

TOWN OF BAY HARBOR

ISLANDS



OPERATING BUDGETS

FISCAL YEAR 2017-18

Town of Bay Harbor Islands

OPERATING BUDGETS

General Fund

Water Fund

Sewer Fund

Parking Fund

Solid Waste Fund

Causeway Fund

Stormwater Fund

2017-2018

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

2017 -2018

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October 2017

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

Ladies and Gentlemen:

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

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, 2017 and ending September 30, 2018, 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 17.2%. The General Fund budget reduces the ad-valorem tax rate to 3.9995 mills from 4.4 the preceding year. This is the fifth consecutive millage decrease since 2012, when the rate was 5.2971. Due to the increase in the Town's taxable value, 3.9995 mills is 5.83% 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, 2017 certification, the taxable value of real and personal property is \$1,031,587,742 for the 2017-2018 budget year, an increase of \$151,476,420 from last year's July 1 certification.

MAYOR JOSEPH J. GARDNER GOVERNMENT CENTER

The budget includes a 4.95% increase in sewage rates, and a 5.76% increase in water rates to fund increased costs.

Amounts budgeted for personal services include a 1.4% cost of living salary adjustment for general employees. Police officers will get a 4% across-the-board salary adjustment, while sergeants and lieutenants will get 3.5%. 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.

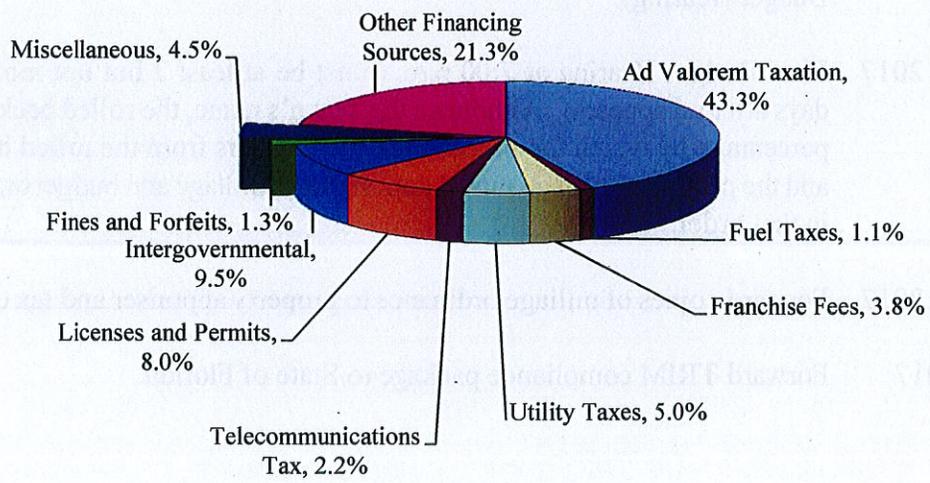
Respectfully submitted,


Ronald J. Wasson
Town Manager

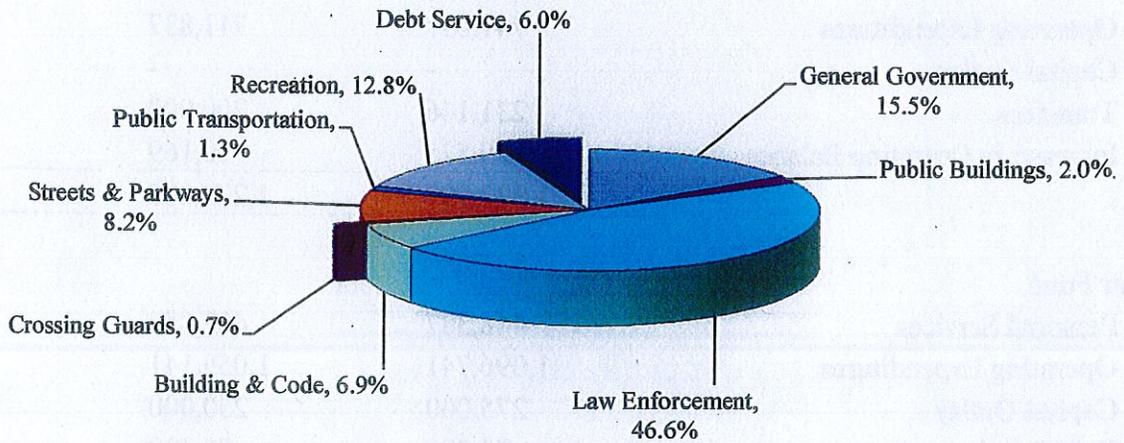
TIMETABLE FOR ADOPTION OF THE 2016/2017 BUDGETS

- July 1, 2017 Certification of taxable value of \$1,031,587,742 was received from Appraiser.
- July 24, 2017 Budget Workshop at 7:00 p.m. – Review budget in detail and set Tentative Millage and date and time of first Budget Hearing.
- August 1, 2017 Notify appraiser of Tentative Millage and date and time of first Budget Hearing.
- August 24, 2017 Notice of proposed taxes mailed by property appraiser.
- September 18, 2017 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 22, 2017 Advertise second public hearing (must advertise within 15 days of Tentative Budget Hearing).
- September 25, 2017 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 28, 2017 Forward copies of millage ordinance to property appraiser and tax collector.
- October 05, 2017 Forward TRIM compliance package to State of Florida.

Town of Bay Harbor Islands
ESTIMATED FINANCING SOURCES-GENERAL FUND
2017/2018



Town of Bay Harbor Islands
ESTIMATED FINANCING USES-GENERAL FUND
2017/2018/



Town of Bay Harbor Islands
Proposed Operating Budgets
2017-2018

	<u>2017-2018</u>	<u>2016-2017</u>	<u>Increase (Decrease)</u>
General Fund			
Personal Services	\$ 5,404,176	\$ 5,265,450	\$ 138,726
Operating Expenditures	2,885,723	2,644,175	241,548
Capital Outlay	186,950	294,950	(108,000)
Grants and Aids	-	-	-
Debt Service	502,788	543,323	(40,535)
Transfers	65,000	65,000	-
	<u>9,044,637</u>	<u>8,812,898</u>	<u>231,739</u>
Water Fund			
Personal Services	371,089	349,994	21,095
Operating Expenditures	741,037	711,837	29,200
Capital Outlay	-	-	-
Transfers	231,146	200,000	31,146
Increase in Operating Balance	29,525	10,169	19,356
	<u>1,372,797</u>	<u>1,272,000</u>	<u>100,797</u>
Sewer Fund			
Personal Services	448,387	402,854	45,533
Operating Expenditures	1,096,741	1,059,141	37,600
Capital Outlay	275,000	250,000	25,000
Debt Service	75,320	75,320	-
Transfers	465,528	467,613	(2,085)
Increase in Operating Balance	-	-	4,779
	<u>2,365,755</u>	<u>2,254,928</u>	<u>110,827</u>
Parking Fund			
Personal Services	202,722	188,011	14,711
Operating Expenditures	124,634	104,314	20,320
Capital Outlay	80,000	20,000	60,000
Debt Service	360,157	358,016	2,141
Increase in Operating Balance	-	14,659	(14,659)
	<u>\$ 767,513</u>	<u>\$ 685,000</u>	<u>\$ 82,513</u>

Town of Bay Harbor Islands
Proposed Operating Budgets
2017 – 2018

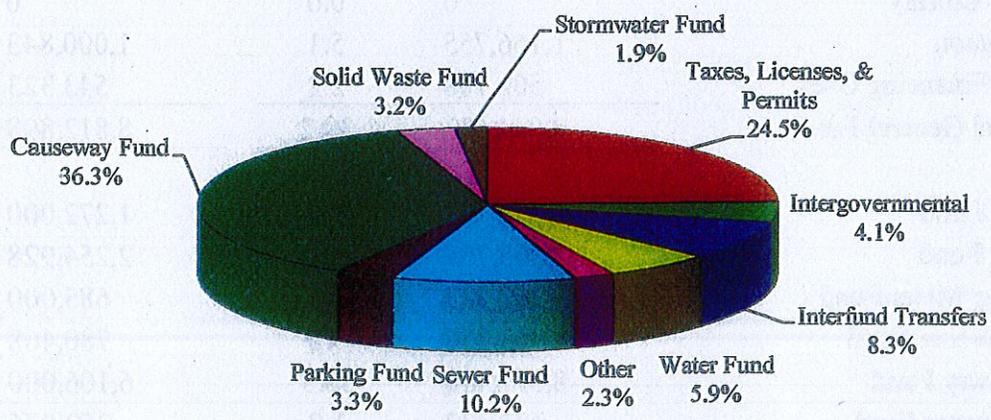
	<u>2017-2018</u>	2016-2017	Increase <u>(Decrease)</u>
Solid Waste Fund			
Personal Services	-	-	-
Operating Expenditures	\$ 703,377	\$ 780,468	(77,091)
Capital Outlay	-	-	-
Increase in Operating Balance	39,773	-	39,773
	<u>743,150</u>	<u>780,468</u>	<u>(37,318)</u>
Causeway Fund			
Personal Services	1,524,627	1,374,586	150,041
Operating Expenditures	1,046,423	1,149,137	(102,714)
Capital Outlay	95,000	95,000	-
Debt Service	1,120,319	1,121,343	(1,024)
Transfers	1,230,000	1,120,000	110,000
Increase in Operating Balance	3,361,031	1,145,934	2,115,097
	<u>8,377,400</u>	<u>6,106,000</u>	<u>2,271,400</u>
Stormwater Fund			
Personal Services	53,113	55,794	(2,681)
Operating Expenditures	176,682	166,232	10,450
Capital Outlay	200,000	130,000	70,000
Transfers	-	-	-
Increase in Operating Balance	1,637	-	1,637
	<u>431,432</u>	<u>352,026</u>	<u>79,406</u>
All Funds			
Personal Services	8,004,114	7,636,689	367,425
Operating Expenditures	6,774,617	6,615,304	159,313
Capital Outlay	836,950	789,950	47,000
Debt Service	2,058,584	2,098,002	(39,418)
Grants and Aids	-	-	-
Transfers	1,991,674	1,852,613	139,061
Increase in Operating Balance	3,436,745	1,270,762	2,165,983
	<u>23,102,684</u>	<u>20,263,320</u>	<u>2,839,364</u>
Deduct:	(1,926,674)	(1,787,613)	(139,061)
Interfund Transfers	\$ 21,716,010	\$ 18,475,707	\$ 2,700,303

