NOTE: A three-minute maximum time limit will be imposed on all comments from the public, regardless of the subject matter. A request form is available from the Deputy Town Clerk; fill it in and return it to her prior to the start of the meeting. When you speak, you must come to the podium in the front and clearly state your name and address for the record. Please turn off or mute your cell phone or pager at the start of the meeting.

TOWN OF BAY HARBOR ISLANDS
BUDGET PUBLIC HEARING
September 9, 2019

AGENDA

CALL TO ORDER: 7:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

1. **Announcement** of the proposed 2019 property tax rate of 3.6245 mills, which is 2.70% more than the rolled-back rate but is a reduction from last year's millage (3.7199), needed to fund expenses for the year beginning October 1, 2019 and ending September 30, 2020. Enclosed are supporting documents provided by Finance Director, Melissa Cruz.

2. **Public Comment** concerning the proposed millage rate and proposed 2019-2020 Budget.

3. **Consideration** and **Approval** of an ordinance on **first** reading providing for a millage rate of 3.6245, which is 2.70% more than the rolled-back rate, but still represents a reduction from last year's millage (3.7199), for fiscal year 2019-2020. Enclosed is a copy of the proposed ordinance.

   AN ORDINANCE PROVIDING FOR A MILLAGE OF 3.6245 WHICH IS 2.70% MORE THAN THE ROLLED-BACK RATE FOR THE TOWN OF BAY HARBOR ISLANDS FOR THE CURRENT YEAR, A.D. 2019; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF RECOMMENDATION: Council Discreation **POLL VOTE**

4. **Consideration** and **Approval** of an ordinance on **first** reading making appropriations for the operation of the General Fund, Water Fund, Sewer Fund, Parking Fund, Solid Waste Fund, Causeway Fund, and Stormwater Fund. Enclosed is a copy of the proposed ordinance.

   AN ORDINANCE MAKING APPROPRIATIONS FOR THE GENERAL, WATER, SEWER, PARKING, SOLID WASTE, CAUSEWAY, AND STORMWATER FUNDS FOR THE YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, IN THE TOTAL SUM OF $22,138,873; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

   STAFF RECOMMENDATION: Council Discretion **POLL VOTE**

5. **Announcement** of the Second Budget Public Hearing schedule for Tuesday, September 17, 2019 at 7:00 p.m.

ADJOURNMENT: Approximately 7:15 p.m.

Pursuant to Florida Statutes 286.0105, the Town hereby advises the public that should any person decide to appeal any decision of the Town Council with respect to any matter to be considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AGENDA ITEM REPORT
September 9, 2019

ITEM NUMBER: 1.

ITEM: Announcement of the proposed 2019 property tax rate of 3.6245 mills, which is 2.70% more than the rolled-back rate but is a reduction from last year's millage (3.7199), needed to fund expenses for the year beginning October 1, 2019 and ending September 30, 2020. Enclosed are supporting documents provided by Finance Director, Melissa Cruz.

DESCRIPTION:

RECOMMENDED ACTION:

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Marlene Siegel, Town Clerk
Melissa Cruz, Finance Director

ATTACHMENTS

1. Budget PH Working Papers

MEMORANDUM

DATE: August 22, 2019

TO: Honorable Mayor and Members of the Town Council

THROUGH: J.C. Jimenez, Town Manager

FROM: Melissa Cruz, Assistant Town Manager/Finance Director

SUBJECT: **BUDGET WORK PAPERS FOR FISCAL 2019/2020**

Revisions subsequent to the July 31st Budget Workshop

- Increased appropriation from fund balance (TDR) revenue by $500,000 for Town Hall renovations.
- Added $286,500 to Public Buildings capital improvements and other contractual services for Town Hall renovation.
- Added $30,000 to Building salary and wages.
- Added $17,000 to Parks and Recreation part-time wages.
- Added $10,000 to Human Resources other current charges for employee tuition reimbursement.
- Added $10,000 to Causeway rentals and leases for Holiday lighting.
- Added $6,840 to Streets and Parkways for a F-150 truck lease.
- Added $7,500 to Streets and Parkways, Water, Sewer, Causeway and Stormwater professional services for an engineering contract revision.
- Added $5,000 to Town Council other current charges for the Nurse Initiative.
- Added $3,400 to Town Council other current charges for a PT employee for school address verification.
- Reduced the Causeway fund transfer to the General Fund by $60,000.
- Reduced the Water fund transfer to the General Fund by $18,000.
- Reduced the Sewer fund transfer to the General Fund by $16,857.
- Removed $10,000 from Town Council capital equipment for purchase of Queuing/voting system.
- Removed $7,500 from Town Council other current charges for Miami Beach Chamber of Commerce membership.

General Comments and Budget Assumptions

The Town's taxable value for the upcoming budget year is $ 1,333,876,001; up from last year's July 1st number of $1,214,738,329. We have budgeted for an increase of 20% in the cost of health insurance. Miami-Dade County has indicated wholesale rates for water will decrease by 4.11% and sewage disposal rates will increase by 3.29%.

The current budget draft assumes a millage of 3.6245, the seventh straight yearly decrease since 2012's millage of 5.2971. The proposed millage is 2.70% more than the rolled-back rate of 3.5291. 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, 2019 certification of taxable value for operating purposes of $1,333,876,001, the millage rate of 3.6245 will yield revenue of $4,592,902 or about $300,000 more than was anticipated at this time last year.

Increases in our sewage rates are proposed to pass through increased costs due to the wholesale sewer rates from Miami-Dade. We pay Miami Beach to transmit our sewage to Miami-Dade; their rates are based on the Miami-Dade wholesale rates plus a surcharge to cover their costs. The sewage disposal rate coverage covenant related to the loan from the State Revolving Fund requires revenues less operation and maintenance expenses (excluding depreciation and debt service) to equal or exceed $86,618 (1.15 times annual debt service). The current budget draft provides a debt coverage amount of about $931,000.

Solid waste rates for 2019/2020 will remain flat due to cost savings realized from the new solid waste contract.

Transfers from the enterprise funds to the general fund decreased in aggregate to a total of $1,880,842. Of this amount, about $277,000 is necessary to fund the portion of Community Enhancements debt service not funded by shared Transportation Surtax receipts. The balance represents support of general fund operations by the enterprise funds.

The present draft of the budget projects net revenues available for debt coverage of approximately $7,358,000 in the Causeway fund. The rate covenant requires that net revenues be at least $1,386,000 (125% of debt service).

Salaries: A 1.75% across-the-board increase was budgeted for general employees, slightly less than the 1.76% increase in the CPI. A 4% across-the-board increase was budgeted for police based on the proposed contract. Sergeants and Lieutenants will get 3.5%. Allowances for step increases were also included in the current budget: 2.5% for general employees and 5% for police. Employees earning the maximum for their pay grade do not receive step increases.

Health insurance costs for employees were estimated assuming an 20% rate increase based on discussions with our insurer and our broker. The budgetary impact of this increase is lessened by the fact that by changing carriers 2 years ago we were able to realize rates considerably below those used to develop the budget. We will of course continue to explore options in hope of minimizing any increase.

Workers' compensation costs and premiums for the property, automobile, and liability package are projected to be fairly constant. The cost of the ICW Bridge inland marine policy declined almost 18%.

The allocation method for distributing general government salary costs between the General Fund and the Town's other funds is based on proportion of operating revenues, except that no allocation is made to the solid waste fund since its operations are subcontracted. The actual percentage allocations used change slightly from year to year based upon the preceding year's actual operating results.

Health insurance costs are allocated between funds on the same basis. I am also allocating general insurance costs (except where those costs can be specifically identified) based upon proportion of operating revenues. Allocation of workers' compensation insurance costs reflects the different rates charged for different job classifications where possible, as well as specific identification. Where neither of those methods was feasible, proportion of operating revenues was used as an allocation basis.

Pension costs were budgeted based on the October 1, 2018 actuarial valuation report which determines the required contribution for fiscal 2019/2020.

I have projected investment earnings conservatively based upon the current (extremely low) Federal Funds Rate.

GENERAL FUND

Legislative

Professional Services ($18,000) - Services related to the newsletter.

Travel and per diem ($19,200) - Funding for travel to conferences and meetings.

Communications ($16,470) - Newsletter postage and mailing.

Insurance ($1,390) – Allocated portion of insurance costs.

Printing & binding ($38,400) – Town newsletter.

Promotional Activities ($4,700) - Flowers/greeting cards ($1,500), promotional materials ($1,500) and promotional advertising ($1,700).

Other current charges ($25,250) - Donations to the schools and other groups ($7,500), attendance at League of Cities meetings ($5,000), Nurse initiative ($5,000), PT employee for school address verification ($3,400), FL League of Cities membership ($1,500), Miami Beach High School scholarship award ($1,000), plaques and awards ($1,000), Aventura Marketing Council membership ($500) and FL League of Mayors membership ($350).

Operating Supplies ($1,500) – Shirts, name tags, badges.

Publications & Training ($5,000) - Attendance at conferences and seminars.

Capital Outlay ($15,000) - Closed captioning – ADA compliance ($ 9,000) and live streaming module ($6,000).

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND				
GENERAL GOVERNMENT				
Legislative (Town Council):				
Executive Salaries	$ 7	$ 7	$ -	0.0%
Professional Services	18,000	18,000	-	0.0%
Other Contractual Services			-	
Travel and Per Diem	19,200	18,000	1,200	6.7%
Communications	16,740	16,740	-	0.0%
Insurance	1,390	1,529	(139)	-9.1%
Printing and Binding	38,400	38,400	-	0.0%
Promotional Activities	4,700	5,500	(800)	-14.5%
Other Current Charges and Obligations	25,250	24,700	550	2.2%
Office Supplies	-	-	-	
Operating Supplies	1,500	1,500	-	0.0%
Books, Publications, Memberships, & Training	5,000	4,500	500	11.1%
	$ 130,187	$ 128,876	$ 1,311	1.0%
Capital Outlay	$ 15,000	$ 93,690	(78,690)	-84.0%
Total Executive	$ 145,187	$ 222,566	(77,379)	-34.8%

Executive

Personnel Services ($200,834) – This amount includes the general fund portion for 4.5 full-time employees.

Professional Services ($70,000) - Town's lobbyist ($60,000), preparation of grant applications ($5,000) and appraisals (land/TDR's) ($5,000).

Other Contractual Services ($25,000) – Special projects.

Travel and Per Diem ($11,500) – Funding for the Manager's auto and telephone expense allowance ($6,000) and travel related to lobbying, grants and social media ($5,500).

Communication services ($15,400) – FEDEX charges ($1,000) and postage ($14,400).

Rentals & Leases ($1,700) - Funding for rental of postage meter.

Insurance ($3,476) – Allocated portion of insurance cost.

Printing & Binding ($3,000) – Printing costs for letterhead, envelopes, business cards, and brochures.

Other Current Charges ($29,500) – Postal permit ($500), newspaper ads ($10,000), mental health professional ($9,000) and SRO for RK Broad ($10,000).

Office Supplies ($25,000) – Funding for all departments is centralized with the Town Manager.

Operating Supplies ($2,150) – Water for Annex ($650), and petty cash purchases ($1,500).

Books, Publications, Memberships, & Training ($8,900) – Memberships & seminars.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
GENERAL GOVERNMENT				
Executive (Town Manager):				
Personnel Services:				
Salaries & Wages	$ 138,198	$ 174,269	$ (36,071)	-20.7%
Overtime Pay	2,764		2,764	
FICA Taxes	10,784	13,332	(2,548)	-19.1%
Retirement Contribution	26,603	31,456	(4,853)	-15.4%
Group Insurance	20,616	20,633	(17)	-0.1%
Workers' Compensation	1,178	2,223	(1,045)	-47.0%
Unemployment Compensation	691	871	(180)	-20.7%
	200,834	242,784	(41,950)	-17.3%
Operating Expenditures:				
Professional Services	70,000	69,500	500	0.7%
Other Contractual Services	25,000	5,000	20,000	400.0%
Travel & Per Diem	11,500	11,000	500	4.5%
Communication Services	15,400	48,500	(33,100)	-68.2%
Rentals & Leases	1,700	1,700	-	0.0%
Insurance	3,476	3,822	(346)	-9.1%
Repairs & Maintenance	-	-	-	
Printing and Binding	3,000	3,000	-	0.0%
Promotional Activities	-	31,000	(31,000)	-100.0%
Other Current Charges and Obligations	29,500	29,500	-	0.0%
Office Supplies	25,000	20,000	5,000	25.0%
Operating Supplies	2,150	2,150	-	0.0%
Books, Publications, Memberships, & Training	8,900	8,500	400	4.7%
	195,626	233,672	(38,046)	-16.3%
Capital Outlay			-	
Total Executive	396,460	476,456	(79,996)	-16.8%

Town Clerk's Office

Personnel Services ($122,430) – This includes the General Fund portion of the salaries of the Town Clerk, Deputy Town Clerk and Recording Secretary.

Professional Services ($20,000) – Funding for scanning existing permanent records.

Other Contractual Services ($24,850) - Technical support for the agenda management system ($6,000), technical support for the Council Chambers recording system ($5,300), support for A/V equipment ($5,000), Laserfiche support ($2,750), ordinance codification ($2,500), live streaming ($1,800) and posting the minutes on the internet ($1,500).

Travel & Per Diem ($5,000) – Travel to conferences and seminars for training.

Communication Services ($500) - FEDEX charges ($500).

Rentals & Leases ($8,200) – Rental of outside storage ($4,260), lease for a color copier ($2,940) and lease for a document scanner ($1,000).

Insurance ($2,085) – Allocated portion of insurance costs.

Repairs and Maintenance ($4,200) - Copier maintenance.

Printing & Binding ($3,000) – Funding for brochures, business cards, letterhead, public notice signs and new election signs.

Other Current Charges ($45,600) - Legal advertising ($30,000), election expenses ($15,000) and Miami-Dade County recording fees ($600).

Operating Supplies ($1,000) – Ordinance registers, wood plaques and signage.

Books, Publications, Memberships, & Training ($2,300) – Seminars ($1,000), memberships ($800), and Daily Business Review subscription ($500).

