

*TOWN OF BAY HARBOR
ISLANDS*



*OPERATING BUDGETS
FISCAL YEAR 2016-17*

Town of Bay Harbor Islands

OPERATING BUDGETS

General Fund

Water Fund

Sewer Fund

Parking Fund

Solid Waste Fund

Causeway Fund

Stormwater Fund

2016-2017

TOWN OF BAY HARBOR ISLANDS

TOWN COUNCIL

JORDAN W. LEONARD
MAYOR

STEPHANIE BRUDER
VICE MAYOR

ROBERT YAFFE
COUNCIL MEMBER

ELIZABETH TRICOCHÉ
COUNCIL MEMBER

ISSAC SALVER
COUNCIL MEMBER

KELLY REID
COUNCIL MEMBER

JOSHUA D. FULLER
COUNCIL MEMBER

RONALD J. WASSON
TOWN MANAGER

ALAN K. SHORT
FINANCE DIRECTOR

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 -2017

INDEX

The Budget Message.....	1-2
Timetable for Adoption of the 2016-2017 Budgets.....	3
Financing Sources (chart) - General Fund.....	4
Financing Uses (chart) - General Fund.....	5
Summary of Proposed Operating Budgets.....	6-7
Financing Sources - All Funds.....	8-9
Financing Uses - All Funds.....	10-11
Comparative Allocation of Proposed Expenditures 2016-2017/2015-2016.....	13
History of Assessments, Budgets and Millage Rates, 1948-2016.....	14-15
Comparative Assessed Valuations.....	16
Computation of Millage.....	17
The General Fund	
Estimate of Revenues.....	19-23
Department of General Government.....	24-35
Department of Public Buildings.....	36-37
Public Safety	
Police Department.....	38-39
Building Department.....	40-41

Code Compliance.....	42-43
Other Public Safety.....	44-45
Department of Streets and Parkways.....	46-47
Department of Public Transportation.....	48-49
The Public Library.....	50-51
Department of Recreation.....	52-53
Debt Service.....	54-55
General Fund Summary of Sources and Uses.....	56
General Fund Financial Uses Recap.....	58-59
The Water Fund.....	61-65
The Sewer Fund.....	67-71
The Parking Fund.....	73-77
The Solid Waste Fund.....	79-83
The Causeway Fund.....	85-91
The Stormwater Utility Fund.....	93-97
Summaries of Estimated Sources and Uses - All Funds.....	99-103
Supplemental Information	
Chart of Accounts.....	105-111
Appendices	
Budget Advertisements	
Mileage Ordinance	
Budget Adoption Ordinance	



October 2016

Honorable Mayor and Members of the Town Council
Town of Bay Harbor Islands, Florida

Town Council

Jordan W. Leonard
Mayor

Stephanie Bruder
Vice Mayor

Joshua D. Fuller
Council Member

Kelly Reid
Council Member

Isaac Salver
Council Member

Elizabeth Tricoche
Council Member

Robert Yaffe
Council Member

Town Officials

Ronald J. Wasson
Town Manager

Marlene M. Siegel
Town Clerk

Craig B. Sherman
Town Attorney

Ladies and Gentlemen:

In accordance with the requirements of Sections 38 and 39 of the Town Charter, submitted herewith are the proposed operating budgets for the fiscal year beginning October 1, 2016 and ending September 30, 2017, for the General Fund, Water Fund, Sewer Fund, Parking Fund, Solid Waste Fund, Causeway Fund, and Stormwater Fund.

The budget process begins with the preparation of an initial draft budget based upon projections of current year revenues and expenditures and the administration's insight into the Town Council's wishes. The initial draft is reviewed with the Town Council's budget committee and modified as necessary. The TRIM (Truth in Mileage) bill enacted by the 1979 Florida State Legislature requires that two public hearings be held to invite public comment on the proposed budget and millage. Once the budget and millage are adopted at the public hearings, they are formalized by the reading and enactment of ordinances. The first hearing is advertised via the tax notices from the county appraiser's office and the Town advertises the second hearing in a newspaper and in the Town newsletter. Residents have the opportunity to express their sentiments at any of the meetings or hearings.

The Town's taxable value increased by 13.1%. The General Fund budget reduces the ad-valorem tax rate to 4.4 mills from 4.55 the preceding year. This is the fourth consecutive millage decrease since 2012, when the rate was 5.2971. Due to the increase in the Town's taxable value, 4.4 mills is 8.57% more than the rolled back rate, which is defined as the millage necessary to raise the same ad valorem tax revenue as the previous year, excluding taxes from new construction. According to the appraiser's July 1, 2016 certification, the taxable value of real and personal property is \$880,111,322 for the 2016-2017 budget year, an increase of \$102,045,498 from last year's July 1 certification.

The budget includes a 5.73% increase in sewage rates, and a 3% increase in solid waste charges to fund increased costs.

Amounts budgeted for personal services include a 1.1% cost of living salary adjustment for general employees. Police officers will get a 1% across-the-board salary adjustment, while sergeants and lieutenants will get 2%. Merit or step increases for employees earning less than the maximum for their classification were funded at 2.5% for general employees and 5% for police.

Respectfully submitted,

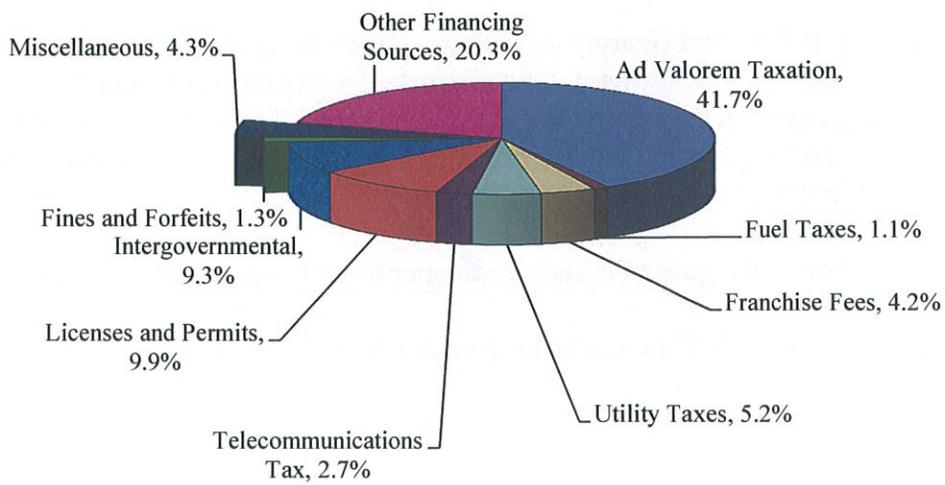
A handwritten signature in blue ink, appearing to read "Ronald J. Wasson", with a long horizontal flourish extending to the right.

Ronald J. Wasson
Town Manager

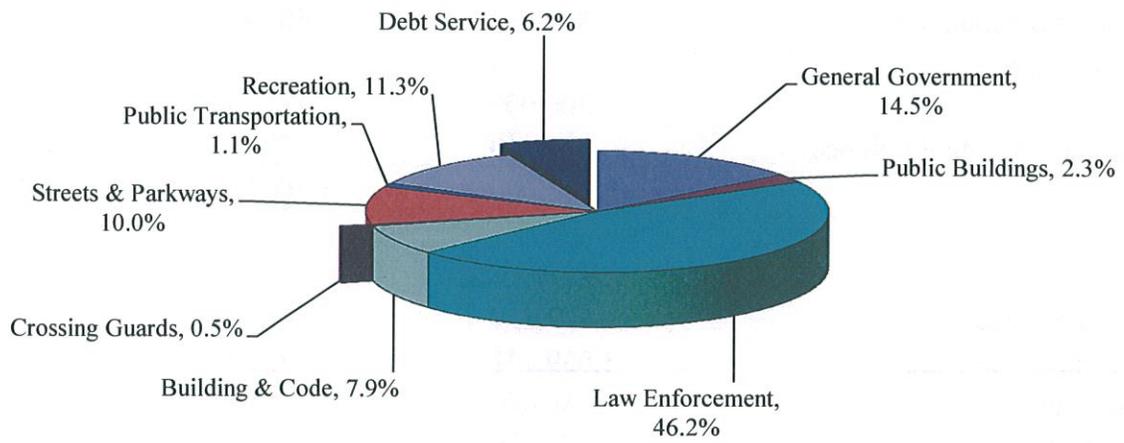
TIMETABLE FOR ADOPTION OF THE 2016/2017 BUDGETS

- July 1, 2016 Certification of taxable value of \$880,111,322 was received from Appraiser.
- July 20, 2016 Budget Workshop at 5:30 p.m. – Review budget in detail and set Tentative Millage and date and time of first Budget Hearing.
- August 1, 2016 Notify appraiser of Tentative Millage and date and time of first Budget Hearing.
- August 24, 2016 Notice of proposed taxes mailed by property appraiser.
- September 12, 2016 Tentative Budget Hearing at 7:00 p.m. Council must adopt a tentative millage and budget and publicly announce the millage and the percentage, if any, by which it differs from the rolled back rate.
- September 15, 2016 Advertise second public hearing (must advertise within 15 days of Tentative Budget Hearing).
- September 19, 2016 Final Budget Hearing at 7:00 p.m. (must be at least 2 but not more than 5 days after ad appears). Announce the Town's name, the rolled back rate, the percentage by which the proposed millage differs from the rolled back rate, and the proposed millage rate. Adopt separate millage and budget ordinances, in that order.
- September 21, 2016 Forward copies of millage ordinance to property appraiser and tax collector.
- September 30, 2016 Forward TRIM compliance package to State of Florida.

**Town of Bay Harbor Islands
ESTIMATED FINANCING SOURCES-GENERAL FUND
2016/2017**



**Town of Bay Harbor Islands
ESTIMATED FINANCING USES-GENERAL FUND
2016/2017**



Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	<u>2016-2017</u>	<u>2015-2016</u>	Increase (Decrease)
General Fund			
Personal Services	\$ 5,265,450	\$ 4,812,229	\$ 453,221
Operating Expenditures	2,644,175	2,409,864	234,311
Capital Outlay	294,950	190,720	104,230
Grants and Aids	-	20,000	(20,000)
Debt Service	543,323	541,583	1,740
Transfers	65,000	65,000	
	<u>8,812,898</u>	<u>8,039,396</u>	<u>773,502</u>
Water Fund			
Personal Services	349,994	320,296	29,698
Operating Expenditures	711,837	680,973	30,864
Capital Outlay	-	-	-
Transfers	200,000	185,000	15,000
Increase in Operating Balance	10,169	179,731	(169,562)
	<u>1,272,000</u>	<u>1,366,000</u>	<u>(94,000)</u>
Sewer Fund			
Personal Services	402,854	363,286	39,568
Operating Expenditures	1,059,141	921,299	137,842
Capital Outlay	250,000	355,000	(105,000)
Debt Service	75,320	75,320	-
Transfers	467,613	442,655	24,958
Increase in Operating Balance	-	102,440	(102,440)
	<u>2,254,928</u>	<u>2,260,000</u>	<u>(5,072)</u>
Parking Fund			
Personal Services	188,011	186,907	1,104
Operating Expenditures	104,314	100,593	3,721
Capital Outlay	20,000	185,000	(165,000)
Debt Service	358,016	355,701	2,315
Increase in Operating Balance	14,659	1,799	12,860
	<u>\$ 685,000</u>	<u>\$ 830,000</u>	<u>\$ (145,000)</u>

Town of Bay Harbor Islands
Proposed Operating Budgets
2016 – 2017

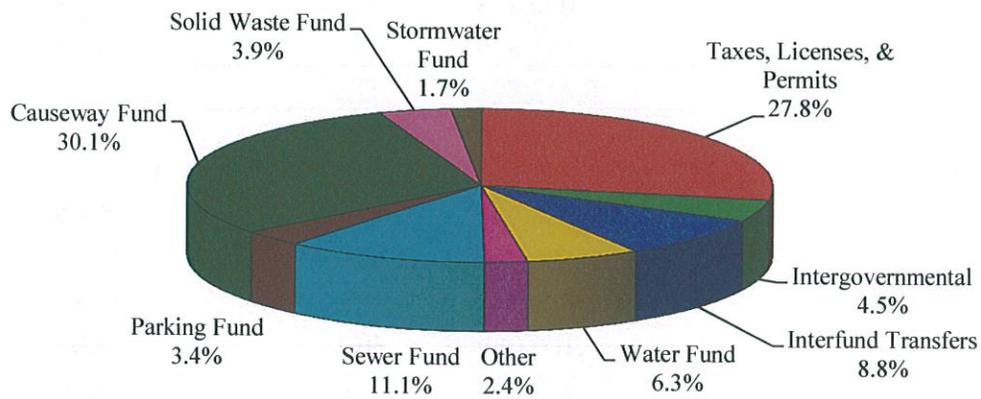
	<u>2016-2017</u>	2015-2016	Increase (Decrease)
Solid Waste Fund			
Personal Services	-	-	-
Operating Expenditures	774,824	774,824	5,644
Capital Outlay	-	-	-
Increase in Operating Balance	-	-	-
	<u>774,824</u>	<u>774,824</u>	<u>5,644</u>
Causeway Fund			
Personal Services	1,374,586	1,250,094	124,492
Operating Expenditures	1,149,137	1,257,868	(108,731)
Capital Outlay	95,000	95,000	-
Debt Service	1,121,343	1,120,836	507
Transfers	1,120,000	1,065,000	55,000
Increase in Operating Balance	1,145,934	553,202	692,732
	<u>6,106,000</u>	<u>5,342,000</u>	<u>764,000</u>
Stormwater Fund			
Personal Services	55,794	51,963	3,831
Operating Expenditures	166,232	217,128	(50,896)
Capital Outlay	130,000	84,000	46,000
Transfers	-	-	-
Increase in Operating Balance	-	909	(909)
	<u>352,026</u>	<u>354,000</u>	<u>(1,974)</u>
All Funds			
Personal Services	7,636,689	6,984,775	651,914
Operating Expenditures	6,615,304	6,362,549	252,755
Capital Outlay	789,950	909,720	(119,770)
Debt Service	2,098,002	2,093,440	4,562
Grants and Aids	-	20,000	(20,000)
Transfers	1,852,613	1,757,655	94,958
Increase in Operating Balance	1,270,762	838,081	432,681
	<u>20,263,320</u>	<u>18,966,220</u>	<u>1,297,100</u>
Deduct:	<u>(1,787,613)</u>	<u>(1,692,655)</u>	<u>(94,958)</u>
Interfund Transfers	<u>\$ 18,475,707</u>	<u>\$ 17,273,565</u>	<u>\$ 1,202,142</u>

