADA compliant sidewalk ramps/approaches at over 80 locations throughout Wellington
- Completed a LMI (low and moderate income) survey in multi-family neighborhoods to identify eligible benefit areas for CDBG funds
- Implemented a CDBG funded senior housing rehab program to assist low-to-moderate income seniors make repairs to their home
- Provided 5 Wellington residents with tuition/education assistance through the CDBG funded SOAR Program

# Community Services

## POSITIONS

COMMUNITY SERVICES	Positions	Part-Time Hours	Intern
<b>Safe Neighborhoods</b>			
COMMUNITY PROJECTS MANAGER	1.00		
COMMUNITY SERVICES DIRECTOR	1.00		
COMMUNITY SERVICES SPECIALIST	1.00		
PROJECT MANAGER	1.00		
SR ADMINISTRATIVE ASSISTANT	1.00		
SR NEIGHBORHOOD ADVOCATE	1.00		
<b>Community Development Block Grant (CDBG)</b>			
COMMUNITY DEVELOPMENT STRATEGIST	1.00		
INTERN - COLLEGE			1.00
<b>Total Community Services</b>	<b>7.00</b>	<b>0</b>	<b>1.00</b>

## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Responded to 1,370  
and resolved 1,343  
Code Compliance complaints

# Planning, Zoning & Building

Code Compliance • Current Planning • Strategic Planning

## MISSION

To preserve Wellington's unique characteristics

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## FUNCTION

Planning, Zoning and Building comprises all planning, zoning, strategic planning, code, and building functions. The objective of this Department is to establish better coordination and collaboration for all development services, code, and planning activities. The main focus of the department continues to be the protection of the health, safety and welfare of the Village residents through administration of the Land Development Code, Building Code and compliance with Village property maintenance standards to preserve and enhance the unique characteristics of Wellington which make it "A Great Hometown".

## GOALS

Link	Goal
<b>CURRENT PLANNING</b>	
RG	Streamline the application review process for both development approvals and building permits to reduce processing time and complication
RG	Update and streamline the various land development codes
RG	Expand interaction and assistance provided to other departments
<b>CODE COMPLIANCE</b>	
RG	Maintain work volume and response time to complaints
RG	Provide minimum level of training and certifications for inspection staff
PI	Conduct neighborhood improvement inspections to protect and enhance property maintenance standards

## DEPARTMENT BUDGET SUMMARY

TOTAL PLANNING & ZONING	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$1,935,794	\$2,034,382	\$2,217,427	\$2,314,561	\$97,134
Operating	\$319,462	\$303,232	\$523,900	\$337,288	(\$186,612)
<b>SUBTOTAL</b>	<b>\$2,255,256</b>	<b>\$2,337,614</b>	<b>\$2,741,327</b>	<b>\$2,651,849</b>	<b>(\$89,478)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$2,255,256</b>	<b>\$2,337,614</b>	<b>\$2,741,327</b>	<b>\$2,651,849</b>	<b>(\$89,478)</b>
FT Positions	23	23	26	27	1
PT Hours	1,560	1,560	1,560	-	(1,560)
Intern	1	1	1	-	(1)

# Planning, Zoning & Building

## FY2015 ACTION PLANS

Link	Project / Program
RG	Continue Land Development Regulations updates
RG	Equestrian projects and weekly meetings during peak months
PI	Training and certifications for code staff
PI	Best management practices for livestock waste enforcement of manure bin inspections
PI	Business tax receipt enforcement for properties with agricultural classification (considered an agricultural commercial business)

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Number of annual code cases per officer	Workload	497	531	544	568
PI	Code compliance rate	Outcome	92%	91%	96%	96%

## Strategic Planning

### FUNCTION

Planning, Zoning & Building encompasses Strategic Planning, Current Planning (also known as Planning & Zoning), Code Compliance, and Building. For budgetary purposes and due to statutory requirements regarding permitting revenues, Building is presented separately.

### BUDGET SUMMARY

STRATEGIC PLANNING	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$575,671	\$223,515	\$523,576	\$566,950	\$43,374
Operating	\$213,820	\$107,479	\$278,950	\$159,200	(\$119,750)
<b>SUBTOTAL</b>	<b>\$789,491</b>	<b>\$330,994</b>	<b>\$802,526</b>	<b>\$726,150</b>	<b>(\$76,376)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$789,491</b>	<b>\$330,994</b>	<b>\$802,526</b>	<b>\$726,150</b>	<b>(\$76,376)</b>
FT Positions	1	4	5	5	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Planning, Zoning & Building

## Code Compliance

### FUNCTION

The primary function of this division is to protect and promote the Village’s property values and quality of life through enforcement of a wide variety of local codes. Enforcement is accomplished through a number of programs as well as through response to citizen complaints.

### BUDGET SUMMARY

CODE COMPLIANCE	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$866,316	\$984,870	\$1,031,966	\$1,030,513	(\$1,453)
Operating	\$53,547	\$61,548	\$109,325	\$147,388	\$38,063
<b>SUBTOTAL</b>	<b>\$919,863</b>	<b>\$1,046,418</b>	<b>\$1,141,291</b>	<b>\$1,177,901</b>	<b>\$36,610</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$919,863</b>	<b>\$1,046,418</b>	<b>\$1,141,291</b>	<b>\$1,177,901</b>	<b>\$36,610</b>
FT Positions	14	14	15	15	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Code Officers obtained Florida Association Code Enforcement (FACE) level I Fundamentals of Code Enforcement
- Code Officers obtained FACE level IIII Legal Aspects of Code Enforcement
- Code Officers obtained FACE level VI Officer Safety
- Code staff participated in the stabilization and enhancement of older communities through a partnership with the Safe Neighborhoods Office
- Restructured code compliance officer zones

# Planning, Zoning & Building

**FUNCTION**

Administers the Village’s Land Development Code, which include the Zoning Code, Parking Standards, Landscaping Standards, Concurrency Standards, Environmental Standards, etc. Such work involves preparation and representation of staff reports for applications, rezoning, conditional uses, special permits, etc. Current Planning also provides support for numerous Village advisory boards such as the Planning, Zoning and Adjustment Board, Equestrian Preserve Committee, Architectural Review Board, as well as the Village Council. The Division provides assistance to the general public on a walk-in basis.

**BUDGET SUMMARY**

CURRENT PLANNING	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$493,807	\$825,997	\$661,885	\$717,098	\$55,213
Operating	\$52,095	\$134,205	\$135,625	\$30,700	(\$104,925)
<b>SUBTOTAL</b>	<b>\$545,902</b>	<b>\$960,202</b>	<b>\$797,510</b>	<b>\$747,798</b>	<b>(\$49,712)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$545,902</b>	<b>\$960,202</b>	<b>\$797,510</b>	<b>\$747,798</b>	<b>(\$49,712)</b>
FT Positions	8	5	6	7	1
PT Hours	1,560	1,560	1,560	-	(1,560)
Intern	1	1	1	-	(1)

**FY 2013 & FY 2014 ACCOMPLISHMENTS**

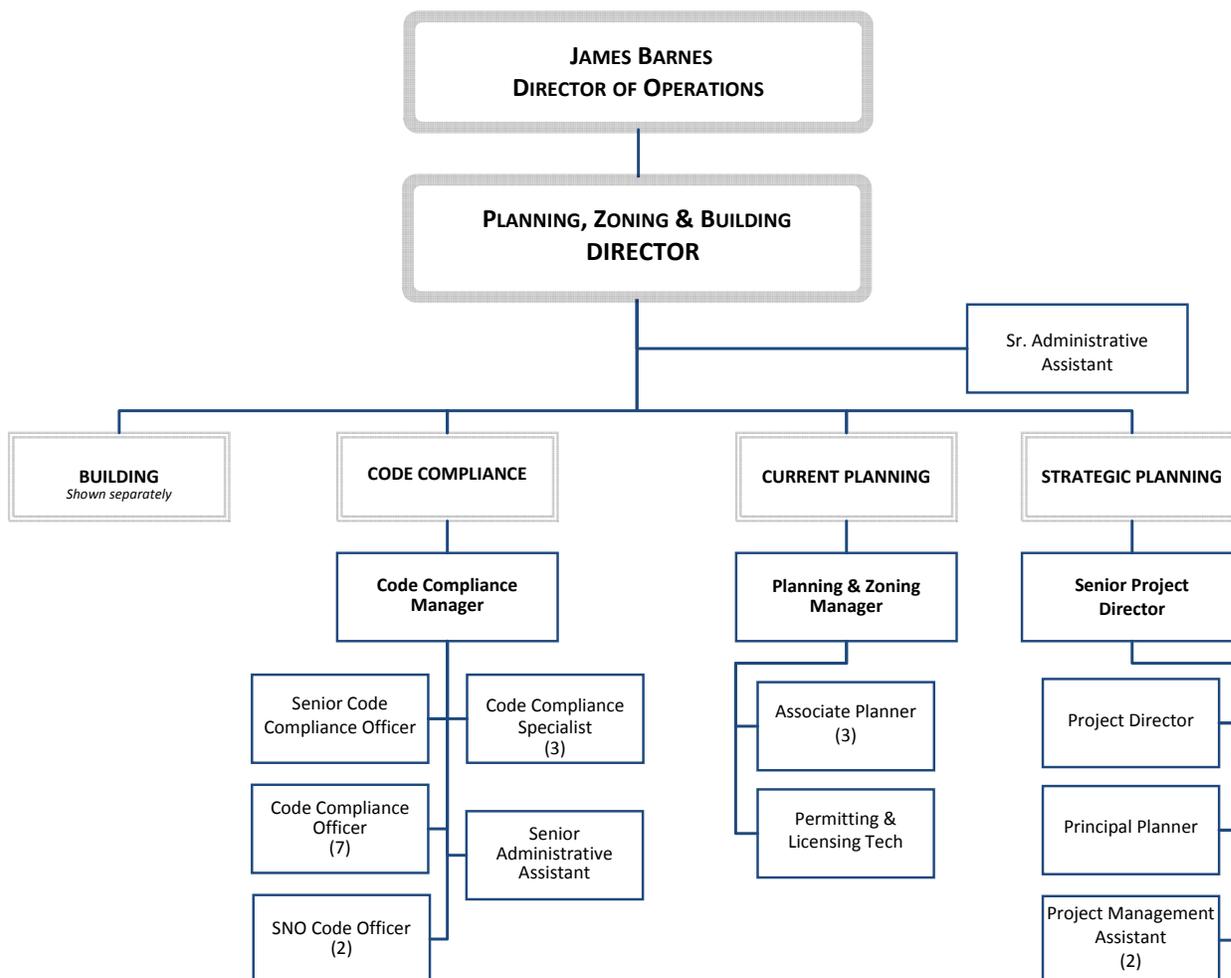
- Coordinated with Building and Code Compliance to resolve ongoing field issues
- Electronically reviewed and distributed P&Z related applications
- P&Z Applications updated and were electronically available for outside user groups
- Streamlined special use permit reviews, especially for stabling tents
- Updated bicycle, pedestrian and alternative pathways master plan
- Assisted in median improvements and other landscape related projects as requested

# Planning, Zoning & Building

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>Current Planning</b>			
ASSOCIATE PLANNER	3.00		
PERMITTING & LICENSING TECH	1.00		
PLANNING, ZONING & BUILDING DIRECTOR	1.00		
PLANNING AND ZONING MANAGER	1.00		
SR ADMINISTRATIVE ASSISTANT	1.00		
<b>Strategic Planning</b>			
PRINCIPAL PLANNER	1.00		
PROJECT MANAGEMENT ASSISTANT	1.00		
PLANNING TECHNICIAN	1.00		
PROJECT DIRECTOR	1.00		
SENIOR PROJECT DIRECTOR	1.00		
<b>Code Compliance</b>			
CODE COMPLIANCE MGR	1.00		
CODE COMPLIANCE OFFICER	9.00		
CODE COMPLIANCE SPECIALIST	3.00		
SR ADMINISTRATIVE ASSISTANT	1.00		
SR CODE COMPLIANCE OFFICER	1.00		
<b>Total Planning, Zoning &amp; Building</b>	<b>27.00</b>	<b>0</b>	<b>0.00</b>

## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Had the 3<sup>rd</sup> highest increase  
in property values in the county

# Building

## MISSION

To safeguard community health and welfare

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## FUNCTION

The Building Division's primary functions include permitting (plan review & permit issuance), inspection (building inspections, contractor licensing administration), and occupancy certification for new construction in compliance with the adopted State Building Code and various local codes (including property maintenance standards) in order to ultimately protect the health, safety and welfare of Village residents.

## GOALS

Link	Goal
RG	Maintain Construction Review Services (CRS) Rating
RG	Maintain ISO Rating

## BUDGET SUMMARY

BUILDING		2012	2013	2014	2015	Change from Prior Year
		Actual	Actual	Budget	Budget	
	Personnel	\$1,304,653	\$1,631,603	\$1,816,496	\$1,862,320	\$45,824
	Operating	\$169,147	\$222,683	\$256,500	\$259,500	\$3,000
	<b>SUBTOTAL</b>	<b>\$1,473,800</b>	<b>\$1,854,286</b>	<b>\$2,072,996</b>	<b>\$2,121,820</b>	<b>\$48,824</b>
	Capital Outlay	\$18,333	\$1,493	\$152,000	\$0	(\$152,000)
	<b>TOTAL</b>	<b>\$1,492,133</b>	<b>\$1,855,779</b>	<b>\$2,224,996</b>	<b>\$2,121,820</b>	<b>(\$103,176)</b>
	FT Positions	17	20	21	21	-
	PT Hours	-	-	1,560	-	(1,560)
	Intern	1	1	2	-	(2)

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Reduce # of inspections per inspector	Inspections per Inspector
RG	Expand electronic permitting	Number of electronic permits

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Daily inspections per inspector (goal of 18 or less)	Efficiency	18	19	18	14
PI	ISO Community Rating (Residential/Commercial)	Outcome	2/3	2/3	2/3	2/3
RG	Electronic permitting users: permits prepared electronically	Effectiveness	528	685	714	900

# Building

## FY 2013 & FY 2014 ACCOMPLISHMENTS

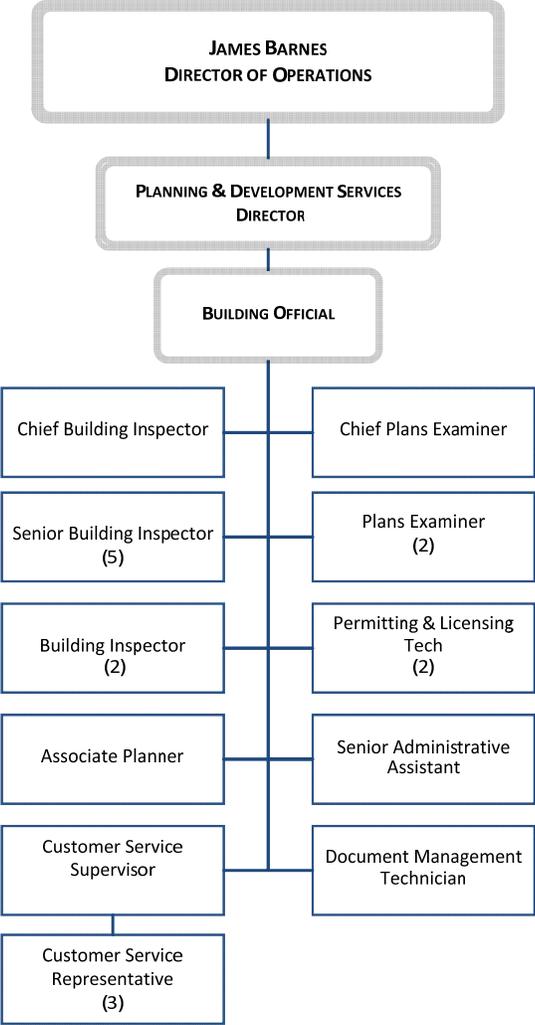
- Completed the implementation of the Electronic Plan Review process
- Maintained existing score rating with Insurance Services Office (ISO)
- Completed all requested inspections on the day of the request
- Issued over 6,000 building permits
- Completed over 11,000 reviews
- Completed over 33,000 Inspections
- CRS program completed

## POSITIONS

<b>BUILDING</b>	<b>Positions</b>	<b>Part-Time Hours</b>	<b>Intern</b>
ASSOCIATE PLANNER	1.00		
BUILDING INSPECTOR	2.00		
BUILDING OFFICIAL	1.00		
CHIEF BUILDING INSPECTOR	1.00		
CHIEF PLANS EXAMINER	1.00		
CUSTOMER SERVICE REPRESENTATIVE	3.00		
CUSTOMER SERVICE SUPERVISOR	1.00		
DOCUMENT MANAGEMENT TECHNICIAN	1.00		
PERMITTING & LICENSING TECH	2.00		
PLANS EXAMINER	2.00		
SENIOR BUILDING INSPECTOR	5.00		
SR ADMINISTRATIVE ASSISTANT	1.00		
<b>Total Building</b>	<b>21.00</b>	<b>0</b>	<b>0.00</b>

# Building

## ORGANIZATIONAL CHART





Did you know in the past year, the Village ...

Had almost 300,000 participants  
in Parks & Recreation programs

# Construction & Engineering Services

## MISSION

To protect Wellington's infrastructure

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## FUNCTION

Construction and Engineering Department is responsible for 1) Land Development Review, permitting and inspection; engineering design and permitting for in-house projects as well as engineering design and permitting oversight for large projects (Water and Wastewater Treatment Plants & Roads); 2) Technical engineering, permit acquisition, and compliance support for other departments for crucial elements such as storm water maintenance and water use; 3) Construction administration and inspection services for capital projects; 4) Oversight of the Utility Department; and 5) Special studies (master plans, traffic MOTs, golf cart usage, etc.)

## GOALS

Link	Goal
PI	Provide technical support for master planning on Council initiatives

## BUDGET SUMMARY

CONSTRUCTION & ENGINEERING SERVICES		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$174,009	\$248,732	\$172,173	\$395,891	\$223,718
	Operating	\$46,220	\$19,484	\$86,280	\$87,780	\$1,500
	<b>SUBTOTAL</b>	<b>\$220,229</b>	<b>\$268,216</b>	<b>\$258,453</b>	<b>\$483,671</b>	<b>\$225,218</b>
	Capital Outlay	\$0	\$0	\$0	\$0	\$0
	<b>TOTAL</b>	<b>\$220,229</b>	<b>\$268,216</b>	<b>\$258,453</b>	<b>\$483,671</b>	<b>\$225,218</b>
	FT Positions	4	4	5	5	-
	PT Hours	-	-	-	-	-
	Intern	-	-	-	-	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Complete Engineering Standards Update	Percentage Completion
PI	Complete Land Development Regulation Update	Percentage Completion
PI	Complete Hydraulic Model for Wastewater & Reuse System	Percentage Completion
PI	Manage Construction of Wellington Community Center within Budget	Projects within Budget

# Construction & Engineering Services

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Projects completed within budget	Efficiency	86%	100%	100%	100%
PI	Capital improvement expenditures per capita	Workload	\$164	\$232	\$177	\$200

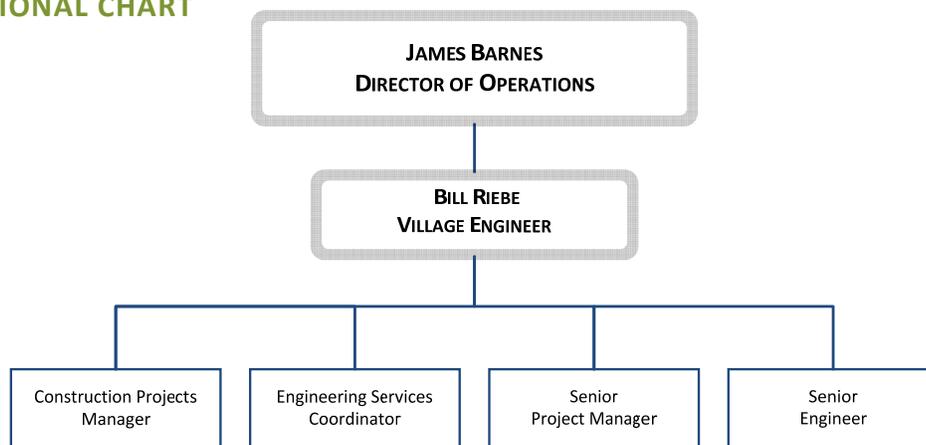
## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Boys and Girls Club
- Forest Hill Blvd and Stribling Way Turn Lane
- Stribling Way Landscaping
- Village Park Gym Renovations
- 50th Street West & East
- Dog Park Pavilions – Phase 2
- Tiger Shark Cove Shade Structures
- Goldenrod Park

## POSITIONS

CONSTRUCTION & ENGINEERING SERVICES	Positions	Part-Time Hours	Intern
CONSTRUCTION PROJECTS MANAGER	1.00		
ENGINEERING SERVICES COORDINATOR	1.00		
SENIOR ENGINEER	1.00		
SENIOR PROJECT MANAGER	1.00		
VILLAGE ENGINEER	1.00		
<b>Total Construction &amp; Engineering Services</b>	<b>5.00</b>	<b>0</b>	<b>0.00</b>

## ORGANIZATIONAL CHART



# Parks, Recreation & Culture

Parks and Recreation Administration • Aquatics • Athletic Programs • Community Programs • Cultural Programs & Facilities • Park Rangers • Senior Resource & Programming • Tennis

## MISSION

Partner with the community to provide exceptional parks, leisure and recreation programs that build strong, healthy lifestyles while contributing to the economic and environmental sustainability of the Village.

## FUNCTION

Wellington Parks and Recreation Department offers a wide variety of quality programs for all ages. The department is comprised of Administration and the divisions committed to specific programming areas and park functions: Aquatics, Athletics, Tennis, Community & Cultural, Seniors and Park Rangers Programs.

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## GOALS

Link	Goal
RG	Achieve a 97% approval rating on our programs
RG	Achieve an estimated 30,000 event attendance
RG	Maintain or increase number of programs offered

## DEPARTMENT BUDGET SUMMARY

TOTAL PARKS & RECREATION		2012	2013	2014	2015	Change from Prior Year
		Actual	Actual	Budget	Budget	
	Personnel	\$1,959,879	\$2,083,350	\$2,280,434	\$2,320,605	\$40,171
	Operating	\$1,176,716	\$1,248,342	\$1,324,574	\$1,391,815	\$67,241
	<b>SUBTOTAL</b>	<b>\$3,136,595</b>	<b>\$3,331,692</b>	<b>\$3,605,008</b>	<b>\$3,712,420</b>	<b>\$107,412</b>
	Capital Outlay	\$2,089	\$0	\$14,000	\$5,000	(\$9,000)
	<b>TOTAL</b>	<b>\$3,138,684</b>	<b>\$3,331,692</b>	<b>\$3,619,008</b>	<b>\$3,717,420</b>	<b>\$98,412</b>
	FT Positions	17	17	19	19	-
	PT Hours	54,733	56,813	56,653	55,710	(943)
	Intern	-	-	-	-	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure / Metric
RG	Construction of a new community center and tennis center	Tennis Center completed by April 2015; Wellington Community Center completed by March 2016

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Total Event Attendance	Outcome	215,577	281,004	290,000	300,000
RG	Parks Customer Satisfaction	Outcome	95%	97%	96%	97%
RG	Total Program Offerings	Workload	NA	153	175	175

# Parks, Recreation & Culture

Administration

## FUNCTION

Venues and Facilities - Consist of:

- Olympia Park
- Wellington Community Park
- Wellington Tennis Center
- Village Park
- Wellington Green Park
- Amphitheater
- Tiger Shark Cove
- Wellington Community Center
- Peaceful Waters
- Dog Park
- Wellington Aquatic Complex
- Scott's Place

## BUDGET SUMMARY

PARKS & RECREATION ADMINISTRATION	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$380,006	\$399,151	\$393,229	\$406,461	\$13,232
Operating	\$62,827	\$59,737	\$89,700	\$89,000	(\$700)
<b>SUBTOTAL</b>	<b>\$442,833</b>	<b>\$458,888</b>	<b>\$482,929</b>	<b>\$495,461</b>	<b>\$12,532</b>
Capital Outlay	\$2,089	\$0	\$0	\$5,000	\$5,000
<b>TOTAL</b>	<b>\$444,922</b>	<b>\$458,888</b>	<b>\$482,929</b>	<b>\$500,461</b>	<b>\$17,532</b>
FT Positions	4	4	4	4	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## Aquatic Programs

## FUNCTION

The Aquatics Complex consists of an Olympic size swimming pool with a dive well, spray ground, baby pool, two slides, offices and locker/restroom facilities. The facility is open year-round and serves multiple users such as Wellington High School and Palm Beach Central swim teams, Wellington Wahoos swim team, Dive team, Summer Camps, Master swim program, resident/non-resident daily admissions and a variety of pass plans. Additionally, PBC Fire Rescue, PBC SWAT, Boy Scouts and Girl Scouts train at the complex. Programmed activities include: swim lessons, lifeguard classes, junior lifeguard program, water aerobics and water safety classes. The lessons are taught by Certified Water Safety Instructors. The complex serves an estimated 40,000 customers during the year.

## BUDGET SUMMARY

AQUATICS	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$485,895	\$534,652	\$584,998	\$594,937	\$9,939
Operating	\$108,465	\$139,598	\$113,432	\$176,890	\$63,458
<b>SUBTOTAL</b>	<b>\$594,360</b>	<b>\$674,250</b>	<b>\$698,430</b>	<b>\$771,827</b>	<b>\$73,397</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$594,360</b>	<b>\$674,250</b>	<b>\$698,430</b>	<b>\$771,827</b>	<b>\$73,397</b>
FT Positions	3	3	3	4	1
PT Hours	25,253	25,253	25,253	23,000	(2,253)
Intern	-	-	-	-	-

# Parks, Recreation & Culture

## Athletic Programs

### FUNCTION

Youth, adult classes and leagues are offered from age 4 thru seniors. Village sponsored programs include girls softball, boys basketball, girls basketball, volleyball, soccer, Little League baseball, lacrosse, adult men softball, adult coed softball, men's flag football, senior stickball, wrestling, tae kwon do, cheerleading, sport academies and summer camp. Recognized Sport Providers provide additional opportunities for both travel and competitive leagues. Provider programs are: Wellington Wave travel soccer, Western Communities Football League, Wellington Wolves travel basketball, Wellington WolfPack lacrosse, Wellington roller hockey, Colts travel baseball, Wellington wrestling club, and the Wellington Wild girls travel softball.

### BUDGET SUMMARY

ATHLETIC PROGRAMS	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$626,425	\$673,398	\$764,976	\$757,187	(\$7,789)
Operating	\$554,304	\$602,395	\$596,207	\$609,405	\$13,198
<b>SUBTOTAL</b>	<b>\$1,180,729</b>	<b>\$1,275,793</b>	<b>\$1,361,183</b>	<b>\$1,366,592</b>	<b>\$5,409</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$1,180,729</b>	<b>\$1,275,793</b>	<b>\$1,361,183</b>	<b>\$1,366,592</b>	<b>\$5,409</b>
FT Positions	6	6	7	7	-
PT Hours	23,500	23,500	20,420	20,450	30
Intern	-	-	-	-	-

## Community Programs

### FUNCTION

Adaptive to the community's needs, Community Programs has grown in the number of free programs offered to seniors and to people with special needs. Wellington's Community Programs offers over 60 programs and camps annually for ages from babies to seniors. Two new programs for people with special needs were added including a theater program and a children's yoga program. Community Programs joined forces with the Athletics division to sponsor the first ever Aerial Trapeze Academy Circus & Sports Winter Break Camp. The camp was a huge success with 29 participants, ages 5-13 and made national MSN Headline news as well as three local newspapers.

### BUDGET SUMMARY

COMMUNITY PROGRAMS	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$168,557	\$173,789	\$172,026	\$177,033	\$5,007
Operating	\$218,721	\$191,848	\$228,735	\$197,300	(\$31,435)
<b>SUBTOTAL</b>	<b>\$387,278</b>	<b>\$365,637</b>	<b>\$400,761</b>	<b>\$374,333</b>	<b>(\$26,428)</b>
Capital Outlay	\$0	\$0	\$14,000	\$0	(\$14,000)
<b>TOTAL</b>	<b>\$387,278</b>	<b>\$365,637</b>	<b>\$414,761</b>	<b>\$374,333</b>	<b>(\$40,428)</b>
FT Positions	2	2	2	2	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Parks, Recreation & Culture

## Cultural Programs & Facilities

### FUNCTION

The Amphitheater hosts a variety of Village sponsored events, as well as events generated by facility rental. The use and programming is an ongoing process as varied performances have taken place over the past year. Village sponsored events include Friday Night Movies, Concert Series, local school plays and performances, the Wellington Idol competition, Earth Day/Arbor Day and Winter Wonderland. The Wellington Green Market is held each Saturday from October through April. The extremely popular Food Truck Invasion returned for the second season. An estimated 67,000 people have attended the programs.

### WELLINGTON COMMUNITY CENTER

The facility has two levels with multiple meeting rooms and a large Banquet room with limited kitchen access. The center is used by many different groups and individuals including party rentals, wedding rentals, business meeting rentals, church rentals, Village sponsored events, and outside organizations. Events and programs held at the center include elections, Cops and Kids, FRPA conference, Florida League of Cities, Chamber Forums, Veterans Open House, Garden Club Meetings and Art Society meetings. Community programs and Senior Services use various rooms.

### BUDGET SUMMARY

CULTURAL PROGRAMS & FACILITIES	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$250,296	\$302,360	\$289,107	\$306,780	\$17,673
Operating	\$39,696	\$85,180	\$129,900	\$131,420	\$1,520
<b>SUBTOTAL</b>	<b>\$289,992</b>	<b>\$387,540</b>	<b>\$419,007</b>	<b>\$438,200</b>	<b>\$19,193</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$289,992</b>	<b>\$387,540</b>	<b>\$419,007</b>	<b>\$438,200</b>	<b>\$19,193</b>
FT Positions	2	2	3	2	(1)
PT Hours	5,980	8,060	5,980	7,760	1,780
Intern	-	-	-	-	-

# Parks, Recreation & Culture

## Tennis

### FUNCTION

An independent contractor operates programs and maintains the facility to provide youth and adult leagues, lessons and individual play.

### BUDGET SUMMARY

TENNIS	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$0	\$0	\$0	\$0
Operating	\$110,000	\$110,000	\$91,900	\$110,000	\$18,100
<b>SUBTOTAL</b>	<b>\$110,000</b>	<b>\$110,000</b>	<b>\$91,900</b>	<b>\$110,000</b>	<b>\$18,100</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$110,000</b>	<b>\$110,000</b>	<b>\$91,900</b>	<b>\$110,000</b>	<b>\$18,100</b>
FT Positions	-	-	-	-	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## Park Rangers

### FUNCTION

The Village of Wellington’s Park Ranger Program provides a multitude of services to make our park patrons’ visits safe and enjoyable. In addition to patrolling parks, park rangers provide facility information, visitor services and first aid. Professional, courteous and competent service will be used in an effort to help minimize crime and ensure a pleasant experience for our visitors. Education of the public relative to policies and procedures will be a prime objective.

### BUDGET SUMMARY

PARK RANGERS	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$0	\$76,098	\$78,207	\$2,109
Operating	\$0	\$0	\$9,700	\$12,800	\$3,100
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,798</b>	<b>\$91,007</b>	<b>\$5,209</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,798</b>	<b>\$91,007</b>	<b>\$5,209</b>
FT Positions	-	-	-	-	-
PT Hours	-	-	5,000	4,500	(500)
Intern	-	-	-	-	-

# Parks, Recreation & Culture

## Senior Resource and Programming

### FUNCTION

Wellington has partnered with local business and organizations to offer a diverse selection of learning for seniors. Some examples include: book reviews, lunch & learn seminars, informative breakfasts, and afternoon teas. Topics covered during the free lunch and learn seminars included health and wellness, senior living, elder law, financial fitness, health insurance and travel. Classes were also offered on handyman projects, driving and aerobics. With the sponsorship of Humana, Wellington hosts bingo two times per month and a popular Rummikub (tile game) group that meets twice weekly.

Staff works closely with the Wellington Senior Club to coordinate rides from the WCC parking lot to the building on Senior Luncheon days and to ensure rooms are available for their scheduled activities such as Canasta, Mah Jongg, and Bridge.

### BUDGET SUMMARY

SR RESOURCE & PROGRAMMING	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$48,700	\$0	\$0	\$0	\$0
Operating	\$82,703	\$59,585	\$65,000	\$65,000	\$0
<b>SUBTOTAL</b>	<b>\$131,403</b>	<b>\$59,585</b>	<b>\$65,000</b>	<b>\$65,000</b>	<b>\$0</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$131,403</b>	<b>\$59,585</b>	<b>\$65,000</b>	<b>\$65,000</b>	<b>\$0</b>
FT Positions	-	-	-	-	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Co-sponsor of Field Hockey Tournament
- Hosted 2 Lacrosse Tournaments (Palm Beach Blast and the Wellington Lacrosse Classic)
- Successfully managed programming in conjunction with renovation of the Village Park Gymnasium Complex
- Started Department Social Media sites – Twitter @WellRecreation and Facebook
- Recognized with 3 Gold, 2 Silver, and 1 Bronze FFEA SUNsational Awards for Event Partnerships & Marketing
- Hosted Regional FRPA Conference
- Annual Wellington Wild Mother's Day Softball Tournament
- Increased attendance at events overall and increased Fall Festival attendance to 5,000.
- Acquired three sponsors including a "Title Sponsor" for the kids Triathlon in 2013-2014.
- Added several new running events including a Father's Day run that drew 500 participants.
- Masters Swim program was combined with the Swim Team and attendance has quadrupled.
- Hosted a Water Safety Day with Wellington Regional Hospital
- Slides were refurbished and painted.
- Offered the S.M.I.L.E. Soccer program for children with disabilities.
- First year of the Circus Camp
- Hosted version 3 of the growing Wellington Idol competition.
- Hosted the Black Box Theater program, Garland Show.
- Increased programs offered from 153 to 175

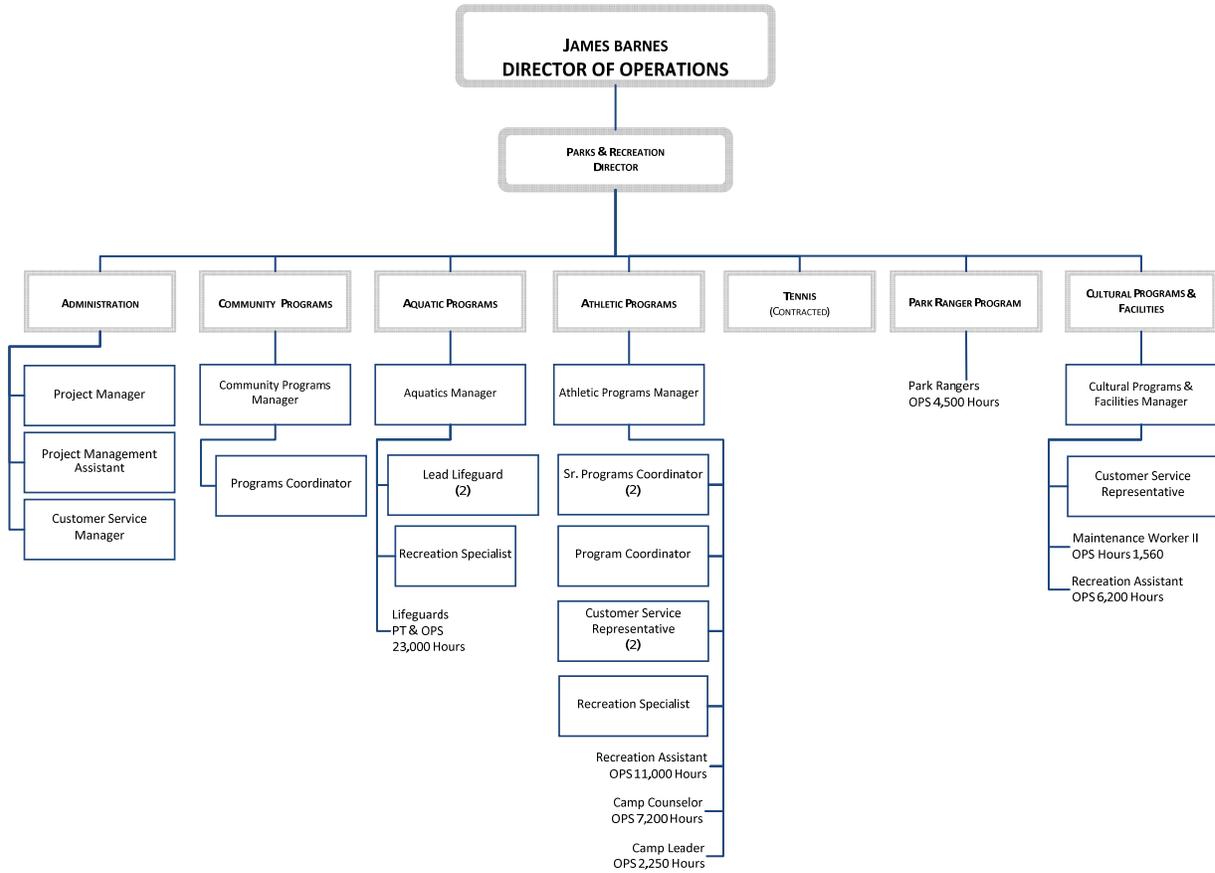
# Parks, Recreation & Culture

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>PARKS, RECREATION &amp; CULTURE</b>			
<b>Aquatics</b>			
AQUATICS MANAGER	1.00		
LEAD LIFEGUARD	2.00		
LIFEGUARD - PART TIME & SEASONAL		23,000	
RECREATION SPECIALIST	1.00		
<b>Athletic Programs</b>			
ATHLETIC PROGRAMS MANAGER	1.00		
CAMP COUNSELOR		7,200	
CAMP LEADER		2,250	
CUSTOMER SERVICE REPRESENTATIVE	2.00		
PROGRAM COORDINATOR	1.00		
RECREATION SPECIALIST	1.00		
RECREATION ASSISTANT		11,000	
SR PROGRAM COORDINATOR	2.00		
<b>Community Programs</b>			
COMMUNITY PROGRAMS MANAGER	1.00		
PROGRAMS COORDINATOR	1.00		
<b>Cultural Programs &amp; Facilities</b>			
CULTURAL PROGRAMS & FACIL MGR	1.00		
CUSTOMER SERVICE REPRESENTATIVE	1.00		
MAINTENANCE WORKER II		1,560	
RECREATION ASSISTANT		6,200	
<b>Park Ranger Program</b>			
PARK RANGERS		4,500	
<b>Parks &amp; Recreation Administration</b>			
CUSTOMER SERVICE MANAGER	1.00		
PARKS & RECREATION DIRECTOR	1.00		
PROJECT MANAGER	1.00		
PROJECT MANAGEMENT ASSISTANT	1.00		
<b>Total Parks &amp; Recreation</b>	<b>19.00</b>	<b>55,710</b>	<b>0.00</b>

# Parks, Recreation & Culture

## ORGANIZATIONAL CHART



# Public Works

Administration • Aquatics & Sports Facilities • Building Maintenance • Environmental Services • Equestrian Trails  
 • Fleet Maintenance • Landscape Maintenance • Neighborhood Parks • Nuisance Abatement • Preserve  
 Maintenance • Roads • Solid Waste • Surface Water Management

**MISSION**

To maintain facilities and infrastructure

**FUNDAMENTALS (LINK)**

- ✓ Protecting Our Investment      PI
- ✓ Responsive Government        RG
- ✓ Respecting the Environment    RE

**FUNCTION**

Public Works operates and maintains Wellington’s infrastructure, fleet, solid waste contract, roadways, landscaping, drainage system, governmental and recreational facilities, fields and equipment effectively while assisting in the planning and designing of Wellington’s capital maintenance programs.

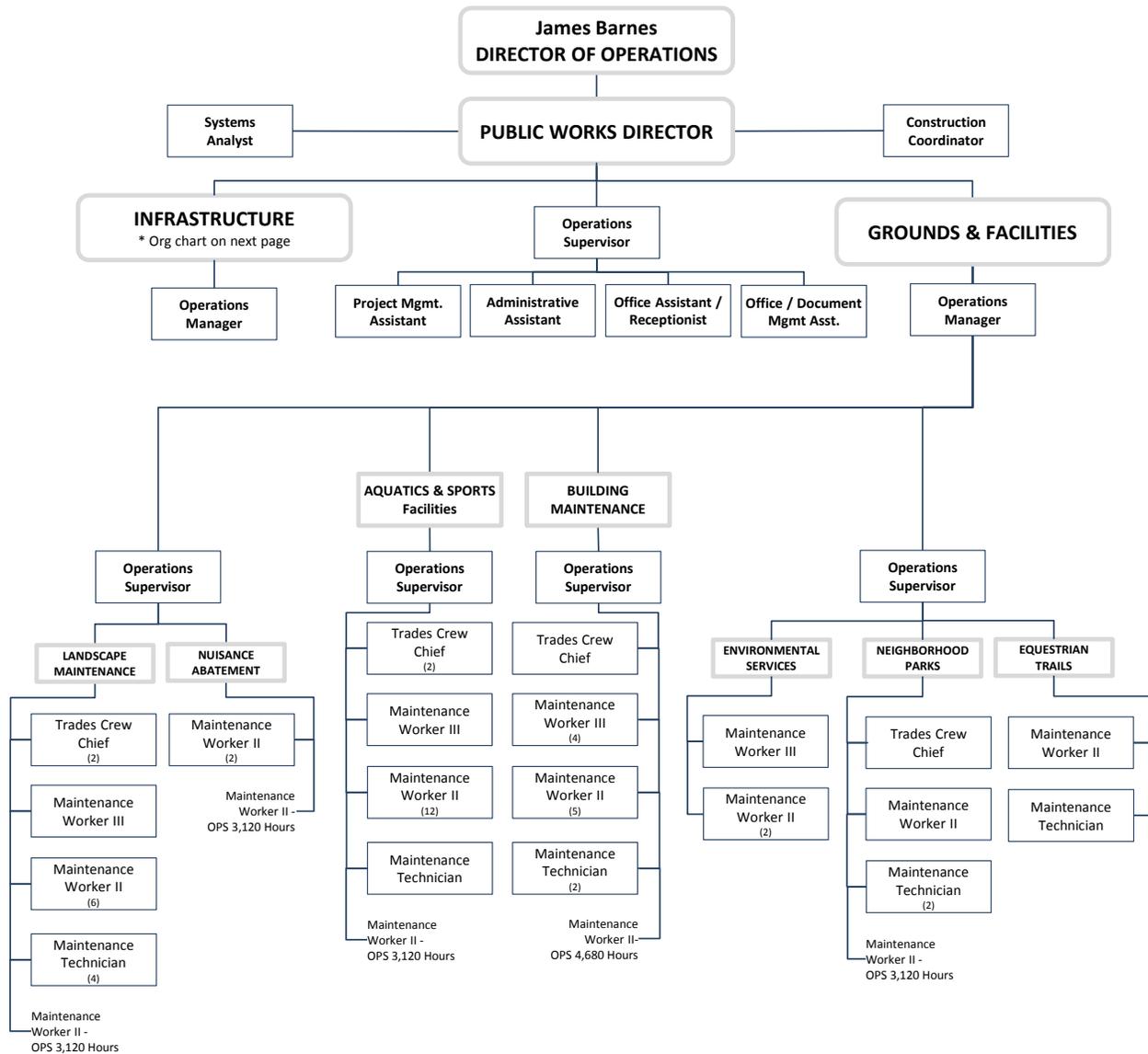
**DEPARTMENT BUDGET SUMMARY**

TOTAL PW – ALL FUNDS		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$6,406,833	\$6,637,071	\$6,872,259	\$6,835,779	(\$36,480)
	Operating	\$7,380,998	\$7,627,267	\$8,623,763	\$8,829,663	\$205,900
	<b>SUBTOTAL</b>	<b>\$13,787,831</b>	<b>\$14,264,338</b>	<b>\$15,496,022</b>	<b>\$15,665,442</b>	<b>\$169,420</b>
	Capital Outlay	\$451,234	\$202,395	\$1,284,118	\$965,906	(\$318,212)
	<b>TOTAL</b>	<b>\$14,239,065</b>	<b>\$14,466,733</b>	<b>\$16,780,140</b>	<b>\$16,631,348</b>	<b>(\$148,792)</b>
	FT Positions	96	96	96	96	-
	PT Hours	17,160	17,160	17,160	18,720	1,560
	Intern	-	-	-	-	-

The Public Works Department consists of 13 divisions and over 100 employees. Due to the size and complexity of the department and its function, each division prepares individual plans presented in the following pages.

