

NOTE: Please complete the form available and return it prior to the start of the meeting if you would like to speak during public comment. 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. Thank you.

TOWN OF BAY HARBOR ISLANDS

BUDGET WORKSHOP

June 9, 2022

SPECIAL NOTICE – HYBRID/VIRTUAL BUDGET WORKSHOP

Pursuant to Ordinance No. 1059, the Town of Bay Harbor Islands Regular Council Meeting will be held as a Hybrid Meeting where a quorum of the Town Council will be physically present at the Town Hall Council Chambers at 9665 Bay Harbor Terrace, Second Floor. The general public and other members of staff will be able to view and participate in the meeting (Virtually) by utilizing the Zoom video conferencing platform.

Zoom Meeting Link: <https://us06web.zoom.us/j/82001637890>

Meeting ID: 820 0163 7890

To request to speak during Public Comment, please utilize the “raise your hand” Zoom feature on your electronic device. You will be recognized at the direction of the Zoom Meeting Host.

The staff, members of the public and the applicants are strongly encouraged to attend virtually but will not be denied access to the physical meeting, consistent with public safety and health considerations.

In addition, any member of the public who does not wish, or is unable to participate through the Zoom video conferencing platform, but would still like to participate can do so by listening to the meeting as it happens by dialing the Toll-free numbers below:

US Toll Free Numbers: 877 853 5247 or 888 788 0099

For higher quality, dial a number based on your current location):

US: 1 312 626 6799 or 1 646 558 8656 or 1 301 715 8592

Meeting ID: 820 0163 7890

Participant ID: Press the # key.

To request to speak: Dial *9 on your telephone device to activate the “Raise your Hand” feature on the zoom platform.

Members of the Public can also submit their request to speak and/or comments via email to the Office of the Town Clerk at yhamilton@bayharborislands-fl.gov .

CALL TO ORDER: 6:00 p.m.

1. Discussion regarding the tentative millage to be advertised via the Notice of Proposed Taxes to be mailed by Miami-Dade County.
2. Discussion and review of the Town of Bay Harbor Islands Proposed Budget for Fiscal Year 2022-2023. A brief overview will be presented by Town Manager Maria Lasday.
3. Discussion regarding additional workshops (if necessary) and the dates and times for the Budget Hearing to adopt the millage rate and proposed budget. The first Budget Public Hearing is tentatively scheduled for September 14th, 2022 at 6:00 p.m. and the Second Budget Public Hearing is tentatively scheduled for September 21, 2022 at 6:00 p.m. Budget Public Hearing dates to be confirmed at the Town Council Meeting on June 9th, 2022.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ADJOURNMENT: Approximately 7:00 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

June 9, 2022

ITEM NUMBER:

ITEM: 1. Discussion regarding the tentative millage to be advertised via the Notice of Proposed Taxes to be mailed by Miami-Dade County.

DESCRIPTION:

The legislative Charter of the Town of the 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 every Fiscal Year.

The current budget draft assumes a millage rate of 3.59000 (the same millage rate as last year's millage rate). Based on the current June 1st, 2022 Property Appraiser's estimates, there is a preliminary taxable value of \$1,600,000,000. The millage rate of 3.59000 will yield revenue of \$5,400,000, or about \$769,121 more than was anticipated at this time last year.

• PROPERTY VALUE AND MILLAGE SUMMARY

2021 Preliminary Taxable Value	1,372,000,000	
Increase/Decrease (-) to 2021 Taxable Value	<u>2,484,392</u>	0.18%
2022 (Current) Estimated Preliminary Taxable Value	1,600,000,000	
Current Year Additions (New Construction)	<u>N/A</u>	<u>N/A%</u>
Current Year Estimated Taxable Value for Operating Purposes	<u>1,600,000,000</u>	<u>16.4%</u>

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-
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15 Year Millage, Taxable Value and Revenue History

<u>Fiscal Year</u>	<u>Millage Rate</u>	<u>Taxable Value</u>	<u>Percent Change in Taxable Value</u>	<u>Property Tax Revenue</u>	
				<u>Gross</u>	<u>Net (95%)</u>
				3,788,692	3,599,257
2009	4.41200	858,724,442	-2.5%	4,040,099	3,838,094
2010	5.29710	762,700,165	-11.2%	3,213,462	3,052,789
2011	5.29710	606,645,530	-20.5%	3,056,957	2,904,109
2012	5.29710	577,100,052	-4.9%	3,206,487	3,046,163
2013	5.52971	579,865,315	0.5%	3,161,356	3,003,288
2014	5.25000	602,162,980	3.8%	3,424,744	3,253,507
2015	4.90000	698,927,405	16.1%		

2016	4.55000	778,065,824	11.3%	3,540,199	3,363,189
2017	4.40000	880,111,322	13.1%	3,872,490	3,678,866
2018	3.99900	1,031,587,742	17.2%	4,125,319	3,919,053
2019	3.71990	1,214,738,329	17.8%	4,518,705	4,292,770
2020	3.62450	1,333,786,001	9.8%	4,834,307	4,592,592
2021	3.62450	1,378,221,700	3.3%	4,995,365	4,745,597
2022	3.59000	1,374,484,392	-0.3%	4,934,399	4,687,679
2023	3.59000	1,600,000,000	16.4%	5,744,000	5,400,000

FY 2023 Value of 1 Mill*		
Mills	Gross Revenue	Net Revenue (95%)
1.00	1,600,000	1,520,000
0.75	1,200,000	1,140,000
0.50	800,000	760,000
0.40	640,000	608,000
0.30	480,000	456,000
0.25	400,000	380,000
0.10	160,000	152,000

Estimated Taxable Values

-
-
-
-
-
-
-
• Based on June 1st,
2022 Miami-Dade County
Property Appraiser 2022

RECOMMENDED ACTION:

Accept

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Yvonne Hamilton, Acting Town Clerk
Peter Kajokas, Finance Director

ATTACHMENTS

1.	0. FY 2022-2023 Proposed Budget for Workshop 06.09.2022
2.	FY 2023 Budget Workshop Discussion Items 06-09-2022

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Estimated Taxable Values

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• Based on June 1st,
2022 Miami-Dade County
Property Appraiser 2022

RECOMMENDED ACTION:

Accept

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Yvonne Hamilton, Acting Town Clerk
Peter Kajokas, Finance Director

ATTACHMENTS

1.	0. FY 2022-2023 Proposed Budget for Workshop 06.09.2022
2.	FY 2023 Budget Workshop Discussion Items 06-09-2022

001 GENERAL FUND SUMMARY

	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
<u>FUNDS AVAILABLE</u>				
Real Property Taxes	4,760,975	4,745,596	4,636,414	5,400,000
Sales and Use Taxes	89,737	82,000	89,000	86,000
Franchise and Utility Taxes	1,114,039	995,000	979,000	1,150,000
Intergovernmental - Federal/State	1,010,279	746,000	845,500	1,054,000
Grant Revenue	1,696,222	-	1,266,000	876,250
Licenses	95,240	85,000	110,000	95,000
Permits	897,814	855,000	1,660,000	1,722,000
Fines and Forfeitures	50,231	122,000	61,000	67,000
Charges for Services	163,901	140,030	268,530	285,030
Miscellaneous	56,487	95,000	138,500	140,000
TDR Sales Proceeds	500	-	-	-
Interfund Transfers	2,043,829	2,043,829	2,384,060	2,384,060
Appropriate Fund Balance	-	535,000	-	-
TOTAL REVENUES:	11,979,255	10,444,455	12,438,004	13,259,340
<u>APPROPRIATIONS</u>				
Personnel Costs	6,418,574	5,944,176	7,159,809	7,256,408
Operating Expenses	2,661,030	3,016,398	3,579,250	3,773,981
Capital Outlay	704,522	891,525	1,171,833	1,313,197
Debt Service	507,334	507,356	516,138	513,755
Transfers to Other Funds	-	-	-	402,000
TOTAL APPROPRIATIONS:	10,291,459	10,359,455	12,427,029	13,259,340
NET RESULTS:	1,687,796	85,000	10,975	(0)

001 General Fund

TOTAL REVENUES

		Actual	Adopted	Adopted	Proposed	\$	%
Line Item Prefix: 001.9990.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase (Decrease)
<u>Real Property Taxes</u>							
311100.000	Ad Valorem Taxes (Current & Delinque	4,760,975	4,745,596	4,636,414	5,400,000	763,586	14.1%
TOTAL	Real Property Tax	4,760,975	4,745,596	4,636,414	5,400,000	763,586	14.1%
<u>Sales & Use Tax</u>							
312400.000	First Local Option Fuel Tax - Six Cent	65,069	62,000	65,000	66,000	1,000	1.5%
312400.100	Second Local Option Fuel Tax - Three C	24,668	20,000	24,000	20,000	(4,000)	-20.0%
TOTAL	Sales & Use Tax	89,737	82,000	89,000	86,000	(3,000)	-3.5%
<u>Franchise & Utility Taxes</u>							
313000.000	Franchise Fees - FPL	373,600	325,000	335,000	325,000	(10,000)	-3.1%
313002.000	Franchise Fees - People's Gas'	27,400	20,000	25,000	40,000	15,000	37.5%
314004.000	Utility Taxes - FPL	526,610	460,000	430,000	600,000	170,000	28.3%
314006.000	Utility Tax - People's Gas'	20,937	15,000	19,000	20,000	1,000	5.0%
315000.000	Communications Service Tax	165,492	175,000	170,000	165,000	(5,000)	-3.0%
TOTAL	Franchise & Utility Taxes	1,114,039	995,000	979,000	1,150,000	171,000	14.9%
<u>Intergovernmental - Federal/State</u>							
312520.000	Casualty Insurance Premium Tax (Polic	48,791	40,000	52,000	50,000	(2,000)	-4.0%
335121.000	Sales Tax - Municipal Revenue Share	131,535	95,000	110,000	140,000	30,000	21.4%
335122.000	Fuel Tax - Municipal Revenue Share	54,775	36,000	55,000	60,000	5,000	8.3%
335150.000	Alcoholic Beverage License	3,716	-	3,500	4,000	500	12.5%
335180.000	Sales Tax - Half Cent Sales Tax	504,873	375,000	405,000	505,000	100,000	19.8%
335185.000	Transportation Surtax	266,589	200,000	220,000	295,000	75,000	25.4%
TOTAL	Intergovernmental - Federal/State	1,010,279	746,000	845,500	1,054,000	208,500	19.8%

Grant Revenue

331100.000	Federal Grant - Disaster Relief	195,500	-	50,000	-	(50,000)	
	FDOT Grant-On Demand Service				66,250	66,250	100.0%
	State Grant - Generator				810,000	810,000	100.0%
331100.000	Federal Grant - General Government	1,500,722	-	1,216,000	-	(1,216,000)	
TOTAL	Grant Revenue	1,696,222	-	1,266,000	876,250	(389,750)	-44.5%

Licenses & Permits

321000.000	Occupational License Fees	95,240	85,000	110,000	95,000	(15,000)	-15.8%
321000.020	Lien Search Fees	13,939	-	-	20,000	20,000	100.0%
322000.000	Permit & Technology Fees	-	-	1,550,000	-	(1,550,000)	
322001.000	Building Permits	333,440	580,000	0	1,262,000	1,262,000	100.0%
322002.000	Electrical Permits	120,775	10,000	-	80,000	80,000	100.0%
322003.000	Plumbing Permits	35,011	20,000	-	40,000	40,000	100.0%
322004.000	Air Conditioning Permits	113,311	10,000	-	120,000	120,000	100.0%
324610.000	Impact Fee - Parks & Rec	1,716	-	-	-	-	
329000.000	Other Licenses & Permits	184,382	150,000	0	200,000	200,000	100.0%
TOTAL	Licenses & Permits	897,814	855,000	1,660,000	1,722,000	62,000	3.6%

Fines & Forfeitures

351001.000	Fines-Building Code Violations	20,092	60,000	25,000	21,000	(4,000)	-19.0%
354000.000	Ticket Surcharges (Cross GD)	23,061	35,000	25,000	25,000	-	0.0%
359001.000	Traffic Fines	6,531	27,000	10,000	20,000	10,000	50.0%
359002.000	Second Dollar Funding	547	-	1,000	1,000	-	0.0%
359005.000	Misdemeanor Fines	-	-	-	-	-	
TOTAL	Fines & Forfeitures	50,231	122,000	61,000	67,000	6,000	9.0%