Town of Bay Harbor Islands
Proposed Operating Budgets
2016 - 2017

Funds to support the budgets will be raised from the following sources:

	<u>Proposed</u> <u>2016 -2017</u>	<u>Percent</u>	<u>Adopted</u> <u>2015 - 2016</u>	<u>Percent</u>
Taxes:				
Ad valorem	\$ 3,678,865	18.2	\$ 3,363,190	17.7
Franchise	374,000	1.8	361,500	1.9
Utility	456,000	2.3	437,000	2.3
Telecommunications	240,000	1.2	271,000	1.4
Licenses and Permits	871,000	4.3	547,500	2.9
Intergovernmental	921,000	4.5	862,000	4.5
Charges for Services	266,420	1.3	256,220	1.4
Fines and Forfeitures	105,000	0.5	114,000	0.6
Miscellaneous	113,000	0.6	122,500	0.6
Water Fund Contribution	200,000	1.0	177,000	0.9
Stormwater Fund Contribution	0	0.0	0	0.0
Sewer Fund Contribution	467,613	2.3	412,486	2.2
Causeway Reimbursement	1,120,000	5.5	1,065,000	5.6
Appropriated Fund Balance	0	0.0	50,000	0.3
Total General Fund	<u>8,812,898</u>	<u>43.5</u>	<u>8,039,396</u>	<u>42.3</u>
Water Fund	1,272,000	6.3	1,366,000	7.2
Sewer Fund	2,254,928	11.1	2,260,000	11.9
Parking Meter Fund	685,000	3.4	830,000	4.4
Solid Waste Fund	780,468	3.9	774,824	4.1
Causeway Fund	6,106,000	30.1	5,342,000	28.2
Stormwater Fund	352,026	1.7	354,000	1.9
	<u>\$ 20,263,320</u>	<u>100.0</u>	<u>\$ 18,966,220</u>	<u>100.0</u>

Town of Bay Harbor Islands
2016/2017 ESTIMATED FINANCING SOURCES - ALL FUNDS

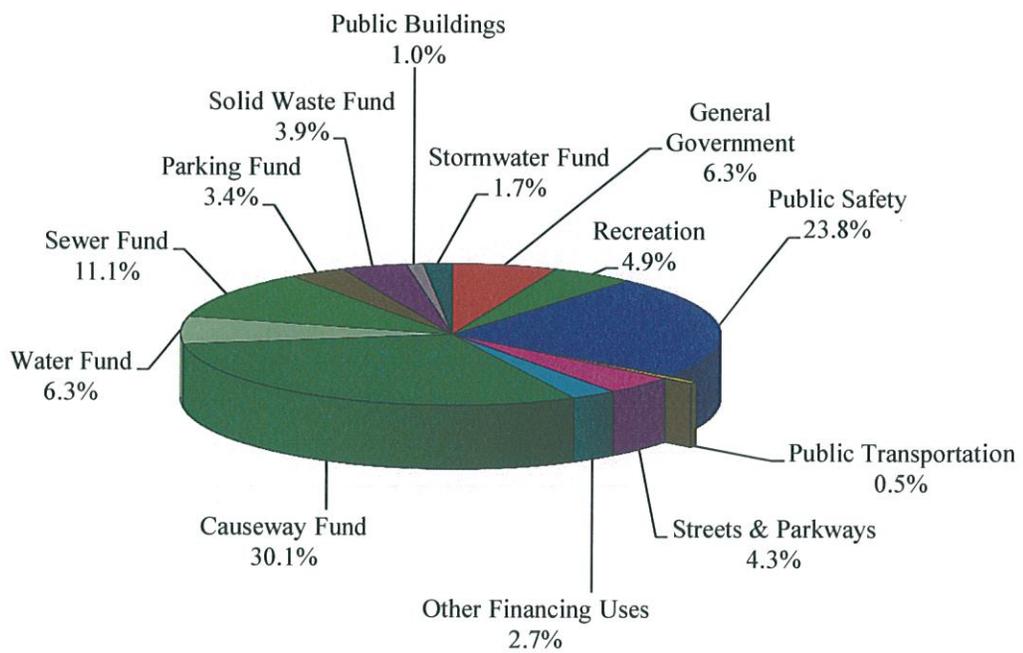


Town of Bay Harbor Islands
Proposed Operating Budgets
2016- 2017

The percentages and amounts of the total budget allocated to various uses compared with last year.

	<u>Proposed</u> <u>2016 - 2017</u>	<u>Percent</u>	<u>Adopted</u> <u>2015- 2016</u>	<u>Percent</u>
General Government	\$ 1,279,438	6.3	\$ 1,165,236	6.0
Public Buildings	199,491	1.0	209,019	1.1
Public Safety	4,808,919	23.8	4,511,476	23.8
Streets & Parkways	879,884	4.3	679,849	3.6
Public Transportation	101,000	0.5	95,800	0.5
Public Library	0	0.0	20,000	0.1
Recreation	1,000,843	4.9	816,433	4.3
Other Financing Uses	543,323	2.7	541,583	2.9
Total General Fund	<u>8,812,898</u>	<u>43.5</u>	<u>8,039,396</u>	<u>42.3</u>
Water Fund	1,272,000	6.3	1,366,000	7.2
Sewer Fund	2,254,928	11.1	2,260,000	11.9
Parking Meter Fund	685,000	3.4	830,000	4.4
Solid Waste Fund	780,468	3.9	774,824	4.1
Causeway Fund	6,106,000	30.1	5,342,000	28.2
Stormwater Fund	352,026	1.7	354,000	1.9
All Funds	<u>\$20,263,320</u>	<u>100.0</u>	<u>\$18,966,220</u>	<u>100.0</u>

Town of Bay Harbor Islands
2016/2017 ESTIMATED FINANCING USES - ALL FUNDS



(This page intentionally left blank)

Town of Bay Harbor Islands
Proposed Operating Budgets
2016 - 2017

COMPARATIVE ALLOCATION OF PROPOSED EXPENDITURES

	PERSONAL SERVICES		OPERATING EXPENDITURES		TRANSFERS, RESERVES, CONTINGENCIES, DEBT SERVICE, & CAPITAL OUTLAY		TOTALS	
	2016-2017	2015/2016	2016-2017	2015/2016	2016-2017	2015/2016	2016-2017	2015/2016
General Fund								
General								
Government	\$ 524,978	\$ 475,453	\$ 754,460	\$ 669,783	-	20,000	1,279,438	\$ 1,165,236
Public Buildings	-	-	165,491	15,019	34,000	58,000	199,491	209,019
Public Safety	3,958,646	3,768,285	729,323	650,471	120,950	92,720	4,808,919	4,511,476
Streets & Parkways	319,728	304,081	420,156	375,768	140,000	-	879,884	679,849
Public Transportation	-	-	101,000	95,800	-	-	101,000	95,800
Public Library	-	-	-	20,000	-	-	-	20,000
Recreation	462,098	264,410	473,745	467,023	65,000	85,000	1,000,843	816,433
Debt Service	-	-	-	-	543,323	541,583	543,323	541,583
	<u>5,265,450</u>	<u>4,812,229</u>	<u>2,644,175</u>	<u>2,429,864</u>	<u>903,273</u>	<u>797,303</u>	<u>8,812,898</u>	<u>8,039,396</u>
Water Fund	349,994	320,296	711,837	680,973	210,169	364,731	1,272,000	1,366,000
Sewer Fund	402,854	363,286	1,059,141	921,299	792,933	975,415	2,254,928	2,260,000
Parking Fund	188,011	186,907	104,314	100,593	392,675	542,500	685,000	830,000
Solid Waste Fund	-	-	780,468	774,824	-	-	780,468	774,824
Causeway Fund	1,374,586	1,250,094	1,149,137	1,257,868	3,582,277	2,834,038	6,106,000	5,342,000
Stormwater Fund	55,794	51,963	166,232	217,128	130,000	84,909	352,026	354,000
	<u>\$7,636,689</u>	<u>\$6,984,775</u>	<u>\$6,615,304</u>	<u>\$6,382,549</u>	<u>\$6,011,327</u>	<u>\$ 5,598,896</u>	<u>\$20,263,320</u>	<u>\$18,966,220</u>

TOWN OF BAY HARBOR ISLANDS
HISTORY OF ASSESSMENTS, BUDGETS AND MILLAGE RATES

<u>YEAR</u>	<u>TOTAL JULY 1 CERTIFIED VALUATION</u>	<u>GENERAL FUND BUDGET</u>	<u>MILLAGE RATE</u>
1948	\$ 1,648,440	\$ 30,000	18.9300
1949	2,120,920	38,000	18.3000
1950	2,407,345	46,480	18.0000
1951	2,910,890	57,400	17.8000
1952	4,722,760	84,830	17.3000
1953	5,655,040	100,900	16.2000
1954	6,675,370	121,030	16.0000
1955	7,241,830	129,645	15.6000
1956	8,050,920	144,720	15.2000
1957	9,461,140	166,030	14.6000
1958	11,987,525	178,500	13.9000
1959	13,438,510	205,400	12.9000
1960	15,176,300	235,430	12.5000
1961	15,568,555	245,650	12.0000
1962	15,634,200	242,450	11.9000
1963	15,907,585	282,850	11.8000
1964	16,220,015	255,945	11.7000
1965	16,975,514	254,620	11.2000
1966	37,111,980	278,530	5.9500
1967	40,132,580	299,615	5.9000
1968	48,352,600	334,545	5.5000
1969	51,244,590	376,365	5.4000
1970	69,938,981	435,755	4.4000
1971	71,086,729	499,251	4.3000
1972	73,418,427	549,910	4.0000
1973	80,132,886	559,270	3.8500
1974	93,365,691	706,997	3.6710
1975	97,392,545	735,392	4.5000
1976	97,276,087	823,489	4.5000
1977	100,952,496	882,182	5.2500
1978	104,830,845	962,576	5.2500
1979	118,054,810	1,046,689	4.7930
1980	199,478,837	1,235,880	3.1700
1981	228,039,240	1,396,678	3.4810
1982	230,150,479	1,557,782	3.3000
1983	233,034,187	1,626,512	3.3000
1984	224,652,243	1,727,436	3.4400
1985	222,976,653	1,877,585	3.4400
1986	215,190,397	2,023,680	3.5600
1987	210,891,272	2,164,141	3.6220
1988	214,602,739	2,302,994	3.5520
1989	224,446,349	2,560,579	3.9760
1990	242,191,859	2,746,072	3.6790
1991	245,292,715	2,781,400	4.5920
1992	242,606,132	3,301,267	5.0000
1993	237,840,454	3,585,403	5.0050
1994	255,388,913	3,673,869	4.8270
1995	265,645,841	3,660,472	4.8490

TOWN OF BAY HARBOR ISLANDS
HISTORY OF ASSESSMENTS, BUDGETS AND MILLAGE RATES
CONTINUED

<u>YEAR</u>	<u>TOTAL JULY 1 CERTIFIED VALUATION</u>	<u>GENERAL FUND BUDGET</u>	<u>MILLAGE RATE</u>
1996	\$267,631,595	\$3,758,708	5.0000
1997	274,472,624	3,577,548	4.8627
1998	283,749,640	3,721,151	4.7229
1999	286,762,103	3,937,099	4.6537
2000	296,587,002	4,330,507	5.0000
2001	327,952,841	4,458,929	5.0000
2002	387,374,918	4,809,815	5.0000
2003	429,490,806	5,409,775	5.0000
2004	519,491,540	6,230,054	5.0000
2005	620,071,967	7,235,009	4.9000
2006	783,981,890	7,384,282	4.7500
2007	880,682,124	6,853,522	3.6565
2008	858,724,442	7,545,108	3.9750
2009	762,700,165	6,868,955	4.4120
2010	606,645,530	6,908,236	5.2971
2011	577,100,052	6,767,226	5.2971
2012	579,865,315	7,550,343	5.2971
2013	602,162,980	6,977,298	5.2500
2014	698,927,405	9,218,682	4.9000
2015	778,065,824	8,039,396	4.5500
2016	880,111,322	8,812,898	4.4000

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

COMPARATIVE ASSESSED VALUATIONS

	<u>July 1, 2016</u>	<u>July 1, 2015</u>
Real Estate	\$868,025,758	\$765,830,207
Personal Property	12,085,564	12,235,617
Total Taxable Value (per July 1 certification)	\$880,111,322	\$778,065,824

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

COMPUTATION OF MILLAGE

PROPOSED GENERAL FUND BUDGET	\$8,812,898
LESS: Financial sources net of property taxes	5,134,033
Net amount to be raised by AD VALOREM TAXES	3,678,865
ADD: Average Discounts	196,625
GROSS AMOUNT to be raised by AD VALOREM TAXES	<u>\$3,872,490</u>

Based on the certified assessment of \$880,111,322, a millage of 4.4000 will support the proposed budget. The millage will produce the sum of \$3,872,490 (before discounts and uncollectibles) and it is recommended that this amount be levied.

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

**THE
GENERAL FUND
BUDGET**

General Government
 Legislative
 Executive
 Financial & Administrative
 Legal
 Comprehensive Planning
Public Buildings
Law Enforcement
Building & Code Compliance
Other Public Safety
Streets and Parkways
Public Transportation
Public Library
Recreation
Contingencies

EXPLANATIONS: REVENUES AND OTHER FINANCING SOURCES

The current budget draft assumes a millage of 4.4, the fourth straight yearly decrease since 2012's millage of 5.2971. The proposed millage is 8.57% more than the rolled-back rate of 4.0526. The rolled-back rate is the rate that produces a tax levy equal to that of the preceding year. Based on the current July 1, 2016 certification of taxable value for operating purposes of \$880,111,322, the millage rate of 4.4 will yield revenue of \$3,678,865, or about \$316,000 more than was anticipated at this time last year.