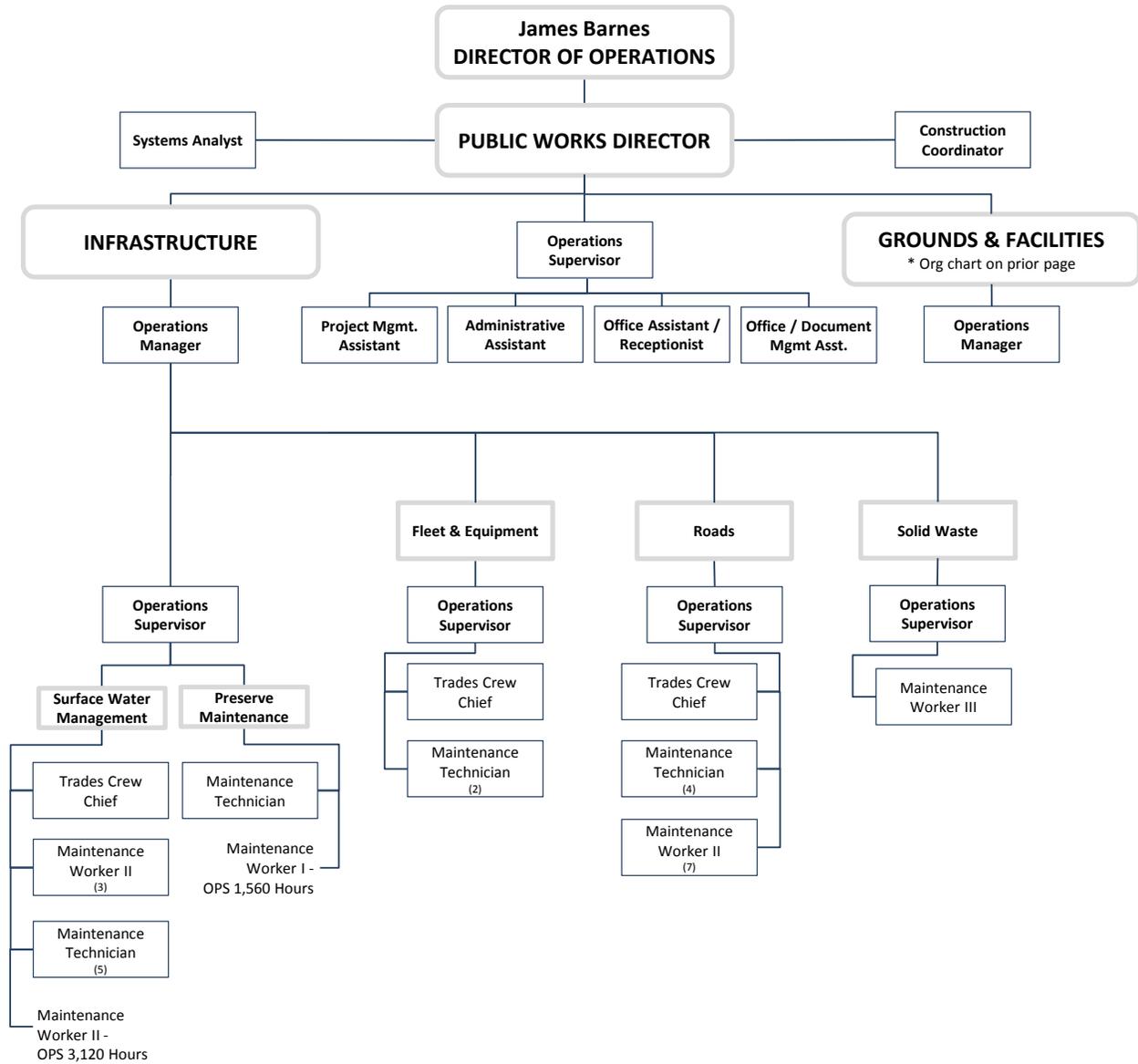
# Public Works

## ORGANIZATIONAL CHART – GROUNDS & FACILITIES



# Public Works

## ORGANIZATIONAL CHART – INFRASTRUCTURE



# Public Works

## FUNCTION

Administration oversees all of the divisions of Public Works.

## GOALS

Link	Goal
RG	Continue to expand Public Works use of the GIS for tracking road and drainage projects and to assist with scheduling work
RE	No Comments on NPDES Annual Report
PI	Obtain APWA Accreditation

## BUDGET SUMMARY

PUBLIC WORKS ADMINISTRATION		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$572,104	\$681,976	\$696,212	\$647,732	(\$48,480)
	Operating	\$9,349	\$15,211	\$20,950	\$22,950	\$2,000
	<b>SUBTOTAL</b>	<b>\$581,453</b>	<b>\$697,188</b>	<b>\$717,162</b>	<b>\$670,682</b>	<b>(\$46,480)</b>
	Capital Outlay	\$0	\$0	\$0	\$0	\$0
	<b>TOTAL</b>	<b>\$581,453</b>	<b>\$697,188</b>	<b>\$717,162</b>	<b>\$670,682</b>	<b>(\$46,480)</b>
	FT Positions	9	9	9	9	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Upgrade security throughout Public Works Complex (interior and exterior)	Percent of project completed
RE	Continue to develop and refine the inspection processes for each division utilizing paperless inspection forms (iPads)	Number of paperless inspections
RG	Revise and update Public Works Policy and Procedure Manual	Percent project completion

## FY2013 & FY2014 ACCOMPLISHMENTS

- No comments on NPDES Annual Report
- Reviewed and updated Standard Operating Procedures, inspection forms, maps, etc. to comply with new EPA/FDEP rule changes to NPDES Annual Report requirements
- Implemented a preventative maintenance program utilizing Sungard/Naviline Word Request/Facility Maintenance element
- Reduced staffing costs and ensured staffing needs are met for off-hours work by converting vacant full-time positions to part-time positions across various Public Works divisions
- Maximized use of volunteers on a regular basis
- Oversaw the APWA Self-Assessment Process and apply for accreditation
- Completed the Public Works Sign Shop renovations
- Completed the revision of the landscape maintenance contract bid documents for rebid for Road ROWs, medians, equestrian trails, canals and facilities maintenance

# Public Works

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>PUBLIC WORKS - GENERAL FUND</b>			
<b>Public Works Administration</b>			
ADMINISTRATIVE ASSISTANT	1.00		
CONSTRUCTION COORDINATOR	1.00		
OFFICE ASSISTANT/ RECEPTIONIST	1.00		
OFFICE/DOCUMENT MGMT ASSISTANT	1.00		
OPERATIONS MANAGER	2.00		
OPERATIONS SUPERVISOR	1.00		
PUBLIC WORKS DIRECTOR	1.00		
SYSTEMS ANALYST	1.00		
<b>Total Public Works Administration</b>	<b>9.00</b>	<b>0</b>	<b>0.00</b>

## Aquatics & Sports Facilities

### FUNCTION

Aquatics and Sports Facilities is a division of Public Works which provides operational support and preventive maintenance for recreation facilities ensuring safety, efficiency of operations and the extension of equipment and facility life cycles.

### BUDGET SUMMARY

AQUATICS & SPORTS FACILITIES	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$1,075,563	\$1,061,695	\$1,075,669	\$1,085,689	\$10,020
Operating	\$1,245,531	\$1,288,081	\$1,430,906	\$1,531,966	\$101,060
<b>SUBTOTAL</b>	<b>\$2,321,094</b>	<b>\$2,349,777</b>	<b>\$2,506,575</b>	<b>\$2,617,655</b>	<b>\$111,080</b>
Capital Outlay	\$173,821	\$14,375	\$280,507	\$142,500	(\$138,007)
<b>TOTAL</b>	<b>\$2,494,915</b>	<b>\$2,364,152</b>	<b>\$2,787,082</b>	<b>\$2,760,155</b>	<b>(\$26,927)</b>
FT Positions	17	17	17	17	-
PT Hours	1,560	1,560	1,560	3,120	1,560
Intern	-	-	-	-	-

# Public Works

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Shade Installation for AC Chillers @ Village Park	% of structures installed
RE	Upgrade irrigation to automated technology @ VP (33% annually)	% upgraded
PI	Renovate sports netting at Village Park & Olympia Park baseball fields (25% annually)	% renovated

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Percent of fields ready for play on time	Efficiency	99.8%	97.0%	100.0%	100.0%
PI	Percent automated Sentinel upgrades installed	Efficiency	N/A	N/A	33%	33%
RE	Percent sports netting renovated	Efficiency	N/A	N/A	25%	50%

## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Renovated multi-purpose Fields 1-5, (overlay) walking trails and one chiller at Village Park
- Renovated equipment, safety surface, turf, irrigation, landscape, walkways, shade structures over bleachers and for safety and drainage issues lip area around the outfield portions of softball fields at Tiger Shark Cove Park
- Replaced chillers and install shade structure for pool filters and chillers at the Aquatics Center
- Installed new batting cages at Community Park
- Replaced shade structures at Olympia Park

## POSITIONS

PUBLIC WORKS - GENERAL FUND	Positions	Part-Time Hours	Intern
<b>Aquatics &amp; Sports Facilities</b>			
MAINTENANCE TECHNICIAN	1.00		
MAINTENANCE WORKER II OPS		3,120	
MAINTENANCE WORKER II	12.00		
MAINTENANCE WORKER III	1.00		
OPERATIONS SUPERVISOR	1.00		
TRADES CREW CHIEF	2.00		
<b>Total Aquatics &amp; Sports Facilities</b>	<b>17.00</b>	<b>3,120</b>	<b>0.00</b>

# Public Works

## Building Maintenance

### FUNCTION

Building Maintenance is a division of Public Works which maintains Wellington buildings, maximizing operational efficiency while minimizing environmental impact.

### BUDGET SUMMARY

BUILDING MAINTENANCE	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$982,513	\$978,980	\$948,297	\$1,001,117	\$52,820
Operating	\$289,035	\$297,599	\$307,000	\$307,500	\$500
<b>SUBTOTAL</b>	<b>\$1,271,548</b>	<b>\$1,276,579</b>	<b>\$1,255,297</b>	<b>\$1,308,617</b>	<b>\$53,320</b>
Capital Outlay	\$4,270	\$0	\$6,000	\$26,000	\$20,000
<b>TOTAL</b>	<b>\$1,275,818</b>	<b>\$1,276,579</b>	<b>\$1,261,297</b>	<b>\$1,334,617</b>	<b>\$73,320</b>
FT Positions	13	13	13	13	-
PT Hours	4,680	4,680	4,680	4,680	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	LED Light Installation @ Village Park	% of LED Lights Installed
PI	Roof Replacements (4)	% of roofs replaced
PI	Electrical Upgrades –Entry Walls (4)	% of electrical upgrades completed

### PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Percent of annual work orders addressed within 24 hours	Efficiency	95%	93%	95%	95%
PI	Facility work orders completed	Workload	1,359	1,454	1,649	1,600

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Began roof repairs/replacement based on roof assessments
- Renovations at PBSO, office space at Village Hall, and Public Works sign shop
- Wiltshire Village entry wall replacements
- Relocation of Greenbriar (Dog) Park pavilions to Forest Hill Blvd. (bus shelters)
- Installed electric to the front parking lot of Village Hall for Green Market
- Transferred/Relocated LED sign from Amphitheater to Village Park Entrance (North)
- Upgraded cell phone service at Village Hall (major cable reconstruction)
- Upgrades to the lobby at Village Hall including multiple electrical components
- Additional electrical installation at Amphitheater
- Installation of magnetic door openings at Village Hall
- Complete Amesbury entry wall (2) replacements, including landscape and irrigation upgrades
- Village Park Gym renovations/repairs: structures, roof, windows, doors, and flooring
- Replace/Install (relamp) LED Lights at Village Park Gym 1 & 2

# Public Works

## POSITIONS

PUBLIC WORKS - GENERAL FUND		Positions	Part-Time Hours	Intern
<b>Building Maintenance</b>				
MAINTENANCE WORKER II		5.00		
MAINTENANCE WORKER II OPS			4,680	
MAINTENANCE WORKER III		4.00		
TRADES CREW CHIEF		1.00		
MAINTENANCE TECHNICIAN		2.00		
OPERATIONS SUPERVISOR		1.00		
<b>Total Building Maintenance</b>		<b>13.00</b>	<b>4,680</b>	<b>0.00</b>

## Fleet Maintenance

### FUNCTION

Fleet Maintenance is a division of Public Works which provides safe, dependable and quality transportation for Wellington operations through preventative and corrective maintenance of all fleet and equipment.

### GOALS

Link	Goal
RE	Increase the number of trucks converted to run on propane
RG	Increase usage of online auction for surplus vehicles and equipment

### BUDGET SUMMARY

FLEET MAINTENANCE	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$316,928	\$331,197	\$321,377	\$334,170	\$12,793
Operating	\$152,081	\$50,492	\$116,600	\$105,900	(\$10,700)
<b>SUBTOTAL</b>	<b>\$469,009</b>	<b>\$381,689</b>	<b>\$437,977</b>	<b>\$440,070</b>	<b>\$2,093</b>
Capital Outlay	\$0	\$29,461	\$278,056	\$390,000	\$111,944
<b>TOTAL</b>	<b>\$469,009</b>	<b>\$411,150</b>	<b>\$716,033</b>	<b>\$830,070</b>	<b>\$114,037</b>
FT Positions	4	4	4	4	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Provide scheduled maintenance to Village vehicles and equipment	Percentage of vehicles receiving preventative maintenance per schedule
PI	Provide timely corrective maintenance	Percentage of corrective maintenance completed within 24 hours
RE	Alternative Fuel Usage	Measure savings of vehicles using propane

# Public Works

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Percentage of vehicles received preventative maintenance per schedule	Efficiency	100%	100%	100%	100%
PI	Percentage of corrective maintenance completed within 24 hours	Efficiency	98%	98%	98%	98%

## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Began using online auction site to dispose of vehicles and equipment.
- Installed propane tank to begin using in trucks once biogas conversion of trucks are complete.

## POSITIONS

PUBLIC WORKS - GENERAL FUND		Positions	Part-Time Hours	Intern
<b>Fleet Maintenance</b>				
	MAINTENANCE TECHNICIAN	2.00		
	OPERATIONS SUPERVISOR	1.00		
	TRADES CREW CHIEF	1.00		
	<b>Total Fleet Maintenance</b>	<b>4.00</b>	<b>0</b>	<b>0.00</b>

## Landscape Maintenance

## FUNCTION

Landscape Maintenance is a division of Public Works that maintains irrigation, trees and landscapes of medians, right of ways, public facilities, and entrance features. Supervises nuisance abatement and assists with design and installation of landscape projects.

## GOALS

Link	Goal
RE	Utilize at least 35% of Village nursery stock on enhancement projects
PI	Increase Village canopy by planting approximately 120 trees at various parks and open space reserves
RE	Enhance Brikdale Drive right-of-ways with nursery stock
RG	Continue to aggressively control whitefly and other pest infestations

## BUDGET

## SUMMARY

LANDSCAPE MAINTENANCE	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$826,609	\$842,706	\$941,059	\$886,676	(\$54,383)
Operating	\$464,562	\$606,850	\$845,200	\$868,100	\$22,900
<b>SUBTOTAL</b>	<b>\$1,291,171</b>	<b>\$1,449,556</b>	<b>\$1,786,259</b>	<b>\$1,754,776</b>	<b>(\$31,483)</b>
Capital Outlay	\$24,851	\$40,847	\$3,528	\$81,300	\$77,772
<b>TOTAL</b>	<b>\$1,316,022</b>	<b>\$1,490,402</b>	<b>\$1,789,787</b>	<b>\$1,836,076</b>	<b>\$46,289</b>
FT Positions	14	14	14	14	-
PT Hours	3,120	3,120	3,120	3,120	-
Intern	-	-	-	-	-

# Public Works

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Irrigation Upgrades to Toro Sentinel Systems (2)	% of irrigation systems upgraded
RE	Utilize nursery stock	% of nursery stock used on enhancement projects
PI	Increase Village canopy	Number of trees planted

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Number of trees trimmed	Workload	3,826	5,300	5,775	5,700
PI	Miles of turf mowed	Workload	2,400	2,400	2,400	2,400
PI	Number of irrigation repairs	Workload	256	204	200	206

## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Flower Replacement Program
- Developed new Landscape webpage with informational links
- Developed formal bid for plant/tree material and implemented contract
- Planted over 224 trees Village-wide in-house and 617 additional trees in conjunction with Engineering projects
- Pruned all trees Village-wide in one cycle utilizing in-house staff and subcontractors
- Major tree/landscape overhaul at Village Park (gym, storage site, football and soccer parking lots)
- Enhanced nine (9) neighborhood entryways
- Developed and installed a public tree and shrub identification area
- Implemented blown-in mulch program

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>PUBLIC WORKS - GENERAL FUND</b>			
<b>Landscape Maintenance</b>			
MAINTENANCE TECHNICIAN	4.00		
MAINTENANCE WORKER II OPS		3,120	
MAINTENANCE WORKER II	6.00		
MAINTENANCE WORKER III	1.00		
OPERATIONS SUPERVISOR	1.00		
TRADES CREW CHIEF	2.00		
<b>Total Landscape Maintenance</b>	<b>14.00</b>	<b>3,120</b>	<b>0.00</b>

# Public Works

## Nuisance Abatement

### FUNCTION

Nuisance Abatement is a division of Public Works that provides property securing services for abandoned houses, including lawn and pool maintenance, to maintain a safe environment and to comply with Village ordinances; to maintain hedges, trees, and shrubs along major thoroughfares.

### GOALS

Link	Goal
PI	Address abatements, as scheduled
PI	Continue to assist with beautification of all landscape enhancements on all major thoroughfares

### BUDGET SUMMARY

NUISANCE ABATEMENT	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$144,089	\$134,352	\$149,280	\$145,701	(\$3,579)
Operating	\$10,609	\$12,045	\$19,500	\$21,500	\$2,000
<b>SUBTOTAL</b>	<b>\$154,698</b>	<b>\$146,397</b>	<b>\$168,780</b>	<b>\$167,201</b>	<b>(\$1,579)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$154,698</b>	<b>\$146,397</b>	<b>\$168,780</b>	<b>\$167,201</b>	<b>(\$1,579)</b>
FT Positions	2	2	2	2	-
PT Hours	3,120	3,120	3,120	3,120	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RG	Assist with special events to minimize overtime expenditures	Total overtime for special events

### PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Percent of abatements completed on schedule	Efficiency	100%	100%	100%	100%

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Assisted with special events
- Completed abatements on schedule
- Completed Forest Hill Boulevard and South Shore Boulevard Phase III Streetscape Plan
- Maintained thoroughfares

# Public Works

## POSITIONS

PUBLIC WORKS - GENERAL FUND	Positions	Part-Time Hours	Intern
<b>Nuisance Abatement</b>			
MAINTENANCE WORKER II	2.00		
MAINTENANCE WORKER II OPS		3,120	
<b>Total Nuisance Abatement</b>	<b>2.00</b>	<b>3,120</b>	<b>0.00</b>

## Roads

### FUNCTION

Roads is a division of Public Works that provides for safe traffic and pedestrian mobility including road construction and maintenance; pothole, swale, sidewalk, and shoulder repair; litter control; road signage and pavement markings; and traffic control for special events throughout the year.

### GOALS

Link	Goal
PI	Resurface three (3) roadway lane miles
PI	Continue with sign replacement to meet retro reflectivity standards

### BUDGET SUMMARY

ROADS	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$765,585	\$810,363	\$838,620	\$832,304	(\$6,316)
Operating	\$763,716	\$717,926	\$828,650	\$841,800	\$13,150
<b>SUBTOTAL</b>	<b>\$1,529,301</b>	<b>\$1,528,289</b>	<b>\$1,667,270</b>	<b>\$1,674,104</b>	<b>\$6,834</b>
Capital Outlay	\$241,093	\$0	\$451,500	\$61,000	(\$390,500)
<b>TOTAL</b>	<b>\$1,770,394</b>	<b>\$1,528,289</b>	<b>\$2,118,770</b>	<b>\$1,735,104</b>	<b>(\$383,666)</b>
FT Positions	13	13	13	13	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Sidewalk Repair & Replacement Program (all public sidewalks)	Footage repaired
RG	Replace 5% of street signs	# of signs replaced
PI	Mill and resurface 10-15 lane miles of roadway resurfacing	# of lane miles resurfaced
PI	Continue pressure cleaning program	Linear footage of curb and sidewalk cleaned
PI	Continue roadway shoulder stabilization program along all thoroughfare roads	Linear footage of shoulder stabilized

# Public Works

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Percentage of roadways maintained in average to above average assessment rating	Efficiency	92%	N/A	95%	94%
PI	Number of miles of resurfaced asphalt roads	Workload	13	14	11.2	16.2
PI	Road signs repaired or replaced	Workload	1,121	1,427	1,164	1,323
RG	Percentage of street signs replaced	Efficiency	N/A	N/A	900	1,100

## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Updated sign shop in order to meet annual replacement schedule in the Retro reflectivity Plan
- Cleaned 100% thoroughfare sidewalks and curbing
- Completed 11.2 lane miles of roadway resurfacing
- Implemented asphalt pathway sealcoating program
- Continued to stabilize several miles of roadway shoulders

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>PUBLIC WORKS - ROADS</b>			
MAINTENANCE TECHNICIAN	4.00		
MAINTENANCE WORKER II	7.00		
OPERATIONS SUPERVISOR	1.00		
TRADES CREW CHIEF	1.00		
<b>Total Public Works - Roads</b>	<b>13.00</b>	<b>0</b>	<b>0.00</b>

## Surface Water Management

### FUNCTION

This Public Works division maintains Wellington's drainage infrastructure, which includes pump stations, canals, water bodies, swales, and Wellington's stormwater conveyance system.

### GOALS

Strategic Fundamental	Goal
Protecting Our Investment	Install VFD at PS #6
Protecting Our Investment	Continue to clear invasive species from canal ROW
Protecting Our Investment	Continue to Retrofit Swales

# Public Works

## BUDGET SUMMARY

SURFACE WATER MANAGEMENT		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$796,294	\$881,811	\$922,649	\$915,710	(\$6,939)
	Operating	\$988,003	\$970,889	\$1,153,750	\$1,105,950	(\$47,800)
	<b>SUBTOTAL</b>	<b>\$1,784,297</b>	<b>\$1,852,700</b>	<b>\$2,076,399</b>	<b>\$2,021,660</b>	<b>(\$54,739)</b>
	Capital Outlay	\$146	\$37,596	\$157,527	\$192,000	\$34,473
	<b>TOTAL</b>	<b>\$1,784,443</b>	<b>\$1,890,296</b>	<b>\$2,233,926</b>	<b>\$2,213,660</b>	<b>(\$20,266)</b>
	FT Positions	11	11	11	11	-
	PT Hours	-	-	-	-	-
	Intern	-	-	-	-	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Install a variable frequency drive at PS#4	% of project completion
PI	Clearing Invasive Species (2 miles)	% of linear feet cleared per schedule
PI	Retrofit Swales (3 miles)	% of linear feet reconstructed per schedule
PI	Clean & Inspect (3,000 lf) of existing storm drain lines and inlets	% of linear feet cleaned & inspected

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Linear feet of canals cleaned/re-dredged	Workload	7,884	4,600	2,700	2,500
PI	Average annual number of acres of aquatic weed control	Workload	384	435	568	600
PI	Number of inlets (catch basins) cleaned/Inspected	Workload	75	153	11	25
PI	Invasive species clearing in miles	Workload	N/A	N/A	2	2
PI	Swale retrofits in miles	Efficiency	N/A	N/A	5.4	2
PI	Storm drain lines and inlets inspected & cleaned – linear feet	Workload	5,990	23,454	7,031	3,000

## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Rebuilt three (3) stormwater pumps at PS#3
- Rebuilt three (3) stormwater pumps at PS#4
- Refurbished one (1) electric pump motor at PS#6
- Cleaned and resloped nine (9) miles of canals
- Cleaned and inspected approximately 8,000 lf of existing storm drain lines
- Installed a VFD at Pump Station #6
- Installed security cameras at all eight (8) pump stations

# Public Works

## POSITIONS

PUBLIC WORKS - ACME IMPROVEMENT DISTRICT	Positions	Part-Time Hours	Intern
<b>Surface Water Management</b>			
PROJECT MANAGEMENT ASST	1.00		
MAINTENANCE TECHNICIAN	5.00		
MAINTENANCE WORKER II	3.00		
OPERATIONS SUPERVISOR	1.00		
TRADES CREW CHIEF	1.00		
<b>Total Surface Water Management</b>	<b>11.00</b>	<b>0</b>	<b>0.00</b>

## Preserve Maintenance

### FUNCTION

Preserve Maintenance is responsible for overseeing and maintaining the Wellington Environmental Preserve at Marjory Stoneman Douglas Everglades Habitat, the Birkdale Preserve, and Big Blue Preserve.

### BUDGET SUMMARY

PRESERVE MAINTENANCE	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$88,328	\$98,796	\$88,302	\$103,510	\$15,208
Operating	\$93,080	\$224,233	\$259,965	\$283,565	\$23,600
<b>SUBTOTAL</b>	<b>\$181,408</b>	<b>\$323,029</b>	<b>\$348,267</b>	<b>\$387,075</b>	<b>\$38,808</b>
Capital Outlay	\$0	\$8,998	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$181,408</b>	<b>\$332,027</b>	<b>\$348,267</b>	<b>\$387,075</b>	<b>\$38,808</b>
FT Positions	1	1	1	1	-
PT Hours	1,560	1,560	1,560	1,560	-
Intern	-	-	-	-	-

## POSITIONS

PUBLIC WORKS - ACME IMPROVEMENT DISTRICT	Positions	Part-Time Hours	Intern
<b>Preserve Maintenance</b>			
MAINTENANCE TECHNICIAN	1.00		
MAINTENANCE WORKER I		1,560	
<b>Total Preserve Maintenance</b>	<b>1.00</b>	<b>1,560</b>	<b>0.00</b>

# Public Works

## Neighborhood Parks

### FUNCTION

Provide maintenance of neighborhood parks, littoral plantings, and special event preparation.

### BUDGET SUMMARY

NEIGHBORHOOD PARKS	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$138,875	\$117,173	\$444,783	\$350,798	(\$93,985)
Operating	\$152,911	\$212,723	\$272,100	\$281,440	\$9,340
<b>SUBTOTAL</b>	<b>\$291,786</b>	<b>\$329,896</b>	<b>\$716,883</b>	<b>\$632,238</b>	<b>(\$84,645)</b>
Capital Outlay	\$2,153	\$0	\$0	\$12,200	\$12,200
<b>TOTAL</b>	<b>\$293,939</b>	<b>\$329,896</b>	<b>\$716,883</b>	<b>\$644,438</b>	<b>(\$72,445)</b>
FT Positions	2	6	6	4	(2)
PT Hours	3,120	3,120	3,120	3,120	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Major Park Renovations	% of parks renovated per scheduled
RE	Irrigation Upgrades to Sentinel Systems ( 2 parks)	% of system upgrade completed

### PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Linear feet of fencing installed	Workload	3,060	748	896	2,000
RG	Number of annual playground inspections	Workload	4,224	4,368	4,300	4,300

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Renovations at Tiger Shark Cove Park
- Numerous special events set ups/breakdowns
- Safety surfacing at Margate, Amesbury and Essex Parks play areas
- Major park renovations: Foresteria, Summerwood and Dorchester
- Completed 6 out of 26 irrigation system upgrades to Toro Sentinel Systems
- Installed new wash down area for pets and French drain system at Greenbriar (Dog) Park
- Sidewalks installed at neighborhood parks for residents and easier accessibility for ADA

### POSITIONS

PUBLIC WORKS - ACME IMPROVEMENT DISTRICT	Positions	Part-Time Hours	Intern
<b>Neighborhood Parks</b>			
MAINTENANCE TECHNICIAN	2.00		
MAINTENANCE WORKER II	1.00		
MAINTENANCE WORKER II OPS		3,120	
TRADES CREW CHIEF	1.00		
<b>Total Neighborhood Parks</b>	<b>4.00</b>	<b>3,120</b>	<b>0.00</b>

# Public Works

## Environmental Services

### FUNCTION

Provides customer-focused, health and safety-conscious, fiscally responsible mosquito and pest control services and also maintains all public equestrian trails, fencing and trail heads.

### BUDGET SUMMARY

ENVIRONMENTAL SERVICES	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$549,361	\$547,107	\$287,417	\$267,293	(\$20,124)
Operating	\$78,549	\$50,762	\$77,450	\$89,300	\$11,850
<b>SUBTOTAL</b>	<b>\$627,910</b>	<b>\$597,869</b>	<b>\$364,867</b>	<b>\$356,593</b>	<b>(\$8,274)</b>
Capital Outlay	\$4,900	\$71,118	\$107,000	\$37,300	(\$69,700)
<b>TOTAL</b>	<b>\$632,810</b>	<b>\$668,987</b>	<b>\$471,867</b>	<b>\$393,893</b>	<b>(\$77,974)</b>
FT Positions	8	4	4	4	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RE	Reduction in Mosquito Complaints	# of mosquito complaints

### PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RE	Number of annual mosquito control complaints	Effectiveness	109	67	59	50
RG	Percent of mosquito control complaints responded to within 24 hours	Efficiency	93%	96%	97%	98%

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Reduction in mosquito complaints
- Converted to environmentally sound ("Green") mosquito control products

### POSITIONS

PUBLIC WORKS - ACME IMPROVEMENT DISTRICT	Positions	Part-Time Hours	Intern
<b>Environmental Services</b>			
MAINTENANCE WORKER II	2.00		
MAINTENANCE WORKER III	1.00		
OPERATIONS SUPERVISOR	1.00		
<b>Total Environmental Services</b>	<b>4.00</b>	<b>0</b>	<b>0.00</b>

# Public Works

## Equestrian Trails

### FUNCTION

Equestrian Trails is a division of Public Works that provides maintenance of equestrian trails

### BUDGET SUMMARY

EQUESTRIAN TRAILS	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$0	\$0	\$0	\$107,108	\$107,108
Operating	\$0	\$0	\$0	\$78,000	\$78,000
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$185,108</b>	<b>\$185,108</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$185,108</b>	<b>\$185,108</b>
FT Positions	-	-	-	2	2
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Stabilize 2 Miles of Equestrian Trails	% of trails (2 mile) stabilized
PI	Replace/Improve Eq. Fencing	% of fencing replaced and upgraded to three-rail
PI	Widen C-2 Canal Bridle Path	% of path widened

### PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Trail miles stabilized	Effectiveness	N/A	N/A	1 mile	1 mile
PI	Equestrian fencing replaced	Effectiveness	N/A	N/A	3,200 ln.	3,200 ln.
PI	Equestrian trail signs replaced	Effectiveness	8	9	25	20

### FY 2013 & FY 2014 ACCOMPLISHMENTS

- Stabilized/rehabilitated approximately three miles of equestrian trail
- Replaced approximately 3,000 linear feet of equestrian fence with three-rail fence
- Modified the equestrian trail mowing contract and rebid
- Redesigned/upgraded equestrian fencing across C-23 Canal (equestrian crossing) on Pierson Rd
- Regraded and re-sodded bridle path along Pierson Road from South Shore Blvd. to Equestrian Club Road to improve drainage and prevent ponding issues

### POSITIONS

	Positions	Part-Time Hours	Intern
<b>PUBLIC WORKS - ACME IMPROVEMENT DISTRICT</b>			
<b>Equestrian Trails</b>			
MAINTENANCE TECHNICIAN	1.00		
MAINTENANCE WORKER II	1.00		
<b>Total Equestrian Trails</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>

# Public Works

## Solid Waste

### FUNCTION

Solid Waste is a division of Public Works that provides Wellington with residential and commercial trash, recycling, and vegetation pick up through contracted services. Solid Waste also coordinates EOC Communications and hurricane debris clean-up. It is supported by an assessment for services versus through ad valorem taxes.

### GOALS

Link	Goal
RG	Maintain 99% Customer Satisfaction Rate
PI	Assist Finance in facilitating a New Solid Waste & Recycling Contract
PI	Assist Finance in facilitating a New Disaster Debris Contract
PI	Coordinate with IT Dept. to update and improve Emergency Communications at the EOC
RG	Facilitate APWA Accreditation and site visit

### BUDGET SUMMARY

SOLID WASTE		2012	2013	2014	2015	Change from
		Actual	Actual	Budget	Budget	Prior Year
	Personnel	\$150,584	\$150,916	\$158,594	\$157,971	(\$623)
	Operating	\$3,133,572	\$3,180,456	\$3,291,692	\$3,291,692	\$0
	<b>SUBTOTAL</b>	<b>\$3,284,156</b>	<b>\$3,331,371</b>	<b>\$3,450,286</b>	<b>\$3,449,663</b>	<b>(\$623)</b>
	Capital Outlay	\$0	\$0	\$0	\$23,606	\$23,606
	<b>TOTAL</b>	<b>\$3,284,156</b>	<b>\$3,331,371</b>	<b>\$3,450,286</b>	<b>\$3,473,269</b>	<b>\$22,983</b>
	FT Positions	2	2	2	2	-
	PT Hours	-	-	-	-	-
	Intern	-	-	-	-	-

### FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RE	School Recycling Program	% of Schools participating in recycling program
RG	Maintain 99% Customer Satisfaction Rate	% of resident concerns

### PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Customer satisfaction rating	Outcome	99%	99%	99%	99%
RG	Number of annual customer complaints regarding solid waste issues	Effectiveness	477	643	740	650

# Public Works

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## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Installed solar powered trash compactor at Village Park
- Maintained customer satisfaction rate at 99% and total customer complaints for accounts at 1% or less (Lowest resident complaint tally since inception of present contract)
- Implemented a recycling program at Equestrian Trails Elementary School
- Reached out to all Wellington area public schools for implementation of recycling program

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>PUBLIC WORKS - SOLID WASTE</b>			
MAINTENANCE WORKER III	1.00		
OPERATIONS SUPERVISOR	1.00		
<b>Total Public Works - Solid Waste</b>	<b>2.00</b>	<b>0</b>	<b>0.00</b>

# Utilities

Laboratory • Meter Services • Treatment Plant Maintenance • Utilities Administration • Utility Customer Service • Wastewater Collection • Wastewater Treatment Facility • Water Distribution • Water Treatment Facility

## MISSION

Provide reliable water and wastewater services

## FUNCTION

The Utilities Department is responsible for providing potable water treatment & distribution, wastewater collection and conveyance & treatment.

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Responsive Government RG
- ✓ Respecting the Environment RE

## GOALS

Link	Goal
RG	Design and construct water treatment plant renovations
RG	Design and construct wastewater treatment plant renovations
PI	Rehabilitate water production wells
PI	Rehabilitate lift stations

## DEPARTMENT BUDGET SUMMARY

TOTAL WATER & WASTEWATER	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$4,000,036	\$3,959,039	\$4,442,602	\$4,355,829	(\$86,773)
Operating	\$3,902,836	\$4,045,320	\$4,873,135	\$4,688,594	(\$184,541)
<b>SUBTOTAL</b>	<b>\$7,902,872</b>	<b>\$8,004,360</b>	<b>\$9,315,737</b>	<b>\$9,044,423</b>	<b>(\$271,314)</b>
Capital Outlay	\$0	\$0	\$702,665	\$1,893,127	\$1,190,462
<b>TOTAL</b>	<b>\$7,902,872</b>	<b>\$8,004,360</b>	<b>\$10,018,402</b>	<b>\$10,937,550</b>	<b>\$919,148</b>
FT Positions	44	44	51	51	-
PT Hours	-	-	-	-	-
Intern	2	-	-	1	1

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
RE	Complete development of reclaimed water system water plan	Reclaimed Water Usage
PI	Design & construct distribution piping replacement (Forest Hill Blvd. corridor)	Water Quality Report
PI	Complete replacement of 6,000 LF, 24" raw water transmission main	Water Quality Report

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
RG	Number of water quality complaints	Effectiveness	21	26	29	30
PI	Water loss percent	Efficiency	4.96%	1.39%	12.73%	10%
PI	Water usage per capita (Gallons/Month)	Workload	2,766	2,852	2,661	2,600
RG	Water production (MGD)	Workload	2,503	2,065	2,174	2,100

# Utilities

## Utilities Administration

### FUNCTION

To provide administrative and technical support to water & wastewater divisions.

### BUDGET SUMMARY

UTILITIES ADMINISTRATION	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$674,471	\$624,848	\$746,856	\$683,592	(\$63,264)
Operating	\$80,168	\$35,721	\$96,310	\$96,310	\$0
<b>SUBTOTAL</b>	<b>\$754,639</b>	<b>\$660,569</b>	<b>\$843,166</b>	<b>\$779,902</b>	<b>(\$63,264)</b>
Capital Outlay	\$0	\$0	\$0	\$67,580	\$67,580
<b>TOTAL</b>	<b>\$754,639</b>	<b>\$660,569</b>	<b>\$843,166</b>	<b>\$847,482</b>	<b>\$4,316</b>
FT Positions	4	4	5	5	-
PT Hours	-	-	-	-	-
Intern	2	-	-	1	1

## Utility Customer Service

### FUNCTION

Responsible for serving the Village water and wastewater customers in all aspects, including accepting payments for utility bills, security deposits, bid packets, assessments, parking citations and water meters. Setting up new water accounts for new and existing residents, terminating service and assisting customers with any questions and needs they may have.

### BUDGET SUMMARY

UTILITY CUSTOMER SERVICE	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$229,188	\$216,080	\$456,900	\$350,300	(\$106,600)
Operating	\$275,744	\$185,400	\$517,500	\$340,200	(\$177,300)
<b>SUBTOTAL</b>	<b>\$504,932</b>	<b>\$401,480</b>	<b>\$974,400</b>	<b>\$690,500</b>	<b>(\$283,900)</b>
Capital Outlay	\$0	\$0	\$0	\$100,000	\$100,000
<b>TOTAL</b>	<b>\$504,932</b>	<b>\$401,480</b>	<b>\$974,400</b>	<b>\$790,500</b>	<b>(\$183,900)</b>
FT Positions	-	-	5	5	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Utilities

## Water Treatment Facility

### FUNCTION

Responsible for the provision of safe drinking water to all customers, including the operations and maintenance of dual process treatment facility utilizing lime softening and reverse osmosis processes.

### BUDGET SUMMARY

WATER TREATMENT FACILITY	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$779,456	\$734,914	\$709,988	\$773,194	\$63,206
Operating	\$1,642,903	\$1,627,690	\$1,908,125	\$1,933,334	\$25,209
<b>SUBTOTAL</b>	<b>\$2,422,359</b>	<b>\$2,362,603</b>	<b>\$2,618,113</b>	<b>\$2,706,528</b>	<b>\$88,415</b>
Capital Outlay	\$0	\$0	\$16,000	\$1,014,142	\$998,142
<b>TOTAL</b>	<b>\$2,422,359</b>	<b>\$2,362,603</b>	<b>\$2,634,113</b>	<b>\$3,720,670</b>	<b>\$1,086,557</b>
FT Positions	9	9	9	9	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## Field Services: Water Meter Services

### FUNCTION

Meter Services performs meter reading services, water turn-on and -off, customer service, repair and maintenance of radio read system.

### BUDGET SUMMARY

WATER METER SERVICES	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$156,563	\$149,903	\$148,237	\$149,086	\$849
Operating	\$103,616	\$178,666	\$168,900	\$168,900	\$0
<b>SUBTOTAL</b>	<b>\$260,179</b>	<b>\$328,569</b>	<b>\$317,137</b>	<b>\$317,986</b>	<b>\$849</b>
Capital Outlay	\$0	\$0	\$27,230	\$0	(\$27,230)
<b>TOTAL</b>	<b>\$260,179</b>	<b>\$328,569</b>	<b>\$344,367</b>	<b>\$317,986</b>	<b>(\$26,381)</b>
FT Positions	2	2	2	2	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Utilities

## Field Services: Water Distribution

### FUNCTION

Water Distribution consists of water mains, fire hydrants, service lines, valves and air release valves. Program performs flow testing & maintenance of hydrants, annual maintenance, and replacement of fire hydrants.

### BUDGET SUMMARY

WATER DISTRIBUTION	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$630,378	\$649,157	\$735,840	\$680,301	(\$55,539)
Operating	\$230,586	\$298,064	\$276,000	\$276,000	\$0
<b>SUBTOTAL</b>	<b>\$860,964</b>	<b>\$947,221</b>	<b>\$1,011,840</b>	<b>\$956,301</b>	<b>(\$55,539)</b>
Capital Outlay	\$0	\$0	\$55,908	\$126,438	\$70,530
<b>TOTAL</b>	<b>\$860,964</b>	<b>\$947,221</b>	<b>\$1,067,748</b>	<b>\$1,082,739</b>	<b>\$14,991</b>
FT Positions	9	9	9	9	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## Field Services: Wastewater Collection

### FUNCTION

Wastewater Collection performs maintenance of gravity sewer mains, laterals, SCADA, manholes, force mains, air release valves, and lift stations.

### BUDGET SUMMARY

WASTEWATER COLLECTION	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$412,561	\$432,631	\$494,083	\$512,003	\$17,920
Operating	\$409,961	\$406,650	\$461,900	\$481,500	\$19,600
<b>SUBTOTAL</b>	<b>\$822,522</b>	<b>\$839,281</b>	<b>\$955,983</b>	<b>\$993,503</b>	<b>\$37,520</b>
Capital Outlay	\$0	\$0	\$139,041	\$302,879	\$163,838
<b>TOTAL</b>	<b>\$822,522</b>	<b>\$839,281</b>	<b>\$1,095,024</b>	<b>\$1,296,382</b>	<b>\$201,358</b>
FT Positions	6	6	7	7	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Utilities

## Wastewater Treatment Facility

### FUNCTION

Responsible for operation and maintenance of wastewater treatment facility, treatment process and disposal.

### BUDGET SUMMARY

WASTEWATER TREATMENT FACILITY	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$576,294	\$594,858	\$582,975	\$597,706	\$14,731
Operating	\$1,110,670	\$1,259,642	\$1,374,100	\$1,317,000	(\$57,100)
<b>SUBTOTAL</b>	<b>\$1,686,964</b>	<b>\$1,854,500</b>	<b>\$1,957,075</b>	<b>\$1,914,706</b>	<b>(\$42,369)</b>
Capital Outlay	\$0	\$0	\$410,486	\$81,632	(\$328,854)
<b>TOTAL</b>	<b>\$1,686,964</b>	<b>\$1,854,500</b>	<b>\$2,367,561</b>	<b>\$1,996,338</b>	<b>(\$371,223)</b>
FT Positions	7	7	7	7	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

## Treatment Plant Maintenance

### FUNCTION

Responsible for the maintenance and repair of all equipment at the Wastewater and Water Treatment Facilities.

### BUDGET SUMMARY

TREATMENT PLANT MAINTENANCE	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$455,234	\$465,545	\$475,847	\$517,281	\$41,434
Operating	\$31,054	\$31,719	\$47,700	\$47,700	\$0
<b>SUBTOTAL</b>	<b>\$486,288</b>	<b>\$497,264</b>	<b>\$523,547</b>	<b>\$564,981</b>	<b>\$41,434</b>
Capital Outlay	\$0	\$0	\$54,000	\$164,070	\$110,070
<b>TOTAL</b>	<b>\$486,288</b>	<b>\$497,264</b>	<b>\$577,547</b>	<b>\$729,051</b>	<b>\$151,504</b>
FT Positions	6	6	6	6	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

# Utilities

**FUNCTION**

Responsible for all field collections as governed by the Department of Environmental Protection. Lab analyses are certified by the Florida Department of Health. The Laboratory is currently certified to perform several different bacteriological analyses and performs field sampling for drinking water, wastewater and surface water.