Town of Bay Harbor Islands
Proposed Operating Budgets
2017 - 2018

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

	<u>Proposed</u> <u>2017 -2018</u>	<u>Percent</u>	<u>Adopted</u> <u>2016-2017</u>	<u>Percent</u>
Taxes:				
Ad valorem	\$ 3,919,543	17.0	\$ 3,678,865	18.2
Franchise	347,000	1.5	374,000	1.8
Utility	452,000	2.0	456,000	2.3
Telecommunications	200,000	0.9	240,000	1.2
Licenses and Permits	727,000	3.1	871,000	4.3
Intergovernmental	954,000	4.1	921,000	4.5
Charges for Services	270,820	1.2	266,420	1.3
Fines and Forfeitures	109,000	0.5	105,000	0.5
Miscellaneous	138,600	0.6	113,000	0.6
Water Fund Contribution	231,146	1.0	200,000	1.0
Stormwater Fund Contribution	0	0.0	0	0.0
Sewer Fund Contribution	465,528	2.0	467,613	2.3
Causeway Reimbursement	1,230,000	5.3	1,120,000	5.5
Appropriated Fund Balance	0	0.0	0	0.0
Total General Fund	<u>9,044,637</u>	<u>39.2</u>	<u>8,812,898</u>	<u>43.5</u>
Water Fund	1,372,797	5.9	1,272,000	6.3
Sewer Fund	2,365,755	10.2	2,254,928	11.1
Parking Meter Fund	767,513	3.3	685,000	3.4
Solid Waste Fund	743,150	3.2	780,468	3.9
Causeway Fund	8,377,400	36.3	6,106,000	30.1
Stormwater Fund	431,432	1.9	352,026	1.7
	<u>\$ 23,102,684</u>	<u>100.0</u>	<u>\$ 20,263,320</u>	<u>100.0</u>

Town of Bay Harbor Islands
2017/2018 ESTIMATED FINANCING SOURCES - ALL FUNDS

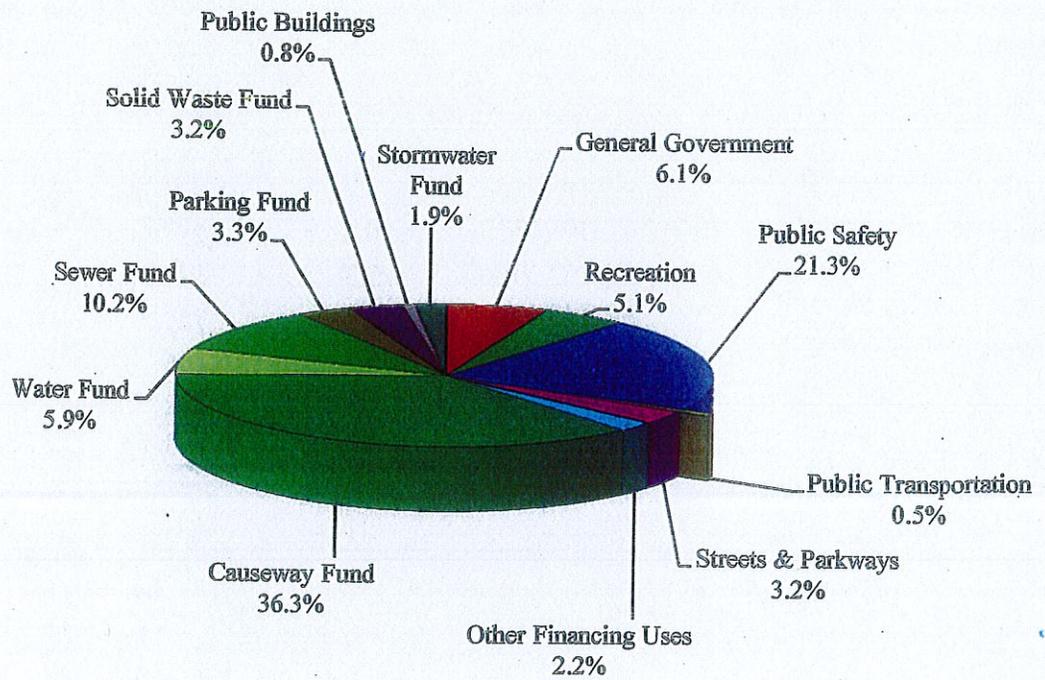


Town of Bay Harbor Islands
Proposed Operating Budgets
2017- 2018

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

	<u>Proposed</u> <u>2017 - 2018</u>	<u>Percent</u>	<u>Adopted</u> <u>2016- 2017</u>	<u>Percent</u>
General Government	\$ 1,406,764	6.1	\$ 1,279,438	6.3
Public Buildings	186,187	0.8	199,491	1.0
Public Safety	4,918,260	21.3	4,808,919	23.8
Streets & Parkways	741,883	3.2	879,884	4.3
Public Transportation	122,000	0.5	101,000	0.5
Public Library	0	0.0	0	0.0
Recreation	1,166,755	5.1	1,000,843	4.9
Other Financing Uses	502,788	2.2	543,323	2.7
Total General Fund	<u>9,044,637</u>	<u>39.2</u>	<u>8,812,898</u>	<u>43.5</u>
Water Fund	1,372,797	5.9	1,272,000	6.3
Sewer Fund	2,365,755	10.2	2,254,928	11.1
Parking Meter Fund	767,513	3.3	685,000	3.4
Solid Waste Fund	743,150	3.2	780,468	3.9
Causeway Fund	8,377,400	36.3	6,106,000	30.1
Stormwater Fund	431,432	1.9	352,026	1.7
All Funds	<u>\$ 23,102,684</u>	<u>100.0</u>	<u>\$ 20,263,320</u>	<u>100.0</u>

Town of Bay Harbor Islands
2017/2018 ESTIMATED FINANCING USES - ALL FUNDS



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Town of Bay Harbor Islands
Proposed Operating Budgets
2017 - 2018

COMPARATIVE ALLOCATION OF PROPOSED EXPENDITURES

	PERSONAL SERVICES		OPERATING EXPENDITURES		TRANSFERS, RESERVES, CONTINGENCIES, DEBT SERVICE, & CAPITAL OUTLAY		TOTALS	
	2017-2018	2016/2017	2017-2018	2016/2017	2017-2018	2016/2017	2017-2018	2016/2017
General Fund								
General								
Government	\$ 569,773	\$ 524,978	\$ 836,991	\$ 754,460	-	-	\$ 1,406,764	1,279,438
Public Buildings	-	-	186,187	165,491	-	34,000	186,187	199,491
Public Safety	4,009,779	3,958,646	846,531	729,323	61,950	120,950	4,918,260	4,808,919
Streets & Parkways	209,693	319,728	407,190	420,156	125,000	140,000	741,883	879,884
Public Transportation	-	-	122,000	101,000	-	-	122,000	101,000
Public Library	-	-	-	-	-	-	-	-
Recreation	614,931	462,098	486,824	473,745	65,000	65,000	1,166,755	1,000,843
Debt Service	-	-	-	-	502,788	543,323	502,788	543,323
	<u>5,404,176</u>	<u>5,265,450</u>	<u>2,885,723</u>	<u>2,644,175</u>	<u>754,738</u>	<u>903,273</u>	<u>9,044,637</u>	<u>8,812,898</u>
Water Fund	371,089	349,994	741,037	711,837	260,169	210,169	1,372,797	1,272,000
Sewer Fund	448,387	402,854	1,096,741	1,059,141	792,933	792,933	2,365,755	2,254,928
Parking Fund	202,722	188,011	124,634	104,314	392,675	392,675	767,513	685,000
Solid Waste Fund	-	-	703,377	780,468	-	-	743,150	780,468
Causeway Fund	1,524,627	1,374,586	1,046,423	1,149,137	3,582,277	3,582,277	8,377,400	6,106,000
Stormwater Fund	53,113	55,794	176,682	166,232	130,000	130,000	431,432	352,026
	<u>\$8,004,114</u>	<u>\$7,636,689</u>	<u>6,774,617</u>	<u>\$6,615,304</u>	<u>\$ 6,011,327</u>	<u>\$6,011,327</u>	<u>\$23,102,684</u>	<u>\$20,263,320</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
2017	1,031,587,742	9,044,637	3.9995

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

COMPARATIVE ASSESSED VALUATIONS

	<u>July 1, 2017</u>	<u>July 1, 2016</u>
Real Estate	\$1,018,874,072	\$868,025,758
Personal Property	12,713,670	12,085,564
Total Taxable Value (per July 1 certification)	\$1,031,587,742	\$880,111,322

TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

COMPUTATION OF MILLAGE

PROPOSED GENERAL FUND BUDGET	\$9,044,637
LESS: Financial sources net of property taxes	5,125,094
Net amount to be raised by AD VALOREM TAXES	3,919,543
ADD: Average Discounts	206,292
GROSS AMOUNT to be raised by AD VALOREM TAXES	<u>\$4,125,835</u>

Based on the certified assessment of \$1,031,587,742, a millage of 3.9995 will support the proposed budget. The millage will produce the sum of \$4,125,835 (before discounts and uncollectibles) and it is recommended that this amount be levied.

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

**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 3.9995, the fifth straight yearly decrease since 2012's millage of 5.2971. The proposed millage is 5.83% more than the rolled-back rate of 3.7791. 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 \$1,031,587,742, the millage rate of 3.9995 will yield revenue of \$3,919,543, or about \$240,000 more than was anticipated at this time last year.

Town of Bay Harbor Islands
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018	Adopted Budget 2016-2017
GENERAL FUND		
Estimated Revenues & Other		
<u>Financing Sources</u>		
Ad Valorem Taxes	\$ 3,919,543	\$ 3,678,865
Franchise Taxes:		
Florida Power & Light	325,000	350,000
People Gas	22,000	24,000
Utility Taxes:		
Florida Power & Light	434,000	435,000
Peoples Gas	18,000	21,000
Simplified Telecommunication Tax	200,000	240,000
Intergovernmental Revenue		
Revenue Sharing (Sales Tax)	109,000	109,000
Revenue Sharing (Fuel Tax)	45,000	45,000
Sales Tax	440,000	440,000
Transportation Surtax	220,000	230,000
Anticipated Grant Revenues		
Additional 6 cent Gas Tax	72,000	70,000
Additional 3 cent Gas Tax	28,000	27,000
Chapter 185 Casualty Insurance Fees	40,000	
Ticket Surcharges (Crossing Guards)	34,000	30,000

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 increased to approximately \$1.2 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (CONTINUED):		
Estimated Revenues & Other Continued:		
Professional and Occupational Licenses	60,000	63,000
Permits:		
Building	250,000	315,000
Electrical	30,000	38,000
Plumbing	17,000	15,000
Air Conditioning	20,000	10,000
Other Licenses and Permits	350,000	430,000
Rents and Royalties	4,000	2,000
Recreation Program Fees	266,800	263,400
Tennis Court Fees		-
Surcharge - Police Details	4,000	3,000
Fines-Building Code Violations	40,000	45,000
Other General Government		
Miscellaneous	65,000	55,000
Election Fees	20	20
Second Dollar Funding		
Traffic Fines	35,000	30,000
Interest	69,000	56,000
Contributions from Other Funds		
Water Fund	231,146	200,000
Stormwater Fund	-	-
Sewer Fund	465,528	467,613
Causeway Fund	1,230,000	1,120,000
Appropriation from LETF	-	
Appropriation from Transit Reserve	-	
Appropriated Fund Balance	-	
Loan Proceeds		
 Total Financing Sources	 <u>\$ 9,044,637</u>	 <u>\$ 8,812,898</u>