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
GENERAL GOVERNMENT				
Town Clerk's Office:				
Personnel Services:				
Salaries & Wages	81,009	63,834	17,175	26.9%
Overtime Pay	1,620	1,277	343	26.9%
FICA Taxes	6,321	4,981	1,340	26.9%
Retirement Contribution	15,594	11,522	4,072	35.3%
Group Insurance	15,850	12,713	3,137	24.7%
Workers' Compensation	1,631	895	736	82.2%
Unemployment Compensation	405	319	86	27.0%
	122,430	95,541	26,889	28.1%
Operating Expenditures:				
Professional Services	20,000	25,000	(5,000)	-20.0%
Other Contractual Services	24,850	20,577	4,273	20.8%
Travel & Per Diem	5,000	4,500	500	11.1%
Communication Services	500	500	-	0.0%
Rentals & Leases	8,200	7,320	880	12.0%
Insurance	2,085	2,293	(208)	-9.1%
Repairs & Maintenance	4,200	4,200	-	0.0%
Printing and Binding	3,000	2,500	500	20.0%
Promotional Activities			-	
Other Current Charges			-	
and Obligations	45,600	50,000	(4,400)	-8.8%
Office Supplies	-	-	-	
Operating Supplies	1,000	1,000	-	0.0%
Books, Publications,			-	
Memberships, & Training	2,300	1,800	500	27.8%
	116,735	119,690	(2,955)	
Capital Outlay			-	
Total Town Clerk	239,165	215,231	23,934	11.1%

Financial and Administrative

Personnel Services ($107,649) – This is the General Fund portion of the salaries and benefits for the Finance Director (50%) and staff of three.

Professional Services ($32,750) - 350 hours of supplemental accounting services ($31,500) and the General funds portion of training costs related to Town's new financial system software ($1,250).

Accounting and Auditing ($21,875) – This is the General Fund portion of the annual audit.

Other Contractual Services ($12,000) – This is the General Fund portion of the support agreement for financial system software.

Travel & Per Diem ($2,650) - Travel, meals, and lodging for GFOA and FGFOA conference and seminar attendance.

Communication Services ($200) – Postage, courier and FEDEX charges.

Rentals and Leases ($3,600) – Lease payments for network-capable color copier.

Insurance ($695) – Allocated portion of overall insurance cost.

Repairs & Maintenance ($250) – Repairs to copy machine and other office equipment.

Printing & Binding ($3,150) – Cost for replenishing check stock and W-2 forms ($750) and per-copy charges for Annex copier ($2,400).

Other Current Charges ($500) – GFOA Certificate of Achievement program participation fee.

Operating Supplies ($5,000) – Invoice scanners ($3,000), remote deposit check scanner ($1,000) and uniform shirts, stamps and ink pads ($1,000).

Books, Publications, Memberships, & Training ($2,355) – GFOA and FGFOA conference fees ($1,000), finance staff training fees ($900), GASB subscription ($200), GFOA membership ($170), FGFOA membership ($60) and SFGFOA local chapter dues ($25).

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
GENERAL GOVERNMENT				
Financial & Administrative:				
Personnel Services:				
Salaries & Wages	$ 67,988	$ 83,993	$ (16,005)	-19.1%
Overtime Pay	3,399	4,200	(801)	-19.1%
FICA Taxes	5,461	6,747	(1,286)	-19.1%
Retirement Contribution	13,088	15,161	(2,073)	-13.7%
Group Insurance	15,563	14,574	989	6.8%
Workers' Compensation	1,810	1,980	(170)	-8.6%
Unemployment Compensation	340	420	(80)	-19.0%
	107,649	127,075	(19,426)	-15.3%
Operating Expenditures:				
Professional Services	32,750	36,500	(3,750)	-10.3%
Accounting and Auditing	21,875	21,525	350	1.6%
Other Contractual Services	12,000	21,179	(9,179)	-43.3%
Travel & Per Diem	2,650	2,500	150	6.0%
Communication Services	200	200	-	0.0%
Rentals and Leases	3,600	3,600	-	0.0%
Insurance	695	764	(69)	-9.0%
Repairs & Maintenance	250	250	-	0.0%
Printing and Binding	3,150	2,550	600	23.5%
Other Current Charges and Obligations	500	500	-	0.0%
Office Supplies			-	
Operating Supplies	5,000	600	4,400	733.3%
Books, Publications, Memberships, & Training	2,355	2,055	300	14.6%
	85,025	92,223	(7,198)	-7.8%
Capital Outlay	-	33,750	(33,750)	-100.0%
Total Financial & Adm.	192,674	253,048	(60,374)	-23.9%

Information Technology

Personnel Services ($59,889) – The General Fund portion of the salaries and benefits for the Information Technology Manager.

Professional Services ($63,000) – Citizenserve software licenses ($20,000), CCTV system/12 cameras for TBHIPD ($16,500), BHI surveillance camera integration ($14,500) and application support ($12,000).

Other Contractual Services ($76,280) – BHI online backup ($22,200), BHIPD online backup ($15,000), BHI and BHIPD internet connections ($16,200), Community Center internet connection ($12,000), safeguard software for Town equipment ($8,000) and spam filters ($2,880).

Travel & Per Diem ($3,500) - Travel, meals, and lodging IT conference and seminar attendance.

Communications Services ($91,220) – The Town's cell phones, landlines and hotspot costs.

Insurance ($1,390) – allocated portion of overall insurance cost.

Repairs and Maintenance ($40,600) – Website and "app" maintenance ($17,000), computer repairs and wire maintenance for all departments ($10,000), video camera/equipment maintenance ($7,200), CivicRec database registration ($5,000) and voice recorder support contract ($1,400).

Other Current Charges ($14,000) – Costs to maintain PCI Compliance for the Town.

Operating Supplies ($63,500) – Replacement computers, monitors, and printers for all departments ($30,000), video cameras, switches and extenders ($10,000), software licensing Office 2016 for BHI and Community Center ($8,000), software licensing Office 2016 for BHIPD ($8,000), security licenses ($7,000) and Adobe storage ($500).

Books, Publications, Memberships, & Training ($7,000) – Staff training.

Capital Outlay ($15,000) – Work order and IT service ticket software.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
GENERAL GOVERNMENT				
Information Technology				
Personnel Services:				
Salaries & Wages	$ 39,116	$ 36,916	$ 2,200	6.0%
Overtime Pay	1,956	1,846	110	6.0%
FICA Taxes	3,142	2,965	177	6.0%
Retirement Contribution	7,530	6,663	867	13.0%
Group Insurance	7,364	6,428	936	14.6%
Workers' Compensation	585	533	52	9.8%
Unemployment Compensation	196	185	11	5.9%
	59,889	55,536	4,353	7.8%
Operating Expenditures:				
Professional Services	63,000	76,000	(13,000)	-17.1%
Accounting and Auditing			-	
Other Contractual Services	76,280	67,980	8,300	12.2%
Travel & Per Diem	3,500	3,500	-	0.0%
Communication Services	91,220	48,000	43,220	90.0%
Rentals and Leases	-	-	-	
Insurance	1,390	1,529	(139)	-9.1%
Repairs & Maintenance	40,600	20,000	20,600	103.0%
Printing and Binding			-	
Other Current Charges and Obligations	14,000	25,000	(11,000)	-44.0%
Office Supplies			-	
Operating Supplies	63,500	51,500	12,000	23.3%
Books, Publications, Memberships, & Training	7,000	7,000	-	0.0%
	360,490	300,509	59,981	20.0%
Capital Outlay	15,000	-	15,000	100.0%
Total Information Technology	435,379	356,045	79,334	22.3%

Human Resources
Personnel Services ($48,912) – The General Fund portion of the salaries and benefits for the Human Resources Manager.

Travel & Per Diem ($1,750) - Travel, meals, and lodging for HR conference and seminar attendance.

Insurance ($1,390) – allocated portion of overall insurance cost.

Promotional Activities ($35,000) – Employee Awards dinner ($25,000), holiday lunch ($6,000), employee team building events ($2,000), employee celebrations ($1,000), flowers and gift baskets ($500) and employee health fair ($500).

Other Current Charges ($13,000) – Employee tuition reimbursement ($10,000), employee background checks ($2,700) and workers comp visits ($300).

Operating Supplies ($300) – Town shirts, caps and visors.

Books, Publications, Memberships, & Training ($1,500) – Staff training.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
GENERAL GOVERNMENT				
Human Resources				
Personnel Services:				
Salaries & Wages	$ 32,928	$ -	$ 32,928	
Overtime Pay			-	
FICA Taxes	2,519	-	2,519	
Retirement Contribution	6,339	-	6,339	
Group Insurance	6,428	-	6,428	
Workers' Compensation	533	-	533	
Unemployment Compensation	165	-	165	
	48,912	-	48,912	100.0%
Operating Expenditures:				
Professional Services			0	
Accounting and Auditing			-	
Other Contractual Services			-	
Travel & Per Diem	1,750		1,750	
Communication Services			-	
Rentals and Leases			-	
Insurance	1,390		1,390	
Repairs & Maintenance			-	
Printing and Binding			-	
Promotional Activities	35,000		35,000	
Other Current Charges and Obligations	13,000		13,000	
Office Supplies	-		-	
Operating Supplies	300		300	
Books, Publications, Memberships, & Training	1,500		1,500	
	52,940	-	52,940	100.0%
Capital Outlay				
Total Human Resources	101,852	-	101,852	100.0%

Legal

Legal services ($204,800) – Town Attorney's retainer ($94,800) and litigation and special counsel (labor, land use, contracts, hearings) ($110,000).

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Legal:				
Professional Services	204,800	163,000	41,800	25.6%

Public Buildings

Other Contractual Services ($158,288) - Contract cleaning service ($40,800), Consulting fee for Town Hall renovation ($75,000), Town Hall landscaping/Veteran's Memorial ($20,000), pest control ($6,000), HVAC maintenance for the Community Center ($4,692), HVAC maintenance for Town Hall ($3,348), elevator maintenance ($2,940), generator maintenance ($2,400), water dispensers ($1,500), elevator phone ($1,008) and other services ($600).

Utility Services ($33,600) - Electricity ($15,600), water ($18,000) for Town properties.

Rentals and Leases ($19,980) – Rental fee for generator.

Insurance ($18,271) – Allocated portion of insurance costs.

Repairs & Maintenance ($37,650) – maintenance of Town Hall, Annex and Community Center including air conditioning systems, elevators, doors, locks, lighting and electrical systems.

Operating Supplies ($17,300) – Lamps and cleaning supplies ($6,500), AC system belts and filters ($3,500), defibrillators for Town Hall and Community Center ($3,000), fuel for generator ($2,500) and tools and repair items ($1,800).

Capital Outlay ($425,000) – Town Hall renovation furniture and fixtures ($200,000), flooring for Town Hall and Council Chambers ($171,500), Public works locker room/break room renovation ($35,000), interior painting of Town Hall ($10,000) and Council Chambers seating ($8,500).

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (Continued)				
Public Buildings				
Personnel Services:				
Salaries & Wages	$ -	$ -	$ -	
Overtime Pay	-	-	-	
FICA Taxes	-	-	-	
Retirement Contribution	-	-	-	
Group Insurance	-	-	-	
Workers' Compensation	-	-	-	
Unemployment Compensation	-	-	-	
	-	-	-	
Operating Expenditures:				
Professional Services			-	
Other Contractual Services	158,288	90,952	67,336	74.0%
Communication Services	-	-	-	
Utility Services	33,600	36,000	(2,400)	-6.7%
Rentals and Leases	19,980	28,000	(8,020)	-28.6%
Insurance	18,271	18,617	(346)	-1.9%
Repairs & Maintenance	37,650	28,550	9,100	31.9%
Other Current Charges and Obligations			-	
Office Supplies			-	
Operating Supplies	17,300	5,500	11,800	214.5%
	285,089	207,619	77,470	37.3%
Capital Outlay	425,000	-	425,000	
Total Public Buildings	710,089	207,619	502,470	242.0%
TOTAL GENERAL GOVERNMENT	**$ 2,425,606**	**$ 1,893,965**	**$ 531,641**	**28.1%**

Law Enforcement
Personnel Services ($3,642,965) - Salaries for members of the PBA bargaining unit were projected based upon 5% step increases and a 4% across-the-board (COLA) increase. Twenty-three full time sworn positions are budgeted, one part-time officer's position, along with six civilian positions.

Professional Services ($11,840) – Code Red ($4,800), Sergeants test ($3,000), applicant physical ($1,200) legal transcripts ($1,000), polygraph examinations ($1,000) and applicant psychological tests ($840).

Other Contractual Services ($39,415) – Database fees - Tritech ($9,800), LPR user fees ($8,000), CFA policy/training distribution software ($3,500), scheduling and payroll software ($3,000), crime analysis software ($3,000), power details license fee ($2,100), Leads online investigative software ($2,000), FACELOGICS ($1,850), court subpoena notification ($1,550), evidence tracking software ($1,500), Linx data sharing software ($1,500), Notification/task tracker software ($1,440) and Florida PAC ($175).

Travel & Per Diem ($11,000) – Travel for training, seminars, meetings, FPCA/IACP and Explorer functions.

Rentals and Leases ($136,185) – Leases for twenty-two vehicles ($132,785), copier rental ($2,400) and undercover car rental ($1,000).

Insurance ($38,232) – Allocated portion of overall insurance cost.

Repairs and Maintenance ($42,260) - Repairs and maintenance to vehicles and equipment ($37,260) and boat maintenance ($5,000).

Printing and Binding ($5,000) – police report and other administrative forms, case cards, business cards, stationery and copier charges.

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

Other Current Charges ($11,000) –Dade County Chiefs' dues and annual dinner ($4,500); LEO Awards Gala ($3,500), Explorer competition and banquet ($1,500) and PBA Gala ($1,500).

Operating Supplies ($138,955) – Vehicle and marine fuel ($77,000), uniforms and duty gear ($25,000), firearms ($9,500), training equipment ($6,000), field force equipment ($5,225), community relations events ($3,800), Explorers gear ($2,500), honor guard uniforms ($1,900), glock firearm ($1,400), and other supplies ($6,630).

Books, Publications, Memberships, & Training ($24,625) – FL Law enforcement Analyst Academy ($4,500), memberships ($4,000), active shooter training ($4,000), leadership/management training ($4,000), investigative databases ($2,760), investigative search engine ($2,450), CFA accreditation ($1,750), law enforcement handbooks ($840) and

CJIS training ($325).

Capital Outlays ($81,855) – New vehicle equipment ($14,050), drone ($13,000), video surveillance cameras RKB/parking garage ($8,250), replacement vests ($8,000), replacement LPR system ($8,000), vehicle radio base system ($7,200), replacement tasers ($6,600), office furniture ($6,000), patrol shields ($5,425), rifle plates ($5,400), detective lights and equipment ($3,500), handheld radios ($3,330), vehicle gun racks ($2,100) and surveillance equipment ($1,000).