**BUDGET SUMMARY**

LABORATORY	2012	2013	2014	2015	Change from
	Actual	Actual	Budget	Budget	Prior Year
Personnel	\$85,891	\$91,103	\$91,876	\$92,366	\$490
Operating	\$18,134	\$21,767	\$22,600	\$27,650	\$5,050
<b>SUBTOTAL</b>	<b>\$104,025</b>	<b>\$112,870</b>	<b>\$114,476</b>	<b>\$120,016</b>	<b>\$5,540</b>
Capital Outlay	\$0	\$0	\$0	\$36,386	\$36,386
<b>TOTAL</b>	<b>\$104,025</b>	<b>\$112,870</b>	<b>\$114,476</b>	<b>\$156,402</b>	<b>\$41,926</b>
FT Positions	1	1	1	1	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

**FY2013 & FY2014 ACCOMPLISHMENTS**

The Utility Department has made the following significant accomplishments:

- Treated & delivered 2.1 billion gallons of safe, high quality drinking water with minimal service disruptions.
- Safely collected, treated & disposed 1.4 billion gallons of wastewater with no service disruptions
- Completion of permanent polyphosphate feed system
- Completion of Goldenrod water/sewer relocation
- Rehabilitation of nine lift stations
- Block Island water main replacement

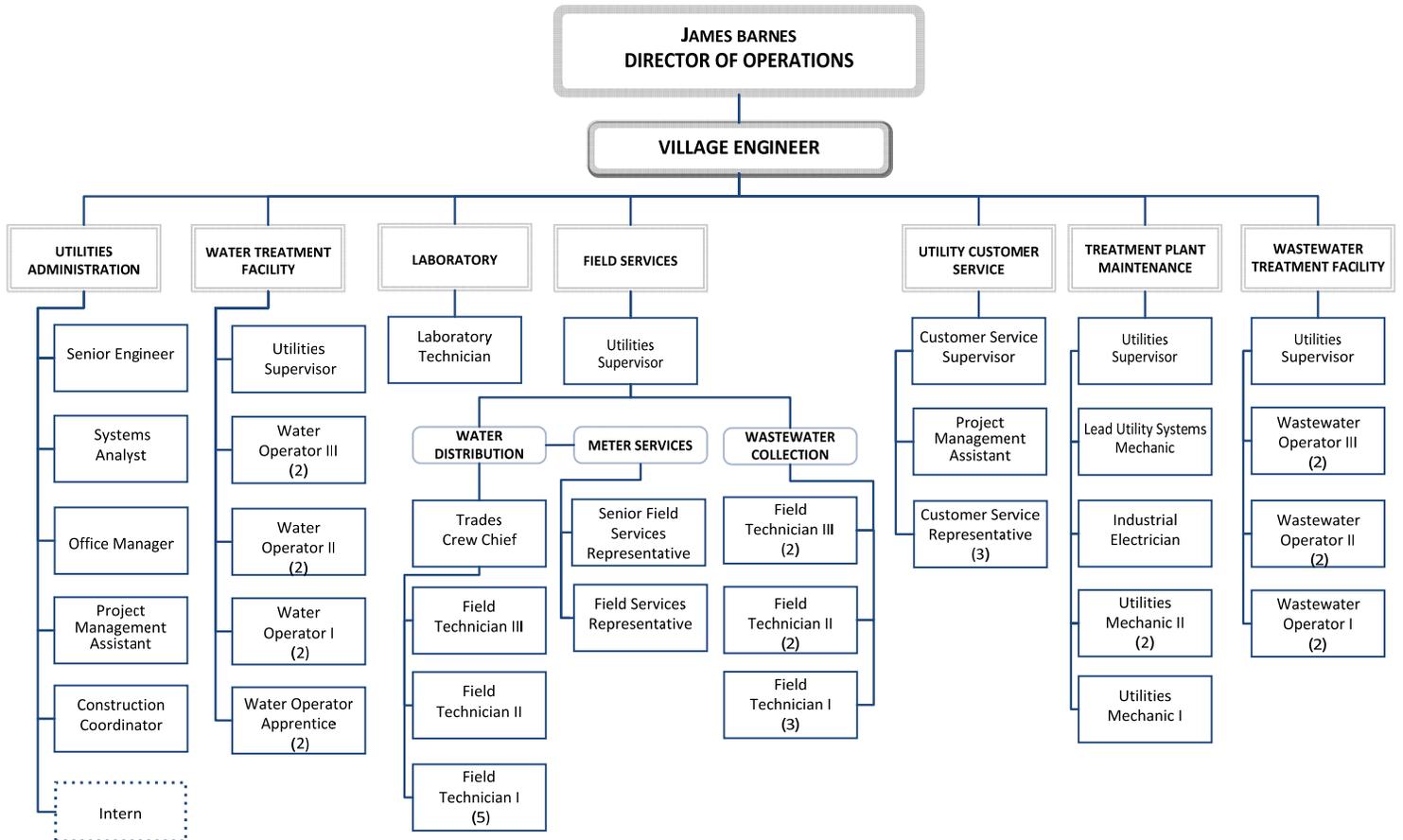
# Utilities

## POSITIONS

	Positions	Part-Time Hours	Intern
<b>UTILITY SYSTEM</b>			
<b>Utilities Administration</b>			
CONSTRUCTION COORDINATOR	1.00		
INTERN - COLLEGE			1.00
OFFICE MANAGER	1.00		
PROJECT MANAGEMENT ASSISTANT	1.00		
SENIOR ENGINEER	1.00		
SYSTEMS ANALYST	1.00		
<b>Utility Customer Service</b>			
CUSTOMER SERVICE SUPERVISOR	1.00		
CUSTOMER SERVICE REPRESENTATIVE	3.00		
PROJECT MANAGEMENT ASSISTANT	1.00		
<b>Laboratory</b>			
LABORATORY TECHNICIAN	1.00		
<b>Meter Services</b>			
FIELD SERVICES REPRESENTATIVE	1.00		
SENIOR FIELD SERVICES REPRESENTATIVE	1.00		
<b>Treatment Plant Maintenance</b>			
INDUSTRIAL ELECTRICIAN	1.00		
LEAD UTILITY SYSTEMS MECHANIC	1.00		
UTILITIES SUPERVISOR	1.00		
UTILITIES SYSTEMS MECHANIC I	1.00		
UTILITIES SYSTEMS MECHANIC II	2.00		
<b>Wastewater Collection</b>			
FIELD TECHNICIAN I	3.00		
FIELD TECHNICIAN II	2.00		
FIELD TECHNICIAN III	2.00		
<b>Wastewater Treatment Facility</b>			
UTILITIES SUPERVISOR	1.00		
WASTEWATER OPERATOR I	2.00		
WASTEWATER OPERATOR II	2.00		
WASTEWATER OPERATOR III	2.00		
<b>Water Distribution</b>			
FIELD TECHNICIAN I	5.00		
FIELD TECHNICIAN II	1.00		
FIELD TECHNICIAN III	1.00		
TRADES CREW CHIEF	1.00		
UTILITIES SUPERVISOR	1.00		
<b>Water Treatment Facility</b>			
UTILITIES SUPERVISOR	1.00		
WATER OPERATOR APPRENTICE	2.00		
WATER OPERATOR I	2.00		
WATER OPERATOR II	2.00		
WATER OPERATOR III	2.00		
<b>Total Utility System</b>	<b>51.00</b>	<b>0</b>	<b>1.00</b>

# Utilities

## ORGANIZATIONAL CHART



# Lake Wellington Professional Centre

## MISSION

Provide flexible, cost-effective business solutions

## FUNCTION

The function of the Lake Wellington Professional Centre is to provide support to onsite and virtual businesses. Located in the heart of Town Centre, the Professional Centre pairs a prestigious location with a host of amenities to support small and emerging businesses. By offering competitive rates and flexible services, clients are able to present a first rate business image for a fraction of the cost of similarly situated commercial locations.

## FUNDAMENTALS (LINK)

- ✓ Economic Development EcD
- ✓ Protecting Our Investment PI
- ✓ Respecting the Environment RE

## GOALS

Link	Goal
PI	Implement electronic conference room booking system
PI	Expand/update image of the Professional Centre through branded marketing plan and materials
EcD	Maintain an occupancy rate of 85%
RE	Increase the number of services provided electronically

## BUDGET SUMMARY

LAKE WELLINGTON PROFESSIONAL CENTRE	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$0	\$0	\$0	\$178,386	\$178,386
Operating	\$0	\$0	\$0	\$156,110	\$156,110
<b>SUBTOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$334,496</b>	<b>\$334,496</b>
Capital Outlay	\$0	\$0	\$0	\$10,000	\$10,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$344,496</b>	<b>\$344,496</b>
FT Positions	-	-	-	3	3
PT Hours	-	-	-	1,560	1,560
Intern	-	-	-	-	-

## FY2015 ACTION PLANS

Link	Project / Program	Performance Measure/Metric
PI	Maintain / Increase occupancy rates	Percent physical and virtual occupancy per month
PI	Implement an electronic satisfaction survey method for tenant feedback	Establish a minimum satisfaction standard of performance
EcD	Monthly webinar or presentation highlighting a business process or improvement	Percent participation monthly
RE	Implement electronic tenant portal for office service requests	Number of services available electronically

# Lake Wellington Professional Centre

## PERFORMANCE MEASURES

Link	Measure	Type	FY 2012	FY 2013	FY 2014	Target FY 2015
PI	Customer Satisfaction Rating – Occupied Units	Outcome	N/A	N/A	70%	85%
PI	Customer Satisfaction Rating – Virtual Units	Outcome	N/A	N/A	70%	85%
EcD	Average Annual Occupancy Rate	Effectiveness	N/A	N/A	83%	85%

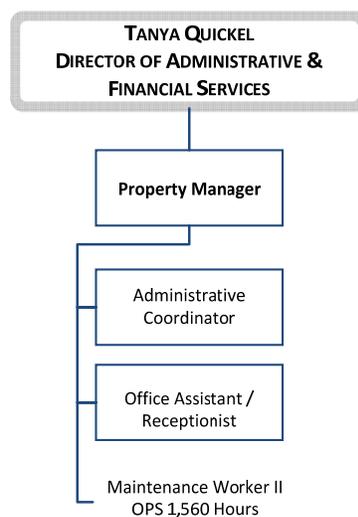
## FY 2013 & FY 2014 ACCOMPLISHMENTS

- Implemented a recycling program for all tenants
- Installed safety features such as handrails, curb stops and emergency signage
- Centralized billing and accounts payables allowing staff to focus on process improvements that benefit tenants
- Implemented electronic billing and tenant notifications
- Installed and improved interior and exterior lighting to promote a safer working environment for tenants utilizing CPTED principles

## POSITIONS

LAKE WELLINGTON PROFESSIONAL CENTRE	Positions	Part-Time Hours	Intern
PROPERTY MANAGER	1.00		
ADMINISTRATIVE COORDINATOR	1.00		
OFFICE ASSISTANT/ RECEPTIONIST	1.00		
MAINTENANCE WORKER II OPS		1,560	
<b>Total Professional Centre</b>	<b>3.00</b>	<b>1,560</b>	<b>0.00</b>

## ORGANIZATIONAL CHART



# Non-Departmental

Governmental • Enterprise

## FUNCTION

The non-departmental budgets in the governmental and enterprise funds are used to account for expenses shared across multiple cost centers, departments or divisions in each fund. Wellington designates utilities, office equipment leases, telecommunications, facility leases and the Inspector General costs as non-departmental operating expenditures. Personnel budgets include fund-wide wage increases and some supplemental benefits.

## BUDGET SUMMARY

TOTAL NON DEPARTMENTAL	2012	2013	2014	2015	Change from Prior Year
	Actual	Actual	Budget	Budget	
Personnel	\$199,943	\$34,834	\$1,011,596	\$924,408	(\$87,188)
Operating	\$284,675	\$6,789,904	\$643,640	\$509,996	(\$133,644)
<b>SUBTOTAL</b>	<b>\$484,618</b>	<b>\$6,824,739</b>	<b>\$1,655,236</b>	<b>\$1,434,404</b>	<b>(\$220,832)</b>
Capital Outlay	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$484,618</b>	<b>\$6,824,739</b>	<b>\$1,655,236</b>	<b>\$1,434,404</b>	<b>(\$220,832)</b>
FT Positions	-	-	-	-	-
PT Hours	-	-	-	-	-
Intern	-	-	-	-	-

Note: Fund-wide worker's compensation budget shown under Risk Management



# Capital Improvement Plan



VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

FY 2014-2015 CAPITAL PROJECTS AND TPP

FY 2015 CIP PROJECT LIST	Project Description	FY 2015 New CIP Budget Additions
<b>Total Governmental Projects:</b>		<b>\$3,789,000</b>
2014 Acme Renewal & Replacement Program	Maintenance program to improve conveyance and drainage in target areas	\$780,000
CDBG Funded Projects	Grant-qualifying public facility improvements including ADA sidewalk compliance, upgrades to parks and other eligible neighborhood improvements.	\$170,000
General Facility Maintenance	Ongoing required maintenance and improvements to ensure municipal buildings and facilities are maintained in proper condition and in efficient working order.	\$207,000
Neighborhood Parks & Trails Program	Scheduled park and trail improvements and upgrades to ensure the safety and usefulness of the neighborhood parks and equestrian trails system.	\$400,000
Road & Pathway Circulation Expansion	Enhancements to the Village transportation system, focusing on non-vehicular connections to key destinations.	\$200,000
Parks Capital Maintenance	Maintenance of fields and major equipment to ensure the quality standard of recreational programs and facilities.	\$470,000
Pedestrian Paths & Roadway Overlay	Overlay of existing roads and paths, including striping, to maintain roads in Good or Better condition.	\$685,000
Pierson Sidewalk Extension - 120th	Construct 1,800 lf concrete sidewalk to connect 120th to Village Park entrance	\$143,000
Safe Neighborhoods	Defensive measures (lighting, landscape, sidewalks, etc) to ensure that transitional neighborhoods do not continue to deteriorate.	\$125,000
Shellrock Program	The installation of shellrock to maintain unpaved road crowns and surfacing to avoid any unsafe condition for motorists and vehicles.	\$159,000
Swale Maintenance Program	Construct and/or repair swales on major thoroughfares to reduce deterioration of roads.	\$150,000
SWM System Rehabilitation & Maintenance	Annual surface water management infrastructure maintenance and replacement project(s) to address aging infrastructure to maintain proper flood control, adherence to NPDES requirements and improve water quality.	\$300,000
<b>Total Water &amp; Wastewater Projects:</b>		<b>\$3,915,000</b>
Collection System Renewal & Replacement	Repair, replace and renew existing manholes and gravity pipes.	\$350,000
Water Distribution & Transmission R & R	Renew and replace distribution piping, services lines, meters, meter boxes,	\$750,000
Reuse Transmission Lines	Expand reuse water system.	\$995,000
Water System R&R Sinking Fund	The sinking funds provide a means to reserve capital funds annually for unanticipated emergencies, events or system failures.	\$150,000
WTP Renewal & Replacement	Renovations at the water treatment plant to comply with regulatory requirements and maintain expected levels of service and reliability.	\$1,010,000
Wastewater System R&R Sinking Fund	The sinking funds provide a means to reserve capital funds annually for unanticipated emergencies, events or system failures.	\$360,000
WWTP Renewal & Replacement	Replace, repair and/or modify existing wastewater treatment facilities to continue providing safe and reliable wastewater service and disposal.	\$300,000
<b>TOTAL FY 2015 BUDGET ADDITIONS FOR ONGOING CAPITAL PROJECTS</b>		<b>\$7,704,000</b>
<b>Total Major Maintenance Programs</b>		<b>\$183,000</b>
Comprehensive Sidewalk Repair Program	Village-wide sidewalk repairs to maintain safety	\$125,000
Professional Centre Repairs	Major systems and structure repairs & maintenance at Lake Wellington	\$58,000
<b>Replacement Assets</b>		<b>\$2,483,733</b>
<b>New Assets</b>		<b>\$803,000</b>
<b>TOTAL FY 2015 CAPITAL OUTLAY BUDGET ADDITIONS</b>		<b>\$11,173,733</b>

**ALL OF THE ABOVE PROJECTS AND PROJECTS IN PROGRESS ARE PRESENTED IN  
DETAIL LATER IN THIS DOCUMENT**

# The Village of Wellington Capital Improvement Plan

As a municipal government with needed and desired services, Wellington provides and maintains capital facilities and equipment, such as roadways and parks. The Capital Improvement Plan (CIP) is a schedule for the expenditure of funds to acquire and construct needed improvements and to maintain capital assets over the next five-year period to continue Wellington's long-term commitment to roads, drainage systems, parks and other public infrastructure.

The capital improvement program has great significance in that it touches the life of each resident and visitor through the provision of health, safety, transportation, recreation and other services and infrastructure upon which residents and the public depend. Capital assets impose incremental costs of use and ownership in the future, and their limited useful lives may require significant expenditures of public tax receipts.

The adopted CIP is budgeted for a total investment of almost \$80 million in capital facilities and equipment during the FY 2015 - 2019 period and represents a comprehensive and direct result of the physical and strategic development policies of the Village.

Wellington's CIP serves to:

- Economically build and maintain a capital infrastructure
- Complete projects on schedule and within budget
- Provide for an annual update to the CIP schedule
- Allow for additions of projects and adjustments due to changing priorities
- Link projects with the vision, mission and goals, and the priorities of Council and citizens
- Coordinate department resources and equipment
- Communicate the justification, description and costs of projects to stakeholders
- An important implementation device for growth management
- Identify funding sources, capital and ongoing expenditures for all projects
- Allow sufficient time to identify project financing and implementation measures

Only projects that meet the definition of a capital improvement are included. Capital improvements are defined as physical assets, constructed or purchased, generally having a minimum cost of \$25,000 and an expected useful life in excess of one year. Fixed assets and tangible personal property (TPP) replacements with a cost over \$1,000 each are included in the annual capital budget.



## CIP Process

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Planning for major capital expenditures for the next 5 and 10 years allows Wellington to pay-as-you-go by annually assigning funding toward a future project and minimizing the impact on one fiscal year. Also, many projects take multiple years to complete or are cyclical. Therefore, the capital plan is not reconstructed each year; it is reviewed and updated to reflect changes in the physical, economic or political environment.

The CIP is a significant aspect of municipal budgeting and planning involving more stakeholders than any other element. Key Village staff in the capital improvement planning process include senior directors and managers from Operations, Administrative & Financial Services, Construction & Engineering, Public Works, Planning and Budget. The CIP team completes project review and prioritizes projects through the use of five questions (see Project Scoring & Prioritization) to establish the project's fit with visioning and strategic planning. Financial projections are incorporated to determine funding availability or alternatives.

Management and senior staff can then review, amend and approve projects for the capital plan. The recommended capital plan is presented to Council through workshops and ultimately adopted by Council as part of the budget process. Projects in the next five to ten years are presented for discussion and approval. Once approved, a capital project's budget remains in place throughout the life of the project. It spans the fiscal year end through the carry forward of open purchase orders and remaining budget balance of the projects to the subsequent fiscal year. Estimated carry forwards are considered in conjunction with other funding sources and are submitted with the proposed budget and CIP. Reallocation of carry forward funds may also be presented and adopted. Any change to an approved capital project budget during the fiscal year requires submission of a Capital Project Amendment for Council approval.

The key components of the CIP budget process included in Village budget planning calendar are:

- CIP Development Meetings with department managers
- CIP Review Meetings
- Preliminary CIP presentation to Village Manager
- CIP Workshop(s)
- Adoption hearings for the Capital Improvement Element (CIE) of the Comprehensive Plan

## CIP Budgeting

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Each year, the capital plan is updated including cost estimates, statements of impact on the annual operating budget, the implementation schedule and information concerning the financial resources available. Existing project cost estimates are used where available, and adjustments are made to these costs based on discussions with the appropriate consultants and project managers. Major future projects are indexed to inflation as deemed necessary. All project costs and time schedules are updated as projects approach their scheduled date or as other conditions dictate.

Project budgets adopted by Council are approved by project description and the approved budget may only be altered by Council approval. The project retains its approved budget until it is complete through the use of carry forwards at fiscal year-end. A capital projects fund is used to account for governmental projects funded from general revenues, parks and recreation revenues and Acme assessments. The total of capital

expenditures budgeted for these funds is transferred out of the originating funds to the capital projects fund. The governmental capital projects funds are generally presented in total for budget presentations:

**Gas Tax Capital Fund** – accounts for capital projects related to roadway maintenance and landscape; to segregate road capital revenue and expenditures from maintenance & operations reflected in the Gas Tax Operations Fund and expansion projects in the Road Impact fund.

**Recreation and Road Impact Funds** – the fund accounts for expenditures of recreation and transportation impact fees for specific capital projects related to growth.

**Governmental Capital Fund** – accounts for the financial activity applicable to governmental capital expenditures funded from governmental operating revenues. These expenditures are funded by the General Fund and Acme Improvement District Fund through operating transfers.

**Saddle Trail Park Capital Subfund** – a subfund to the Governmental Capital Fund for the purpose of accounting for Saddle Trail Park Neighborhood Improvement Project bond proceeds and expenses.

Water and Wastewater projects and Solid Waste are budgeted in the Enterprise funds and presented as part of the Water/Wastewater and Solid Waste Funds.

## Project Scoring & Prioritization

The scoring system to prioritize capital projects has been simplified compared to years past. Each project is reviewed in relation to five distinct requirements as identified below:

- Preservation of long-term assets
- Reduction of operating costs
- Protection of public infrastructure and/or utilities
- Preservation of property values and creation of jobs
- Regulatory and contractual obligations

If a capital project meets or addresses at least three of these categories then the project is deemed eligible for funding prioritization in the new year budget. If a project is scored a “1” or “2” then the recommendation was made not to initiate the project during the following fiscal year, though the project may ultimately be approved and funded. The first year of the five year CIP is formally adopted by the Council as the capital budget for the new budget year with the following four years reflecting projected, but unfunded, requirements. The Council also uses the CIP to analyze the Village’s fiscal capability to finance and construct future capital improvements.

All projects are further assessed for the fit with the Village of Wellington strategic framework based on the five basic



## VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

fundamentals presented in this document under Budget & Strategic Planning. The Ranking Analysis and Fundamentals Link charts in this section show the results of project scoring and prioritization for the FY 2015 capital budget.

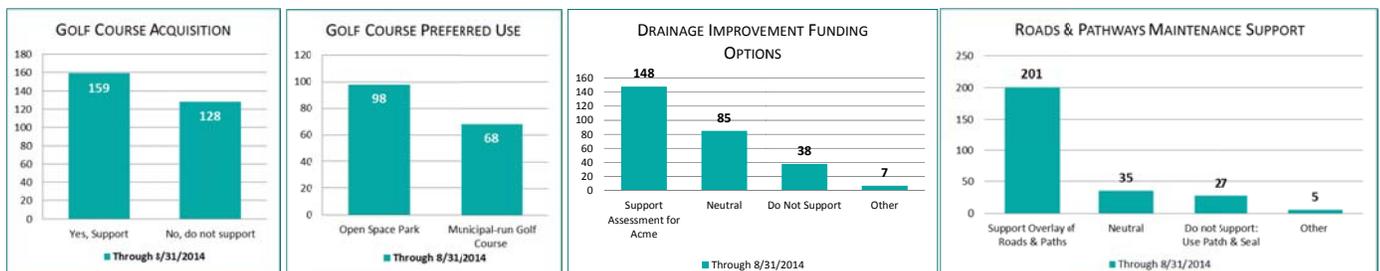
## CIP Information & Public Communication

The 2015 CIP is presented on project description and funding forms and serves as a central reference for project information. The completed forms provide a means to compile the recommended annual CIP update to the five year plan and serve as a tool for ongoing project information and reporting. The forms are completed for new and existing projects, including changes to scope, timing and funding for projects currently scheduled in the CIP. Project forms for the projects in the FY 2015 through FY 2019 CIP are provided in this document.

The Village's annual Budget Challenge survey is a valuable means of gaining input from the community on budget initiatives and capital projects. Upon CIP development, new projects or budget-reduction strategies are considered for inclusion as a question in the survey. The 2014 Budget Challenge survey included questions relating to the following existing or potential capital projects and programs:

- Municipal Golf Course Acquisition – respondents supported acquisition of golf course property for open space park use
- 2014 Acme Renewal & Replacement Program – the majority of respondents supported an increased property assessment to complete drainage improvement projects
- Pedestrian Paths & Roadway Overlay Program – respondents overwhelmingly supported complete overlay of roadways versus the lower-cost patching and sealing

### 2014 BUDGET CHALLENGE SURVEY RESULTS FOR CAPITAL PROJECTS



To further provide project information to residents, the Village Planning and GIS departments are teaming up to provide location maps through the Village website so users can view the description, location and timing of projects. The information is updated throughout the year to minimize the impact on commuting (such as for road closures) and answer questions on the scope and completion dates of major projects.

VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

<b>Wellington Capital Improvements Plan Project Ranking Analysis Fiscal Year 2014-2015</b>	<i>1. Preservation of Long Term Assets</i>	<i>2. Reduction of Operating Costs</i>	<i>3. Protection of Public Infrastructure and/or Utilities</i>	<i>4. Preservation of Property Values and Creation of Jobs</i>	<i>5. Regulatory and Contractual Obligations</i>	<b>Score</b>
<b>Governmental Capital Improvement Projects</b>						
2014 ACME Renewal & Replacement Program	•	•	•	•		4
Bridge Maintenance Program	•	•	•	•		4
Communication & Technology Investment	•	•	•	•		4
Community Development Block Grant	•	•		•		3
General Facility Maintenance	•	•	•	•		4
Flying Cow Pathway	•		•	•		3
LWPC Roof & HVAC Repairs	•	•	•			3
Neighborhood Parks & Trails Program	•		•	•		3
Parks Capital Maintenance	•	•		•		3
Parks Master Plan	•			•	•	3
Parks, Trails and Open Space Improvement	•		•	•		3
Pedestrian Paths & Roadway Overlay	•	•	•	•		4
Pierson Sidewalk Extension	•		•	•		3
Road & Pathway Circulation Expansion	•	•	•	•		4
Saddle Trail Park Neighborhood Improvements				•		1
Safe Neighborhoods	•	•	•	•		4
Shellrock Program	•	•		•		3
Sidewalk Repair Program	•	•	•	•		4
South Shore Phase III Improvements	•	•	•	•		4
SR 7/US 441 Landscaping	•		•	•		3
Streetscape Program	•		•	•		3
Swale Maintenance Program	•	•	•		•	4
SWM System Rehabilitation & Maintenance	•	•	•		•	4
Tennis Center Relocation	•		•			2
WCC Improvements	•	•		•		3
<b>Utility Capital Projects</b>						
Field Services Facility Phase II	•	•	•	•	•	5
General Facility Renewal & Replacement	•	•	•	•	•	5
Lift Station Upgrades & Rehabilitation	•	•	•	•	•	5
Reuse Water Distribution Expansion	•	•	•	•		4
Sewer Collection System R & R	•	•	•	•	•	5
Wastewater System Sinking Fund	•	•	•	•	•	5
Wastewater Treatment Facility R & R	•	•	•	•	•	5
Water Distribution & Transmission R & R	•	•	•	•	•	5
Water Supply R & R	•	•	•	•	•	5
Water System R & R Sinking Fund	•	•	•	•	•	5
Water Treatment Facility R & R	•	•	•	•	•	5

VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

Strategic Plan Fundamental Link Fiscal Year 2014-2015		FISCAL YEAR FUNDED	Protecting Our Investment	Neighborhood Renaissance	Responsive Government	Respecting the Environment	Economic Development	Total	
		Governmental Capital Improvement Projects							
2014 ACME Renewal & Replacement Program	2014	•		•	•			3	
Bridge Maintenance Program	2014	•		•				2	
Communication & Technology Investment	2015	•		•	•	•		4	
Community Development Block Grant	2012	•	•	•		•		4	
Flying Cow Pathway	2014	•	•	•	•			4	
General Facility Maintenance	2014	•		•				2	
LWPC Roof & HVAC Repairs	2015	•		•		•		3	
Neighborhood Parks & Trails Program	2009	•	•	•				3	
Parks Capital Maintenance	2014	•	•	•				3	
Parks Master Plan	2013	•	•	•				3	
Pedestrian Paths & Roadway Overlay	2014	•		•				2	
Parks, Trails and Open Space Improvement	2015	•		•	•	•		4	
Pierson Sidewalk Extension	2015	•						1	
Road & Pathway Circulation Expansion	2015	•	•	•				3	
Saddle Trail Park Neighborhood Improvements	2015			•				1	
Safe Neighborhoods	2014	•	•	•				3	
Shellrock Program	2014	•		•				2	
Sidewalk Repair Program	2014	•	•	•	•			4	
South Shore Phase III Improvements	2013	•		•		•		3	
SR 7/ US 441 Landscaping	2015	•		•		•		3	
Streetscape Program	2010	•	•	•		•		4	
SWM System Rehabilitation & Maintenance	2012	•		•	•			3	
Swale Maintenance Program	2014	•		•	•			3	
Tennis Center Relocation & Construction	2014	•		•		•		3	
WCC Improvements	2013	•		•				2	
		Utility Capital Projects							
Field Services Facility	2011	•		•				2	
General Facility Renewal & Replacement	2011	•		•				2	
Lift Station Upgrades & Rehabilitation	2014	•		•	•			3	
Collection System R & R	2014	•		•	•			3	
Reuse Water Distribution Expansion	2008	•		•	•			3	
Wastewater Treatment Facility R & R	2014	•		•	•			3	
Water Distribution & Transmission R & R	2014	•		•	•			3	
Water Supply R & R	2014	•		•	•			3	
Water & WW System R & R Sinking Funds	2014	•		•	•			3	
Water Treatment Facility R & R	2014	•		•	•			3	

# FY 2015 Five & Ten Year Capital Plan

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The Wellington CIP grew from a budget of \$11.8 million in 2000 to \$34.4 million in 2007 as the Village invested in major road, park and utility expansion projects. As tax reform and economic contraction occurred, combined with slowed population growth, capital plans were adjusted to reflect these changes. For FY 2015, the capital project budget is \$7.7 million, a decrease of \$200,000 from the prior year.

Capital improvements are budgeted by funding source due to restrictions on the use of some sources. Please see the Funding Sources section of this document for more information. Projects are further identified by the type and described below.

## Project Types

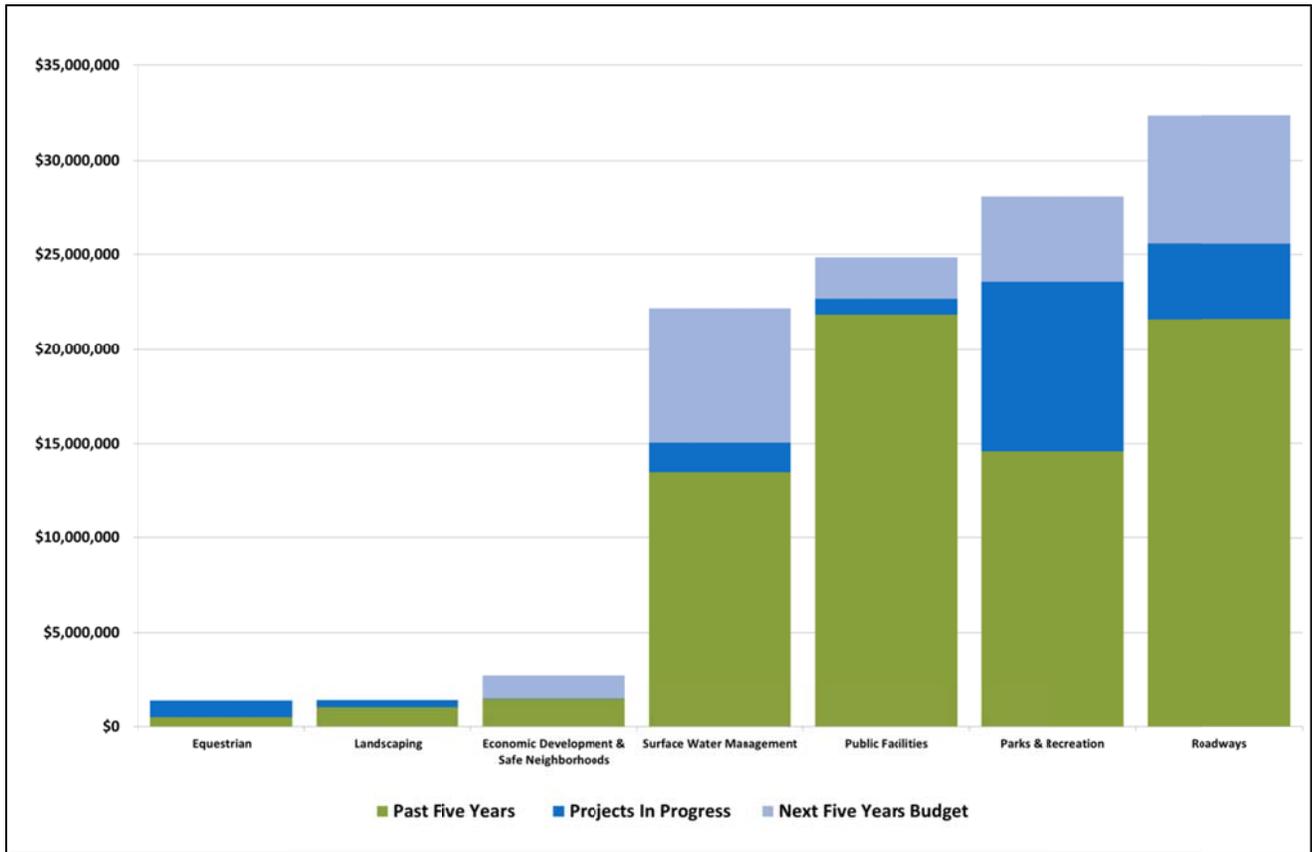
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Projects are evaluated and presented by funding source and type. Each type may have a maintenance/renewal & replacement or construction/improvement subtype. Governmental and Enterprise project types are described below:

- **Governmental:**
  - **Economic Development & Safe Neighborhoods** – capital projects that support Wellington's Economic Development Initiatives
  - **Equestrian** – improvement projects which support Wellington's equestrian element including trails, crossings and open park areas
  - **Landscaping** – plantings, lighting and other improvements to roadways and paths
  - **Parks & Recreation** – maintenance or improvements to Village recreation facilities
  - **Public Facilities** – major maintenance /improvements or acquisition of municipal buildings and infrastructure
  - **Roadways** – maintenance or improvements to public roadways, including repaving and shellrock overlay
  - **Safe Neighborhoods** – projects which support the Village's Safe Neighborhoods Initiative, including roadway closures and additional neighborhood lighting, includes Community Development Block Grant projects
  - **Surface Water Management** – maintenance or improvements to the Acme Improvement District drainage and flood control system
- **Enterprise:**
  - **Water or Wastewater System Capacity** – expansion or improvements to the municipal water and wastewater systems
  - **Water or Wastewater System Renewal & Replacement** – maintenance and upkeep of the municipal water and wastewater systems

The majority of funding from governmental sources in the last five years has been invested in Public Facilities, Parks & Recreation and Roadways. The chart below shows the dollar amounts expended in the last five years, in progress or scheduled to be assigned in the next five years for each project type.

GOVERNMENTAL CAPITAL SPENDING BY PROJECT TYPE



Some of the major governmental projects completed or in progress included in the above totals are:

ROADWAYS	PARKS & RECREATION	PUBLIC FACILITIES	SURFACE WATER MANAGEMENT
Annual Roadway Overlay Program	Athletic Field Renovations	Professional Centre Acquisition	Wellington Environmental Preserve
Southshore Blvd. Widening	Boys & Girls Club Construction	Municipal Complex Construction	Canal Widening and Bank Stabilization
Greenview Shores Landscape & Intersection Improvements	Aquatic Facility Renovation	Patriot's Memorial Construction	Exotic & Invasive Species Removal
Forest Hill Blvd. Landscape and Hardscape	Scott's Place Barrier-free Playground Construction	Entrance Signs	Control Structure Improvements & Telemetry Upgrades
	Amphitheatre Construction		

## Funding Sources

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Every capital project must have an appropriate and sufficient source of funding identified prior to inclusion in the recommended CIP. Since many funding sources are to be used for specific purposes (i.e., impact fees), a complete and accurate project description is relied upon to assist in identifying the appropriate funding source.

Grant sources provided by federal, state or local agencies are considered for all qualifying projects and recorded in the grant tracking system maintained by OFMB. Use of grant funds is restricted to the original purpose specified in the grant documents.

### GENERAL GOVERNMENTAL REVENUES

The following primary funding sources for general governmental projects may be transferred into capital funds from operating funds:

**Ad Valorem Property Taxes:** Taxes levied on property based on the certified millage rate of the municipality and the value of the property. These taxes are levied to provide general benefit of the residents and property with no requirement to provide a specific benefit. Collected in the General Fund and appear as transfers in to the capital funds.

**Public Service Taxes:** Utility taxes are imposed on all electric, telecommunications and metered or bottled gas utility customers based on their consumption of these services within the city corporate limits. Florida Statute authorizes municipalities to levy this tax based on a percentage of gross receipts from the sale of electricity, telecommunications service and metered or bottled gas. Collected in the General Fund and appear as transfers in to the capital funds.

**Communications Services Tax:** This is a two-tiered tax composed of a state and local option tax on communications services. Collected in the General Fund and appear as transfers in to the capital funds.

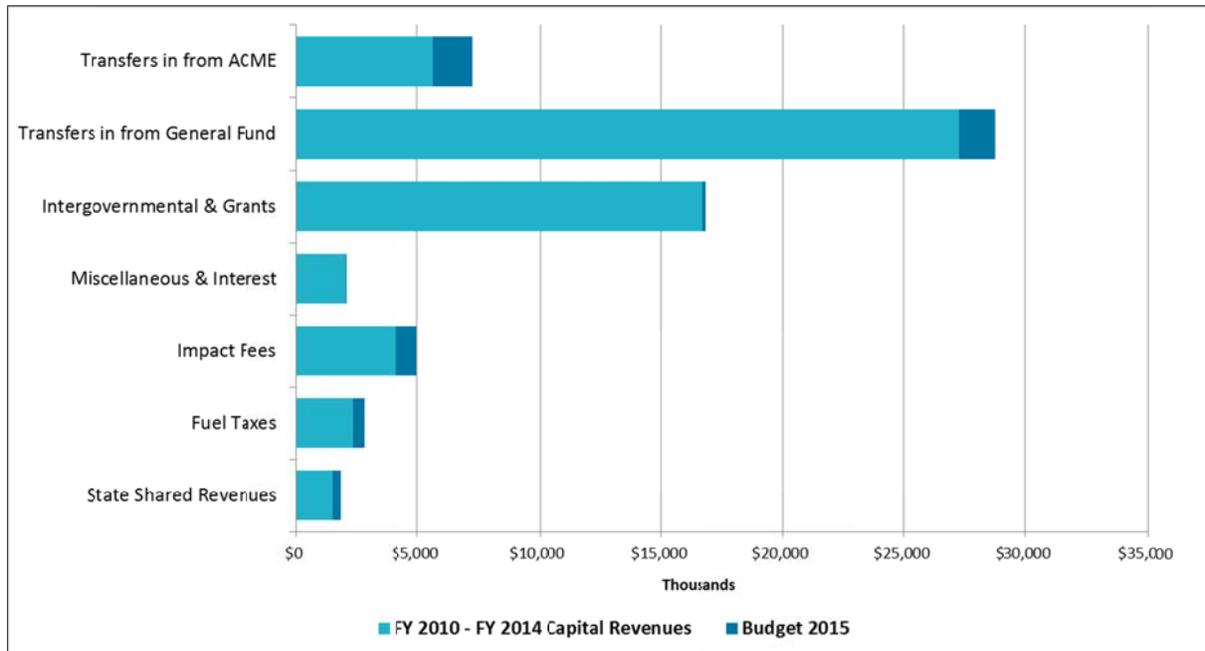
**Franchise Fees:** Franchise fees are charged on electric and cable utility service providers for the privilege of operating within the city corporate limits. The charge is levied based on a percentage of the provider's gross receipts pursuant to Florida Statutes. Collected in the General and Gas Tax Capital funds.

**State Shared Revenue:** These revenues are distributed at the state level and include Half-Cent Sales Tax, Cigarette Tax, Beverage Tax and general State Revenue Sharing. Collected in the General Fund and appear as transfers in to the capital funds.

**Gas Tax:** The Local Option Gas Tax is authorized by Florida Statutes and levied by Palm Beach County to be distributed between all municipalities and the county. These monies can only be used for transportation expenses as defined by the State of Florida. Wellington's pro rata share is 70% based on lane miles located within the city for which the city is responsible for maintenance and 30% upon the population.

**Acme Assessments:** The Acme Improvement District assesses non ad valorem special assessments for surface water management, Acme roadways and neighborhood parks and trails. These assessments are based on the benefit to the land of capital facilities (as determined in the Plan of Reclamation for each Unit of Development) and associated operating expense. Collected in the Acme Fund and appear as transfers in to the Governmental Capital Fund.

GOVERNMENTAL CAPITAL REVENUE SOURCES FY 2010 – 2015



The chart above shows the revenues that funded governmental capital projects from fiscal year 2010 through 2014 and are expected in FY 2015, excluding use of reserve balances. The majority of funding for projects in the last five years has come from transfers in from other funds and intergovernmental agreements and grants. As growth-related funding sources such as impact fees decline, there is also an increased need to transfer in from operating funds (General Fund, Acme Fund) to pay for needed projects.

**CAPITAL REVENUE SOURCES**

Some capital revenues are dedicated funding sources that may be used for a singular or special purpose only:

**Intergovernmental Revenues and Grants:** Specific projects may be fully or partially funded by grants, contributions and intergovernmental agreements, such as the recently completed Boys and Girls Club which was mainly funded from private donations, Palm Beach County and the Village of Wellington. The Village participates in the Community Development Block Grant program and regularly applies for grants through the Florida Department of Transportation, the Federal Emergency Management Agency and the Florida Department of Justice.

**Impact Fees:** Impact fees assign growth-related capital costs to those new residents responsible for such costs. Wellington has recognized this capital funding strategy as an appropriate method for funding the increased capital requirements resulting from growth and has been adopted for recreation, transportation, and water and wastewater services.

**Future Borrowing:** While Wellington has made it a practice to fund most capital outlay from current operating budgets rather than through long-term financing, debt financing may prove to be the most cost-effective means of future funding for infrastructure improvements. It is Village policy to confine long-term

## VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

borrowing to capital improvements too large to be financed from current revenues and to be paid back within a period not exceeding the useful life of the capital project.

In FY 2015, a bond will be issued for the Saddle Trail Park Neighborhood Improvement Project and the debt service will be paid exclusively by the property owners in the neighborhood. No other debt issuance is under consideration at this time.

### ENTERPRISE REVENUE SOURCES

**Water & Sewer Capital Accounts:** Essentially an operating reserve, the capital accounts are funded for renewal, replacement and betterment of utility system assets.

**Water & Sewer Capacity Accounts:** Funded from capacity fees, the capacity accounts provide funding for projects associated with utility system expansion.

The FY 2015 through FY 2019 capital project budget is allocated by year and funding source as shown in the chart below with the majority of funding from Acme assessments and water & wastewater charges.

As revenue sources that fund capital expansion projects are reduced, the Village has shifted its focus to funding comprehensive capital maintenance programs. More than 60% of the dollars budgeted for capital in the next five years is identified for upgrade or renovation, including the following programs (renewal and replacement programs are list as R & R):

- General Facility Maintenance
- Communications & Technology R & R
- Neighborhood Parks & Trails Program
- Parks Capital Maintenance
- Pedestrian Paths & Roadway Overlay
- Shellrock Program
- SWM System Rehabilitation & Maintenance
- Swale Maintenance Program
- General Utility Facilities R & R
- Lift Station Upgrades and Rehabilitation
- Reuse Storage & Repump
- Sewer Collection System R & R
- Wastewater Treatment Facility R & R
- Water Distribution & Transmission R & R
- Water Supply R & R
- Water Treatment Facility R & R

More detailed information on all capital projects is provided in the Project Section.