EXPLANATIONS: GENERAL FUND

DEPARTMENT OF GENERAL GOVERNMENT (Legislative-511.0)

- Professional Services (\$17,400) - 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 (\$1,709) – allocated portion of insurance costs.
- Printing & binding (\$39,000) – newsletter.
- Promotional Activities (\$21,000) – Miami-Dade League of Cities installation dinner (\$7,500), Town’s 70th Anniversary celebration (\$10,000), promotional materials (\$1,500), and promotional advertising (\$2,000).
- Other current charges (\$14,700) - expenses associated with attendance at League of Cities meetings (\$7,500), 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
2017-2018

	<u>Proposed Budget 2017-2018</u>	<u>Adopted Budget 2016-2017</u>
GENERAL FUND (CONTINUED):		
GENERAL GOVERNMENT		
Legislative (Town Council):		
Executive Salaries	\$ 7	\$ 7
Professional Services	17,400	16,800
Other Contractual Services		
Travel and Per Diem	15,000	15,000
Communications	19,560	19,560
Insurance	1,709	1,549
Printing and Binding	39,000	39,000
Promotional Activities	21,000	3,500
Other Current Changes and Obligations	14,700	12,850
Office Supplies		
Operating Supplies	1,500	1,500
Books, Publications, Memberships, & Training	5,250	5,250
	<u>\$ 135,126</u>	<u>\$ 115,016</u>
 Capital Outlay		
 Total Executive	<u>\$ 135,126</u>	<u>\$ 115,016</u>

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

- Personal Services (\$261,196) – this amount includes the general fund portion for 5 full-time employees.
- Professional Services (\$59,900) - \$50,400 for the Town's lobbyist; \$5,000 for preparation of grant applications, \$4,500 for appraisals (land/TDR's).
- Other Contractual Services (\$5,000) – \$5,000 for special projects.
- 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 (\$52,500) – telephone (\$33,000), FEDEX charges (\$1,000), cell phone charges (\$2,500), and postage (\$16,000).
- Rentals & Leases (\$1,700) - funding for rental of postage meter.
- Insurance (\$4,272) – allocated portion of insurance cost.
- Printing & Binding (\$3,000) – printing costs for letterhead, envelopes, business cards, and brochures.
- Promotional Activities (\$51,500) – Town 70th anniversary (\$28,500), Employee dinner (\$18,000), and holiday lunch (\$5,000).
- Other Current Charges (\$18,000) – postal permit (\$500), newspaper ads (\$10,000), and Chamber of Commerce dues (\$7,500).
- Operating Supplies (\$2,150) – water for Annex (\$650), and petty cash purchases (\$1,500).
- Books, Publications, Memberships, & Training (\$3,000) – Memberships & seminars.

Town of Bay Harbor Islands
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (CONTINUE)		
GENERAL GOVERNMENT		
Executive (Town Manager):		
Personal Services:		
Salaries & Wages	\$ 183,131	\$ 170,029
Overtime Pay		
FICA Taxes	14,010	13,007
Retirement Contribution	39,190	39,679
Group Insurance	21,670	21,614
Workers' Compensation	2,279	1,966
Unemployment Compensation	916	850
	261,196	247,145
Operating Expenditures:		
Professional Services	59,900	50,500
Other Contractual Services	5,000	20,000
Travel & Per Diem	11,000	11,000
Communication Services	52,500	51,000
Rentals & Leases	1,700	1,600
Insurance	4,272	3,873
Repairs & Maintenance	-	-
Printing and Binding	3,000	3,000
Promotional Activities	51,500	15,000
Other Current Charges and Obligations	18,000	7,000
Office Supplies		
Operating Supplies	2,150	1,900
Books, Publications, Memberships, & Training	3,000	5,500
	212,022	170,373
Capital Outlay		
Total Executive	473,218	417,518

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

- Personal Services (\$112,114) - the General Fund portion of the salaries of the Town Clerk and Assistant Clerk.
- 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 (\$1,220) - FEDEX charges (\$500) and cell phone (\$720).
- Rentals & Leases (\$13,964) – lease for a color copier (\$2,964), per-copy charges (\$7,500), and rental of outside storage (\$3,500).
- Insurance (\$2,563) – 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
2017-2018

	<u>Proposed Budget 2017-2018</u>	<u>Adopted Budget 2016-2017</u>
GENERAL FUND CONTINUED:		
GENERAL GOVERNMENT		
Town Clerk's Office:		
Personal Services:		
Salaries & Wages	68,644	64,442
Overtime Pay	1,373	1,289
FICA Taxes	5,356	5,028
Retirement Contribution	14,690	9,505
Group Insurance	20,898	14,308
Workers' Compensation	810	811
Unemployment Compensation	343	322
	112,114	95,705
Operating Expenditures:		
Professional Services		
Other Contractual Services	23,985	23,985
Travel & Per Diem	4,500	4,500
Communication Services	1,220	500
Rentals & Leases	13,964	13,964
Insurance	2,563	1,549
Repairs & Maintenance	5,400	5,400
Printing and Binding	1,500	1,500
Promotional Activities		
Other Current Charges and Obligations	45,000	45,000
Office Supplies	15,000	15,000
Operating Supplies	5,000	5,000
Books, Publications, Memberships, & Training	2,450	2,450
	120,582	118,848
Capital Outlay		
Total Town Clerk	232,696	214,553

EXPLANATIONS: GENERAL FUND

DEPARTMENT OF GENERAL GOVERNMENT (Finance & Administration - 513.0)

- Personal Services (\$136,280) – 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 (\$21,525) - the General Fund portion of the annual audit is included here.
- Other Contractual Services (\$7,000) - 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 (\$600) – postage, courier, and FEDEX charges.
- Rentals and Leases (\$4,800) – lease payments and per-copy charges for network-capable color copier.
- Insurance (\$854) – 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 (\$1,580) –Florida Administrative Weekly (\$100), 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
2017-2018

	<u>Proposed Budget 2017-2018</u>	<u>Adopted Budget 2016-2017</u>
GENERAL FUND (CONTINUED):		
GENERAL GOVERNMENT		
Financial & Administrative:		
Personal Services:		
Salaries & Wages	\$ 88,848	\$ 84,390
Overtime Pay	4,442	4,220
FICA Taxes	7,137	6,779
Retirement Contribution	19,013	12,448
Group Insurance	15,307	17,872
Workers' Compensation	1,089	1,272
Unemployment Compensation	444	422
	136,280	127,403
Operating Expenditures:		
Professional Services	31,500	31,500
Accounting and Auditing	21,525	21,000
Other Contractual Services	7,000	6,000
Travel & Per Diem	1,400	1,400
Communication Services	600	500
Rentals and Leases	4,800	5,100
Insurance	854	775
Repairs & Maintenance	250	250
Printing and Binding	750	750
Other Current Charges and Obligations	500	500
Office Supplies		
Operating Supplies	1,000	
Books, Publications, Memberships, & Training	1,580	2,380
	71,759	70,155
Capital Outlay		
Total Financial & Adm.	208,039	197,558

**EXPLANATIONS: GENERAL FUND
DEPARTMENT OF GENERAL GOVERNMENT (Information Technology -513.5)**

- Personal Services (\$60,176) – the General Fund portion of the salaries and benefits for the Information Technology specialist.
- Professional Services (\$70,000) – outside network and application support (\$10,000); installation of virtual server (\$30,000); Citizenserve software licenses (\$20,000); upgrade camera & software to record meetings (\$10,000).
- Communications Services (\$1,800) – mobile telephones.
- Insurance (\$1,709) – allocated portion of overall insurance cost.
- Repairs and Maintenance (\$14,000) – computer parts and repairs for all departments (\$6,000); website and “app” maintenance (\$8,000).
- Operating Supplies (\$46,000) – server software and licenses (\$6,000); security licenses (\$12,000); replacement computers, monitors, and printers for all departments (\$10,000); Cisco Switches (\$6,000); remote access (Team Viewer) software (\$3,000); voice recorder server for PD (\$9,000).
- Books, Publications, Memberships, & Training (\$5,000) – staff training.

Town of Bay Harbor Islands
Proposed Operating Budgets
2017-2018

	<u>Proposed Budget 2017-2018</u>	<u>Adopted Budget 2016-2017</u>
GENERAL FUND (CONTINUED)		
GENERAL GOVERNMENT		
Information Technology		
Personal Services:		
Salaries & Wages	\$ 39,080	\$ 36,686
Overtime Pay	1,954	1,834
FICA Taxes	3,139	2,947
Retirement Contribution	8,363	5,411
Group Insurance	7,019	7,196
Workers' Compensation	426	461
Unemployment Compensation	195	183
	60,176	54,718
Operating Expenditures:		
Professional Services	70,000	48,000
Accounting and Auditing		
Other Contractual Services		
Travel & Per Diem		
Communication Services	1,800	1,800
Rentals and Leases		
Insurance	1,709	775
Repairs & Maintenance	14,000	11,000
Printing and Binding		
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	46,000	52,000
Books, Publications, Memberships, & Training	5,000	3,500
	138,509	117,075
Capital Outlay		
	198,685	171,793
Total Information Technology	198,685	171,793

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

- Legal services (\$159,000) – \$54,000 for the Town Attorneys retainer; \$105,000 for litigation and special counsel (labor, land use, contracts, hearings).

Town of Bay Harbor Islands
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Proposed Budget <u>2016-2017</u>
Legal:		
Professional Services	159,000	163,000

EXPLANATIONS: GENERAL FUND

DEPARTMENT OF PUBLIC BUILDINGS (Public Buildings 519.0)

- Other Contractual Services (\$93,100) - \$75,000 for contract cleaning service, \$3,600 for pest control, \$3,900 for elevator maintenance, \$7,200 for HVAC maintenance, \$2,000 for generator maintenance, and \$1,400 for other services.
- Utility Services (\$37,800) - electricity (\$21,000) and water for Town properties (\$16,800).
- Insurance (\$19,067) – allocated portion of insurance costs.
- Repairs & Maintenance (\$27,100) – maintenance of Town Hall, Annex and Community Center including air conditioning systems, elevators, doors, locks, lighting and electrical systems.
- Operating Supplies (\$9,120) – consumables used in the operation of Town Hall (bathroom supplies, light bulbs, cleaning supplies, paper goods).