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017	Adopted Budget 2015-2016
GENERAL FUND		
Estimated Revenues & Other		
<u>Financing Sources</u>		
	\$ 3,678,865	\$ 3,363,190
Ad Valorem Taxes		
Franchise Taxes:		
Florida Power & Light	350,000	337,500
People Gas	24,000	24,000
Utility Taxes:		
Florida Power & Light	435,000	415,000
Peoples Gas	21,000	22,000
Simplified Telecommunication Tax	240,000	271,000
Intergovernmental Revenue		
Revenue Sharing (Sales Tax)	109,000	99,000
Revenue Sharing (Fuel Tax)	45,000	41,000
Sales Tax	440,000	413,000
Transportation Surtax	230,000	214,000
Anticipated Grant Revenues		
Additional 6 cent Gas Tax	70,000	68,000
Additional 3 cent Gas Tax	27,000	27,000
Ticket Surcharges (Crossing Guards)	30,000	29,000

EXPLANATIONS: ESTIMATE OF REVENUES (continued):

Professional and Occupational Licenses: Licenses are required of businesses operating in or from the Town.

Other General Government - Miscellaneous: primarily certificate of occupancy fees.

Other Fines and Forfeitures: includes revenue from traffic citations, fines levied for weekend trash pickups, penalties assessed by the special masters, etc.

The transfer from the causeway related to police services remained approximately \$1.1 million.

Additional transfers from the water and sewer funds to the general fund include amounts intended to fund portions of the cost of debt service related to the Community Enhancements project, as planned when the debt was incurred.

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (CONTINUED):		
Estimated Revenues & Other Continued:		
Professional and		
Occupational Licenses	63,000	62,000
Permits:		
Building	315,000	200,000
Electrical	38,000	20,000
Plumbing	15,000	13,000
Air Conditioning	10,000	2,500
Other Licenses and Permits	430,000	250,000
Rents and Royalties	2,000	1,000
Recreation Program Fees	263,400	253,700
Tennis Court Fees	-	500
Surcharge - Police Details	3,000	2,500
Fines-Building Code Violations	45,000	50,000
Other General Government		
Miscellaneous	55,000	65,000
Election Fees	20	20
Second Dollar Funding		
Traffic Fines	30,000	35,000
Interest	56,000	56,000
Contributions from Other Funds		
Water Fund	200,000	177,000
Stormwater Fund	-	-
Sewer Fund	467,613	412,486
Causeway Fund	1,120,000	1,065,000
Appropriation from LETF		
Appropriation from Transit Reserve		
Appropriated Fund Balance		50,000
Loan Proceeds		
 Total Financing Sources	 <u>\$ 8,812,898</u>	 <u>\$ 8,039,396</u>

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF GENERAL GOVERNMENT (Legislative-511.0)**

- Professional Services (\$16,800) - services related to the newsletter.
- Travel and per diem (\$15,000) - funding for travel to conferences and meetings.
- Communications (\$19,560) - newsletter postage and mailing.
- Insurance (\$1,549) – allocated portion of insurance costs.
- Printing & binding (\$39,000) – newsletter.
- Promotional Activities (\$3,500) – promotional materials (\$1,500) and promotional advertising (\$2,000).
- Other current charges (\$12,850) - expenses associated with attendance at League of Cities meetings (\$6,000), donations to the schools and other groups (\$5,000), Miami Beach High School scholarship award (\$1,000), and plaques and awards (\$850).
- Operating Supplies (\$1,500) – shirts, name tags, badges.
- Publications & Training (\$5,250) – attendance at conferences and seminars (\$4,500), and memberships to professional and civic organizations (\$750).

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Adopted Budget 2015-2016</u>
GENERAL FUND (CONTINUED):		
GENERAL GOVERNMENT		
Legislative (Town Council):		
	\$ 7	\$ 7
Executive Salaries		
Professional Services	16,800	13,200
Other Contractual Services		
Travel and Per Diem	15,000	7,500
Communications	19,560	19,560
Insurance	1,549	1,661
Printing and Binding	39,000	37,200
Promotional Activities	3,500	3,500
Other Current Changes and Obligations	12,850	12,850
Office Supplies		
Operating Supplies	1,500	1,500
Books, Publications, Memberships, & Training	5,250	5,250
	<u>\$ 115,016</u>	<u>\$ 102,228</u>
Capital Outlay		<u>\$ 20,000</u>
Total Executive	<u>\$ 115,016</u>	<u>\$ 122,228</u>

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF GENERAL GOVERNMENT (Executive-512.0)**

- Personal Services (\$247,145) – this amount includes the general fund portion for 5 full-time employees.
- Professional Services (\$50,500) - \$41,000 for the Town's lobbyist; \$5,000 for preparation of grant applications, \$4,500 for appraisals (land/TDR's).
- Other Contractual Services (\$20,000) – includes \$5,000 for special projects, and \$15,000 for a bus service coordination study.
- Travel and Per Diem (\$11,000) – funding for the Manager's auto and telephone expense allowance (\$6,000), and travel related to lobbying and grants (\$5,000).
- Communication services (\$51,000) – telephone (\$33,000), FEDEX charges (\$1,000), cell phone charges (\$1,000), and postage (\$16,000).
- Rentals & Leases (\$1,600) - funding for rental of postage meter.
- Insurance (\$3,873) – allocated portion of insurance cost.
- Printing & Binding (\$3,000) – printing costs for letterhead, envelopes, business cards, and brochures.
- Promotional Activities (\$15,000) - Employee dinner (\$10,000) and holiday party (\$5,000).
- Other Current Charges (\$7,000) – postal permit (\$500) and newspaper ads (\$6,500).
- Operating Supplies (\$1,900) – water for Annex (\$650), and petty cash purchases (\$1,250).
- Books, Publications, Memberships, & Training (\$5,500) – Memberships & seminars.

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (CONTINUE)		
GENERAL GOVERNMENT		
Executive (Town Manager):		
Personal Services:		
Salaries & Wages	\$ 170,029	\$ 156,255
Overtime Pay		
FICA Taxes	13,007	11,954
Retirement Contribution	39,679	29,444
Group Insurance	21,614	18,533
Workers' Compensation	1,966	2,396
Unemployment Compensation	850	781
	247,145	219,363
Operating Expenditures:		
Professional Services	50,500	51,000
Other Contractual Services	20,000	5,000
Travel & Per Diem	11,000	9,600
Communication Services	51,000	45,000
Rentals & Leases	1,600	1,500
Insurance	3,873	4,152
Repairs & Maintenance	-	-
Printing and Binding	3,000	3,000
Promotional Activities	15,000	12,000
Other Current Charges and Obligations	7,000	7,000
Office Supplies		
Operating Supplies	1,900	1,900
Books, Publications, Memberships, & Training	5,500	5,500
	170,373	145,652
Capital Outlay		
Total Executive	417,518	365,015

**EXPLANATIONS: GENERAL FUND
OFFICE OF THE TOWN CLERK (Town Clerk-512.5)**

- Personal Services (\$95,705) - the General Fund portion of the salaries of the Town Clerk and Assistant Clerk. The new administrative position budgeted here last year has been moved to code enforcement.
- Other Contractual Services (\$23,985) - \$7,500 for ordinance codification, \$2,347 for the technical support for the Council Chambers recording system, \$2,750 for Laserfiche support, \$6,000 for technical support for the agenda management system, \$1,888 for support for A/V equipment, and \$3,500 for posting the minutes on the internet.
- Travel & Per Diem (\$4,500) – travel to conferences and seminars for training.
- Communication Services (\$500) - FEDEX charges.
- Rentals & Leases (\$13,964) – lease for a color copier (\$2,964), per-copy charges (\$7,500), and rental of outside storage (\$3,500).
- Insurance (\$1,549) – allocated portion of insurance costs.
- Repairs and Maintenance (\$5,400) - copier maintenance.
- Printing & Binding (\$1,500) - brochures, business cards, letterhead, occupational license supplies.
- Other Current Charges (\$45,000) - \$25,000 for legal advertising; \$20,000 for election expenses.
- Office Supplies (\$15,000) – envelopes, staples, binders. Funding for all departments has been centralized with the Town Clerk.
- Operating Supplies (\$5,000) – scan documents in lieu of storage.
- Books, Publications, Memberships, & Training (\$2,450) – Memberships (\$450), seminars (\$1,500), and Daily Business Review subscription (\$500).

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Adopted Budget 2015-2016</u>
GENERAL FUND CONTINUED:		
GENERAL GOVERNMENT		
Town Clerk's Office:		
Personal Services:		
Salaries & Wages	64,442	73,642
Overtime Pay	1,289	1,473
FICA Taxes	5,028	5,746
Retirement Contribution	9,505	6,996
Group Insurance	14,308	12,109
Workers' Compensation	811	819
Unemployment Compensation	322	368
	95,705	101,153
Operating Expenditures:		
Professional Services		
Other Contractual Services	23,985	26,485
Travel & Per Diem	4,500	3,000
Communication Services	500	500
Rentals & Leases	13,964	13,964
Insurance	1,549	1,661
Repairs & Maintenance	5,400	4,200
Printing and Binding	1,500	1,250
Promotional Activities		
Other Current Charges		
and Obligations	45,000	40,000
Office Supplies	15,000	15,000
Operating Supplies	5,000	10,000
Books, Publications,		
Memberships, & Training	2,450	2,150
	118,848	118,210
Capital Outlay		-
Total Town Clerk	214,553	219,363

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF GENERAL GOVERNMENT (Finance & Administration - 513.0)**

- Personal Services (\$127,403) – the General Fund portion of the salaries and benefits for the Finance Director and staff of three.
- Professional Services (\$31,500) - 350 hours of supplemental accounting services.
- Accounting and Auditing (\$21,000) - the General Fund portion of the annual audit is included here.
- Other Contractual Services (\$6,000) - includes funding for the support agreement for financial system software.
- Travel & Per Diem (\$1,400) - travel, meals, and lodging for conference and seminar attendance.
- Communication Services (\$500) – postage, courier, and FEDEX charges.
- Rentals and Leases (\$5,100) – lease payments and per-copy charges for network-capable color copier.
- Insurance (\$775) – allocated portion of overall insurance cost.
- Repairs & Maintenance (\$250) – repairs to copy machine and other office equipment.
- Printing & Binding (\$750) – the cost for replenishing check stock.
- Other Current Charges (\$500) – GFOA Certificate of Achievement program participation fee.
- Books, Publications, Memberships, & Training (\$2,380) –Florida Administrative Weekly (\$100), two-year subscription to the Wall Street Journal (\$800), GFOA membership (\$205), FGFOA membership (\$50), GASB subscription (\$200), FGFOA local chapter dues (\$25), and continuing professional education (\$1,000).

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (CONTINUED):		
GENERAL GOVERNMENT		
Financial & Administrative:		
Personal Services:		
Salaries & Wages	\$ 84,390	\$ 74,457
Overtime Pay	4,220	3,723
FICA Taxes	6,779	5,981
Retirement Contribution	12,448	7,073
Group Insurance	17,872	15,234
Workers' Compensation	1,272	1,244
Unemployment Compensation	422	372
	127,403	108,084
Operating Expenditures:		
Professional Services	31,500	31,700
Accounting and Auditing	21,000	19,720
Other Contractual Services	6,000	6,000
Travel & Per Diem	1,400	1,340
Communication Services	500	600
Rentals and Leases	5,100	4,800
Insurance	775	830
Repairs & Maintenance	250	250
Printing and Binding	750	750
Other Current Charges and Obligations	500	500
Office Supplies		
Operating Supplies		
Books, Publications, Memberships, & Training	2,380	1,580
	70,155	68,070
Capital Outlay		
Total Financial & Adm.	197,558	176,154

EXPLANATIONS: GENERAL FUND

DEPARTMENT OF GENERAL GOVERNMENT (Information Technology -513.5)

- Personal Services (\$54,718) – the General Fund portion of the salaries and benefits for the Information Technology specialist.
- Professional Services (\$48,000) – maintenance of Building & Code software (\$8,000); outside network and application support (\$8,000); installation of virtual server (\$12,000); Citizenserve software licenses (\$20,000).
- Communications Services (\$1,800) – mobile telephones.
- Insurance (\$775) – allocated portion of overall insurance cost.
- Repairs and Maintenance (\$11,000) – computer parts and repairs for all departments (\$3,000); website and “app” maintenance (\$8,000).
- Operating Supplies (\$52,000) – server software and licenses (\$6,000); security licenses (\$9,000); replacement computers, monitors, and printers for all departments (\$10,000); server replacements (\$10,000); Cisco Switches (\$6,000); WatchGuard firewall (\$6,000); remote access (LOGMEIN) license (\$3,000); two tablet computers (\$2,000).
- Books, Publications, Memberships, & Training (\$3,500) – staff training.

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Adopted Budget 2015-2016</u>
GENERAL FUND (COMTINUED)		
GENERAL GOVERNMENT		
Information Technology		
Personal Services:		
Salaries & Wages	\$ 36,686	\$ 32,713
Overtime Pay	1,834	1,636
FICA Taxes	2,947	2,628
Retirement Contribution	5,411	3,108
Group Insurance	7,196	6,127
Workers' Compensation	461	470
Unemployment Compensation	183	164
	54,718	46,846
Operating Expenditures:		
Professional Services	48,000	50,000
Accounting and Auditing		
Other Contractual Services		
Travel & Per Diem		
Communication Services	1,800	19,800
Rentals and Leases		
Insurance	775	830
Repairs & Maintenance	11,000	10,000
Printing and Binding		
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	52,000	34,500
Books, Publications, Memberships, & Training	3,500	2,500
	117,075	117,630
Capital Outlay		
Total Information Technology	171,793	164,476

EXPLANATIONS: GENERAL FUND
DEPARTMENT OF GENERAL GOVERNMENT (Legal -514.0)

- Legal services (\$163,000) – \$48,000 for the Town Attorney's retainer; \$115,000 for litigation and special counsel (labor, land use, contracts, hearings).