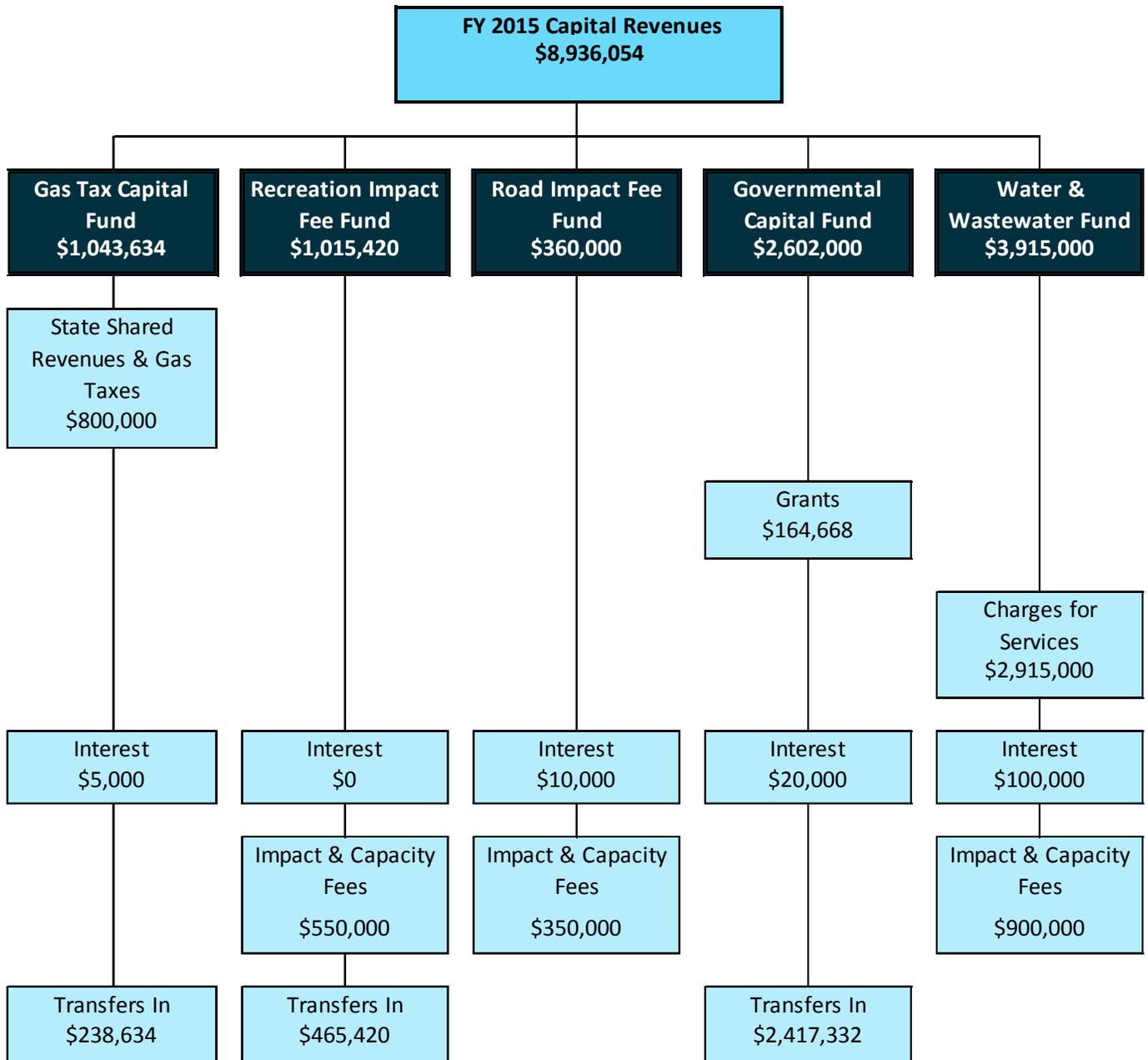
### 5 YEAR CAPITAL PLAN BY FUNDING SOURCE

Funding Source	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Total 5-Year Budget
General Revenues	\$802,000	\$975,000	\$939,000	\$950,500	\$889,500	\$4,556,000
Grants	\$170,000	\$175,000	\$175,000	\$175,000	\$175,000	\$870,000
Gas Tax Capital	\$987,000	\$1,217,000	\$1,220,000	\$1,310,000	\$1,314,000	\$6,048,000
Recreation Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0
Road Impact Fees	\$200,000	\$210,000	\$210,000	\$0	\$0	\$620,000
ACME Assessments	\$1,630,000	\$1,940,000	\$1,955,000	\$2,005,000	\$2,020,000	\$9,550,000
Water & Wastewater Operating Revenues	\$2,920,000	\$4,151,000	\$3,331,000	\$3,400,000	\$3,505,000	\$17,307,000
Water & Wastewater Capacity Fees	\$995,000	\$0	\$0	\$0	\$0	\$995,000
<b>Total</b>	<b>\$7,704,000</b>	<b>\$8,668,000</b>	<b>\$7,830,000</b>	<b>\$7,840,500</b>	<b>\$7,903,500</b>	<b>\$39,946,000</b>

*Note: the total above does not include fixed asset replacements costs over the next 5 years*

The charts on the next two pages provide an illustration of capital revenue sources and the budgeted projects by fund.

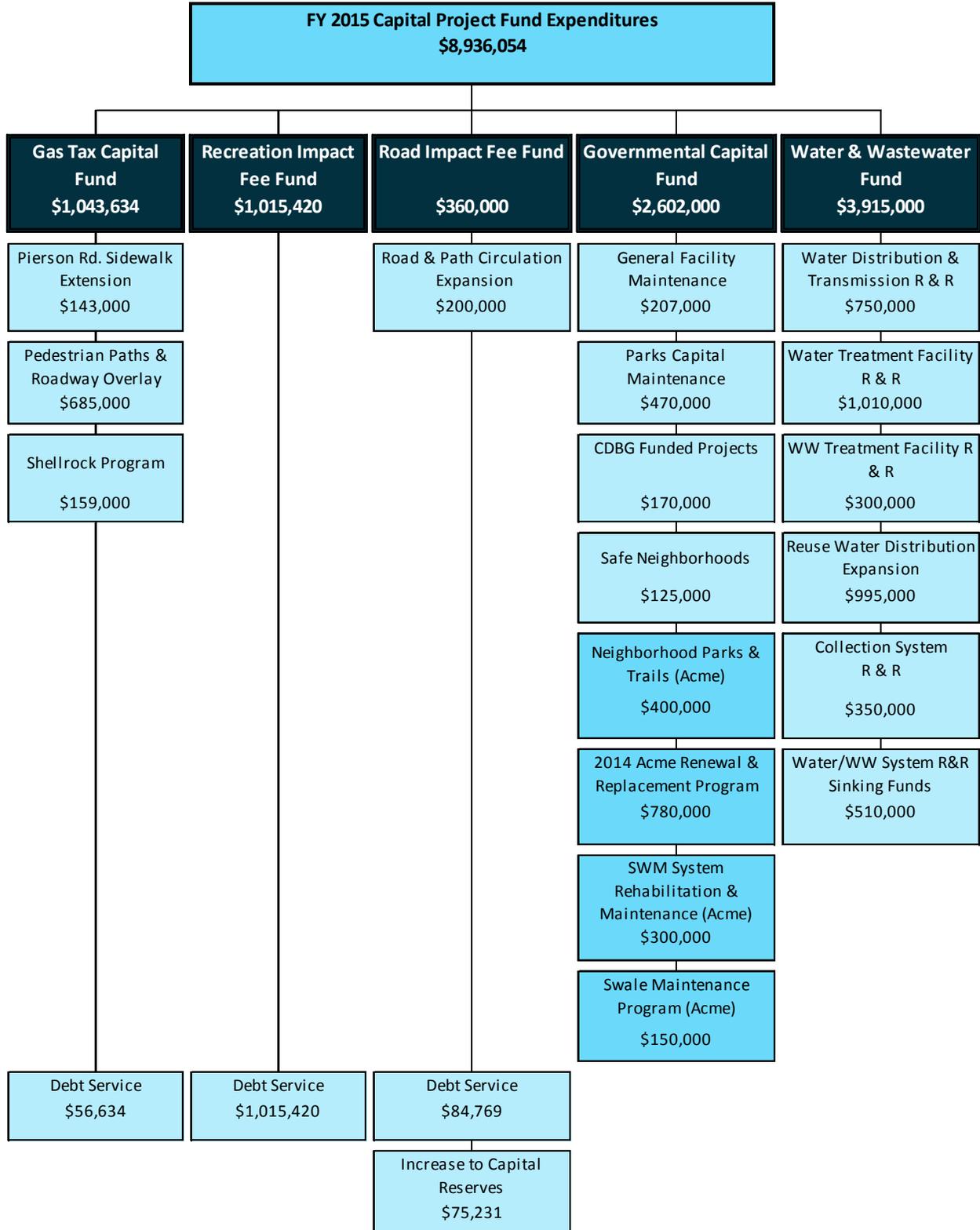
Breakdown of Total Revenues - Capital Funds



Note: Charts exclude capital budget balances carried forward from prior years

VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

Capital Expense by Project



Note: Charts exclude capital budget balances carried forward from prior years

# Operating Budget Impact

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There are many features that distinguish the operating budget from the capital budget. The operating budget includes expenses that are generally of a recurring nature and are appropriated for one year only. It provides for the provision of all services, but does not result in major physical assets. From year to year, changes in the operating budget are expected to be fairly stable and represent incremental changes in the cost of doing business, in the growth of the community and in the types and levels of services provided. Capital expenditures or the capital budget on the other hand include one-time costs for projects and may fluctuate widely from year to year.

The operating budget assumes the cost of maintaining and operating new facilities that are built under the capital budget. The operating budget impact estimates for capital projects are important for future planning and are included in budget projections used in the annual budget process. These costs or savings adjust the annual operating budget in the year the construction of the asset is complete and the asset is operational.



Some capital improvements will actually decrease maintenance costs, such as replacement of vehicles, irrigation system upgrades and water lines or reconstruction of roads. Long-term operational and maintenance costs resulting from the CIP are estimated concurrently with identification of the capital improvement projects where adequate information is available and a reasonably accurate determination is possible. The capital planning process includes detailed calculations of the recurring labor, services and materials costs associated with the project once completed. Also considered are the revenue opportunities and/or cost reductions provided by the project. These operating impact amounts affected the overall project scoring and prioritization in the future CIP.

The result of these efforts to assess the annual operating impact, coupled with economic conditions, is a capital plan consisting largely of projects with little or no future increase to the operating budget. Many projects described in the following pages show no dollar operating impact for this reason. Additionally, most projects in the Wellington five-year plan are capital maintenance projects, which are not estimated to have an impact on the operating budget and are intended to mitigate future maintenance costs.

Scheduled projects which will result in additions to public facilities and infrastructure do require increases in future operating costs in order to maintain them. The estimate additional costs and the year in which they

## VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

will impact the future operating budgets are shown in the project description sheets in this document. Recently completed projects or those scheduled for completion through FY 2017 and their impact the operating budget are shown in the next table.

### PROJECTED OPERATING BUDGET IMPACT OF CAPITAL PROJECTS

		Net Operating Budget Change					
Project	Fiscal Year Budget Impact	Revenue (Shown as offset)	Personnel Expense	Operating Expense	Equipment & Major Maintenance	Total Operating Impact	Fund - Department Explanation
FY 2015 Budget	<b>Boys &amp; Girls Club Relocation</b> Construction of expanded facility	2015			40,000		<b>\$40,000</b> General Fund - Public Works Water & electric utilities
	<b>Entrance Signs</b> Added or expanded landscaped walls on major Village entrance roads	2015			6,000		<b>\$6,000</b> General Fund - Public Works Walls, landscaping and lighting maintenance
	<b>Lake Wellington Professional Centre</b> Acquisition of 3 office buildings and leasing operations	2015	(\$674,000)	179,562	156,110	68,000	<b>(\$270,328)</b> General Fund subfund - Professional Centre 3.75 FTEs for building maintenance and administration, advertising and building supplies
	<b>Safe Neighborhoods</b> Cluster mailbox installation	2015			5,000		<b>\$5,000</b> Gas Tax Maintenance - Public Works Maintenance, repairs and replacement of cluster mailboxes
Future Budgets	<b>Flying Cow Pathway</b> Construction of new multi-use path	2016			4,000		<b>\$4,000</b> Gas Tax Maintenance - Public Works Maintenance and repairs of 8' pathway
	<b>South shore Phase III Improvements</b> New bridle trail and multiuse path	2016			7,000		<b>\$7,000</b> General Fund - Public Works Gas Tax Maintenance - Public Works Landscape, pathway and trail maintenance
	<b>SR 7/US 441 Corridor Landscape Improvements</b> Installation of landscape improvements	2017		5,000	7,500		<b>\$12,500</b> General Fund - Public Works Landscape feature maintenance and replacement
	<b>Streetscape</b> Installation of landscape, hardscape and pedestrian features on key roadways	2016			5,000		<b>\$5,000</b> General Fund - Public Works Maintenance and replacement of signage and landscape elements
	<b>Tennis Center Relocation</b> Construction of expanded tennis facilities at new location	2016	(\$15,000)		20,000		<b>\$5,000</b> General Fund - Public Works Supplies and landscape maintenance for added facilities
	<b>WCC Improvements</b> Reconstruction of community center at Town Center	2017	(\$17,500)	45,000	15,000	75,000	<b>\$117,500</b> General Fund - Parks & Recreation Increased rental revenues, add 1 FTE for maintenance of larger facility, replacement furnishings
	<b>Reuse Water System Expansion</b>	2016			4,500		<b>\$4,500</b> Water/Wastewater Fund - Utilities Maintenance of added reuse infrastructure

Additional information on budgeted operating costs is available in the business plans for each department and impacts of future projects shown in the individual project information pages later in this section.

## Tangible Personal Property (TPP) and New Fixed Assets

Fixed assets are specific items of property that are tangible in nature, have an expected life longer than one year and have a value of \$1,000 or more. The five year CIP includes planning for fixed asset replacements, and new purchases of vehicles, equipment and furnishings. Depending on the asset type, most assets are expected to have a useful life of 5 to 20 years. As a result, planned maintenance and periodic replacement is essential.

Vehicles, equipment and furnishings are first reviewed for replacement once the asset is 5 years old and then annually until replaced. Vehicles and motorized equipment are evaluated by the Fleet Maintenance supervisor and computer replacements are recommended by Information Technology. New fixed asset requests include a description, cost, quotes and justification for additional assets.

VILLAGE OF WELLINGTON CAPITAL IMPROVEMENT PLAN FY 2014-2015

TPP AND NEW FIXED ASSETS 2011 – 2015

	Actual FY11	Actual FY12	Actual FY13	Budget FY14	Budget FY15	Total Five Years
General Fund	\$639,292	\$385,214	\$205,216	\$862,091	\$934,300	\$3,026,114
Public Safety	9,331	-	11,781	10,200	19,200	\$50,512
Professional Centre	-	-	-	-	10,000	\$10,000
Building	111,281	18,333	-	152,000	104,000	\$385,614
Acme Improvement	363,500	7,198	108,715	264,527	241,500	\$985,440
Road Maintenance	23,346	241,093	-	451,500	61,000	\$776,939
<b>Total Governmental</b>	<b>\$1,146,750</b>	<b>\$651,838</b>	<b>\$325,712</b>	<b>\$1,740,318</b>	<b>\$1,370,000</b>	<b>\$5,234,619</b>
Solid Waste	17,378	-	-	-	23,606	\$40,984
Water & Wastewater	369,181	277,988	240,449	702,665	1,893,127	\$3,483,410
<b>Total Enterprise</b>	<b>\$386,559</b>	<b>\$277,988</b>	<b>\$240,449</b>	<b>\$702,665</b>	<b>\$1,916,733</b>	<b>\$3,524,394</b>
<b>TOTALS</b>	<b>\$1,533,309</b>	<b>\$929,826</b>	<b>\$566,161</b>	<b>\$2,442,983</b>	<b>\$3,286,733</b>	<b>\$8,759,013</b>

Comprehensive reports are prepared from department requests and returned to the department heads for final review and approval. The totals of TPP replacements and new fixed assets budgeted are updated in the annual CIP schedule and future years reflect cost estimates for items deferred.

The projected cost of future fixed assets is an important consideration in municipal planning. As with major capital projects, the total amount expended annually on vehicles and equipment is significant. Thorough maintenance practices have enabled staff to postpone the replacement of Village vehicles and equipment beyond their expected useful lives, saving current year expenditures. However, deferment of these expenses compounds future years' replacement expenses. The cost of the assets rises each year, and since budget projections are based on scheduled purchases to the extent known, the accumulation of various deferrals over the years may cause one or two future years to be heavily impacted more than previously planned.

For the FY 2015 TPP budget:

- Total new and replacement TPP budget of \$3,286,733, up \$844,000 from prior year budget of \$2,442,983
- New assets requested total \$803,000:

Computers, Video & Tech Equipment	\$57,500	Software Upgrades	\$380,000
Substation Surveillance Cameras	\$7,200	Surface Water Backhoe & Attachments	\$132,000
Propane Gas Vehicle Conversions	\$75,000	Roads Message Boards & Trailer	\$35,000
Landscape Maintenance Vehicles & Equipment	\$61,300	Utilities Bypass Pump	\$55,000

# Ten-Year Funding Schedules

# 10-Year Schedule of Projects by Funding

Funding Source	Capital Project/Program	Project Budget In Progress	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	5-Year Budget
GENERAL REVENUES	Communications & Technology Investment	350,000	-	150,000	150,000	157,500	157,500	\$965,000
	Facility Capital Maintenance	433,000	207,000	210,000	214,000	218,000	222,000	\$1,504,000
	Safe Neighborhoods	210,000	125,000	125,000	75,000	75,000	-	\$610,000
	Parks Capital Maintenance	1,000,000	470,000	490,000	500,000	500,000	510,000	\$3,470,000
	Tennis Center Relocation	5,000,000	-	-	-	-	-	\$5,000,000
	WCC Improvements	7,686,087	-	-	-	-	-	\$7,686,087
	<b>SUBTOTAL GENERAL REVENUE PROJECTS</b>	<b>\$14,679,087</b>	<b>\$802,000</b>	<b>\$975,000</b>	<b>\$939,000</b>	<b>\$950,500</b>	<b>\$889,500</b>	<b>\$19,235,087</b>
GRANTS	Flying Cow Pathway	750,000	-	-	-	-	-	\$750,000
	CDBG Projects	11,500	170,000	175,000	175,000	175,000	175,000	\$881,500
	<b>SUBTOTAL GRANT FUNDED PROJECTS</b>	<b>\$761,500</b>	<b>\$170,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$1,631,500</b>
GAS TAX CAPITAL	Flying Cow Pathway	96,000	-	-	-	-	-	\$96,000
	Pierson Sidewalk Extension	-	143,000	-	-	-	-	\$143,000
	Pedestrian Paths & Roadway Overlay	334,000	685,000	950,000	950,000	1,000,000	1,000,000	\$4,919,000
	Shellrock Program	173,000	159,000	162,000	165,000	200,000	204,000	\$1,063,000
	South Shore Phase III Paving	947,000	-	-	-	-	-	\$947,000
	SR 7/US 441 Corridor Landscape Improvements	360,000	-	-	-	-	-	\$360,000
	Streetscape	100,000	-	105,000	105,000	110,000	110,000	\$530,000
<b>SUBTOTAL GAS TAX CAPITAL FUNDED PROJECTS</b>	<b>\$2,010,000</b>	<b>\$987,000</b>	<b>\$1,217,000</b>	<b>\$1,220,000</b>	<b>\$1,310,000</b>	<b>\$1,314,000</b>	<b>\$8,058,000</b>	
PARK IMPACT	Parks, Trails and Open Space Improvements	587,000	-	-	-	-	-	\$587,000
	<b>SUBTOTAL PARK IMPACT FUNDED PROJECTS</b>	<b>\$587,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$587,000</b>
ROAD IMPACT	Road & Pathway Circulation Expansion	-	200,000	210,000	210,000	-	-	\$620,000
	South Shore Ph III Improvements	1,169,000	-	-	-	-	-	\$1,169,000
	<b>SUBTOTAL ROAD IMPACT FUNDED PROJECTS</b>	<b>\$1,169,000</b>	<b>\$200,000</b>	<b>\$210,000</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,789,000</b>
ACME ASSESSMENTS	2014 Acme Renewal & Replacement Program	127,000	780,000	800,000	800,000	840,000	840,000	\$4,187,000
	Communications & Technology Investment	-	-	100,000	100,000	105,000	105,000	\$410,000
	Neighborhood Parks & Trails Program	111,000	400,000	400,000	400,000	400,000	400,000	\$2,111,000
	Parks Master Plan	176,000	-	-	-	-	-	\$176,000
	South Shore Ph III Drainage	400,000	-	-	-	-	-	\$400,000
	Swale Maintenance Program	60,000	150,000	150,000	160,000	160,000	170,000	\$850,000
	SWM System Rehabilitation & Maintenance	1,277,000	300,000	490,000	495,000	500,000	505,000	\$3,567,000
	<b>SUBTOTAL ACME ASSESSMENT FUNDED PROJECTS</b>	<b>\$2,151,000</b>	<b>\$1,630,000</b>	<b>\$1,940,000</b>	<b>\$1,955,000</b>	<b>\$2,005,000</b>	<b>\$2,020,000</b>	<b>\$11,701,000</b>
<b>TOTAL ADOPTED GOVERNMENTAL PROJECTS</b>		<b>\$21,357,587</b>	<b>\$3,789,000</b>	<b>\$4,517,000</b>	<b>\$4,499,000</b>	<b>\$4,440,500</b>	<b>\$4,398,500</b>	<b>\$43,001,587</b>
BOND	Saddle Trail Park Neighborhood Improvements	300,000	5,060,000	-	-	-	-	\$5,360,000
	<b>TOTAL BOND FUNDED PROJECTS*</b>	<b>\$300,000</b>	<b>\$5,060,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,360,000</b>

\*Anticipated budget amendment in FY 2015 from Saddle Trail Park Bond proceeds. Estimated 2015 project budget not included in adopted FY 2015 capital plan.

# Source – Governmental

FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	10-Year Total Budget	Capital Project/Program	Funding Source	
165,500	165,500	175,000	175,000	185,000	\$1,831,000	Communications & Technology Investment	GENERAL REVENUES	
226,000	231,000	235,000	240,000	250,000	\$2,686,000	Facility Capital Maintenance		
-	-	-	-	-	\$610,000	Safe Neighborhoods		
510,000	515,000	515,000	515,000	520,000	\$6,045,000	Parks Capital Maintenance		
-	-	-	-	-	\$5,000,000	Tennis Center Relocation		
-	-	-	-	-	\$7,686,087	WCC Improvements		
<b>\$901,500</b>	<b>\$911,500</b>	<b>\$925,000</b>	<b>\$930,000</b>	<b>\$955,000</b>	<b>\$23,858,087</b>	<b>SUBTOTAL GENERAL REVENUE PROJECTS</b>		
-	-	-	-	-	\$750,000	Flying Cow Pathway	GRANTS	
175,000	175,000	175,000	175,000	175,000	\$1,756,500	CDBG Projects		
<b>\$175,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$2,506,500</b>	<b>SUBTOTAL GRANT FUNDED PROJECTS</b>		
-	-	-	-	-	\$96,000	Flying Cow Pathway	GAS TAX CAPITAL	
-	-	-	-	-	\$143,000	Pierson Sidewalk Extension		
1,050,000	1,050,000	1,100,000	1,100,000	1,150,000	\$10,369,000	Pedestrian Paths & Roadway Overlay		
208,000	210,000	215,000	220,000	225,000	\$2,141,000	Shellrock Program		
-	-	-	-	-	\$947,000	South Shore Phase III Paving		
-	-	-	-	-	\$360,000	SR 7/US 441 Corridor Landscape Improvements		
115,000	115,000	120,000	120,000	125,000	\$1,125,000	Streetscape		
<b>\$1,373,000</b>	<b>\$1,375,000</b>	<b>\$1,435,000</b>	<b>\$1,440,000</b>	<b>\$1,500,000</b>	<b>\$15,181,000</b>	<b>SUBTOTAL GAS TAX CAPITAL FUNDED PROJECTS</b>		
-	-	-	-	-	\$587,000	Parks, Trails and Open Space Improvements		PARK IMPACT
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$587,000</b>	<b>SUBTOTAL PARK IMPACT FUNDED PROJECTS</b>		
-	-	-	-	-	\$620,000	Road & Pathway Circulation Expansion	ROAD IMPACT	
-	-	-	-	-	\$1,169,000	South Shore Ph III Improvements		
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,789,000</b>	<b>SUBTOTAL ROAD IMPACT FUNDED PROJECTS</b>		
880,000	880,000	920,000	920,000	920,000	\$8,707,000	2014 Acme Renewal & Replacement Program	ACME ASSESSMENTS	
110,000	110,000	115,000	115,000	120,000	\$980,000	Communications & Technology Investment		
400,000	400,000	400,000	400,000	400,000	\$4,111,000	Neighborhood Parks & Trails Program		
-	-	-	-	-	\$176,000	Parks Master Plan		
-	-	-	-	-	\$400,000	South Shore Ph III Drainage		
170,000	180,000	180,000	190,000	190,000	\$1,760,000	Swale Maintenance Program		
510,000	520,000	540,000	545,000	550,000	\$6,232,000	SWM System Rehabilitation & Maintenance		
<b>\$2,070,000</b>	<b>\$2,090,000</b>	<b>\$2,155,000</b>	<b>\$2,170,000</b>	<b>\$2,180,000</b>	<b>\$22,366,000</b>	<b>SUBTOTAL ACME ASSESSMENT FUNDED PROJECTS</b>		
<b>\$4,519,500</b>	<b>\$4,551,500</b>	<b>\$4,690,000</b>	<b>\$4,715,000</b>	<b>\$4,810,000</b>	<b>\$66,287,587</b>	<b>TOTAL ADOPTED GOVERNMENTAL PROJECTS</b>		
-	-	-	-	-	\$5,360,000	Saddle Trail Park Neighborhood Improvements	BOND	
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,360,000</b>	<b>TOTAL BOND FUNDED PROJECTS*</b>		

\*Anticipated budget amendment in FY 2015 from Saddle Trail Park Bond proceeds. Estimated 2015 project budget not included in adopted FY 2015 capital plan.

# 10-Year Schedule of Projects by Funding

Funding Source	Enterprise Capital Project/Program	In Progress	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	5-Year Budget
WATER & WASTEWATER SYSTEM REVENUES	Reuse Transmission Expansion	1,188,000	995,000	-	-	-	-	\$2,183,000
	Communications & Technology R & R	-	-	250,000	250,000	250,000	250,000	\$1,000,000
	Field Services Facility Ph II	509,000	-	-	-	220,000	220,000	\$949,000
	General Facilities R & R	-	-	210,000	210,000	245,000	250,000	\$915,000
	Lift Station Upgrades and Rehab	918,000	-	600,000	600,000	600,000	600,000	\$3,318,000
	Sewer Collection System R&R	920,000	350,000	360,000	-	-	-	\$1,630,000
	Storage/Repump Renewal & Replacement	255,000	-	-	80,000	85,000	90,000	\$510,000
	Water Distribution & Transmission R&R	2,020,000	750,000	1,186,000	1,200,000	1,150,000	1,200,000	\$7,506,000
	Water Supply R & R	780,660	-	600,000	-	-	-	\$1,380,660
	Water System R&R Sinking Fund	550,000	150,000	150,000	150,000	175,000	175,000	\$1,350,000
	WTP Renewal & Replacement	8,830,138	1,010,000	410,000	451,000	500,000	545,000	\$11,746,138
	WW System Sinking Fund	2,200	360,000	150,000	150,000	-	-	\$662,200
	WWTF Renewal & Replacement	4,890,000	300,000	235,000	240,000	175,000	175,000	\$6,015,000
	<b>TOTAL ADOPTED ENTERPRISE PROJECTS</b>		<b>\$20,862,998</b>	<b>\$3,915,000</b>	<b>\$4,151,000</b>	<b>\$3,331,000</b>	<b>\$3,400,000</b>	<b>\$3,505,000</b>

Funding Source	Capital Maintenance Program	In Progress	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	5-Year Budget
GASTAX MAINT	Bridge Maintenance Program	50,000	-	25,000	25,000	25,000	25,000	\$150,000
	Sidewalk Repair Program	40,000	125,000	75,000	75,000	75,000	75,000	\$465,000
GEN REV	LWPC Roof & HVAC Repair	-	58,000	25,000	25,000	30,000	30,000	\$168,000
	<b>TOTAL ADOPTED CAPITAL MAINTENANCE PROGRAMS</b>		<b>\$90,000</b>	<b>\$183,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$130,000</b>	<b>\$783,000</b>

# Source – Enterprise & Maintenance

FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	10-Year Total Budget	Enterprise Capital Project/Program	Funding Source
-	-	-	-	-	\$2,183,000	Reuse Transmission Expansion	WATER & WASTEWATER SYSTEM REVENUES
250,000	250,000	250,000	250,000	250,000	\$2,250,000	Communications & Technology R & R	
230,000	230,000	240,000	240,000	240,000	\$2,129,000	Field Services Facility Ph II	
255,000	260,000	265,000	270,000	275,000	\$2,240,000	General Facilities R & R	
1,250,000	1,300,000	1,350,000	1,400,000	1,400,000	\$10,018,000	Lift Station Upgrades and Rehab	
-	-	-	-	-	\$1,630,000	Sewer Collection System R&R	
90,000	95,000	100,000	100,000	105,000	\$1,000,000	Storage/Repump Renewal & Replacement	
745,000	780,000	-	-	-	\$9,031,000	Water Distribution & Transmission R&R	
-	-	-	-	-	\$1,380,660	Water Supply R & R	
175,000	175,000	-	-	-	\$1,700,000	Water System R&R Sinking Fund	
545,000	600,000	-	-	-	\$12,891,138	WTP Renewal & Replacement	
-	-	-	-	-	\$662,200	WW System Sinking Fund	
175,000	175,000	200,000	200,000	200,000	\$6,965,000	WWTF Renewal & Replacement	
<b>\$3,715,000</b>	<b>\$3,865,000</b>	<b>\$2,405,000</b>	<b>\$2,460,000</b>	<b>\$2,470,000</b>	<b>\$54,079,998</b>	<b>TOTAL ADOPTED ENTERPRISE PROJECTS</b>	

FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	10-Year Total Budget	Capital Maintenance Program	Funding Source
30,000	30,000	30,000	30,000	30,000	\$300,000	Bridge Maintenance Program	GASTAX MAINT
100,000	100,000	100,000	100,000	100,000	\$965,000	Sidewalk Repair Program	
35,000	35,000	40,000	40,000	45,000	\$363,000	LWPC Roof & HVAC Repair	GEN REV
<b>\$165,000</b>	<b>\$165,000</b>	<b>\$170,000</b>	<b>\$170,000</b>	<b>\$175,000</b>	<b>\$1,628,000</b>	<b>TOTAL ADOPTED CAPITAL MAINTENANCE PROGRAMS</b>	



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- Boys & Girls Club Relocation
- Propane Autogas Bi-Fuel Conversion System
- Village Park Gym
- Dog Park Pavilion
- CDBG Sidewalk Program
- Neighborhood Parks
- Wellington Environmental Preserve

# 2014 ACME Renewal & Replacement Program

Type: **Surface Water Management**  
 Project #: **201403**  
 A/C #: **301-2010-538.65-68**

Location:  
**Throughout Acme District**

### Fundamentals Achieved:

- **Protecting Our Investment**
- **Responsive Government**
- **Respecting the Environment**

Department:  
**Public Works**  
**Surface Water Management**

Project Status: **Design**  
 Project Rank: **4**  
 Project Initiation: **FY 2014**



## Project Description

Wellington has completed significant modifications to its drainage system in order to comply with water quality requirements mandated by various State and Federal agencies. Recent severe rainfall events, most notably Tropical Storm Isaac, stressed the new system revealing various infrastructure deficiencies. The projects listed below are planned over a ten (10) year period with the most critical projects scheduled for completion first. Since the proposed improvements are within the Acme Improvement District (AID) portion of Wellington, funding for this program will be generated from the \$30 increase in the annual assessment for each unit within the AID beginning in FY 2015.

Priority Project	Benefit
1 C-2 Canal Conveyance & PS#8	Improved Conveyance from Basin B to Basin A and Full/Flexible Operation of Pump Station #8
2 C-24 Canal Conveyance	Improved Conveyance in Basin B to PS#8 and Control Structures Along C-23 Canal
3 C-9 Canal Conveyance	Improved Conveyance and Distribution of Storm water to PS#3 & #4
4 C-8 Canal Conveyance	Improved Operation of PS#6
5 C-23 Canal/Pierson Corridor Conveyance	Improved Conveyance from Basin B to A
6 C-17 Basin Canal Conveyance & Birkdale	Improved Conveyance in C-17 Basin & Full Operation of PS#5
7 C-25 Canal Storage	Improved Storage

## Project Funding

Fiscal Year	Acme Assessments	Total
In Progress	\$127,000	<b>\$127,000</b>
2015	\$780,000	<b>\$780,000</b>
2016	\$800,000	<b>\$800,000</b>
2017	\$800,000	<b>\$800,000</b>
2018	\$840,000	<b>\$840,000</b>
2019	\$840,000	<b>\$840,000</b>
2020	\$880,000	<b>\$880,000</b>
2021	\$880,000	<b>\$880,000</b>
2022	\$920,000	<b>\$920,000</b>
2023	\$920,000	<b>\$920,000</b>
2024	\$920,000	<b>\$920,000</b>
<b>Total</b>	<b>\$8,707,000</b>	<b>\$8,707,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget	\$0	
Other	impact	\$0	
<b>Total</b>		<b>\$0</b>	

# Bridge Maintenance Program

Type: Roadways  
 Project #: 202055  
 A/C #: 130-2020-541.63-01

Location:  
 Flying Cow Rd & Southern Blvd  
 Little Ranches Trail & Southern Blvd

- Fundamentals Achieved:
- Protecting Our Investment
  - Responsive Government

Department:  
 Public Works  
 Roads

Project Status: Ongoing  
 Project Rank: 4  
 Project Initiation: FY 2014



## Project Description

Maintenance and /or repairs for two Village-owned bridges that extend over the C-51 canal:

1. Flying Cow Road and Southern Boulevard
2. Little Ranches Trail and Southern Boulevard

Annual inspection reports are provided to the local owners by FDOT consultants Kisinger, Campo & Associates Corporation.



## Project Funding

Fiscal Year	Gas Tax Maintenance	Total
In Progress	\$50,000	\$50,000
2015	\$0	\$0
2016	\$25,000	\$25,000
2017	\$25,000	\$25,000
2018	\$25,000	\$25,000
2019	\$25,000	\$25,000
2020	\$30,000	\$30,000
2021	\$30,000	\$30,000
2022	\$30,000	\$30,000
2023	\$30,000	\$30,000
2024	\$30,000	\$30,000
<b>Total</b>	<b>\$300,000</b>	<b>\$300,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget	\$0	
Other	impact	\$0	
<b>Total</b>		<b>\$0</b>	

# Communications & Technology Investment

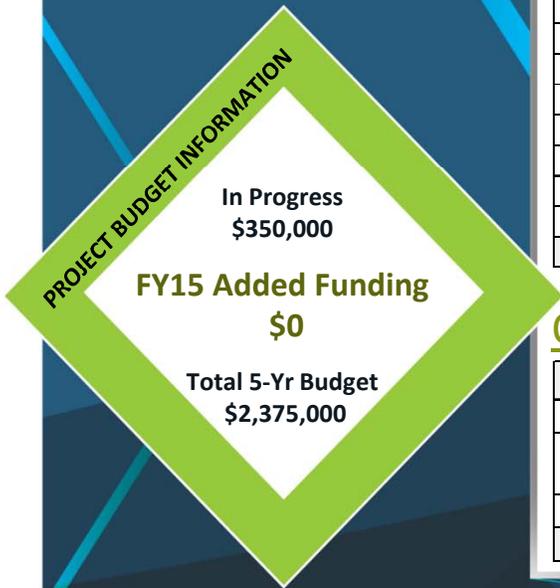
Type: Public Facilities  
 Project #: 201519  
 A/C #: 301-0171-539.65-73  
 401-0171-536.65-01

Location: Governmental and Utility Facilities

- Fundamentals Achieved:
- Protecting Our Investment
  - Responsive Government
  - Respecting the Environment
  - Economic Development

Department: Technology Services

Project Status: Planning  
 Project Rank: 4  
 Project Initiation: FY 2015



## Project Description

Reallocate previous years' capital budgets for first year, assign funding annually beginning in FY 2016 to set aside funds for future replacement of major technology equipment, cabling, wireless communications, broadcasting and telephone equipment and services. Funded from General Revenues, Acme assessments and Water & Wastewater operations.

Priority projects include replacement of broadcasting equipment, telephone system, data backup system, virtual storage, computerized security systems and fiber optic cabling



## Project Funding

Fiscal Year	General Revenues	Acme Assessments	Water/WW Operating	Total
In Progress	\$350,000	\$0	\$0	\$350,000
2015	\$0	\$0	\$0	\$0
2016	\$150,000	\$100,000	\$250,000	\$500,000
2017	\$150,000	\$100,000	\$250,000	\$500,000
2018	\$157,500	\$105,000	\$250,000	\$512,500
2019	\$157,500	\$105,000	\$250,000	\$512,500
2020	\$165,500	\$110,000	\$250,000	\$525,500
2021	\$165,500	\$110,000	\$250,000	\$525,500
2022	\$175,000	\$115,000	\$250,000	\$540,000
2023	\$175,000	\$115,000	\$250,000	\$540,000
2024	\$185,000	\$120,000	\$250,000	\$555,000
<b>Total</b>	<b>\$1,831,000</b>	<b>\$980,000</b>	<b>\$2,250,000</b>	<b>\$5,061,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Phone system annual maintenance and third party technology infrastructure maintenance	\$30,000	2016
Other	Communications equipment & supplies	\$15,000	2016
<b>Total</b>		<b>\$45,000</b>	

# Community Development Block Grant Projects

Type: Economic Development  
 Project #: 201203  
 A/C #: 301-0145-554.65-58

Location:  
 Throughout the Village

- Fundamentals Achieved:
- Neighborhood Renaissance
  - Economic Development
  - Protecting our Investment
  - Responsive Government

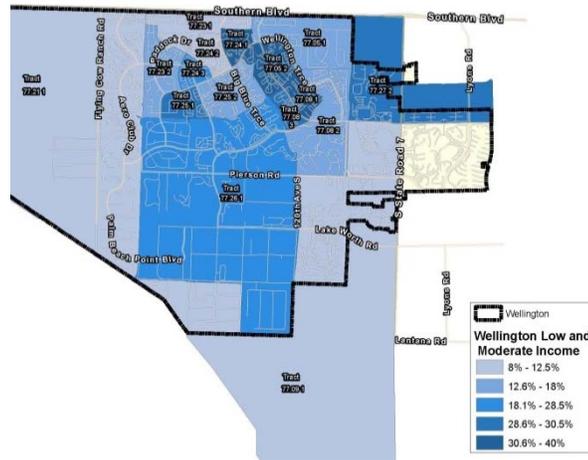
Department:  
 Community Services  
 CDBG

Project Status: Ongoing  
 Project Rank: 3  
 Project Initiation: FY 2013



## Project Description

Wellington receives grant funds distributed through the US Department of Housing & Urban Development to carry out community development activities for the purpose of supplying decent housing, a suitable living environment and/or economic opportunities to residents.



## Project Funding

Fiscal Year	Federal Grant	Total
In Progress	\$11,500	<b>\$11,500</b>
2015	\$170,000	<b>\$170,000</b>
2016	\$175,000	<b>\$175,000</b>
2017	\$175,000	<b>\$175,000</b>
2018	\$175,000	<b>\$175,000</b>
2019	\$175,000	<b>\$175,000</b>
2020	\$175,000	<b>\$175,000</b>
2021	\$175,000	<b>\$175,000</b>
2022	\$175,000	<b>\$175,000</b>
2023	\$175,000	<b>\$175,000</b>
2024	\$175,000	<b>\$175,000</b>
<b>Total</b>	<b>\$1,756,500</b>	<b>\$1,756,500</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	1.00 FTE Administration	<b>\$65,000</b>	2013
Operating	ADA sidewalk maintenance materials	<b>\$2,500</b>	2016
Other		<b>\$0</b>	
<b>Total</b>		<b>\$67,500</b>	

# Facility Capital Maintenance

Type: Public Facility Maintenance  
 Project #: 201022  
 A/C #: 301-3001-539.65-24

Location:  
 Governmental Facilities

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government

Department:  
 Public Works  
 Building Maintenance

Project Status: Ongoing  
 Project Rank: 4  
 Project Initiation: FY 2011

**PROJECT BUDGET INFORMATION**

In Progress  
 \$433,000

**FY15 Added Funding  
 \$207,000**

Total 5-Yr Budget  
 \$1,504,000

## Project Description

Ongoing required maintenance to ensure municipal buildings and facilities are maintained in proper condition and in good working order. The facility maintenance program will minimize costs in the long run as potential problems with buildings or facilities are addressed. Unspent funds are rolled over annually as a renewal and replacement fund. The formula for annual R&R is based on a percentage of the total value of governmental facilities.



## Project Funding

Fiscal Year	General Revenues	Total
In Progress	\$433,000	<b>\$433,000</b>
2015	\$207,000	<b>\$207,000</b>
2016	\$210,000	<b>\$210,000</b>
2017	\$214,000	<b>\$214,000</b>
2018	\$218,000	<b>\$218,000</b>
2019	\$222,000	<b>\$222,000</b>
2020	\$226,000	<b>\$226,000</b>
2021	\$231,000	<b>\$231,000</b>
2022	\$235,000	<b>\$235,000</b>
2023	\$240,000	<b>\$240,000</b>
2024	\$250,000	<b>\$250,000</b>
<b>Total</b>	<b>\$2,686,000</b>	<b>\$2,686,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program resulting in no operating budget impact	\$0	
Operating		\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Flying Cow Pathway

Type: Roadway and Streetscaping  
 Project #: 201402  
 A/C #: 133-2021-541.65-66

Location:  
 Flying Cow Road

- Fundamentals Achieved:
- Neighborhood Renaissance
  - Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Construction & Engineering

Project Status: Planning  
 Project Rank: 2  
 Project Initiation: FY 2014

**PROJECT BUDGET INFORMATION**

In Progress  
 \$846,000

**FY15 Added Funding**  
 \$0

Total 5-Yr Budget  
 \$846,000

## Project Description

Construction of a new 8' wide multi-use path along Flying Cow Road from Wellington Environmental Preserve to just south of State Road 80. This new multi-use path will connect to the new pathway along the C-23 canal providing connectivity to the overall Wellington pathway system. The project is partially funded by Florida Department of Transportation grant in the amount of \$750,000.



## Project Funding

Fiscal Year	Federal Grant	Gas Tax Capital	Total
In Progress	\$750,000	\$96,000	\$846,000
2015	\$0	\$0	\$0
2016	\$0	\$0	\$0
2017	\$0	\$0	\$0
2018	\$0	\$0	\$0
2019	\$0	\$0	\$0
2020	\$0	\$0	\$0
2021	\$0	\$0	\$0
2022	\$0	\$0	\$0
2023	\$0	\$0	\$0
2024	\$0	\$0	\$0
<b>Total</b>	<b>\$750,000</b>	<b>\$96,000</b>	<b>\$846,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Trail maintenance materials	\$3,000	2016
Other	Pathway overlay capital program	\$10,000	2023
<b>Total</b>		<b>\$13,000</b>	

# LWPC Roof & HVAC Repairs

Type: Public Facility Maintenance  
 Project #: 201516  
 A/C #: 009-0301-519.63-01

Location:  
 12230 W. Forest Hill Blvd

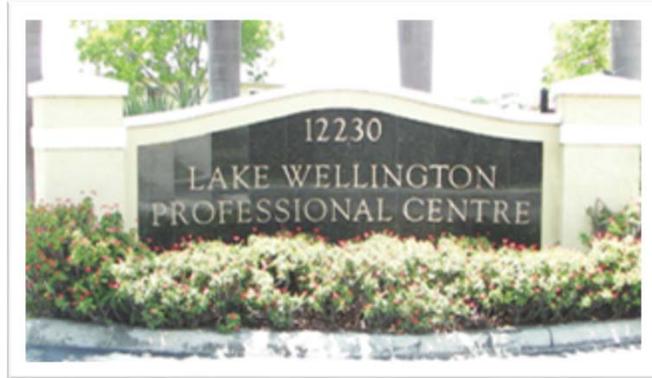
- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Economic Development

Department:  
 Other Governmental Services

Project Status: Planning  
 Project Rank: 3  
 Project Initiation: FY 2015

## Project Description

Assign annual funding beginning in FY 2015 to set aside funds for future replacement of roof and HVAC repairs ensuring the building is maintained in proper condition and good working order.