Town of Bay Harbor Islands
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</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	93,100	57,900
	-	1,200
Utility Services	37,800	50,400
Rentals and Leases		
Insurance	19,067	14,091
Repairs & Maintenance	27,100	35,000
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	9,120	6,900
	186,187	165,491
Capital Outlay	-	34,000
TOTAL PUBLIC BUILDING	186,187	199,491
TOTAL GENERAL GOVERNMENT	\$ 1,592,951	\$ 1,478,929

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

- Personal Services (\$3,650,505) - salaries for members of the PBA bargaining unit were projected based upon 5% step increases and a 4% 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 (\$26,919) – promotional examinations (\$2,000); scheduling and payroll software (\$3,000); database fees (Tritech) (\$9,319); evidence tracking software (\$1,500); FACELOGICS (\$1,000); LPR user fees (\$8,000); crime analysis software (\$1,500); investigative software (\$600).
- Travel & Per Diem (\$6,000) – travel for training, seminars, meetings, and Explorer functions.
- 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 (\$110,420) – leases for twenty vehicles (\$106,300), undercover car rental (\$1,000), and copier rental (\$3,120).
- Insurance (\$46,992) – allocated portion of overall insurance cost.
- Repairs and Maintenance (\$60,900) - \$50,900 for repairs and maintenance to vehicles and equipment, and \$10,000 for boat maintenance.
- Printing and Binding (\$2,315) – 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 (\$14,930) –Dade County Chiefs' dues and annual dinner (\$4,500); LEO Awards Gala (\$3,000), e-Notify electronic subpoena program (\$1,530), accreditation conference and membership (\$1,750), Explorer post expenses (\$2,000), strategic investigations (\$2,000), miscellaneous software (\$150).
- Operating Supplies (\$165,650) - \$80,000 for gasoline, \$9,000 for marine patrol fuel and oil, \$35,000 for uniforms and duty gear, \$6,000 for ammunition, \$4,000 Explorer vests & uniforms, \$5,000 for community relations events, \$3,000 for gas masks, \$4,000 for training aids, and \$19,650 for other supplies.
- Books, Publications, Memberships, & Training (\$23,020) - \$3,000 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 (\$61,950) - \$6,000 for Tasers, \$13,800 for vehicle radio replacements, \$1,000 for surveillance equipment, \$2,000 for office furniture, \$2,000 for rifle plates, \$7,000 for building upgrades, \$7,500 for three laptop computers, \$8,250 for new vehicle equipment, \$5,400 for replacement vests, \$6,000 for handheld radios, and \$3,000 for vehicle radar equipment.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (Continue)		
PUBLIC SAFETY		
Police Department		
Personal Services:		
Salaries & Wages	\$ 2,395,389	\$ 2,238,634
Overtime Pay	175,000	175,000
FICA Taxes	196,635	184,643
Retirement Contribution	511,892	462,316
Group Insurance	317,057	342,316
Workers' Compensation	42,555	42,839
Unemployment Compensation	11,977	11,193
	<hr/> 3,650,505	<hr/> 3,457,463
Operating Expenditures:		
Professional Services	22,702	22,702
Other Contractual Services	26,919	29,037
Travel & Per Diem	6,000	5,000
Communication Services	37,875	37,875
Rentals and Leases	110,420	109,816
Insurance	46,992	42,602
Repairs & Maintenance	60,900	61,400
Printing and Binding	2,315	1,500
Promotional Activities	1,000	1,000
Other Current Charges		
And Obligations	14,930	15,000
Office Supplies		
Operating Supplies	165,650	159,700
Books, Publications, Memberships, & Training	23,020	23,520
	<hr/> 518,723	<hr/> 509,152
Capital Outlay	<hr/> 61,950	<hr/> 98,450
TOTAL GENERAL GOVERNMENT	<hr/> <u>\$ 4,231,178</u>	<hr/> <u>\$ 4,065,065</u>

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

- Personal Services (\$179,139) - includes funding for salaries and benefits for two full-time building department employees.
- Professional services (\$272,288) – funding for Town Planning - redevelopment reviews, zoning amendments, comprehensive plan amendments – (\$162,500), outside building plans examiner and inspector (\$107,538) and temporary building official services (\$2,250).
- Other Contractual Services (\$1,000) – scan plans for 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 (\$5,981) – allocated portion of insurance expense.
- Repairs and Maintenance (\$1,500) –charges for color copier.
- Printing and Binding (\$650) - Brochures, cards, forms, and new code enforcement manual.
- Operating Supplies (\$1,000) – 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (Continue)		
PUBLIC SAFETY		
Building Inspection		
Personal Services:		
Salaries & Wages	\$ 116,229	\$ 252,462
Overtime Pay		
FICA Taxes	8,892	19,313
Retirement Contribution	24,873	37,238
Group Insurance	26,361	28,738
Workers' Compensation	2,203	2,709
Unemployment Compensation	581	1,262
	179,139	341,722
Operating Expenditures:		
Professional Services	272,288	162,250
Other Contractual Services	1,000	4,000
Travel & Per Diem	1,600	1,600
Communication Services	12,000	12,000
Rentals and Leases	1,260	1,260
Insurance	5,981	6,197
Repairs & Maintenance	1,500	3,000
Printing and Binding	650	650
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	1,000	1,960
Books, Publications, Memberships, & Training	1,555	1,555
	298,834	194,472
Capital Outlay		
Total Building Inspections	\$ 477,973	\$ 536,194

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

- Personal Services (\$120,810) - salaries and benefits.
- Professional services (\$8,000) – funding for Town Attorney attendance at special master hearings
- Travel & Per Diem (\$3,500) – travel to annual conference.
- Communication Services (\$4,940) - \$3,500 for regular phone service and \$1,440 for two mobile phones.
- Insurance (\$854) – 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, uniforms, and miscellaneous supplies.
- Books, Publications, Memberships, & Training (\$1,650) – FACE memberships, conferences, and seminars.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (Continue)		
PUBLIC SAFETY		
Code Enforcement		
Personal Services:		
Salaries & Wages	\$ 76,170	\$ 74,705
Overtime Pay		
FICA Taxes	5,827	5,715
Retirement Contribution	16,300	11,019
Group Insurance	21,315	22,284
Workers' Compensation	817	688
Unemployment Compensation	381	374
	120,810	114,785
Operating Expenditures:		
Professional Services	8,000	8,000
Other Contractual Services		
Travel & Per Diem	3,500	2,500
Communication Services	4,940	4,000
Rentals and Leases		
Insurance	854	1,549
Repairs & Maintenance	3,000	3,000
Printing and Binding	850	850
Other Current Charges and Obligations	550	550
Office Supplies		
Operating Supplies	2,750	2,750
Books, Publications, Memberships, & Training	1,650	1,650
	26,094	24,849
Capital Outlay	-	22,500
	\$ 146,904	\$ 162,134
Total Building Inspections		

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

- 5,400 hours were budgeted. Total budgeted expenditures for the department are \$62,205.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
Other Public Safety (Crossing Guards)		
Personal Services:		
Salaries & Wages	\$ 54,252	\$ 40,750
FICA Taxes	4,150	3,117
Retirement Contribution		
Group Insurance	652	
Workers' Compensation	271	605
Unemployment Compensation		204
	59,325	44,676
Operating Expenditures:		
Other Contractual Services		
Other Current Changes and Obligations		100
Operating Supplies	2,880	500
	2,880	850
Total Other Public Safety	62,205	45,526
 TOTAL PUBLIC SAFETY	 \$ 4,918,260	 \$ 4,808,919

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

- Personal Services (\$209,693) - includes funding for salaries and benefits for four full-time streets and parkways employees, three of whom are partially charged to enterprise funds.
- Other Contractual Services (\$212,980) – funding for the landscape maintenance contract (\$150,000), additional landscaping services (\$60,000), on-line GIS (\$2,500) and software fees (\$480).
- Travel & Per Diem (\$750) – travel for staff training.
- Communication Services (\$6,360) – funding for mobile telephones (\$2,400), landline phones (\$3,600) and FEDEX, UPS, or courier charges (\$360).
- Utility Services (\$84,000) - electricity for street lighting (\$60,000), and water for landscape irrigation (\$24,000).
- Rentals & Leases (\$3,600) – saws, lifts, grinders, and other rented equipment.
- Insurance (\$7,690) – allocation of overall insurance cost.
- Repairs and Maintenance (\$57,000) - funding for asphalt and concrete repairs, street light parts and repairs, vehicle repairs and parts, and other repairs and parts.
- Printing and Binding (\$420) –brochures and copies.
- Other Current Charges (\$920) – vaccinations, drug/alcohol testing, medical charges for minor injuries.
- Operating Supplies (\$29,220) – various consumables used by the department: vehicle fuel, uniforms and cleaning, safety equipment, plant materials, chemicals, hardware supplies, small tools.
- Books, Publications, Memberships, & Training (\$4,250) – staff training and professional organization memberships.
- Capital Outlays (\$125,000) – mill and resurface roadways.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (Continue)		
Department of Streets & Parkways		
Personal Services:		
Salaries & Wages	\$ 112,065	\$ 207,871
Overtime Pay	2,241	4,157
FICA Taxes	8,744	16,220
Retirement Contribution	23,982	30,661
Group Insurance	60,426	57,669
Workers' Compensation	1,675	2,111
Unemployment Compensation	560	1,039
	209,693	319,728
Operating Expenditures:		
Other Contractual Services	212,980	194,975
Professional Services		
Travel and Per Diem	750	450
Communications	6,360	6,600
Utility Services	84,000	102,000
Rentals & Leases	3,600	2,400
Insurance	7,690	6,971
Repairs and Maintenance	57,000	56,600
Printing & Binding	420	600
Other Current Charges and Obligations	920	1,720
Office Supplies		
Operating Supplies	29,220	43,500
Books, Publications, Memberships, & Training	4,250	4,340
	407,190	420,156
Capital Outlay	125,000	140,000
Total	\$ 741,883	\$ 879,884
STREETS & PARKWAYS		

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

- Other Contractual Services (\$110,000) – estimate based upon five day per week service.
- Operating Supplies (\$12,000) – gasoline and other supplies.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (Continued):		
DEPARTMENT OF PUBLIC		
TRANSPORTATION		
Personal Services:		
Salaries & Wages		
FICA Taxes		
Retirement Contribution		
Group Insurance		
Workers' Compensation		
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	-	-
	<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>
Operating Expenditures:		
Other Contractual Services	\$ 110,000	\$ 90,000
Travel and Per Diem		
Utility Services		
Insurance		
Repairs and Maintenance		-
Other Current Charges and Obligations		
Operating Supplies	12,000	11,000
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	122,000	101,000
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TOTAL	\$ 122,000	\$ 101,000
PUBLIC TRANSPORTATION	<hr style="border-top: 3px double black;"/>	<hr style="border-top: 3px double black;"/>