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
PUBLIC SAFETY				
Police Department				
Personnel Services:				
Salaries & Wages	$ 2,468,517	$ 2,341,213	$ 127,304	5.4%
Overtime Pay	175,000	150,000	25,000	16.7%
FICA Taxes	202,229	190,578	11,651	6.1%
Retirement Contribution	428,051	460,716	(32,665)	-7.1%
Group Insurance	317,573	286,638	30,935	10.8%
Workers' Compensation	39,252	43,959	(4,707)	-10.7%
Unemployment Compensation	12,343	11,706	637	5.4%
	3,642,965	3,484,810	158,155	4.5%
Operating Expenditures:				
Professional Services	11,840	11,000	840	7.6%
Other Contractual Services	39,415	30,850	8,565	27.8%
Travel & Per Diem	11,000	9,200	1,800	19.6%
Communication Services	-	1,500	(1,500)	-100.0%
Rentals and Leases	136,185	124,685	11,500	9.2%
Insurance	38,232	42,046	(3,814)	-9.1%
Repairs & Maintenance	42,260	60,760	(18,500)	-30.4%
Printing and Binding	5,000	3,000	2,000	66.7%
Promotional Activities	1,000	1,000	-	0.0%
Other Current Charges and Obligations	11,000	9,000	2,000	22.2%
Office Supplies			-	
Operating Supplies	138,955	160,130	(21,175)	-13.2%
Books, Publications, Memberships, & Training	24,625	18,770	5,855	31.2%
	459,512	471,941	(12,429)	-2.6%
Capital Outlay	91,855	77,055	14,800	19.2%
Total Police Department	$ 4,194,332	$ 4,033,806	$ 160,526	4.0%

Building Department
Personnel Services ($219,584) - Includes funding for salaries and benefits for two full-time building department employees and one part-time clerk.

Professional services ($300,037) – Funding for Town Planning - redevelopment reviews, zoning amendments, comprehensive plan amendments ($162,500) and outside building plans examiner and inspector ($137,537).

Other Contractual Services ($1,000) – Scan plans for digital storage.

Travel & Per Diem ($1,600) – Travel to conferences and seminars for recertification.

Communication Services ($5,008) – Telephone line ($4,408), and FEDEX charges ($600).

Rentals and Leases ($4,444) – Oversized scanner lease ($3,551) and copier lease ($893).

Insurance ($4,866) – allocated portion of insurance expense.

Repairs and Maintenance ($1,188) – Scanner maintenance agreement.

Printing and Binding ($2,320) – Copy charges, brochures, cards, forms, and notices.

Books, Publications, Memberships, & Training ($1,605) – Staff training and memberships in professional organizations.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
PUBLIC SAFETY				
Building Inspections				
Personnel Services:				
Salaries & Wages	$ 146,710	$ 142,231	$ 4,479	3.1%
Overtime Pay			-	
FICA Taxes	11,223	10,881	342	3.1%
Retirement Contribution	28,242	25,673	2,569	10.0%
Group Insurance	31,002	33,524	(2,522)	-7.5%
Workers' Compensation	1,673	2,280	(607)	-26.6%
Unemployment Compensation	734	711	23	3.2%
	219,584	215,300	4,284	2.0%
Operating Expenditures:				
Professional Services	300,037	270,037	30,000	11.1%
Other Contractual Services	1,000	1,000	-	0.0%
Travel and per diem	1,600	1,600	-	0.0%
Communication Services	5,008	11,400	(6,392)	-56.1%
Rentals and Leases	4,444	1,260	3,184	252.7%
Insurance	4,866	5,351	(485)	-9.1%
Repairs and Maintenance	1,188	1,500	(312)	-20.8%
Printing and Binding	2,320	650	1,670	256.9%
Other Current Charges and Obligations	-	-	-	
Office Supplies			-	
Operating Supplies	-	1,000	(1,000)	-100.0%
Books, Publications, Memberships, & Training	1,605	1,555	50	3.2%
	322,068	295,353	26,715	9.0%
Capital Outlay				
Total Building Inspections	$ 541,652	$ 510,653	$ 30,999	6.1%

Code Enforcement

Personnel Services ($206,606) – Includes salaries and benefits for Director of Code Compliance and two staff.

Travel & Per Diem ($4,900) – Travel to FACE and FFMA annual conferences.

Insurance ($695) – Allocated portion of insurance expense.

Repairs and Maintenance ($5,300) – Repairs, maintenance and car washes for vehicles ($2,900) and lawn service for private properties ($2,400).

Printing and Binding ($1,350) - Brochures, cards, forms, and new code enforcement manual.

Operating Supplies ($6,100) Vehicle fuel, uniforms and miscellaneous supplies.

Books, Publications, Memberships, & Training ($2,895) – FACE and FFPM memberships, conferences, and seminars.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
PUBLIC SAFETY				
Code Enforcement				
Personnel Services:				
Salaries & Wages	$ 136,104	$ 128,165	$ 7,939	6.2%
Overtime Pay			-	
FICA Taxes	10,412	9,805	607	6.2%
Retirement Contribution	26,200	23,134	3,066	13.3%
Group Insurance	31,376	21,668	9,708	44.8%
Workers' Compensation	1,833	1,080	753	69.7%
Unemployment Compensation	681	641	40	6.2%
	206,606	184,493	22,113	12.0%
Operating Expenditures:				
Professional Services	-	4,000	(4,000)	-100.0%
Other Contractual Services			-	
Travel and per diem	4,900	3,450	1,450	42.0%
Communication Services	-	4,812	(4,812)	-100.0%
Rentals and Leases			-	
Insurance	695	764	(69)	-9.0%
Repairs and Maintenance	5,300	3,620	1,680	46.4%
Printing and Binding	1,350	850	500	58.8%
Other Current Charges and Obligations	-	550		-100.0%
Office Supplies			-	
Operating Supplies	6,100	4,400	1,700	38.6%
Books, Publications, Memberships, & Training	2,895	2,090	805	38.5%
	21,240	24,536	(2,746)	-13.4%
Capital Outlay				
Total Code Enforcement	$ 227,846	$ 209,029	$ 19,367	9.0%

Other Public Safety

6,325 hours were budgeted for 11 crossing guards. Total budgeted expenditures for the department are $91,901.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Other Public Safety (Crossing Guards)				
Personnel Services:				
Salaries & Wages	$ 80,836	$ 61,232	$ 19,604	32.0%
FICA Taxes	6,184	4,684	1,500	32.0%
Retirement Contribution			-	
Group Insurance			-	
Workers' Compensation	997	597	400	67.0%
Unemployment Compensation	404	306	98	32.0%
	88,421	66,819	21,602	32.3%
Operating Expenditures:				
Other contractual services			-	
Other Current Charges and Obligations	500	500	-	0.0%
Operating Supplies	2,980	2,880	100	3.5%
Books, Publications, Memberships, & Training			-	
	3,480	3,380	100	3.0%
Total Other Public Safety	91,901	70,199	21,702	30.9%
TOTAL PUBLIC SAFETY	**$ 5,055,731**	**$ 4,823,687**	**$ 213,227**	**4.8%**

Streets & Parkways
Personnel Services ($234,184) - includes funding for salaries and benefits for six full-time streets and parkways employees, all of whom are partially charged to enterprise funds.

Professional services ($1,500) – Engineering contract revision (20% allocation of $7,500).

Other Contractual Services ($213,240) – Funding for the landscape maintenance contract ($135,000), additional landscaping services ($75,000), employee uniforms ($2,400) Autocad license fee ($600) and time clock system ($240).

Travel & Per Diem ($2,600) – Travel for staff training, including the public works expo.

Communication Services ($3,480) – Funding for landline phones ($2,520) and FEDEX, UPS, or courier charges ($960).

Utility Services ($67,500) - Electricity for street lighting ($52,500) and water for landscape irrigation ($15,000).

Rentals & Leases ($15,340) – Saws, lifts, grinders, message boards for emergency work, truck lease and other rented equipment.

Insurance ($6,256) – Allocation of overall insurance cost.

Repairs and Maintenance ($42,400) - Funding for asphalt and concrete repairs, green path maintenance, street light parts and repairs, vehicle repairs and parts, and other repairs and parts.

Other Current Charges ($35) – Vaccinations, drug/alcohol testing, medical charges for minor injuries.

Operating Supplies ($39,970) – Various consumables used by the department: vehicle fuel, uniforms cleaning, safety equipment, plant materials, chemicals, hardware supplies, cones, barricades and small tools ($17,470), fuel for vehicles ($8,400), plastic and glass streetlights ($7,500) and dog station supplies ($6,600).

Books, Publications, Memberships, & Training ($4,850) – Town Engineer license continuing education ($2,000), FLAGGER training ($1,250), Public Works director training ($850), APWA membership fees ($750).

Capital Outlays ($95,000) – LED streetlights on West Island ($75,000) and ADA improvements/curb cuts ($20,000).

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
Streets and Parkways				
Personnel Services:				
Salaries & Wages	$ 147,291	$ 142,130	$ 5,161	3.6%
Overtime Pay	2,946	2,843	103	3.6%
FICA Taxes	11,493	11,090	403	3.6%
Retirement Contribution	28,354	25,654	2,700	10.5%
Group Insurance	41,176	48,098	(6,922)	-14.4%
Workers' Compensation	2,188	1,080	1,108	102.6%
Unemployment Compensation	736	711	25	3.5%
	234,184	231,606	2,578	1.1%
Operating Expenditures:				
Other Contractual Services	213,240	212,400	840	0.4%
Professional services	1,500		1,500	
Travel and Per Diem	2,600	2,600	-	0.0%
Communications	3,480	3,600	(120)	-3.3%
Utility Services	67,500	80,000	(12,500)	-15.6%
Rentals & Leases	15,340	5,000	10,340	206.8%
Insurance	6,256	6,880	(624)	-9.1%
Repairs and Maintenance.	42,400	40,900	1,500	3.7%
Printing & Binding			-	
Other Current Charges			-	
and Obligations	35	525	(490)	-93.3%
Office Supplies			-	
Operating Supplies	39,970	34,620	5,350	15.5%
Books, Publications,				
Memberships, & Training	4,850	5,150	(300)	-5.8%
	397,171	391,675	5,496	1.4%
Capital Outlay	95,000	190,000	(95,000)	-50.0%
Total	$ 726,355	$ 813,281	$ (86,926)	-10.7%
Streets and Parkways				

Public Transportation

Other Contractual Services ($150,000) – Estimate based upon five day per week service.

Operating Supplies ($8,000) – Gasoline and other supplies.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (Continued)				
Public Transportation				
Personnel Services:				
Salaries & Wages				
FICA Taxes				
Retirement Contribution				
Group Insurance				
Workers' Compensation				
Unemployment Compensation				
	-	-		
Operating Expenditures:				
Other Contractual Services	$ 150,000	$ 120,000	$ 30,000	25.0%
Travel and Per Diem				
Utility Services				
Insurance				
Repairs and Maintenance.			-	
Other Current Charges and Obligations				
Operating Supplies	$ 8,000	$ 12,000	(4,000)	-33.3%
	158,000	132,000	26,000	19.7%
TOTAL PUBLIC TRANSPORTATION	$ 158,000	$ 132,000	$ 26,000	19.7%

Recreation
Personnel Services ($734,523) - Includes funding for salary and benefits for eight full-time recreation employees and $125,000 for part-time wages.

Other Contractual Services ($15,100) – Pest control services for parks and community center ($12,000), sanding of brick pavers at 92nd St Park ($2,500) and timecard system ($600).

Travel and Per Diem ($1,274) – Travel to NRPA and FRPA meetings and conferences.

Utilities ($32,000) - Water usage at parks ($20,000) and electricity costs at parks, tennis courts, and the community center ($12,000).

Rentals & Leases ($6,200) – Copier in the community center ($2,700) and man-lift rental for tennis court light change ($3,500).

Insurance ($13,402) – allocated portion of general insurance plus funding for recreation liability policy.

Repairs and Maintenance ($18,200) – Repair parts and supplies ($4,500), 98th Street Park repairs ($4,500), 92nd Street Park repairs ($2,500), 95th Street park repairs and pressure washing ($2,000), fencing repairs for all parks ($2,000), repair of playground shades ($1,200), Tot Lot repairs ($1,000) and painting at Tot Lot ($500).

Printing and Binding ($7,500) – Program brochures for summer camp and aftercare.

Other current charges ($175,660) - Miami Shores aquatic center/pool ($50,000), Community Center Youth programs (yoga, little sprouts, sticky fingers, piano, tutoring, pee wee soccer) ($22,920), Community Center Adult programs (Yoga, Zumba, Spanish and English class) ($39,920), Community Center Senior programs (Tai-Chi, Yoga, Game day, Zumba, Computer class and Music appreciation) ($32,720), new programming ($17,000), eight movies plus concessions ($5,400), Seniors-on-the-Go ($4,100) and sixteen Storytime sessions ($3,600).

Other current charges, Aftercare ($164,380) – Soccer program ($50,000), tutoring ($23,000), art ($10,800), Portuguese ($9,000), dance ($7,500), cheerleading ($7,500), French ($7,200), garden club ($7,000), basketball ($6,000), awards program ($6,000), new programming ($5,200), kind club ($5,000), flag football ($4,000), chorus ($3,800), volleyball ($3,000), Spanish ($2,880), Kung-Fu ($2,500), trophies ($2,000) and sports equipment ($2,000).

Other current charges, Camps ($43,000) – Summer camp ($35,500), Winter camp ($5,000) and Spring camp ($2,500).

Other current charges, Town events ($141,600) – Bay Harbor Islands' concert series ($70,000), Snow Day ($20,000), Town Picnic ($20,000), 5K/10K Walk ($15,000), Halloween parade ($5,500), Veteran's Day ($5,000), Spring egg hunt ($3,000), Car Show ($2,000) and 9/11 event ($1,100).

Operating Supplies ($2,000) – Tables for the Community Center.

Books, Publications, Memberships, & Training ($2,605) – FRPA membership and conference, NRPA membership, CPR training and staff training.

Capital Outlay ($6,000) – Tennis Court lighting upgrades.