## Project Funding

Fiscal Year	General Revenues	Total
In Progress	\$0	\$0
2015	\$58,000	\$58,000
2016	\$25,000	\$25,000
2017	\$25,000	\$25,000
2018	\$30,000	\$30,000
2019	\$30,000	\$30,000
2020	\$35,000	\$35,000
2021	\$35,000	\$35,000
2022	\$40,000	\$40,000
2023	\$40,000	\$40,000
2024	\$45,000	\$45,000
<b>Total</b>	<b>\$363,000</b>	<b>\$363,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

PROJECT BUDGET INFORMATION

In Progress  
 \$0

**FY15 Added Funding  
 \$58,000**

**Total 5-Yr Budget  
 \$168,000**

# Neighborhood Parks & Trails Program

Type: Parks & Recreation  
 Project #: 503005  
 A/C #: 301-5031-572.65-05

Location:  
 Various

- Fundamentals Achieved:
- Neighborhood Renaissance
  - Protecting our Investment
  - Responsive Government

Department:  
 Public Works  
 Neighborhood Parks

Project Status: Ongoing  
 Project Rank: 3  
 Project Initiation: FY 1999

**PROJECT BUDGET INFORMATION**

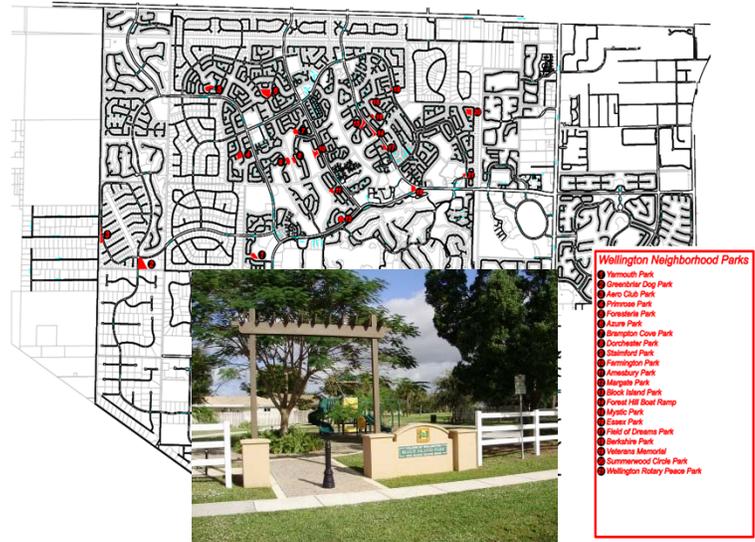
In Progress  
 \$111,000

**FY15 Added Funding  
 \$400,000**

Total 5-Yr Budget  
 \$2,111,000

## Project Description

Scheduled park and trail improvements and replacements to ensure the safety and usefulness of the Wellington neighborhood parks and equestrian trails system. Coming renovations include Farmington Park playground, pavilion replacements and upgrades, irrigation upgrades, and bathroom renovations at Tiger Shark Cove, Greenbriar Dog Park and Scott's Place.



## Project Funding

Fiscal Year	General Revenues	Acme Assessments	Total
In Progress	\$111,000	\$0	\$111,000
2015	\$0	\$400,000	\$400,000
2016	\$0	\$400,000	\$400,000
2017	\$0	\$400,000	\$400,000
2018	\$0	\$400,000	\$400,000
2019	\$0	\$400,000	\$400,000
2020	\$0	\$400,000	\$400,000
2021	\$0	\$400,000	\$400,000
2022	\$0	\$400,000	\$400,000
2023	\$0	\$400,000	\$400,000
2024	\$0	\$400,000	\$400,000
<b>Total</b>	<b>\$111,000</b>	<b>\$4,000,000</b>	<b>\$4,000,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget	\$0	
Other	impact	\$0	
<b>Total</b>		<b>\$0</b>	

# Parks Capital Maintenance

Type: Parks & Recreation  
 Project #: 200608  
 A/C #: 301-5031-572.65-10

Location:  
 Various

Fundamentals Achieved:

- Neighborhood Renaissance
- Protecting our Investment
- Responsive Government

Department:  
 Public Works  
 Aquatic & Sports Facilities

Project Status: Ongoing  
 Project Rank: 3  
 Project Initiation: FY 2006

**PROJECT BUDGET INFORMATION**

In Progress  
 \$1,000,000

**FY15 Added Funding  
 \$470,000**

Total 5-Yr Budget  
 \$3,470,000

## Project Description

This project is established to provide a capital budget to maintain the standard of quality to the recreational programs and facilities. Scheduled park maintenance projects ensure the safety and usefulness of the Wellington park system and address compliance with the American with Disabilities Act (ADA). Projects scheduled for FY 2015 include:

- Basketball Court Lighting – Olympia Park/Middle School
- Soccer Field Drainage Improvements – VP Fields 13 – 16
- Equipment storage area roofing
- Roof extension at maintenance complex



## Project Funding

Fiscal Year	General Revenues	Total
In Progress	\$1,000,000	\$1,000,000
2015	\$470,000	\$470,000
2016	\$490,000	\$490,000
2017	\$500,000	\$500,000
2018	\$500,000	\$500,000
2019	\$510,000	\$510,000
2020	\$510,000	\$510,000
2021	\$515,000	\$515,000
2022	\$515,000	\$515,000
2023	\$515,000	\$515,000
2024	\$520,000	\$520,000
<b>Total</b>	<b>\$6,045,000</b>	<b>\$6,045,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Parks Master Plan

Type: Parks & Recreation  
 Project #: 201305  
 A/C #: 301-2010-572.65-64

Location:  
 Various

- Fundamentals Achieved:
- Protection our Investment
  - Neighborhood Renaissance
  - Responsive Government

Department:  
 Operations

Project Status: Planning  
 Project Rank: 3  
 Project Initiation: FY2013

**PROJECT BUDGET INFORMATION**

In Progress  
 \$176,000

**FY15 Added Funding  
 \$0**

Total 5-Yr Budget  
 \$176,000

## Project Description

Complete a master plan for addition, enhancement and/or maintenance of parks and open space to maintain level of service requirements



## Project Funding

Fiscal Year	Acme Assessments	Total
In Progress	\$176,000	\$176,000
2015	\$0	\$0
2016	\$0	\$0
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$176,000</b>	<b>\$176,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Operating impact will be determined upon completion of project planning & design	\$0	
Operating		\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Parks, Trails and Open Space Improvements

Type: Equestrian  
 Project #: 201518  
 A/C #: 125-2024-572.65-02

Location:  
 Various

- Fundamentals Achieved:
- Protecting Our Investment
  - Responsive Government
  - Economic Development
  - Respecting the Environment

Department:  
 Strategic Planning

Project Status: Planning  
 Project Rank: 3  
 Project Initiation: FY 1999

## Project Description

The improvement and expansion of the existing open space park and equestrian bridle trail system. Project elements include land/easement acquisition, trail heads installation, trail markings, landscaping, trail footings, trail crossings and fencing. An improvement plan is proposed to identify where these improvements should be made and will include economic and environmental issues related to the equestrian industry. Additional elements to be added to the trail system will beautify the trails as well as increase safety for users. Currently under consideration are: culvert crossing at C24 & C1 canals, culvert crossing at C15 & C11 canals, Grand Prix Farms improvements, roundabout/crossing at Ousley Farms & Greenbriar Blvd.



## Project Funding

Fiscal Year	Park Impact Fees	Total
In Progress	\$587,000	\$587,000
2015	\$0	\$0
2016	\$0	\$0
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$587,000</b>	<b>\$587,000</b>

PROJECT BUDGET INFORMATION

In Progress  
 \$587,000

FY15 Added Funding  
 \$0

Total 5-Yr Budget  
 \$587,000

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	.5 FTE trail maintenance	\$25,000	2017
Operating	Park & trail maintenance materials	\$7,000	2017
Other		\$0	
<b>Total</b>		<b>\$32,000</b>	

# Pedestrian Paths & Roadway Overlay

Type: Roadway & Streetscaping  
 Project #: 202019  
 A/C #: 133-2021-541.65-08

Location:  
 Various

Fundamentals Achieved:

- Protecting our Investment
- Responsive Government

Department:  
 Public Works  
 Roads

Project Status: Ongoing  
 Project Rank: 2  
 Project Initiation: FY 1999

**PROJECT BUDGET INFORMATION**

In Progress  
 \$334,000

**FY15 Added Funding  
 \$685,000**

Total 5-Yr Budget  
 \$4,919,000

## Project Description

Overlay of existing roads and paths, including striping. The Wellington roadway overlay program is based on an annual inspection and condition assessment. It is the Village's policy to maintain at least 80% of its roadway system at a good or better condition. Resurfacing is scheduled when the condition of a roadway approaches an unacceptable level. Any paving project that requires subterranean work will include the addition of conduit for broadband. Scheduled for FY 2015:

- Aero Club Drive, Big Blue Trace and Greenbriar Blvd Pathways
- Block Island Area Roadway Overlay
- Eastwood Area Roadway Overlay
- Greenview Shores 2 Area Roadway Overlay
- Southshore Blvd. Roadway Overlay



## Project Funding

Fiscal Year	Gas Tax Capital	Total
In Progress	\$334,000	\$334,000
2015	\$685,000	\$685,000
2016	\$950,000	\$950,000
2017	\$950,000	\$950,000
2018	\$1,000,000	\$1,000,000
2019	\$1,000,000	\$1,000,000
2020	\$1,050,000	\$1,050,000
2021	\$1,050,000	\$1,050,000
2022	\$1,100,000	\$1,100,000
2023	\$1,100,000	\$1,100,000
2024	\$1,150,000	\$1,150,000
<b>Total</b>	<b>\$10,369,000</b>	<b>\$10,369,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program resulting in no operating budget impact	\$0	
Operating		\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Pierson Sidewalk Extension

Type: Roadways  
 Project #: 201514  
 A/C #: 133-2021-541.65-71

Location:  
 Pierson Road from 120th

Fundamentals Achieved:  
 • Responsive Government

Department:  
 Construction & Engineering

Project Status: Design  
 Project Rank: 3  
 Project Initiation: FY 2015

**PROJECT BUDGET INFORMATION**

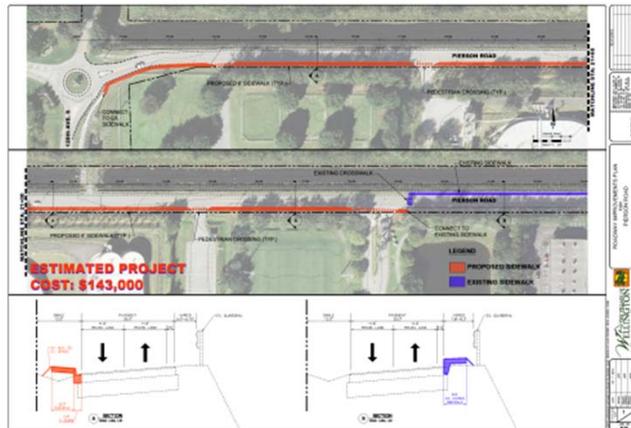
In Progress  
 \$0

**FY15 Added Funding  
 \$143,000**

Total 5-Yr Budget  
 \$143,000

## Project Description

- Construct approx. 1,800 LF, 6 ft. wide, concrete sidewalk
- Connects existing sidewalk @ 120<sup>th</sup> & Pierson to Village Park entrance



## Project Funding

Fiscal Year	Gas Tax Capital	Total
In Progress	\$0	\$0
2015	\$143,000	\$143,000
2016	\$0	\$0
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$143,000</b>	<b>\$143,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating		\$0	
Other	Sidewalk capital maintenance program	\$2,500	2023
<b>Total</b>		<b>\$2,500</b>	

# Road & Pathway Circulation Expansion

Type: Roadway and Streetscaping  
 Project #: 201102  
 A/C #: 135-2022-541.65-54

Location:  
 Various

- Fundamentals Achieved:
- Neighborhood Renaissance
  - Protecting our Investment
  - Responsive Government

Department:  
 Construction & Engineering

Project Status: Ongoing  
 Project Rank: 4  
 Project Initiation: FY 2011

## Project Description

Enhancements to the Village transportation system, focusing on missing connections to key destinations. The connections increase non-vehicular opportunities for residents to safely reach locations such as schools, parks, houses of worship, local commercial centers and public transportation.



## Project Funding

Fiscal Year	Road Impact Fees	Total
In Progress	\$0	\$0
2015	\$200,000	\$200,000
2016	\$210,000	\$210,000
2017	\$210,000	\$210,000
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$620,000</b>	<b>\$620,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating		\$0	
Other	Pathway & road overlay capital program	\$30,000	2025
<b>Total</b>		<b>\$30,000</b>	

PROJECT BUDGET INFORMATION

In Progress  
 \$0

FY15 Added Funding  
 \$200,000

Total 5-Yr Budget  
 \$620,000

# Saddle Trail Park Neighborhood Improvements

Type: Roadways  
 Project #: 201515  
 A/C #: 305-9012-541.65-72

Location:  
 Saddle Trail Park South

Fundamentals Achieved:  
 • Responsive Government

Department:  
 General Government

Project Status: Design  
 Project Rank: 1  
 Project Initiation: FY 2015

**PROJECT BUDGET INFORMATION**

In Progress  
 \$300,000

**FY15 Added Funding  
 \$5,060,000**

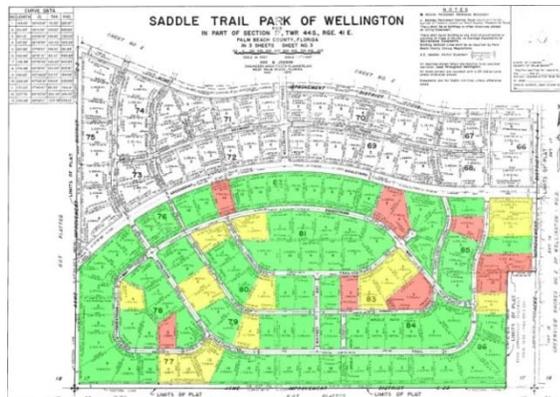
Total 5-Yr Budget  
 \$5,360,000

## Project Description

Key physical components of the project include:

1. Reconfiguration and paving of existing shell rock roads, including traffic calming elements
2. New equestrian bridle trails within the existing road rights-of-way
3. New public water mains and associated appurtenances
4. Reconfiguration of drainage features
5. Replacement of existing driveways.

Funding for the project will be provided by the proceeds of Improvement Bonds issued for the project and repaid by special assessment of affected property owners.



## Project Funding

Fiscal Year	Special Assessment/Bond Issuance	Total
In Progress	\$300,000	\$300,000
2015Am	\$5,060,000	\$5,060,000
2016	\$0	\$0
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$5,360,000</b>	<b>\$5,360,000</b>

2015Am = Anticipated budget amendment in FY 2015 from Saddle Trail Park Bond proceeds. Estimated 2015 project budget not included in adopted FY 2015 capital plan.

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Roadway maintenance materials	\$11,000	2016
Other	Added utilities maintenance estimated to be fully offset by added revenue	\$0	2016
<b>Total</b>		<b>\$11,000</b>	

# Safe Neighborhoods

Type: Construction  
 Project #: 201023  
 A/C #: 301-0191-539.65-25

Location:  
 Various

Fundamentals Achieved:

- Neighborhood Renaissance
- Protecting our Investment
- Responsive Government

Department:  
 Community Services

Project Status: Planning  
 Project Rank: 4  
 Project Initiation: FY 2009

## Project Description

Capital funding for planning and execution of enhancement projects within the targeted neighborhoods:

- Greenview Shores fencing project will assist residents of the Folkestone neighborhood by keeping pedestrian traffic from walking through the yards within the neighborhood
- Folkestone/Yarmouth LED lighting upgrade and swale improvements
- Other targeted projects will reinvest in neighborhoods to improve aesthetics and safety measures like drainage, lighting and other amenities as needed in the area



## Project Funding

Fiscal Year	General Revenues	Total
In Progress	\$210,000	\$210,000
2015	\$125,000	\$125,000
2016	\$125,000	\$125,000
2017	\$75,000	\$75,000
2018	\$75,000	\$75,000
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$610,000</b>	<b>\$610,000</b>

PROJECT BUDGET INFORMATION

In Progress  
 \$210,000

FY15 Added Funding  
 \$125,000

Total 5-Yr Budget  
 \$610,000

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	.5 FTE mailbox & park maintenance	\$25,000	2016
Operating	Mailbox & park maintenance materials	\$7,000	2015
Other	Neighborhood Parks capital program	\$4,000	2015
<b>Total</b>		<b>\$36,000</b>	

# Shellrock Program

Type: Roadway Maintenance  
 Project #: 202003  
 A/C #: 133-2021-541.65-07

Location:  
 Various

Fundamentals Achieved:

- Protecting our Investment
- Responsive Government

Department:  
 Public Works

Project Status: Ongoing  
 Project Rank: 3  
 Project Initiation: FY 1999

**PROJECT BUDGET INFORMATION**

In Progress  
 \$173,000

**FY15 Added Funding  
 \$159,000**

Total 5-Yr Budget  
 \$1,063,000

## Project Description

Wellington maintains approximately 30 miles of unpaved roads. Road maintenance that includes the installation of shellrock is needed as roads deteriorate. Vehicular, construction and equestrian traffic as well as rain events contribute to the deterioration of these roadways. The installation of material to maintain road crown and smooth surface is an essential element to avoid any unsafe condition for motorists and vehicles.



## Project Funding

Fiscal Year	Gas Tax Capital	Total
In Progress	\$173,000	\$173,000
2015	\$159,000	\$159,000
2016	\$162,000	\$162,000
2017	\$165,000	\$165,000
2018	\$200,000	\$200,000
2019	\$204,000	\$204,000
2020	\$208,000	\$208,000
2021	\$210,000	\$210,000
2022	\$215,000	\$215,000
2023	\$220,000	\$220,000
2024	\$225,000	\$225,000
<b>Total</b>	<b>\$2,141,000</b>	<b>\$2,141,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget	\$0	
Other	impact	\$0	
<b>Total</b>		<b>\$0</b>	

# Sidewalk Repair Program

Type: Roadways  
 Project #: 202054  
 A/C #: 130-2020-541.63-01

Location:

Fundamentals Achieved:

- Neighborhood Renaissance
- Protecting our Investment
- Responsive Government
- Respecting the Environment

Department:  
 Public Works  
 Roads

Project Status: Ongoing  
 Project Rank: 4  
 Project Initiation: FY 2014

## Project Description

A comprehensive sidewalk repair program to annually address safety hazards, uplift and deterioration village-wide. Over 500 linear feet have been repaired to date, with an additional 2,300 linear feet anticipated for completion in FY 2015



## Project Funding

Fiscal Year	Gas Tax Maintenance	Total
In Progress	\$40,000	\$40,000
2015	\$125,000	\$125,000
2016	\$75,000	\$75,000
2017	\$75,000	\$75,000
2018	\$75,000	\$75,000
2019	\$75,000	\$75,000
2020	\$100,000	\$100,000
2021	\$100,000	\$100,000
2022	\$100,000	\$100,000
2023	\$100,000	\$100,000
2024	\$100,000	\$100,000
<b>Total</b>	<b>\$965,000</b>	<b>\$965,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget	\$0	
Other	impact	\$0	
<b>Total</b>		<b>\$0</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
\$40,000

**FY15 Added Funding  
\$125,000**

Total 5-Yr Budget  
\$465,000

# South Shore Phase III Improvements

**Type:** Roadway and Streetscaping  
**Project #:** 201115  
**A/C #:** 133-2021-541.65-56  
 135-2022-541.65-57  
 301-2010-538.65-67

**Location:**  
 Lake Worth Rd to Indian Mound Rd

- Fundamentals Achieved:**
- Economic Development
  - Protecting our Investment
  - Responsive Government

**Department:**  
 Construction & Engineering

**Project Status:** Design  
**Project Rank:** 4  
**Project Initiation:** FY 2011

**PROJECT BUDGET INFORMATION**

In Progress  
**\$2,516,000**

**FY15 Added Funding**  
**\$0**

Total 5-Yr Budget  
**\$2,516,000**

## Project Description

The section of South Shore Boulevard between Indian Mound Road and 50<sup>th</sup> Street South is in extremely poor condition and needs to be reconstructed. The existing road is shoving into the private ditch along the west side of the road and the low elevation of the roadway leads to flooding during severe rainfall events. As part of this project, a new bridge trail along the west side of the road and a new asphalt 8 ft. wide multiuse path along the east side of the road will be constructed. These improvements will provide safe pathways for vehicles, equestrians, pedestrians, golf carts and bicyclists.



## Project Funding

Fiscal Year	Acme			Total
	Assessments	Gas Tax Capital	Road Impact Fees	
In Progress	\$400,000	\$947,000	\$1,169,000	<b>\$2,516,000</b>
2015	\$0	\$0	\$0	\$0
2016	\$0	\$0	\$0	\$0
2017	\$0	\$0	\$0	\$0
2018	\$0	\$0	\$0	\$0
2019	\$0	\$0	\$0	\$0
2020	\$0	\$0	\$0	\$0
2021	\$0	\$0	\$0	\$0
2022	\$0	\$0	\$0	\$0
2023	\$0	\$0	\$0	\$0
2024	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$400,000</b>	<b>\$947,000</b>	<b>\$1,169,000</b>	<b>\$2,516,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Landscape maintenance materials	\$2,000	2016
Other	Pathway & road overlay capital program	\$30,000	2025
<b>Total</b>		<b>\$32,000</b>	

# SR 7/US 441 Landscaping Improvements

Type: Roadway & Streetscaping  
 Project #: 205004  
 A/C #: 133-2051-539.65-06

Location:  
 US 441 in Village incl. Medical Arts

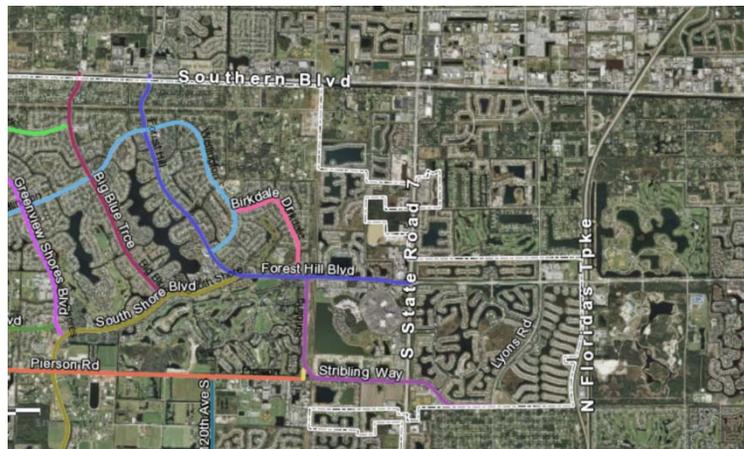
- Fundamentals Achieved:
- Economic Development
  - Protecting our Investment
  - Responsive Government

Department:  
 Construction & Engineering

Project Status: Ongoing  
 Project Rank: 3  
 Project Initiation: FY 1999

## Project Description

Install corridor beautification elements that promote pedestrian use and enhance one of main "gateways" to Wellington along the SR 7/US 441 corridor from Northern to Southern Village borders. Native landscape species will be used to minimize maintenance within the FDOT swale along West side of the corridor.



## Project Funding

Fiscal Year	Gas Tax Capital Fund Contributions	Total
In Progress	\$360,000	<b>\$360,000</b>
2015	\$0	<b>\$0</b>
2016	\$0	<b>\$0</b>
2017	\$0	<b>\$0</b>
2018	\$0	<b>\$0</b>
2019	\$0	<b>\$0</b>
2020	\$0	<b>\$0</b>
2021	\$0	<b>\$0</b>
2022	\$0	<b>\$0</b>
2023	\$0	<b>\$0</b>
2024	\$0	<b>\$0</b>
<b>Total</b>	<b>\$360,000</b>	<b>\$360,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	1.00 FTE Maintenance	<b>\$55,000</b>	2017
Operating	Landscape maintenance materials	<b>\$3,500</b>	2017
Other		<b>\$0</b>	
<b>Total</b>		<b>\$58,500</b>	

PROJECT BUDGET INFORMATION

In Progress  
 \$360,000

FY15 Added Funding  
 \$0

Total 5-Yr Budget  
 \$360,000

# Streetscape

Type: Roadway Maintenance  
 Project #: 201026  
 A/C #: 133-2021-541.65-23

Location:  
 Various

- Fundamentals Achieved:
- Neighborhood Renaissance
  - Economic Development
  - Protecting our Investment
  - Responsive Government

Department:  
 Public Works  
 Landscape Maintenance

Project Status: Planning  
 Project Rank: 3  
 Project Initiation: FY 2009

**PROJECT BUDGET INFORMATION**

In Progress  
 \$100,000

**FY15 Added Funding  
 \$0**

Total 5-Yr Budget  
 \$530,000

## Project Description

Village-wide streetscape program to include landscaping, hardscaping, pedestrian features and other needed improvements. An RFQ will be issued in order to select a consultant that will complete a comprehensive survey and engineering plan for selected corridors through Wellington. A pilot program can be implemented consisting of improvements in sections of Forest Hill Boulevard. This does not include easements or land acquisitions at this time. This project uses existing and proposed elements to reinforce Forest Hill Boulevard as the main street for Wellington and also addresses the necessary treatments for the other major roadways in the Village.



## Project Funding

Fiscal Year	Gas Tax Capital	Total
In Progress	\$100,000	\$100,000
2015	\$0	\$0
2016	\$105,000	\$105,000
2017	\$105,000	\$105,000
2018	\$110,000	\$110,000
2019	\$110,000	\$110,000
2020	\$115,000	\$115,000
2021	\$115,000	\$115,000
2022	\$120,000	\$120,000
2023	\$120,000	\$120,000
2024	\$125,000	\$125,000
<b>Total</b>	<b>\$1,125,000</b>	<b>\$1,125,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Maintenance and replacement of signage and hardscape elements	\$2,500	2016
Other		\$0	
<b>Total</b>		<b>\$2,500</b>	

# Swale Maintenance Program

Type: Surface Water Management  
 Project #: 201104  
 A/C #: 301-2010-538.65-55

Location:  
 Various

Fundamentals Achieved:

- Protecting our Investment
- Responsive Government
- Respecting the Environment

Department:  
 Public Works  
 Surface Water Management

Project Status: Ongoing  
 Project Rank: 4  
 Project Initiation: FY 2009

**PROJECT BUDGET INFORMATION**

In Progress  
 \$60,000

**FY15 Added Funding  
 \$150,000**

Total 5-Yr Budget  
 \$850,000

## Project Description

Construct and/or repair swales on major thoroughfares to reduce deterioration of roads. Ensures preservation of existing roadways and improves stormwater conveyance and water quality throughout Wellington. Improves vehicular safety by alleviating road edge ponding (hydro-planning). Scheduled projects for FY 2015:

- Paddock Drive (Big Blue Trace to Oleaster)
- Aero Club Drive (misc. areas)
- Wellington Trace (Greenbriar Blvd to Paddock Drive)



## Project Funding

Fiscal Year	Acme Assessments	Total
In Progress	\$60,000	\$60,000
2015	\$150,000	\$150,000
2016	\$150,000	\$150,000
2017	\$160,000	\$160,000
2018	\$160,000	\$160,000
2019	\$170,000	\$170,000
2020	\$170,000	\$170,000
2021	\$180,000	\$180,000
2022	\$180,000	\$180,000
2023	\$190,000	\$190,000
2024	\$190,000	\$190,000
<b>Total</b>	<b>\$1,760,000</b>	<b>\$1,760,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program	\$0	
Operating	resulting in no operating budget	\$0	
Other	impact	\$0	
<b>Total</b>		<b>\$0</b>	

# SWM System Rehabilitation & Maintenance

Type: Surface Water Management  
 Project #: 201011  
 A/C #: 301-2010-538.65-09

Location:  
 Various

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Public Works  
 Surface Water Management

Project Status: Ongoing  
 Project Rank: 4  
 Project Initiation: FY 1999

**PROJECT BUDGET INFORMATION**

In Progress  
 \$1,277,000

**FY15 Added Funding  
 \$300,000**

Total 5-Yr Budget  
 \$3,567,000

## Project Description

Annual surface water management infrastructure maintenance and replacement project(s) to address aging infrastructure to maintain proper flood control, adherence to NPDES requirements and improve water quality. Funds will be utilized through the fiscal year for the following projects, but not limited to:

- Pump Stations: major upgrades; major repairs and maintenance; Wi-Fi/Telemetry upgrades; additional remote telemetry sites; additional (spare) pump motors; major trash rake upgrades and repairs; additional fore-bay protection.
- Canals: cleaning/desilting, widening, slope reconstruction and bank stabilization (sod and seed/mulch); bank/easement clearing (accessibility and wind mitigation); right of way surveys.
- Infrastructure (drainage pipe and structures): cleaning & inspections; repairing, as needed (i.e.: slip liners, cast in place liners and joint repairs); added drainage pipe and inlets; additional or replacement canal gates.



## Project Funding

Fiscal Year	Acme Assessments	Total
In Progress	\$1,277,000	\$1,277,000
2015	\$300,000	\$300,000
2016	\$490,000	\$490,000
2017	\$495,000	\$495,000
2018	\$500,000	\$500,000
2019	\$505,000	\$505,000
2020	\$510,000	\$510,000
2021	\$520,000	\$520,000
2022	\$540,000	\$540,000
2023	\$545,000	\$545,000
2024	\$550,000	\$550,000
<b>Total</b>	<b>\$6,232,000</b>	<b>\$6,232,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Maintenance Program resulting in no operating budget impact	\$0	
Operating		\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Tennis Center Relocation

Type: Parks & Recreation  
 Project #: 201309  
 A/C #: 125-5032-572.65-70  
 301-5031-572.65-70

Location:  
 Stribbling Rd

- Fundamentals Achieved:
- Economic Development
  - Protecting our Investment
  - Responsive Government

Department:  
 Parks & Recreation

Project Status: Construction  
 Project Rank: 2  
 Project Initiation: FY 2014

## Project Description

Design and construction of new tennis facility at Village Walk Civic Site including the construction of at least 21 courts, pro shop and maintenance building.



## Project Funding

Fiscal Year	General Revenues	Total
In Progress	\$5,000,000	\$5,000,000
2015	\$0	\$0
2016	\$0	\$0
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$5,000,000</b>	<b>\$5,000,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Supplies and landscape maintenance for added facilities	\$20,000	2016
Revenue Impact	Increase in membership and usage	(\$15,000)	2016
<b>Total</b>		<b>\$5,000</b>	

PROJECT BUDGET INFORMATION

In Progress  
 \$5,000,000

FY15 Added Funding  
 \$0

Total 5-Yr Budget  
 \$5,000,000

# Wellington Community Center Improvements

Type: Facility Maintenance  
 Project #: 201036  
 A/C #: 125-5032-572.65-49  
 301-5031-572.65-49

Location:  
 12165 Forest Hill Boulevard

- Fundamentals Achieved:
- Economic Development
  - Protecting our Investment
  - Responsive Government

Department:  
 Construction & Engineering

Project Status: Design  
 Project Rank: 3  
 Project Initiation: FY 2009

**PROJECT BUDGET INFORMATION**

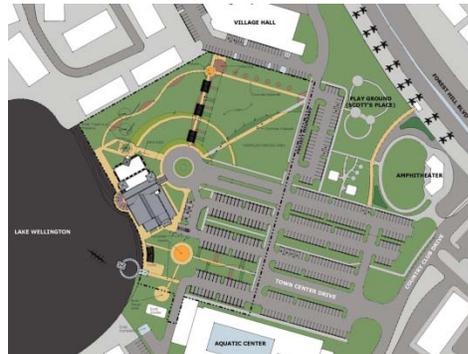
In Progress  
 \$7,686,087

**FY15 Added Funding  
 \$0**

Total 5-Yr Budget  
 \$7,686,087

## Project Description

Wellington is striving to achieve the most innovative and efficient building and site design solutions for the construction of the new Community Center located at Wellington’s Town Center Complex. This site houses the existing Community Center and Tennis Courts along with an Amphitheater, playground (Scott’s Place), Aquatic Center and Village Hall. The project will completely demolish the existing building, tennis courts and exterior features such as the boardwalk and gazebo areas and will be redesigned to maximize the view and use of the Lake Wellington waterfront. Facility amenities will be designed to include new pavilions, courtyards boardwalks, gazebos and upgraded general site improvements such as parking, drives, drop off areas and sidewalks.



## Project Funding

Fiscal Year	General Revenues	Park Impact Fees	Total
In Progress	\$7,300,935	\$385,152	<b>\$7,686,087</b>
2015	\$0	\$0	\$0
2016	\$0	\$0	\$0
2017	\$0	\$0	\$0
2018	\$0	\$0	\$0
2019	\$0	\$0	\$0
2020	\$0	\$0	\$0
2021	\$0	\$0	\$0
2022	\$0	\$0	\$0
2023	\$0	\$0	\$0
2024	\$0	\$0	\$0
<b>Total</b>	<b>\$7,300,935</b>	<b>\$385,152</b>	<b>\$7,686,087</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	1.00 FTE Maintenance	<b>\$55,000</b>	2016
Operating	Building maintenance supplies	<b>\$10,000</b>	2016
Revenue Impact	Increase in rental revenue	<b>(\$23,000)</b>	2016
<b>Total</b>		<b>\$42,000</b>	

# Field Services Facility Phase II

Type: Water & Wastewater Capital  
 Project #: 201038  
 A/C #: 401-7014-536.65-01

Location:  
 1100 Wellington Trace

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government

Department:  
 Utilities Administration

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2009

## Project Description

Wellington recently completed a new Field Services operations and maintenance facility at the Water Treatment Plant site. This phase of the project provides for additional storage and landscaping along the northern perimeter of the water treatment plant site.



## Project Funding

Fiscal Year	Wastewater System Revenues	Total
In Progress	\$509,000	\$509,000
2015	\$0	\$0
2016	\$0	\$0
2017	\$0	\$0
2018	\$220,000	\$220,000
2019	\$220,000	\$220,000
2020	\$230,000	\$230,000
2021	\$230,000	\$230,000
2022	\$240,000	\$240,000
2023	\$240,000	\$240,000
2024	\$240,000	\$240,000
<b>Total</b>	<b>\$2,129,000</b>	<b>\$2,129,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Electricity savings for energy efficient building	(\$1,000)	2016
Other		\$0	
<b>Total</b>		<b>(\$1,000)</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
\$509,000

**FY15 Added Funding  
\$0**

Total 5-Yr Budget  
\$949,000

# General Facilities Renewal & Replacement

Type: Water & Wastewater Capital  
 Project #: 201109  
 A/C #: 401-7016-536.65-01

Location:  
 Throughout the Village

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government

Department:  
 Utilities Administration

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2010

## Project Description

General capital maintenance to Utilities facilities to provide safe, hurricane-hardened and durable facilities to maximize lifecycle and service delivery. Ongoing facility maintenance will decrease costs in the long run as potential problems with buildings or facilities are identified earlier in the process.



## Project Funding

Fiscal Year	Water & Wastewater System Revenues	Total
In Progress	\$0	\$0
2015	\$0	\$0
2016	\$210,000	\$210,000
2017	\$210,000	\$210,000
2018	\$245,000	\$245,000
2019	\$250,000	\$250,000
2020	\$255,000	\$255,000
2021	\$260,000	\$260,000
2022	\$265,000	\$265,000
2023	\$270,000	\$270,000
2024	\$275,000	\$275,000
<b>Total</b>	<b>\$2,240,000</b>	<b>\$2,240,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
\$0

**FY15 Added Funding**  
\$0

Total 5-Yr Budget  
\$915,000

# Lift Station Upgrades & Rehabilitation

Type: Wastewater System R&R  
 Project #: 702512  
 A/C #: 401-7025-536.65-01

Location:  
 Throughout the Village

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Water & Wastewater Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2009

## Project Description

Several lift stations are nearing the end of useful life and need to be repaired and/or replaced in order to continue providing reliable wastewater service. Project will include the repair or replacement of existing sewage lift stations and forcemain piping throughout Wellington. Renovate approximately 9 stations each year, starting with stations in worst condition/highest risk.



## Project Funding

Fiscal Year	Wastewater System Revenues	Total
In Progress	\$918,000	\$918,000
2015	\$0	\$0
2016	\$600,000	\$600,000
2017	\$600,000	\$600,000
2018	\$600,000	\$600,000
2019	\$600,000	\$600,000
2020	\$1,250,000	\$1,250,000
2021	\$1,300,000	\$1,300,000
2022	\$1,350,000	\$1,350,000
2023	\$1,400,000	\$1,400,000
2024	\$1,400,000	\$1,400,000
<b>Total</b>	<b>\$10,018,000</b>	<b>\$10,018,000</b>

PROJECT BUDGET INFORMATION

In Progress  
 \$918,000

**FY15 Added Funding  
 \$0**

Total 5-Yr Budget  
 \$3,318,000

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Reuse Water Distribution Expansion

Type: Wastewater System  
 Project #: 702513  
 A/C #: 401-7025-536.65-01

Location:  
 Throughout the Village

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Wastewater Services

Project Status: Planning  
 Project Rank: 4  
 Project Initiation: FY 2001

## Project Description

These improvements will provide for the expansion of reclaimed water use throughout Wellington. Currently, this project is on hold pending the outcome of EPA/FDEP Surface Water Quality Criteria (TMDL's/NNR) for phosphorous and nitrogen



## Project Funding

Fiscal Year	Wastewater System Capacity	Total
In Progress	\$1,188,000	\$1,188,000
2015	\$995,000	\$995,000
2016	\$0	\$0
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$2,183,000</b>	<b>\$2,183,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel		\$0	
Operating	Reuse system maintenance materials	\$4,500	2016
Other	Reuse R & R program	\$10,000	2018
<b>Total</b>		<b>\$14,500</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
 \$1,188,000

**FY15 Added Funding  
 \$995,000**

Total 5-Yr Budget  
 2,183,000

# Sewer Collection System R & R

Type: Wastewater System R&R  
 Project #: 201108  
 A/C #: 401-7025-536.65-01

Location:  
 Throughout the Village

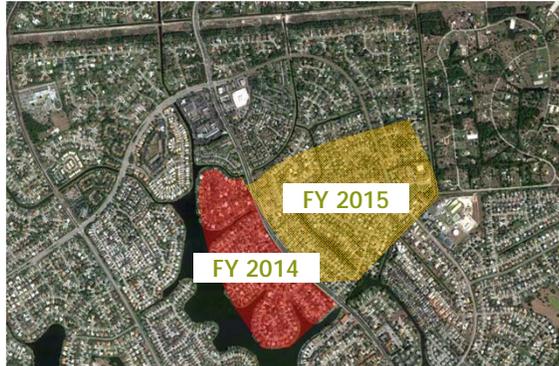
- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Wastewater Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2011

## Project Description

Repair, replace and renew existing manholes and gravity pipes. Conduct Infill and Infiltration (I & I) study and sewer service cleanouts.



## Project Funding

Fiscal Year	Wastewater System Revenues	Total
In Progress	\$920,000	\$920,000
2015	\$350,000	\$350,000
2016	\$360,000	\$360,000
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$1,630,000</b>	<b>\$1,630,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating	\$0	
Other	budget impact	\$0	
<b>Total</b>		<b>\$0</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
 \$920,000

**FY15 Added Funding  
 \$350,000**

Total 5-Yr Budget  
 \$1,630,000

# Wastewater Treatment Plant R & R

Type: Wastewater System R&R  
 Project #: 702026  
 A/C #: 401-7020-536.65-01

Location:

Fundamentals Achieved:

- Protecting our Investment
- Responsive Government
- Respecting the Environment

Department:  
 Wastewater Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2009

## Project Description

Replace, repair and/or modify existing wastewater treatment facilities to continue providing safe and reliable wastewater service and disposal. Existing facilities/processes in need of renovation include grit removal, headworks structure, clarifier no. 3, filter press building, lime feed building, biosolids loading building, control building and maintenance shop.



## Project Funding

Fiscal Year	Wastewater System Revenues	Total
In Progress	\$4,890,000	\$4,890,000
2015	\$300,000	\$300,000
2016	\$235,000	\$235,000
2017	\$240,000	\$240,000
2018	\$175,000	\$175,000
2019	\$175,000	\$175,000
2020	\$175,000	\$175,000
2021	\$175,000	\$175,000
2022	\$200,000	\$200,000
2023	\$200,000	\$200,000
2024	\$200,000	\$200,000
<b>Total</b>	<b>\$6,965,000</b>	<b>\$6,965,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating	\$0	
Other	budget impact	\$0	
<b>Total</b>		<b>\$0</b>	

PROJECT BUDGET INFORMATION

In Progress  
 \$4,890,000

**FY15 Added Funding  
 \$300,000**

Total 5-Yr Budget  
 \$6,015,000

# Water & Wastewater System R&R Sinking Funds

Type: Water/WW System R&R

Project #: 201107  
201113

A/C #: 401-7010-536.65-01  
401-7025-536.65-01

Location:  
Throughout the Village

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
Utilities Administration

Project Status: Ongoing

Project Rank: 5

Project Initiation: FY 2011

## Project Description

The sinking funds provide a means to reserve capital funds annually for unanticipated emergencies, events or system failures.



## Project Funding

Fiscal Year	Water System Revenues	Wastewater System Revenues	Total
In Progress	\$550,000	\$2,200	\$552,200
2015	\$150,000	\$360,000	\$510,000
2016	\$150,000	\$150,000	\$300,000
2017	\$150,000	\$150,000	\$300,000
2018	\$175,000	\$0	\$175,000
2019	\$175,000	\$0	\$175,000
2020	\$175,000	\$0	\$175,000
2021	\$175,000	\$0	\$175,000
2022	\$0	\$0	\$0
2023	\$0	\$0	\$0
2024	\$0	\$0	\$0
<b>Total</b>	<b>\$1,700,000</b>	<b>\$662,200</b>	<b>\$2,362,200</b>

PROJECT BUDGET INFORMATION

In Progress  
\$552,200

**FY15 Added Funding  
\$510,000**

Total 5-Yr Budget  
\$2,012,200

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Operating impact not applicable for sinking funds	\$0	
Operating		\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# Water Distribution & Transmission R&R

Type: Water System R&R  
 Project #: 201034  
 A/C #: 401-7014-536.65-01

Location:  
 Throughout the Village

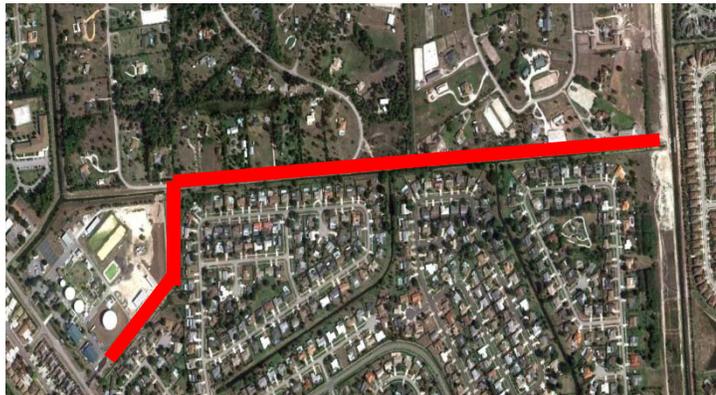
- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Water Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2009

## Project Description

Renew and replace distribution piping, services lines, meters, meter boxes, fire hydrants and valves for reliable water distribution facilities. The project also includes updating the existing hydraulic computer model to be better compatible with current GIS systems and will allow for detection of problems and various design and scenario analysis. FY 2015 projects include: 1. Replacement of fiberglass raw water pipe serving reverse osmosis wells and 2. replacement of distribution pipe in neighborhoods along Forest Hill Boulevard.



## Project Funding

Fiscal Year	Water System Revenues	Total
In Progress	\$2,020,000	\$2,020,000
2015	\$750,000	\$750,000
2016	\$1,186,000	\$1,186,000
2017	\$1,200,000	\$1,200,000
2018	\$1,150,000	\$1,150,000
2019	\$1,200,000	\$1,200,000
2020	\$745,000	\$745,000
2021	\$780,000	\$780,000
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$9,031,000</b>	<b>\$9,031,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
 \$2,020,000

**FY15 Added Funding  
 \$750,000**

Total 5-Yr Budget  
 \$7,506,000

# Water Storage/Repump R & R

Type: Water System R&R  
 Project #: 201031  
 A/C #: 401-7010-536.65-01

Location:  
 Throughout the Village

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Water Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2009

## Project Description

Repair, replace and renew existing storage & repump facilities throughout Wellington, including electrical, mechanical and structural repairs. Provides reliable potable water service and fire protection service.