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Proposed Budget <u>2015-2016</u>
Legal:		
Professional Services	<u>163,000</u>	<u>118,000</u>

EXPLANATIONS: GENERAL FUND

DEPARTMENT OF PUBLIC BUILDINGS (Public Buildings 519.0)

- Other Contractual Services (\$57,900) - \$42,000 for contract cleaning service, \$5,400 for pest control, \$1,800 for elevator maintenance, \$3,600 for HVAC maintenance, \$3,000 for generator maintenance, and \$2,100 for other services.
- Communication Services (\$1,200) – elevator monitoring service.
- Utility Services (\$50,400) - electricity (\$18,000) and water for Town properties (\$32,400).
- Insurance (\$14,091) – allocated portion of insurance costs.
- Repairs & Maintenance (\$35,000) – maintenance of Town Hall and Annex including air conditioning systems, elevators, doors, locks, lighting and electrical systems.
- Operating Supplies (\$6,900) – consumables used in the operation of Town Hall (bathroom supplies, light bulbs, cleaning supplies, paper goods).
- Capital Outlay (\$34,000) - \$30,000 to remodel Town Hall and Public Works bathrooms, and \$4,000 to replace ventilator fans in public works garage.

Town of Bay Harbor Islands
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continue)		
DEPARTMENT OF PUBLIC BUILDINGS		
Personal Services:		
Salaries & Wages	\$ -	\$ -
Overtime Pay	-	-
FICA Taxes	-	-
Retirement Contribution	-	-
Group Insurance	-	-
Workers' Compensation	-	-
Unemployment Compensation	-	-
	-	-
Operating Expenditures:		
Professional Services		
Other Contractual Services	57,900	51,020
	1,200	1,800
Utility Services	50,400	47,400
Rentals and Leases		
Insurance	14,091	11,049
Repairs & Maintenance	35,000	32,850
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	6,900	6,900
	165,491	151,019
Capital Outlay	34,000	58,000
TOTAL PUBLIC BUILDING	199,491	209,019
TOTAL GENERAL GOVERNMENT	\$ 1,478,929	\$ 1,374,255

**EXPLANATIONS: GENERAL FUND
PUBLIC SAFETY (Law Enforcement 521.0)**

Personal Services (\$3,457,463) - salaries for members of the PBA bargaining unit were projected based upon 5% step increases and a 1% across-the-board (COLA) increase. Twenty-two full time sworn positions are budgeted, one part-time officer's position (Accreditation Coordinator), along with seven civilian positions (all same as last year).

Professional services (\$22,702) –legal transcripts (\$1,000), polygraph examinations (\$1,000), applicant physical (\$2,000) and psychological examinations (\$1,250), Code Red (\$4,800), Power DMS (\$2,652), and legal services (\$10,000).

Other Contractual Services (\$29,037) – promotional examinations (\$2,000); scheduling and payroll software (\$3,000); database fees (Tritech) (\$5,440); support for laptops (Tritech) (\$3,997); evidence tracking software (\$3,000); FACELOGICS (\$600); LPR user fees (\$8,000); crime analysis software (\$3,000).
Travel & Per Diem (\$5,000) – travel for training, seminars, and meetings.

Communication Services (\$37,875) - \$9,075 for cell phones, \$12,000 for regular phone services (local and long distance) and T-1 internet service, and \$16,800 for Mi-Fi.

Rentals and Leases (\$109,816) – leases for twenty-three vehicles (\$106,696), and copier rental (\$3,120).

Insurance (\$42,602) – allocated portion of overall insurance cost.

Repairs and Maintenance (\$61,400) - \$51,400 for repairs and maintenance to vehicles and equipment, and \$10,000 for boat maintenance.

Printing and Binding (\$1,500) – police report and other administrative forms, case cards, business cards, and stationary.

Promotional Activities (\$1,000) – trophies and awards for officers and citizens.

Other Current Charges (\$15,000) – cost of Dade County Chiefs' dues and annual dinner (\$4,000); LEO Awards Gala (\$3,000), the court stand-by program (\$720), e-Notify electronic subpoena program (\$1,530), accreditation conference and membership (\$1,750), Explorer post expenses (\$2,000), strategic investigations (\$2,000).

Operating Supplies (\$159,700) - \$80,000 for gasoline, \$9,000 for marine patrol fuel and oil, \$35,000 for uniforms and duty gear, \$5,000 for ammunition, \$7,600 for ballistic vests, \$4,900 for firearms, \$3,600 for the reserve officer program, and \$14,600 for other supplies.

Books, Publications, Memberships, & Training (\$23,520) - \$3,500 for memberships, \$8,000 for instructional programs, \$4,300 for investigative data bases, \$720 for Law Enforcement Handbooks, \$7,000 for training courses.

Capital Outlays (\$98,450) - \$13,000 for Tasers, \$3,050 for 40 MM launcher, \$24,000 for vehicle radio replacements, \$10,000 for vehicle tracking system, \$10,000 for locker room upgrades, \$6,000 for rifle lockers, \$16,500 for emergency equipment for two vehicles, and \$15,900 for other equipment.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continue)		
PUBLIC SAFETY		
Police Department		
Personal Services:		
Salaries & Wages	\$ 2,238,634	\$ 2,237,761
Overtime Pay	175,000	200,000
FICA Taxes	184,643	186,489
Retirement Contribution	462,316	313,287
Group Insurance	342,316	353,961
Workers' Compensation	42,839	45,574
Unemployment Compensation	11,193	11,189
	<hr/> 3,457,463	<hr/> 3,348,261
Operating Expenditures:		
Professional Services	22,702	11,740
Other Contractual Services	29,037	33,165
Travel & Per Diem	5,000	5,000
Communication Services	37,875	22,000
Rentals and Leases	109,816	90,891
Insurance	42,602	48,992
Repairs & Maintenance	61,400	61,436
Printing and Binding	1,500	1,200
Promotional Activities	1,000	400
Other Current Charges		
And Obligations	15,000	11,710
Office Supplies		
Operating Supplies	159,700	131,503
Books, Publications, Memberships, & Training	23,520	15,540
	<hr/> 509,152	<hr/> 433,577
Capital Outlay	<hr/> 98,450	<hr/> 92,720
TOTAL GENERAL GOVERNMENT	<hr/> <u>\$ 4,065,065</u>	<hr/> <u>\$ 3,874,558</u>

**EXPLANATIONS: GENERAL FUND
BUILDING DEPARTMENT (524.0)**

- Personal Services (\$341,722) - includes funding for salaries and benefits for three full-time building department employees and one new part-time administrative employee.
- Professional services (\$162,250) – funding for Town Planning (redevelopment reviews, zoning amendments, comprehensive plan amendments - \$160,000), and temporary building official services (\$2,250).
- Other Contractual Services (\$4,000) – scan old plans to digital storage.
- Travel & Per Diem (\$1,600) – travel to conferences and seminars for recertification.
- Communication Services (\$12,000) – telephone and fax lines, air cards for laptops, and cell phones (\$10,800), and FEDEX charges (\$1,200).
- Rentals and Leases (\$1,260) – copier lease.
- Insurance (\$6,197) – allocated portion of insurance expense.
- Repairs and Maintenance (\$3,000) –charges for color copier (\$1,500); and repairs to storage shelving (\$1,500).
- Printing and Binding (\$650) - Brochures, cards, forms, and new code enforcement manual.
- Operating Supplies (\$1,960) – vehicle fuel and consumable supplies.
- Books, Publications, Memberships, & Training (\$1,555) –staff training and memberships in professional organizations.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continue)		
PUBLIC SAFETY		
Building Inspection		
Personal Services:		
Salaries & Wages	\$ 252,462	\$ 221,381
Overtime Pay		
FICA Taxes	19,313	16,936
Retirement Contribution	37,238	21,031
Group Insurance	28,738	29,831
Workers' Compensation	2,709	3,708
Unemployment Compensation	1,262	1,107
	<hr/> 341,722	<hr/> 293,994
Operating Expenditures:		
Professional Services	162,250	163,675
Other Contractual Services	4,000	4,000
Travel & Per Diem	1,600	2,100
Communication Services	12,000	9,000
Rentals and Leases	1,260	1,260
Insurance	6,197	6,643
Repairs & Maintenance	3,000	3,500
Printing and Binding	650	650
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	1,960	2,410
Books, Publications, Memberships, & Training	1,555	1,495
	<hr/> 194,472	<hr/> 194,733
Capital Outlay	<hr/> -	<hr/> -
Total Building Inspections	<hr/> \$ 536,194	<hr/> \$ 488,727

**EXPLANATIONS: GENERAL FUND
CODE ENFORCEMENT (524.5)**

- Personal Services (\$114,785) - includes funding for salaries and benefits for two full-time employees.
- Professional services (\$8,000) – funding for Town Attorney attendance at special master hearings
- Travel & Per Diem (\$2,500) – travel to annual conference.
- Communication Services (\$4,000) - \$3,000 for regular phone service and \$1,000 for two mobile phones.
- Insurance (\$1,549) – allocated portion of insurance expense.
- Repairs and Maintenance (\$3,000) – repairs to equipment such as telephones, radios, fax machines, and vehicles (\$1,000), and lawn service for private properties (\$2,000).
- Printing and Binding (\$850) - Brochures, cards, forms, and new code enforcement manual.
- Other Current Charges (\$550) – recording fees for liens and other documents.
- Operating Supplies (\$2,750) – vehicle fuel (\$1,800), and uniforms (\$950).
- Books, Publications, Memberships, & Training (\$1,650) – FACE memberships, conferences, and seminars.
- Capital Outlays (\$22,500) – vehicle and equipment for new employee.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continue)		
PUBLIC SAFETY		
Code Enforcement		
Personal Services:		
Salaries & Wages	\$ 74,705	\$ 54,526
Overtime Pay		
FICA Taxes	5,715	4,171
Retirement Contribution	11,019	5,180
Group Insurance	22,284	16,829
Workers' Compensation	688	895
Unemployment Compensation	374	273
	<hr/> 114,785	<hr/> 81,874
Operating Expenditures:		
Professional Services	8,000	6,500
Other Contractual Services		
Travel & Per Diem	2,500	2,000
Communication Services	4,000	3,450
Rentals and Leases		
Insurance	1,549	1,661
Repairs & Maintenance	3,000	3,000
Printing and Binding	850	850
Other Current Charges and Obligations	550	550
Office Supplies		
Operating Supplies	2,750	2,000
Books, Publications, Memberships, & Training	1,650	1,650
	<hr/> 24,849	<hr/> 21,661
Capital Outlay	<hr/> 22,500	<hr/> -
Total Building Inspections	<hr/> \$ 162,134	<hr/> \$ 103,535

**EXPLANATIONS: GENERAL FUND
OTHER PUBLIC SAFETY (529.0)**

- 4,000 hours were budgeted. Total budgeted expenditures for the department are \$45,526.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
Other Public Safety (Crossing Guards)		
Personal Services:		
Salaries & Wages	\$ 40,750	\$ 40,190
FICA Taxes	3,117	3,075
Retirement Contribution		
Group Insurance		
Workers' Compensation	605	690
Unemployment Compensation	204	201
	<u>44,676</u>	<u>44,156</u>
Operating Expenditures:		
Other Contractual Services		
Other Current Changes and Obligations	100	
Operating Supplies	500	500
	<u>850</u>	<u>500</u>
Total Other Public Safety	<u>45,526</u>	<u>44,656</u>
 TOTAL PUBLIC SAFETY	 \$ 4,808,919	 \$ 4,511,476

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF STREETS AND PARKWAYS (541.0)**

- Personal Services (\$319,728) - includes funding for salaries and benefits for five full-time streets and parkways employees, three of whom are partially charged to enterprise funds.
- Other Contractual Services (\$194,975) – funding for the landscape maintenance contract (\$144,000), additional landscaping services (\$48,000), on-line GIS (\$2,500) and software fees (\$475).
- Travel & Per Diem (\$450) – travel for staff training.
- Communication Services (\$6,600) – funding for mobile telephones (\$2,640), landline phones (\$3,600) and FEDEX, UPS, or courier charges (\$360).
- Utility Services (\$102,000) - electricity for street lighting (\$75,600), and water for landscape irrigation (\$26,400).
- Rentals & Leases (\$2,400) – saws, lifts, grinders, and other rented equipment.
- Insurance (\$6,971) – allocation of overall insurance cost.
- Repairs and Maintenance (\$56,600) - funding for asphalt and concrete repairs, street light parts and repairs, vehicle repairs and parts, and other repairs and parts.
- Printing and Binding (\$600) – NPDES brochures/inserts.
- Other Current Charges (\$1,720) – vaccinations, drug/alcohol testing, medical charges for minor injuries.
- Operating Supplies (\$43,500) – various consumables used by the department: vehicle fuel, uniforms and cleaning, safety equipment, plant materials, chemicals, hardware supplies, small tools.
- Books, Publications, Memberships, & Training (\$4,340) – staff training and professional organization memberships.
- Capital Outlays (\$140,000) – mill and resurface roadways.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continue)		
Department of Streets & Parkways		
Personal Services:		
Salaries & Wages	\$ 207,871	\$ 201,897
Overtime Pay	4,157	4,038
FICA Taxes	16,220	15,754
Retirement Contribution	30,661	19,180
Group Insurance	57,669	59,784
Workers' Compensation	2,111	2,419
Unemployment Compensation	1,039	1,009
	319,728	304,081
Operating Expenditures:		
Other Contractual Services	194,975	169,655
Professional Services		
Travel and Per Diem	450	
Communications	6,600	6,600
Utility Services	102,000	102,000
Rentals & Leases	2,400	1,500
Insurance	6,971	7,473
Repairs and Maintenance	56,600	45,000
Printing & Binding	600	
Other Current Charges and Obligations	1,720	920
Office Supplies		
Operating Supplies	43,500	36,100
Books, Publications, Memberships, & Training	4,340	6,520
	420,156	375,768
Capital Outlay	140,000	-
Total	\$ 879,884	\$ 679,849
STREETS & PARKWAYS		

EXPLANATIONS: GENERAL FUND
DEPARTMENT OF PUBLIC TRANSPORTATION (MINIBUS - 544.0)

- Other Contractual Services (\$90,000) – estimate based upon five day per week service.
- Operating Supplies (\$11,000) – gasoline and other supplies.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continued):		
DEPARTMENT OF PUBLIC TRANSPORTATION		
Operating Expenditures:		
Other Contractual Services	\$ 90,000	\$ 84,800
Travel and Per Diem		
Utility Services		
Insurance		
Repairs and Maintenance	-	-
Other Current Charges and Obligations		
Operating Supplies	11,000	11,000
	101,000	95,800
TOTAL	\$ 101,000	\$ 95,800
PUBLIC TRANSPORTATION		