Charges for Services

341900.000	Election Qualification Fees	30	30	30	30	-	0.0%
347200.000	Recreation Program Fees	160,813	130,000	265,000	280,000	15,000	5.4%
349001.000	Surcharge - Police Details	218	4,000	2,000	2,000	-	0.0%
362000.000	Rents & Royalties	2,840	6,000	1,500	3,000	1,500	50.0%
TOTAL	Charges for Services	163,901	140,030	268,530	285,030	16,500	5.8%

Miscellaneous

361000.000	Interest Earnings	-562	-	-	-	-	
361004.000	Interest Earnings - Mellon Trust	49,633	50,000	55,000	55,000	-	0.0%
	School Resource Officer Reimburseme	0	0	0	30,000		100.0%
361300.000	Change in Fair Value of Investment	-101,699	-	-	-	-	
367000.000	Gain or Loss on Investment	29,021	-	-	-	-	
364001.000	Sale of Fixed Assets	-	-	18,000	5,000	(13,000)	-260.0%
369000.000	Other Miscellaneous Revenues	80,094	45,000	65,500	50,000	(15,500)	-31.0%
TOTAL	Miscellaneous	56,487	95,000	138,500	140,000	1,500	1.1%

TDR Sales Proceeds

369002.222	TDR Sale Proceeds	500	-	-	-	-	
TOTAL	TDR Sale Proceeds	500	-	-	-	-	

Interfund Transfers

382005.000	Contribution from Causeway Fund	1,300,000	1,300,000	1,659,060	1,659,060	-	0.0%
382007.000	Contribution from Sewer Fund	498,829	498,829	525,000	525,000	-	0.0%
382004.000	Contribution from Water Fund	245,000	245,000	200,000	200,000	-	0.0%
TOTAL	Interfund Transfers	2,043,829	2,043,829	2,384,060	2,384,060	-	0.0%

Appropriated Fund Balance

382010.000	Appropriated Fund Balance	-	535,000	-	-	-	
TOTAL	Appropriated Fund Balance	-	535,000	-	-	-	

TOTAL	GENERAL FUND REVENUES	11,884,015	10,359,455	12,328,004	13,259,340	931,336	7.0%
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001 GENERAL FUND
Town Council (5110):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>APPROPRIATIONS</u>				
Personnel Services	\$ 7	\$ 7	\$ 104,007	\$ 85,007
Operating Expenses	83,901	111,923	136,350	129,850
Capital Outlay	-	-	-	-
TOTAL	\$ 83,908	\$ 111,930	\$ 240,357	\$ 214,857

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

Health Insurance Provided to Council Members reduced since true cost is available (19,000)

Operating Expenses

Postage - Post Office Permit (3,000)

T-Shirts, Caps, Badges and Other Miscellaneous (1,000)

Registration to conferences and seminars (2,500)

Capital Outlay

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Mayor				1				1
Vice Mayor				1				1
Town Council Members				5				5
Total:	0.00	0.00	7.00	0.00	0.00	0.00	7.00	0.00

001 General Fund
Town Council (5110):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5110.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400011.C	Executive Salaries	7	7	7	7	-	0.0%
400023.C	Group Insurance	-	-	104,000	85,000	(19,000)	-18.3%
Total	Executive Salaries	\$ 7	\$ 7	\$ 104,007	\$ 85,007	\$ (19,000)	-22.4%
Operating Expenses							
400031.C	Professional Services	28,850	18,000	20,000	20,000	-	0.0%
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	1,525	9,600	20,000	20,000	-	0.0%
400041.C	Communications	5,423	16,740	20,000	17,000	(3,000)	-15.0%
400045.C	Insurance	1,385	1,233	1,500	1,500	-	0.0%
400047.C	Printing and Binding	34,013	42,000	45,000	45,000	-	0.0%
400048.C	Promotional Activities	1,209	4,500	3,500	3,500	-	0.0%
400049.C	Other Current Charges	8,990	15,850	18,850	18,850	-	0.0%
400052.C	Operating Supplies	870	1,500	2,500	1,500	(1,000)	-40.0%
400054.C	Publications and Training	1,636	2,500	5,000	2,500	(2,500)	-50.0%
Total	Operating Expenses	\$ 83,901	\$ 111,923	\$ 136,350	\$ 129,850	\$ (6,500)	-4.8%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 83,908	\$ 111,930	\$ 240,357	\$ 214,857	-25,500	-10.6%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
GENERAL FUND					
5110	TOWN COUNCIL				
	Newsletter Design	\$ 28,850.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00
400031.000	Professional Services	\$ 28,850.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00
	Closed Captioning	\$ -	\$ -		
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
	Travel to Conferences	\$ 1,525.31	\$ 9,600.00	\$ 20,000.00	\$ 20,000.00
400040.000	Travel and Per Diem	\$ 1,525.31	\$ 9,600.00	\$ 20,000.00	\$ 20,000.00
	Newsletter Sorting	\$ -	\$ 4,740.00	\$ 5,000.00	\$ 5,000.00
	Postage - Post Office Permit #2001	\$ 5,422.80	\$ 12,000.00	\$ 15,000.00	\$ 12,000.00
400041.000	Communications & Freight	\$ 5,422.80	\$ 16,740.00	\$ 20,000.00	\$ 17,000.00
	Insurance	\$ 1,384.70	\$ 1,233.00	\$ 1,500.00	\$ 1,500.00
400045.000	Insurance	\$ 1,384.70	\$ 1,233.00	\$ 1,500.00	\$ 1,500.00
	Newsletter Printing	\$ 34,013.00	\$ 42,000.00	\$ 45,000.00	\$ 45,000.00
400047.000	Printing and Binding	\$ 34,013.00	\$ 42,000.00	\$ 45,000.00	\$ 45,000.00
	Flowers, platters and symphyaty cards for residents		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Public relations materials		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Special awards, recognition and advertising	\$ 1,209.00	\$ 1,000.00	\$ -	\$ -
400048.000	Promotional Activities	\$ 1,209.00	\$ 4,500.00	\$ 3,500.00	\$ 3,500.00
	Annual Scholarship donations to Miami Beach Seniors		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Aventura marketing council-Membership dues		\$ 500.00	\$ 500.00	\$ 500.00
	Florida League of Cities-Annual Membership dues		\$ 750.00	\$ 750.00	\$ 750.00
	Florida League of Mayors		\$ 350.00	\$ 350.00	\$ 350.00
	Miami Beach Chamber of commerce Membership dues		\$ -	\$ -	\$ -
	MDC League of Cities-Annual Membership		\$ 750.00	\$ 750.00	\$ 750.00
	MDC League of Cities Annual Gala		\$ 7,500.00	\$ 10,000.00	\$ 10,000.00
	Special Awards and recognitions		\$ -	\$ 2,000.00	\$ 2,000.00
	Special Sponsorship to various non-profit organizations	\$ 8,990.05	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00
400049.000	Other Current Charges	\$ 8,990.05	\$ 15,850.00	\$ 18,850.00	\$ 18,850.00
	T-Shirts, Caps, Badges and Other Miscellaneous	\$ 870.44	\$ 1,500.00	\$ 2,500.00	\$ 1,500.00
400052.000	Operating Supplies	\$ 870.44	\$ 1,500.00	\$ 2,500.00	\$ 1,500.00
	Registration to conferences and seminars	\$ 1,636.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00
400054.000	Publications and Training	\$ 1,636.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00
Total	Operating Expenses	\$ 83,901.30	\$ 111,923.00	\$ 136,350.00	\$ 129,850.00

001 GENERAL FUND

Office of Town Manager (5120):

	Actual	Adopted Budget	Adopted Budget	Proposed Budget
	2020-2021	2020-2021	2021-2022	2022-2023
APPROPRIATIONS				
Personnel Services	\$ 259,465	\$ 244,553	\$ 228,801	\$ 253,912
Operating Expenses	261,583	206,883	226,779	243,900
Capital Outlay	-	-	-	-
TOTAL	\$ 521,048	\$ 451,436	\$ 455,580	\$ 497,812

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments(Recording Specialist allocation to Town Manager	35,949
F.I.C.A. Taxes Increased	2,750
Retirement Contributions Reduced	(13,768)
<u>Operating Expenses</u>	
Appraisals (TDR) Reduced	(7,500)
Rebranding Reduced	(2,500)
Postage for regular mail and special notices	2,000
Insurance Increased	21,500
Newsletter Printing	(2,000)
Promotional Activities Increased	5,000
NLC Memberships	1,000

Capital Outlay

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Manager ¹	0.34			0.34	0.34			0.34
Assistant Town Manager ¹	0.34			0.34	0.34			0.34
Executive Assistant ¹	0.34			0.34	0.34			0.34
Receptionist/Office Assistant ¹	0.34			0.34	0.08			0.08
Recording Specialist ¹					0.34			0.34
Social Media/SunPass Manager ¹	0.34			0.34	0.08			0.08
Total:	1.70	0.00	0.00	1.70	1.52	0.00	0.00	1.52

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund
Office of Town Manager (5120):

Line Item Prefix: 001.5120.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	\$ Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	189,916	165,943	165,977	201,926	35,949	21.7%
400014.C	Overtime Pay	-	3,319	3,500	3,500	-	0.0%
400021.C	F.I.C.A. Taxes	16,321	12,949	12,965	15,715	2,750	21.2%
400022.C	Retirement Contributions	29,882	29,882	30,519	16,751	(13,768)	-45.1%
400023.C	Group Insurance	22,187	30,465	13,493	13,493	-	0.0%
400024.C	Worker's Compensation	1,159	1,165	1,500	1,500	-	0.0%
400025.C	Unemployment Compensa	-	830	847	1,027	180	21.3%
Total	Personnel Services	\$ 259,465	\$ 244,553	\$ 228,801	\$ 253,912	\$ 25,111	11.0%
Operating Expenses							
400031.C	Professional Services	80,125	72,900	82,500	75,000	(7,500)	-9.1%
400034.C	Other Contractual Services	35,453	37,500	30,000	27,500	(2,500)	-8.3%
400040.C	Travel and Per Diem	(549)	8,500	22,179	22,500	321	1.4%
400041.C	Communications	16,397	15,600	11,000	13,000	2,000	18.2%
400044.C	Rentals & Leases	2,967	-	2,700	2,700	-	0.0%
400045.C	Insurance	32,653	3,083	3,500	25,000	21,500	614.3%
400047.C	Printing and Binding	2,375	6,000	10,000	8,000	(2,000)	-20.0%
400048.C	Promotional Activities	-	-	-	5,000	5,000	#DIV/0!
400049.C	Other Current Charges	63,674	29,500	19,500	19,500	-	0.0%
400051.C	Office Supplies	20,787	25,000	30,000	30,000	-	0.0%
400052.C	Operating Supplies	1,436	1,700	2,200	1,500	(700)	-31.8%
400054.C	Publications and Training	6,265	7,100	13,200	14,200	1,000	7.6%
Total	Operating Expenses	\$ 261,583	\$ 206,883	\$ 226,779	\$ 243,900	\$ 17,121	7.5%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 521,048	\$ 451,436	\$ 455,580	\$ 497,812	42,232	9.3%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
5120	OFFICE OF TOWN MANAGER DEPARTMENT				
	Appraisals (TDR)		\$ 7,500.00	\$ 7,500.00	\$ -
	Grant writers		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
	Town lobbyist	\$ 80,125.00	\$ 50,400.00	\$ 60,000.00	\$ 60,000.00
400031.000	Professional Services	\$ 80,125.00	\$ 72,900.00	\$ 82,500.00	\$ 75,000.00
	Rebranding		\$ 7,500.00	\$ 10,000.00	\$ 7,500.00
	Special projects under direction of Town Council	\$ 35,452.86	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00
400034.000	Other Contractual Services	\$ 35,452.86	\$ 37,500.00	\$ 30,000.00	\$ 27,500.00
	Town Manager car allowance	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	Other Personnel Car allowances	\$ -	\$ -	\$ 6,179.00	\$ 6,500.00
	Social Media-PIO Services	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
	Travel Meals/Mileage/Lodging for Conferences	\$ (548.92)	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00
400040.000	Travel and Per Diem	\$ (548.92)	\$ 8,500.00	\$ 22,179.00	\$ 22,500.00
	Fedex		\$ 1,200.00	\$ 1,000.00	\$ 1,000.00
	Postage for regular mail and special notices	\$ 16,396.90	\$ 14,400.00	\$ 10,000.00	\$ 12,000.00
400041.000	Communications & Freight	\$ 16,396.90	\$ 15,600.00	\$ 11,000.00	\$ 13,000.00
	Office Mailing Machine	\$ 2,967.14	\$ -	\$ 2,700.00	\$ 2,700.00
400044.000	Rentals & Leases	\$ 2,967.14	\$ -	\$ 2,700.00	\$ 2,700.00
	Insurance	\$ 32,653.43	\$ 3,083.00	\$ 3,500.00	\$ 25,000.00
400045.000	Insurance	\$ 32,653.43	\$ 3,083.00	\$ 3,500.00	\$ 25,000.00
	BHI letterhead, envelopes, business cards		\$ 2,500.00	\$ 4,000.00	\$ 4,000.00
	Newsletter Printing	\$ 2,374.80	\$ 3,500.00	\$ 6,000.00	\$ 4,000.00
400047.000	Printing and Binding	\$ 2,374.80	\$ 6,000.00	\$ 10,000.00	\$ 8,000.00
	Council Approved Promotions			\$ -	\$ 5,000.00
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ 5,000.00
	Address verification program		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Mental health professional for Ruth K. Board		\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
	Postal permits for mailing machine		\$ 500.00	\$ 500.00	\$ 500.00
	SRO for Ruth K. Board	\$ 63,673.78	\$ 10,000.00	\$ -	\$ -
400049.000	Other Current Charges	\$ 63,673.78	\$ 29,500.00	\$ 19,500.00	\$ 19,500.00
	Office supplies (all departments)	\$ 20,786.71	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00
400051.000	Office Supplies	\$ 20,786.71	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00
	Supplies for office operations		\$ 1,200.00	\$ 1,200.00	\$ 500.00
	Water for employees	\$ 1,435.84	\$ 500.00	\$ 1,000.00	\$ 1,000.00
400052.000	Operating Supplies	\$ 1,435.84	\$ 1,700.00	\$ 2,200.00	\$ 1,500.00
	FCCMA membership		\$ 1,100.00	\$ 2,200.00	\$ 2,200.00
	NLC Memberships				\$ 1,000.00
	ICMA membership		\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
	ICMA/FCCMA training		\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
	Social Media FMCA		\$ -	\$ 1,000.00	\$ 1,000.00
	MDCCMA membership	\$ 6,265.46	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
400054.000	Publications and Training	\$ 6,265.46	\$ 7,100.00	\$ 13,200.00	\$ 14,200.00
Total	Operating Expenses	\$ 261,583.00	\$ 206,883.00	\$ 226,779.00	\$ 243,900.00