Transfer to Reserves – the eighth of ten planned $65,000 budgeted “transfers” to replenish reserves appropriated to construct the Scott Winters Park improvements.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (Continued)				
Department of Recreation				
Personnel Services:				
Salaries & Wages	504,141	$ 414,222	$ 89,919	21.7%
FICA Taxes	38,567	31,688	6,879	21.7%
Retirement Contribution	97,047	74,767	22,280	29.8%
Group Insurance	85,640	90,134	(4,494)	-5.0%
Workers' Compensation	6,607	5,277	1,330	25.2%
Unemployment Compensation	2,521	2,071	450	21.7%
	734,523	618,159	116,364	18.8%
Operating Expenditures:				
Other Contractual Services	15,100	38,750	(23,650)	-61.0%
Professional services			-	
Travel and Per Diem	1,274	930	344	37.0%
Communication Services	-	4,800	(4,800)	-100.0%
Utility Services	32,000	30,060	1,940	6.5%
Rentals & Leases	6,200	3,200	3,000	93.8%
Insurance	13,402	11,325	2,077	18.3%
Repairs and Maintenance.	18,200	23,200	(5,000)	-21.6%
Printing & Binding	7,500		7,500	
Promotional Activities	-	4,000	(4,000)	-100.0%
Other Current Charges and Obligations	175,660	427,050	(251,390)	-58.9%
Other Current Charges - Aftercare	164,380	-	164,380	100.0%
Other Current Charges - Camps	43,000	-	43,000	100.0%
Other Current Charges - Town Events	141,600	-	141,600	100.0%
Operating Supplies	2,000	1,200	800	66.7%
Publications and Training	2,605	-	2,605	100.0%
	622,921	544,515	78,406	14.4%
Capital Outlay	6,000	-	6,000	100.0%
Transfer to reserves	65,000	65,000	-	0.0%
TOTAL RECREATION	$ 1,428,444	$ 1,227,674	$ 200,770	16.4%

Debt Service

The total amount of the debt service ($507,138) for fiscal 2020 on the community enhancements debt service is budgeted here. The 2003 bonds were partially refinanced four 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 three years ago, 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.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (Continued)				
Debt Service				
Principal	331,000	324,000	7,000	2.2%
Interest	176,138	183,323	(7,185)	-3.9%
Combined				
TOTAL DEBT SERVICE	$ 507,138	$ 507,323	$ (185)	0.0%

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND SUMMARY:				
Financial Sources:				
Revenues	$7,920,432	$7,400,300	$ 520,132	7.0%
Interfund Transfers	1,880,842	1,997,630	(116,787)	-5.8%
Appropriated Fund Balance	500,000	0	500,000	
Loan Proceeds	0	0	-	
	10,301,274	9,397,930	903,345	9.6%
Financial Uses:				
Personnel Services	5,666,004	5,322,130	343,875	6.5%
Operating Expenditures	3,415,277	3,108,982	306,295	9.9%
Capital Outlay	647,855	394,495	253,360	64.2%
Debt Service	507,138	507,323	(185)	0.0%
Grants and Aids	0	0	-	
Transfers	65,000	65,000	-	0.0%
	$10,301,274	$9,397,930	903,345	9.6%
Excess of Sources Over (Deficiency of Sources Under) Uses	-	$ -	$ -	

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
GENERAL FUND (CONTINUED)				
GENERAL FUND RECAP				
Personnel Services:				
Salaries & Wages	3,842,845	3,588,212	254,633	7.1%
Overtime Pay	187,685	160,166	27,519	17.2%
FICA Taxes	308,335	286,751	21,584	7.5%
Retirement Contribution	677,048	674,746	2,302	0.3%
Group Insurance	572,588	534,410	38,178	7.1%
Workers' Compensation	58,287	59,904	(1,617)	-2.7%
Unemployment Compensation	19,216	17,941	1,275	7.1%
	5,666,004	5,322,130	343,875	6.5%
Operating Expenditures:				
Professional Services	721,927	673,037	48,890	7.3%
Accounting & Auditing	21,875	21,525	350	1.6%
Other Contractual Services	715,173	608,688	106,485	17.5%
Travel & Per Diem	64,974	57,280	7,694	13.4%
Communication Services	132,548	140,052	(7,504)	-5.4%
Rentals & Leases	195,649	174,765	20,884	11.9%
Insurance	92,148	94,920	(2,772)	-2.9%
Repairs & Maintenance	192,048	182,980	9,068	5.0%
Printing and Binding	63,720	50,950	12,770	25.1%
Promotional Activities	40,700	41,500	(800)	-1.9%
Other Current Charges and Obligations	664,025	567,325	96,700	17.0%
Office Supplies	25,000	20,000	5,000	25.0%
Operating Supplies	288,755	278,480	10,275	3.7%
Utility Services	133,100	146,060	(12,960)	-8.9%
Books, Publications, Memberships, & Training	63,635	51,420	12,215	23.8%
	3,415,277	3,108,982	306,295	9.9%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Capital Outlay	647,855	394,495	253,360	64.2%
Debt Service				
Principal	331,000	324,000	7,000	2.2%
Interest	176,138	183,323	(7,185)	-3.9%
Combined	0	0	-	
	507,138	507,323	(185)	0.0%
Grants and Aids	-	-	-	0.0%
Transfers and Reserves	65,000	65,000	-	
TOTAL GEN FUND BUDGET	$10,301,274	$9,397,930	$ 903,345	9.6%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
WATER FUND				
Estimated Sources:				
Water Sales	$ 1,285,000	$ 1,275,000	$ 10,000	0.8%
Interest Income	27,000	25,000	2,000	8.0%
Change in Fair Value of Investments				
Gain/Loss on Investments			-	
Miscellaneous Income	30,000	30,000	-	0.0%
Grant-Automated Meter Read			-	
Appropiated Retained Earnings			-	
Total Sources	$ 1,342,000	$ 1,330,000	$ 12,000	0.9%

Water Fund
Rates will remain flat with the decrease in wholesale rates from the Miami-Dade Water and Sewer Department.

Personnel Services ($422,298) - includes funding for salaries and benefits for water department personnel, the water billing clerk, and allocated general administrative salaries.

Water Purchases ($528,000) – water purchases from Miami-Dade Water and Sewer.

Professional Services ($13,075) – Water leak detection ($10,000), engineering contract revision ($1,500) and updates to water GIS ($825).

Accounting & Auditing ($5,000) – Allocated portion of the Town's audit costs.

Other Contractual Services ($11,846) – Master Meter annual support ($7,500), Water fund's portion of the maintenance agreement for the Town's financial system software ($3,000), hosting fees ($1,250), and time clock services ($96).

Travel & Per Diem ($750) - Travel for staff training.

Communication Services ($500) – Water meters/parts shipping charges.

Rentals & Leases ($2,000) – Equipment rental for repair work.

Insurance ($16,356) – Allocated portion of insurance expense.

Repairs & Maintenance ($40,050) – Water main repairs ($23,400), parts for repairs ($9,600), valve adjustments ($4,000), beehive removal ($1,600), vehicle repairs ($750) and density testing ($700).

Printing and Binding ($1,000) – Customer quality reports and other forms.

Other Current Charges ($24,680) – Water quality testing ($11,400), bacteriological testing ($10,200), THM, HAA5 and ecoli testing ($1,850), water system license renewal ($750) and other miscellaneous charges ($480).

Operating Supplies ($21,960) – Water meters, registers, and meter boxes for inventory ($14,000), plumbing supplies ($3,600), uniforms and cleaning, safety equipment and tools ($2,200), fuel ($1,560) and miscellaneous parts and supplies ($600).

Publications & Training ($2,490) – Continuing education training ($1,250), water distribution level 2 and 3 staff training ($1,000) and FWPCOA membership ($240).

Capital Outlay ($5,000) – Replace broken/damaged fire hydrants.

Transfer to General Fund ($200,000) - this amount is primarily to contribute to debt service on the $9.4 million borrowed for the Community Enhancements Project.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
WATER FUND				
Personnel Services:				
Salaries & Wages	$ 266,686	$ 257,236	$ 9,450	3.7%
Overtime Pay	13,334	12,862	472	3.7%
FICA Taxes	21,422	20,662	760	3.7%
Retirement Contribution	51,337	46,431	4,906	10.6%
Group Insurance	64,980	46,495	18,485	39.8%
Workers' Compensation	3,206	2,720	486	17.9%
Unemployment Compensation	1,333	1,286	47	3.7%
	422,298	387,692	34,606	8.9%
Operating Expenses:				
Water Purchases	528,000	575,000	(47,000)	-8.2%
Professional Services	13,075	3,400	9,675	284.6%
Accounting and Auditing	5,000	4,920	80	1.6%
Other Contractual Services	11,846	35,288	(23,442)	-66.4%
Travel and per diem	750	500	250	50.0%
Communications	500	500	-	0.0%
Utility Services			-	
Rentals and Leases	2,000	2,000	-	0.0%
Insurance	16,356	17,987	(1,631)	-9.1%
Repairs & Maintenance	40,050	17,300	22,750	131.5%
Printing and Binding	1,000	1,000	-	0.0%
Other Current Charges and Obligations	24,680	240	24,440	10183.3%
Office Supplies			-	
Operating Supplies	21,960	37,150	(15,190)	-40.9%
Books, Publications, Memberships, & Training	2,490	2,250	240	10.7%
	667,707	697,535	(29,828)	-4.3%
Capital Outlay	5,000	20,250	(15,250)	-75.3%
Transfers:				
General Fund (Debt Service)	200,000	218,000	(18,000)	-8.3%
Sewer Fund			-	
	200,000	218,000	(18,000)	-8.3%
Increase in Operating Balance	46,995	6,523	40,472	620%
Total Resources Allocated WATER FUND	$ 1,342,000	$ 1,330,000	$ 12,000	0.9%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
::				
SEWER FUND				
Estimated Sources:				
Sewage Charges	$ 2,450,000	$ 2,375,000	$ 75,000	3.2%
Interest Income			-	
Change in Fair Value of Investments				
Gain/Loss on Investment Sales			-	
Miscellaneous Income	10,000	10,000	-	0.0%
Appropiated Retained Earnings			-	
Transfer from Water Fund			-	
Loan Proceeds			-	
Total Sources	$ 2,460,000	$ 2,385,000	$ 75,000	3.1%

Sewer Fund

Sewer rates will increase as Miami-Dade County increased its wholesale sewage rate by 3.29%.

Personnel Services ($418,102) - Includes funding for salaries and benefits for sewer department personnel and allocated general administrative salaries.

Sewage Disposal ($828,000) – Sewage disposal fees paid to Miami Beach.

Professional Services ($8,475) – Engineering services for special studies and GIS issues ($5,825), engineering contract revision ($1,500) and Sewer fund's portion of training costs related to Town's new financial system software ($1,150).

Accounting & Auditing ($7,500) – Allocated portion of the Town's audit costs.

Other Contractual Services ($6,818) – Maintenance contract for air compressors, and meter calibration services ($5,520), hosting fees ($1,250), and time clock services ($48).

Travel and Per Diem ($750) – Travel costs to attend the FL Public Works Expo.

Communications ($3,120) – Phones ($1,620) and express freight charges for replacement parts ($1,500).

Utility Services ($39,000) - Electricity for sewage pumps.

Rentals & Leases ($13,400) - Excavator rental and sewer van lease.

Insurance ($24,534) – allocated portion of Town's overall insurance costs.

Repairs and Maintenance ($84,900) – repairs to vehicles, sewer line cleaning, and various plumbing, electrical, welding, lift station, sewage pump repairs, and sewer main/lateral point repairs.

Other Current Charges ($240) – utility location services.

Operating Supplies ($26,450) – Inventory for repairs ($14,800), fuel for vehicles ($5,500), other consumable supplies ($3,650) and protective equipment ($2,500).

Publications & Training ($400) – Continuing education training ($1,250), water distribution level 2 and 3 staff training ($1,000) and FWPCOA membership ($240).

Capital Outlay ($258,000) - Sewer lateral lines ($250,000), Sewer manhole lids ($8,000).

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 ($480,842) - 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
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
SEWER FUND				
Personnel Services:				
Salaries & Wages	$ 230,285	$ 273,831	$ (43,546)	-15.9%
Overtime Pay	46,057	54,766	(8,709)	-15.9%
FICA Taxes	21,140	25,138	(3,998)	-15.9%
Retirement Contribution	44,330	49,426	(5,096)	-10.3%
Group Insurance	72,351	62,515	9,836	15.7%
Workers' Compensation	2,788	2,394	394	16.5%
Unemployment Compensation	1,151	1,369	(218)	-15.9%
	418,102	469,439	(51,337)	-10.9%
Operating Expenses:				
Sewage Disposal	828,000	726,000	102,000	14.0%
Professional Services	8,475	10,000	(1,525)	-15.3%
Accounting and Auditing	7,500	7,380	120	1.6%
Other Contractual Services	6,818	8,515	(1,697)	-19.9%
Travel & Per Diem	750		750	
Communications	3,120	2,940	180	6.1%
Utility Services	39,000	50,100	(11,100)	-22.2%
Rentals and Leases	13,400	3,600	9,800	272.2%
Insurance	24,534	26,981	(2,447)	-9.1%
Repairs & Maintenance	84,900	62,200	22,700	36.5%
Printing and Binding			-	
Other Current Charges and Obligations	240	540	(300)	-55.6%
Office Supplies			-	
Operating Supplies	26,450	25,430	1,020	4.0%
Books, Publications, Memberships, & Training	400		400	
	1,043,587	923,686	119,901	13.0%
Capital Outlay:	258,000	298,550	(40,550)	-13.6%
	258,000	298,550	(40,550)	-13.6%
Debt Service (Int & Principal):	75,320	75,320	-	0.0%
Transfers:				
General Fund (Debt Service)	480,842	499,630	(18,788)	-3.8%
Increase in Operating Balance	184,149	118,375	65,774	56%
Total Resources Allocated SEWER FUND	$ 2,460,000	$ 2,385,000	$ 75,000	3.1%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
::				
PARKING FUND				
Estimated Sources:				
Operating Income				
Meters	$ 190,000	$ 175,000	15,000	8.6%
Permits	290,000	$ 420,000	(130,000)	-31.0%
Fines	25,000	$ 25,000	-	0.0%
Interest Income				
Miscellaneous Income	175,000	175,000	-	0.0%
Loan Proceeds				
Land Sale Proceeds				
Appropiated Retained Earnings	254,600	217,977	36,623	16.8%
Total Sources	$ 934,600	$ 1,012,977	$ (78,377)	-7.7%

Parking Fund

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 approximately $128,000.