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

- Personal Services (\$614,931) - includes funding for salary and benefits for seven full-time recreation employees and \$72,730 for part-time wages.
- Other Contractual Services (\$35,000) – cleaning services (\$22,000); pest control services for parks and community center (\$12,000); time card system (\$1,000).
- Travel and Per Diem (\$450) – travel to meetings and conferences.
- Communication Services (\$11,100) – four mobile phones (\$1,500); internet, phone, and cable service for community center (\$9,600).
- Utilities (\$27,000) - electricity costs at parks, tennis courts, and the community center (\$17,000), and water usage at parks (\$10,000).
- Insurance (\$12,224) – allocated portion of general insurance plus funding for recreation liability policy.
- Repairs and Maintenance (\$25,000) – 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), electrical repairs (\$2,000), and Community Center maintenance and repairs (\$5,000).
- Promotional Activities (\$2,000) – promotions for summer camp and aftercare.
- Other current charges (\$369,550) - 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 (\$9,600), Pee Wee Soccer (\$4,000), summer camp (\$35,500), aftercare (\$200,000), computer class (\$5,000), Halloween parade (\$3,000), other recreation programs (\$8,000), Veterans’ Day celebration (\$3,000), awards program (\$10,000), snow day (\$20,000), spring egg hunt (\$3,000), community center programs (\$15,000), and bus service for aftercare (\$10,000).
- Operating Supplies (\$4,500) – signs, janitorial supplies, and other supplies for parks and recreation programs.
- Transfer to Reserves – the sixth 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Adapted Budget <u>2016-2017</u>
GENERAL FUND (Continued)		
DEPARTMENT OF RECREATION		
Personal Services:		
Salaries & Wages	\$ 393,766	\$ 363,192
FICA Taxes	30,123	27,784
Retirement Contribution	84,266	
Group Insurance	99,975	65,470
Workers' Compensation	4,832	3,836
Unemployment Compensation	1,969	1,816
	614,931	462,098
Operating Expenditures:		
Other Contractual Services	35,000	50,000
Professional services		
Travel and Per Diem	450	400
Communication Services	11,100	2,000
Utility Services	27,000	25,000
Rentals & Leases	-	20,000
Insurance	12,224	11,595
Repairs and Maintenance.	25,000	20,000
Printing & Binding		
Promotional Activities	2,000	2,500
Other Current Charges and Obligations	369,550	337,750
Operating Supplies	4,500	4,500
	486,824	473,745
Capital Outlay		
Transfer to reserves	65,000	65,000
TOTAL RECREATION	\$ 1,166,755	\$ 1,000,843

**EXPLANATIONS: GENERAL FUND
DEBT SERVICE**

- The total amount of the debt service (\$502,788) for fiscal 2018 on the community enhancements debt service 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. The remaining bonds were refunded last year, resulting in an additional \$40,000 decline in annual debt service. Resources from the water and sewer funds, along with 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
GENERAL FUND (Continued)		
DEBT SERVICE		
Principal	312,000	304,000
Interest	190,788	239,323
Combined		
 TOTAL DEBT SERVICE	\$ 502,788	\$ 543,323

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TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Proposed Budget <u>2016-2017</u>
GENERAL FUND		
SUMMARY:		
Financial Sources:		
Revenues	\$ 7,117,963	\$ 7,025,285
Interfund Transfers	1,926,674	1,787,613
Appropriated Fund Balance	0	0
Loan Proceeds	0	0
	9,044,637	8,812,898
Financial Uses:		
Personal Services	5,404,176	5,265,450
Operating Expenditures	2,885,723	2,644,175
Capital Outlay	186,950	294,950
Debt Service	502,788	543,323
Grants and Aids	0	0
Transfers	65,000	65,000
	\$ 9,044,637	\$ 8,812,898
 Excess of Sources Over (Deficiency of Sources Under) Uses	 \$ -	 \$ -

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	<u>Proposed Budget 2017-2018</u>	<u>Adopted Budget 2016-2017</u>
GENERAL FUND (CONTINUED)		
GENERAL FUND RECAP		
Personal Services:		
Salaries & Wages	3,527,581	3,533,168
Overtime Pay	185,010	186,500
FICA Taxes	284,013	284,553
Retirement Contribution	742,569	608,799
Group Insurance	590,028	577,467
Workers' Compensation	57,338	57,298
Unemployment Compensation	17,637	17,665
	5,404,176	5,265,450
Operating Expenditures:		
Professional Services	640,790	502,752
Accounting & Auditing	21,525	21,000
Other Contractual Services	514,984	475,897
Travel & Per Diem	44,200	41,850
Communication Services	147,955	137,035
Rentals & Leases	135,744	154,140
Insurance	103,915	91,526
Repairs & Maintenance	194,150	195,650
Printing and Binding	48,485	47,850
Promotional Activities	75,500	22,000
Other Current Charges and Obligations	464,150	420,470
Office Supplies	15,000	15,000
Operating Supplies	282,770	291,210
Utility Services	148,800	177,400
Books, Publications, Memberships, & Training	47,755	50,395
	2,885,723	2,644,175

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
Capital Outlay	186,950	294,950
Debt Service		
Principal	312,000	304,000
Interest	190,788	239,323
Combined	0	0
	<u>502,788</u>	<u>543,323</u>
Grants and Aids		0
Transfers and Reserves	65,000	65,000
TOTAL GEN FUND BUDGET	<u>\$ 9,044,637</u>	<u>\$ 8,812,898</u>

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

**THE
WATER
FUND**

**EXPLANATIONS: WATER FUND
REVENUES**

- A rate increase of 5.76% is proposed to pass through the increase in wholesale rates from the Miami-Dade Water and Sewer Department.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
WATER FUND		
Estimated Sources:		
Water Sales	\$ 1,284,997	\$ 1,153,000
Interest Income	40,800	34,000
Gain/Loss on Investment		
Miscellaneous Income	47,000	85,000
Total Sources	<u>\$ 1,372,797</u>	<u>\$ 1,272,000</u>

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

- Personal Services (\$371,089) - includes funding for salaries and benefits for water department personnel, the water billing clerk, and allocated general administrative salaries.
- Water Purchases (\$625,000) – water purchases from Miami-Dade Water and Sewer.
- Accounting & Auditing (\$4,920) – 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.
- Insurance (\$17,987) – 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 (\$9,600) – utility location services.
- Operating Supplies (\$45,150) – uniforms and cleaning, safety equipment, and tools (\$5,000), water meters, registers, and meter boxes for inventory (\$31,250), plumbing supplies (\$7,200), miscellaneous parts and supplies (\$1,700).
- Publications & Training (\$4,500) – continuing education training (\$3,500), and miscellaneous staff training (\$1,000).
- Transfer to General Fund (\$231,146) - 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
WATER FUND		
Personal Services:		
Salaries & Wages	\$ 239,091	\$ 229,241
Overtime Pay	11,955	11,462
FICA Taxes	19,205	18,414
Retirement Contribution	51,165	33,813
Group Insurance	45,520	53,237
Workers' Compensation	2,958	2,681
Unemployment Compensation	1,195	1,146
	371,089	349,994
Operating Expenses:		
Water Purchases	625,000	600,000
Professional Services		
Accounting and Auditing	4,920	4,800
Other Contractual Services	20,800	20,800
Travel and Per Diem		
Communications	980	980
Utility Services		
Rentals and Leases	-	3,200
Insurance	17,987	16,307
Repairs & Maintenance	11,100	11,100
Printing and Binding	1,000	1,000
Other Current Charges and Obligations	9,600	600
Office Supplies		
Operating Supplies	45,150	48,550
Books, Publications, Memberships, & Training	4,500	4,500
	741,037	711,837
Capital Outlay		
Transfers:		
General Fund (Debt Service)	231,146	200,000
Sewer Fund		
	231,146	200,000
Increase in Operating Balance	29,525	10,169
Total Resources Allocated	\$ 1,372,797	\$ 1,272,000
WATER FUND		

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017- 2018

**THE
SEWER
FUND**

**EXPLANATIONS: SEWER FUND
REVENUES**

- A sewer rate increase of 4.95% is proposed. Miami-Dade County is increasing its wholesale sewage rate by 4.95%. At a minimum, Miami Beach is likely to pass through that increase to the Town.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
SEWER FUND		
Estimated Sources:		
Sewage Charges	\$ 2,355,755	\$ 2,170,000
Interest Income		
Change in Fair Value of Investments		
Gain/Loss on Investments sales		
Miscellaneous Income	10,000	50,000
Appropriated Retained Earnings		34,928
Transfer from Water Fund		
Loan Proceeds		
 Total Sources	 <u>\$ 2,365,755</u>	 <u>\$ 2,254,928</u>

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

- Personal Services (\$448,387) - includes funding for salaries and benefits for sewer department personnel and allocated general administrative salaries.
- Sewage Disposal (\$875,000) – sewage disposal fees paid to Miami Beach.
- Professional Services (\$40,000) – engineering services for special studies and GIS issues.
- Accounting & Auditing (\$7,380) – 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 (\$3,180) –phones (\$2,280) and express freight charges for replacement parts (\$900).
- Utility Services (\$54,000) - electricity for sewage pumps.
- Insurance (\$26,981) – allocated portion of Town’s overall insurance costs.
- Repairs and Maintenance (\$68,800) – 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 (\$14,500) – fuel for vehicles (\$3,600), inventory for repairs (\$3,500), and other consumable supplies (\$12,100).
- Capital Outlay (\$275,000) - \$250,000 for sewer lateral lines, \$25,000 for CCTV camera.
- 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 (\$465,528) - 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
SEWER FUND		
Personal Services:		
Salaries & Wages	\$ 254,826	\$ 235,163
Overtime Pay	50,965	47,033
FICA Taxes	23,393	21,588
Retirement Contribution	54,533	34,687
Group Insurance	60,980	60,993
Workers' Compensation	2,416	2,214
Unemployment Compensation	1,274	1,176
	448,387	402,854
Operating Expenses:		
Sewage Disposal	875,000	850,000
Professional Services	40,000	-
Accounting and Auditing	7,380	7,200
Other Contractual Services	6,300	6,300
Travel & Per Diem		
Communications	3,180	3,180
Utility Services	54,000	54,000
Rentals and Leases		
Insurance	26,981	24,461
Repairs & Maintenance	68,800	94,200
Printing and Binding		
Other Current Charges and Obligations	600	600
Office Supplies		
Operating Supplies	14,500	19,200
Books, Publications, Memberships, & Training		
	1,096,741	1,059,141
Capital Outlay:	275,000	250,000
	275,000	250,000
Debt Service (Interest & Principal):	75,320	75,320
Transfers:		
General Fund (Debt Service)	465,528	467,613
Increase in Operating Balance	4,779	-
Total Resources Allocated SEWER FUND	\$ 2,365,755	\$ 2,254,928