001 GENERAL FUND

Town Clerk (5125):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ 129,738	\$ 120,775	\$ 125,645	\$ 102,512
Operating Expenses	79,834	109,918	150,671	127,171
Capital Outlay	-	15,000	-	-
TOTAL	\$ 209,572	\$ 245,693	\$ 276,316	\$ 229,683

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

Planned salary and benefits adjustments (Recording Specialist allocated to Town Manager) (12,990)

Retirement Contributions Reduced (9,085)

Operating Expenses

Professional Services - Records Management (Scanning Permanent Documents) (10,000)

Other Contractual Services - Closed Captioning, Minutes Posting and Record Destruction 1,300

Travel & Per Diem - Travel to Conferences Increased (3,000)

Repairs & Maintenance - Office Equipment Repairs & Maintenance Increased (1,200)

Printing & Biding - Replace Election Signs, Town Letterhead, Other Signs Increased (1,000)

Other Current Charges - Legal Advertisement Increased (7,000)

Publication & Training - Membership Dues, Seminar Attendance Increased (2,100)

Capital Outlay

Computer Software - Business Tax Receipts Budgeted in FY2021

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Clerk ¹	0.34			0.34	0.34			0.34
Deputy Town Clerk ¹	0.34			0.34	0.34			0.34
Total:	0.68	0.00	0.00	0.68	0.68	0.00	0.00	0.68

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund
Town Clerk (5125):

Line Item Prefix: 001.5125.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	89,272	79,875	79,083	66,093	(12,990)	-16.4%
400014.C	Overtime Pay	-	1,598	3,000	3,000	-	0.0%
400021.C	F.I.C.A. Taxes	6,956	6,233	6,279	5,286	(993)	-15.8%
400022.C	Retirement Contributions	14,384	14,384	14,719	5,634	(9,085)	-61.7%
400023.C	Group Insurance	17,521	16,673	20,541	20,541	-	0.0%
400024.C	Worker's Compensation	1,605	1,613	1,613	1,613	-	0.0%
400025.C	Unemployment Compensa	-	399	410	345	(65)	-15.9%
Total	Personnel Services	\$ 129,738	\$ 120,775	\$ 125,645	\$ 102,512	\$ (23,133)	-18.4%
Operating Expenses							
400031.C	Professional Services	388	5,000	25,000	15,000	(10,000)	-40.0%
400034.C	Other Contractual Services	21,732	32,845	37,445	38,745	1,300	3.5%
400040.C	Travel and Per Diem	-	-	6,000	3,000	(3,000)	-50.0%
400041.C	Communications	197	500	1,000	500	(500)	-50.0%
400044.C	Rentals & Leases	8,435	8,323	8,126	8,126	-	0.0%
400045.C	Insurance	2,077	1,850	2,000	2,000	-	0.0%
400046.C	Repairs & Maintenance	-	-	2,200	1,000	(1,200)	-54.5%
400047.C	Printing and Binding	7,314	8,200	9,200	8,200	(1,000)	-10.9%
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	38,156	50,600	52,600	45,600	(7,000)	-13.3%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	631	1,200	1,500	1,500	-	0.0%
400054.C	Publications and Training	904	1,400	5,600	3,500	(2,100)	-37.5%
Total	Operating Expenses	\$ 79,834	\$ 109,918	\$ 150,671	\$ 127,171	\$ (23,500)	-15.6%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	15,000	-	-	-	
Total	Capital Outlay	\$ -	\$ 15,000	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 209,572	\$ 245,693	\$ 276,316	\$ 229,683	-46,633	-16.9%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
5125	TOWN CLERK DEPARTMENT				
	Records Management - Scanning of permanent docs	\$ 387.50	\$ 5,000.00	\$ 25,000.00	\$ 15,000.00
400031.000	Professional Services	\$ 387.50	\$ 5,000.00	\$ 25,000.00	\$ 15,000.00
	Agenda management software/On demand video annual		\$ 7,800.00	\$ 8,000.00	\$ 8,000.00
	BIS maintenance/Support of recording equipment		\$ 5,000.00	\$ 5,000.00	\$ -
	Civic Clerk unlimited storage of recordings/Live stream		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	Closed captioning		\$ 3,500.00	\$ 6,000.00	\$ 6,000.00
	Maintenance/Support - DCR Software		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
	Election Campaign Subscription Fee		\$ -	\$ -	\$ 500.00
	MCCI - Administrative support fee		\$ 470.00	\$ 470.00	\$ 470.00
	Municode - Administrative support fee		\$ 275.00	\$ 275.00	\$ 275.00
	Municode online Town Code hosting - annual fee		\$ 950.00	\$ 950.00	\$ 950.00
	Municode Ordinance codification		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Online posting of minutes/MCCI		\$ 1,500.00	\$ 2,500.00	\$ 2,500.00
	Records destruction		\$ 300.00	\$ 1,200.00	\$ 2,000.00
	Spaceboard/Laserfiche - annual fee	\$ 21,731.54	\$ 2,750.00	\$ 2,750.00	\$ 7,750.00
400034.000	Other Contractual Services	\$ 21,731.54	\$ 32,845.00	\$ 37,445.00	\$ 38,745.00
	Travel to conferences	\$ -	\$ -	\$ 6,000.00	\$ 3,000.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 6,000.00	\$ 3,000.00
	Shipping of documents via Fedex and UPS	\$ 197.24	\$ 500.00	\$ 1,000.00	\$ 500.00
400041.000	Communications & Freight	\$ 197.24	\$ 500.00	\$ 1,000.00	\$ 500.00
	Administrative office copier - lease		\$ 2,910.14	\$ 3,126.00	\$ 3,126.00
	Offsite storage of records		\$ 3,996.00	\$ 4,000.00	\$ 4,000.00
	Postage machine - lease	\$ 8,434.74	\$ 1,416.36	\$ 1,000.00	\$ 1,000.00
400044.000	Rentals & Leases	\$ 8,434.74	\$ 8,322.50	\$ 8,126.00	\$ 8,126.00
	Insurance	\$ 2,076.99	\$ 1,850.00	\$ 2,000.00	\$ 2,000.00
400045.000	Insurance	\$ 2,076.99	\$ 1,850.00	\$ 2,000.00	\$ 2,000.00
	Repairs and maintenance	\$ -	\$ -	\$ 2,200.00	\$ 1,000.00
400046.000	Repairs & Maintenance	\$ -	\$ -	\$ 2,200.00	\$ 1,000.00
	Administrative office copier - copies		\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
	Replace elections and other signs		\$ 1,000.00	\$ 1,500.00	\$ 1,000.00
	Town letterhead, business cards, public notice signs	\$ 7,314.48	\$ 3,000.00	\$ 3,500.00	\$ 3,000.00
400047.000	Printing and Binding	\$ 7,314.48	\$ 8,200.00	\$ 9,200.00	\$ 8,200.00
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
	Legal advertisement for ordinance, Public hearings		\$ 35,000.00	\$ 37,000.00	\$ 30,000.00
	Online recordings for liens, Quit claim deed, etc.		\$ 600.00	\$ 600.00	\$ 600.00
	Town general election expense	\$ 38,156.44	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
400049.000	Other Current Charges	\$ 38,156.44	\$ 50,600.00	\$ 52,600.00	\$ 45,600.00
	Office supplies (all departments)	\$ -	\$ -	\$ -	\$ -
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Certificates of recognition/wood plaques		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Ordinances and resolutions books	\$ 630.80	\$ 200.00	\$ 500.00	\$ 500.00
400052.000	Operating Supplies	\$ 630.80	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
	Daily Business Review - annual subscription		\$ 500.00	\$ 500.00	\$ 500.00
	Miami Herald - Annual subscription			\$ 500.00	\$ 500.00
	Seminars		\$ -	\$ 3,000.00	\$ 1,500.00
	Membership renewals for IIMC; FACC; MDCCA and FABT	\$ 904.27	\$ 900.00	\$ 1,600.00	\$ 1,000.00
400054.000	Publications and Training	\$ 904.27	\$ 1,400.00	\$ 5,600.00	\$ 3,500.00
	BTR software implementation	\$ -	\$ 15,000.00	\$ -	\$ -
400066.000	Computer Software	\$ -	\$ 15,000.00	\$ -	\$ -
Total	Operating Expenses	\$ 79,834.00	\$ 124,917.50	\$ 150,671.00	\$ 127,171.00

001 GENERAL FUND

Finance & Administration (5130):

	Actual	Adopted Budget	Adopted Budget	Proposed Budget
	2020-2021	2020-2021	2021-2022	2022-2023
APPROPRIATIONS				
Personnel Services	\$ 130,413	\$ 130,857	\$ 137,375	\$ 175,759
Operating Expenses	82,817	91,172	108,420	111,470
Capital Outlay	-	-	-	16,000
TOTAL	\$ 213,230	\$ 222,029	\$ 245,795	\$ 303,229

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

Planned salary and benefits adjustments (Requesting to add Purchasing Officer/Controller)	38,663
F.I.C.A. Taxes Increased	2,955
Retirement Contributions Reduced	(3,397)
Operating Expenses	
Professional Services - reduced Consultant Ann DeStefanis expenditures	(16,500)
Other Contractual Services - Budget Preparation subscription	18,500
Travel & Per Diem - Training for Staff Members	1,000
Other Current Charges - Car Allowance and Application Fees Increased	

Capital Outlay

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Finance Director ¹	0.34			0.34	0.34			0.34
New Position Purchasing Officer/Controller	0.34			0.34	0.34			0.34
Accounts Payable Coordinator ¹	0.34			0.34	0.34			0.34
Payroll Coordinator ¹	0.34			0.34	0.34			0.34
Total:	1.36	0.00	0.00	1.36	1.36	0.00	0.00	1.36