## Project Funding

Fiscal Year	Water System Revenues	Total
In Progress	\$255,000	\$255,000
2015	\$0	\$0
2016	\$0	\$0
2017	\$80,000	\$80,000
2018	\$85,000	\$85,000
2019	\$90,000	\$90,000
2020	\$90,000	\$90,000
2021	\$95,000	\$95,000
2022	\$100,000	\$100,000
2023	\$100,000	\$100,000
2024	\$105,000	\$105,000
<b>Total</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
 \$255,000

**FY15 Added Funding**  
 \$0

Total 5-Yr Budget  
 \$510,000

# Water Supply Renewal & Replacement

Type: Water System R&R  
 Project #: 201110  
 A/C #: 401-7010-536.65-01

Location:  
 Throughout the Village

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Water Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2012

## Project Description

The existing raw water wells need to be inspected, evaluated and rehabilitated, as required. Specific needs include:

- 1) security system upgrades
- 2) telemetry upgrades
- 3) wellhead piping replacement
- 4) column piping replacement
- 5) local indicator installation
- 6) well redevelopment
- 7) landscaping and fencing improvements



## Project Funding

Fiscal Year	Water System Revenues	Total
In Progress	\$780,660	\$780,660
2015	\$0	\$0
2016	\$600,000	\$600,000
2017	\$0	\$0
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0
2021	\$0	\$0
2022	\$0	\$0
2023	\$0	\$0
2024	\$0	\$0
<b>Total</b>	<b>\$1,380,660</b>	<b>\$1,380,660</b>

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

**PROJECT BUDGET INFORMATION**

In Progress  
 \$780,660

**FY15 Added Funding**  
 \$0

Total 5-Yr Budget  
 \$1,380,660

# Water Treatment Plant R & R

Type: Water System R&R  
 Project #: 701014  
 A/C #: 401-7010-536.65-01

Location:

- Fundamentals Achieved:
- Protecting our Investment
  - Responsive Government
  - Respecting the Environment

Department:  
 Water Services

Project Status: Ongoing  
 Project Rank: 5  
 Project Initiation: FY 2009

## Project Description

To provide reliable, safe, good-tasting drinking water and fire protection, additional renovations are required at the water treatment plant to comply with regulatory requirements and maintain expected levels of service and reliability. For FY 2015 the project includes:

1. Extend the Useful Life of the Existing Facilities;
2. Improve Facility Reliability and Efficiency;
3. Improve Process Control;
4. Leverage Available Water Resources;
5. Effectively Expand Treatment Capacity by 0.5 +/- MGD



## Project Funding

Fiscal Year	Water System Revenues	Total
In Progress	\$8,830,138	<b>\$8,830,138</b>
2015	\$1,010,000	<b>\$1,010,000</b>
2016	\$410,000	<b>\$410,000</b>
2017	\$451,000	<b>\$451,000</b>
2018	\$500,000	<b>\$500,000</b>
2019	\$545,000	<b>\$545,000</b>
2020	\$545,000	<b>\$545,000</b>
2021	\$600,000	<b>\$600,000</b>
2022	\$0	<b>\$0</b>
2023	\$0	<b>\$0</b>
2024	\$0	<b>\$0</b>
<b>Total</b>	<b>\$12,891,138</b>	<b>\$12,891,138</b>

PROJECT BUDGET INFORMATION

In Progress  
 \$8,830,138

**FY15 Added Funding  
 \$1,010,000**

Total 5-Yr Budget  
 \$11,746,138

## Operating Budget Impact

Type	Description	Amount	Impact Year
Personnel	Capital Renewal & Replacement	\$0	
Operating	Program with no operating budget impact	\$0	
Other		\$0	
<b>Total</b>		<b>\$0</b>	

# FY2014 Canal Bank Vegetation Removal

Project #: 201011

A/C #: 301-2010-538.65-09

Location:  
Various Throughout the Village

Cost: **\$306,179**

Project Status:

**COMPLETED**

## Project Description

The Village of Wellington is continuing to clear canals across the town in an effort to maintain a healthy environment for our residents. A part of this maintenance involves removing vegetation and other items that block access of clearing crews and equipment to the canals and along their banks. Keeping these waterways and banks clear is absolutely vital to enable clearing of debris after serious weather events and also prevention of potential interruption or contamination to Wellington's potable water supply.



# Boys & Girls Club Relocation

Project #: 201035

A/C #: 125-5032-572.65-48

Location:  
1080 Wellington Trace

Cost: **\$3,931,101**

Project Status:

**COMPLETED**

## Project Description

The facility consists of a 22,570 sq. ft. building and a 15,000 sq. ft. parking lot. It includes a learning center, computer lab, arts & crafts center, junior and senior game rooms, teen lounge, full-sized kitchen, dance studio, gymnasium, teen lounge and office spaces.



# Propane Autogas Bio-fuel Conversion System

Project #: NA  
A/C #: 001-2030-539.64-01

Location:  
Public Works Complex

Cost: **\$19,676**

Project Status:

**COMPLETED**

## Project Description

A propane fueling station has been installed, along with the gradual conversion of Ford F-250s to run on propane. Propane is a low carbon fuel, so this will allow us to extend our service intervals because the motor oil doesn't become contaminated as fast as it does with gasoline alone.

There are a few benefits to using propane as an alternative fuel.

1. Cost for fuel
2. Lower emissions
3. Extended service intervals



# Village Park Gym

Project #: 200601  
A/C #: 301-5031-572.65-04

Location:  
11700 Pierson Road

Cost: **\$2,442,235**

Project Status:

**COMPLETED**

## Project Description

The existing Village Park Gym was built at two distinct periods of time. The architecture of the two buildings was not consistent and improvements were done to help unify the design of the building and provide weatherproofing. The project included roof renovation, structural hardening inside the gym, waybracing, weatherproofing, enhancements to the entrance and repairs to the drain and gym floor.



# Dog Park Pavilion

Project #: 201300

A/C #: 301-5031-572.65-61

Location:  
Greenbriar Dog Park

Cost: **\$56,922**

Project Status:

**COMPLETED**

## Project Description

Replaced old pavilions with structures of improved design to provide more shade and a cohesive look. Expanded and improved pedestrian pathways in the park to allow proper circulation.



# CDBG Sidewalk Program

Project #: 201203

A/C #: 301-0145-554.65-58

Location:  
Throughout the Village

Cost: **\$302,361**

Project Status:

**COMPLETED**

## Project Description

To date, CDBG funding has been used to retrofit 186 existing sidewalk curbs, ramps and approaches with ADA compliant sidewalk, curbs, ramps and approaches .



# Neighborhood Parks

**Project #:** 503005

**A/C #:** 301-5031-572.65-05

**Location: Various**

- Birkshire Park
- Block Island Park
- Brampton Cove Park
- Azure Avenue Park
- Summerwood Circle Park
- Field of Dreams Park
- Dorchester Place Park
- Staimford Circle Park
- Primrose Lane Park
- Foresteria Park
- Mystic Way Park

**Cost:** \$222,485

Project Status:

**COMPLETED**

## Project Description

Replaced playground mulch with more durable rubberized surface which also provides a safer environment for the children to play on. This improvement has reduced costs by eliminating the need to re-mulch.



# Wellington Environmental Preserve

**Project #:** 200402

**A/C #:** 301-2015-538.65-11

**Location:**

Wellington Environmental Preserve  
Section 24

**Cost:** \$74,632

Project Status:

**COMPLETED**

## Project Description

Constructed two composting restrooms at the observation tower and the pergola structure in the Marjorie Stoneham Douglas Environmental Preserve.





Did you know in the past year, the Village ...

Hauled more than 19,000 tons of solid waste  
and recycled 3,500 tons

# Appendices



# Accounting & Financial Policies

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This section contains a summary of the various accounting and financial policies that are used to develop the annual budget and prepare the Comprehensive Annual Financial Report.

## General Policies

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***Below are general guidelines that are used to assist with the annual budget process:***

- In accordance with Florida Statutes 166.241(2) Wellington must adopt a balanced budget whereas planned revenues equal the total appropriations for expenditures.
- Financial results comparing actual versus budgeted revenues and expenditures will be analyzed and communicated to Council, Senior Management, and other key stakeholders on a monthly basis. This information will also be published on the Village website.
- National, State and Local economic conditions will be monitored on an ongoing basis to ensure that the Village is aware of the effects economic conditions have on the budgeting process.
- Wellington shall establish and maintain a standard of accounting practices.
- Except for long-term capital projects, encumbrances will lapse at the end of each fiscal year. Carry forward requests will be analyzed by the Finance Department.
- Current year revenue and expenditure projections will be updated and reviewed on a monthly basis to ensure accuracy and compliance. Projections will be realistic and conservative. Corrective action (line item transfers and budget amendments) will be initiated if significant budget variances are anticipated or noted.
- Investments will be analyzed monthly to ensure full compliance with the investment policy. Corrective action will be initiated immediately if the policy is violated.
- Investments will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity and financial return, in that order.
- Wellington will seek to maintain and, if possible, improve current bond rating in order to minimize borrowing costs and preserve access to credit.
- Cash flow forecasts are updated on an as-needed basis to ensure liquidity and reduce risks.
- Wellington will seek to comply with the suggested criteria of the GFOA in producing a budget document that meets the Distinguished Budget Presentation program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.
- Wellington will seek to comply with the suggested criteria of the GFOA in producing a Comprehensive Annual Financial Report that meets the Certificate of Achievement for Excellence in Financial Reporting program criteria as a high quality comprehensive annual report in the spirit of transparency and full disclosure.
- In accordance with Section 218.32, Florida Statutes, Wellington will file its Annual Financial Report with the Florida Department of Financial Services within 45 days of receiving the auditor's report on the financial statements.
- Budgetary control is maintained at the department level, with the Finance Department providing support to departments in the administration of their budgets. Line item transfers within a department, except for personal services, can be initiated at the department level. Transfers between departments that cross funds or increase revenues or expenditures must be approved by Council.

# Accounting & Financial Policies

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- Various internal auditing procedures have been developed for different aspects of Wellington's daily operations. These procedures will be performed to ensure continued compliance with applicable laws and the Village's policies and procedures. As necessary, corrective action will be communicated to the applicable personnel in charge of daily operations. Follow-up audits will be scheduled to ensure that corrective actions have been initiated rectifying the issue.
- Wellington utilizes a double entry system that includes the general ledger, books of original entry and suitable subsidiary records. The general ledger information is stored in an automated general ledger system. The books of original entry are posted and the general ledger and subsidiary ledgers are kept current and balanced to the control accounts quarterly, as necessary.
- Wellington uses the Uniform Accounting System Chart of Accounts developed by the State of Florida Department of Banking and Finance as an integral part of its accounting system.

## Revenues

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- Wellington will seek a balanced tax base through support of economic development and through annexation of a sound mix of residential and commercial development.
- Wellington, recognizing the potential cash flow problems associated with property tax collection, will maintain a balanced mix of revenue sources.
- Wellington will place increased emphasis on user fees to finance municipal services costs and will maintain its various fees, and charges in a central reference manual. All revenue schedules, including taxes, rates, licenses, user fees and other charges, will be reviewed annually to insure that these revenue sources are kept up to date.
- Wellington will avoid dependence on temporary revenues to fund mainstream municipal services. One-time revenues will generally be used only for one-time expenditures.
- All revenues received for the purpose of storm water management system operations and improvement shall be allocated to the Surface Water Management Fund. Such revenues shall only be used to fund operations, maintenance, rehabilitation and improvements of the storm water management system and debt service in support of such functions.
- All potential grants shall be carefully examined for matching requirements (both dollar and level-of-effort matches). The funds necessary to match intergovernmental grants shall not exceed 5% of the net operating revenues.
- Wellington will aggressively seek League of Cities policy positions and state legislation for municipally earmarked revenues and/or revenue and authorizations which are inflation-responsive and for improved property valuation methods.
- Water and sewer rate structures will be maintained to adequately ensure that enterprise funds remain firmly and separately self-supporting, including the costs of operation, capital plant maintenance, debt service, depreciation and moderate system extensions. Comprehensive rate studies will be conducted every 5 years and updates performed to these studies annually unless changes in the operating environment dictate a full-scope study. Capital revenues will not be used to pay for operating expenses and will be used solely for system improvements and expansion.
- Wellington will generate significant investment income by achieving and maintaining a level of cash and investment equal to at least 25% of its total assets, excluding the Agency Fund and the Account Groups.
- An administrative transfer fee shall be paid by the Enterprise Funds to the Governmental Funds for services provided. The fee is reimbursement for the cost of personnel, equipment, materials,

# Accounting & Financial Policies

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construction, facilities or service usage provided by Governmental Funds' departments. Consequently, the amount of each year's transfer fee will be based on the estimated Governmental Funds expenditures that represent direct and indirect services provided to the Enterprise Funds, less those that are directly billed to those funds.

- Revenue forecasts for the next five years shall be conservative; long range revenue projections and will be reviewed and updated on an as-needed basis, but at least annually.
- The Florida Legislative Committee of Intergovernmental Relations and the Florida Department of Revenue prepare revenue forecasts which are the basis for Wellington's state revenue sharing and half-cent sales tax budgets.
- All revenue received that is restricted by enabling legislation will be accounted for separately, based on which fund the monies belong to.

## Expenditures

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- All assets will be maintained at a level that protects capital investment and minimizes future maintenance and replacement costs.
- All current operating expenditures will be paid with current operating revenues. Budgetary procedures that fund current expenditures at the expense of future needs, such as postponing expenditures, accruing future revenues or rolling over short-term debt, will be avoided.
- The budget will provide sufficient funding for adequate maintenance and orderly replacement of capital infrastructure and equipment.
- All equipment needs and replacements for the next five years will be projected and the projection will be reviewed and updated each year.
- Future operating costs and maintenance will be determined to the extent estimable prior to construction of all new capital facilities.
- Before any actions are taken or agreements are entered into that create fixed costs, current and future operating and capital cost implications will be fully determined.
- Where practical, performance measures and productivity indicators will be integrated into the budget.
- Expenditure forecasts for the next five years shall be all-inclusive and will be reviewed and updated on an as-needed basis, but annually at the very least.

## Contingency and Fund Balance

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- Wellington may establish a contingency in each year's budget to:
  - ✓ Provide for temporary funding of unforeseen needs of an emergency or nonrecurring nature
  - ✓ Permit orderly budgetary adjustments when revenues are lost through the action of other governmental bodies
  - ✓ Provide a local match for public or private grants, or
  - ✓ Meet unexpected small increases in service delivery costs

# Accounting & Financial Policies

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- Wellington will maintain a year-to-year “carryover balance” in an amount necessary to maintain adequate cash flow and to reduce the demand for short-term borrowing. The carryover balance shall be separate from the contingency and shall be determined subsequent to the start of the fiscal year.
- Reserves will be maintained at a level of at least 25% to 30% of Governmental Funds annual operating expenditures excluding transfers.
- The following is a description of the fund balance classifications used by Wellington. GASB 54 established a hierarchy of fund balance classifications based on the extent to which governments are bound by constraints placed on resources.
  - ✓ **Non-spendable** – amounts that are not in a spendable form or are required to be maintained intact
    - Inventory, prepaids, interfund loans
  - ✓ **Restricted** – amounts constrained to specific purposes by their providers
    - Debt covenants, grant proceeds, impact fees, gasoline tax, tax levies, building department
  - ✓ **Committed** – amounts constrained to specific purposes by the government itself.
    - Disaster recovery, rate stabilization, insurance, encumbrances, program fees to be used for program expenses
  - ✓ **Assigned** – amounts a government intends to issue for a specific purpose
    - Road and capital maintenance, subsequent year’s expenditure
  - ✓ **Unassigned** – amounts that are available for any purpose

In the fund financial statements, governmental funds report amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose as non-spendable, restricted or committed. Fund balance amounts that are reported as assigned or unassigned fund balances represent tentative plans for financial resource use in a future period.

## Implementing, Monitoring & Amendments – Budget Control

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Upon the final adoption of the budget, staff implements the new fiscal year budget and begins the process of continuous monitoring and ensuring budgetary control throughout the fiscal year. The objective of budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the village’s governing body. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department level.

Reports are prepared monthly to assist directors and managers in monitoring their department’s revenues and expenditures and determine their expenditures over and under budget. In addition, these reports (available on Wellington’s internal network and internet) can be generated daily or at any time by authorized employees. Monthly, a financial team meets to review economic and financial trends as part of the financial reporting process. At this time, actual year-to-date totals are compared to the budget, revenue

# Accounting & Financial Policies

and expenditure patterns are examined and compared to provide forecasts and recommend corrective action as needed.

Wellington also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Encumbered amounts lapse at year end; however, encumbrances for one-time purchases roll forward to the new fiscal year. Recurring purchases are generally re-appropriated as part of the following year's budget. All expenditures, other than personal services, are controlled by a procurement system which encumbers purchase orders against the budget prior to issuance to vendors. Purchase orders are not issued until appropriations are made available.

During ongoing monitoring, staff may note that corrective action is needed to help accomplish planned or needed programs and activities and request budget amendments. The Council must approve by resolution changes or amendments to the total budget of the village or a department. Changes within a department or changes to a division, which do not affect total governmental expenditures, may be approved at the administrative level. All budget amendments, once approved, are processed by the Budget Office, tracked by the Wellington's computerized financial system, and posted to the Village website.

Amendments are prepared annually to roll forward budgets for purchase orders and projects in progress in order to span fiscal years. All other budget amendments are presented to Council for approval via resolution. In fiscal year 2014, budget amendments totaled \$62.75 million as shown below.

	General Fund	Special Revenue Funds	Capital Funds	Debt Service	Enterprise Funds	Totals
<b>Adopted FY 2014 Budget</b>	36,352,077	10,865,827	4,486,622	1,208,720	21,545,222	<b>\$74,458,468</b>
<b>Budget Amendments:</b>						
Purchase Order Roll Forward	176,935	66,208	768,538		268,661	<b>\$1,280,342</b>
Carry Forward Projects in Progress	9,526,702		21,489,780		17,446,743	<b>\$48,463,225</b>
Lake Wellington Professional Centre Acquisition	3,950,000		5,000,000			<b>\$8,950,000</b>
CDBG Reallocation from Prior Year	19,888		34,042			<b>\$53,930</b>
Community Center Construction Contract	2,600,000		2,600,000			<b>\$5,200,000</b>
Interfund loan for Saddle Trail Park Improvements	300,000		300,000			<b>\$600,000</b>
Impact Fee Revenue and Completed/Revised Projects			(1,791,900)			<b>(\$1,791,900)</b>
<b>Amended Budget</b>	<b>\$52,925,602</b>	<b>\$10,932,035</b>	<b>\$32,887,082</b>	<b>\$1,208,720</b>	<b>\$39,260,626</b>	<b>\$137,214,065</b>

# Accounting & Financial Policies

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## Measurement Focus, Basis of Accounting and Financial Statement Presentation

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Wellington prepares a comprehensive annual budget for each fiscal year, beginning October 1<sup>st</sup> and ending September 30<sup>th</sup>, on a basis substantially consistent with Generally Accepted Accounting Principles (GAAP). The two significant exceptions to GAAP are the treatment of capital outlay and debt service including principal payment in the Enterprise Funds (reflected as an expenditure) and capacity fees in the Enterprise Funds (reflected as revenues). Conversely, both of these items are balance sheet items in the Comprehensive Annual Financial Report.

The government-wide, proprietary fund and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The General Fund, Special Revenue Funds, and Capital Project Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, Wellington considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise fees, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items reported in governmental funds are considered to be measurable and available only when cash is received by Wellington.

The Water/Wastewater Fund and Solid Waste Fund are reported using the economic resources measurement focus and the full accrual basis of accounting. Under the full accrual basis, revenues are recorded when earned and expenses are reported when a liability is incurred, regardless of the timing of the related cash flow.

## Government-Wide and Fund Financial Statements

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The Comprehensive Annual Report (CAFR) presents the status of Wellington's finances on a basis consistent with Generally Accepted Accounting Principles (GAAP).

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of Wellington's activities and its component unit. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

# Accounting & Financial Policies

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identified with a specific function or segment. Indirect expenses for centralized services and administrative overhead are allocated among the programs, functions, and segments using a full cost allocation approach and are presented separately to enhance comparability of direct expenses between governments that allocate direct expenses and those that do not. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental, proprietary, and fiduciary funds, although the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining non-major governmental funds are aggregated and reported as non-major funds.



## Deposits and Investments

Cash and investments of each fund, except certain investments in the debt service and enterprise funds, are accounted for in pooled cash and investment accounts with each fund maintaining its proportionate equity in the pooled accounts. The use of a pooled cash and investment account enables Wellington to invest idle cash for short periods of time, thereby maximizing earnings potential. Income earned from this pooling of investments is allocated to the respective funds based upon average monthly proportionate balances. Investments are stated at fair value.

Wellington considers cash on hand, demand deposits, and all other short-term investments that are highly liquid to be cash equivalents. Highly liquid short-term investments are those readily convertible to a known amount of cash, that at the day of purchase, have a maturity date not longer than three months.

All cash deposits are held in qualified public depositories pursuant to State of Florida Statutes, Chapter 280, "Florida Security for Public Deposits Act", and are collateralized with eligible securities having a market value equal to a percentage of the average daily or monthly balance of all public deposits. Wellington's investment practices are governed by Chapter 218.415 of the Florida Statutes and the requirements of outstanding bond issues.

## Receivables

Receivables include amounts due from other governments and others for services provided by Wellington. Receivables are recorded and revenues are recognized as earned or as specific program expenditures/expenses are incurred. Allowances for uncollectible receivables are based on historical trends and the periodic aging of receivables.

# Accounting & Financial Policies

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## Inventories and Prepaid Items

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Inventories are valued at the lower of cost (first-in, first-out) or market. Wellington uses the consumption method wherein all inventories are maintained by perpetual records, expensed when used and adjusted by an annual physical count. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements.

## Restricted Assets

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Certain debt proceeds, as well as certain resources set aside for their repayment, are classified as restricted assets because their use is limited by applicable bond covenants.

## Capital Assets and Depreciation

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Capital assets include property, plant, equipment, and infrastructure assets (e.g., roads, sidewalks, and similar items) and are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined as assets with an initial individual cost of \$1,000 or more and an estimated useful life in excess of one year.

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. General capital assets are assets of the Village as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized as assets in the government-wide statement of net assets. General capital assets are carried at historical cost. Where cost cannot be determined from the available records, estimated historical cost has been used to record the estimated value of the assets. Assets acquired by gift or bequest are recorded at their fair value at the date of donation. The road network was valued based on current construction costs discounted by consumer price indices for highway construction.

Capital assets of the enterprise funds are capitalized in the fund in which they are utilized. The valuation basis for enterprise fund capital assets are the same as those used for general capital assets. Net interest cost is capitalized on enterprise fund projects during the construction period in accordance with Statements of Financial Accounting Standards Nos. 34 and 62.

Additions, improvements, and other capital outlay that significantly extend the useful life of an asset are capitalized. Other repairs and maintenance costs are expensed as incurred.

Throughout the year and/or during the annual fixed asset inventory it may be determined that an asset has a decline in service utility or value. These impaired assets are adjusted to reflect the loss of value and any cost to restore the asset to full functioning capacity. Based on the reason of impairment, GASB 42 sets forth prescribed methods in which to test the validity and measure of the impairment.

# Accounting & Financial Policies

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Depreciation is provided over the estimated useful life using the straight-line method of depreciation and the estimated lives for each major class of depreciable fixed assets are as follows:

Distribution lines	40 years
Buildings and utility plants	30 years
Telemetry and wells	20 years
Major equipment	15 years
Land improvements	10 years
Meters	10 years
Furniture, fixtures, equipment and vehicles	5 years
Computers	3 years

The street network is not depreciated; instead Wellington uses the modified approach in accounting for its streets. This approach allows governments to report as expenses in lieu of depreciation, infrastructure expenditures that maintain the asset but do not add to or improve the asset. Additions and improvements to the street network are capitalized. Wellington uses an asset management system to rate street condition and to quantify maintenance efforts.

## Compensated Absences

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Village employees are granted compensated absence pay for annual leave based on length of service. Annual leave is accrued as a liability when benefits are earned by the employees, that is, the employees have rendered services that give rise to the liability and it is probable that Wellington will compensate the employees in some manner, e.g., in cash or in paid time-off, now or upon termination or retirement. Benefits for employees include major illness leave, which accrues at 4 hours per month per employee. Employees may utilize this benefit for an illness lasting more than three consecutive days. Upon separation of service, and with 10 years of continuous service, any balance of these hours are valued at the current hourly pay rate, and are paid into the Retirement Health Savings Plan sponsored by ICMA. In this plan, monies are used by individuals to pay for qualified medical expenses, including premiums. For individuals that leave prior to 10 years of service, this time is forfeited. Compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured. For the governmental funds, compensated absences are liquidated by the fund in which employees are compensated. Those funds are the General; Building; Gas Tax Maintenance, Professional Centre, and Acme Improvement District.

# Accounting & Financial Policies

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## Long-Term Obligations

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In the government-wide financial statements, and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

## Net Assets

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Equity in the government-wide statement of net assets is displayed in three categories: 1) invested in capital assets net of related debt, 2) restricted, 3) unrestricted. Net assets invested in capital assets, net of related debt consist of capital assets reduced by accumulated depreciation and by any outstanding debt incurred to acquire, construct, or improve those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by enabling legislation or external restrictions by other governments, creditors, or grantors. Unrestricted net assets consist of all net assets that do not meet the definition of either of the other two components.

## Interfund Transactions

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Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds”. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as internal balances. Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in the applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

## Use of Estimates

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The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from estimates.

# Fund Descriptions

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To better understand the budget, a basic understanding of this financial structure is required. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. The following funds are used in the Fiscal Year 2015 Budget:

## General Fund

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The General Fund is used to account for all financial resources and related expenditures applicable to all Village operations including both activities resulting from incorporation (i.e., acquisition of additional roads, additional staffing and administrative expenditures, and recreational activities), as well as any activities assumed by Wellington which were previously performed by the dependent taxing district (Acme Improvement District). Funding basis is ad valorem taxes to be assessed against all taxable properties within Wellington's boundaries, plus other municipal revenue sources.

The following Sub-Funds are components of the General Fund (self-balancing set of accounts used to control moneys that have been earmarked but not restricted for specific activities or objectives but are solely funded through General Fund revenues).

**Public Safety** – used to segregate all financial activity applicable to the operations of Public Safety. Currently, this fund tracks expenditures for police services as contracted from Palm Beach County Sheriff's Office.

**Emergency Operations** – used to segregate all financial activity applicable to emergency preparation and response. Currently, this fund tracks expenditures for emergency materials and equipment.

## Special Revenue Funds

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**ACME Improvement District** – used to account for all financial resources and expenditures applicable to the operations of the Acme Improvement District, a dependent district of Wellington, related to water management and neighborhood park facilities in accordance with the Plan of Reclamation and existing operations, construction of capital facilities and maintenance of same. Funding basis is non-ad valorem assessment against all taxable units within the District.

**Building Fund** – used to account for all financial resources and expenditures applicable to the operations of Wellington's Building division. The purpose of this fund is to segregate various permitting and inspection services pertaining to PZ&B and to insure that the fee structure for such activities is accurate. Any shortfall (revenues less than expenditures) is funded by the Building operating reserves.

**Gas Tax Operations Fund** – used to segregate gas tax revenues, which are split into two special revenue funds. The funds have been established to capture activity for gas tax revenues and related expenditures. The Gas Tax Operations Fund reflects operations and maintenance expense only. This enables Wellington to demonstrate not only the separate accounting of gas tax revenue, but also to account for expenditures funded by certain types of fees.

## Capital Project Funds

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**Gas Tax Capital Fund** – used to segregate road capital revenue and expenditures from maintenance & operations reflected in the Gas Tax Operations Fund.

# Fund Descriptions

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**Recreation (Park) and Transportation (Road) Impact Funds** – used to insure that impact fees be accounted for separately, therefore capital project funds were established to capture the activity for all impact fees. This enables Wellington to demonstrate not only the separate accounting of impact fee revenue, but also to account for expenditures of impact fees for specific capital projects.

**Capital Fund** – used to segregate all financial activity applicable to governmental capital expenditures from governmental operating expense. These expenditures are funded by the General Fund, Recreation Fund and Surface Water Management through operating transfers.

**Saddle Trail Park Capital Subfund** – used to account solely for interfund loans, bond proceeds and expenditures for the Saddle Trail Park Neighborhood Improvement Project.

## Debt Service Fund

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**General Debt Service Fund** – used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs for debt collateralized by a pledge to covenant to budget and appropriate from legally available non-ad valorem sources on an annual basis sufficient to make the annual debt service payments.

## Proprietary Fund Type – Enterprise Funds

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Enterprise Funds are used to account for operations which provide public services on a user charge basis and for activities where measurement of net income is deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes. The basis for Proprietary Fund accounting are similar to those found in the private sector and for Wellington consist of water and wastewater utility services, solid waste collection and recycling. The budgets for the Enterprise funds are not appropriated.

## Fiduciary Fund – Employee Retirement Healthcare Trust Fund

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This fund accounts for the trust fund established to receive and invest Wellington healthcare contributions in a defined benefit other postemployment benefit plan and to disburse these monies to cover retirees' health insurance in accordance with the trust document. Since these assets are held for the benefit of third parties and cannot be used to finance activities or obligations of Wellington, they are not included in the government-wide financial statements. Additionally, this fund is not subject to appropriation and is not included in this budget document.

## Budgetary Accounting

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Budgets are adopted on a basis consistent with generally accepted accounting principles. Wellington also adopts a non-appropriated operating budget for the enterprise fund substantially on a basis consistent with generally accepted accounting principles. All appropriations lapse at year end; however, encumbrances and amounts specifically designated to be carried forward to the subsequent year are re-appropriated in the following year.

# Revenues

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## REVENUE OPTIONS

Wellington, like many Florida communities, has a limited number of revenue options. Taxpayers rightfully expect fiscal prudence from their professional staff while simultaneously demanding excellence in service. The public’s demand for fiscal conservatism often conflicts with demands for increased services. The dilemma is how to provide the quality of services that the public demands within the imposed fiscal constraints. However, Wellington is in a unique situation in that its flexibility to establish a revenue strategy is greater than is normally found in Florida municipalities. This is due to the unique circumstances of incorporating from an improvement district, which historically funded drainage, parks and recreation, roadside maintenance services and general operations. In accordance with the Plan of Reclamation, the services provided by this dependent district are funded by a non-ad valorem assessment program. The challenge faced by Wellington is determining the best “interplay” between the application of ad valorem taxes and non-ad valorem assessments against the land.

The degree to which any locality can diversify its revenue base and decrease its dependence on a single revenue stream lessens a local government’s exposure should one of its revenue options become unstable. Further, a diversified revenue base provides a municipal council with a variety of options to draw from to avoid unpopular property tax increases and to more closely tie the service being provided to those who benefit from service availability. The effective utilization of ad valorem taxes represents a broad based method of meeting a community’s overall service provision goals.

Because the decision to adopt a certain level of ad valorem taxation is only part of ensuring that an equitable and legally defensible revenue strategy is intact, Wellington continues to examine all possible components of its revenue generating program. This includes, reviewing and analyzing information on the revenue sources of other communities, non-ad valorem and special assessments, home rule provisions and neighborhood strategies.

One direction that Wellington is considering as it moves forward in establishing a public policy with regard to the funding of services and the setting of service levels is to utilize a neighborhood-based assessment program. Through this process, Wellington hopes to place itself in a proactive, rather than a reactive, stance to be able to differentiate between community-wide versus neighborhood issues and create a mechanism to respond to public demands for services.



# Revenues

## Ad Valorem Taxes

Local governments such as the Village of Wellington are given the authority to levy ad valorem taxes by the Florida Constitution, Section 9, Article VII. Ad valorem taxes are an important source of revenue for local governments because the funds may be used for general governmental operating expenses and for repayment of debt. Further, the State Legislature must approve the collection of any other forms of taxes by a local government, which increases the relative importance of ad valorem taxes. Millage rates vary among local governments subject to constitutional, statutory, and political limitations.

Ad valorem taxes are levied via mills, or cents per \$1,000 value, applied to the total taxable value of real and tangible personal property within the corporate limits of Wellington. Operating millage rates. Municipalities are not permitted to levy an operating millage higher than 10 mills. Wellington's Charter establishes a Village operating millage cap of 5 mills, half of the statutory limit to due to the millage rate of the Municipal Services Taxing Unit (MSTU) for county-provided fire rescue services within Village limits.

Each year, the county property appraiser establishes property values as of January 1<sup>st</sup> based on fair market values. A tax roll is prepared by July 1<sup>st</sup> and provided to the Florida Department of Revenue (FDOR) and to taxing authorities for use in preparing their annual budgets. Taxpayers are provided their property values via the annual Notice of Proposed Taxes sent by the county taxpayer's office in August of each year. Residents wishing to amend their property value may file a petition with the county Value Adjustment Board by September 15<sup>th</sup> of the tax year.

Ad valorem taxes were first levied on October 1<sup>st</sup>, 1996 and enabled Wellington to meet the eligibility requirements in §218.23(1) Florida Statutes regarding state revenue sharing participation, which require a minimum revenue amount of an equivalent of 3 mills based on the appraised value of all properties within Wellington at the date of incorporation from a combination of ad valorem taxes, occupational license taxes and utility taxes. Wellington's enabling legislation waived these requirements through the State's fiscal year beginning July 1<sup>st</sup>, 1996 and ending June 30<sup>th</sup>, 1997. Also relative to ad valorem tax revenue is the "Save Our Homes Limitation" passed by the Florida electorate in 1992.

In June 2007 the Florida Legislature approved House Bill 1B and Senate 2B which places limitations on the amount of taxes that may be levied by local governments beginning in fiscal year 2008. In accordance with the bill, Wellington adopted a millage rate 9% lower than the rollback rate.

In fiscal years 2009 and later, local governments are limited to annual millage rate increases equal to the income growth for the State of Florida unless a higher rate is adopted by a supermajority of the governing body. The growth in income rate applied for FY 2015 calculations is 1.0315%.



# Revenues

The TRIM mandated millage rate options for consideration in the FY 2015 budget process are shown:

Millage Rate	Tax Revenue	Description
2.2995	\$13.78 million	TRIM <b>Rollback</b> rate which provides the same property tax revenue as the prior year plus the revenue on new construction, calculated on the new year total taxable value
<b>2.4500</b>	<b>\$14.69 million</b>	Adopted rate which is .02 mills below prior year rate and 6.54% above rollback rate
3.3683	\$20.19 million	<b>Majority Rate:</b> Prior year Majority Rate plus the annual estimated income growth factor, requires majority vote
3.7051	\$22.21 million	<b>2/3 Vote Maximum Rate:</b> 110% of the Majority Maximum rate, requires 2/3 vote

Millage rates may be set only by ordinance or resolution of the taxing authority’s governing body in the manner specifically provided by general law or special law. Wellington adopt its millage rate and budget via resolution in September after holding two public hearings and advertisement in accordance with Truth in Millage (TRIM) requirements.

## EXEMPTIONS

Homesteaded properties in the State of Florida are permitted an exemption from all ad valorem property taxes on the first \$25,000 of assessed value. Further, voters approved Amendment One to the state constitution in January 2008 allowing for an additional exemption of \$25,000 on homesteaded properties. The additional exemption reduces the taxable value of the property prior to applying the ad valorem millage rate for most local governments, though it is not applicable to school taxing authorities.

In October 2003, Wellington passed Ordinance 2003-26 which allows for an additional homestead exemption of \$25,000 for any person who on January 1<sup>st</sup> has attained the age of sixty-five, (65) and meets certain requirements.

Taxes may be paid less a 4% discount in November or at declining discounts each month through the month of February. All unpaid taxes become delinquent on April 1<sup>st</sup> following the year in which they are assessed. Delinquent taxes on real property bear interest at 18% per year. On or prior to June 1<sup>st</sup> following the tax year, certificates are offered for sale for all delinquent taxes on real property.



**Total FY 2015 Ad Valorem Property Tax Budget: \$14,686,913, 32% of Governmental Revenues**

# Revenues

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## Non Ad Valorem Assessments

Ad valorem taxes and non-ad valorem special assessments are distinguishable because there are no requirements that ad valorem property taxes must provide a specific benefit to property. As established by case law, there are two requirements for the imposition of non-ad valorem assessment:

- The property assessed must receive a special benefit from the service provided; and,
- The assessment must be fairly and reasonably apportioned between the properties that receive the special benefit.

Like ad valorem property taxes, a non-ad valorem assessment is an effective means of generating resources for use by governmental entities. Unlike ad valorem property taxes, the methodology utilized in an assessment program's creation encompasses ideals such as accountability and adaptability in connection with the funding of a specific service area. These factors are often missing in any discussion regarding property tax implementations, which can be utilized to fund a wide variety of services with no direct link between the service being provided and those who are paying for the service.

In general, using assessments for those who utilize or depend on a service is a step towards implementing a fairer tax structure. Also, changes in the assessment rates over time can be equal to changes in a particular service area's budget. There are, however, those service areas for which the special benefit requirement cannot be established which are more appropriately funded via ad valorem taxes. In fact, a mix of these two revenues as well as any other sources available to Wellington represents a better funding mechanism than a reliance on any one source.

Non-ad valorem assessments are collected through a contract with the Palm Beach County Tax Collector in the same manner as ad valorem taxes. As discussed previously, the Acme Improvement District is authorized to levy non-ad valorem assessments against the land. These assessments are based on the benefit to the land of capital facilities (as determined in the Plan of Reclamation for each Unit of Development) and associated operating expenses. Under this Plan of Reclamation, non-ad valorem assessments can be collected to pay for drainage, roadways, parks and recreation, street lighting and general operating costs associated with administration, insurance, fringe benefits and other indirect costs. Debt Service and operating expenses, which exclusively benefit any specific Unit of Development, can be assessed against that unit only. Non-ad valorem assessments are collected by Wellington for drainage (surface water management), roadways and neighborhood parks. The complete revenue structure and options available to Wellington through its dependent taxing district are described below.

The Plan of Reclamation, approved in June 1995, and revised to conform with statutory requirements in 2000, divides the District into three distinct areas (A, urban; B, rural; and C, semi-urban) which overlay the previously established Units of Development for the purpose of creating "Benefit Units" which more accurately reflect the benefits received and hence the annual operating and maintenance assessments. The annual assessment rate for each unit is based on an estimate of relative service benefits (benefit ratio) indicated by:

- Dwelling unit density and lot size
- Proximity to facilities
- Population density
- Number of taxable parcels

Drainage and related facilities and/or services are equally assessed to all units. Within each of the areas, the original Units of Development remain intact.

# Revenues

Included in the 1994 Acme Master Water Control Plan was the “85-10-5” benefit ratio and assessment methodology for calculating costs of maintenance and improvements to roadways, parks and recreation facilities, landscaping, and administrative and operational facilities. It was determined that the methodology did not provide the flexibility needed to isolate the benefits provided to different geographic areas and different property uses. As a result the 2010 Water Control Plan redefines benefit ratios and assessment methodologies for roadways, trails, and parks and recreation facilities by using proximity and potential benefit as a determinant.

## OVERVIEW OF UNITS OF DEVELOPMENT

Area	Original Unit of Development	Assessment Benefit Unit	Description of Area	Acreage per Lot	Relative Benefit Ratio	Total Units	Total Acres	
<b>A (Urban)</b>								
	I	A-I	Wellington (excludes Paddock Park II & Saddle Trail Park)	1.49 or less	60%	13,298	5,490	
	V	A-V	The Landings			2,147	1,156	
	VII	A-VII	Wellington's Edge			531	82	
<b>Total Unit A</b>						<b>15,976</b>	<b>6,728</b>	
<b>B (Rural)</b>								
	II	B-II	Palm Beach Point	5 or greater	30%	5,739	4,505	
	Overall District (OAD)	B-OAD	Little Ranches & all land south of Pierson Road (includes Orange Point, Commerce Park & other rural areas except sections 20 & 21)			1,549	1,562	
<b>Total Unit B</b>						<b>7,288</b>	<b>6,067</b>	
<b>C (Semi-Urban)</b>								
	I	C-I	Paddock Park and Saddle Trail Park	1.5 to 5	8%	1,219	1,164	
	Overall District (OAD)	C-OAD	Grand Prix Farms and Wellington Country Place (Sections 20 & 21)			894	906	
<b>Total Unit C</b>						<b>2,113</b>	<b>2,070</b>	
<b>Wellington Green Mall</b>						2%	450	448
<b>Total All Units</b>						<b>25,827</b>	<b>15,313</b>	

Non-ad valorem assessments are made on a “per unit” basis, which is based on acreage. In 1963, the District’s Special Act was amended to provide for assessing taxes on land of less than one acre as a full acre or “1 unit”. Therefore, a parcel of land up to 1.49 acres pays one unit of assessment. A parcel of land equal to or greater than 1.5 acres but less than 2.49 acres equals “2 units”.

The following chart shows the per unit calculation:

Parcel Size	# Units
Up to 1.49 Acres	1
1.50 - 2.49	2
2.50 - 3.49	3
3.50 - 4.49	4

**Total FY 2015 Non-Ad Valorem Assessment Budget: \$5,643,200, 12% of Governmental Revenues**

# Revenues

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## Local Communications Service Tax

During the 2000 Regular Session, the Florida Legislature created the Communications Services Tax Simplification Law (CS/CS/CS/CB 1338), bringing with it the most comprehensive fiscal reform since the mid-eighties. The effective date for the new law was October 1<sup>st</sup>, 2001. The legislation attempted to create a new simplified tax structure for communications services, by creating a two tiered tax composed of a state tax and a local option tax on communications services. Accordingly, the Local Communications Service Tax combined the revenues previously budgeted separately – telephone utility tax and cable franchise fees.

On June 26<sup>th</sup>, 2001 Wellington adopted the initial communications service tax rate of 5.5%, as computed in Section 12, 2001-140, General Laws of Florida (amending Section 202.10(1)(a) effective October 1<sup>st</sup>, 2001. The maximum rate of 5.1% as provided in Section 9, 2001, General Laws of Florida (amending Section 202.19(2), as computed in Section 12, 2001-140 General Laws of Florida (amending Section 202.20(1)(b)), was also adopted and effective October 1<sup>st</sup>, 2002. The Council also elected to increase its total rate by an amount of .12% for a total tax rate of 5.22%.

**Total FY 2015 CST Revenue Budget: \$2,500,000, 6% of Governmental Revenues**

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## Utility Taxes

Utility taxes are imposed on all electricity and metered or bottled gas, and are based on consumption of these utility services within the Village corporate limits. Chapter 166.231, Florida Statutes, authorizes municipalities to levy this tax based on a percentage of gross receipts from the sale of electricity, metered or bottled gas and water service. Wellington imposes a utility tax rate of 10%, which is the same as those charged by the County, on electric and gas sales. No utility tax is imposed on water service at this time.

**Total FY 2015 Utility Taxes Budget: \$4,040,000, 9% of Governmental Revenues**

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## Franchise Fees

Franchise fees are charged upon electric providers for the privilege of operating within the village corporate limits. The charge is levied based on a percentage of the provider’s gross receipts pursuant to Chapter 180.14, Florida Statutes, which enables municipalities to collect such fees and limits the terms of such agreements to 30 years. As the electric service provider to Wellington, FPL compiles information regarding franchise fees expected to be collected by the village for the privilege of operating in the Wellington area. It is also difficult to predict the amount of franchise fee revenue because it is driven by actual usage.

**Total FY 2015 Franchise Fees Budget: \$3,250,000, 7% of Governmental Revenues**

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## State Shared Revenue

State shared revenue is available to municipalities under Chapter 218 of the Florida Statutes. These revenues are distributed at the State level and include Half-Cent Sales Tax, Beverage Tax and general State Revenue Sharing. The Half-Cent State Sales Tax is based on a pro rata share of the Six-Cent Sales Tax. State Revenue Sharing is derived from a portion of Gas Tax collections.