Personnel Services ($217,049) - Wages and related benefits for the parking enforcement specialist as well as an allocated portion of general administrative salaries.

Professional Services ($250) – Parking fund portion of training costs related to Town's new financial system software.

Accounting & Auditing ($2,500) – Allocated portion of the cost of the Town's audit.

Other Contractual Services ($13,800) – Elevator maintenance ($10,500) and AC service contract ($3,300).

Communications ($22,200) – Wireless data connections for master parking meters.

Utility Services ($24,000) – Electricity for parking garage ($22,500) and water charges ($1,500).

Rentals and Leases ($23,060) – Funding for lease of lots 9, 10, 12, & 13 (located in the business district parking lot adjacent to Town Hall) ($15,860), parking vehicle lease ($6,500) and manlift ($700).

Insurance ($8,178) – Allocated portion of overall insurance cost.

Repairs & Maintenance ($19,990) – Repairs to parking garage, lots, and meters and parking enforcement vehicle ($8,850), garage server maintenance ($3,500), clean elevator shafts ($3,250), batteries for master meters ($2,500) and miscellaneous repairs ($1,890).

Printing & Binding ($4,000) – Parking permits, forms, and signs.

Other Current Charges ($31,850) – Taxes on land leased for use as municipal parking ($26,750), elevator inspection ($2,350), fire system inspection ($1,100), extinguisher recertification ($750), sprinkler testing ($500) and armored car services ($400).

Operating Supplies ($8,030) – Battery backup ($4,000), fuel ($1,680), vehicle mat ($800), signage ($750), fluorescent lights ($500) and uniforms ($300).

Capital Outlay ($135,500) – Installation of protective coating to preserve expansion joint material ($100,000), LED fixtures ($20,000), replacement of 1 split AC unit ($7,500), removal of single head meters ($5,000) and signage ($3,000).

Debt Service ($425,507) – Interest ($68,507) and principal ($357,000) on the parking garage loan. This debt was refunded in 2012 at a net present value savings of $636,000.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
PARKING FUND				
Personnel Services:				
Salaries & Wages	$ 137,187	$ 155,947	$ (18,760)	-12.0%
Overtime Pay	12,347	14,035	$ (1,688)	
FICA Taxes	11,439	13,004	(1,565)	-12.0%
Retirement Contribution	26,408	28,148	(1,740)	-6.2%
Group Insurance	27,010	27,243	(233)	-0.9%
Workers' Compensation	1,972	1,492	480	32.2%
Unemployment Compensation	686	780	(94)	-12.1%
	217,049	240,649	(23,600)	-9.8%
Operating Expenses:				
Professional Services	250	1,000	(750)	-75.0%
Accounting and Auditing	2,500	2,460	40	1.6%
Other Contractual Services	13,800	16,100	(2,300)	
Travel and per diem			-	
Communications	22,200	18,850	3,350	17.8%
Utility Services	24,000	23,940	60	0.3%
Rentals and Leases	23,060	15,860	7,200	45.4%
Insurance	8,178	8,994	(816)	-9.1%
Repairs & Maintenance	19,990	22,350	(2,360)	-10.6%
Printing and Binding	4,000	8,000	(4,000)	-50.0%
Other Current Charges and Obligations	31,850	28,150	3,700	13.1%
Office Supplies			-	
Operating Supplies	8,030	7,750	280	3.6%
Books, Publications, Memberships, & Training				
	157,858	153,454	4,404	2.9%
Capital Outlay	135,500	191,750	(56,250)	-29.3%
	135,500	191,750	(56,250)	-29.3%
Debt Service:				
Interest Payments	68,507	76,124	(7,617)	-10.0%
Principal Payments	357,000	351,000	6,000	1.7%
	425,507	427,124	(1,617)	-0.4%
Increase in Operating Balance	(1,314)	(0)	(1,314)	0.0%
Total Resources Allocated PARKING FUND	$ 934,600	$ 1,012,977	$ (78,377)	-7.7%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
::				
SOLID WASTE FUND				
Estimated Sources:				
Collection Fees				
Collection Fees - Single Family	$ 90,000	$ 95,000	$ (5,000)	-5.3%
Collection Fees - Multi Family	$ 470,000	$ 490,000	(20,000)	-4.1%
Recycling Only Fees			-	
Collection Fees - Apartments	$ 125,000	$ 125,000	-	0.0%
Collection Fees (Daily)	70,000	60,000	10,000	16.7%
Collect Fees (Offices)	35,000	35,000	-	0.0%
Contrib From Gen Fd.			-	
Interest Income			-	
Miscellaneous Income	5,000	15,000	(10,000)	-66.7%
State Grant-Recycling			-	
Transfers In			-	
Appropiated Retained Earnings	-	-	-	
Total Sources	$ 795,000	$ 820,000	$ (25,000)	-3.0%

Solid Waste Fund

Operating Revenues – no increase is proposed. Prior to the 3% increases in FY 16/17 and 17/18, rates were last raised in 2000. Anticipated cost savings from the new solid waste contract allow an increase to be eliminated from the current proposed budget.

Solid Waste Disposal ($758,640) - consists of an estimate for regular service of $678,600, along with $80,040 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.

Professional Services ($250) – Solid Waste fund portion of training costs related to Town's new financial system software.

Accounting & Auditing ($2,500) – Allocated portion of Town's audit cost.

Other Contractual Services ($1,000) – Tipping fees incurred by the Town.

Repairs & Maintenance ($500) – Vehicle maintenance.

Other Current Charges ($850) – Dumping permit from Miami-Dade County.

Operating Supplies ($2,000) - 95-gallon toters.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
SOLID WASTE FUND				
Personnel Services:				
Salaries & Wages	$ -	$ -	$ -	
FICA Taxes	-	-	-	
Retirement Contribution	-	-	-	
Group Insurance			-	
Workers' Compensation	-	-	-	
Unemployment Compensation	-	-	-	
	-	-	-	
Operating Expenses:				
Solid Waste Disposal - Regular	678,600	651,534	27,066	4.2%
Solid Waste Disposal - Daily	80,040	80,040	-	0.0%
Professional Services	250	1,000	(750)	-75.0%
Accounting and Auditing	2,500	2,460	40	1.6%
Other contractual Services	1,000	1,300	(300)	-23.1%
Travel & per diem			-	
Communications			-	
Utility Services			-	
Insurance			-	
Repairs & Maintenance	500	500	-	0.0%
Printing and Binding			-	
Other Current Charges and Obligations	850	850	-	0.0%
Office Supplies			-	
Operating Supplies	2,000	3,965	(1,965)	-49.6%
Rentals and Leases			-	
Books, Publications, Memberships, & Training			-	
	765,740	741,649	24,091	3.2%
Capital Outlay:	-	6,750	(6,750)	-100.0%
	-	6,750	(6,750)	(1)
Increase in Operating Balance	29,260	71,601	(42,341)	-59.1%
Total Resources Allocated SOLID WASTE FUND	$ 795,000	$ 820,000	$ (25,000)	-3.0%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
::				
CAUSEWAY FUND				
Estimated Sources:				
SunPass/Toll-by-Plate Receipts	$9,500,000	$9,333,020	$ 166,980	1.8%
Annual Passes	535,000	531,354	3,646	0.7%
Commuter & Other Passes			-	
Bus Revenue			-	
Rents & Royalties	64,000	64,000	-	0.0%
Transponder Fees			-	
Interest Income	28,000	28,000	-	0.0%
Change in Fair Value of Investments				
Gain/Loss on Investment Sales			-	
Gain/Loss on Sale of Fixed Assets			-	
Miscellaneous Income			-	
Grant - West Relief Bridge			-	
Appropiated Retained Earnings			-	
Debt Proceeds			-	
Total Sources	$10,127,000	$9,956,374	$ 170,626	1.7%

Causeway Fund

Revenue estimates were prepared based upon the first eight months of 2018/2019 adjusted for historical seasonal fluctuations.

Personnel Services ($1,773,209) – Wages and related benefits for toll plaza, bridge, and causeway maintenance personnel, and allocated charges for general administrative salaries.

Professional Services ($132,750) - Service and support for the toll management and collection system (Transcore) ($75,000), annual engineer's report ($50,000), design services ($5,000), engineering contract revision ($1,500) and Causeway fund portion of training costs related to Town's new financial system software ($1,250).

Accounting & Auditing ($21,875) – Allocated portion of the Town's audit cost.

Other Contractual Services ($342,802) - Landscaping services and supplies ($260,400), monthly pressure cleaning Kane Concourse sidewalks ($41,550), toll data backup ($29,580), uniform rental and cleaning ($4,200), AC maintenance ($3,600), pest control ($1,272), generator maintenance ($1,200) and other services ($1,000).

Travel and Per Diem ($1,300) – Travel costs for Town Electrician training.

Communication Services ($27,004) – T-1 data lines ($25,000), and mobile telephones ($2,004).

Utility Services ($50,600) – Electricity ($20,000) and water ($30,600).

Rentals & Leases ($115,300) – Holiday decorative lighting ($80,000), vehicle leases ($27,900), Message boards, signs and barricades ($5,000) and rental equipment ($2,400).

Insurance ($198,614) – The inland marine policy on the bridge is budgeted at $110,039, 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 ($96,450) – Toll gantry electronic repair ($25,900), asphalt/concrete repairs ($15,500), generator repairs ($9,700), vehicle repairs and maintenance ($8,250), chain link fence repairs ($6,000), electrical repairs ($4,800), pressure cleaning ($3,750), repair parts ($3,600), faded/broken signage repair ($3,000), density testing ($2,250), and other miscellaneous repairs ($13,700).

Operating Supplies ($29,825) – Gas and diesel fuel ($12,000) and other consumable supplies ($17,825).

Publications & Training ($1,250) – Training for Town Electrician.

Capital Outlay ($1,125,000) – Spalling repairs, bridge maintenance and upkeep as per FDOT inspection report ($500,000), repair or replace U channel over bridge #875103 ($350,000), Painting of ICW bridge ($250,000) and refurbishment of corner of 96th Street and East Bay Harbor Drive ($25,000).

Debt Service ($1,109,380) - Includes principal ($873,000) and interest ($247,789) for the Series 2012 Promissory Note issued to fund the SunPass conversion and causeway corridor rehabilitation project.

Transfers ($1,200,000) – transfer to the General Fund.

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
CAUSEWAY FUND				
Personnel Services:				
Salaries & Wages	$ 1,140,749	$ 1,089,366	$ 51,383	4.7%
Overtime Pay	51,334	49,021	2,313	4.7%
FICA Taxes	91,194	87,087	4,107	4.7%
Retirement Contribution	219,594	196,631	22,963	11.7%
Group Insurance	261,289	225,115	36,174	16.1%
Workers' Compensation	3,345	6,428	(3,083)	-48.0%
Unemployment Compensation	5,704	5,447	257	4.7%
	1,773,209	1,659,095	114,114	6.9%
Operating Expenses:				
Professional Services	132,750	187,000	(54,250)	-29.0%
Accounting and Auditing	21,875	21,525	350	1.6%
Other Contractual Services	342,802	312,212	30,590	9.8%
Travel and Per Diem	1,300		1,300	
Communication Services	27,004	27,004	-	0.0%
Utility Services	50,600	50,000	600	1.2%
Rentals and Leases	115,300	81,200	34,100	42.0%
Insurance	198,614	230,518	(31,904)	-13.8%
Repairs & Maintenance	96,450	85,000	11,450	13.5%
Promotional Activities			-	
Printing and Binding			-	
Other Current Charges and Obligations	-	120	(120)	-100.0%
Office Supplies			-	
Operating Supplies	29,825	33,350	(3,525)	-10.6%
Books, Publications, Memberships, & Training	1,250		1,250	
	1,017,770	1,027,929	(10,159)	-1.0%
Capital Outlay	1,125,000	838,250	286,750	34.2%
	1,125,000	838,250	286,750	34.2%
Debt Service:				
Interest Payments	214,380	247,789	(33,409)	-13.5%
Principal Payments	895,000	873,000	22,000	2.5%
	1,109,380	1,120,789	(11,409)	-1.0%
Transfers:				
Reserve for Replacement			-	
General Fund	1,200,000	1,280,000	(80,000)	-6.3%
	1,200,000	1,280,000	(80,000)	-6.3%
Increase in Operating Balance	3,901,641	4,030,311	(128,670)	-3.2%
Total Resources Allocated	$ 10,127,000	$ 9,956,374	$ 170,626	1.7%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
CAUSEWAY FUND				

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
STORMWATER FUND				
Estimated Sources:				
Stormwater Fee	207,000	214,080	$ (7,080)	-3.3%
Appropriated Retained Earnings	133,000	228,000	(95,000)	-41.7%
Total Sources	$ 340,000	$ 442,080	$ (102,080)	-23.1%

Stormwater Fund
Revenue estimates assume no increase in the stormwater fee.

Personnel Services ($72,996) - Wages and related benefits for the Town's street sweeping operation are charged here, along with allocated general administrative salaries.

Professional Services ($45,100) – Engineering consultant ($45,000) and stormwater fund portion of training costs related to Town's new financial system software ($100).

Accounting & Auditing ($1,250) – Allocated portion of the Town's audit cost.

Other Contractual Services ($105,000) – Street sweeping contract.

Travel and Per Diem ($800) – Travel for NPDES workshops, ASCE convention and PMI and FBPE continuing education.

Utility Services ($1,200) – Electricity for deep well injection pumps.

Insurance ($4,089) – an allocated portion of overall insurance costs.

Repairs and Maintenance ($64,500) – Vacuum clean basins and culverts ($25,000), repair P-3 structures ($15,000), point repairs of outfalls ($12,500), point repairs ($10,000) and stormwater grate repair ($2,000).

Other Current Charges ($3,600) –NPDES Permit

Operating Supplies ($3,350) – Gutter buddies ($1,500), absorbent for spills ($1,000) and other supplies ($850)

Publications & Training ($6,345) – NPDES, ASCE and AFPM training.

Capital Outlay ($30,000) – Repair P-3 structures.