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund

Finance & Administration (5130):

Line Item Prefix: 001.5130.		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	91,489	87,861	95,209	133,842	38,633	40.6%
400014.C	Overtime Pay	-	4,393	5,000	5,000	-	0.0%
400021.C	F.I.C.A. Taxes	6,789	7,057	7,666	10,621	2,955	38.5%
400022.C	Retirement Contributions	15,822	15,822	14,719	11,322	(3,397)	-23.1%
400023.C	Group Insurance	14,530	13,495	12,667	12,667	-	0.0%
400024.C	Worker's Compensation	1,783	1,790	1,613	1,613	-	0.0%
400025.C	Unemployment Compensa	-	439	501	694	193	38.5%
Total	Personnel Services	\$ 130,413	\$ 130,857	\$ 137,375	\$ 175,759	\$ 38,384	27.9%
Operating Expenses							
400031.C	Professional Services	32,750	34,000	34,500	18,000	(16,500)	-47.8%
400032.C	Accounting & Auditing	21,875	21,875	22,000	22,000	-	0.0%
400034.C	Other Contractual Services	21,556	25,000	26,500	45,000	18,500	69.8%
400040.C	Travel and Per Diem	-	-	3,050	4,050	1,000	32.8%
400041.C	Communications & Freight	589	200	200	200	-	0.0%
400044.C	Rentals & Leases	1,823	3,360	3,600	3,600	-	0.0%
400045.C	Insurance	692	617	700	700	-	0.0%
400046.C	Repairs & Maintenance	250	250	500	250	(250)	-50.0%
400047.C	Printing and Binding	2,297	3,400	6,400	6,400	-	0.0%
400049.C	Other Current Charges	54	500	5,000	5,800	800	16.0%
400052.C	Operating Supplies	650	1,500	3,500	3,000	(500)	-14.3%
400054.C	Publications and Training	280	470	2,470	2,470	-	0.0%
Total	Operating Expenses	\$ 82,817	\$ 91,172	\$ 108,420	\$ 111,470	\$ 3,050	2.8%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	-	-	-	-	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	16,000	16,000	#DIV/0!
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ 16,000	\$ 16,000	#DIV/0!
TOTAL	DEPARTMENT EXPENSES	\$ 213,230	\$ 222,029	\$ 245,795	\$ 303,229	57,434	23.4%



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted	Adopted	Proposed
		2020-2021	Budget	Budget	Budget
Operating Expenses	Description		2020-2021	2021-2022	2022-2023
5130 FINANCE & ADMINISTRATION DEPARTMENT					
	Accounting Consultant - 350 hours of supplemental		\$ 31,500.00	\$ 31,500.00	\$ 15,000.00
	Tyler Technologies Training	\$ 32,750.20	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
400031.000	Professional Services	\$ 32,750.20	\$ 34,000.00	\$ 34,500.00	\$ 18,000.00
	Accounting & Auditing	\$ 21,875.00	\$ 21,875.00	\$ 22,000.00	\$ 22,000.00
400032.000	Accounting & Auditing	\$ 21,875.00	\$ 21,875.00	\$ 22,000.00	\$ 22,000.00
	Open Gov Transparency/Budget Annual Fee		\$ 10,000.00	\$ 11,500.00	\$ 30,000.00
	Tyler Technologies - annual tech support/maintenance	\$ 21,556.07	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
400034.000	Other Contractual Services	\$ 21,556.07	\$ 25,000.00	\$ 26,500.00	\$ 45,000.00
	GFOA Annual conference		\$ -	\$ 1,500.00	\$ 1,000.00
	Local training for Finance Staff		\$ -	\$ -	\$ 1,000.00
	FGFOA Conference		\$ -	\$ 1,050.00	\$ 1,050.00
	CPE Credits Courses	\$ -	\$ -	\$ 500.00	\$ 1,000.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 3,050.00	\$ 4,050.00
	FEDEX and courier charges	\$ 589.05	\$ 200.00	\$ 200.00	\$ 200.00
400041.000	Communications & Freight	\$ 589.05	\$ 200.00	\$ 200.00	\$ 200.00
	Toshiba copier lease	\$ 1,822.97	\$ 3,360.00	\$ 3,600.00	\$ 3,600.00
400044.000	Rentals & Leases	\$ 1,822.97	\$ 3,360.00	\$ 3,600.00	\$ 3,600.00
	Insurance	\$ 692.29	\$ 617.00	\$ 700.00	\$ 700.00
400045.000	Insurance	\$ 692.29	\$ 617.00	\$ 700.00	\$ 700.00
	Repairs to copy machine and office equipment	\$ 250.00	\$ 250.00	\$ 500.00	\$ 250.00
400046.000	Repairs & Maintenance	\$ 250.00	\$ 250.00	\$ 500.00	\$ 250.00
	Check Stock (Payroll, AP, Utilities)		\$ 600.00	\$ 600.00	\$ 600.00
	1099 Forms		\$ 250.00	\$ 250.00	\$ 250.00
	W-2 Forms and Envelopes		\$ 150.00	\$ 150.00	\$ 150.00
	Budget Book and CAFR		\$ -	\$ 3,000.00	\$ 3,000.00
	Per copy charges for Toshiba copier machine ANEX	\$ 2,297.42	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
400047.000	Printing and Binding	\$ 2,297.42	\$ 3,400.00	\$ 6,400.00	\$ 6,400.00
	Application Fees - GFOA Budget presentation award		\$ -	\$ 500.00	\$ 500.00
	Car Allowance			\$ 4,000.00	\$ 4,800.00
	Application Fees - GFOA Certificate of achievement CAFF	\$ 53.92	\$ 500.00	\$ 500.00	\$ 500.00
400049.000	Other Current Charges	\$ 53.92	\$ 500.00	\$ 5,000.00	\$ 5,800.00
	Check Scanner		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Invoice Scanner		\$ -	\$ 2,000.00	\$ 1,000.00
	Supplies - uniforms, stamps and ink pads	\$ 649.87	\$ 500.00	\$ 500.00	\$ 1,000.00
400052.000	Operating Supplies	\$ 649.87	\$ 1,500.00	\$ 3,500.00	\$ 3,000.00
	GFOA annual membership fee		\$ 180.00	\$ 180.00	\$ 180.00
	FGFOA annual membership fee		\$ 60.00	\$ 60.00	\$ 60.00
	SFGFOA annual membership/dues fees		\$ 30.00	\$ 30.00	\$ 30.00
	GFOA and FGFOA conference fees		\$ -	\$ 1,000.00	\$ 1,000.00
	Finance Staff - Local MS Excel, Tax and Payroll training		\$ -	\$ 1,000.00	\$ 1,000.00
	GFOA GASB subscription	\$ 280.00	\$ 200.00	\$ 200.00	\$ 200.00
400054.000	Publications and Training	\$ 280.00	\$ 470.00	\$ 2,470.00	\$ 2,470.00
Total	Operating Expenses	\$ 82,816.79	\$ 91,172.00	\$ 108,420.00	\$ 111,470.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: FINANCE & ADMINISTRATION (5130)

PROPOSED							
CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Tyler Technologies CAFR Builder		\$ -				
2	Tyler Technologies Accounts Receivable		\$ -				
3	Tyler Technologies Fixed Assets		\$ -				
4	Tyler Technologies Benefit Management		\$ -				
5	Tyler Technologies Time Clocks (Payroll)			\$ 16,000			
	TOTALS	-	\$ -	\$ 16,000	\$ -	\$ -	\$ -

001 GENERAL FUND

Information Technology (5135):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ 62,575	\$ 59,021	\$ 86,741	\$ 90,424
Operating Expenses	296,163	300,592	399,356	433,272
Capital Outlay	-	-	10,000	36,000
TOTAL	\$ 358,737	\$ 359,613	\$ 496,097	\$ 559,696

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments (Requested I.T. Technician)	8,287
Retirement Contributions Reduced	(5,238)
<u>Operating Expenses</u>	
Professional Services -	52,000
Other Contractual Services	3,700
Travel & Per Diem - Travel to Conferences Increased	(6,000)
Repairs & Maintenance - Access Control, CitizenServe, Online Productivity Form	(1,700)
Other Current Charges - PCI Compliance, Network Vulnerability Test Expenditures	(8,000)
Operating Supplies - Invoice Scanner Expenditures Increased	(3,300)
Publications & Training - Conference Fees and Staff Training Expenditures Increased	(2,000)
<u>Capital Outlay</u>	
Computer Software - Security Cameras and Software Purchase and Installation	26,000

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Information Systems Manager ¹	0.34			0.34	0.34			0.34
I.T. Technician ¹	0.34			0.34	0.34			0.34
Total:	0.68	0.00	0.00	0.68	0.68	0.00	0.00	0.68

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund
Information Technology (5135):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5135.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	43,643	38,175	59,469	67,756	8,287	13.9%
400014.C	Overtime Pay	-	1,909	2,000	2,000	-	0.0%
400021.C	F.I.C.A. Taxes	3,336	3,066	4,702	5,336	634	13.5%
400022.C	Retirement Contributions	6,874	6,874	10,926	5,688	(5,238)	-47.9%
400023.C	Group Insurance	8,146	8,227	8,741	8,741	-	0.0%
400024.C	Worker's Compensation	576	579	600	600	-	0.0%
400025.C	Unemployment Compensa	-	191	303	303	-	0.0%
Total	Personnel Services	\$ 62,575	\$ 59,021	\$ 86,741	\$ 90,424	\$ 3,683	4.2%
Operating Expenses							
400031.C	Professional Services	16,645	12,000	12,000	64,000	52,000	433.3%
400034.C	Other Contractual Services	42,946	48,080	63,300	67,000	3,700	5.8%
400040.C	Travel and Per Diem	-	-	6,000	-	(6,000)	
400041.C	Communications & Freight	105,086	114,660	106,556	105,772	(784)	-0.7%
400045.C	Insurance	1,385	1,233	1,500	1,500	-	0.0%
400046.C	Repairs & Maintenance	59,163	62,800	98,000	96,300	(1,700)	-1.7%
400049.C	Other Current Charges	-	-	20,000	12,000	(8,000)	-40.0%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	70,938	61,819	86,000	82,700	(3,300)	-3.8%
400054.C	Publications and Training	-	-	6,000	4,000	(2,000)	-33.3%
Total	Operating Expenses	\$ 296,163	\$ 300,592	\$ 399,356	\$ 433,272	\$ 33,916	8.5%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	10,000	36,000	26,000	260.0%
Total	Capital Outlay	\$ -	\$ -	\$ 10,000	\$ 36,000	\$ 26,000	260.0%
TOTAL	DEPARTMENT EXPENSES	\$ 358,737	\$ 359,613	\$ 496,097	\$ 559,696	63,599	12.8%