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017- 2018

**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 \$127,000.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Proposed Budget <u>2016-2017</u>
PARKING FUND		
Estimated Sources:		
Operating Income		
Meters	\$ 143,000	\$ 160,000
Permits	\$ 425,000	\$ 330,000
Fines	\$ 42,000	\$ 50,000
Miscellaneous Income	148,000	145,000
Loan Proceeds		
Land Sale Proceeds		
Appropriated Retained Earnings	9,513	
Total Sources	\$ 767,513	\$ 685,000

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

- Personal Services (\$202,722) - 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 (\$2,460) – 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 (\$25,920) – Electricity for parking garage (\$21,600) and water charges (\$4,320)
- 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 (\$8,994) – allocated portion of overall insurance cost.
- Repairs & Maintenance (\$21,000) – repairs to parking garage, lots, and meters and parking enforcement vehicle (\$5,000), clean elevator shafts (\$5,000), air conditioning annual contract (\$4,500), and elevator service contract for parking garage (\$6,500).
- Printing & Binding (\$11,200) – parking permits, forms, and signs.
- Other Current Charges (\$12,200) – taxes on land leased for use as municipal parking (\$9,500) and armored car services (\$2,700).
- Operating Supplies (\$11,400) – supplies for the master meters and garage.
- Capital Outlay (\$80,000) – resurface, restripe, and replace car stops in 95th street lot.
- Debt Service (\$360,157) – interest (\$82,016) and principal (\$278,000) on the parking garage loan. This debt was refunded in 2012 at a net present value savings of \$636,000.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
PARKING FUND		
Personal Services:		
Salaries & Wages	\$ 127,934	\$ 120,613
Overtime Pay	11,514	10,855
FICA Taxes	10,668	10,057
Retirement Contribution	27,378	17,790
Group Insurance	23,064	26,560
Workers' Compensation	1,524	1,533
Unemployment Compensation	640	603
	202,722	188,011
Operating Expenses:		
Professional Services		
Accounting and Auditing	2,460	2,400
Other Contractual Services	3,000	3,000
Travel and per diem		
Communications	12,600	12,600
Utility Services	25,920	18,000
Rentals and Leases	15,860	15,860
Insurance	8,994	8,154
Repairs & Maintenance	21,000	23,000
Printing and Binding	11,200	2,500
Other Current Charges and Obligations	12,200	12,600
Office Supplies		
Operating Supplies	11,400	6,200
Books, Publications, Memberships, & Training	124,634	104,314
Capital Outlay	80,000	20,000
	80,000	20,000
Debt Service		
Interest Payment	82,157	88,016
Principal Payment	278,000	270,000
	360,157	358,016
Increase in Operating Balance	-	14,659
Total Resources Allocated	\$ 767,513	\$ 685,000
PARKING FUND		

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017- 2018

**THE
SOLID WASTE
FUND**

REVENUES EXPLANATIONS: SOLID WASTE FUND

- Operating Revenues -- no increase is proposed. A four percent increase had been scheduled for 2017/2018 as the final step in a three-year ten percent rate increase. Prior to the 3% increases in each of the last two years, rates were last raised in 2000. Anticipated cost savings from the new solid waste contract allow the increase scheduled for this year to be eliminated from the current proposed budget.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
SOLID WASTE FUND		
Estimated Sources:		
Collection Fees - Single Family	\$ 84,000	\$ 85,068
Collection Fees - Multi Family	\$ 437,000	\$ 423,021
Recycling Only Fees		
Collection Fees - Apartments	\$ 123,000	\$ 124,994
Collect Fees (Daily)	65,000	64,200
Collect Fees (Offices)	32,150	31,350
Contrib From Gen Fd.		
Interest Income		
Miscellaneous Income	2,000	1,000
Appropriated Retained Earnings	-	50,836
Total Sources	<u>\$ 743,150</u>	<u>\$ 780,468</u>

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

- Solid Waste Disposal (\$693,617) - consists of an estimate for regular service of \$621,797, along with \$71,820 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 (\$2,460) – allocated portion of Town’s audit cost.
- Other Contractual Services (\$1,000) - tipping fees incurred by the Town.
- Repairs & Maintenance (\$1,000) – vehicle maintenance.
- Other Current Charges (\$800) – dumping permit from Miami-Dade County.
- Operating Supplies (\$4,500) - vehicle fuel (\$500), and 95-gallon totes (\$4,000).

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
SOLID WASTE FUND		
Personal Service:		
Salaries & Wages	\$ -	\$ -
FICA Taxes	-	-
Retirement Contribution	-	-
Group Insurance	-	-
Workers' Compensation	-	-
Unemployment Compensation	-	-
Operating Expenses:		
Solid Waste Disposal - Regular	621,797	704,168
Solid Waste Disposal - Daily	71,820	60,000
Professional Service		
Accounting and Auditing	2,460	2,400
Other contractual Services	1,100	1,100
Travel & per diem		
Communication		
Utility Service		
Insurance		
Repairs & Maintenance	1,000	1,000
Printing and Binding		
Other Current Charges and Obligations	800	7,800
Office Supplies		
Operating Supplies	4,500	4,000
Rentals and Leases		
Books, Publications		
Memberships, & Training	703,377	780,468
Capital Outlay:	-	-
Increase in Operating Balance	39,773	0
Total Resources Allocated	<u>\$ 743,150</u>	<u>\$ 780,468</u>
SOLID WASTE FUND		

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

**THE
CAUSEWAY
FUND**

**EXPLANATIONS: CAUSEWAY FUND
REVENUES**

- Revenue estimates were prepared based upon the first eight months of 2016/2017 adjusted for historical seasonal fluctuations. Traffic and toll receipts for the current year have increased very significantly over last year.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Proposed Budget <u>2016-2017</u>
CAUSEWAY FUND		
Estimated Sources:		
Cash Tolls	\$ 7,799,000	\$ 5,585,000
Annual Passes	453,000	410,000
Commuter & Other Passes		
Bus Revenue		
Rents & Royalties	87,000	87,000
Transponder Fees		
Interest Income	38,400	24,000
Change in fair Value of Investments		
Gain/Loss on Investment Sales		
Gain/Loss on Sale of Fixed Assets		
 Total Sources	 \$ 8,377,400	 \$ 6,106,000

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

- Personal Services (\$1,524,627) – 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 (\$21,525) – allocated portion of the Town’s audit cost.
- Other Contractual Services (\$300,000) - \$225,000 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 (\$80,000) – holiday decorative lighting.
- Insurance (\$247,898) – the inland marine policy on the bridge is budgeted at \$161,315, and the boiler and machinery policy on the bridge is estimated at \$5,640. The remainder is an allocated portion of the Town’s overall insurance cost for property, liability, and workers’ compensation.
- Repairs & Maintenance (\$85,000) – 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
2017-2018

	Proposed Budget <u>2017-2018</u>	Proposed Budget <u>2016-2017</u>
CAUSEWAY FUND		
Personal Services:		
Salaries & Wages	\$ 975,009	\$ 884,151
Overtime Pay	43,875	39,787
FICA Taxes	77,945	70,681
Retirement Contribution	208,652	130,412
Group Insurance	208,060	238,912
Workers' Compensation	6,211	6,222
Unemployment Compensation	4,875	4,421
	<hr/> 1,524,627	<hr/> 1,374,586
Operating Expenses:		
Professional Services	185,000	194,000
Accounting and Auditing	21,525	21,000
Other Contractual Services	300,000	320,160
Travel and Per Diem		
Communication Services	47,000	47,000
Utility Services	50,000	50,000
Rentals and Leases	80,000	100,000
Insurance	247,898	261,977
Repairs & Maintenance	85,000	125,000
Promotional Activities		
Printing and Binding		
Other Current Charges and Obligations		
Office Supplies		
Operating Supplies	30,000	30,000
Books, Publications, Memberships, & Training	<hr/> 1,046,423	<hr/> 1,149,137

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

- Capital Outlay (\$95,000) –hanging flower baskets (\$20,000), banners (\$10,000), replace light lens covers (\$40,000), and replacement pickup truck (\$25,000).
- Debt Service (\$1,120,319) - includes principal (\$851,000) and interest (\$269,343) for the Series 2012 Promissory Note issued to fund the SunPass conversion and causeway corridor rehabilitation project.
- Transfers (\$1,230,000) – transfer to the general fund.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
CAUSEWAY FUND (Continued)		
Capital Outlay	95,000	95,000
	95,000	95,000
Debt Service:		
Interest Payments	269,319	290,343
Principal Payments	851,000	831,000
	1,120,319	1,121,343
Transfers:		
Reserve for Replacement General Fund	1,230,000	1,120,000
	1,230,000	1,120,000
Increase in Operating Balance	3,361,031	1,245,934
Total Resources Allocated CAUSEWAY FUND	\$ 8,377,400	\$ 6,106,000

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

**THE
STORMWATER
FUND**

**EXPLANATIONS: STORMWATER FUND
REVENUES**

- Revenue estimates assume no increase in the stormwater fee.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
STORMWATER FUND		
Estimated Sources:		
Stormwater Fee	203,100	200,000
Appropriated Retained Earnings	228,332	152,026
Total Sources	\$ 431,432	\$ 352,026

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

- Personal Services (\$53,113) - wages and related benefits for the Town's street sweeping operation are charged here, along with allocated general administrative salaries.
- Accounting & Auditing (\$1,230) – an allocated portion of the Town's audit cost.
- Other Contractual Services (\$105,000) –street sweeping contract.
- Travel and Per Diem (\$455) – travel for NPDES training.
- Utility Services (\$1,200) – electricity for deep well injection pumps.
- Insurance (\$4,497) – an allocated portion of overall insurance costs.
- Repairs and Maintenance (\$56,500) – vacuum clean basins and culverts (\$26,000), repair P-3 structures (\$8,000), point repairs of outfalls (\$15,000), valley gutter repairs (\$5,500), and hazardous waste removal (\$2,000).
- Other Current Charges (\$5,000) –NPDES Permit
- Operating Supplies (\$500) –NPDES Annual Surveillance Fee (\$500).
- Publications & Training (\$2,300) – NPDES training.
- Capital Outlay (\$200,000) –lining of storm outfalls (\$90,000), and valley gutter replacements (\$110,000).