The Local Government Half Cent Sales Tax Program distributes sales tax revenues from the State General Fund to counties and municipalities that meet eligibility requirements. The Program consists of three distributions: the ordinary distribution, the emergency distribution and the supplemental distribution. Wellington is eligible for the ordinary distribution only. The ordinary distribution is based upon a formula

# Revenues

which takes into consideration the sales tax collections and population. The Beverage Tax represents taxes in the form of license renewals levied on manufacturers, distributors, vendors and sales agents of alcoholic beverages in Florida in accordance with Florida Statutes Section 561.342. Wellington’s share is 38%, with 24% distributed to the county and 38% retained by the State of Florida.

State Revenue sharing is distributed to eligible municipalities and counties. The Municipal Revenue Sharing Trust Fund is funded by 32.4% of net cigarette tax collections, One-Cent Municipal Gas Tax, and 25% of the State Alternative Fuel User Decal Fee. The State’s apportionment of such revenues to eligible municipalities is composed of three equally weighted portions: population, sales tax collected in the municipality and local ability to raise revenue.

The state department of revenue provides an estimate of State Shared Revenue for each municipality around late June each year. The revenues are budgeted in the Intergovernmental grouping. Based on Wellington’s population, the estimates for state shared revenues in FY 2015 are as follows:

<b>Half-Cent Sales Tax</b>	<b>\$4,200,000</b>
<b>State Revenue Sharing</b>	<b>1,340,000</b>
<b>Beverage Tax</b>	<b>13,000</b>

**Total FY2015 State Shared Revenue Budget: \$5,553,000, 12% of Governmental Revenues**

## Community Development Block Grant (CDBG)

Wellington receives Community Development Block Grant funds distributed through the US Department of Housing & Urban Development (HUD) to carry out community development activities for the purpose of supplying decent housing, a suitable living environment and/or economic opportunities to low to moderate income residents. The annual CDBG program funding is subject to annual appropriations by the U.S. Congress and eligibility is based on population.

Wellington became a metropolitan city as a result of the 2010 US Census population and began receiving direct entitlement funds in October 2012. Up to 20% of the annual funds may be used for administrative purposes and the remainder for qualifying projects and programs. The annual funding is allocated to the General Fund and Governmental Capital Fund based on annual action plans approved by HUD.

**Total FY 2015 CDBG Revenue Budget: \$253,335, 0.6% of Governmental Revenues**

## Gas Taxes

The Local Option Gas Tax is authorized by the FL Statutes, Section 336.025. Municipalities generally must qualify for participation in the program under Chapter 218, FL Statutes. However, the Charter specifically states in §9H, that Wellington became entitled to receive Local Option Gas Tax revenues beginning October 1<sup>st</sup>, 1996, with the funds distributed pursuant to Ordinance 86-23 of Palm Beach County.

The Local Option Gas Tax is levied by Palm Beach County and distributed between all municipalities and the county. The county levies two separate local gas taxes pursuant to F.S. 336.025: the total countywide tax is \$0.11 per gallon of fuel, with \$0.06 authorized in 1986 and the additional \$.05 implemented in 1994. The county shares the proceeds of both of these taxes with its local municipalities through interlocal agreements. The county receives two thirds of the proceeds from the first tax, and 79% of the proceeds from the second tax with the rest being distributed to municipalities. These monies can only be used for transportation expenses as defined by the State of Florida. Budget estimates are furnished by the State and

# Revenues

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based on the anticipated sales of motor fuel and special fuel sold within Palm Beach County. Wellington’s pro rata share is based 70% on lane miles located within the Village for which it maintains, and 30% upon population. The revenues are budgeted in the Intergovernmental grouping. Gas Tax revenues have increased steadily over the last few years and it is anticipated that they will remain stable or even decline slightly in the future as driving habits change and more fuel efficient vehicles are introduced.

**Total FY 2015 Gas Tax Revenue Budget: \$1,410,000, 3% of Governmental Revenues**

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## Fines and Forfeitures

Fines, forfeitures and civil penalties collected by Palm Beach County for violations of municipal ordinances, violations of Chapter 316, Florida Statutes, committed within a municipality, or infractions under the provisions of Chapter 318 committed within a municipality shall be fully paid monthly to the municipality as provided by the Florida Statutes. Due to potential time lags associated with disputes over violations, court time, or other administrative processes at the county, receipt of these funds often lag. The Village’s share of these revenues is estimated based on actual revenues received in the prior year.

Other revenues in this category include lien search fees, payments of code enforcement liens, parking fines and water conservation violation fees.

**Total FY 2015 Fines & Forfeitures Budget: \$450,000, 1% of Governmental Revenues**

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## Licenses and Permits

Municipalities generally collect business tax receipts from businesses, professionals or occupations providing goods and/or services within their limits. These licenses are billed annually in August for licenses taking effect the following October 1<sup>st</sup>. Wellington enacted an occupational license ordinance in June 1997 pursuant to Chapter 205, Florida Statutes. In addition to revenues for business tax receipts that could be issued by Wellington, a portion of the business tax receipts fees collected by the county are remitted to the municipality in which the business is located. The total business tax receipts revenue is expected to increase modestly in the future.

Fees for building permits are collected in order to offset the cost of administering the department functions. Additionally, Wellington collects burglar alarm permit fees and Residential Dwelling License fees.

**Total FY 2015 Licenses & Permits Budget: \$3,570,000, 8% of Governmental Revenues**

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## Charges for Services

Charges for services primarily result from recreation fees for sports programs, community programs, special events, tennis and pool usage fees and facility fee rentals. Included are fees for reimbursement of planning and zoning administrative costs recovery Wellington has implemented a fee structure that would enable Wellington to recover some of the administrative costs associated with permitting. Other revenues in this category include charges for drainage services provided to neighboring communities pursuant to interlocal agreements, engineering fees and repayment of loans.

**Total FY 2015 Charges for Services Budget: \$2,306,745, 5% of Governmental Revenues**

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# Revenues

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## Miscellaneous

Miscellaneous revenues consist primarily of lease proceeds from the Lake Wellington Professional Centre acquired in fiscal year 2014, agreements with and fuel sales to other local governments, proceeds from auction of used equipment, contributions, copies, purchasing card rebates and other miscellaneous revenues, including contributions and trust funds.

**Total FY 2015 Miscellaneous Revenues Budget: \$916,000, 2% of Governmental Revenues**

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## Interest

Interest has historically been conservatively budgeted to counteract the impact of market fluctuations. Interest reflects the current portfolio yield of less than 1% on investments. As cash balances decline in the future, yields on reinvestments could be minimally lower.

**Total FY 2015 Governmental Interest Budget: \$200,000, 0.4% of Governmental Revenues**

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## Impact Fees

Wellington’s Council voted to begin collecting Impact Fees for new dwellings effective March 1<sup>st</sup>, 1999 (Ordinance 98-31). The Comprehensive Plan requires impact fees to cover the cost of providing the land and facilities necessary to meet the road, recreation and open space needs of new construction and to be reviewed and updated every five years. During FY 2003 the impact fee structure was updated by Public Resource Management Group, Inc. and adjusted based on anticipated future road and park projects. On January 28<sup>th</sup>, 2003, Ordinance No. 2002-33 set the roadway impact fee for new construction at \$497.66 for single family homes; \$344.93 for apartments and \$304.41 for condominiums effective April 1<sup>st</sup>, 2002 (60 days from adoption). On June 22<sup>nd</sup>, 2004, Ordinance 2004-27 was adopted by Council which set the parks and recreation impact fee for new construction at \$3,925.

**Total FY 2015 Road and Park Impact Fee Budget: \$900,000, 2% of Governmental Revenues**

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## Utility Services

Wellington maintains and operates a Water and Wastewater Utility System, which is funded by utility rate revenue for water and wastewater usage and various user charges for related services. Debt service and operating expenses for the Water and Wastewater Utility System are paid strictly from utility rate revenue and user charges. Neither general governmental revenues nor non-ad valorem assessments are used to pay for the Water & Wastewater Utility System and vice versa. Standby revenues represent charges to developers for “readiness to serve”.

Water and wastewater revenues are generated from the sale of water to customers and a monthly service charge for the collection of wastewater and are largely determined by customer growth, weather and water restrictions.

**Total FY 2015 Utility Charges for Services Budget: \$18,105,000, 77% of Enterprise Revenues**

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# Revenues

## AVERAGE MONTHLY WATER AND WASTEWATER UTILITY RATES

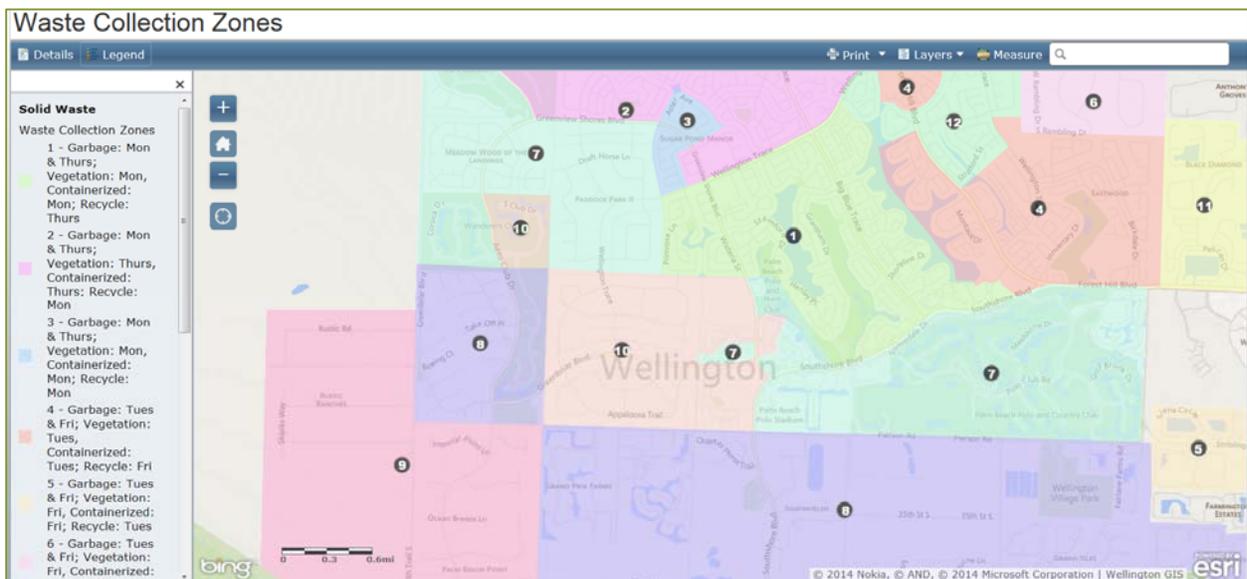
	Base Service	Consumption (per 1,000 gallons)		Average Customer	Total Monthly Billing
		Usage	Rate		
Water	\$18.22	1-6,000	\$2.06	\$12.36	\$30.58
		6,001-15,000	3.07		
		15,001-25,000	4.12		
		Over 25,000	6.76		
Wastewater	17.38	1-8,000	1.92	11.52	28.90
		8,001-15,000	1.92		
<b>Total</b>	<b>\$35.60</b>			<b>\$23.88</b>	<b>\$59.48</b>

The above represents average monthly billing for the majority of residential customers (assuming average usage of 6,000 gallons for water and for wastewater), which comprises almost 95% of the customer base. Water and Wastewater utility rates are not increasing for FY 2015.

## Solid Waste Collection and Recycling Services

Effective October 1<sup>st</sup>, 1998, Wellington began operations of solid waste collection and recycling services via two contracts. As of October 1<sup>st</sup>, 1999, all solid waste activities became accounted for in an Enterprise Fund. Revenues for solid waste collection and recycling services are primarily collected through non ad valorem special assessments.

**Total FY 2015 Solid Waste Assessments Budget: \$3,610,360, 15% of Enterprise Revenues**



# Revenues

The following chart compares the historical annual solid waste assessment rates.

## SOLID WASTE ASSESSMENTS PER UNIT

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	One Year Change
Residential Curbside Service	\$160.00	\$160.00	\$160.00	\$160.00	\$160.00	\$0.00
Residential Containerized Service	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$0.00

## Interfund Allocations

Indirect costs are allocated among departments based on a methodology updated annually. There are three main layers of allocation:

- Specific employee salary and benefit costs are allocated to the divisions they serve. Salaries and benefits for these positions are budgeted in their reporting department and then allocated to the using departments and divisions.
- Specific departments’ costs are allocated within the department to each division. All costs in divisions such as Information Technology, Risk Management and Human Resources are allocated out.
- Administrative cost centers are allocated to each appropriate division. These costs are allocated on a pro-rata basis within each division as well as other departments that share resources. These are based on each division’s share of the total costs for that department.

The finalized cost allocation is charged to the separate funds via interfund transfers. The result of the allocation helps determine if cost centers are recovering all of the costs associated with the activities performed and in some cases if current fee structures are adequate. Indirect cost allocations from all funds are shown as transfer revenue to the General Fund, where the expenses are incurred.

**Total FY 2015 Indirect Cost Allocation Transfers In: \$3,607,000**

# Debt Management

Below is a summary of the procedures performed related to debt service:

- Total debt service, with the exception of special assessment debt, will not exceed 10% of net operating revenues.
- Before any long-term debt is issued, the impact of debt service on total annual fixed costs will be analyzed.
- Overall net debt will not exceed 5% of assessed valuation and overall net debt per capita will not exceed \$1,000 or 10% of per capita income, whichever is lower.
- Proceeds from long-term debt will not be used for current, on-going operations.
- Long-term borrowing will be confined to capital improvements too large to be financed from current revenues.
- Bonds and other long-term borrowings will be paid back within a period not to exceed the expected useful life of the capital project.
- Where ever possible, special assessment, revenue or other self-supporting bonds will be used instead of general obligation bonds.
- Wellington will utilize the form of borrowing that is most cost effective, including not just interest expense but all costs, including upfront costs, administrative and legal expenses, and reserve requirements.
- Good communication with investment bankers, bond counsel, and bond rating agencies will be maintained and a policy of full disclosure on every financial report and bond prospectus will be followed.
- All debt service payments will be paid on time, in accordance with the applicable debt service terms.

## Debt Administration

Wellington’s outstanding debt as of September 30<sup>th</sup>, 2014 consists of the following:

<b>General Governmental Debt</b>	
Public Service Tax Revenue Refunding Bonds, Series 2005	<b>\$6,052,724</b>
<b>Business Fund Debt</b>	
	<b>\$0</b>
<b>Total Debt</b>	<b>\$6,052,724</b>

Wellington had made it a practice to fund most capital outlay over the years — with the exception of the initial infrastructure (roads, drainage, and utilities plants) — through current operating budgets rather than through long-term financing. However, during the 1999 fiscal year, Council approved the issuance of Communication Service Tax Revenue Bonds to provide funds for construction of infrastructure and recreational projects under the 1999–2004 Capital Improvement Plan. Additionally, the bond issuance was used to repay a \$4.6 million promissory note for the construction of Village Park, Phase I. In May 2005, a portion of the Public Service Tax Revenue Bonds, Series 1999, was refinanced to reduce future debt service payments by over \$700,000.

During fiscal year 2005, projects were reevaluated and shifted to maximize funding availability with project time lines. New projects and revised cost estimates enabled staff to re-prioritize projects.

In August 2003, the Water and Sewer Refunding Bonds were refinanced. Because of the favorable tax-exempt interest rates available in the market at the time, Wellington was able to refinance the Series 1993 Bonds and realize a total net present value savings of approximately \$1.4 million over the life of the bonds which represents an average annual savings in debt service payments of over \$498,000. The refunded business fund debt was paid in full in FY 2014 and no Water and Sewer debt issuance is anticipated in the near future.

# Debt Management

## PUBLIC SERVICE TAX REVENUE REFUNDING BONDS, SERIES 2005

Outstanding general governmental debt has been re-allocated for the funding of the following projects:

- Wellington Community Center
- Tiger Shark Cove
- Village Park – Phase II
- Lake Worth Road
- Maintenance/Storage Building
- Little Ranches Access Road
- 120th Street Paving
- 12th Fairway Rd Reconstruction
- Refinance Village Park
- Wellington Trace Bike Path
- Equestrian Improvements
- Village Park G

In 2011, Wellington defeased the Florida Municipal Loan Council Revenue Bonds, Series 2001A and 2002C to save the Village over \$2.2 million in interest payments over the next 10 years. Debt service payments for FY 2015 have been reduced to \$1.2 million and the bonds are due to be retired in 2019.

No additional general governmental debt is scheduled for issuance. A bond will be issued on behalf of the Saddle Trail Park neighborhood for desired improvements. All risk and repayment obligation will be incurred by the residents of the neighborhood and paid for by special assessment of property owners.

## ANALYSIS OF DEBT SERVICE REQUIREMENTS AS OF SEPTEMBER 30<sup>TH</sup>, 2014

The following provides a summary of debt service requirements for Wellington's bonds:

Public Service Tax Revenue Bonds Series 1999	
Issue Date	2005
Retirement	2019
Original Debt	\$9,995,000
Outstanding Principal	\$5,430,000
Interest Rate	3.73%
Annual Debt Service Requirements:	
2015	1,207,539
2016	1,210,053
2017	1,211,074
2018	1,215,604
2019	1,208,455
Thereafter	0
<b>Total</b>	<b>\$6,052,725</b>

Note: Any difference between the annual debt service requirements shown above and the total amounts budgeted for debt service arises from funding of compensating balance requirements.

## TOTAL GENERAL GOVERNMENTAL DEBT SERVICE

	2015	2016	2017	2018	2019	Total Debt Service
<b>General Fund</b>						
Principal	42,210	43,890	45,570	47,460	48,930	\$228,060
Interest	8,507	6,932	5,295	3,595	1,825	\$26,154
<b>Recreation Impact Fund</b>						
Principal	845,105	878,741	912,377	950,217	979,649	\$4,566,089
Interest	170,315	138,793	106,016	71,984	36,541	\$523,649
<b>Road Impact Fund</b>						
Principal	47,135	49,011	50,887	52,997	54,639	\$254,669
Interest	9,499	7,741	5,913	4,015	2,038	\$29,206
<b>Gas Tax Capital Fund</b>						
Principal	70,551	73,359	76,167	79,326	81,783	\$381,186
Interest	14,218	11,587	8,850	6,009	3,048	\$43,712
<b>Totals</b>	<b>\$1,207,540</b>	<b>\$1,210,054</b>	<b>\$1,211,075</b>	<b>\$1,215,603</b>	<b>\$1,208,453</b>	<b>\$6,052,725</b>

# Debt Management

In Florida, there is no legal debt limit. All general obligation debt pledging payment from ad valorem taxes must be approved by referendum, unless it is to refund outstanding debt. Article VII, Section 12 of the Florida State Constitution states “Counties, school districts, municipalities, special districts and local governmental bodies with taxing powers may issue bonds, certificates of indebtedness or any form of tax anticipation certificates, payable from ad valorem taxes and maturing more than twelve months after issuance only to finance or refinance capital projects authorized by law and only when approved by vote of the electors...” Wellington has no general obligation debt outstanding.

## ANNUAL DEBT SERVICE EXPENDITURES TO TOTAL EXPENDITURES

Year	Annual Debt Service Expenditures	Governmental Funds Expenditures	Debt Service as % of Expenditures
2006	2,199,600	71,349,882	3%
2007	2,157,404	85,437,937	3%
2008	2,150,103	87,868,187	2%
2009	2,153,567	73,824,712	3%
2010	2,149,484	59,196,737	4%
2011	2,150,103	53,016,628	4%
2012	1,958,659	50,714,613	4%
2013	1,213,782	53,045,695	2%
2014	1,208,720	52,913,246	2%
2015	1,207,540	56,488,289	2%

*Note: Includes limited obligation bonded debt and notes payable*

## NET GOVERNMENTAL DEBT PER CAPITA

Year	Population	Bonded Debt	Less Amount Available in Debt Service Fund	Net Debt	Net Debt Per Capita
2006	55,564	22,740,000	75,045	22,664,955	408
2007	55,259	21,570,000	75,065	21,494,935	389
2008	55,076	20,245,000	75,223	20,169,777	366
2009	55,010	19,085,000	75,226	19,009,774	346
2010	56,508	17,760,000	75,126	17,684,874	313
2011	56,752	16,375,000	75,224	16,299,776	287
2012	57,514	7,340,000	75,357	7,264,643	126
2013	58,108	6,400,000	75,357	6,324,643	109
2014	58,689	5,430,000	75,357	5,354,643	91
2015	59,276	4,425,000	75,357	4,349,643	73





# FINANCIAL SUMMARIES

# WELLINGTON ADOPTED BUDGET

	GENERAL FUND				SPECIAL REVENUE FUNDS		
	General Fund	Public Safety	Emergency Management	Professional Centre	Building Fund Operations	Acme Improvement	Gas Tax Operations
<b>REVENUES</b>							
Ad Valorem Taxes	\$ 14,686,913						
Non Ad Valorem Assessments						\$ 5,643,200	
Utility Taxes	4,040,000						
Franchise Fees	3,250,000						
Intergovernmental	5,301,667	4,000					950,000
Local Comm Services Tax	2,500,000						
Licenses & Permits	970,000				2,600,000		
Fines & Forfeitures	450,000						
Charges for Services	421,030			52,000		317,500	
Recreation Programs	1,516,215						
Miscellaneous	175,000			622,000	90,000	25,000	
Impact fees							
Interest	100,000				40,000	25,000	-
<b>Subtotal</b>	<b>\$ 33,410,825</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 674,000</b>	<b>\$ 2,730,000</b>	<b>\$ 6,010,700</b>	<b>\$ 950,000</b>
Appropriation of Reserves	939,009				461,961	311,491	
Total Transfers & Indirect Cost Allocations	3,877,328	8,261,599	47,700				965,613
<b>TOTAL REVENUES</b>	<b>\$ 38,227,162</b>	<b>\$ 8,265,599</b>	<b>\$ 47,700</b>	<b>\$ 674,000</b>	<b>\$ 3,191,961</b>	<b>\$ 6,322,191</b>	<b>\$ 1,915,613</b>
<b>EXPENDITURES</b>							
Council	308,481						
Legal	903,495						
Manager's Office	950,226						
Audit & Compliance	129,282						
Clerk	877,229						
Information Technology	2,449,330						
Financial Services	2,608,143						
Risk Management	1,222,308						
Human Resources	578,464						
Communications	357,627						
<b>Total General Government</b>	<b>10,384,585</b>						
Professional Centre				335,672			
Comprehensive Planning/Reg Framework	0						
Community Services	913,417						
CDBG	198,836						
<b>Total Economic Environment</b>	<b>1,112,253</b>			<b>335,672</b>			
Law Enforcement		8,246,399					
Emergency Operations			47,700				
<b>Total Public Safety</b>	<b>-</b>	<b>8,246,399</b>	<b>47,700</b>	<b>-</b>			
Public Works Administration	670,682						
Aquatics & Sports Facilities	2,617,655						
Building Maintenance	1,308,617						
Fleet & Equipment Maintenance	440,070						
Landscape Maintenance	1,754,776						
Roadways							1,701,357
Equestrian Trails						185,108	
Environmental Services						356,593	
Neighborhood Pks						632,238	
Nuisance Abatement	167,201						
Preserve Maintenance						387,075	
Surface Water Management						2,057,991	
<b>Total Public Works</b>	<b>6,959,001</b>					<b>3,619,005</b>	
Construction & Engineering Services	483,671						
Code Compliance	1,177,901						
Current Planning	747,798						
Strategic Planning	726,150						
Building					2,133,104		
<b>Total Physical Environment</b>	<b>10,094,521</b>				<b>2,133,104</b>	<b>3,619,005</b>	
<b>Total Transportation</b>							<b>1,701,357</b>
<b>Culture &amp; Recreation</b>	<b>3,712,420</b>						
<b>Total Capital Outlay</b>	<b>934,300</b>	<b>19,200</b>		<b>68,000</b>	<b>104,000</b>	<b>241,500</b>	<b>186,000</b>
<b>Debt Service</b>							
<b>Non-Departmental</b>	<b>1,172,068</b>				15,257	75,986	28,256
<b>Total Governmental Exp before transfers</b>							
<b>Transfers Out:</b>							
Indirect Cost Allocations						755,700	
Indirect Cost Allocation - Building					939,600		
To Fund Road Operations	965,613						
To General Fund	-			270,328			
Transfers Out to Capital Fund	787,332					1,630,000	
To Fund Emergency Operations	47,700						
To Fund General Debt Service	50,717						
To Fund Public Safety	8,261,599						
To Fund Gas Tax Road Capital	238,634						
To Fund Recreation Impact	465,420						
To Fund Roads Impact Fees	-						
<b>Total Transfers Out</b>	<b>\$ 10,817,015</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 270,328</b>	<b>\$ 939,600</b>	<b>\$ 2,385,700</b>	<b>\$ -</b>
Increase to Reserves	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 38,227,162</b>	<b>\$ 8,265,599</b>	<b>\$ 47,700</b>	<b>\$ 674,000</b>	<b>\$ 3,191,961</b>	<b>\$ 6,322,191</b>	<b>\$ 1,915,613</b>

# FY 2015 GENERAL GOVERNMENT FUNDS

CAPITAL FUNDS				Debt Service	Adopted FY 2015	Adopted FY 2014	
Recreation Impact Fees	Gas Tax Capital	Road Impact Fees	Capital Improvement				
	800,000		164,668		\$ 14,686,913	\$ 13,502,208	<b>REVENUES</b>
					5,643,200	4,893,640	Ad Valorem Taxes
					4,040,000	3,800,000	Non Ad Valorem Assessments
					3,250,000	3,000,000	Utility Taxes
					7,220,335	7,376,335	Franchise Fees
					2,500,000	2,500,000	Intergovernmental
					3,570,000	3,520,000	Local CommServices Tax
					450,000	540,000	Licenses & Permits
					790,530	432,500	Fines & Forfeitures
					1,516,215	1,508,500	Charges for Services
					912,000	298,340	Recreation Programs
550,000		350,000			900,000	900,000	Miscellaneous
	5,000	10,000	20,000		200,000	353,000	Impact fees
\$ 550,000	\$ 805,000	\$ 360,000	\$ 184,668	\$ -	\$ 45,679,193	\$ 42,624,523	Interest
					1,712,461	4,106,902	<b>Subtotal</b>
465,420	238,634		2,417,332	1,207,539	17,481,165	14,843,303	Appropriation of Reserves
\$ 1,015,420	\$ 1,043,634	\$ 360,000	\$ 2,602,000	\$ 1,207,539	\$ 64,872,819	\$ 61,574,728	Use of Rate Stabilization Reserve
							<b>TOTAL REVENUES</b>
							<b>EXPENDITURES</b>
					\$308,481	284,106	Council
					903,495	992,866	Legal
					950,226	1,347,707	Manager's Office
					129,282	123,225	Audit & Compliance
					877,229	1,021,557	Clerk
					2,449,330	2,196,114	Information & Technology
					2,608,143	2,354,039	Financial Services & Budget
					1,222,308	1,027,800	Risk Management
					578,464	730,413	Human Resources
					357,627	297,037	Communications
					10,384,585	10,374,864	<b>Total General Government</b>
					335,672	-	Strategic & Capital Planning
					-	120,000	Comp Planning/Reg Framework
					913,417	926,391	Community Services
					198,836	221,959	CDBG
					1,447,925	1,268,350	<b>Total Economic Environment</b>
					8,246,399	8,248,906	Law Enforcement
					47,700	43,700	Emergency Operations
					8,294,099	8,292,606	<b>Total Public Safety</b>
					670,682	717,162	Public Works Administration
					2,617,655	2,506,575	Aquatics & Sports Facilities
					1,308,617	1,255,297	Building Maintenance
					440,070	437,977	Fleet & Equipment Maintenance
					1,754,776	1,786,259	Landscape Maintenance
							Roadways
					185,108	-	Equestrian Trails
					356,593	364,867	Environmental Services
					632,238	716,883	Neighborhood Pks
					167,201	168,780	Nuisance Abatement
					387,075	348,267	Preserve Maintenance
					2,057,991	2,076,399	Surface Water Management
					10,578,006	10,378,466	<b>Total Public Works</b>
					483,671	258,453	Construction & Engineering Services
					1,177,901	1,141,291	Code Compliance
					747,798	797,510	Planning & Development Services
					726,150	682,526	Economic & Community Projects
					2,133,104	2,072,996	Building
					15,846,630	15,331,242	<b>Total Physical Environment</b>
					1,701,357	1,667,270	<b>Total Transportation</b>
					3,712,420	3,605,008	<b>Culture &amp; Recreation</b>
					5,342,000	5,268,986	<b>Capital Outlay</b>
					1,207,539	1,208,720	<b>Debt Service</b>
					1,291,567	1,515,879	<b>Non-Departmental</b>
					\$ 49,228,122	\$ 48,532,925	<b>Total Governmental Exp before transfers</b>
					-	-	<b>Transfers Out:</b>
					755,700	1,241,700	Indirect Cost Allocations
					939,600	681,900	Indirect Cost Allocation - Building
					965,613	-	To Fund Road Operations
					270,328	-	To General Fund
					2,417,332	1,248,000	Transfers Out to Capital Fund
					47,700	43,700	To Fund Emergency Operations
					1,207,540	1,208,721	To Fund General Debt Service
					8,261,599	8,189,106	To Fund Public Safety
					238,634	-	To Fund Gas Tax Road Capital
					465,420	-	To Fund Recreation Impact
					-	-	To Fund Roads Impact
					75,231	428,676	<b>Total Transfers Out</b>
\$ 1,015,420	\$ 56,634	\$ 84,769	\$ -	\$ -	\$ 15,569,466	\$ 12,613,127	Increase/Decrease to Reserves
		75,231			75,231	428,676	<b>TOTAL EXPENDITURES</b>
\$ 1,015,420	\$ 1,043,634	\$ 360,000	\$ 2,602,000	\$ 1,207,539	\$ 64,872,819	\$ 61,574,728	

# GOVERNMENTAL CHANGES IN

	<i>General Fund</i>				<i>Special Revenue Funds</i>				<i>Capital Funds</i>	
	Actual 2011/2012	Actual 2012/2013	Adopted 2013/2014	Adopted 2014/2015	Actual 2011/2012	Actual 2012/2013	Adopted 2013/2014	Adopted 2014/2015	Actual 2011/2012	Actual 2012/2013
<b>Fund Balances, Beginning of Year</b>	<b>\$30,379,544</b>	<b>\$27,911,999</b>	<b>\$31,692,814</b>	<b>\$18,308,737</b>	<b>\$10,971,416</b>	<b>\$13,831,350</b>	<b>\$13,636,729</b>	<b>\$8,923,533</b>	<b>\$28,670,906</b>	<b>\$21,078,242</b>
<b>Fund Balance Reassignments</b>			<b>\$2,913,509</b>				<b>(\$2,913,509)</b>			
<b>Revenues</b>										
Property Taxes										
Ad Valorem Taxes	\$13,340,895	\$12,816,288	\$13,502,208	\$14,686,913						
Non Ad Valorem Assessments					\$5,242,755	\$5,009,053	\$4,893,640	\$5,643,200		
Utility Taxes	3,859,536	4,070,001	3,800,000	4,040,000						
Franchise Fees	3,157,328	3,205,140	3,000,000	3,250,000						
Local Communication Services Tax	2,775,696	2,734,276	2,500,000	2,500,000						
Intergovernmental Revenue	4,526,466	5,288,714	4,706,667	5,305,667	1,001,304	1,007,365	1,000,000	950,000	\$803,429	\$812,359
Licenses and Permits	211,624	760,223	920,000	970,000	4,476,962	3,846,454	2,600,000	2,600,000		
Fines & Forfeitures	163,892	273,572	540,000	450,000	382,458	386,009				
Charges For Services	1,602,942	1,770,249	1,583,500	1,989,245	354,543	355,313	357,500	317,500		
Interest Income	289,532	89,576	180,000	100,000	135,528	44,896	85,000	65,000	98,437	36,215
Miscellaneous Revenues	172,607	1,321,002	168,340	797,000	304,638	203,216	130,000	115,000	11,850	474,390
Impact Fees									841,752	786,353
Transfers In & Other	11,144,052	4,567,003	12,386,583	12,186,627	2,050,000	1,970,000		965,613	7,388,750	4,142,250
Sale of Capital Assets	67,945				94,111					
<b>Total Revenues</b>	<b>\$41,312,515</b>	<b>\$36,896,044</b>	<b>\$43,287,298</b>	<b>\$46,275,452</b>	<b>\$14,042,299</b>	<b>\$12,822,306</b>	<b>\$9,066,140</b>	<b>\$10,656,313</b>	<b>\$9,144,218</b>	<b>\$6,251,567</b>
<b>Change from Prior Year</b>	<b>0%</b>	<b>-11%</b>	<b>17%</b>	<b>7%</b>	<b>-7%</b>	<b>-9%</b>	<b>-29%</b>	<b>18%</b>	<b>-65%</b>	<b>-32%</b>
<b>Expenditures</b>										
General Government	\$10,013,562	\$9,323,753	\$10,374,864	\$10,384,585						
Public Safety	7,566,872	7,865,863	8,248,906	8,246,399						
Physical Environment	6,787,650	6,301,185	9,069,304	10,094,521	\$5,974,738	\$7,176,205	\$5,579,412	\$5,752,109		
Economic Environment		698,604	1,950,876	1,447,925						
Transportation					1,529,301	1,528,289	1,667,270	1,701,357		
Culture & Recreation	3,136,595	3,131,055	3,605,008	3,712,420						
Emergency Operations	246,099	188,166	43,700	47,700						
Capital Outlay	385,214	268,673	872,291	1,021,500	266,624	119,206	1,068,027	531,500	\$6,968,313	\$11,567,176
Debt Service									7,660,369	
Non-departmental	243,625	547,005	1,388,361	1,172,068			127,518	119,499		485,058
Transfers Out	15,400,442	4,790,926	9,031,573	11,087,343	3,411,703	4,193,227	2,423,600	3,325,300	2,108,200	1,725,804
<b>Total Expenditures</b>	<b>\$43,780,060</b>	<b>\$33,115,230</b>	<b>\$44,584,883</b>	<b>\$47,214,461</b>	<b>\$11,182,366</b>	<b>\$13,016,927</b>	<b>\$10,865,827</b>	<b>\$11,429,765</b>	<b>\$16,736,882</b>	<b>\$13,778,038</b>
<b>Change from Prior Year</b>	<b>13%</b>	<b>-24%</b>	<b>35%</b>	<b>6%</b>	<b>-23%</b>	<b>16%</b>	<b>-17%</b>	<b>5%</b>	<b>-51%</b>	<b>-18%</b>
<b>Revenues Over (Under) Expenditures</b>	<b>(2,467,545)</b>	<b>3,780,814</b>	<b>(1,297,585)</b>	<b>(939,009)</b>	<b>2,859,934</b>	<b>(194,621)</b>	<b>(1,799,687)</b>	<b>(773,452)</b>	<b>(7,592,664)</b>	<b>(7,526,471)</b>
<b>Budget Amendments</b>			<b>(15,000,000)</b>							
<b>Fund Balances, End of Year</b>	<b>\$27,911,999</b>	<b>\$31,692,814</b>	<b>\$18,308,737</b>	<b>\$17,369,728</b>	<b>\$13,831,350</b>	<b>\$13,636,729</b>	<b>\$8,923,533</b>	<b>\$8,150,081</b>	<b>\$21,078,242</b>	<b>\$13,551,771</b>
<b>Change from Prior Year</b>	<b>24%</b>	<b>14%</b>	<b>-42%</b>	<b>-5%</b>	<b>-12%</b>	<b>-1%</b>	<b>-35%</b>	<b>-9%</b>	<b>-26%</b>	<b>-36%</b>

# FUND BALANCES FY 2012 – FY 2015

<i>Capital Funds</i>		<i>Debt Service Funds</i>				<i>TOTAL GOVERNMENTAL</i>				
Adopted 2013/2014	Adopted 2014/2015	Actual 2011/2012	Actual 2012/2013	Adopted 2013/2014	Adopted 2014/2015	Actual 2011/2012	Actual 2012/2013	Adopted 2013/2014	Adopted 2014/2015	
\$13,551,771	\$12,970,817	\$75,224	\$75,357	\$75,544	\$75,544	\$70,097,090	\$62,896,948	\$58,956,857	\$40,278,631	Fund Balances, Beginning of Year
										Fund Balance Reassignments
										<i>Revenues</i>
						\$13,340,895	\$12,816,288	\$13,502,208	\$14,686,913	Property Taxes
						5,242,755	5,009,053	4,893,640	5,643,200	Ad Valorem Taxes
						3,859,536	4,070,001	3,800,000	4,040,000	Non Ad Valorem Assessments
						3,157,328	3,205,140	3,000,000	3,250,000	Utility Taxes
						2,775,696	2,734,276	2,500,000	2,500,000	Franchise Fees
\$1,669,668	\$964,668					6,331,199	7,108,438	7,376,335	7,220,335	Local Communication Services Tax
						4,688,586	4,606,677	3,520,000	3,570,000	Intergovernmental Revenue
						546,350	659,581	540,000	450,000	Licenses and Permits
						1,957,485	2,125,562	1,941,000	2,306,745	Fines & Forfeitures
88,000	35,000					523,497	170,687	353,000	200,000	Charges For Services
						489,095	1,998,608	298,340	912,000	Interest Income
900,000	900,000					841,752	786,353	900,000	900,000	Miscellaneous Revenues
1,248,000	3,121,386	\$1,958,700	\$1,213,782	\$1,208,720	\$1,207,539	22,541,502	11,893,035	\$14,843,303	17,481,165	Impact Fees
						162,056	-	-	-	Transfers In & Other
\$3,905,668	\$5,021,054	\$1,958,700	\$1,213,782	\$1,208,720	\$1,207,539	\$66,457,732	\$57,183,699	\$57,467,826	\$63,160,358	Sale of Capital Assets
-38%	29%	0%	-38%	0%	0%	-15%	-14%	0%	10%	<b>Total Revenues</b>
										<b>Change from Prior Year</b>
						\$10,013,562	\$9,323,753	\$10,374,864	\$10,384,585	<i>Expenditures</i>
						7,566,872	7,865,863	8,248,906	8,246,399	General Government
						12,762,388	13,477,390	14,648,716	15,846,630	Public Safety
						-	698,604	1,950,876	1,447,925	Physical Environment
						1,529,301	1,528,289	1,667,270	1,701,357	Economic Environment
						3,136,595	3,131,055	3,605,008	3,712,420	Transportation
						246,099	188,166	43,700	47,700	Culture & Recreation
\$3,328,668	\$3,789,000					7,620,151	11,955,055	5,268,986	5,342,000	Emergency Operations
		\$1,958,567	\$1,213,595	\$1,208,720	\$1,207,539	9,618,936	1,213,595	1,208,720	1,207,539	Capital Outlay
						243,625	1,032,063	1,515,879	1,291,567	Debt Service
1,157,954	1,156,823	\$1,958,567	\$1,213,595	\$1,208,720	\$1,207,539	20,920,345	10,709,957	12,613,127	15,569,466	Non-departmental
\$4,486,622	\$4,945,823	0%	-38%	0%	0%	\$73,657,874	\$61,123,790	\$61,146,052	\$64,797,588	Transfers Out
-67%	10%	0%	-38%	0%	0%	-20%	-17%	0%	6%	<b>Total Expenditures</b>
										<b>Change from Prior Year</b>
(580,954)	75,231	133	187	-	-	-\$7,200,142	(3,940,091)	(3,678,226)	(1,637,230)	Revenues Over (Under) Expenditures
\$12,970,817	\$13,046,048	\$75,357	\$75,544	\$75,544	\$75,544	\$62,896,948	\$58,956,857	\$40,278,631	\$38,641,401	Budget Amendments
-4%	1%	0%	0%	0%	0%	-10%	-6%	-32%	-4%	Fund Balances, End of Year
										<b>Change from Prior Year</b>

## WELLINGTON ADOPTED BUDGET FY 2015 ENTERPRISE FUNDS

	<u>Water/ Wastewater</u>	<u>Solid Waste</u>	<u>FY 2015 Total Enterprise</u>
<b>FY 2015 Revenues</b>			
Ad Valorem Taxes			-
Non Ad Valorem Assessments		3,610,360	<b>\$3,610,360</b>
Franchise Fees		220,000	<b>\$220,000</b>
Intergovernmental Revenue		50,000	<b>\$50,000</b>
Licenses & Permits			-
Charges for Services:		55,000	<b>\$55,000</b>
Water	10,300,000		<b>\$10,300,000</b>
Wastewater	7,700,000		<b>\$7,700,000</b>
Standby	85,000		<b>\$85,000</b>
Penalty	220,000		<b>\$220,000</b>
Meters	20,000		<b>\$20,000</b>
Interest Income	100,000	20,000	<b>\$120,000</b>
Miscellaneous Revenues	175,000	55,000	<b>\$230,000</b>
Capacity Fees and Restricted Interest Income	900,000		<b>\$900,000</b>
Proceeds from Borrowings			-
<b>Total Revenues before Transfers</b>	<b>\$19,500,000</b>	<b>\$4,010,360</b>	<b>\$23,510,360</b>
Transfers In			-
Appropriation of Reserves			-
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$19,500,000</b>	<b>\$4,010,360</b>	<b>\$23,510,360</b>
<b>FY 2015 Expenditures</b>			
Physical Environment	9,044,423	3,461,584	<b>\$12,506,007</b>
Capital Outlay	5,808,127	23,606	<b>\$5,831,733</b>
Debt Service	26,000		<b>\$26,000</b>
Non-departmental	186,038		<b>\$186,038</b>
Transfers Out	1,680,000	231,700	<b>\$1,911,700</b>
<b>Total Expenditures and Transfers</b>	<b>\$16,744,588</b>	<b>\$3,716,890</b>	<b>\$20,461,478</b>
Increase/Decrease to Reserves	2,755,412	293,470	<b>\$3,048,882</b>
<b>Total Expenditures &amp; Increases to Reserves</b>	<b>\$19,500,000</b>	<b>\$4,010,360</b>	<b>\$23,510,360</b>



RESOLUTION ADOPTING MILLAGE RATE

RESOLUTION NO. R2014-56

A RESOLUTION OF WELLINGTON, FLORIDA'S COUNCIL  
ADOPTING THE TAX LEVY AND MILLAGE RATE FOR  
WELLINGTON FOR THE FISCAL YEAR COMMENCING  
OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015; AND  
PROVIDING AN EFFECTIVE DATE

WHEREAS, the Village Manager of Wellington has, pursuant to the Charter and the Laws of the State of Florida, prepared a proposed millage rate necessary to fund the budget for Wellington for Fiscal Year commencing October 1, 2014, and ending September 30, 2015; and

WHEREAS, the first Public Hearing upon the proposed tax levy of 2.45 millage per \$1000.00 value was held on September 9, 2014, commencing at 7:00 p.m. pursuant to duly advertised Public Notice, wherein said proposed millage was set at 2.45 mills; and

WHEREAS, a second Public Hearing was held on September 23, 2014, pursuant to duly advertised notice; and

WHEREAS, Wellington's Council has reviewed the tentative proposed millage rate and finds that it will meet the needs and requirements of Wellington and its residents for the forthcoming Fiscal Year.

NOW, THEREFORE, BE IT RESOLVED BY WELLINGTON, FLORIDA'S COUNCIL that:

**SECTION 1.** The proposed tax levy of 2.45 per \$1,000.00 value is hereby approved and adopted by Wellington's Council for the Fiscal Year commencing October 1, 2014, and ending September 30, 2015. The millage is higher than the rolled back rate, which is 2.2995 mills, by 6.54%.

**SECTION 2.** A certified copy of this Resolution will be forwarded to the Property Appraiser and Tax Collector within three (3) days after adoption and to the Department of Revenue within thirty (30) days after adoption.

PASSED AND ADOPTED this 23<sup>rd</sup> day of September, 2014.