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF PUBLIC LIBRARY (571.0)**

- Funding to reimburse the \$100 cost of annual membership in the County library system is no longer required.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2016-2015</u>
GENERAL FUND (Continued)		
DEPARTMENT OF PUBLIC LIBRARY		
Operating Expenditures:		
Aids to Government		
Agencies	\$ -	\$ 20,000
 TOTAL PUBLIC LIBRARY	\$ -	\$ 20,000

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF RECREATION (572.0)**

- Personal Services (\$462,098) - includes funding for salary and benefits for five full-time recreation employees and seven part-time employees.
- Other Contractual Services (\$50,000) – landscape maintenance for parks.
- Travel and Per Diem (\$400) – travel to meetings and conferences.
- Communication Services (\$2,000) – three mobile phones.
- Utilities (\$25,000) - electricity costs at parks, tennis courts, and the community center (\$15,000), and water usage at parks (\$10,000).
- Rentals & Leases (\$20,000) – contracted transportation (\$10,000) and lease of one bus (\$10,000) for recreation program participants.
- Insurance (\$11,595) – allocated portion of general insurance plus funding for recreation liability policy.
- Repairs and Maintenance (\$20,000) –Tot Lot repairs (\$500), 92nd Street Park repairs (\$5,000), fencing repairs for all parks (\$4,000), painting at Tot Lot (\$500), Scott Winters Park repairs (\$8,000), and electrical repairs (\$2,000).
- Promotional Activities (\$2,500) – promotions for summer camp and aftercare (\$1,000), and Parks & Recreation booklet (\$1,500).
- Other current charges (\$337,750) - funding for Town Picnic (\$20,000 – a contribution of \$20,000 from the Broad family is anticipated), eight movies (\$2,600), ten Storytime sessions (\$2,250), the 5K/10K Run (\$15,000), Seniors-on-the-Go (\$3,600), Tai Chi (\$4,800), Pee Wee Soccer (\$4,000), summer camp (\$35,500), aftercare (\$200,000), computer class (\$3,000), Halloween parade (\$3,000), other recreation programs (\$8,000), Veterans’ Day parade (\$3,000), awards program (\$10,000), snow day (\$20,000), and spring egg hunt (\$3,000).
- Operating Supplies (\$4,500) – signs, janitorial supplies, and other supplies for parks and recreation programs.
- Transfer to Reserves – the fifth of ten planned \$65,000 budgeted “transfers” to replenish reserves appropriated to construct the Scott Winters Park improvements.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adapted Budget <u>2015-2016</u>
GENERAL FUND (Continued)		
DEPARTMENT OF RECREATION		
Personal Services:		
Salaries & Wages	\$ 363,192	\$ 202,142
FICA Taxes	27,784	15,464
Retirement Contribution		
Group Insurance	65,470	42,570
Workers' Compensation	3,836	3,223
Unemployment Compensation	1,816	1,011
	462,098	264,410
Operating Expenditures:		
Other Contractual Services	50,000	50,000
Professional services		
Travel and Per Diem	400	400
Communication Services	2,000	2,000
Utility Services	25,000	15,000
Rentals & Leases	20,000	20,000
Insurance	11,595	9,473
Repairs and Maintenance.	20,000	20,000
Printing & Binding		
Promotional Activities	2,500	1,000
Other Current Charges and Obligations	337,750	334,150
Operating Supplies	4,500	15,000
	473,745	467,023
Capital Outlay		20,000
Transfer to reserves	65,000	65,000
TOTAL RECREATION	\$ 1,000,843	\$ 816,433

**EXPLANATIONS: GENERAL FUND
DEBT SERVICE**

- The total amount of the debt service (\$543,323) for fiscal 2017 on the December 2003 League of Cities bond issue is budgeted here. The 2003 bonds were partially refinanced three years ago to take advantage of low interest rates. As a result, annual debt service declined by more than \$65,000. Resources from the water, sewer and stormwater funds, along with 80% of the receipts from the transportation surtax are utilized to fund the cost. Contributions from the other funds have been budgeted as revenues for the general fund.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (Continued)		
DEBT SERVICE		
Principal	304,000	295,000
Interest	239,323	246,583
Combined		
 TOTAL DEBT SERVICE	\$ 543,323	\$ 541,583

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Proposed Budget 2015-2016</u>
GENERAL FUND		
SUMMARY:		
Financial Sources:		
Revenues	\$ 7,025,285	\$ 6,334,910
Interfund Transfers	1,787,613	1,654,486
Appropriated Fund Balance	0	50,000
Loan Proceeds	0	0
	8,812,898	8,039,396
Financial Uses:		
Personal Services	5,265,450	4,812,229
Operating Expenditures	2,644,175	2,409,864
Capital Outlay	294,950	190,720
Debt Service	543,323	541,583
Grants and Aids	0	20,000
Transfers	65,000	65,000
	\$ 8,812,898	\$ 8,039,396
 Excess of Sources Over (Deficiency of Sources Under) Uses	 \$ -	 \$ -

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
GENERAL FUND (CONTINUED)		
GENERAL FUND RECAP		
Personal Services:		
Salaries & Wages	3,533,168	3,294,971
Overtime Pay	186,500	210,870
FICA Taxes	284,553	268,198
Retirement Contribution	608,799	405,299
Group Insurance	577,467	554,978
Workers' Compensation	57,298	61,438
Unemployment Compensation	17,665	16,475
	5,265,450	4,812,229
Operating Expenditures:		
Professional Services	502,752	445,815
Accounting & Auditing	21,000	19,720
Other Contractual Services	475,897	430,125
Travel & Per Diem	41,850	30,940
Communication Services	137,035	130,310
Rentals & Leases	154,140	133,915
Insurance	91,526	94,425
Repairs & Maintenance	195,650	180,236
Printing and Binding	47,850	44,900
Promotional Activities	22,000	16,900
Other Current Charges and Obligations	420,470	407,680
Office Supplies	15,000	15,000
Operating Supplies	291,210	253,313
Utility Services	177,400	164,400
Books, Publications, Memberships, & Training	50,395	42,185
	2,644,175	2,409,864

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
Capital Outlay	<u>294,950</u>	<u>190,720</u>
Debt Service		
Principal	304,000	295,000
Interest	239,323	246,583
Combined	<u>0</u>	<u>0</u>
	<u>543,323</u>	<u>541,583</u>
Grants and Aids	0	20,000
Transfers and Reserves	65,000	65,000
TOTAL GEN FUND BUDGET	<u>\$ 8,812,898</u>	<u>\$ 8,039,396</u>

(This Page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

**THE
WATER
FUND**

**EXPLANATIONS: WATER FUND
REVENUES**

- No increase in water rates is proposed.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
WATER FUND		
Estimated Sources:		
Water Sales	\$ 1,153,000	\$ 1,232,000
Interest Income	34,000	34,000
Gain/Loss on Investment		
Miscellaneous Income	85,000	100,000
Total Sources	<u>\$ 1,272,000</u>	<u>\$ 1,366,000</u>

**EXPLANATIONS: WATER FUND
EXPENSES (533.0)**

- Personal Services (\$349,994) - includes funding for salaries and benefits for water department personnel, the water billing clerk, and allocated general administrative salaries.
- Water Purchases (\$600,000) – water purchases from Miami-Dade Water and Sewer.
- Accounting & Auditing (\$4,800) – allocated portion of the Town’s audit costs.
- Other contractual services (\$20,800) - water quality, bacterial, and disinfectant by-product testing, and the annual water utility operating permit.
- Communication Services (\$980) – mobile telephone service and FEDEX charges.
- Rentals & Leases (\$3,200) – backhoe rentals.
- Insurance (\$16,307) – allocated portion of insurance expense.
- Repairs & Maintenance (\$11,100) – vehicle maintenance, meters and installations, emergency water main repairs, and plumbing fittings.
- Printing and Binding (\$1,000) – customer quality reports and other forms.
- Other Current Charges (\$600) – utility locations.
- Operating Supplies (\$48,550) – vehicle fuel (\$2,400), uniforms and cleaning, safety equipment, and tools (\$2,400), water meters and registers for inventory (\$35,250), miscellaneous parts and supplies (\$8,500).
- Publications & Training (\$4,500) – continuing education training (\$3,500), and miscellaneous staff training (\$1,000).
- Transfer to General Fund (\$200,000) - this amount is primarily to contribute to debt service on the \$9.4 million borrowed for the Community Enhancements Project.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Adopted Budget 2015-2016</u>
WATER FUND		
Personal Services:		
Salaries & Wages	\$ 229,241	\$ 218,604
Overtime Pay	11,462	10,930
FICA Taxes	18,414	17,559
Retirement Contribution	33,813	20,767
Group Insurance	53,237	47,218
Workers' Compensation	2,681	4,125
Unemployment Compensation	1,146	1,093
	<u>349,994</u>	<u>320,296</u>
 Operating Expenses:		
Water Purchases	600,000	600,000
Professional Services		
Accounting and Auditing	4,800	4,640
Other Contractual Services	20,800	18,600
Travel and Per Diem		
Communications	980	980
Utility Services		
Rentals and Leases	3,200	
Insurance	16,307	18,453
Repairs & Maintenance	11,100	10,200
Printing and Binding	1,000	
Other Current Charges and Obligations	600	3,600
Office Supplies		
Operating Supplies	48,550	19,000
Books, Publications, Memberships, & Training	4,500	5,500
	<u>711,837</u>	<u>680,973</u>
 Capital Outlay		
 Transfers:		
General Fund (Debt Service)	200,000	185,000
Sewer Fund		
	<u>200,000</u>	<u>185,000</u>
 Increase in Operating Balance	<u>10,169</u>	<u>179,731</u>
 Total Resources Allocated	<u>\$ 1,272,000</u>	<u>\$ 1,366,000</u>
WATER FUND		

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016- 2017

**THE
SEWER
FUND**

**EXPLANATIONS: SEWER FUND
REVENUES**

- A sewer rate increase of 5.73% is proposed. Miami-Dade County is increasing its wholesale sewage rate by 5.73%. Miami Beach will likely pass through that increase to the Town.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
SEWER FUND		
Estimated Sources:		
Sewage Charges	\$ 2,170,000	\$ 2,200,000
Interest Income		
Change in Fair Value of Investments		
Gain/Loss on Investments sales		
Miscellaneous Income	50,000	60,000
Appropriated Retained		
Earnings	34,928	
Transfer from Water Fund		
Loan Proceeds		
Total Sources	<u>\$ 2,254,928</u>	<u>\$ 2,260,000</u>

**EXPLANATIONS: SEWER FUND
EXPENSES (535.0)**

- Personal Services (\$402,854) - includes funding for salaries and benefits for sewer department personnel and allocated general administrative salaries.
- Sewage Disposal (\$850,000) – sewage disposal fees paid to Miami Beach.
- Accounting & Auditing (\$7,200) – allocated portion of the Town’s audit costs.
- Other Contractual Services (\$6,300) – software fees, maintenance contract for air compressors, and meter calibration services.
- Communications (\$3,240) –phones (\$2,280) and express freight charges for replacement parts (\$900).
- Utility Services (\$54,000) - electricity for sewage pumps.
- Insurance (\$24,461) – allocated portion of Town’s overall insurance costs.
- Repairs and Maintenance (\$94,200) – repairs to vehicles, sewer line cleaning, and various plumbing, electrical, welding, lift station, sewage pump repairs, and sewer line point repairs.
- Other Current Charges (\$600) – utility location services, vaccinations, drug testing, and minor medical services.
- Operating Supplies (\$19,200) – fuel for vehicles (\$3,600), inventory for repairs (\$3,500), and other consumable supplies (\$12,100).
- Capital Outlay (\$250,000) - \$200,000 for sewer lateral lines, \$35,000 for remote monitoring system (SCADIA), and \$15,000 for manhole lining.
- Debt Service (\$75,320) - this amount covers interest and principal payments for the semiannual loan repayments to the State Revolving Loan Fund. This loan was used to help fund the major sewer infrastructure recapitalization carried out in past years.
- Transfer to General Fund (\$467,613) - this amount will be used to fund the year’s debt service on funds borrowed for the Community Enhancements Project.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Adopted Budget 2015-2016</u>
SEWER FUND		
Personal Services:		
Salaries & Wages	\$ 235,163	\$ 225,567
Overtime Pay	47,033	45,113
FICA Taxes	21,588	20,707
Retirement Contribution	34,687	21,429
Group Insurance	60,993	45,816
Workers' Compensation	2,214	3,526
Unemployment Compensation	1,176	1,128
	402,854	363,286
Operating Expenses:		
Sewage Disposal	850,000	690,000
Professional Services	-	30,000
Accounting and Auditing	7,200	6,380
Other Contractual Services	6,300	4,300
Travel & Per Diem		
Communications	3,180	3,240
Utility Services	54,000	72,000
Rentals and Leases		5,000
Insurance	24,461	27,679
Repairs & Maintenance	94,200	64,600
Printing and Binding		
Other Current Charges and Obligations	600	1,200
Office Supplies		
Operating Supplies	19,200	16,900
Books, Publications, Memberships, & Training		
	1,059,141	921,299
Capital Outlay:	250,000	355,000
	250,000	355,000
Debt Service (Interest & Principal):	75,320	75,320
Transfers:		
General Fund (Debt Service)	467,613	442,655
Increase in Operating Balance	-	102,440
Total Resources Allocated	\$ 2,254,928	\$ 2,260,000
SEWER FUND		

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

**THE
PARKING
FUND**

**EXPLANATIONS: PARKING FUND
REVENUES**

- Parking receipts estimates are based on recent experience and current rates. Rental income from the Miami-Dade Fire Department is included in the amount of \$120,000.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Proposed Budget <u>2015-2016</u>
PARKING FUND		
Estimated Sources:		
Operating Income		
Meters	\$ 160,000	\$ 158,000
Permits	\$ 330,000	\$ 295,000
Fines	\$ 50,000	\$ 30,000
Miscellaneous Income	145,000	120,000
Loan Proceeds		
Land Sale Proceeds		
Appropriated Retained Earnings		170,000
Total Sources	\$ 685,000	\$ 830,000