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
STORMWATER FUND				
Personnel Services:				
Salaries & Wages	52,922	51,419	1,503	2.9%
FICA Taxes	4,049	3,934	115	2.9%
Retirement Contribution	10,187	9,281	906	9.8%
Group Insurance	4,953	4,232	721	17.0%
Workers' Compensation	620	433	187	43.2%
Unemployment Compensation	265	257	8	3.1%
	72,996	69,556	3,440	4.9%
Operating Expenses:				
Professional Services	46,600	400	46,200	11550.0%
Accounting and Auditing	1,250	1,230	20	1.6%
Other Contractual Services	105,000	105,120	(120)	-0.1%
Travel and Per Diem	800	500	300	60.0%
Communication Services			-	
Utility Services	1,200	1,200	-	0.0%
Rentals and Leases			-	
Insurance	4,089	4,497	(408)	-9.1%
Repairs & Maintenance	64,500	75,500	(11,000)	-14.6%
Printing and Binding			-	
Promotional Activities			-	
Other Current Charges and Obligations	3,600	3,337	263	7.9%
Office Supplies			-	
Operating Supplies	3,350	2,800	550	19.6%
Books, Publications, Memberships, & Training	6,345	1,800	4,545	252.5%
	236,734	196,384	40,350	20.5%
Capital Outlay	30,000	174,700	(144,700)	-82.8%
Transfers:				
General Fund (for Debt Service)	-	-	-	
	-	-	-	
Increase in Operating Balance	270	1,440	(1,170)	
Total Resources Allocated STORMWATER FUND	$ 340,000	$ 442,080	$ (102,080)	-23.1%

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Recap All Funds Estimated Sources:				
Ad Valorem Taxes	$ 4,592,902	$ 4,292,770	$ 300,132	7.0%
Franchise Fees	364,000	345,000	19,000	5.5%
Utility Taxes	467,000	466,000	1,000	0.2%
Telecommunications Tax	197,000	205,000	(8,000)	-3.9%
Intergovernmental Rev.	1,023,500	1,005,000	18,500	1.8%
Licenses & Permits	760,500	582,000	178,500	30.7%
Professional & Occup Lics	67,500	57,500	10,000	17.4%
Charges For Services	320,030	315,030	5,000	1.6%
Fines & Forfeitures	103,000	102,000	1,000	1.0%
Interest Income	105,000	108,000	(3,000)	-2.8%
Miscellaneous Income	220,000	230,000	(10,000)	-4.3%
Operating Income-Ent Funds	15,311,000	15,192,454	118,546	0.8%
Appropiated Retained				
Earnings/Fund Balance	887,600	445,977	441,623	99.0%
Loan Proceeds	-	-	-	
Land Sale Proceeds	-	-	-	
Total Sources Before				1%
Interfund Transfers	24,419,032	23,346,731	1,072,301	4.6%
Interfund Transfers:				
Water Fund to General (Debt Service)	200,000	218,000	(18,000)	-8.3%
Sewer Fund to General (Debt Service)	480,842	499,630	(18,787)	-3.8%
Stormwater Fund to General (Debt Svc)	-	-	-	
Water Fund to Sewer Fund	-	-	-	
Reimb-Causeway to General	1,200,000	1,280,000	(80,000)	-6.3%
Total Interfund	1,880,842	1,997,630	(116,787)	-5.8%
Total Financial Sources:	$ 26,299,874	$ 25,344,361	$ 955,514	3.8%

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Recap All Funds Estimated Uses by Object:				
Personnel Services	$ 8,569,658	$ 8,148,561	$ 421,097	5.2%
Operating Expenses/Expenditures	7,304,673	6,849,619	455,054	6.6%
Capital Outlay	2,201,355	1,924,745	276,610	14.4%
Debt Service	2,117,345	2,130,556	(13,211)	-0.6%
Grants and Aids	-	-	-	0.0%
	$ 20,193,031	$ 19,053,481	$ 1,139,550	6.0%
Transfers:				
Water Fund to Sewer Fund	-	-	-	
Transfer to Reserves	65,000	65,000	-	0.0%
Causeway to General Fund	1,200,000	1,280,000	(80,000)	-6.3%
Water to General for Debt Service	200,000	218,000	(18,000)	-8.3%
Sewer to General for Debt Service	480,842	499,630	(18,788)	-3.8%
Stormwater to General for Debt Service	-	-	-	
	1,945,842	2,062,630	(116,788)	-5.7%
Increase in Operating Balance	4,161,001	4,228,250	(67,249)	-1.6%
Total Financial Uses	$ 26,299,874	$ 25,344,361	$ 955,514	3.8%

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Recap All Funds				
Estimated Uses by Sub-Object				
Personnel Services:				
Salaries & Wages	$ 5,670,674	$ 5,416,011	$ 254,663	4.7%
Overtime Pay	310,757	290,850	19,907	6.8%
FICA Taxes	457,579	436,576	21,003	4.8%
Retirement Contribution	1,028,904	1,004,663	24,241	2.4%
Group Insurance	1,003,171	900,010	103,161	11.5%
Workers' Compensation	70,218	73,371	(3,153)	-4.3%
Unemployment Compensation	28,355	27,080	1,275	4.7%
	8,569,658	8,148,561	421,097	5.2%
Operating Expenses:				
Professional Services	923,327	875,837	47,490	5.4%
Accounting and Auditing	62,500	61,500	1,000	1.6%
Other Contractual Services	2,783,079	2,544,797	240,582	9.4%
Water Purchases	528,000	575,000	(47,000)	-8.2%
Travel and Per Diem	68,574	58,280	10,294	17.7%
Communication Services	185,372	189,346	(3,974)	-2.1%
Utility Services	247,900	271,300	(23,400)	-8.6%
Rentals and Leases	349,409	277,425	71,984	25.9%
Insurance	343,919	383,897	(39,978)	-10.4%
Repairs & Maintenance	498,438	445,830	52,608	11.8%
Printing and Binding	68,720	59,950	8,770	14.6%
Promotional Activities	40,700	41,500	(800)	-1.9%
Other Current Charges and Obligations	725,245	600,562	124,683	20.8%
Office Supplies	25,000	20,000	5,000	25.0%
Operating Supplies	380,370	388,925	(8,555)	-2.2%
Books, Publications, Memberships, & Training	74,120	55,470	18,650	33.6%
	7,304,673	6,849,619	457,354	6.6%

TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

Draft date 8/26/2019
BUDG1920

	Proposed Budget 2019-2020	Adopted Budget 2018-2019	Increase (Decrease)	% Increase (Decrease)
Capital Outlay	2,201,355	1,924,745	276,610	14.4%
Debt Service:				
Combined Interest/Principal	75,320	75,320	-	0.0%
Interest Payments	459,025	507,236	(48,211)	-9.5%
Principal Payments	1,583,000	1,548,000	35,000	2.3%
	2,117,345	2,130,556	(13,211)	-0.6%
Grants and Aids	-	-	-	
Transfers:				
Water Fund to Sewer Fund	-	-	-	
General Fund Reserves	65,000	65,000	-	0.0%
Causeway to General Fund	1,200,000	1,280,000	(80,000)	-6.3%
Water to General (for debt service)	200,000	218,000	(18,000)	-8.3%
Sewer to General (for debt service)	480,842	499,630	(18,788)	-3.8%
Stormwater to General (for debt service)	-	-	-	
	1,945,842	2,062,630	(116,788)	-5.7%
Increase in Operating Balance	4,161,001	4,228,250	(67,249)	-1.6%
Total All Funds Financial Uses:	$ 26,299,874	$ 25,344,361	$ 957,814	3.8%
Excess (Deficiency) of Sources Over (Under) Uses	$ -	$ -	$ -	

TOWN OF BAY HARBOR ISLANDS

CAPITAL IMPROVEMENT PLAN

FISCAL YEAR

2019-2020

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Town Clerk**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Scanning of Records	20,000	20,000	20,000	20,000	-
2	Upgrade of data basis (BTR, Mobile Permits, Agreements)	-	15,000	15,000	-	-
3	On-line Public Records portal	-	25,000	25,000	25,000	25,000
4	Finish updating the Town Code (Chapters 4, 5 1/2, 6, 7, 10, 13, 14, 15 1/2, 18 1/2 and 22	-	10,000	10,000	10,000	10,000
5	Electronic Election Filing		25,000			
6						
	TOTALS	**$ 20,000**	**$ 95,000**	**$ 70,000**	**$ 55,000**	**$ 35,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
2						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
3						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
4						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
5						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **IT Department**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Video camera survilliance addition and integraion for BHI	31,000	-	-	-	-
2	Private WIFI Network Addition for The Town of Bay Harbor Islands	-	30,000	-	-	-
3	Firewall replacements for BHI, CC and BHI PD	-	-	18,000	-	-
4	BHI and BHIPD Virtual Server 1 replacement	-	-	-	30,000	-
5	BHI and BHIPD Virtual Server 2 replacement	-	-	-	-	30,000
	TOTALS	**$ 31,000**	**$ 30,000**	**$ 18,000**	**$ 30,000**	**$ 30,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Twelve additional cameras for BHIPD survilliance system	16,500				
	BHI all survilliance cameras integration into one single server	14,500				
	Subtotal	**$ 31,000**	**$ -**	**$ -**	**$ -**	**$ -**
2						
	Private WIFI access to BHI network for all employees and BHIPD officer in boith islands		30,000			
	Subtotal	**$ -**	**$ 30,000**	**$ -**	**$ -**	**$ -**
3						
	BHI firewalls replacement, licensing and configuration			7,000		
	BHIPD firewalls replacement, licensing and configuration			7,000		
	CC firewall replacement, licensing and configuration			4,000		
	Subtotal	**$ -**	**$ -**	**$ 18,000**	**$ -**	**$ -**
4						
	BHI Virtual Server 1 replacement				15,000	
	BHIPD Virtual Server 1 replacement				15,000	
	Subtotal	**$ -**	**$ -**	**$ -**	**$ 30,000**	**$ -**
5						
	BHI Virtual Server 2 replacement					15,000
	BHIPD Virtual Server 2 replacement					15,000
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ 30,000**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Building and Zoning Department**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Carpet/Flooring - Plans Scanner/Printer	5,160	-	-	-	-
2	Enhance and Develop Electronic Plan Review	-	3,000	-	-	-
3	Digitize all paper Permits	-	-	8,000	8,000	-
4	Purchase Vehicle for Bldg Dept	-	-	-	-	-
5	Permit Software System	-	-	-	-	10,000
	TOTALS	**$ 5,160**	**$ 3,000**	**$ 8,000**	**$ 8,000**	**$ 10,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Replacement of Carpet - 2nd Floor - Bldg Dept					
	Plans Scanner/Printer Lease	3,551.52				
	Plans / Scanner Maintenance & Supplies	1,608				
	Subtotal	**$ 5,160**	**$ -**	**$ -**	**$ -**	**$ -**
2						
	Computer System		1,000			
	Large Monitor		1,000			
	Workstation		1,000			
	Subtotal	**$ -**	**$ 3,000**	**$ -**	**$ -**	**$ -**
3						
	Scan and index all paper permits (Phase 1)			8,000		
	Scan and index all paper permits (Phase 2)				8,000	
	Subtotal	**$ -**	**$ -**	**$ 8,000**	**$ 8,000**	**$ -**
4						
	Vehicle 2020 Ford Escape					
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
5						
	Upgrade / Update Permit Software System					10,000
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,000**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Public Buildings**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Interior renovations	213,500	75,000	75,000	75,000	75,000
2	Fuel pumps	45,000	-	-	-	-
3	Town Hall parking	25,000	-	-	-	-
4	Town Hall landscaping	20,000	-	-	-	-
5		-	-	-	-	-
	TOTALS	**$ 303,500**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Interior renovations to Town Hall	188,500	75,000	75,000	75,000	75,000
	Complex to include; new flooring;					
	Painting; furniture; restrooms, etc.					
	Subtotal	**$ 188,500**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**
2						
	Upgrade fuel pumps & install card reader	45,000				
	System to track fuel consumption					
	Subtotal	**$ 45,000**	**$ -**	**$ -**	**$ -**	**$ -**
3						
	Mill & resurface/restripe Town Hall	30,000				
	Parking Lot					
	Subtotal	**$ 30,000**	**$ -**	**$ -**	**$ -**	**$ -**
4						
	Upgrade landscaping at Town Hall	20,000				
	Complex at contract unit pricing from					
	Brightview					
	Subtotal	**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ -**
5						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN FY 19-20

Department: Police Department

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Patrol & admin replacement vehicles	132,785	138,800	133,284	124,848	138,865
2	LPR head replacements	8,000	16,000	24,000	32,000	26,000
3	New CAD/RMS systems	-	120,000	-	-	-
4	Patrol Shields - active threats	5,425	4,000	4,800	1,600	2,400
5	Tasers	6,600	7,500	-	-	-
6	Vehicle radio based system	10,800	10,800	10,800	10,800	10,800
7	Office furniture	6,000	5,000	-	-	-
8	Rifle plates	5,400	5,400	-	-	-
9	Building upgrades	10,000	-	-	-	-
10	Replacement ballistic vests	8,000	12,600	3,600	3,600	3,600
11	Phase 2 video surveillance	8,250	8,250			
12	Handheld radios - Motorola	6,660	7,400	7,400	7,400	7,400
	TOTALS	**$ 207,920**	**$ 335,750**	**$ 183,884**	**$ 180,248**	**$ 189,065**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
		207,920	**335,750**	**183,884**	**180,248**	**189,065**
1						
	Current Contracted Lease payments	112,985	110,000	98,284	103,848	117,865
	New replacement vehicles: (3-yr 1) (4-yr 2) (5-yr 3) (3-yr 4) (3-yr5)	19,800	28,000	35,000	21,000	21,000
	Subtotal	**$ 132,785**	**$ 138,000**	**$ 133,284**	**$ 124,848**	**$ 138,865**
2						
	LPR Head replacements- (1-YR 1) (2-YR 3) (3-YR 3) (4-YR 4) (3-YR 5)	8,000	16,000	24,000	32,000	26,000
	Subtotal	**$ 8,000**	**$ 16,000**	**$ 24,000**	**$ 32,000**	**$ 26,000**
3						
	Need to replace current Computer Aided Dispatch & Records Management System		120,000			
	Subtotal	**$ -**	**$ 120,000**	**$ -**	**$ -**	**$ -**
4						
	Patrol Shields issued to Officers for Active Threat Protection: (7-yr 1) (5-yr2) (5-yr3) (2-yr4) (3-yr 3)	5,425	4,000	4,800	1,600	2,400
	Subtotal	**$ 5,425**	**$ 4,000**	**$ 4,800**	**$ 1,600**	**$ 2,400**
5						
	Taser 4 year replacement Plan: (3-yr 1) (3-yr 2)	6,600	7,500			
	Subtotal	**$ 6,600**	**$ 7,500**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN **FY 19-20**