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
STORMWATER FUND		
Personal Services:		
Salaries & Wages	37,412	41,789
FICA Taxes	2,862	3,197
Retirement Contribution	8,006	6,164
Group Insurance	4,118	3,967
Workers' Compensation	528	468
Unemployment Compensation	187	209
	<hr/> 53,113	<hr/> 55,794
Operating Expenses:		
Professional Service		
Accounting and Auditing	1,230	1,200
Other Contractual Services	105,000	80,000
Travel and Per Diem	455	455
Communication Services		
Utility Service	1,200	2,400
Rentals and Leases		
Insurance	4,497	4,077
Repairs & Maintenance	56,500	72,100
Other Current Charges		
Printing and Binding and Obligations		
Promotional Activities		
Other Current Changes and Obligations	5,000	3,500
Office Supplies		
Operating Supplies	500	500
Books, Publications, Memberships, & Training	2,300	2,000
	<hr/> 176,682	<hr/> 166,232
Capital Outlay	<hr/> 200,000	<hr/> 130,000
Transfers:		
General Fund (for Debt Service)	<hr/> -	<hr/> -
Increase in Operating Balance	<hr/> 1,637	<hr/> -
Total Resources Allocated	<hr/> \$ 431,432	<hr/> \$ 352,026
STORMWATER FUND		

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017 - 2018

SUMMARIES

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
Recap All Funds Estimated Sources:		
Ad Valorem Taxes	\$ 3,919,543	\$ 3,678,865
Franchise Fees	347,000	374,000
Utility Taxes	452,000	456,000
Telecommunications Tax	200,000	240,000
Intergovernmental Rev.	988,000	951,000
Licenses & Permits	667,000	808,000
Professional & Occup Lic	60,000	63,000
Charges For Services	339,820	323,420
Fines & Forfeitures	117,000	125,000
Interest Income	148,800	114,000
Miscellaneous Income	207,000	281,000
Operating Income-Ent Funds	13,492,002	10,823,632
Appropriated Retained Earnings/Fund Balance	237,845	
Loan Proceeds	-	-
Land sale Proceeds	-	-
Total Sources Before Interfund Transfers	<u>21,176,010</u>	<u>18,475,707</u>
Interfund Transfers:		
Water Fund to General (Debt Service)	231,146	200,000
Sewer Fund to General (Debt Service)	465,528	467,613
Stormwater Fund to General (Debt Svc)	-	-
Water Fund to Sewer Fund	-	-
Reimb-Causeway to General	1,230,000	1,120,000
Total Interfund	<u>1,926,674</u>	<u>1,787,613</u>
Total Financial Sources:	<u>\$ 23,102,684</u>	<u>\$ 20,263,320</u>

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
Recap All Funds Estimated Uses by Object:		
Personal Services:	\$ 8,004,114	\$ 7,636,689
Operating Expenses/Expenditures	6,774,617	6,615,304
Capital Outlay	836,950	789,950
Debt Service	2,058,584	2,098,002
Grants and Aids	-	-
	<u>\$ 17,674,265</u>	<u>\$ 17,139,945</u>
Transfers:		
Water Fund to Sewer Fund	-	-
Transfer to Reserves	65,000	65,000
Causeway to General Fund	1,230,000	1,120,000
Water to General for Debt Service	231,146	200,000
Sewer to General for Debt Service	465,528	467,613
Stormwater to General for Debt Service	<u>1,991,674</u>	<u>1,852,613</u>
Increase in Operating Balance	<u>3,436,745</u>	<u>1,270,762</u>
Total Financial Uses	<u>\$ 23,102,684</u>	<u>\$ 20,263,320</u>

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
Recap All Funds		
Estimated Uses by Sub-Object		
Personal Services:		
Salaries & Wages	\$ 5,161,853	\$ 5,044,125
Overtime Pay	303,319	295,637
FICA Taxes	418,086	408,490
Retirement Contribution	1,092,303	831,665
Group Insurance	931,770	961,136
Workers' Compensation	70,975	70,416
Unemployment Compensation	25,808	25,220
	<hr/> 8,004,114	<hr/> 7,636,689
Operating Expenses:		
Professional Services	865,790	696,752
Accounting and Auditing	61,500	60,000
Other Contractual Services	2,519,701	2,521,425
Water Purchases	625,000	600,000
Travel and Per Diem	44,655	42,305
Communication Services	211,715	200,795
Utility Services	279,920	301,800
Rentals and Leases	231,604	273,800
Insurance	410,272	406,502
Repairs & Maintenance	437,550	522,050
Printing and Binding	60,685	51,350
Promotional Activities	75,500	22,000
Other Current Charges and Obligations	492,350	445,570
Office Supplies	15,000	15,000
Operating Supplies	388,820	399,660
Books, Publications, Memberships, & Training	54,555	56,895
	<hr/> 6,774,617	<hr/> 6,615,304

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget <u>2017-2018</u>	Adopted Budget <u>2016-2017</u>
Capital Outlay	836,950	789,950
Debt Service:		
Combined Interest/Principal	75,320	75,320
Interest Payments	542,264	617,682
Principal Payments	1,441,000	1,405,000
	<u>2,058,584</u>	<u>2,098,002</u>
Grants and Aids	-	-
Transfers:		
Water Funds to Sewer Fund	-	-
General Fund Reserves	65,000	65,000
Causeway to General Fund	1,230,000	1,120,000
Water to General (for debt service)	231,146	200,000
Sewer to General (for debt service)	465,528	467,613
Stormwater to General (for debt service)	-	-
	<u>1,991,674</u>	<u>1,852,613</u>
Increase in Operating Balance	3,436,745	1,270,762
Total All Funds Financial Uses:	<u>\$ 23,102,684</u>	<u>\$ 20,263,320</u>
Excess (Deficiency) of Sources Over (Under) Uses	\$ -	\$ -

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TOWN OF BAY HARBOR ISLANDS

Proposed Operating Budgets

2017- 2018

**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.

**TOWN OF BAY
HARBOR ISLANDS**

**NOTICE OF
RESCHEDULED HEARING**

The tentative hearing adopting a millage rate and budget on September 11, 2017 for the Town of Bay Harbor Islands is being rescheduled due to Hurricane Irma.

A rescheduled tentative budget hearing will be held on:

Monday, September 18, 2017

7:00 PM at

Council Chambers

Town Hall

9665 Bay Harbor Terrace

Bay Harbor Islands,

Florida 33154

**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 \$3,872,490
- B. Less tax reductions due to Value Adjustment Board and other assessment changes \$28,047
- C. Actual property tax levy \$3,844,443

This year's proposed tax levy \$4,125,835

All concerned citizens are invited to attend a public hearing on the tax increase to be held on Monday, September 25, 2017, 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 2017-2018**

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF BAY HARBOR ISLANDS
ARE 3.5% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.**

	2016	2017	2018	Police Dept	Sanitation Dept	Community Dev	Public Works	Other	Total
EXTENDED FINANCING SOURCES:									
All Values Taxable	1,990	1,990	1,990						1,990
Real Taxes	100,000	100,000	100,000						100,000
Franchise Fees	347,000	347,000	347,000						347,000
Utility Taxes	42,000	42,000	42,000						42,000
Telecommunications Tax	300,000	300,000	300,000						300,000
Licenses and Permits	777,000	777,000	777,000						777,000
Intergovernmental	84,000	84,000	84,000						84,000
Change in Services	28,000	28,000	28,000						28,000
Fees and Fines	149,000	149,000	149,000						149,000
Interest	138,000	138,000	138,000						138,000
Other Financing Sources	1,026,000	1,026,000	1,026,000						1,026,000
TOTAL FINANCING SOURCES	2,964,000	2,964,000	2,964,000						2,964,000
EXPENDITURES BY DEPARTMENT:									
General Services									
Police Dept				1,121,126					1,121,126
Physical Enclosures				52,000					52,000
Threats/Security				547,000					547,000
Customs and Excise									
Other Financing Dept				211,146					211,146
TOTAL EXPENDITURES DEPARTMENTS	1,941,272	1,941,272	1,941,272	1,941,272					1,941,272
RESERVE FUND AND CONTINGENCIES	0	0	0	0					0
TOTAL FINANCING USES	1,941,272	1,941,272	1,941,272	1,941,272					1,941,272

THE TENTATIVE ADOPTED ANCHOR POOL BUDGETS ARE ON FILE IN THE OFFICE OF THE TOWN OF BAY HARBOR ISLANDS AS A PUBLIC RECORD.

ORDINANCE NO. 1011

AN ORDINANCE PROVIDING FOR A MILLAGE OF 3.9995 WHICH IS 5.83% MORE THAN THE ROLLED-BACK RATE FOR THE TOWN OF BAY HARBOR ISLANDS FOR THE CURRENT YEAR, A.D. 2017; 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, 2017, and ending September 30, 2018, it is hereby agreed that a millage of 3.9995 is needed.

The millage of 3.9995 is 5.83% more than the rolled-back rate.

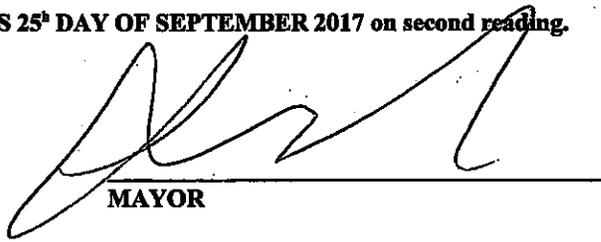
Section 2. That the Town Clerk is hereby directed to certify a copy of this ordinance and to forward the same to the Board of County Commissioner of Miami-Dade County, Florida, for the purpose of noting the levy on the assessment roll for the tax year A.D. 2017 and for the purpose of collection of taxes 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 18th DAY OF SEPTEMBER 2017 on first reading.

PASSED AND ADOPTED THIS 25th DAY OF SEPTEMBER 2017 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 26 day of SEPTEMBER A.D. 2017


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

ORDINANCE NO. 1012

AN ORDINANCE MAKING APPROPRIATIONS FOR THE GENERAL, WATER, SEWER, PARKING, SOLID WASTE, CAUSEWAY, AND STORMWATER FUNDS FOR THE YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018, IN THE TOTAL SUM OF \$19,665,939; 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 2017-2018", attached hereto and made a part hereof, aggregating Nineteen Million Six Hundred Sixty-five Thousand Nine Hundred Thirty-nine Dollars and No cents (\$19,665,939) 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, 2017 and ending September 30, 2018.

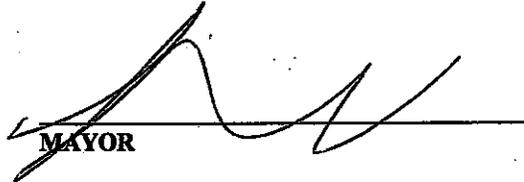
Section 2. That the budgets of the Town may be amended during the budget year by a motion approved by the Town Council to include the carryforward of unexpended appropriations from the previous year's budget or to authorize additional appropriations of available funds.

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 18th DAY OF SEPTEMBER 2017 on first reading.

PASSED AND ADOPTED THIS 25th DAY OF SEPTEMBER 2017 on second reading.