**EXPLANATIONS: PARKING FUND
EXPENSES (545.0)**

- Personal Services (\$188,011) - wages and related benefits for the parking enforcement specialist as well as costs for meter collections, coin counting, sorting, and wrapping, and an allocated portion of general administrative salaries.
- Accounting & Auditing (\$2,400) – allocated portion of the cost of the Town’s audit.
- Other Contractual Services (\$3,000) – Fire alarm system maintenance and monitoring.
- Communications (\$12,600) – wireless data connections for master parking meters (\$11,100), and cell phone for parking enforcement specialist (\$1,500).
- Utility Services (\$18,000) – Electricity for parking garage (\$14,400) and water charges (\$3,600)
- Rentals and Leases (\$15,860) – funding for lease of lots 9, 10, 12, & 13 (located in the business district parking lot adjacent to Town Hall).
- Insurance (\$8,154) – allocated portion of overall insurance cost.
- Repairs & Maintenance (\$23,000) – repairs to parking garage, lots, and meters and parking enforcement vehicle (\$12,000), air conditioning annual contract (\$4,500), and elevator service contract for parking garage (\$6,500).
- Printing & Binding (\$2,500) – parking permits and forms.
- Other Current Charges (\$12,600) – taxes on land leased for use as municipal parking (\$9,000) and armored car services (\$3,600).
- Operating Supplies (\$6,200) – supplies for the master meters and garage.
- Capital Outlay (\$20,000) – resurface/restripe lots.
- Debt Service (\$358,016) – interest (\$88,016) and principal (\$270,000) on the parking garage loan.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
PARKING FUND		
Personal Services:		
Salaries & Wages	\$ 120,613	\$ 125,681
Overtime Pay	10,855	11,311
FICA Taxes	10,057	10,480
Retirement Contribution	17,790	11,940
Group Insurance	26,560	25,146
Workers' Compensation	1,533	1,721
Unemployment Compensation	603	628
	<hr/> 188,011	<hr/> 186,907
Operating Expenses:		
Professional Services		
Accounting and Auditing	2,400	2,900
Other Contractual Services	3,000	3,000
Travel and per diem		
Communications	12,600	12,600
Utility Services	18,000	19,800
Rentals and Leases	15,860	15,860
Insurance	8,154	11,533
Repairs & Maintenance	23,000	16,000
Printing and Binding	2,500	3,100
Other Current Charges and Obligations	12,600	9,000
Office Supplies		
Operating Supplies	6,200	6,800
Books, Publications, Memberships, & Training	<hr/> 104,314	<hr/> 100,593
Capital Outlay	20,000	185,000
	<hr/> 20,000	<hr/> 185,000
Debt Service		
Interest Payment	88,016	93,701
Principal Payment	270,000	262,000
	<hr/> 358,016	<hr/> 355,701
Increase in Operating Balance	<hr/> 14,659	<hr/> 1,799
Total Resources Allocated	<hr/> \$ 685,000	<hr/> \$ 830,000
PARKING FUND		

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

**THE
SOLID WASTE
FUND**

REVENUES EXPLANATIONS: SOLID WASTE FUND

- Operating Revenues – a three percent increase in solid waste rates to our residents is proposed as the second year of a three-year rate increase totaling ten percent. Prior to last year, rates were last raised in 2000. Our contract for waste disposal includes provisions for annual increases based on CPI and dumping fees and the Town cannot continue to absorb those increases without incurring operating deficits. Revenues have also been negatively affected by the recent demolition of multifamily buildings on the East Island, but should rebound once redevelopment is completed.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
SOLID WASTE FUND		
Estimated Sources:		
Collection Fees - Single Family	\$ 85,068	\$ 89,919
Collection Fees - Multi Family	\$ 423,021	415,090
Recycling Only Fees		
Collection Fees - Apartments	\$ 124,994	140,080
Collect Fees (Daily)	64,200	62,900
Collect Fees (Offices)	31,350	29,870
Contrib From Gen Fd.		
Interest Income		
Miscellaneous Income	1,000	5,000
Appropriated Retained Earnings	50,836	31,965
Total Sources	<u>\$ 780,468</u>	<u>\$ 774,824</u>

**EXPLANATIONS: SOLID WASTE FUND
EXPENSES (534.0)**

- Solid Waste Disposal (\$764,168) - consists of an estimate for regular service of \$704,168, along with \$60,000 for daily service. Costs for regular service are estimated based upon the agreement with the solid waste contractor, and include an estimate for increases based upon changes in County tipping fees and contractual CPI adjustments.
- Accounting & Auditing (\$2,400) – allocated portion of Town’s audit cost.
- Other Contractual Services (\$4,200) - tipping fees incurred by the Town.
- Repairs & Maintenance (\$1,000) – vehicle maintenance.
- Other Current Charges (\$7,800) – dumping permit from Miami-Dade County (\$800), and funding for a hazardous waste disposal event (\$7,000).
- Operating Supplies (\$4,000) - vehicle fuel (\$500), and recycling bins and lids (\$3,500).

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
SOLID WASTE FUND		
Personal Service:		
Salaries & Wages	\$ -	\$ -
FICA Taxes	-	
Retirement Contribution	-	
Group Insurance	-	
Workers' Compensation	-	-
Unemployment Compensation	-	-
<hr/>		
Operating Expenses:		
Solid Waste Disposal - Regular	704,168	701,049
Solid Waste Disposal - Daily	60,000	58,800
Professional Service		
Accounting and Auditing	2,400	2,900
Other contractual Services	1,100	4,200
Travel & per diem		
Communication		
Utility Service		
Insurance		
Repairs & Maintenance	1,000	1,000
Printing and Binding		
Other Current Charges and Obligations	7,800	800
Office Supplies		
Operating Supplies	4,000	6,075
Rentals and Leases		
Books, Publications		
Memberships, & Training	780,468	774,824
<hr/>		
Capital Outlay:	-	-
<hr/>		
Increase in Operating Balance	0	-
<hr/>		
Total Resources Allocated	\$ 780,468	\$ 774,824
SOLID WASTE FUND	<hr/>	

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

**THE
CAUSEWAY
FUND**

**EXPLANATIONS: CAUSEWAY FUND
REVENUES**

- Revenue estimates were prepared based upon the first eight months of 2015/2016 adjusted for historical seasonal fluctuations. Despite extensive construction activity on the bridge, traffic and toll receipts have increased significantly over last year and completion of the bridge rehabilitation should further increase revenues.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Proposed Budget <u>2015-2016</u>
CAUSEWAY FUND		
Estimated Sources:		
Cash Tolls	\$ 5,585,000	\$ 4,733,000
Annual Passes	410,000	490,000
Commuter & Other Passes		
Bus Revenue		
Rents & Royalties	87,000	87,000
Transponder Fees		
Interest Income	24,000	32,000
Change in fair Value of Investments		
Gain/Loss on Investment Sales		
Gain/Loss on Sale of Fixed Assets		
 Total Sources	 \$ 6,106,000	 \$ 5,342,000

**EXPLANATIONS: CAUSEWAY FUND
EXPENSES (541.5)**

- Personal Services (\$1,374,586) – wages and related benefits for toll plaza, bridge, and causeway maintenance personnel, and allocated charges for general administrative salaries.
- Professional Services (\$185,000) - \$7,000 to partially fund lobbyist contract, \$25,000 for the annual engineer's report, \$70,000 for service and support for the toll management and collection system (Transcore), and \$83,000 for a bridge maintenance contract.
- Accounting & Auditing (\$21,000) – allocated portion of the Town's audit cost.
- Other Contractual Services (\$320,160) - \$245,160 for landscaping services and supplies, \$25,000 for data backup service, and \$50,000 for pressure cleaning Kane Concourse sidewalks.
- Communication Services (\$47,000) – T-1 data lines (\$45,000), and mobile telephones (\$2,000).
- Utility Services (\$50,000) – electricity (\$20,000) and water (\$30,000).
- Rentals & Leases (\$100,000) – holiday decorative lighting.
- Insurance (\$261,977) – the inland marine policy on the bridge is budgeted at \$183,011, and the boiler and machinery policy on the bridge is estimated at \$5,584. The remainder is an allocated portion of the Town's overall insurance cost for property, liability, and workers' compensation.
- Repairs & Maintenance (\$125,000) – for tolling equipment, the four bridges and roadways, and any improvements on the causeway corridor such as fencing, signage, sprinkler systems or lighting. Air conditioning, electrical, lighting, and mechanical repairs are included along with repairs to causeway vehicles.
- Operating Supplies (\$30,000) – \$15,000 for gas and diesel fuel, and \$15,000 for uniforms and other consumable supplies.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Proposed Budget <u>2015-2016</u>
CAUSEWAY FUND		
Personal Services:		
Salaries & Wages	\$ 884,151	\$ 861,999
Overtime Pay	39,787	38,790
FICA Taxes	70,681	68,910
Retirement Contribution	130,412	81,890
Group Insurance	238,912	188,440
Workers' Compensation	6,222	5,755
Unemployment Compensation	4,421	4,310
	<hr/> 1,374,586	<hr/> 1,250,094
Operating Expenses:		
Professional Services	194,000	185,000
Accounting and Auditing	21,000	20,300
Other Contractual Services	320,160	300,000
Travel and Per Diem		
Communication Services	47,000	40,000
Utility Services	50,000	50,000
Rentals and Leases	100,000	200,000
Insurance	261,977	281,068
Repairs & Maintenance	125,000	150,000
Promotional Activities		
Printing and Binding		1,500
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	30,000	30,000
Books, Publications, Memberships, & Training	<hr/> 1,149,137	<hr/> 1,257,868

**EXPLANATIONS: CAUSEWAY FUND
EXPENSES (541.5) Continued**

- Capital Outlay (\$95,000) – beautification: either artificial turf for medians or hanging flower baskets (\$40,000), or replacement of two old CNG trucks (\$55,000).
- Debt Service (\$1,121,343) - includes principal (\$831,000) and interest (\$290,343) for the Series 2012 Promissory Note issued to fund the SunPass conversion and causeway corridor rehabilitation project.
- Transfers (\$1,120,000) – transfer to the general fund.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	<u>Proposed Budget 2016-2017</u>	<u>Adopted Budget 2015-2016</u>
CAUSEWAY FUND (Continued)		
Capital Outlay	95,000	95,000
	95,000	95,000
Debt Service:		
Interest Payments	290,343	310,836
Principal Payments	831,000	810,000
	1,121,343	1,120,836
Transfers:		
Reserve for Replacement General Fund	1,120,000	1,065,000
	1,120,000	1,065,000
Increase in Operating Balance	1,245,934	553,202
Total Resources Allocated CAUSEWAY FUND	\$ 6,106,000	\$ 5,342,000

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

**THE
STORMWATER
FUND**

**EXPLANATIONS: STORMWATER FUND
REVENUES**

- Revenue estimates assume no increase in the stormwater fee.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
STORMWATER FUND		
Estimated Sources:		
Stormwater Fee	200,000	206,000
Appropriated Retained Earnings	152,026	148,000
Total Sources	\$ 352,026	\$ 354,000

**EXPLANATIONS: STORMWATER FUND
EXPENSES (538.0)**

- Personal Services (\$55,797) - wages and related benefits for the Town's street sweeping operation are charged here, along with allocated general administrative salaries.
- Accounting & Auditing (\$1,200) – an allocated portion of the Town's audit cost.
- Other Contractual Services (\$80,000) –street sweeping contract.
- Travel and Per Diem (\$455) – travel for NPDES training.
- Utility Services (\$2,400) – electricity for deep well injection pumps.
- Insurance (\$4,077) – an allocated portion of overall insurance costs.
- Repairs and Maintenance (\$72,100) – vacuum clean basins and culverts (\$30,000), repair P-3 structures (\$20,000), point repairs of outfalls (\$14,000), valley gutter repairs (\$2,500), vehicle repairs (\$3,600), and hazardous waste removal (\$2,000).
- Other Current Charges (\$3,500) –NPDES Permit
- Operating Supplies (\$500) – consumable supplies and NPDES Annual Surveillance Fee (\$500).
- Publications & Training (\$2,000) – NPDES training.
- Capital Outlay (\$130,000) –lining of storm outfalls (\$80,000), and valley gutter repairs (\$50,000).

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
STORMWATER FUND		
Personal Services:		
Salaries & Wages	41,789	40,607
FICA Taxes	3,197	3,106
Retirement Contribution	6,164	3,858
Group Insurance	3,967	3,400
Workers' Compensation	468	789
Unemployment Compensation	209	203
	<hr/>	<hr/>
	55,794	51,963
Operating Expenses:		
Professional Service		35,000
Accounting and Auditing	1,200	1,160
Other Contractual Services	80,000	105,000
Travel and Per Diem	455	455
Communication Services		
Utility Service	2,400	1,200
Rentals and Leases		
Insurance	4,077	4,613
Repairs & Maintenance	72,100	57,200
Other Current Charges		
Printing and Binding and Obligations		
Promotional Activities		
Other Current Changes and Obligations	3,500	
Office Supplies		
Operating Supplies	500	10,500
Books, Publications, Memberships, & Training	2,000	2,000
	<hr/>	<hr/>
	166,232	217,128
Capital Outlay	<hr/>	<hr/>
	130,000	84,000
Transfers:		
General Fund (for Debt Service)	<hr/>	<hr/>
	-	-
Increase in Operating Balance	<hr/>	<hr/>
	-	909
Total Resources Allocated	<hr/>	<hr/>
STORMWATER FUND	\$ 352,026	\$ 354,000

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016 - 2017

SUMMARIES

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
Recap All Funds Estimated Sources:		
Ad Valorem Taxes	\$ 3,678,865	\$ 3,363,190
Franchise Fees	374,000	361,500
Utility Taxes	456,000	437,000
Telecommunications Tax	240,000	271,000
Intergovernmental Rev.	951,000	891,000
Licenses & Permits	808,000	485,000
Professional & Occup Lics	63,000	62,000
Charges For Services	323,420	322,720
Fines & Forfeitures	125,000	135,000
Interest Income	114,000	122,000
Miscellaneous Income	281,000	285,000
Operating Income-Ent Funds	10,823,632	10,175,859
Appropriated Retained Earnings/Fund Balance	237,790	399,965
Loan Proceeds	-	-
Land sale Proceeds	-	-
Total Sources Before Interfund Transfers	<u>18,475,707</u>	<u>17,311,734</u>
Interfund Transfers:		
Water Fund to General (Debt Service)	200,000	177,000
Sewer Fund to General (Debt Service)	467,613	412,486
Stormwater Fund to General (Debt Svc)	-	-
Water Fund to Sewer Fund	-	-
Reimb-Causeway to General	1,120,000	1,065,000
Total Interfund	<u>1,787,613</u>	<u>1,654,486</u>
Total Financial Sources:	<u>\$ 20,263,320</u>	<u>\$ 18,966,220</u>