Budget Worksheet

Town of Bay Harbor Islands

Operating Expenses	Description	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5135	INFORMATION TECHNOLOGY				
	Computer professional services		\$ 12,000.00	\$ 12,000.00	\$ 10,000.00
	Network Security				\$ 24,000.00
	BHI Virtual Server Replacement				\$ 30,000.00
	BHI camera surveillance integration	\$ 16,645.00	\$ -	\$ -	\$ -
400031.000	Professional Services	\$ 16,645.00	\$ 12,000.00	\$ 12,000.00	\$ 64,000.00
	BHIPP exchange 365 email backup			\$ 3,000.00	\$ 4,000.00
	BHI exchange 365 email backup			\$ 3,000.00	\$ 4,000.00
	BHI Admin and BHIPP spam filter		\$ 2,880.00	\$ 3,600.00	\$ 4,000.00
	BHI online backup		\$ 22,200.00	\$ 22,200.00	\$ 23,000.00
	BHIPP online backup		\$ 15,000.00	\$ 16,500.00	\$ 17,000.00
	BHI & BHIPP internet connection		\$ -	\$ -	\$ -
	Community Center internet connection		\$ -	\$ -	\$ -
	Software to secure Town data of all mobile devices	\$ 42,946.31	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00
400034.000	Other Contractual Services	\$ 42,946.31	\$ 48,080.00	\$ 63,300.00	\$ 67,000.00
	Travel to IT Conferences	\$ -	\$ -	\$ 6,000.00	\$ -
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 6,000.00	\$ -
	AT&T land lines		\$ 21,600.00	\$ 4,000.00	\$ 4,000.00
	BHI & BHIPP internet connection		\$ 16,800.00	\$ 17,800.00	\$ 18,000.00
	Cellphone Building (3 lines x \$49.00 dollars/line)				\$ 1,764.00
	Cellphone admin (8 lines x 49 dollars/line)		\$ 2,160.00	\$ 3,384.00	\$ 4,704.00
	Cellphone Causeway (14 lines x 49 dollars/line)		\$ 7,560.00	\$ 11,280.00	\$ 8,232.00
	Cellphone Code (2 lines x 49 dollars/line)		\$ 1,620.00	\$ 1,128.00	\$ 1,176.00
	Cellphone Community Center (5 lines x 49 dollars/line)		\$ 3,780.00	\$ 3,948.00	\$ 2,940.00
	Cellphone IT (5 lines x 49 dollars/line)		\$ 3,240.00	\$ 3,948.00	\$ 2,940.00
	Cellphone Parking (1 lines x 49 dollars/line)		\$ 1,080.00	\$ 1,128.00	\$ 588.00
	Cellphone PD (29 lines x 49 dollars/line)		\$ 14,040.00	\$ 15,792.00	\$ 17,052.00
	Cellphone Sewer (3 lines x 49 dollars/line)		\$ 1,620.00	\$ 1,692.00	\$ 1,764.00
	Cellphone Town Clerk (2 lines x 49 dollars/line)		\$ 1,080.00	\$ 1,128.00	\$ 1,176.00
	Cellphone Water (2 lines x 49 dollars/line)		\$ 1,080.00	\$ 1,128.00	\$ 1,176.00
	Community Center high speed internet		\$ 12,000.00	\$ 13,200.00	\$ 13,200.00
	Windstream Town, community center and BHIPP phone	\$ 105,085.93	\$ 27,000.00	\$ 27,000.00	\$ 27,060.00
400041.000	Communications & Freight	\$ 105,085.93	\$ 114,660.00	\$ 106,556.00	\$ 105,772.00
	Insurance	\$ 1,384.70	\$ 1,233.00	\$ 1,500.00	\$ 1,500.00
400045.000	Insurance	\$ 1,384.70	\$ 1,233.00	\$ 1,500.00	\$ 1,500.00
	Access Control Door Maintenance			\$ 5,000.00	\$ 6,000.00
	BHIPP voice recorder server maintenance		\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
	Citizen Serve yearly license fees		\$ 20,000.00	\$ 29,000.00	\$ 29,000.00
	Community Center Civic Rec maintenance		\$ 5,000.00	\$ 5,200.00	\$ 5,500.00
	Computer repairs and wire maintenance		\$ 10,000.00	\$ 12,000.00	\$ 9,000.00
	BHIPP video camera equipment maintenance and replacement		\$ 7,200.00	\$ 10,000.00	\$ 10,000.00
	BHI Video camera equipment maintenance and replacement		\$ 7,200.00	\$ 10,000.00	\$ 10,000.00
	Website productivity form template			\$ 13,000.00	\$ 13,000.00
	Website audio eye app maintenance		\$ 6,000.00	\$ 6,200.00	\$ 6,200.00
	Website maintenance Civic Plus	\$ 59,162.97	\$ 6,000.00	\$ 6,200.00	\$ 6,200.00
400046.000	Repairs & Maintenance	\$ 59,162.97	\$ 62,800.00	\$ 98,000.00	\$ 96,300.00
	Network Security Test			\$ 8,000.00	\$ -
	PCI Compliance	\$ -	\$ -	\$ 12,000.00	\$ 12,000.00
400049.000	Other Current Charges	\$ -	\$ -	\$ 20,000.00	\$ 12,000.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
	Adobe E-signature			\$ 2,000.00	\$ 2,000.00
	Adobe storage	\$	500.00	\$ 500.00	\$ 500.00
	Adobe suite license	\$	3,700.00	\$ 8,000.00	\$ 8,000.00
	Computer replacements, monitors, printers, UPS batteries	\$	20,419.00	\$ 30,000.00	\$ 30,000.00
	Dropbox business account for BHI	\$	1,200.00	\$ 2,000.00	\$ 2,200.00
	Security license for BHI and Community Center	\$	4,000.00	\$ 4,000.00	\$ 4,000.00
	Security license for BHIPD	\$	3,000.00	\$ 3,000.00	\$ 3,000.00
	Office 365 Software license for BHI and Community Center	\$	8,000.00	\$ 8,500.00	\$ 9,000.00
	Office 365 Software license for BHIPD	\$	8,000.00	\$ 8,000.00	\$ 8,500.00
	Video cameras, network switches and wireless extend	\$	10,000.00	\$ 15,000.00	\$ 10,000.00
	Zoom/GoTo meeting	\$ 70,937.84	\$ 3,000.00	\$ 5,000.00	\$ 5,500.00
400052.000	Operating Supplies	\$ 70,937.84	\$ 61,819.00	\$ 86,000.00	\$ 82,700.00
	Publications and Training	\$ -	\$ -	\$ 6,000.00	\$ 4,000.00
400054.000	Publications and Training	\$ -	\$ -	\$ 6,000.00	\$ 4,000.00
Total	Operating Expenses	\$ 296,162.75	\$ 300,592.00	\$ 399,356.00	\$ 433,272.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: INFORMATION TECHNOLOGY (5135)

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Private WIFI Network Addition for BHI		\$ -				
2	BHI Virtual Server 1 replacement			\$ 26,000			
3	BHI and BHIPD Virtual Server 2 replacement				\$ 26,000		
4	Firewall replacements for BHI, CC and BHI PD					\$ 21,000	
5	Video Camera Replacement		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
	TOTALS	-	\$ 10,000	\$ 36,000	\$ 36,000	\$ 31,000	\$ 10,000

001 GENERAL FUND

Human Resources (5137)

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ 39,304	\$ 47,503	\$ 43,696	\$ 69,247
Operating Expenses	35,384	48,203	86,850	60,600
Capital Outlay	-	-	-	-
TOTAL	\$ 74,688	\$ 95,706	\$ 130,546	\$ 129,847

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments (requested HR Generalist)	24,701
F.I.C.A. Taxes Increased	1,890
Retirement Contributions Reduced	(1,750)
<u>Operating Expenses</u>	
Other Contractual Services - Scanning Services Decreased	
Travel & Per Diem - Travel to Conferences Increased	(1,000)
Promotional Activities - Town Employee Dinner, Town Celebrations, Team Building Increases	(25,000)
Other Current Charges - Background Checks Increased	(2,000)
Publications and Training - Conference Fees and Membership Fees Increased	2,750
<u>Capital Outlay</u>	

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Human Resource Manager ¹	0.34			0.34	0.34			0.34
HR Generalist	0.00			0	0.34			0.34
Total:	0.34	0.00	0.00	0.34	0.68	0.00	0.00	0.68

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund
 Human Resources (5137):

Line Item Prefix: 001.5137.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	26,832	32,136	31,165	55,866	24,701	79.3%
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	2,014	2,458	2,384	4,274	1,890	79.3%
400022.C	Retirement Contributions	5,787	5,787	5,612	4,555	(1,057)	-18.8%
400023.C	Group Insurance	4,670	6,428	3,762	3,762	-	0.0%
400024.C	Worker's Compensation	-	533	500	550	50	10.0%
400025.C	Unemployment Compensa	-	161	273	240	(33)	-12.1%
Total	Executive Salaries	\$ 39,304	\$ 47,503	\$ 43,696	\$ 69,247	\$ 25,551	58.5%
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	2,001	17,000	14,500	13,600	(900)	-6.2%
400040.C	Travel and Per Diem	-	-	4,600	3,600	(1,000)	-21.7%
400041.C	Communications & Freight	78	-	200	100	(100)	-50.0%
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	1,385	1,233	1,200	1,200	-	0.0%
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	15,132	11,000	39,500	14,500	(25,000)	-63.3%
400049.C	Other Current Charges	15,728	13,700	17,800	15,800	(2,000)	-11.2%
400052.C	Operating Supplies	119	270	500	500	-	0.0%
400054.C	Publications and Training	942	5,000	8,550	11,300	2,750	32.2%
Total	Operating Expenses	\$ 35,384	\$ 48,203	\$ 86,850	\$ 60,600	\$ (26,250)	-30.2%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 74,688	\$ 95,706	\$ 130,546	\$ 129,847	-699	-0.5%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
5137	HUMAN RESOURCES				
400031.000	Professional Services	\$ -	\$ -	\$ -	\$ -
	Contractual HR Services		\$ 12,000.00	\$ 12,000.00	\$ -
	NeoGov				\$ 8,600.00
	Scanning Services	\$ 2,000.97	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00
400034.000	Other Contractual Services	\$ 2,000.97	\$ 17,000.00	\$ 14,500.00	\$ 13,600.00
	Lodging		\$ -	\$ 3,000.00	\$ 2,000.00
	Mileage		\$ -	\$ 800.00	\$ 800.00
	Meals	\$ -	\$ -	\$ 800.00	\$ 800.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 4,600.00	\$ 3,600.00
	Communication and Freight	\$ 77.87	\$ -	\$ 200.00	\$ 100.00
400041.000	Communications & Freight	\$ 77.87	\$ -	\$ 200.00	\$ 100.00
400044.000	Rentals & Leases	\$ -	\$ -	\$ -	\$ -
	Insurance	\$ 1,384.70	\$ 1,233.00	\$ 1,200.00	\$ 1,200.00
400045.000	Insurance	\$ 1,384.70	\$ 1,233.00	\$ 1,200.00	\$ 1,200.00
400047.000	Printing and Binding	\$ -	\$ -	\$ -	\$ -
	Employee appreciation/health fair		\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
	Town employees dinner		\$ -	\$ 25,000.00	\$ -
	Town celebrations - retirements, bdays, baby showers and etc.		\$ -	\$ 1,000.00	\$ 1,000.00
	Flowers/baskets for hospitals, funerals, shiva etc.		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Team building events		\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
	Town Hall holiday lunches	\$ 15,131.51	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
400048.000	Promotional Activities	\$ 15,131.51	\$ 11,000.00	\$ 39,500.00	\$ 14,500.00
	Background checks (physicals & fingerprinting)		\$ 6,000.00	\$ 10,000.00	\$ 8,000.00
	Employee tuition reimbursement		\$ 7,400.00	\$ 7,500.00	\$ 7,500.00
	Worker compensation	\$ 15,728.06	\$ 300.00	\$ 300.00	\$ 300.00
400049.000	Other Current Charges	\$ 15,728.06	\$ 13,700.00	\$ 17,800.00	\$ 15,800.00
	Town shirts, caps, etc.	\$ 119.35	\$ 270.00	\$ 500.00	\$ 500.00
400052.000	Operating Supplies	\$ 119.35	\$ 270.00	\$ 500.00	\$ 500.00
	Certifications, Memberships, and Publications			\$ 750.00	\$ 1,500.00
	Florida Public HR Association Conference Fees			\$ 1,200.00	\$ 1,200.00
	SHRM Florida Conference Fees			\$ 1,600.00	\$ 1,600.00
	Town compliance training	\$ 942.00	\$ 5,000.00	\$ 5,000.00	\$ 7,000.00
400054.000	Publications and Training	\$ 942.00	\$ 5,000.00	\$ 8,550.00	\$ 11,300.00
Total	Operating Expenses	\$ 35,384.46	\$ 48,203.00	\$ 86,850.00	\$ 60,600.00

001 GENERAL FUND
Legal Counsel (5140):

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
		2020-2021	2020-2021	2021-2022	2022-2023
APPROPRIATIONS					
	Personnel Services	\$ -	\$ -	\$ -	\$ -
	Operating Expenses	186,061	243,600	180,000	240,000
	Capital Outlay	-	-	-	-
	TOTAL	\$ 186,061	\$ 243,600	\$ 180,000	\$ 240,000

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

The Town Attorney services are through a contractual agreement and, therefore, no posi

Operating Expenses

Professional Services - Legal Advice services reduced according to contract.	60,000
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Capital Outlay

Personnel Complement								
	FY 2021-2022 Funded				FY 2022-2023 Funded			
Position Title	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