ATTEST:

WELLINGTON

BY:   
Awilda Rodriguez, Wellington Clerk

BY:   
Bob Margolis, Mayor

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

BY:   
Laurie Cohen, Village Attorney

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**RESOLUTION NO. AC2014-08**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF ACME IMPROVEMENT DISTRICT ADOPTING THE DISTRICT BUDGET AND NON-AD VALOREM ASSESSMENT ROLL AS PROVIDED HEREIN; LEVYING OF THE NON-AD VALOREM ASSESSMENTS FOR THE DISTRICT AND APPOINTING AN AUTHORIZED REPRESENTATIVE OF THE DISTRICT FOR CERTIFICATION OF THE DISTRICT'S NON-AD VALOREM ASSESSMENT ROLL; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 2003-330, Laws of Florida, and specified provisions of Chapter 298, Florida Statutes, provide that the Board of Supervisors of Acme Improvement District shall consider and adopt an annual budget for the District; and

**WHEREAS**, Chapter 2003-330, Laws of Florida and specified provisions of Chapter 298, Florida Statutes, provide that the Board of Supervisors, in accordance with the District's budget, shall levy non-ad valorem assessments upon designated lands lying within the jurisdictional boundaries of the District; and

**WHEREAS**, Section 197.3632, Florida Statutes, requires the Board of Supervisors of the District to adopt a Non-Ad Valorem Assessment Roll; and

**WHEREAS**, Section 197.3632, Florida Statutes, authorizes the Board of Supervisors of the District to designate an authorized representative of the District to certify the District's Non-Ad Valorem Assessment Roll to the Tax Collector of Palm Beach County, Florida.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ACME IMPROVEMENT DISTRICT** that:

**SECTION 1.** The foregoing recitals are hereby affirmed and ratified as being true and correct.

**SECTION 2.** The proposed budget attached hereto is hereby made a part hereof and adopted as the budget for the District's Fiscal Year 2014/2015, except as said budget may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

**SECTION 3.** The District's non-ad valorem special assessments shall be levied in accordance with the herein above adopted budget, except as said levy may be otherwise modified or adjusted in accordance with the laws of the State of Florida.

1           **SECTION 4.** The District's Non-Ad Valorem Assessment Rates for Fiscal Year  
2 2014/2015, per computed acre, are hereby adopted as follows:

3  
4                                   ACME IMPROVEMENT DISTRICT: \$230  
5

6           **SECTION 5.** The District's Non-Ad Valorem Assessment Roll is hereby adopted,  
7 except as said Non-Ad Valorem Assessment Roll may be otherwise modified or  
8 adjusted in accordance with the laws of the State of Florida.  
9

10          **SECTION 6.** The District's Non-Ad Valorem Assessment Roll as adopted is to be  
11 continued to be collected from year to year until discontinued.  
12

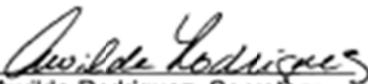
13          **SECTION 7.** In accordance with Section 197.3632(5), Florida Statutes, Darell  
14 Bowen, President of Acme Improvement District, is hereby designated and authorized  
15 to certify the 2014/2015 Acme Improvement District's Non-Ad Valorem Assessment Roll  
16 to the Tax Collector of Palm Beach County, Florida.  
17

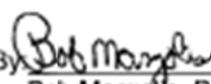
18          **SECTION 8.** This Resolution shall take effect immediately upon adoption.  
19

20                   **PASSED AND ADOPTED** this 9th day of September, 2014.  
21

22   **ATTEST:**

**ACME IMPROVEMENT DISTRICT**

23  
24  
25   By:   
26       Awilda Rodriguez, Secretary

  By:   
  Bob Margolis, President

27  
28   **APPROVED AS TO FORM**  
29   **AND LEGAL SUFFICIENCY**

30  
31  
32   By:   
33       Laurie S. Cohen, Board Attorney  
34  
35

## WELLINGTON WATER & WASTEWATER RATES & CHARGES

### **INSIDE VILLAGE LIMITS**

	<u>Water</u>	<u>Wastewater</u>
<b>SINGLE METER RESIDENTIAL</b>		
Monthly Base Facility Rate	18.22	17.38
Usage Charge (cost per thousand gallons)		
0 – 6,000 Gallons	2.06	1.92
6,001 – 15,000 Gallons	3.07	1.92 *
15,001 – 25,000 Gallons	4.12	
Over 25,000 Gallons	6.76	
<b>MASTER METER RESIDENTIAL (Per unit)</b>		
Monthly Base Facility Rate	15.37	14.44
Usage Charge (cost per thousand gallons)		
0 – 6,000 Gallons	2.06	1.92
6,001 – 12,000 Gallons	3.07	1.92 *
12,001 – 20,000 Gallons	4.12	
Over 20,000 Gallons	6.76	

\* For residential service, wastewater charges are capped at the consumption range referenced above.

### **COMMERCIAL AND IRRIGATION**

Monthly Base Facility Rate – based on meter size		
5/8" Meter	18.22	17.38
1" Meter	39.69	39.92
1 ½ " Meter	75.31	77.44
2" Meter	118.23	122.39
3" Meter	232.64	242.55
4" Meter	361.21	377.63
6" Meter	718.71	752.94
8" Meter	1,284.40	1,340.49

### **COMMERCIAL USAGE**

0 – 8,000 Gallons	2.06	1.92
8,001 – 15,000 Gallons	3.07	1.92
Over 15,000 Gallons	4.12	1.92

### **IRRIGATION USAGE**

0 – 15,000 Gallons	3.07	N/A
Over 15,000 Gallons	4.12	N/A

<b>VACANT LOT STANDBY CHARGE</b>	11.07	11.78
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## WELLINGTON WATER & WASTEWATER RATES & CHARGES

### **OUTSIDE VILLAGE LIMITS**

	<u>Water</u>	<u>Wastewater</u>
<b>SINGLE METER RESIDENTIAL</b>		
Monthly Base Facility Rate	22.77	21.72
Usage Charge (cost per thousand gallons)		
0 – 6,000 Gallons	2.58	2.40
6,001 – 15,000 Gallons	3.83	2.40 *
15,001 – 25,000 Gallons	5.14	
Over 25,000 Gallons	8.45	
<b>MASTER METER RESIDENTIAL (Per unit)</b>		
Monthly Base Facility Rate	19.21	18.05
Usage Charge (cost per thousand gallons)		
0 – 6,000 Gallons	2.58	2.40
6,001 – 12,000 Gallons	3.83	2.40 *
12,001 – 20,000 Gallons	5.14	
Over 20,000 Gallons	8.45	

\* For residential service, wastewater charges are capped at the consumption range referenced above.

### **COMMERCIAL AND IRRIGATION**

Monthly Base Facility Rate – based on meter size		
5/8" Meter	22.77	21.71
1" Meter	49.59	49.89
1 ½ " Meter	94.14	96.81
2" Meter	147.79	153.00
3" Meter	290.79	303.19
4" Meter	451.50	472.04
6" Meter	898.39	941.17
8" Meter	1,605.49	1,675.62

### **COMMERCIAL USAGE**

0 – 8,000 Gallons	2.58	2.40
8,001 – 15,000 Gallons	3.83	2.40
Over 15,000 Gallons	5.14	2.40

### **IRRIGATION USAGE**

0 – 15,000 Gallons	3.83	N/A
Over 15,000 Gallons	5.14	N/A

<b>VACANT LOT STANDBY CHARGE</b>	13.83	14.73
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# Glossary



**Accounting Groups** - Groups used to establish accounting control and accountability for the general fixed assets and general long-term debt.

**Accrual Basis of Accounting** - The method of accounting under which revenues are recorded when they are earned (regardless of when cash is received) and expenditures are recorded when goods and services are received (regardless if disbursements are actually made at that time).

**ACME** - The independent special taxing district created in 1953 to serve as the local government for Wellington prior to incorporation in 1996.

**Action Plan** - A description of what needs to be done, when and by whom, to achieve the results called for by one or more objectives. The plan contains task assignments, schedules, resource allocations and evaluation criteria.

**Ad Valorem Tax** - A tax based "according to value" of property and used as the source of monies to pay general obligation debt and to support the general fund.

**Adopted Budget** - A financial plan that consists of policy and funding priorities, as well as a presentation of the economic outlook for a given fiscal year.

**Amended Budget** - The amended budget is the working budget. It is the adopted budget that incorporates all operating transfers and approved budget amendments (changes in the budget total that are approved subsequent to initial adoption).

**Amenity** - A feature that increases attractiveness or value, especially of a piece of real estate or a geographic location.

**American with Disabilities Act (ADA)** - Provides protection against discrimination to a qualified individual with a disability. This applies to job application procedures, hiring, advancement and discharge of employees,

worker's compensation, job training, and other terms, conditions, and privileges of employment.

**American Institute of Certified Planners (AICP)** - A professional certification for certified planners. The AICP has responsibilities for accreditation (through the Planning Accreditation Board), certification, and continuing education.

**American Youth Soccer Organization (AYSO)** - This organization is credited as being the leader in establishing ground breaking youth soccer programs in the United States.

**Appropriation** - Authorization granted by the Council to make expenditures and to incur obligations for specific purposes as set forth in the budget.

**Assessment** - A tax imposed on a parcel of real property as certified by the property appraiser in each county.

**Balanced Budget** - Florida Statutes 166.241(2) defines a balanced budget as follows: "The governing body of each municipality shall adopt a budget each fiscal year. The budget must be adopted by ordinance or resolution unless otherwise specified in the respective municipality's charter. The amount available from taxation and other sources, including amounts carried over from prior fiscal years, must equal the total appropriations for expenditures and reserves. The budget must regulate expenditures of the municipality, and it is unlawful for any officer of a municipal government to expend or contract for expenditures in any fiscal year except in pursuance of budgeted appropriations." Which means, a budget in which planned funds or revenues available are equal to planned fund expenditures.

**Benchmark** - Comparing local performance statistics with selected benchmarks is a valuable step in evaluating municipal operations. Benchmarking entails the analysis of performance gaps between the organization and best-in-class performers, the identification of process

differences that account for the gap, and the adaptation of key processes for implementation in the organization in an effort to close the gap. Wellington uses benchmarking to help provide information internally and externally about the efficient delivery of quality services.

**Best Management Practices (BMP)** – Applications designed to reduce phosphorus losses in drainage waters to an environmentally acceptable level.

**Bond** - A long-term promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

**Bond Refinancing** - The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

**Budget** - A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

**Budget Amendment** - An action which increases or decreases total appropriation amounts in any of the individual funds.

**Budget Calendar** - The schedule of key dates which a government follows in the preparation and adoption of the budget.

**Budget Transfer** - An action which changes budget amounts from one budget unit (combination of department, division and object code) to another, but does not change total appropriations by fund.

**Budgetary Basis** - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

**Budgetary Control** - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

**Bureau of Economic and Business Research (BEBR)** - Conducts studies and releases statistical data on Florida's population and economy.

-C-

**Capital Improvement Plan (CIP)** - The plan which identifies and controls improvements in facilities and land acquisition pursuant to functions over a five year period.

**Capital Outlay** - Fixed assets which have a value of \$1,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

**Capital Project** - Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

**Certified Public Accountant (CPA)** - The statutory title of qualified accountants in the United States who have passed the Uniform Certified Public Accountant Examination and have met additional state education and experience requirements for certification as a CPA.

**Citizens on Patrol (COP)** - A volunteer unit of the Palm Beach County Sheriff's Office that monitor activities in neighborhoods as a means of deterring crime.

**Citizens Volunteer Organization (CVO)** - An organization of resident volunteers that address non-emergency projects that create a positive impact in the community.

**Commission for Accreditation of Parks and Recreation Agencies (CAPRA)** - Administers a rigorous program based on self-assessment and peer review using national standards of best practice to better promote the quality of agency services and delivery systems.

**Community Development Block Grant (CDBG)** - A program that provides communities with resources to address a wide range of unique community development needs.

**Comprehensive Annual Financial Report (CAFR)** - A financial report that goes beyond the minimum requirements of generally accepted accounting principles thereby evidencing the spirit of transparency and full disclosure.

**Comprehensive Everglades Restoration Plan (CERP)** - The framework and guide to restore, protect and preserve the water resources of the greater Everglades ecosystem.

**Comprehensive Plan** - A generalized, coordinated land use map and policy statement of the governing body of a local government that interrelates all functional and natural systems and activities relating to the use of lands, including but not limited to sewer and water systems, transportation systems, educational facilities, recreational facilities, and natural resources and air and water quality management programs.

**Computer Aided Drafting and Design (CADD)** - The use of a wide range of computer-based tools that assist engineers, architects and other design professionals in their design activities.

Consolidated Omnibus Budget Reconciliation Act (COBRA) - Provides certain former employees, retirees, spouses, former spouses, and dependent children the right to temporary continuation of health coverage at group rates.

**Consumer Price Index (CPI)** - A statistical description of price levels provided by the United States Department of Labor. The index is used as a measure of the increase in the cost of living.

**Contingency** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Contractual Services** - A cost related to a legal agreement. Examples include insurance premiums, utility costs, printing services and

temporary employees that are hired through a private firm. Budgeted under Outside Services.

**Cost-of-living Adjustment (COLA)** - An increase in salaries to offset the adverse effect of inflation on compensation.

**Council - Manager Government** - A system of local government that combines political leadership of elected officials in the form of a governing body, with day to day management by a Manager.

-D-

**Debt Service** - Principal and interest requirements on outstanding debt according to a predetermined payment schedule.

**Debt Service Fund** - Fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs for debt collateralized by a pledge to covenant to budget and appropriate from legally available non-ad valorem sources on an annual basis sufficient to make the annual debt service payments.

**Deficit** - The excess of the liabilities of a fund over its assets. The excess of expenditures over revenues during an accounting period.

**Department** - The basic organizational unit of government which is functionally unique in its delivery of services.

**Department of Environmental Protection (DEP)** - A federal agency charged with proposing and enforcing environmental law.

**Department of Housing and Urban Development (HUD)** - A U.S. government agency created in 1965 to support community development and increase home ownership.

**Department of Transportation (DOT)** - The agency charged with the establishment, maintenance, and regulation of public transportation.

**Depreciation** - Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**Designated Fund Balance** - On-hand available cash balances which are realized in one or more prior fiscal years and subsequently designated for use as a funding source in a future budget year.

**Developments of Regional Impact (DRIs)** - is “any development which, because of its character, magnitude, or location, would have a substantial effect upon the health, safety or welfare of citizens of more than one county.”

**Disbursement** - The expenditure of monies from an account.

**Distinguished Budget Presentation Awards Program** - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

**Division** - A section of a department or government that is responsible for dealing with a particular area of policy or administration, or a particular task or function.

-E-

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**Economic Development** - The process of attracting new businesses by use of incentives or innovative financing methods.

**Economic Development Initiative (EDI)** -Consists of multiple concepts for a long range plan to infuse Wellington’s core business centers and housing stock with a new vitality and purpose.

**Effectiveness** - Producing a decided, decisive or desired effect.

**Efficiency** - Effective operation as measured by a comparison of production with cost as in energy, time and money, or the ratio of the useful energy delivered by a dynamic system to the energy supplied to it.

**Encumbrance** - The commitment of appropriated funds to purchase goods or services and to set aside these funds for future expenditures when goods or services have been received.

**Enterprise Fund** - In governmental accounting, a fund that provides goods or services to the public for a fee that makes the entity self-supporting. An example is a government-owned water utility.

**Environmental Protection Agency (EPA)** - The Federal agency charged with protecting human health and with safeguarding the natural environment: air, water, and land.

**Equal Employment Opportunity (EEO)** - Federal agency in charge of administrative and judicial enforcement of the federal civil rights laws, and providing compliance education and technical support to end employment discrimination in the United States.

**Equivalent Residential Connections (ERC)** - A calculation used to determine demand of potable water supply based on the water usage of a typical, single family, residential property.

**Evaluation and Appraisal Report (EAR)** - Pursuant to Florida Statute each local government shall adopt an evaluation and appraisal report once every 7 years assessing the progress in implementing the local government’s comprehensive plan.

**Expenditure** - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

**Expense** - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

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**Fabulous Landscapes of Wellington Earning Recognition** - The Tree Board Special Project Subcommittee selects nominations received from residents for outstanding landscapes in the community and places an award in the residents’ garden.

**Federal Communications Commission (FCC)** - Regulates interstate and international communications by radio, television, wire, satellite and cable.

**Federal Emergency Management Association (FEMA)** - Agency of the US government tasked with Disaster Mitigation, Preparedness, Response & Recovery planning.

**Fiduciary Fund** - This fund is custodial in nature and does not involve measurement of results of operations. Hence, no budget is adopted for this fund.

**Financing** - Furnishing the necessary funds to operate or conduct a program or business. Funds can be raised internally, borrowed or received from a grant.

**Fiscal Year** - A 12-month period of time for which the annual budget is developed and implemented. The fiscal year for Wellington is October 1 through September 30.

**Fixed Assets** - Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

**FLOWER** See *Fabulous Landscapes of Wellington Earning Recognition*

**Florida Department of Environmental Protection** - The lead agency in state government for environmental management and stewardship.

**Florida Department of Health (FDOH)** - The mission of the Florida Department of Health is to promote and protect the health and safety of all Floridians.

**Florida Department of Revenue (FDOR)** - The lead agency in state government for the collection of general tax administration; administers 36 taxes and fees.

**Florida Department of Transportation (FDOT)** - A decentralized agency charged with the

establishment, maintenance, and regulation of public transportation in the state of Florida.

**Florida League of Cities (FLOC)** - Comprised of city officials who wished to unite the municipal governments in Florida for the purpose of shaping legislation, sharing the advantages of cooperative action, and exchanging ideas and experiences.

**Florida Municipal Insurance Trust (FMIT)** - A one of a kind trust designed to provide cost effective insurance coverage for Florida's not for profit agencies.

**Florida Municipal Loan Council (FMLC)** - The authorizing body of the Florida Municipal Loan Program, sponsored and administered by the Florida League of Cities, to provide funds to state municipalities for capital improvements, renovations, additions and debt refinancing.

**Florida Power and Light (FPL)** Facility and Infrastructure Condition Assessment

**Florida Recreation Development Assistance Program (FRDAP)** - A competitive grant program that provides financial assistance to local governments for development or acquisition of land for public outdoor recreational purposes.

**Florida Recreation and Park Association (FRPA)** - The Florida Recreation and Park Association is a non-profit organization dedicated to the promotion, preservation, and advocacy of the Parks, Recreation, and Leisure Services profession.

**Florida Retirement System (FRS)** - a defined benefit plan, in which you are promised a benefit at retirement if you meet certain criteria.

**Florida Sterling Council** - A public/private not-for-profit corporation supported by the Executive Office of the Governor that promotes performance excellence.

**Forecast** - A planning tool that helps management in its attempts to cope with the

uncertainty of the future, relying mainly on data from the past and present and analysis of trends.

**Franchise Fee** - A fee is a fee that a person or business pays to a municipality in order to operate a franchise branch of a larger company within that municipality. An example would be cable franchise fees.

**Full Time Equivalent (FTE)** - A measurement of manpower both planned and utilized. One FTE is equivalent to 2,080 work hours per year (One full time employee working 40 hours per week for 52 weeks is 2,080 work hours).

**Function** - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g., public safety).

**Fund** - A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

**Fund Balance** - The excess of the assets of a fund over its liabilities, reserves, and carryover.

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**General Governmental Fund** - Fund used to account for all financial resources and related expenditures applicable to all general operations including both activities resulting from incorporation (i.e., acquisition of additional roads, and additional staffing and administrative expenditures), as well as any general activities which were previously performed by the dependent taxing district (Acme Improvement District).

**General Obligation Bonds (GO)** - When a government pledges its full faith and credit to the repayment of the bonds it issues, those bonds are referred to as general obligation bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

**Generally Accepted Accounting Principles (GAAP)** - Uniform minimum standards for

financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

**Geographic Information System (GIS)** - A GIS is a specialized data management system designed for the entry, analyses and display of data commonly found on maps. GIS integrates maps with a database and allows analyses to be performed using location relationships of map features to the database.

**Goal** - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

**Government Finance Officers Association (GFOA)** - The professional association of state/provincial and local finance officers in the United States and Canada.

**Governmental Accounting Standards Board (GASB)** - The board is used to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports and guide and educate the public, including issuers, auditors, and users of those financial reports.

-H-

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**Health Reimbursement Account (HRA)** - An arrangement where the employer reimburses an employee for health expenses not covered by the group health insurance plan -- deductible or coinsurance amounts, for example.

**Hierarchy** - An ordered set of items, objects, values, or categories in which the items are represented as being "above," "below," or "at the same level as" one another.

**Home Investment Partnership Program (HOME)** - A program that provides formula grants to States and localities that communities use—often in partnership with local nonprofit groups—to fund a wide range of activities that build, buy, and/or rehabilitate affordable housing for rent or

home ownership or provide direct rental assistance to low-income people.

**Home Owners Association (HOA)** - The governance function of a common interest development. This governance, created by the real estate developer, is given the authority to enforce the covenants, conditions, and restrictions of managing the common amenities of the development.

**Homestead Property** - A house and adjoining land designated by the owner as his fixed residence and exempt under the homestead laws from seizure and forced sale for debts.

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**Impact Fee** - A fee implemented by a [local government](#) on a new or proposed development to help pay for the construction or needed expansion of offsite [capital](#) improvements. These fees are usually implemented to help reduce the economic burden on local jurisdictions that are trying to deal with [population growth](#) within the area.

**Information Technology (IT)** - Department consisting of Information Technology and GIS divisions which focuses on the primary areas of Technology, Analysis and Implementation, GIS and Transparency.

**Infrastructure** - The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

**Interfund Transfers** - The movement of moneys between funds of the same governmental entity.

**Insurance Services Office (ISO)** - An organization that collects statistical data, promulgates rating information, develops standard policy forms, and files information with state regulators on behalf of insurance companies that purchase its services.

**International City Management Association (ICMA)** - The professional and educational organization for chief appointed managers,

administrators and assistants in cities, towns, counties and regional entities.

**Invitation to Bid (ITB)** - The invitation for bid will be used when Wellington is capable of specifically defining the scope of work for which a contractual service is required or when Wellington is capable of establishing precise specifications defining the actual commodities required. The invitation to bid will include instructions to bidders, plans, drawings and specifications, if any, bid form and other required forms and documents to be submitted with the bid.

-J, K, L-

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**Land Development Regulation (LDR)** - Land regulations adopted by the Council to regulate the use of land, including the following: the development review process including comprehensive plan amendments, rezoning's, and site and plan reviews; establishment of zoning districts including planned development districts; specific land uses permitted and prohibited within zoning districts; building limits including height, size and setbacks; architectural review standards for nonresidential buildings; subdivision and platting of land; landscaping and buffering; environmental preservation and tree protection; provision of adequate public services including drainage, traffic circulation standards, water and sewer, and parks and recreation; sign regulations; impact fees; and vehicle parking and loading standards.

**Level of Service (LOS)** - Services or products which comprise actual or expected output of a given program.

**Line-item Budget** - A budget prepared along departmental expenditure lines items that focuses on what is to be bought.

-M-

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**Maintenance of Traffic Certification** - Certification enables certificate holder to

interpret maintenance of traffic plans and ensure that they are being adhered to at project sites.

**Mechanical Integrity Test (MIT)** - Mechanical integrity test required by law for deep well injection process.

**Mill** - The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of taxable property valuation.

**Millage Rate** - Rate used in calculating taxes based upon the value of the property, expressed in mills per dollar of property value; a mill is equal to 0.1 percent.

**Million Gallons Per Day (MGD)** - Million gallons per day production at Water Treatment and/or Wastewater Treatment Plant.

**Mission** - The mission statement is a brief summary of why a program exists and what it is trying to achieve. It tells what the department does, who they do it for and why. The statement is specific enough to describe the program's purpose but general enough to last into the future.

**Modified Accrual Basis** - The basis of accounting under which expenditures (other than accrued interest on general long-term debt) are recorded at the time liabilities are incurred and revenues are recorded when received in cash or when they are measurable and available (i.e., to be collected in the very near term).

**Multiple Transmitting Unit** - A device used to remotely read water meters.

**Multi Use Planned Development (MUPD)** - A zoning district that encourages the development of a compatible mixture of land uses which may include residential, retail/commercial, professional and business offices, personal services, recreation and entertainment, and other related uses. The compatibility and interaction between mixed uses is addressed through adoption of Master Plan and a detailed site plan which provided for such items as design

character, integration of uses, and internal compatibility of land uses.

**Municipal Services Taxing Unit (MSTU)** - A funding mechanism for community members to create, through approval of the Board of County Commissioners, a special taxing district to make improvements to their neighborhood and/or community area.

**Municipality** - A primarily urban political unit having corporate status and usually powers of self-government.

-N, O-

**National Incident Management System (NIMS)** - Represents a core set of doctrine, concepts, principles, terminology, and organizational processes that enables effective, efficient, and collaborative incident management across all emergency management and incident response organizations and disciplines.

**Neighborhood Stabilization Program (NSP)** - Provides emergency assistance to state and local governments to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within their communities.

**Nuisance Abatement** - The use of building codes, fire codes, zoning, etc. in order to improve the quality of life and resolve life safety issues within the community.

**Objective** - Something to be accomplished in specific, well-defined, and measurable terms and which is achievable within a specific time frame.

**Operating Budget** - A budget that applies to all outlays other than capital improvements. This refers more to the day-to-day operations of the city.

**Operating Expenditures** - The cost for personnel, materials and equipment required for a department to function on a daily basis.

**Operating Revenue** - Funds that the government receives as income to pay for ongoing operation.

It includes such items as taxes, fees from specific services, interest earnings and grant revenues.

**Organizational Vision** - An aspirational description of what an organization would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action.

**Other Personal Services (OPS)** - Employment is a temporary employer/employee relationship used solely for accomplishing short term or intermittent tasks. OPS employees do not fill established positions and may not be assigned the duties of any vacant authorized position.

**Other Post-Employment Benefits** - Refers to "other post-employment benefits," meaning other than pension benefits. OPEB consist primarily of health care benefits, and may include other benefits such as life insurance, long term care and similar benefits.

**Outside Services** - All costs of fees and services purchased by Wellington including all contracting, license fees, maintenance and repair services, training and travel, and financial and legal services.

-P, Q-

**Palm Beach County Sheriff's Office (PBSO)** - The local law enforcement entity for Palm Beach County. Wellington became Palm Beach County Sheriff's Office first "contracted policing district". The Wellington District has since served as the model for other PBSO - Municipal partnerships.

**Parts Per Billion (PPB)** - Denote low concentrations of chemical elements. Also known as mixing ratios, they are often used to denote the relative abundance of trace elements in the Earth's crust, trace elements in forensics or other analyses, dissolved minerals in water, or pollutants in the environment.

**Performance Measure** - Data collected to determine how effective or efficient a program is in achieving its objectives.

**Personal Services** - All costs relating to compensating employees, including salaries, wages (compensation for services for permanent employees) and fringe benefits (all costs associated with employee benefits including retirement, FICA, Medicare, insurance, workers' compensation, unemployment compensation, managerial physicals, and uniform allowance.)

**Planned Unit Development (PUD)** - An area of land that is to be developed under unified control; that may consist of two or more compatible uses; that may be granted flexibility from more traditional zoning requirements including permitted uses, density and intensity, and dimensional requirements such as building height or setbacks; and is controlled by an approved master plan and development order. The flexibility to deviate from the more traditional zoning requirements generally is granted in return for one or more benefits to the public, including preservation of environmental resources, dedication of land for public purpose, or design features which promote compact, sustainable development.

**Planning, Zoning and Building (PZB)** - Department consisting of Planning & Zoning, Code Compliance and Building divisions, performing comprehensive planning, code enforcement, building inspection and permitting functions.

**Principal** - The base amount of a debt, which is the basis for interest computations.

**Prior Year Encumbrance** - An obligation from a previous fiscal year in the form of purchase orders or contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**Problem Oriented Policing (POP)** - An approach to policing in which discrete pieces of police business (each consisting of a cluster of similar incidents, whether crime or acts of disorder, that the police are expected to handle) are subject to microscopic examination (drawing on the especially honed skills of crime analysts and the

accumulated experience of operating field personnel) in hopes that what is freshly learned about each problem will lead to discovering a new and more effective strategy for dealing with it.

**Professional Engineer (PE)** - A professional designation for persons who have fulfilled the education and experience requirements and passed the rigorous exams that, under state licensure laws, permit them to offer engineering services directly to the public.

**Program** - Municipal programs represent the businesses the city is involved in or those groups of activities which the city performs over time. These are the basic services which are statutory or functionally necessary for the city to perform its mission.

**Property Owners Association (POA)** - The purpose of a property owners association (which is similar to a home owners association) is to maintain, enhance and protect the common areas and interests of an association (also called a subdivision or neighborhood).

**Proprietary Fund** - Fund used to account for operations which provide services on a user charge basis to the public and for activities where the period measurement of net income is deemed appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**Pump Station (PS)** - Facilities including pumps and equipment for pumping fluids from one place to another. They are used for a variety of infrastructure systems that many people take for granted, such as the supply of water to canals, the drainage of low-lying land, and the removal of sewage to processing sites.

-R-

**Real Estate Owned (REO)** - A class of property owned by a lender, typically a bank, after an unsuccessful sale at a foreclosure auction.

**Redevelopment** - An often publicly financed rebuilding of an urban residential or commercial section in decline.

**Renaissance** - A rebirth or revival.

**Renewal, Replacement and Improvement Account** - A designation of operating reserves for future capital needs.

**Request for proposal (RFP)** - May be used when Wellington is incapable of specifically defining the scope of work for which the commodity, group of commodities, or contractual service is required and when Wellington is requesting that a qualified offer or propose a commodity, group of commodities, or contractual service to meet the specifications of the solicitation document. Price of the goods or services may not be the primary criteria for the evaluation and award.

**Request for qualifications (RFQ)** - Is utilized to seek professional qualifications, and may also be utilized as the method to solicit other types of services which may be based upon a qualification selection process.

**Reserved Fund Balance** - On-hand cash balances which are reserved for outstanding encumbrances/obligations which the city will expend and liquidate in a future budget year.

**Resolution** - Formally adopted Council document that provides the legal authority to levy taxes and expend funds.

**Retirement Health Savings Account-HSA** - A voluntary contribution offered to employees. Monies contributed to the account can be used to offset the cost of a wide variety of health-related expenses after retiring. Additionally, the city will contribute the dollar value of all accrued major illness leave to the account for employees who leave employment with over 10 years of service.

**Revenue** - Money received from all sources (with the exception of fund balances) which will be used to fund expenditures in a fiscal year.

**Revenue** - Taxes, user fees and other sources of income received into the city treasury for public use.

**Revenue Bond** - This type of bond is backed only by the revenues from a specific enterprise or project.

**Reverse Osmosis** - A separation process that uses pressure to force a solvent through a membrane that retains the solute on one side and allows the pure solvent to pass to the other side.

**Right of Way** - *Land Wellington owns and maintains.*

**Roll-Back Rate** - The millage necessary to raise the same amount of Ad Valorem Tax revenue as the previous year excluding taxes from new construction.

-S-

**SCALA** - The character generator software that enables Wellington to graphically display Job Opportunities, Meeting Announcements, and News and Community Events on Channel 18, Wellington's government access cable television station.

**Senior Transportation and Rides (STAR)** - A program that offers safe, affordable transportation to Wellington seniors by providing door-to-door service for qualifying seniors.

**Service** - A specific deliverable provided to the public. It has a specific budget, as well as performance measures to determine the benefits received.

**Solid Waste Authority** - The agency responsible for providing an integrated solid waste management and recycling system for Palm Beach County, Florida.

**South Florida Water Management District** - The agency responsible for regional flood control, water supply and water quality protection as well as ecosystem restoration.

**Special Assessment** - A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**Special Revenue Fund** - This fund accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**Standard Operating Procedure** - A set of instructions having the force of a directive, covering those features of operations that lend themselves to a definite or standardized procedure without loss of effectiveness.

**STA-1E** - Storm water Treatment Area 1E (STA 1-E) owned and operated by the South Florida Water Management District, is a vast, constructed wetlands that use vegetation to naturally cleanse excess nutrients from water before it enters the Everglades.

**Strategic Planning** - The process by which an organization determines its long term goals and then identifies the best approaches for achieving them.

**Strengths, Weaknesses, Opportunities and Threats Analysis (SWOT)** - A [strategic planning](#) method used to evaluate the Strengths, Weaknesses, Opportunities, and Threats involved in a [project](#) or in a [business](#) venture. It involves specifying a specific objective and identifying the internal and external factors that are favorable and unfavorable to achieve that objective.

**SunGard HTE** - is a company that offers enterprise-wide software and service solutions that excel in helping municipalities, government agencies, and utilities connect their departments, staff, citizens, and businesses with critical information and services. In this regard, HTE is contracted to provide comprehensive Information Technology management and support in addition to its best-in-class software.

**Supervisory Control and Data Acquisition (SCADA)** - A system that collects data from various sensors from remote locations and then

sends this data to a central computer which then manages and controls the data.

**Surface Water Action Team** - The team created as part of the initiative to comply with the Everglades Forever Act. A combination of well recognized experts including a former US District Attorney and several engineering firms, as well as staff.

**Surface Water Improvement and Management** - The SWIM act, Chapter 87-97 FS, requires preparation of management plans for various water bodies throughout the state. Legislation requires that funding requests for projects and programs be consistent with management plans.

**Surface Water Management** - Regulatory program which evaluates all development projects that may impact water resources.

**Surplus** - The excess of assets of a fund over its liabilities. The excess of revenues over expenditures during an accounting period.

-T-

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**Tangible Personal Property (TPP)** - personal property that can be physically relocated, such as furniture and office equipment.

**Taxes** - Compulsory assessments levied by a government for the purpose of financing services performed for the common benefit of the citizens.

**TLC<sup>2</sup>** - The National Recreation and Park Association launched Operation TLC<sup>2</sup> Making Communities Safe, a national initiative to advance the leadership role of parks and recreation in their effort to make their communities safer by implementing national guidelines for properly qualifying and credentialing volunteers. Wellington is a charter organization and was the first municipal parks and recreation agency in the state to sign on to this national program.

**Truth in Millage (TRIM)** - A law is designed to inform taxpayers which governmental entity is

responsible for the taxes levied and the amount of tax liability owed to each taxing entity. The Notice of Proposed Property Taxes is known as the TRIM notice.

-U-

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**Undesignated/Unreserved Fund Balance** - On-hand cash which is not reserved or designated as a budget funding source.

**Unencumbered Balance** - The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

**United States Army Corps of Engineers (CORPS)** - The agency responsible for investigating, developing and maintaining the nation's water and related environmental resources.

**United States Department of Agriculture** - A federal agency used to develop and execute policy on farming, agriculture and food. It aims to meet the needs of farmers and ranchers, promote agricultural trade and production, work to assure food safety, protect natural resources, foster rural communities and end hunger, in America and abroad.

**Urban Area Security Initiative (UASI) Grant Program** - The program provides financial assistance to address the unique multi-discipline planning, operations, equipment, training, and exercise needs of high-threat, high density Urban Areas, and to assist them in building and sustaining capabilities to prevent, protect against, respond to, and recover from threats or acts of terrorism.

**User Fees** - Revenue derived from payments made by the general public for the purpose of utilizing goods and services, such as entry fees, class registrations, tenant rental and concessions.

**Utility Tax** - A utility tax is a tax on public service businesses, including businesses that engage in transportation, communications, and the supply of energy, natural gas, and water. The tax may exist in lieu of a business and occupation tax.

Such taxes are governed by state laws, which vary by state.

-V, W-

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**Water Environment Federation** - Trade association focused upon preserving and enhancing the global water environment.

**Wastewater Treatment Facility** - The process of removing contaminants from wastewater, both runoff and domestic. It includes physical, chemical and biological processes to remove physical, chemical and biological contaminants. Its objective is to produce a waste stream (or treated effluent) and a solid waste or sludge also suitable for discharge or reuse back into the environment.

**Water Treatment Facility** - A facility that utilizes processes for removing contaminants from a raw water source.

**Wellington 2060** - A vision to enrich the community and create an identity as A Great Hometown! To accomplish this feat, Wellington has developed the Wellington 2060 Plan to guide redevelopment and growth efforts over the next 50 years. The stimulus behind this effort will be to emphasize economic development as the next logical step in the city's evolution from a well-planned residential community to a sustainable community with a strong economic base.

**Wellington Community Center** - A recreational facility located within the Wellington that encompasses over 18 acres and a 17,000 square foot multi-use facility. This location also houses the Aquatics and Tennis Centers.

**Wellington Environmental Preserve (WEP)** (aka Marjory Stoneman Douglas Everglades Habitat) - is a 365-acre rainwater storage area with nature trails and learning center.

**Workload Indicators** - Statistical and historical measures of the service level provided or workload completed by each Division within the city.

-X, Y, Z-

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**Zero-Base Budget** - Cost of continuing the existing levels of service from the prior budget year. Frequently used as a starting point in budgeting the new year.

**Zoning Text Amendment (ZTA)** - A proposed amendment to the text of the Land Development Regulations. The proposed amendment may affect a single portion of an article, section or subsection of the LDRs or may broadly propose to change all or a major portion of an entire article. All proposed ZTAs must be approved by the Council before a ZTA is considered as an official amendment to the LDRs.

# Acronyms

## -A-

<b>ADA</b>	American with Disabilities Act
<b>AICP</b>	American Institute of Certified Planners
<b>AYSO</b>	American Youth Soccer Organization

## -B-

<b>BEBR</b>	Bureau of Economic & Business Research
<b>BMP</b>	Best Management Practice

## -C-

<b>CADD</b>	Computer Aided Drafting and Design
<b>CAFR</b>	Comprehensive Annual Financial Report
<b>CAPRA</b>	Commission for Accreditation of Parks and Recreation Agencies
<b>CBAA</b>	Construction Board of Adjustment and Appeals
<b>CDBG</b>	Community Development Block Grant
<b>CEB</b>	Code Enforcement Board
<b>CERP</b>	Comprehensive Everglades Restoration Plan
<b>CIP</b>	Capital Improvement Plan
<b>COBRA</b>	Consolidated Omnibus Budget Reconciliation Act
<b>COLA</b>	Cost of Living Adjustment
<b>COP</b>	Citizens on Patrol
<b>CPA</b>	Certified Public Accountant
<b>CPTED</b>	Crime Prevention through Environmental Design
<b>CPI</b>	Consumer Price Index
<b>CRS</b>	Construction Review Services
<b>CVO</b>	Citizens Volunteer Organization

## -D-

<b>DEO</b>	Department of Economic Opportunity
<b>DEP</b>	Department of Environmental Protection
<b>DOT</b>	Department of Transportation
<b>DRC</b>	Development Review Committee
<b>DRI</b>	Developments of Regional Impact

## -E-

<b>EAR</b>	Evaluation and Appraisal Report
<b>EEO</b>	Equal Employment Opportunity
<b>EPA</b>	Environmental Protection Agency
<b>EPC</b>	Equestrian Preserve Committee
<b>ERC</b>	Equivalent Residential Connections

## -F-

<b>FACE</b>	Florida Association Code Enforcement
<b>FCC</b>	Federal Communications Commission
<b>FDEP</b>	Federal Department of Environmental Protection
<b>FDOH</b>	Florida Department of Health
<b>FDOR</b>	Florida Department of Revenue
<b>FDOT</b>	Florida Department of Transportation
<b>FLOC</b>	Florida League of Cities
<b>FLOWER</b>	Fabulous Landscapes of Wellington Earning Recognition
<b>FMIT</b>	Florida Municipal Insurance Trust
<b>FMLC</b>	Florida Municipal Loan Council
<b>FPL</b>	Florida Power and Light
<b>FRDAP</b>	Florida Recreation Development Assistance Program
<b>FRPA</b>	Florida Recreation and Park Association
<b>FRS</b>	Florida Retirement System

## -G-

<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GASB</b>	Governmental Accounting Standards Board
<b>GFOA</b>	Governmental Finance Officers Association
<b>GIS</b>	Geographic Information System
<b>GO</b>	General Obligation Bond

## -H-

<b>HOA</b>	Home Owners Association
<b>HRA</b>	Health Reimbursement Account

<b>HTE</b>	SunGard HTE
<b>HUD</b>	Department of Housing and Urban Development
- I -	
<b>ICMA</b>	International City Manager Association
<b>ICS</b>	Incident Command System
<b>ISO</b>	Insurance Services Office
<b>ITB</b>	Invitation to Bid
<b>IT</b>	Information Technology
- J, K, L -	
<b>LMI</b>	Low Moderate Income
<b>LOS</b>	Level of Service
- M -	
<b>MGD</b>	Million Gallons per Day
<b>MIT</b>	Mechanical Integrity Test
<b>MSTU</b>	Municipal Services Taxing Unit
<b>MUPD</b>	Multi Use Planned Development
<b>MXU</b>	Multiple Transmitting Unit
- N, O -	
<b>OPEB</b>	Other Post Employment Benefits
<b>OPS</b>	Other Personal Services
- P, Q -	
<b>PBSO</b>	Palm Beach County Sheriff's Office
<b>PE</b>	Professional Engineer
<b>POA</b>	Property Owners Association
<b>POP</b>	Problem Oriented Policing
<b>PPB</b>	Parts per Billion
<b>PRAB</b>	Parks and Recreation Advisory Board
<b>PUD</b>	Planned Unit Development
<b>PS</b>	Pump Station
<b>PZAB</b>	Planning, Zoning and Adjustment Board
<b>PZB</b>	Planning, Zoning and Building
- R -	
<b>REO</b>	Real Estate Owned
<b>RFP</b>	Request of Proposal

<b>RFQ</b>	Requestion for Qualificatinos
<b>RHS</b>	Retirement Health Savings Account
<b>RO</b>	Reverse Osmosis
<b>ROW</b>	Right of Way
<b>RR&amp;I</b>	Renewal, Replacement and Improvement Account
- S -	
<b>SFWMD</b>	South Florida Water Management District
<b>SMILE</b>	Soccer program for children with disabilities
<b>SOP</b>	Standard Operating Procedure
<b>STAR</b>	Senior Transportation and Rides
<b>SWA</b>	Solid Waste Authority
<b>SWAT</b>	Surface Water Action Team
<b>SWIM</b>	Surface Water Improvement and Management
<b>SWM</b>	Surface Water Management
<b>SWOT</b>	Strengths, Weaknesses, Opportunities and Threat Analysis
- T -	
<b>TPP</b>	Tangible Personal Property
- U -	
<b>UASI</b>	Urban Area Security Initiative Grant
<b>USACE</b>	United States Army Corps of Engineers
- W -	
<b>WCC</b>	Wellington Community Center
<b>WEF</b>	Water Environment Federation
<b>WEP</b>	Wellington Environmental Preserve
<b>WTF</b>	Water Treatment Facility
<b>WWTF</b>	Wastewater Treatment Facility
- X, Y, Z -	
<b>ZTA</b>	Zoning Text Amendment

## WELLINGTON BOARDS AND COMMITTEES

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### **Architectural Review Board (ARB)**

An internal board comprised of residents that adopt various schedules of approved materials, designs and charts of approved colors; hears and decides on appeals; approves alternatives to the criteria; reviews and approves plans for multi-family and non-residential development.

### **Code Enforcement Board (CEB)**

An internal board comprised of residents that adopt rules for the conduct of its hearings; subpoena alleged violators, witness and evidence to its hearings; take testimony under oath and issue orders commanding whatever steps are necessary to bring a violation into compliance.

### **Construction Board of Adjustment and Appeals (CBAA)**

An internal board comprised of residents that has the power to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes.

### **Development Review Committee (DRC)**

A Committee that reviews site plans for specific types of development to ensure compliance with all appropriate land development regulations and consistency with the Comprehensive Plan.

### **Education Committee**

A Committee that monitors and develops actions which may impact Wellington schools.

### **Equestrian Preserve Committee (EPC)**

A Committee of residents that provides advice upon the request of Council or the Planning, Zoning and Adjustment Board on all aspects of protecting and preserving land in the preserve as equestrian.

### **Parks and Recreation Advisory Board (PRAB)**

An internal board comprised of residents that makes recommendations concerning the development of parks, parkways, playgrounds and other recreational facilities within Wellington.

### **Planning, Zoning and Adjustment Board (PZAB)**

An internal board comprised of residents that provides recommendations regarding proposed amendments to the comprehensive plan, to land development regulations and on applications for rezoning and development permits.

### **Public Safety Committee**

A Committee comprised of residents that provide information regarding community safety; assist in the Disaster Preparedness Plan; promote safety education and assist in establishing Neighborhood Watch groups.

### **Tree Board**

An internal board comprised of residents that develop an annual work plan in accordance with Tree City USA guidelines; submit estimated annual expenses and review planting with the Public Works Director.