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
Recap All Funds Estimated Uses by Object:		
Personal Services:	\$ 7,636,689	\$ 6,984,775
Operating Expenses/Expenditures	6,615,304	6,362,549
Capital Outlay	789,950	909,720
Debt Service	2,098,002	2,093,440
Grants and Aids	-	20,000
	<u>\$ 17,139,945</u>	<u>\$ 16,370,484</u>
Transfers:		
Water Fund to Sewer Fund	-	-
Transfer to Reserves	65,000	65,000
Causeway to General Fund	1,120,000	1,065,000
Water to General for Debt Service	200,000	185,000
Sewer to General for Debt Service	467,613	442,655
Stormwater to General for Debt Service	-	-
	<u>1,852,613</u>	<u>1,757,655</u>
Increase in Operating Balance	<u>1,270,762</u>	<u>838,081</u>
Total Financial Uses	<u>\$ 20,263,320</u>	<u>\$ 18,966,220</u>

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
Recap All Funds		
Estimated Uses by Sub-Object		
Personal Services:		
Salaries & Wages	\$ 5,044,125	\$ 4,757,429
Overtime Pay	295,637	317,014
FICA Taxes	408,490	388,960
Retirement Contribution	831,665	545,183
Group Insurance	961,136	864,998
Workers' Compensation	70,416	77,354
Unemployment Compensation	25,220	23,837
	<hr/> 7,636,689	<hr/> 6,984,775
Operating Expenses:		
Professional Services	696,752	695,815
Accounting and Auditing	60,000	58,000
Other Contractual Services	2,521,425	2,315,074
Water Purchases	600,000	600,000
Travel and Per Diem	42,305	31,395
Communication Services	200,795	187,130
Utility Services	301,800	307,400
Rentals and Leases	273,800	354,775
Insurance	406,502	437,771
Repairs & Maintenance	522,050	479,236
Printing and Binding	51,350	49,500
Promotional Activities	22,000	16,900
Other Current Charges and Obligations	445,570	422,280
Office Supplies	15,000	15,000
Operating Supplies	399,660	342,588
Books, Publications, Memberships, & Training	56,895	49,685
	<hr/> 6,615,304	<hr/> 6,362,549

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget <u>2016-2017</u>	Adopted Budget <u>2015-2016</u>
Capital Outlay	789,950	909,720
Debt Service:		
Combined Interest/Principal	75,320	75,320
Interest Payments	617,682	651,120
Principal Payments	1,405,000	1,367,000
	<u>2,098,002</u>	<u>2,093,440</u>
Grants and Aids	-	20,000
Transfers:		
Water Funds to Sewer Fund	-	-
General Fund Reserves	65,000	65,000
Causeway to General Fund	1,120,000	1,065,000
Water to General (for debt service)	200,000	185,000
Sewer to General (for debt service)	467,613	442,655
Stormwater to General (for debt service)	-	-
	<u>1,852,613</u>	<u>1,757,655</u>
Increase in Operating Balance	1,270,762	838,081
Total All Funds Financial Uses:	<u>\$ 20,263,320</u>	<u>\$ 18,966,220</u>
Excess (Deficiency) of Sources Over (Under) Uses	\$ -	\$ -

(This page intentionally left blank)

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2016- 2017

**SUPPLEMENTAL
INFORMATION**

SUPPLEMENTAL INFORMATION - CHART OF ACCOUNTS

PERSONAL SERVICES

Expense for salaries, wages, and related employee benefits provided for all persons employed by the local unit of government whether on full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contributions to a retirement system, social security, insurance, sick leave, terminal pay, and similar direct benefits as well as other costs such as Workers' Compensation and Unemployment Compensation Insurance.

Regular Salaries and Wages

Employees who are or will be members of a retirement system as a condition of their employment. Includes all full-time and part-time employees who make up the regular work force.

FICA Taxes

Social Security and Medicare Matching.

Retirement Contributions

Amounts contributed to the Town's retirement system.

Life and Health Insurance

Includes life and health insurance premiums and benefits paid for employees.

Workers' Compensation

Premiums and benefits paid for Workers' Compensation insurance.

Unemployment Compensation

Amounts contributed to the unemployment compensation fund.

OPERATING EXPENSES

Includes expenditures for goods and services which primarily benefit the current period and are not defined as personal services or capital outlays.

Professional Services

Legal, medical, dental, engineering, architectural, appraisal, and other services procured by the local unit as independent professional assistance. Includes such financial services as bond rating, etc., where the service received is not directly involved with accounting and/or auditing. Also includes

fees paid for competency and/or psychiatric evaluations and court appointed attorneys.
Shown below are typical expenses incurred by the Town from time to time:

Legal - Town Attorney
Legal - Outside Counsel
Engineering - Town Engineer
Engineering - Environmental
Financial - Outside Services
Architectural - Construction
Architectural - Landscape

Accounting and Auditing

Generally includes all services received from independent certified public accountants, such as the annual audit.

Other Contractual Services

Custodial, janitorial, and other services procured independently by contract or agreement with persons, firms, corporations, or other governmental units. Does not include contracts for accounting and auditing, repairs and maintenance, or printing and binding. Shown below are typical expenses incurred by the Town:

Pest Control
Tipping Fees
Sewage Pumping Charges (Purchases)
Street Sweeping
Solid Waste Collection

Travel and Per Diem

This includes the costs of public transportation, motor pool charges, reimbursements for use of private vehicles, per diem, meals, and incidental travel expenses. Shown below are typical expenses incurred by the Town:

Department Head Car Allowances
Mileage Reimbursement
Tolls and Parking

Communications Services

Telephone, telegraph, freight, postage, courier, or other communications.

Utility Services

Electricity, Gas, Water, Waste Disposal, and other public utility services.

Rentals and Leases

Amounts paid for the lease or rent of land, buildings, or equipment. This would also include the leasing of vehicles. Shown below are typical expenses incurred by the Town from time to time:

Beepers
Identikit
Postal Meter
Property Leases
Toll Equipment

Insurance

Includes all insurance carried for the protection of the local government such as fire, theft, casualty, general and professional liability, auto coverage, surety bonds, etc.

Repairs & Maintenance

The costs incurred for the repair and maintenance of building and equipment, including all maintenance and service contracts. Do not include custodial or janitorial services which are recorded under Other Contractual Services.

Printing and Binding

Costs of printing, binding, and other reproduction services which are contracted for or purchased from outside vendors. Also, include charges for printing etc., which is performed by an in-house print shop. Typical printing needs of the Town are shown below:

Newsletter
Bills
Brochures
Envelopes
Flyers
Forms
Licenses
Schedules
Stationery

Promotional Activities

Includes any type of promotional advertising on behalf of the local unit, but does not include legal ads.

Advertising, promotional
Special Events
Photography

Other Current Charges and Obligations

Includes current charges and obligations not otherwise classified. Typical charges are shown below:

Employment Advertising	Entertainment
Request For Proposals Advertising	Medical Examinations
Civic Organization Functions	Meeting Expenses
Clothing Allowances	Microfilming
Codification - Municipal Code	Minutes Indexing
Election Expenses	Recording of Documents

Office Supplies

This object includes materials and supplies such as stationery, pre-printed forms, paper, charts and maps.

Operating Supplies

All types of supplies consumed in the conduct of operations. This category may include food, fuel, lubricants, chemicals, laboratory supplies, household items, institutional supplies, and uniforms and other clothing. Also includes recording tapes and transcript production supplies. Does not include materials and supplies unique to construction or repair of roads and bridges. Shown below are typical expenses incurred by the Town:

Ammunition
Batteries (flashlights, etc.)
Camera Film/Developing
Chemicals
Diesel Fuel/Oil
Flags
Food/Candy
Gasoline
Hardware
Housekeeping Supplies
Landscape/Greenery
Light Bulbs

Paper Goods
Pipes/Fittings
Playground Equipment (purchases)
Prizes/Trophies
Proclamation Frames
Safety Equipment
Shooting Range
Tennis Equipment/Nets
Tools
Toters
Uniforms: Cleaning, Expense, Purchases

Road Materials and Supplies

Those materials and supplies used exclusively in the repair and reconstruction of roads and bridges.

Books, Publications, Subscriptions, and Memberships

This object includes subscriptions, memberships, professional data costs, and training and educational costs. Typical expenses incurred by the Town are shown below:

Books/Magazines
Dade City/County Manager's Assn.
Dade County Codes
Dade County League of Cities
Florida Gold Coast Chamber of Commerce
Florida League of Cities
Florida Statutes
Memberships:
Clerk
Finance Officer
Manager
Police Chief
Miami Herald
Miami Review

CAPITAL OUTLAY

Outlays for the acquisition of or addition to fixed assets:

Land

Land acquisition cost, easements, right-of-way costs.

Buildings

Office buildings, firehouses, garages, jails, and parks and recreation buildings.

Improvements Other Than Buildings

Structures and facilities other than buildings such as roads, bridges, curbs, gutters, docks, wharves, fences, landscaping, lighting systems, parking areas, storm drains, athletic fields, etc.

Machinery and Equipment

Includes motor vehicles, heavy equipment, and office furniture and equipment.

DEBT SERVICE

Outlays for debt service purposes.

Principal

Interest

TRANSFERS

Includes all transfers between funds which do not represent operating expenditures.

NOTICE OF PROPOSED TAX INCREASE

The Town of Bay Harbor Islands has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy:

- A. Initially proposed levy..... \$3,540,199
- B. Less tax reductions due to Value Adjustment Board and other assessment changes..... \$27,461
- C. Actual property tax levy..... \$3,512,738

This year's proposed tax levy..... \$3,872,490

All concerned citizens are invited to attend a public hearing on the tax increase to be held on Monday, September 19, 2016, 7:00 p.m., at Town Hall, 9665 Bay Harbor Terrace, Bay Harbor Islands, Florida.

A FINAL DECISION on the proposed tax increase and the budget will be made at this hearing.

BUDGET SUMMARY TOWN OF BAY HARBOR ISLANDS • FISCAL YEAR 2016-2017

THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF BAY HARBOR ISLANDS ARE 4.8% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.

ESTIMATED FINANCING SOURCES:		General Fund	Water Fund	Sewer Fund	Parks Fund	Solid Waste Fund	Causeway Fund	Stormwater Fund	Total All Funds
	Millage								
Ad Valorem Taxation	4.000	\$3,878,895							\$3,878,895
Fuel Taxes		97,000							97,000
Franchise Fees		374,000							374,000
Utility Taxes		458,000							458,000
Telecommunications Tax		240,000							240,000
Licenses and Permits		871,000							871,000
Intergovernmental		824,000							824,000
Charges for Service		268,420	\$1,163,000	\$2,170,000	\$490,000	\$728,832	\$6,082,000	\$200,000	11,000,652
Fines and Forfeits		105,000			50,000				155,000
Miscellaneous		113,000	119,000	50,000	145,000	1,000	24,000		462,000
Other Financing Sources		1,787,813		34,828		50,838		152,028	2,025,403
TOTAL FINANCING SOURCES		\$8,812,898	\$1,272,000	\$2,254,828	\$635,000	\$780,468	\$6,106,000	\$352,028	\$20,283,320
EXPENDITURES/EXPENSES:									
General Government		\$1,478,929							\$1,478,929
Public Safety		4,808,919							4,808,919
Physical Environment			\$1,061,831	\$1,711,895		\$780,468		\$352,028	3,906,224
Transportation		960,864			\$312,326				1,273,190
Culture and Recreation		1,000,843					\$2,818,723		3,819,566
Other Financing Uses		543,323	200,000	542,933	358,016		2,241,243		3,685,515
TOTAL EXPENDITURES/EXPENSES		8,812,898	1,261,831	2,254,828	670,341	780,468	4,860,066	352,028	18,992,556
RESERVES AND CONTINGENCIES		0	10,169	0	14,659	0	1,245,934	0	1,270,762
TOTAL FINANCING USES		\$8,812,898	\$1,272,000	\$2,254,828	\$685,000	\$780,468	\$6,106,000	\$352,028	\$20,283,320

THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE TOWN OF BAY HARBOR ISLANDS AS A PUBLIC RECORD.

ORDINANCE NO. 997

AN ORDINANCE PROVIDING FOR A MILLAGE OF 4.4000 WHICH IS 8.57% MORE THAN THE ROLLED-BACK RATE FOR THE TOWN OF BAY HARBOR ISLANDS FOR THE CURRENT YEAR, A.D. 2016; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the legislative charter of the TOWN OF BAY HARBOR ISLANDS, FLORIDA, provides, among other things, that the Town Council shall determine the amount and fix the rate of taxation and make the annual tax levy for the current year,

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF BAY HARBOR ISLANDS HEREBY ORDAINS:

Section 1. That after careful consideration of the estimates of receipts and operating and capital expenditures for the fiscal year beginning October 1, 2016, and ending September 30, 2017, it is hereby agreed that a millage of 4.4000 is needed.

The millage of 4.4000 is 8.57% more than the rolled-back rate.

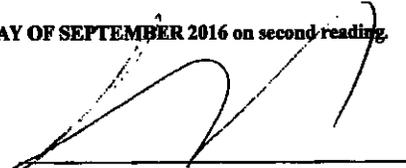
Section 2. That the Town Clerk is hereby directed to certify a copy of this ordinance and to forward the same to the Board of County Commissioner of Miami-Dade County, Florida, for the purpose of noting the levy on the assessment roll for the tax year A.D. 2016 and for the purpose of collection of taxes upon the taxable property within the corporate limits of said Town.

Section 3. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 4. This ordinance shall become effective immediately upon passage by the Town Council on second reading.

PASSED AND ADOPTED THIS 12th DAY OF SEPTEMBER 2016 on first reading.

PASSED AND ADOPTED THIS 19th DAY OF SEPTEMBER 2016 on second reading.