001 General Fund
Legal Counsel (5140):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5140.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Executive Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	186,061	243,600	180,000	240,000	60,000	33.3%
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications & Freight	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ 186,061	\$ 243,600	\$ 180,000	\$ 240,000	\$ 60,000	33.3%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 186,061	\$ 243,600	\$ 180,000	\$ 240,000	60,000	33.3%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5140	LEGAL COUNSEL				
<u>Operating Expenses</u>	<u>Description</u>				
	Special Land Use Matters - Bilzin & Sumberg				
	Construction related matters, BHI contracts - Pekar & Abramson				
	Weiss Serota - Labor matters, police contracts, terminations			\$ 40,000.00	\$ 40,000.00
	Legal Services - Litigation - Gray Robinson		\$ 45,000.00	\$ -	\$ -
	Legal Services - Special Counsel - Sherman & Simone		\$ 75,000.00	\$ -	\$ -
	Additional Legal Services		\$ -	\$ 20,000.00	\$ 20,000.00
	Professional Services - Town Attorney Retainer	\$ 186,061.23	\$ 123,600.00	\$ 120,000.00	\$ 180,000.00
400031.000	Professional Services	\$ 186,061.23	\$ 243,600.00	\$ 180,000.00	\$ 240,000.00
Total	Operating Expenses	\$ 186,061.23	\$ 243,600.00	\$ 180,000.00	\$ 240,000.00

001 GENERAL FUND
Debt Service (5170):

		Actual	Adopted	Adopted	Proposed
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS					
	Personnel Services	\$ -	\$ -	\$ -	\$ -
	Operating Expenses	-	-	-	-
	Capital Outlay	-	-	-	-
	Debt Service	507,334	507,356	516,138	513,755
	TOTAL	\$ 507,334	\$ 507,356	\$ 516,138	\$ 513,755

	FY 2022 Adopted Budget	FY 2022 Actual	FY 2023 Adopted Budget	FY 2023 Actual	Significant Changes (+/-) from FY 2022 Adopted Budget
General Fund	\$1,678,900	\$1,678,900	\$1,678,900	\$1,678,900	
Capital Outlay	\$1,678,900	\$1,678,900	\$1,678,900	\$1,678,900	
Construction	\$1,678,900	\$1,678,900	\$1,678,900	\$1,678,900	
Roadway Construction	\$1,678,900	\$1,678,900	\$1,678,900	\$1,678,900	
Other Construction	\$0	\$0	\$0	\$0	
Non-Construction	\$0	\$0	\$0	\$0	
Equipment	\$0	\$0	\$0	\$0	
Software	\$0	\$0	\$0	\$0	
Furniture/Fixtures	\$0	\$0	\$0	\$0	
Information Technology	\$0	\$0	\$0	\$0	
Miscellaneous	\$0	\$0	\$0	\$0	
Maintenance	\$0	\$0	\$0	\$0	
Utilities	\$0	\$0	\$0	\$0	
Insurance	\$0	\$0	\$0	\$0	
Professional Fees	\$0	\$0	\$0	\$0	
Travel	\$0	\$0	\$0	\$0	
Telephone	\$0	\$0	\$0	\$0	
Postage	\$0	\$0	\$0	\$0	
Printing	\$0	\$0	\$0	\$0	
Supplies	\$0	\$0	\$0	\$0	
Repairs/Maintenance	\$0	\$0	\$0	\$0	
Security	\$0	\$0	\$0	\$0	
Training	\$0	\$0	\$0	\$0	
Consulting	\$0	\$0	\$0	\$0	
Legal	\$0	\$0	\$0	\$0	
Accounting	\$0	\$0	\$0	\$0	
Marketing	\$0	\$0	\$0	\$0	
Public Relations	\$0	\$0	\$0	\$0	
Advertising	\$0	\$0	\$0	\$0	
Telecommunications	\$0	\$0	\$0	\$0	
Energy	\$0	\$0	\$0	\$0	
Waste Management	\$0	\$0	\$0	\$0	
Water/Sewer	\$0	\$0	\$0	\$0	
Stormwater	\$0	\$0	\$0	\$0	
Parks/Recreation	\$0	\$0	\$0	\$0	
Library	\$0	\$0	\$0	\$0	
Community Center	\$0	\$0	\$0	\$0	
Senior Center	\$0	\$0	\$0	\$0	
Youth Center	\$0	\$0	\$0	\$0	
Elder Care	\$0	\$0	\$0	\$0	
Social Services	\$0	\$0	\$0	\$0	
Healthcare	\$0	\$0	\$0	\$0	
Mental Health	\$0	\$0	\$0	\$0	
Substance Abuse	\$0	\$0	\$0	\$0	
Housing	\$0	\$0	\$0	\$0	
Food Bank	\$0	\$0	\$0	\$0	
Job Training	\$0	\$0	\$0	\$0	
Financial Counseling	\$0	\$0	\$0	\$0	
Domestic Violence	\$0	\$0	\$0	\$0	
Sexual Assault	\$0	\$0	\$0	\$0	
Child Welfare	\$0	\$0	\$0	\$0	
Adult Protective Services	\$0	\$0	\$0	\$0	
Elder Abuse	\$0	\$0	\$0	\$0	
Stable Housing	\$0	\$0	\$0	\$0	
Emergency Shelter	\$0	\$0	\$0	\$0	
Transitional Housing	\$0	\$0	\$0	\$0	
Rapid Re-House	\$0	\$0	\$0	\$0	
Family Support	\$0	\$0	\$0	\$0	
Parenting Classes	\$0	\$0	\$0	\$0	
Grief Support	\$0	\$0	\$0	\$0	
Bereavement	\$0	\$0	\$0	\$0	
Funeral Home	\$0	\$0	\$0	\$0	
Crematory	\$0	\$0	\$0	\$0	
Burial Home	\$0	\$0	\$0	\$0	
Urn Service	\$0	\$0	\$0	\$0	
Memorial Service	\$0	\$0	\$0	\$0	
Funeral Insurance	\$0	\$0	\$0	\$0	
Life Insurance	\$0	\$0	\$0	\$0	
Term Life Insurance	\$0	\$0	\$0	\$0	
Whole Life Insurance	\$0	\$0	\$0	\$0	
Universal Life Insurance	\$0	\$0	\$0	\$0	
Variable Life Insurance	\$0	\$0	\$0	\$0	
Hybrid Life Insurance	\$0	\$0	\$0	\$0	
Annuity	\$0	\$0	\$0	\$0	
Reverse Mortgage	\$0	\$0	\$0	\$0	
Home Equity Loan	\$0	\$0	\$0	\$0	
Personal Loan	\$0	\$0	\$0	\$0	
Auto Loan	\$0	\$0	\$0	\$0	
Student Loan	\$0	\$0	\$0	\$0	
Mortgage Refinance	\$0	\$0	\$0	\$0	
Debt Consolidation	\$0	\$0	\$0	\$0	
Credit Card	\$0	\$0	\$0	\$0	
Payday Loan	\$0	\$0	\$0	\$0	
Title Loan	\$0	\$0	\$0	\$0	
Pawn Shop	\$0	\$0	\$0	\$0	
Cash Advance	\$0	\$0	\$0	\$0	
Money Order	\$0	\$0	\$0	\$0	
Check Cashing					

Personnel Services

Operating Expenses

Capital Outlay

Personnel Complement								
	FY 2021-2022 Funded				FY 2022-2023 Funded			
Position Title	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Total:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

001 General Fund
Debt Service (5170):

Line Item Prefix: 001.5170.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Executive Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications & Freight	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
Debt Service							
400071.C	Principal Payment	338,000	338,000	344,000	349,000	5,000	1.5%
400072.C	Interest	165,181	165,181	167,963	150,580	(17,383)	-10.3%
400073.C	Other Debt Service Cost	4,153	4,175	4,175	14,175	10,000	239.5%
Total	Debt Service	\$ 507,334	\$ 507,356	\$ 516,138	\$ 513,755	\$ (2,383)	-0.5%
TOTAL	DEPARTMENT EXPENSES	\$ 507,334	\$ 507,356	\$ 516,138	\$ 513,755	-2,383	-0.5%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5170	DEBT SERVICE				
	Refunding Revenue Bonds-Series 2016	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Refunding note - Series 2012	\$ 328,000.00	\$ 328,000.00	\$ 334,000.00	\$ 339,000.00
400071.000	Principal Payments	\$ 338,000.00	\$ 338,000.00	\$ 344,000.00	\$ 349,000.00
	Refunding Revenue Bonds-Series 2016		\$ 109,900.00	\$ 119,600.00	\$ 109,250.00
	Refunding note - Series 2012	\$ 165,180.50	\$ 55,281.00	\$ 48,362.60	\$ 41,329.75
400072.000	Interest Payments	\$ 165,180.50	\$ 165,181.00	\$ 167,962.60	\$ 150,579.75
	Administrative and Trustee Fees	\$ 4,153.31	\$ 4,175.00	\$ 4,175.00	\$ 14,175.00
400073.000	Other Debt Service Cost	\$ 4,153.31	\$ 4,175.00	\$ 4,175.00	\$ 14,175.00
Total	Operating Expenses	\$ 507,333.81	\$ 507,356.00	\$ 516,137.60	\$ 513,754.75

Public Buildings (5190):

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
		2020-2021	2020-2021	2021-2022	2022-2023
APPROPRIATIONS					
	Personnel Services	\$ -	\$ -	\$ -	\$ -
	Operating Expenses	245,777	207,668	207,220	185,520
	Capital Outlay	209,466	155,000	218,808	430,697
	TOTAL	\$ 455,243	\$ 362,668	\$ 426,028	\$ 616,217

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

The Public Buildings Department has no positions that associated with this department.

Operating Expenses

Professional Services - Engineering, Design, Renovate Expenditures	(1,000)
Other Contractual Services - AC Preventative Maintenance	4,250
Utility Services - Electrical and Water/Sewer Charges for Town Hall Increased	(2,000)
Insurance - Insurance Expenditures reallocated to other departments	(10,000)
Repairs & Maintenance - AC System Repairs to Town Center and Community Center Decre.	(13,200)
Capital Outlay	
Improvements (Excl. Buildings) - Restroom Renovation/Council Chambers Renovation	211,889
Public Works Storage Building at 95th Parking Lot Construction	

[illegible]