MAYOR

ATTEST:


TOWN CLERK

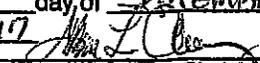
I, Alba L. Chang, Deputy Town Clerk of the Town of Bay Harbor Islands, Florida, do hereby certify that the above and foregoing is a true and correct copy of the original thereof on file in my office. WITNESS my hand and the seal of said Town this 26th day of SEPTEMBER A.D. 2017

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

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
GENERAL FUND	
GENERAL GOVERNMENT	
Legislative (Town Council):	
Executive Salaries	\$ 7
Professional Services	17,400
Travel and Per Diem	15,000
Communications	19,560
Insurance	1,709
Printing and Binding	39,000
Promotional Activities	21,000
Other Current Charges and Obligations	14,700
Operating Supplies	1,500
Books, Publications, Memberships, & Training	5,250
Executive (Town Manager):	
Salaries & Wages	\$ 183,131
FICA Taxes	14,010
Retirement Contribution	39,190
Group Insurance	21,670
Workers' Compensation	2,279
Unemployment Compensation	916
Professional Services	59,900
Other Contractual Services	5,000
Travel & Per Diem	11,000
Communication Services	52,500
Rentals & Leases	1,700
Insurance	4,272
Printing and Binding	3,000
Promotional Activities	51,500
Other Current Charges and Obligations	18,000
Operating Supplies	2,150
Books, Publications, Memberships, & Training	3,000

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
Town Clerk's Office:	
Salaries & Wages	\$ 68,644
Overtime Pay	1,373
FICA Taxes	5,356
Retirement Contribution	14,690
Group Insurance	20,898
Workers' Compensation	810
Unemployment Compensation	343
Other Contractual Services	23,985
Travel & Per Diem	4,500
Communication Services	1,220
Rentals & Leases	13,964
Insurance	2,563
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	\$ 88,848
Overtime Pay	4,442
FICA Taxes	7,137
Retirement Contribution	19,013
Group Insurance	15,307
Workers' Compensation	1,089
Unemployment Compensation	444
Professional Services	31,500
Accounting and Auditing	21,525
Other Contractual Services	7,000
Travel & Per Diem	1,400
Communication Services	600
Rentals and Leases	4,800
Insurance	854
Repairs & Maintenance	250
Printing and Binding	750
Other Current Charges and Obligations	500
Operating Supplies	1,000
Books, Publications, Memberships, & Training	1,580

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
Information Technology	
Salaries & Wages	\$ 39,080
Overtime Pay	1,954
FICA Taxes	3,139
Retirement Contribution	8,363
Group Insurance	7,019
Workers' Compensation	426
Unemployment Compensation	195
Professional Services	70,000
Communication Services	1,800
Insurance	1,709
Repairs & Maintenance	14,000
Operating Supplies	46,000
Books, Publications, Memberships, & Training	5,000
Legal:	
Professional Services	159,000
TOTAL DEPARTMENT OF GENERAL GOVERNMENT	<u>\$ 1,406,764</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
GENERAL FUND	
DEPARTMENT OF PUBLIC BUILDINGS	
Other Contractual Services	\$ 93,100
Utility Services	37,800
Insurance	19,067
Repairs & Maintenance	27,100
Operating Supplies	9,120
TOTAL DEPARTMENT OF PUBLIC BUILDINGS	<u>\$ 186,187</u>
POLICE DEPARTMENT	
Salaries & Wages	\$ 2,395,389
Overtime Pay	175,000
FICA Taxes	196,635
Retirement Contribution	511,892
Group Insurance	317,057
Workers' Compensation	42,555
Unemployment Compensation	11,977
Professional Services	22,702
Other Contractual Services	26,919
Travel & Per Diem	6,000
Communication Services	37,875
Rentals and Leases	110,420
Insurance	46,992
Repairs & Maintenance	60,900
Printing and Binding	2,315
Promotional Activities	1,000
Other Current Charges and Obligations	14,930
Operating Supplies	165,650
Books, Publications, Memberships, & Training	23,020
Capital Outlay	61,950
TOTAL POLICE DEPARTMENT	<u>\$ 4,231,178</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
GENERAL FUND	
BUILDING INSPECTIONS DEPARTMENT	
Salaries & Wages	\$ 116,229
FICA Taxes	8,892
Retirement Contribution	24,873
Group Insurance	26,361
Workers' Compensation	2,203
Unemployment Compensation	581
Professional Services	272,288
Other Contractual Services	1,000
Travel and per diem	1,600
Communication Services	12,000
Rentals and Leases	1,260
Insurance	5,981
Repairs and Maintenance	1,500
Printing and Binding	650
Operating Supplies	1,000
Books, Publications, Memberships, & Training	1,555
TOTAL BUILDING INSPECTIONS DEPARTMENT	\$ 477,973
CODE ENFORCEMENT DEPARTMENT	
Salaries & Wages	\$ 76,170
FICA Taxes	5,827
Retirement Contribution	16,300
Group Insurance	21,315
Workers' Compensation	817
Unemployment Compensation	381
Professional Services	8,000
Travel and per diem	3,500
Communication Services	4,940
Insurance	854
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
TOTAL CODE ENFORCEMENT DEPARTMENT	\$ 146,904

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
GENERAL FUND	
DEPARTMENT OF OTHER PUBLIC SAFETY	
Salaries & Wages	\$ 54,252
FICA Taxes	4,150
Workers' Compensation	652
Unemployment Compensation	271
Operating Supplies	2,880
TOTAL DEPARTMENT OF OTHER PUBLIC SAFETY	<u>\$ 62,205</u>
DEPARTMENT OF STREETS & PARKWAYS	
Salaries & Wages	\$ 112,065
Overtime Pay	2,241
FICA Taxes	8,744
Retirement Contribution	23,982
Group Insurance	60,426
Workers' Compensation	1,675
Unemployment Compensation	560
Other Contractual Services	212,980
Travel and Per Diem	750
Communications	6,360
Utility Services	84,000
Rentals & Leases	3,600
Insurance	7,690
Repairs and Maintenance	57,000
Printing & Binding	420
Other Current Charges and Obligations	920
Operating Supplies	29,220
Books, Publications, Memberships, & Training	4,250
Capital Outlay	125,000
TOTAL DEPARTMENT OF STREETS & PARKWAYS	<u>\$ 741,883</u>
DEPARTMENT OF PUBLIC TRANSPORTATION	
Other Contractual Services	\$ 110,000
Operating Supplies	12,000
TOTAL DEPARTMENT OF PUBLIC TRANSPORTATION	<u>\$ 122,000</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
GENERAL FUND	
DEPARTMENT OF RECREATION	
Salaries & Wages	\$ 393,766
FICA Taxes	30,123
Retirement Contribution	84,266
Group Insurance	99,975
Workers' Compensation	4,832
Unemployment Compensation	1,969
Other Contractual Services	35,000
Travel and Per Diem	450
Communication Services	11,100
Utility Services	27,000
Insurance	12,224
Repairs and Maintenance	25,000
Promotional Activities	2,000
Other Current Charges and Obligations	369,550
Operating Supplies	4,500
Transfer to reserves	65,000
TOTAL DEPARTMENT OF RECREATION	\$ 1,166,755
DEBT SERVICE	
Principal	\$ 312,000
Interest	190,788
TOTAL DEBT SERVICE	\$ 502,788
TOTAL GENERAL FUND APPROPRIATIONS	\$9,044,637

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
WATER FUND	
WATER DEPARTMENT	
Salaries & Wages	\$ 239,091
Overtime Pay	11,955
FICA Taxes	19,205
Retirement Contribution	51,165
Group Insurance	45,520
Workers' Compensation	2,958
Unemployment Compensation	1,195
Water Purchases	625,000
Accounting and Auditing	4,920
Other Contractual Services	20,800
Communications	980
Insurance	17,987
Repairs & Maintenance	11,100
Printing and Binding	1,000
Other Current Charges and Obligations	9,600
Operating Supplies	45,150
Books, Publications, Memberships, & Training	4,500
Transfer to General Fund	231,146
TOTAL WATER DEPARTMENT/FUND APPROPRIATIONS	\$ 1,343,272

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
PARKING FUND	
PARKING DEPARTMENT	
Salaries & Wages	\$ 127,934
Overtime Pay	11,514
FICA Taxes	10,668
Retirement Contribution	27,378
Group Insurance	23,064
Workers' Compensation	1,524
Unemployment Compensation	640
Accounting and Auditing	2,460
Other Contractual Services	3,000
Communications	12,600
Utility Services	25,920
Rentals and Leases	15,860
Insurance	8,994
Repairs & Maintenance	21,000
Printing and Binding	11,200
Other Current Charges and Obligations	12,200
Operating Supplies	11,400
Capital Outlay	80,000
Interest Payments	82,157
Principal Payments	278,000
TOTAL PARKING DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 767,513</u>
 SOLID WASTE FUND	
DEPARTMENT OF SOLID WASTE	
Solid Waste Disposal - Regular	\$ 621,797
Solid Waste Disposal - Daily	71,820
Accounting and Auditing	2,460
Other contractual Services	1,000
Repairs & Maintenance	1,000
Other Current Charges and Obligations	800
Operating Supplies	4,500
TOTAL SOLID WASTE DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 703,377</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

	Proposed Budget 2017-2018
CAUSEWAY FUND	
CAUSEWAY DEPARTMENT	
Salaries & Wages	\$ 975,009
Overtime Pay	43,875
FICA Taxes	77,945
Retirement Contribution	208,652
Group Insurance	208,060
Workers' Compensation	6,211
Unemployment Compensation	4,875
Professional Services	185,000
Accounting and Auditing	21,525
Other Contractual Services	300,000
Communication Services	47,000
Utility Services	50,000
Rentals and Leases	80,000
Insurance	247,898
Repairs & Maintenance	85,000
Operating Supplies	30,000
Capital Outlay	95,000
Interest Payments	269,319
Principal Payments	851,000
Transfer to General Fund	1,230,000
TOTAL CAUSEWAY DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 5,016,369</u>

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2017-2018

Proposed
Budget
2017-2018

**STORMWATER FUND
STORMWATER DEPARTMENT**

Salaries & Wages	\$ 37,412
FICA Taxes	2,862
Retirement Contribution	8,006
Group Insurance	4,118
Workers' Compensation	528
Unemployment Compensation	187
Accounting and Auditing	1,230
Other Contractual Services	105,000
Travel and Per Diem	455
Utility Services	1,200
Insurance	4,497
Repairs & Maintenance	56,500
Other Current Charges and Obligations	5,000
Operating Supplies	500
Books, Publications, Memberships, & Training	2,300
Capital Outlay	200,000
TOTAL STORMWATER DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 429,795</u>
ALL FUNDS TOTAL APPROPRIATIONS	<u>\$ 19,665,939</u>