MAYOR

ATTEST:


TOWN CLERK

I, Alba L. Chang, Deputy Town Clerk of the Town of Bay Harbor Islands, Florida, do hereby certify that the above and foregoing is a true and correct copy of the original thereof on file in my office. WITNESS my hand and the seal of said Town this 21 day of September A.D. 2016
Alba L. Chang
Deputy Town Clerk of the
Town of Bay Harbor Islands, Florida

ORDINANCE NO. 998

AN ORDINANCE MAKING APPROPRIATIONS FOR THE GENERAL, WATER, SEWER, PARKING, SOLID WASTE, CAUSEWAY, AND STORMWATER FUNDS FOR THE YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017, IN THE TOTAL SUM OF \$18,992,558; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

THE TOWN COUNCIL OF THE TOWN OF BAY HARBOR ISLANDS HEREBY ORDAINS:

Section 1. That the amounts as detailed on Exhibit "A" entitled "Town of Bay Harbor Islands Proposed Operating Budgets 2016-2017", attached hereto and made a part hereof, aggregating Eighteen Million Nine Hundred Ninety-two Thousand Five Hundred Fifty-eight Dollars and No cents (\$18,992,558) or so much thereof as may be necessary, are hereby appropriated in the Town's General, Water, Sewer, Parking, Solid Waste, Causeway, and Stormwater Funds for the use of the several departments of the Town for the fiscal year beginning October 1, 2016 and ending September 30, 2017.

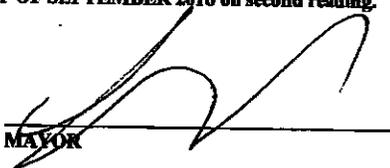
Section 2. That the budgets of the Town may be amended during the budget year by a motion approved by the Town Council to include the carryforward of unexpended appropriations from the previous year's budget or to authorize additional appropriations of available funds.

Section 3. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

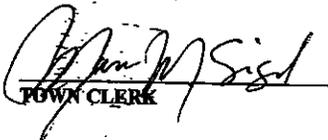
Section 4. This ordinance shall become effective immediately upon passage by the Town Council on second reading.

PASSED AND ADOPTED THIS 12th DAY OF SEPTEMBER 2016 on first reading.

PASSED AND ADOPTED THIS 19th DAY OF SEPTEMBER 2016 on second reading.


MAYOR

ATTEST:


TOWN CLERK

I, Alba L. Chang, Deputy Town Clerk of the Town of Bay Harbor Islands, Florida, do hereby certify that the above and foregoing is a true and correct copy of the original thereof on file in my office.

WITNESS my hand and the seal of said Town this 21 day of September
A.D. 2016

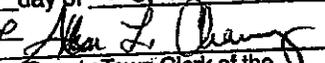

Deputy Town Clerk of the
Town of Bay Harbor Islands, Florida

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
GENERAL FUND	
GENERAL GOVERNMENT	
Legislative (Town Council):	
Executive Salaries	\$ 7
Professional Services	16,800
Travel and Per Diem	15,000
Communications	19,560
Insurance	1,549
Printing and Binding	39,000
Promotional Activities	3,500
Other Current Charges and Obligations	12,850
Operating Supplies	1,500
Books, Publications, Memberships, & Training	5,250
Executive (Town Manager):	
Salaries & Wages	170,029
FICA Taxes	13,007
Retirement Contribution	39,679
Group Insurance	21,614
Workers' Compensation	1,966
Unemployment Compensation	850
Professional Services	50,500
Other Contractual Services	20,000
Travel & Per Diem	11,000
Communication Services	51,000
Rentals & Leases	1,600
Insurance	3,873
Repairs & Maintenance	-
Printing and Binding	3,000
Promotional Activities	15,000
Other Current Charges and Obligations	7,000
Operating Supplies	1,900
Books, Publications, Memberships, & Training	5,500

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
Town Clerk's Office:	
Salaries & Wages	64,442
Overtime Pay	1,289
FICA Taxes	5,028
Retirement Contribution	9,505
Group Insurance	14,308
Workers' Compensation	811
Unemployment Compensation	322
Other Contractual Services	23,985
Travel & Per Diem	4,500
Communication Services	500
Rentals & Leases	13,964
Insurance	1,549
Repairs & Maintenance	5,400
Printing and Binding	1,500
Other Current Charges and Obligations	45,000
Office Supplies	15,000
Operating Supplies	5,000
Books, Publications, Memberships, & Training	2,450
Financial & Administrative:	
Salaries & Wages	84,390
Overtime Pay	4,220
FICA Taxes	6,779
Retirement Contribution	12,448
Group Insurance	17,872
Workers' Compensation	1,272
Unemployment Compensation	422
Professional Services	31,500
Accounting and Auditing	21,000
Other Contractual Services	6,000
Travel & Per Diem	1,400
Communication Services	500
Rentals and Leases	5,100
Insurance	775
Repairs & Maintenance	250
Printing and Binding	750
Other Current Charges and Obligations	500
Books, Publications, Memberships, & Training	2,380

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
Information Technology	
Salaries & Wages	36,686
Overtime Pay	1,834
FICA Taxes	2,947
Retirement Contribution	5,411
Group Insurance	7,196
Workers' Compensation	461
Unemployment Compensation	183
Professional Services	48,000
Communication Services	1,800
Insurance	775
Repairs & Maintenance	11,000
Operating Supplies	52,000
Books, Publications, Memberships, & Training	3,500
Legal:	
Professional Services	163,000
TOTAL DEPARTMENT OF GENERAL GOVERNMENT	\$ 1,279,438

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
GENERAL FUND	
DEPARTMENT OF PUBLIC BUILDINGS	
Other Contractual Services	\$ 57,900
Communication Services	1,200
Utility Services	50,400
Insurance	14,091
Repairs & Maintenance	35,000
Operating Supplies	6,900
Capital Outlay	34,000
TOTAL DEPARTMENT OF PUBLIC BUILDINGS	<u>\$ 199,491</u>
POLICE DEPARTMENT	
Salaries & Wages	\$ 2,238,634
Overtime Pay	175,000
FICA Taxes	184,643
Retirement Contribution	462,838
Group Insurance	342,316
Workers' Compensation	42,839
Unemployment Compensation	11,193
Professional Services	22,702
Other Contractual Services	29,037
Travel & Per Diem	5,000
Communication Services	37,875
Rentals and Leases	109,816
Insurance	42,602
Repairs & Maintenance	61,400
Printing and Binding	1,500
Promotional Activities	1,000
Other Current Charges and Obligations	15,000
Operating Supplies	159,700
Books, Publications, Memberships, & Training	23,520
Capital Outlay	98,450
TOTAL POLICE DEPARTMENT	<u>\$ 4,065,065</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
GENERAL FUND	
BUILDING INSPECTIONS DEPARTMENT	
Salaries & Wages	\$ 252,462
FICA Taxes	19,313
Retirement Contribution	37,238
Group Insurance	28,738
Workers' Compensation	2,709
Unemployment Compensation	1,262
Professional Services	162,250
Other Contractual Services	4,000
Travel and per diem	1,600
Communication Services	12,000
Rentals and Leases	1,260
Insurance	6,197
Repairs and Maintenance	3,000
Printing and Binding	650
Operating Supplies	1,960
Books, Publications, Memberships, & Training	1,555
TOTAL BUILDING INSPECTIONS DEPARTMENT	\$ 536,194
CODE ENFORCEMENT DEPARTMENT	
Salaries & Wages	\$ 74,705
FICA Taxes	5,715
Retirement Contribution	11,019
Group Insurance	22,284
Workers' Compensation	688
Unemployment Compensation	374
Professional Services	8,000
Travel and per diem	2,500
Communication Services	4,000
Insurance	1,549
Repairs and Maintenance	3,000
Printing and Binding	850
Other Current Charges and Obligations	550
Operating Supplies	2,750
Books, Publications, Memberships, & Training	1,650
Capital Outlay	22,500
TOTAL CODE ENFORCEMENT DEPARTMENT	\$ 162,134

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
GENERAL FUND	
DEPARTMENT OF OTHER PUBLIC SAFETY	
Salaries & Wages	\$ 40,750
FICA Taxes	3,117
Workers' Compensation	605
Unemployment Compensation	204
Other Current Charges and Obligations	100
Operating Supplies	500
Books, Publications, Memberships, & Training	250
TOTAL DEPARTMENT OF OTHER PUBLIC SAFETY	<u>\$ 45,526</u>
DEPARTMENT OF STREETS & PARKWAYS	
Salaries & Wages	\$ 207,871
Overtime Pay	4,157
FICA Taxes	16,220
Retirement Contribution	30,661
Group Insurance	57,669
Workers' Compensation	2,111
Unemployment Compensation	1,039
Other Contractual Services	194,975
Travel and Per Diem	450
Communications	6,600
Utility Services	102,000
Rentals & Leases	2,400
Insurance	6,971
Repairs and Maintenance.	56,600
Printing & Binding	600
Other Current Charges and Obligations	1,720
Operating Supplies	43,500
Books, Publications, Memberships, & Training	4,340
Capital Outlay	140,000
TOTAL DEPARTMENT OF STREETS & PARKWAYS	<u>\$ 879,884</u>
DEPARTMENT OF PUBLIC TRANSPORTATION	
Other Contractual Services	\$ 90,000
Operating Supplies	11,000
TOTAL DEPARTMENT OF PUBLIC TRANSPORTATION	<u>\$ 101,000</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
GENERAL FUND	
DEPARTMENT OF RECREATION	
Salaries & Wages	\$ 363,192
FICA Taxes	27,784
Retirement Contribution	
Group Insurance	65,470
Workers' Compensation	3,836
Unemployment Compensation	1,816
Other Contractual Services	50,000
Travel and Per Diem	400
Communication Services	2,000
Utility Services	25,000
Rentals & Leases	20,000
Insurance	11,595
Repairs and Maintenance.	20,000
Promotional Activities	2,500
Other Current Charges and Obligations	337,750
Operating Supplies	4,500
Transfer to reserves	65,000
TOTAL DEPARTMENT OF RECREATION	\$ 1,000,843
DEBT SERVICE	
Principal	\$ 304,000
Interest	239,323
TOTAL DEBT SERVICE	\$ 543,323
TOTAL GENERAL FUND APPROPRIATIONS	\$ 8,812,898

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
WATER FUND	
WATER DEPARTMENT	
Salaries & Wages	\$ 229,241
Overtime Pay	11,462
FICA Taxes	18,414
Retirement Contribution	33,813
Group Insurance	53,237
Workers' Compensation	2,681
Unemployment Compensation	1,146
Water Purchases	600,000
Accounting and Auditing	4,800
Other Contractual Services	20,800
Communications	980
Rentals and Leases	3,200
Insurance	16,307
Repairs & Maintenance	11,100
Printing and Binding	1,000
Other Current Charges and Obligations	600
Operating Supplies	48,550
Books, Publications, Memberships, & Training	4,500
Transfer to General Fund	200,000
TOTAL WATER DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 1,261,831</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
SEWER FUND	
SEWER DEPARTMENT	
Salaries & Wages	\$ 235,163
Overtime Pay	47,033
FICA Taxes	21,588
Retirement Contribution	34,687
Group Insurance	60,993
Workers' Compensation	2,214
Unemployment Compensation	1,176
Sewage Disposal	850,000
Accounting and Auditing	7,200
Other Contractual Services	6,300
Communications	3,180
Utility Services	54,000
Insurance	24,461
Repairs & Maintenance	94,200
Other Current Charges and Obligations	600
Operating Supplies	19,200
Capital Outlay:	250,000
Debt Service (Int & Principal):	75,320
Transfer to General Fund	467,613
TOTAL SEWER DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 2,254,928</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
PARKING FUND	
PARKING DEPARTMENT	
Salaries & Wages	\$ 120,613
Overtime Pay	10,855
FICA Taxes	10,057
Retirement Contribution	17,790
Group Insurance	26,560
Workers' Compensation	1,533
Unemployment Compensation	603
Accounting and Auditing	2,400
Other Contractual Services	3,000
Communications	12,600
Utility Services	18,000
Rentals and Leases	15,860
Insurance	8,154
Repairs & Maintenance	23,000
Printing and Binding	2,500
Other Current Charges and Obligations	12,600
Operating Supplies	6,200
Capital Outlay	20,000
Interest Payments	88,016
Principal Payments	270,000
TOTAL PARKING DEPARTMENT/FUND APPROPRIATIONS	\$ 670,341
SOLID WASTE FUND	
DEPARTMENT OF SOLID WASTE	
Solid Waste Disposal - Regular	704,168
Solid Waste Disposal - Daily	60,000
Accounting and Auditing	2,400
Other contractual Services	1,100
Repairs & Maintenance	1,000
Other Current Charges and Obligations	7,800
Operating Supplies	4,000
TOTAL SOLID WASTE DEPARTMENT/FUND APPROPRIATIONS	\$ 780,468

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
CAUSEWAY FUND	
CAUSEWAY DEPARTMENT	
Salaries & Wages	\$ 884,151
Overtime Pay	39,787
FICA Taxes	70,681
Retirement Contribution	130,412
Group Insurance	238,912
Workers' Compensation	6,222
Unemployment Compensation	4,421
Professional Services	194,000
Accounting and Auditing	21,000
Other Contractual Services	320,160
Communication Services	47,000
Utility Services	50,000
Rentals and Leases	100,000
Insurance	261,977
Repairs & Maintenance	125,000
Operating Supplies	30,000
Capital Outlay	95,000
Interest Payments	290,343
Principal Payments	831,000
Transfer to General Fund	1,120,000
TOTAL CAUSEWAY DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 4,860,066</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2016-2017

	Proposed Budget 2016-2017
STORMWATER FUND	
STORMWATER DEPARTMENT	
Salaries & Wages	41,789
FICA Taxes	3,197
Retirement Contribution	6,164
Group Insurance	3,967
Workers' Compensation	468
Unemployment Compensation	209
Accounting and Auditing	1,200
Other Contractual Services	80,000
Travel and Per Diem	455
Utility Services	2,400
Insurance	4,077
Repairs & Maintenance	72,100
Other Current Charges and Obligations	3,500
Operating Supplies	500
Books, Publications, Memberships, & Training	2,000
Capital Outlay	130,000
TOTAL STORMWATER DEPARTMENT/FUND APPROPRIATIONS	\$ 352,026
ALL FUNDS' TOTAL APPROPRIATIONS	\$ 18,992,558

TOWN OF BAY HARBOR ISLANDS

FY 2016-17