001 General Fund
Public Buildings (5190):

Line Item Prefix: 001.5190.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	1,000	-	(1,000)	
400034.C	Other Contractual Services	114,534	62,580	63,195	67,445	4,250	6.7%
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications	-	-	-	-	-	
400043.C	Utility Services	34,434	31,560	35,000	33,000	(2,000)	-5.7%
400044.C	Rentals & Leases	27,729	30,000	30,000	30,000	-	0.0%
400045.C	Insurance	3,462	17,878	15,000	5,000	(10,000)	-66.7%
400046.C	Repairs & Maintenance	55,154	54,900	51,625	38,425	(13,200)	-25.6%
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	2,644	2,600	3,400	3,400	-	0.0%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	7,821	8,150	8,000	8,250	250	3.1%
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ 245,777	\$ 207,668	\$ 207,220	\$ 185,520	\$ (21,700)	-10.5%
Capital Outlay							
400063.C	Improvements (excl. Buildi	\$ 174,610	\$ 35,000	\$ 218,808	430,697	211,889	96.8%
400064.C	Machinery & Equipment	34,856	120,000		-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ 209,466	\$ 155,000	\$ 218,808	\$ 430,697	\$ 211,889	96.8%
TOTAL	DEPARTMENT EXPENSES	\$ 455,243	\$ 362,668	\$ 426,028	\$ 616,217	190,189	44.6%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
5190	PUBLIC BUILDINGS				
	Professional Services (Engineering/Design/Renovate)	\$ -	\$ -	\$ 1,000.00	\$ -
400031.000	Professional Services	\$ -	\$ -	\$ 1,000.00	\$ -
	AC preventative maintenance - Community Center		\$ 4,800.00	\$ 4,800.00	\$ 9,000.00
	AC preventative maintenance - Town Hall Complex		\$ 3,360.00	\$ 3,600.00	\$ 3,600.00
	Annual renewal of filtered water dispensers - Town Hall		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Custodial services - Town Hall Complex		\$ 40,800.00	\$ 40,800.00	\$ 40,800.00
	Elevator preventative maintenance - Town Hall		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
	Emergency Communication for elevators - Town Hall		\$ 1,020.00	\$ 1,020.00	\$ 1,020.00
	Emergency Generator preventative maintenance -Town Hall		\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	BrightView Landscaping		\$ -	\$ -	\$ -
	Mandated fire system testing - Town Hall		\$ 300.00	\$ 400.00	\$ 450.00
	Consultant for Town Hall design/renovation		\$ -	\$ -	\$ -
	Fuel Tank Certification		\$ -	\$ 275.00	\$ 275.00
	Pest, mosquito, and rodent control - Town Hall	\$ 114,533.75	\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
400034.000	Other Contractual Services	\$ 114,533.75	\$ 62,580.00	\$ 63,195.00	\$ 67,445.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ -	\$ -
400041.000	Communications & Freight	\$ -	\$ -	\$ -	\$ -
	Florida power & light electric service for Town Hall		\$ 13,200.00	\$ 15,000.00	\$ 13,000.00
	Water & Sewer billing for Town Hall and Irrigation	\$ 34,433.57	\$ 18,360.00	\$ 20,000.00	\$ 20,000.00
400043.000	Utilities Services	\$ 34,433.57	\$ 31,560.00	\$ 35,000.00	\$ 33,000.00
	Emergency backup generator rental for Town Hall	\$ 27,729.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
400044.000	Rentals & Leases	\$ 27,729.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
	Insurance	\$ 3,461.57	\$ 17,878.00	\$ 15,000.00	\$ 5,000.00
400045.000	Insurance	\$ 3,461.57	\$ 17,878.00	\$ 15,000.00	\$ 5,000.00
	AC System repairs for Town Hall Complex and Community Center		\$ 30,000.00	\$ 25,000.00	\$ 12,500.00
	Additional Custodial services to cover for Community Center		\$ 5,400.00	\$ 5,400.00	\$ 5,400.00
	Air duct cleaning - Town Hall Complex & Community Center		\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
	Electrical/Lighting repairs - Town Hall & Community Center		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Elevator parts, labor, repairs, inspections - Town Hall		\$ 1,200.00	\$ 1,500.00	\$ 1,500.00
	Emergency plumbing repairs - Town Hall Complex		\$ 2,750.00	\$ 3,500.00	\$ 2,750.00
	Fuel pump repairs		\$ 1,200.00	\$ 500.00	\$ 250.00
	Locksmith services		\$ 700.00	\$ 500.00	\$ 300.00
	Mechanical entry door repairs - Town Hall Complex		\$ 1,250.00	\$ 1,875.00	\$ 1,875.00
	Repair supplies, paint, brushes, plumbing parts		\$ 1,200.00	\$ 1,000.00	\$ 750.00
	Repairs to emergency generator - Town Hall		\$ 2,100.00	\$ 2,500.00	\$ 2,500.00
	Repairs to overhead garage doors - Town Hall Complex		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Certification and Operating Permits (to 49)		\$ -	\$ -	\$ -
	Roofing repairs - Town Hall Complex	\$ 55,154.06	\$ 3,500.00	\$ 4,250.00	\$ 5,000.00
400046.000	Repairs & Maintenance	\$ 55,154.06	\$ 54,900.00	\$ 51,625.00	\$ 38,425.00
400047.000	Printing and Binding	\$ -	\$ -	\$ -	\$ -
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
	Annual Elevator inspection and certification fee		\$ 500.00	\$ 650.00	\$ 650.00
	Annual Operating permit for industrial site		\$ 900.00	\$ 900.00	\$ 900.00
	Annual testing & certification for fire extinguishers		\$ 900.00	\$ 1,500.00	\$ 1,500.00
	Annual testing & certification for fuel tanks	\$ 2,644.14	\$ 300.00	\$ 350.00	\$ 350.00
400049.000	Other Current Charges	\$ 2,644.14	\$ 2,600.00	\$ 3,400.00	\$ 3,400.00
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Belts/Filters for AC system - Town Hall Complex		\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
	Diesel fuel for operation of emergency generator		\$ 2,250.00	\$ 2,250.00	\$ 2,500.00
	Lamps/Cleaning supplies, paper goods - Town Hall		\$ 1,200.00	\$ 1,250.00	\$ 1,250.00
	Tools for repairs - Town Hall Complex	\$ 7,820.94	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00
400052.000	Operating Supplies	\$ 7,820.94	\$ 8,150.00	\$ 8,000.00	\$ 8,250.00
400054.000	Publications and Training	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 245,777.03	\$ 207,668.00	\$ 207,220.00	\$ 185,520.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: PUBLIC BUILDINGS (5190)

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Replace Fuel Pumps: Upgrade to Fuel Tracking	35,000.00					
2	Replace AC Chiller Unit	120,000.00		\$ -	\$ 155,000		
3	Town Hall Administration and Public Works Restroom Renovation		\$ 171,500	\$ 60,000	\$ -		
4	Painting of Town Hall Interior		\$ 10,000				
5	Council Chamber Renovations		\$ 8,500	\$ 70,697			
6	Public Works locker rooms/break room		\$ 50,000				
7	Replace Town Hall Generator		\$ 268,808	\$ -	\$ 800,000	\$ 750,000	
8	Public Works Storage Building at 95th Parking Lot			\$ 300,000	\$ 350,000		
9	New Rubber Membrane Roof for Town Hall Complex				\$ 375,000		
10	Town Hall Renovation - Hardware		\$ -				
TOTALS		\$ 155,000	\$ 508,808	\$ 430,697	\$ 1,680,000	\$ 750,000	\$ -

001 GENERAL FUND
Law Enforcement (5210)

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>APPROPRIATIONS</u>				
Personnel Services	\$ 4,090,117	\$ 3,732,348	\$ 4,350,677	\$ 4,222,214
Operating Expenses	352,449	435,719	546,560	577,893
Capital Outlay	39,893	99,025	99,025	-
TOTAL	\$ 4,482,460	\$ 4,267,092	\$ 4,996,262	\$ 4,800,107

Significant Changes (+/-) from FY 2022 Adopted Budget
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<u>Personnel Services</u>	
Planned salary and benefits adjustments (One Police Officers for full-time Marine Unit)	263,276
F.I.C.A. Taxes Increased	20,141
Retirement Contributions Reduced	(419,534)
Workers Compensation	6,338
Unemployment Insurance	1,316
<u>Operating Expenses</u>	
Professional Services -	6,500
Other Contractual Services - Investigative and Database for Records Software, Police Reser	6,924
Rental & Leases - Expiring Vehicle Leases Decrease	(19,141)
Insurance - Property and Casualty Insurance Allocation Increased	(5,000)
Repairs & Maintenance - Marine Vessel Docking Fees, Bicycle and Vehicle Maintenance Ex	6,800
Promotional Activities - Police Promotional Items Expenditure Decreased	5,500
Other Current Charges - LEO Awards & PBA Gala, Police Explorer Program Exp. Increased	
Operating Supplies - Pizza with a Cop, Evidence Processing, Field Force Equipment, Firearm	28,500
Publication & Training - Education Tuition Reimbursement, Train-the-Trainer, Law Enforcer	1,250
<u>Capital Outlay</u>	

Personnel Complement								
Position Title	2020-2021		2020-2021		2021-2022		2022-2023	
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
POLICE OFFICERS & DETECTIVES								
Chief of Police	1.00			1.00	1.00			1.00
Police Captain	1.00			1.00	1.00			1.00
Police Lieutenant	1.00			2.00	1.00			1.00
Police Sergeant	4.00			4.00	4.00			4.00
Police Corporal	4.00			4.00	4.00			4.00
Police Detective	2.00			2.00	2.00			2.00
Police Officer (Requested 1 New Police Officer)	15.00			15.00	16.00			16.00
School Resource Officer SRO)						1.00		0.50
POLICE DISPATCHERS & ADMINISTRATIVE								
Ex Assistant Police Chief/Accreditation Manager	1.00			1.00	1.00			1.00
Police Dispatcher Supervisor	1.00			1.00	1.00			1.00
Administrative Coordinator		1.00		0.50	1.00			1.00
Police Dispatcher	3.00	1.00		3.50	3.00	2.00		4.00
Total:	33.00	2.00	0.00	35.00	35.00	3.00	0.00	36.50