Department: **Police Department**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
6						
	Vehicle Radio 7 year reolacement plan: 3 new replacement radios per year. 2019/2020 is the 3rd	10,800	10,800	10,800	10,800	10,800
	Subtotal	**$ 10,800**	**$ 10,800**	**$ 10,800**	**$ 10,800**	**$ 10,800**
7						
	Office Furniture: 1st year (Disatch Desk/Chairs; DB; Chief; Copy Room) 2nd Year (roll call; Admin Lt/Captain)	6,000	5,000			
	Subtotal	**$ 6,000**	**$ 5,000**	**$ -**	**$ -**	**$ -**
8						
	Rifle Plates-replacement of rifle grade Body Armor (they have a 5 year life): 3 to be replaced yr 1 & yr 2	5,400	5,400			
	Subtotal	**$ 5,400**	**$ 5,400**	**$ -**	**$ -**	**$ -**
9						
	Building Upgrade - Shower/Office/Lockers - Men's	10,000				
	Subtotal	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ -**
10						
	Replacement Body Armor - Must be replaced every (5) years: 1st yr-5; 2nd yr-7; 3rd yr-2; 4th yr-2; 5th yr-2	8,000	12,600	3,600	3,600	3,600
	Subtotal	**$ 8,000**	**$ 12,600**	**$ 3,600**	**$ 3,600**	**$ 3,600**
11						
	Phase 2 of additional surveillance cameras for Real Time Crime Fighting Center:	8,250	8,250			
	Subtotal	**$ 8,250**	**$ 8,250**	**$ -**	**$ -**	**$ -**
12						
	1st year of a seven year replacement plan for Handheld Radios: two replacement radios each year.	6,660	7,400	7,400	7,400	7,400
	Subtotal	**$ 6,660**	**$ 7,400**	**$ 7,400**	**$ 7,400**	**$ 7,400**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Streets and Parkways**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Milling and Resurfacing Roadways (Zone 4)		215,000			
	Milling and Resurfacing Roadways (Zone 5)			220,000		
	Milling and Resurfacing Roadways (Zone 6)				225,000	
	Milling and Resurfacing Roadways (Zone 7)					230,000
2	Re-painting of green path	7,500	7,500	7,500	7,500	7,500
3	ADA improvements	20,000	20,000	20,000	20,000	20,000
	TOTALS	**$ 27,500**	**$ 242,500**	**$ 247,500**	**$ 252,500**	**$ 257,500**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Milling and Resurfacing Roadways (Zone 4)			220,000		
	Milling and Resurfacing Roadways (Zone 5)				225,000	
	Milling and Resurfacing Roadways (Zone 6)					230,000
	Milling and Resurfacing Roadways (Zone 7)					
	Subtotal	**$ -**	**$ -**	**$ 220,000**	**$ 225,000**	**$ 230,000**
2						
	Re-painting of green path	7,500	7,500	7,500	7,500	7,500
	Subtotal	**$ 7,500**	**$ 7,500**	**$ 7,500**	**$ 7,500**	**$ 7,500**
3						
	Curb cuts and ramps	20,000	20,000	20,000	20,000	20,000
	Subtotal	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**
4						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Parks and Recreation**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	98th Street dog park resod	5,000	5,000	5,000	5,000	5,000
2	92nd Street dog park resod	5,000	5,000	5,000	5,000	5,000
3	Painting	2,500	-	-	-	2,500
4	Brick pavers	2,500	2,750	3,000	3,250	3,500
5	Replace benches (all parks)	3,500	3,500	3,500	3,500	3,500
6	Tot Lot renovations					
	TOTALS	**$ 18,500**	**$ 16,250**	**$ 16,500**	**$ 16,750**	**$ 19,500**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Remove and replace worn sod (98th)	5,000	5,000	5,000	5,000	5,000
	Subtotal	**$ 5,000**	**$ 5,000**	**$ 5,000**	**$ 5,000**	**$ 5,000**
2						
	Remove and replace worn sod (92nd)	5,000	5,000	5,000	5,000	5,000
	Subtotal	**$ 5,000**	**$ 5,000**	**$ 5,000**	**$ 5,000**	**$ 5,000**
3						
	Paint exterior of restroom building (98th)	2,500	-	-	-	2,500
	Subtotal	**$ 2,500**	**$ -**	**$ -**	**$ -**	**$ 2,500**
4						
	Repair/replace broken/worn brick pavers	$ 2,500	$ 2,750	$ 3,000	$ 3,250	$ 3,500
	at those parks with brick pavers					
	Subtotal	**$ 2,500**	**$ 2,750**	**$ 3,000**	**$ 3,250**	**$ 3,500**
5						
	Remove old/worn benches and replace	3,500	3,500	3,500	3,500	3,500
	in parks on a rotating basis					
	Subtotal	**$ 3,500**	**$ 3,500**	**$ 3,500**	**$ 3,500**	**$ 3,500**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: Water

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Water Distribution (Leak Detection)	10,000	10,000	10,000	-	-
2	Fire Hydrants	5,000	30,000	30,000	30,000	30,000
3	Water Meter Boxes	3,000	6,000	6,000	6,000	6,000
4	Water Meters	11,000	11,000	12,000	12,000	13,000
	TOTALS	**$ 29,000**	**$ 57,000**	**$ 58,000**	**$ 48,000**	**$ 49,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Leak Detection	10,000	10,000	10,000		
	Subtotal	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ -**	**$ -**
2						
	Replace deteriorating fire hydrants - 2 in FY 1920 and 10 per year thereafter	5,000	30,000	30,000	30,000	30,000
	Subtotal	**$ 5,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**
3						
	Water meter boxes - 15 in FY19/20 and 30 in the subsequent fiscal years	3,000	6,000	6,000	6,000	6,000
	Subtotal	**$ 3,000**	**$ 6,000**	**$ 6,000**	**$ 6,000**	**$ 6,000**
4						
	Water Meters					
	Small	5,000	5,000	5,500	5,500	6,000
	Large	6,000	6,000	6,500	6,500	7,000
	Subtotal	**$ 11,000**	**$ 11,000**	**$ 12,000**	**$ 12,000**	**$ 13,000**
5						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Sewer**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Sewer T-liner	250,000	250,000	250,000	250,000	250,000
2	Replace Main Sewer Pumps					1,250,000
3	Replace 6" Cast Iron Force Main		350,000			
4	Man Hole Covers	8,000	8,250	8,500	8,750	9,000
5	Portable air compressor		30,000			
6	Replace Sewer Van with Lease (line 44)	8,400	8,400	8,400	8,400	8,400
	TOTALS	**$ 266,400**	**$ 646,650**	**$ 266,900**	**$ 267,150**	**$ 1,517,400**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Install T liner for sewer laterals in ROW	250,000	250,000	250,000	250,000	250,000
	Subtotal	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**
2						
	Replace Main Sewer Pumps					1,250,000
	Subtotal	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 1,750,000**
3						
	Cast Iron Force main is at the end of its useful life		350,000			
	Subtotal	**$ -**	**$ 350,000**	**$ -**	**$ -**	**$ -**
4						
	Man Hole Cover replacement (25/yr)	8,000	8,250	8,500	8,750	9,000
	Subtotal	**$ 8,000**	**$ 8,250**	**$ 8,500**	**$ 8,750**	**$ 9,000**
5						
	Replace Portable Air Compressor		30,000			
	Subtotal	**$ -**	**$ 30,000**	**$ -**	**$ -**	**$ -**
5						
	Replace Vehicle 183 (Step Van)	8,400	8,400	8,400	8,400	8,400
	Subtotal	**$ 8,400**	**$ 8,400**	**$ 8,400**	**$ 8,400**	**$ 8,400**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: Causeway

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Spall Repairs underdeck Bridge # 875101	500,000	500,000	500,000	250,000	250,000
2	Repair or Replace U Channel over on Bridge # 875103 (support for Sewer Forced main)	350,000				
3	Painting of the ICW bridge	250,000				
4	Refurbishment of corner of 96th Street and East Bay Harbor Drive	25,000				
5	Refurbishment of corner of 96th Street and West Bay Harbor Drive		25,000			
6	Re-asphalt intersection of 96th Street and East Bay Harbor Drive	25,000				
7	Lease for new vehicle to replace vehicle 572	8,100	8,100	8,100	8,100	8,100
8	Bucket truck upgrade	-	55,000			
	TOTALS	**$ 1,158,100**	**$ 588,100**	**$ 508,100**	**$ 258,100**	**$ 258,100**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Repair deteriorated steel rebar in the underdeck for Bridge # 875101	500,000	500,000	500,000	250,000	250,000
	Subtotal	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 250,000**	**$ 250,000**
2						
	Repair or Replace U Channel over on Bridge # 875103 (support for Sewer Forced main)	350,000				
	Subtotal	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**
3						
	Painting of the ICW bridge	250,000				
	Subtotal	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**
4						
	Refurbishment of corner of 96th Street and East Bay Harbor Drive	25,000				
	Subtotal	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ -**
5						
	Refurbishment of corner of 96th Street and West Bay Harbor Drive		25,000			
	Subtotal	**$ -**	**$ 25,000**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Causeway**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
6						
	Re-asphalt intersection at 96th Street and East Bay Harbor Drive	25,000				
	Subtotal	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ -**
7						
	Lease for new vehicle to replace vehicle 572	8,100	8,100	8,100	8,100	8,100
	Subtotal	**$ 8,100**	**$ 8,100**	**$ 8,100**	**$ 8,100**	**$ 8,100**
8						
	Retrofit bucket truck with new bucket, arm, and hydraulics		55,000			
	Subtotal	**$ -**	**$ 55,000**	**$ -**	**$ -**	**$ -**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: Parking

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Parking Lots (103rd St, 92nd St, Block 11, 97th St)	-	55,000	60,000	225,000	60,000
2	Painting			40,000		
3	Sealant	100,000			150,000	
4	Lighting	20,000				
5	Striping/numbering			50,000	50,000	50,000
	TOTALS	**$ 120,000**	**$ 55,000**	**$ 150,000**	**$ 425,000**	**$ 110,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	Mill & resurface 103rd St. parking		55,000			
	Mill & resurface block 11 parking				225,000	
	Mill & resurface 92nd St. parking			60,000		
	Mill & resurface 97th St. parking					60,000
	Subtotal	**$ -**	**$ 55,000**	**$ 60,000**	**$ 225,000**	**$ 60,000**
2						
	Paint exterior of parking garage			40,000		
	Subtotal	**$ -**	**$ -**	**$ 40,000**	**$ -**	**$ -**
3						
	Apply protective sealant to top level of	100,000			150,000	
	parking garage to protect expansion joints					
	2019/20 & reapply coating on second level to					
	protect occupied spaces below (FY22-23)					
	Subtotal	**$ 100,000**	**$ -**	**$ -**	**$ 150,000**	**$ -**
4						
	Complete installation of LED fixtures on	20,000				
	remaining levels of parking garage					
	Subtotal	**$ 220,000**	**$ 110,000**	**$ 200,000**	**$ 750,000**	**$ 120,000**
5						
	Refresh striping/numbering on streetside			50,000	50,000	50,000
	parking spaces (leased & unleased)					
	Subtotal	**$ -**	**$ -**	**$ 50,000**	**$ 50,000**	**$ 50,000**

TOWN OF BAY HARBOR ISLANDS
CAPITAL IMPROVEMENT PLAN
FY 19-20

Department: **Storm Water**

CIP #	Description	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1	Stormwater CIPP to Roadway culverts	87,500	200,000	200,000	200,000	200,000
2	Commision Deep Well injection Pumps	45,000				
3	Valley Gutter Repairs (Zone 4)		110,000			
	Valley Gutter Repairs (Zone 5)			115,000		
	Valley Gutter Repairs (Zone 6)				120,000	
	Valley Gutter Repairs (Zone 7)					125,000
4	P-TOPS Zones 4, 5, 6 & 7	60,000	60,000	60,000	60,000	60,000
	TOTALS	**$ 192,500**	**$ 370,000**	**$ 375,000**	**$ 380,000**	**$ 385,000**

CIP #	Improvement detail	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024
1						
	CIPP to culverts at roadway interesctions	87,500	200,000	200,000	200,000	200,000
	Subtotal	**$ 87,500**	**$ 200,000**	**$ 200,000**	**$ 200,000**	**$ 200,000**
2						
	Commission Deep Well injection pumps	45,000				
	Subtotal	**$ 45,000**	**$ -**	**$ -**	**$ -**	**$ -**
3						
	Valley Gutter Repairs (Zone 4)		110,000			
	Valley Gutter Repairs (Zone 5)			115,000		
	Valley Gutter Repairs (Zone 6)				120,000	
	Valley Gutter Repairs (Zone 7)					125,000
	Subtotal	**$ 265,000**	**$ 510,000**	**$ 515,000**	**$ 520,000**	**$ 525,000**
4						
	P-TOPS Zone 4, 5, 6 & 7	60,000	60,000	60,000	60,000	60,000
	Subtotal	**$ 60,000**	**$ 60,000**	**$ 60,000**	**$ 60,000**	**$ 60,000**
5						
	Subtotal	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

AGENDA ITEM REPORT
September 9, 2019

ITEM NUMBER: 3.

ITEM: Consideration and **Approval** of an ordinance on **first** reading providing for a millage rate of 3.6245, which is 2.70% more than the rolled-back rate, but still represents a reduction from last year's millage (3.7199), for fiscal year 2019-2020. Enclosed is a copy of the proposed ordinance.

DESCRIPTION:
Consideration of a proposed ordinance on first reading to levy the Town's property tax millage for the fiscal year commencing October 1, 2019 and ending September 30, 2020.

RECOMMENDED ACTION:
Council Discreation

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Marlene Siegel, Town Clerk
Melissa Cruz, Finance Director

ATTACHMENTS
1. ORDMILLG 2019-20

ORDINANCE NO. ______

AN ORDINANCE PROVIDING FOR A MILLAGE OF 3.6245 WHICH IS 2.70% MORE THAN THE ROLLED-BACK RATE FOR THE TOWN OF BAY HARBOR ISLANDS FOR THE CURRENT YEAR, A.D. 2019; 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, 2019, and ending September 30, 2020, it is hereby agreed that a millage of 3.6245 is needed.

The millage of 3.6245 is 2.70% 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. 2019 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 9TH DAY OF SEPTEMBER, 2019 on first reading.

PASSED AND ADOPTED THIS _____ DAY OF SEPTEMBER, 2019 on second reading.

____
MAYOR

ATTEST:

____
TOWN CLERK

AGENDA ITEM REPORT
September 9, 2019

ITEM NUMBER: 4.

ITEM: Consideration and **Approval** of an ordinance on **first** reading making appropriations for the operation of the General Fund, Water Fund, Sewer Fund, Parking Fund, Solid Waste Fund, Causeway Fund, and Stormwater Fund. Enclosed is a copy of the proposed ordinance.

DESCRIPTION:

RECOMMENDED ACTION:
Council Discretion

FINANCIAL ANALYSIS:
FY 2019-2020 Budget is **$22,138,873**

BUDGET IMPACT:

Submitted By: Marlene Siegel, Town Clerk
Melissa Cruz, Finance Director

ATTACHMENTS
1. ORD APPRP-2019-20
2. Exhibit A First Hearing 1920

ORDINANCE NO. _______

AN ORDINANCE MAKING APPROPRIATIONS FOR THE GENERAL, WATER, SEWER, PARKING, SOLID WASTE, CAUSEWAY, AND STORMWATER FUNDS FOR THE YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020, IN THE TOTAL SUM OF <u>$22,138,873</u>; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

<u>Section 1.</u> That the amounts as detailed on Exhibit "A" entitled "Town of Bay Harbor Islands Proposed Operating Budgets 2019-2020", attached hereto and made a part hereof, aggregating <u>Twenty -Two Million, One Hundred Thirty-Eight Thousand, Eight Hundred Seventy-Three Dollars and No cents ($22,138,873)</u> 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, 2019 and ending September 30, 2020.

<u>Section 2.</u> 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.

<u>Section 3.</u> 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.

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

PASSED AND ADOPTED THIS 9TH DAY OF SEPTEMBER 2019 on first reading.

PASSED AND ADOPTED THIS 17TH DAY OF SEPTEMBER 2019 on second reading.

____

MAYOR

ATTEST:

____

TOWN CLERK

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

	Proposed Budget 2019-2020
GENERAL FUND	
GENERAL GOVERNMENT	
Legislative (Town Council):	
Executive Salaries	$ 7
Professional Services	18,000
Travel and Per Diem	19,200
Communications	16,740
Insurance	1,390
Printing and Binding	38,400
Promotional Activities	4,700
Other Current Charges and Obligations	25,250
Operating Supplies	1,500
Books, Publications, Memberships, & Training	5,000
Capital Outlay	15,000
Executive (Town Manager):	
Salaries & Wages	$ 138,198
Overtime Pay	2,764
FICA Taxes	10,784
Retirement Contribution	26,603
Group Insurance	20,616
Workers' Compensation	1,178
Unemployment Compensation	691
Professional Services	70,000
Other Contractual Services	25,000
Travel & Per Diem	11,500
Communication Services	15,400
Rentals & Leases	1,700
Insurance	3,476
Printing and Binding	3,000
Other Current Charges and Obligations	29,500
Office Supplies	25,000
Operating Supplies	2,150
Books, Publications, Memberships, & Training	8,900

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
Town Clerk's Office:		
Salaries & Wages	$	81,009
Overtime Pay		1,620
FICA Taxes		6,321
Retirement Contribution		15,594
Group Insurance		15,850
Workers' Compensation		1,631
Unemployment Compensation		405
Professional Services		20,000
Other Contractual Services		24,850
Travel & Per Diem		5,000
Communication Services		500
Rentals & Leases		8,200
Insurance		2,085
Repairs & Maintenance		4,200
Printing and Binding		3,000
Other Current Charges and Obligations		45,600
Operating Supplies		1,000
Books, Publications, Memberships, & Training		2,300
Financial & Administrative:		
Salaries & Wages	$	67,988
Overtime Pay		3,399
FICA Taxes		5,461
Retirement Contribution		13,088
Group Insurance		15,563
Workers' Compensation		1,810
Unemployment Compensation		340
Professional Services		32,750
Accounting and Auditing		21,875
Other Contractual Services		12,000
Travel & Per Diem		2,650
Communication Services		200
Rentals and Leases		3,600
Insurance		695
Repairs & Maintenance		250
Printing and Binding		3,150
Other Current Charges and Obligations		500
Operating Supplies		5,000
Books, Publications, Memberships, & Training		2,355

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
Information Technology:		
Salaries & Wages	$	39,116
Overtime Pay		1,956
FICA Taxes		3,142
Retirement Contribution		7,530
Group Insurance		7,364
Workers' Compensation		585
Unemployment Compensation		196
Professional Services		63,000
Other Contractual Services		76,280
Travel & Per Diem		3,500
Communication Services		91,220
Insurance		1,390
Repairs & Maintenance		40,600
Other Current Charges and Obligations		14,000
Operating Supplies		63,500
Books, Publications, Memberships, & Training		7,000
Capital Outlay		15,000
Human Resources:		
Salaries & Wages	$	32,928
FICA Taxes		2,519
Retirement Contribution		6,339
Group Insurance		6,428
Workers' Compensation		533
Unemployment Compensation		165
Travel & Per Diem		1,750
Insurance		1,390
Promotional Activities		35,000
Other Current Charges and Obligations		13,000
Operating Supplies		300
Books, Publications, Memberships, & Training		1,500
Legal:		
Professional Services		204,800
TOTAL DEPARTMENT OF GENERAL GOVERNMENT	**$**	**1,715,517**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
Department of Public Buildings:		
Other Contractual Services	$	158,288
Utility Services		33,600
Rentals and Leases		19,980
Insurance		18,271
Repairs & Maintenance		37,650
Operating Supplies		17,300
Capital Outlay		425,000
TOTAL DEPARTMENT OF PUBLIC BUILDINGS	**$**	**710,089**
Police Department:		
Salaries & Wages	$	2,468,517
Overtime Pay		175,000
FICA Taxes		202,229
Retirement Contribution		428,051
Group Insurance		317,573
Workers' Compensation		39,252
Unemployment Compensation		12,343
Professional Services		11,840
Other Contractual Services		39,415
Travel & Per Diem		11,000
Rentals and Leases		136,185
Insurance		38,232
Repairs & Maintenance		42,260
Printing and Binding		5,000
Promotional Activities		1,000
Other Current Charges and Obligations		11,000
Operating Supplies		138,955
Books, Publications, Memberships, & Training		24,625
Capital Outlay		91,855
TOTAL POLICE DEPARTMENT	**$**	**4,194,332**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
Building Inspections:		
Salaries & Wages	$	146,710
FICA Taxes		11,223
Retirement Contribution		28,242
Group Insurance		31,002
Workers' Compensation		1,673
Unemployment Compensation		734
Professional Services		300,037
Other Contractual Services		1,000
Travel and per diem		1,600
Communication Services		5,008
Rentals and Leases		4,444
Insurance		4,866
Repairs and Maintenance		1,188
Printing and Binding		2,320
Books, Publications, Memberships, & Training		1,605
TOTOAL BUILDING INSPECTIONS DEPARTMENT	**$**	**541,652**
Code Enforcement:		
Salaries & Wages	$	136,104
FICA Taxes		10,412
Retirement Contribution		26,200
Group Insurance		31,376
Workers' Compensation		1,833
Unemployment Compensation		681
Travel and per diem		4,900
Insurance		695
Repairs and Maintenance		5,300
Printing and Binding		1,350
Operating Supplies		6,100
Books, Publications, Memberships, & Training		2,895
TOTAL DEPARTMENT OF CODE ENFORCEMENT	**$**	**227,846**
Other Public Safety:		
Salaries & Wages	$	80,836
FICA Taxes		6,184
Workers' Compensation		997
Unemployment Compensation		404
Other Current Charges and Obligations		500
Operating Supplies		2,980
TOTAL DEPARTMENT OF OTHER PUBLIC SAFETY	**$**	**91,901**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
Streets and Parkways:		
Salaries & Wages	$	147,291
Overtime Pay		2,946
FICA Taxes		11,493
Retirement Contribution		28,354
Group Insurance		41,176
Workers' Compensation		2,188
Unemployment Compensation		736
Other Contractual Services		213,240
Professional services		1,500
Travel and Per Diem		2,600
Communications		3,480
Utility Services		67,500
Rentals & Leases		15,340
Insurance		6,256
Repairs and Maintenance.		42,400
Other Current Charges and Obligations		35
Operating Supplies		39,970
Books, Publications, Memberships, & Training		4,850
Capital Outlay		95,000
TOTAL DEPARTMENT OF STREETS AND PARKWAYS	**$**	**726,355**
Public Transportation:		
Other Contractual Services	$	150,000
Operating Supplies		8,000
TOTAL DEPARTMENT OF PUBLIC TRANSPORTATION	**$**	**158,000**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
Department of Recreation:		
Salaries & Wages	$	504,141
FICA Taxes		38,567
Retirement Contribution		97,047
Group Insurance		85,640
Workers' Compensation		6,607
Unemployment Compensation		2,521
Other Contractual Services		15,100
Travel and Per Diem		1,274
Utility Services		32,000
Rentals & Leases		6,200
Insurance		13,402
Repairs and Maintenance.		18,200
Printing & Binding		7,500
Other Current Charges and Obligations		175,660
Other Current Charges - Aftercare		164,380
Other Current Charges - Camps		43,000
Other Current Charges - Town Events		141,600
Operating Supplies		2,000
Publications and Training		2,605
Capital Outlay		6,000
Transfer to reserves		65,000
TOTAL DEPARTMENT OF RECREATION	**$**	**1,428,444**
Debt Service:		
Principal		331,000
Interest		176,138
TOTAL DEBT SERVICE	**$**	**507,138**
TOTAL GENERAL FUND APPROPRIATIONS	**$**	**10,301,274**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

	Proposed Budget 2019-2020
WATER FUND	
WATER FUND DEPARTMENT	
Salaries & Wages	$ 266,686
Overtime Pay	13,334
FICA Taxes	21,422
Retirement Contribution	51,337
Group Insurance	64,980
Workers' Compensation	3,206
Unemployment Compensation	1,333
Water Purchases	528,000
Professional Services	13,075
Accounting and Auditing	5,000
Other Contractual Services	11,846
Travel and per diem	750
Communications	500
Rentals and Leases	2,000
Insurance	16,356
Repairs & Maintenance	40,050
Printing and Binding	1,000
Other Current Charges and Obligations	24,680
Operating Supplies	21,960
Books, Publications, Memberships, & Training	2,490
Capital Outlay	5,000
Transfers to General Fund	200,000
TOTAL WATER FUND APPROPRIATIONS	**$ 1,295,005**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
SEWER FUND		
SEWER DEPARTMENT		
Salaries & Wages	$	230,285
Overtime Pay		46,057
FICA Taxes		21,140
Retirement Contribution		44,330
Group Insurance		72,351
Workers' Compensation		2,788
Unemployment Compensation		1,151
Sewage Disposal		828,000
Professional Services		8,475
Accounting and Auditing		7,500
Other Contractual Services		6,818
Travel & Per Diem		750
Communications		3,120
Utility Services		39,000
Rentals and Leases		13,400
Insurance		24,534
Repairs & Maintenance		84,900
Other Current Charges and Obligations		240
Operating Supplies		26,450
Books, Publications, Memberships, & Training		400
Capital Outlay		258,000
Debt Service (Interest & Principal)		75,320
Transfers to General Fund		480,842
TOTAL SEWER FUND APPROPRIATIONS	**$**	**2,275,851**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
PARKING FUND		
PARKING DEPARTMENT		
Salaries & Wages	$	137,187
Overtime Pay		12,347
FICA Taxes		11,439
Retirement Contribution		26,408
Group Insurance		27,010
Workers' Compensation		1,972
Unemployment Compensation		686
Professional Services		250
Accounting and Auditing		2,500
Other Contractual Services		13,800
Communications		22,200
Utility Services		24,000
Rentals and Leases		23,060
Insurance		8,178
Repairs & Maintenance		19,990
Printing and Binding		4,000
Other Current Charges and Obligations		31,850
Operating Supplies		8,030
Capital Outlay		135,500
Debt Interest Payments		68,507
Debt Principal Payments		357,000
TOTAL PARKING FUND APPROPRIATIONS	**$**	**935,914**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
SOLID WASTE FUND		
DEPARTMENT OF SOLID WASTE		
Solid Waste Disposal - Regular	$	678,600
Solid Waste Disposal - Daily		80,040
Professional Services		250
Accounting and Auditing		2,500
Other contractual Services		1,000
Repairs & Maintenance		500
Other Current Charges and Obligations		850
Operating Supplies		2,000
TOTAL SOLID WASTE APPROPRIATIONS	**$**	**765,740**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

	Proposed Budget 2019-2020
CAUSEWAY FUND	
CAUSEWAY DEPARTMENT	
Salaries & Wages	$ 1,140,749
Overtime Pay	51,334
FICA Taxes	91,194
Retirement Contribution	219,594
Group Insurance	261,289
Workers' Compensation	3,345
Unemployment Compensation	5,704
Professional Services	132,750
Accounting and Auditing	21,875
Other Contractual Services	342,802
Travel and Per Diem	1,300
Communication Services	27,004
Utility Services	50,600
Rentals and Leases	115,300
Insurance	198,614
Repairs & Maintenance	96,450
Operating Supplies	29,825
Books, Publications, Memberships, & Training	1,250
Capital Outlay	1,125,000
Debt Interest Payments	214,380
Debt Principal Payments	895,000
Transfers to General Fund	1,200,000
TOTAL CAUSEWAY FUND APPROPRIATIONS	**$ 6,225,359**

Exhibit A
TOWN OF BAY HARBOR ISLANDS
Proposed Operating Budgets
2019-2020

		Proposed Budget 2019-2020
STORMWATER FUND		
STORMWATER DEPARTMENT		
Salaries & Wages	$	52,922
FICA Taxes		4,049
Retirement Contribution		10,187
Group Insurance		4,953
Workers' Compensation		620
Unemployment Compensation		265
Professional Services		46,600
Accounting and Auditing		1,250
Other Contractual Services		105,000
Travel and Per Diem		800
Utility Services		1,200
Insurance		4,089
Repairs & Maintenance		64,500
Other Current Charges and Obligations		3,600
Operating Supplies		3,350
Books, Publications, Memberships, & Training		6,345
Capital Outlay		30,000
TOTAL STORMWATER FUND APPROPRIATIONS	**$**	**339,730**
ALL FUNDS TOTAL APPROPRIATIONS	**$**	**22,138,873**