001 General Fund
Law Enforcement (5210):

Line Item Prefix: 001.5210.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	2,762,541	2,521,777	2,987,738	3,251,014	263,276	8.8%
400014.C	Overtime Pay	314,391	175,000	175,000	175,000	-	0.0%
400021.C	F.I.C.A. Taxes	228,341	206,303	241,949	262,090	20,141	8.3%
400022.C	Retirement Contributions	494,216	445,426	569,534	150,000	(419,534)	-73.7%
400023.C	Group Insurance	249,881	332,414	322,642	322,642	-	0.0%
400024.C	Worker's Compensation	40,746	38,819	38,000	44,338	6,338	16.7%
400025.C	Unemployment Compensation	-	12,609	15,814	17,130	1,316	8.3%
Total	Personnel Services	\$ 4,090,117	\$ 3,732,348	\$ 4,350,677	\$ 4,222,214	\$ (128,463)	-3.0%
Operating Expenses							
400026.C	Police Detail Receipts	-	-	-	-	-	
400031.C	Professional Services	10,938	11,840	25,100	31,600	6,500	25.9%
400034.C	Other Contractual Services	39,870	46,375	66,050	72,974	6,924	10.5%
400040.C	Travel and Per Diem	923	-	12,000	12,000	-	0.0%
400041.C	Communications	94	1,000	1,000	1,000	-	0.0%
400043.C	Utility Services	-	-	-	-	-	
400044.C	Rentals & Leases	58,483	128,085	67,085	47,944	(19,141)	-28.5%
400045.C	Insurance	34,724	33,909	35,000	30,000	(5,000)	-14.3%
400046.C	Repairs & Maintenance	47,237	42,060	86,000	92,800	6,800	7.9%
400047.C	Printing and Binding	3,979	5,000	3,800	3,800	-	0.0%
400048.C	Promotional Activities	1,000	6,000	2,500	8,000	5,500	220.0%
400049.C	Other Current Charges	1,030	6,000	14,000	14,000	-	0.0%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	143,285	139,500	197,375	225,875	28,500	14.4%
400054.C	Publications and Training	10,887	15,950	36,650	37,900	1,250	3.4%
Total	Operating Expenses	\$ 352,449	\$ 435,719	\$ 546,560	\$ 577,893	\$ 31,333	5.7%
Capital Outlay							
400063.C	Improvements (excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	39,893	99,025	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ 39,893	\$ 99,025	\$ 99,025	\$ -	\$ (99,025)	
TOTAL	DEPARTMENT EXPENSES	\$ 4,482,460	\$ 4,267,092	\$ 4,996,262	\$ 4,800,107	-196,155	-3.9%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5210	LAW ENFORCEMENT				
	Police Detail Receipts	\$ -	\$ -		
400026.000	Police Detail Receipts	\$ -	\$ -	\$ -	\$ -
	Applicant Physical - Recruitment		\$ 1,200.00	\$ 4,000.00	\$ 4,000.00
	Applicant Psychological - Recruitment		\$ 840.00	\$ 2,800.00	\$ 2,800.00
	Fitness Test for Duty-Psych Services				\$ 6,000.00
	Code Red - Public Safety Notification System		\$ 4,800.00	\$ 4,800.00	\$ 4,800.00
	Polygraph Services - Background/Applicants		\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
	Promotional Services - Sergeants/ Lieutenants Tests		\$ 3,000.00	\$ 10,000.00	\$ 8,000.00
	Transcription Services - Criminal/Internal Affairs	\$ 10,937.75	\$ 1,000.00	\$ 1,500.00	\$ 4,000.00
400031.000	Professional Services	\$ 10,937.75	\$ 11,840.00	\$ 25,100.00	\$ 31,600.00
?	Analytical Crime Mapping - Investigative/Intelligence		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Cost 21-22	CLEAR - Investigative Search Engine		\$ 2,760.00	\$ 3,100.00	\$ 6,924.00
? Rapid ID	Data works - Maintenance Fee for Rapid ID/Fingerprinting		\$ 450.00	\$ 450.00	\$ -
cost 21-22	E-Notify - Court Subpoena Notification System		\$ 1,550.00	\$ 1,600.00	\$ 1,600.00
cost 21-22	Equifax - Investigative Search Engine/Recruitment		\$ 500.00	\$ 500.00	\$ 500.00
Cost 21-22	Facelogics - Video Enhancement and facial Composite		\$ 1,850.00	\$ 1,850.00	\$ 1,850.00
Cost 21-22	Florida PAC - CFA Software for Tracking Standards		\$ 175.00	\$ 250.00	\$ 300.00
IT Thoughts	InTime Payroll Software		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
	LexusNexus-Investigative Search Engine		\$ 2,450.00		
Cost 21-22	LEADS Online - Investigative Software/Pawn Check		\$ 2,200.00	\$ 2,400.00	\$ 2,400.00
Cost 21-22 NB	LINX Interface - Statewide Data Sharing Software		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
cost 21-22	PMI Evidence - Property and Evidence management		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Power Details - Extra Duty Tracking/Notification		\$ 2,100.00		
cost 21-22	Power DMS - CFA Policy/Training distribution software		\$ 3,600.00	\$ 4,000.00	\$ 4,500.00
cost 21-22	Screencloud - Notification Software		\$ 1,440.00	\$ 1,500.00	\$ 1,500.00
GRIMES?	Transcite Systems - software for crash report diagram		\$ 400.00	\$ 400.00	\$ 400.00
cost 21-22	Tritech RMC/LINX Interface - Database for records		\$ 9,900.00	\$ 12,000.00	\$ 12,000.00
	Police Reserve Officer			\$ 20,000.00	\$ 20,000.00
	Adobe				\$ 3,000.00
cost 21-22 IT/ CAPT	Vigilant LPR - User Fee Per LPR Location	\$ 39,869.80	\$ 8,000.00	\$ 9,000.00	\$ 9,000.00
400034.000	Other Contractual Services	\$ 39,869.80	\$ 46,375.00	\$ 66,050.00	\$ 72,974.00
	Travel and Lodging for training CIJS/CFA/DARE etc.		\$ -	\$ 5,000.00	\$ 5,000.00
	Explorer Competition		\$ -	\$ 2,000.00	\$ 2,000.00
	Travel for FPCA/IACP	\$ 923.21	\$ -	\$ 5,000.00	\$ 5,000.00
400040.000	Travel and Per Diem	\$ 923.21	\$ -	\$ 12,000.00	\$ 12,000.00
	FEDEX - Mailing/Shipping	\$ 93.70	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
400041.000	Communications & Freight	\$ 93.70	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
400043.000	Utility Services	\$ -	\$ -	\$ -	\$ -
	2016 Ford Police Explorer (5 year lease)		\$ 54,000.00		
	2017 Ford Police Explorer (2) & (1) Dodge Durango		\$ 18,000.00	\$ 18,000.00	
	2018 Ford F-250 High Water Vehicle/Hurricane		\$ 7,085.00	\$ 7,085.00	\$ 7,085.00
	2019 Chevy Traverse &		\$ 12,000.00	\$ 12,000.00	\$ 5,826.00
	2019 Dodge Durango				\$ 5,750.00
	2019 Ford Explorer - Replacement for #698 (totalled)		\$ 6,800.00	\$ 6,800.00	\$ 6,800.00
	2019 Nissan Maxima (Detective)		\$ 19,800.00	\$ 19,800.00	\$ 5,986.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
	2020 Chevy Tahoe				\$ 7,682.00
	2020 Dodge Charger				\$ 5,415.00
	Copy Machine - Lease and Copy Charges		\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	Rental Cars - Strategic/Narcotics Investigations		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Replacement vehicle for #506 (totaled)	\$ 58,483.28	\$ 7,000.00	\$ -	\$ -
400044.000	Rentals & Leases	\$ 58,483.28	\$ 128,085.00	\$ 67,085.00	\$ 47,944.00
	Insurance	\$ 34,724.25	\$ 33,909.00	\$ 35,000.00	\$ 30,000.00
400045.000	Insurance	\$ 34,724.25	\$ 33,909.00	\$ 35,000.00	\$ 30,000.00
	AR-15/Glock Parts - Parts for Armorer		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Bicycle Repairs/Maintenance/ Electronic Scooter (Capt)		\$ 560.00	\$ 1,500.00	\$ 1,500.00
	New Bicycles			\$ 3,000.00	\$ 1,500.00
	CCTV Maintenance agreement - Maintenance on RTCFC		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
	LPR Maintenance - Repairs/Maintenance to LPR System		\$ 3,000.00	\$ 4,000.00	\$ 2,000.00
	Marine Vessel Maintenance - Monthly Bottom Cleaning		\$ 3,000.00	\$ 5,000.00	\$ 5,000.00
	Marine Vessel Docking Fee			\$ 15,000.00	\$ 15,000.00
	RTCFC (Real Time Crime Fighting Center)		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Vehicle Calibration - Mandatory for Speed Enforcement		\$ 2,200.00	\$ 2,200.00	\$ 2,500.00
	Vehicle Fleet Maintenance and Repairs	\$ 47,236.61	\$ 28,000.00	\$ 50,000.00	\$ 60,000.00
400046.000	Repairs & Maintenance	\$ 47,236.61	\$ 42,060.00	\$ 86,000.00	\$ 92,800.00
	Business Cards - Issued to citizens		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Per Copy Monthly Charges - Toshiba		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
	Warning citations - Traffic Enforcement	\$ 3,979.08	\$ 1,200.00	\$ -	\$ -
400047.000	Printing and Binding	\$ 3,979.08	\$ 5,000.00	\$ 3,800.00	\$ 3,800.00
	Awards - officer of the year		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Awards - Civilian of The Year				\$ 1,000.00
	Police promotional items	\$ 1,000.00	\$ 5,000.00	\$ 1,500.00	\$ 6,000.00
400048.000	Promotional Activities	\$ 1,000.00	\$ 6,000.00	\$ 2,500.00	\$ 8,000.00
	LEO Awards - Table for staff and elected officials			\$ 3,500.00	\$ 3,500.00
	PBA Gala - Officer awards			\$ 1,500.00	\$ 1,500.00
	Chief's dinner		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
	Explorer Program expense	\$ 1,030.02	\$ 1,500.00	\$ 4,500.00	\$ 4,500.00
400049.000	Other Current Charges	\$ 1,030.02	\$ 6,000.00	\$ 14,000.00	\$ 14,000.00
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	ASP Batton Replacement - Year 3 of 5 year replacement		\$ 600.00	\$ 600.00	\$ 600.00
	Community outreach programs - Pizza with cops		\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
	Crime Scene Equipment - Processing Supplies		\$ 1,000.00	\$ 2,500.00	\$ 2,500.00
	Field force equipment - Helmet/Shield/Gas Mask		\$ 5,225.00	\$ 8,500.00	\$ 8,500.00
	Fire Extinguishers - Recertification/Re-Charge		\$ 1,125.00	\$ 1,125.00	\$ 1,125.00
	Firearm, Training/Duty Ammunition - Training and Du		\$ 9,500.00	\$ 13,000.00	\$ 15,000.00
	Flares - Cases of Flares		\$ 250.00	\$ 250.00	\$ 250.00
	Fuel - Vehicle and Marine		\$ 77,000.00	\$ 90,000.00	\$ 120,000.00
	Glock Firearms - Replacement		\$ 1,400.00	\$ 2,000.00	\$ 2,000.00
	Honor Guard - Replace Existing Uniforms/New Member		\$ 1,900.00	\$ 3,000.00	\$ 3,500.00
	Hurricane supplies - food, water, miscellaneous		\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
	Informant/C.I. Fund		\$ 1,000.00	\$ 5,000.00	\$ 5,000.00
	Misc. Operating - Uniforms, Duty Gear, Equipment		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
		2020-2021	2020-2021	2021-2022	2022-2023
Operating Expenses	Description				
	Police Explorers - Misc. Gear		\$ 2,500.00	\$ 4,000.00	\$ 4,000.00
	Reserve officers program - Uniforms/Duty Gear/Equipment		\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
	Training Equipment - simulations and scenario based		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	Ultrasonic Gun Cleaner - Cleaning Solutions		\$ 375.00	\$ 500.00	\$ 500.00
	Gas Masks - Patrol- 15 units			\$ 6,750.00	\$ 6,000.00
	FaceShields - FaceShields for Balistic Helmets -15 units			\$ 2,250.00	\$ 2,000.00
	Prolaser 4 - Handheld Speed Detection Laser			\$ 2,200.00	\$ 2,200.00
	Patrol Shields - Officer Safety/Active Shooter			2,200.00	2,200.00
	Surveillance Equipment - Confidential for Strateg			\$ 2,000.00	\$ 2,000.00
	Drone Program			\$ 4,000.00	\$ 4,000.00
	Mandatory Evidence Room- Air Purifier-per CFA			\$ 3,000.00	\$ -
	Vehicle Tags - Confidential registration	\$ 143,284.78	\$ 625.00	\$ 1,500.00	\$ 1,500.00
400052.000	Operating Supplies	\$ 143,284.78	\$ 139,500.00	\$ 197,375.00	\$ 225,875.00
	Active Shooter/Firearms/Rifle Training		\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
	CFA - Accreditation/Training Program		\$ 1,750.00	\$ 1,750.00	\$ 2,000.00
	Education/Tuition Reimbursement			\$ 10,000.00	\$ 10,000.00
	CJIS Training - To Remain Current with DOJ Audit		\$ 450.00	\$ 500.00	\$ 500.00
	First Aid Training - CPR/AED/Trauma		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
	IACP/FPCA/MDCCACP - Chief and Captain		\$ 4,000.00	\$ 5,000.00	\$ 5,000.00
	Train-the-Trainer - DARE/Taser/Leadership Management		\$ -	\$ 4,000.00	\$ 4,000.00
	FL Law Enforcement Analyst Academy		\$ -	\$ 4,500.00	\$ 4,500.00
	DOH 911 Telecommunicator Certification		\$ -	\$ -	\$ 1,000.00
	State Statute Books - Reference Material (CFA Requirem	\$ 10,886.51	\$ 1,250.00	\$ 1,400.00	\$ 1,400.00
400054.000	Publications and Training	\$ 10,886.51	\$ 15,950.00	\$ 36,650.00	\$ 37,900.00
Total	Operating Expenses	\$ 352,448.99	\$ 435,719.00	\$ 546,560.00	\$ 577,893.00

001 GENERAL FUND

Building (5240):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2021-2022
APPROPRIATIONS				
Personnel Services	\$ 606,578	\$ 592,312	\$ 914,830	\$ 1,001,156
Operating Expenses	152,661	219,382	299,903	249,720
Capital Outlay	36,525	-	-	-
TOTAL	\$ 795,764	\$ 811,694	\$ 1,214,733	\$ 1,250,876

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

Planned salary and benefits adjustments (Requested Part Time Chief Building Inspector & F	45,887
F.I.C.A. Taxes Increased	3,510
Retirement Contributions	36,929

Operating Expenses

Professional Services - Town Planner Services Fee Budget Increased	15,000
Other Contractual Services - Scanning Services and CentralSquare Maintenance Fee Budget	-60,000
Communications	-5,408
Operating Supplies - Fuel and Uniforms Budget Decreased	1,000

Capital Outlay

Personnel Complement								
Position Title	2020-2021		2020-2021		2021-2022		2022-2023	
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Chief Building Official/Building Department Supervisor	1.00			1.00	1.00			1.00
Building Department Supervisor	1.00			1.00	1.00			1.00
Building Clerk	1.00			1.00	1.00			1.00
Chief Building Inspector		1.00		0.50		1.00		0.50
Scanning Clerk	1.00			1.00	1.00			1.00
Mechanical Inspector/Plans Examiner		1.00		0.50		1.00		0.50
Electrical Inspector/Plans Examiner		1.00		0.50		1.00		0.50
Plumbing Inspector/Plans Examiner		1.00		0.50		1.00		0.50
Mechanical Inspector/Plans Examiner		1.00		0.50		1.00		0.50
Structural Plan Examiner		1.00		0.50		1.00		0.50
Building Permit Coordinator		1.00		0.50		1.00		0.50
Total:	4.00	7.00	0.00	7.50	4.00	7.00	0.00	7.50

001 General Fund
Building (5240):

Line Item Prefix: 001.5240.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	479,145	447,789	762,634	808,521	45,887	6.0%
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	35,698	34,256	58,342	61,852	3,510	6.0%
400022.C	Retirement Contributions	51,087	51,087	29,000	65,929	36,929	127.3%
400023.C	Group Insurance	39,002	55,287	59,962	59,962	-	0.0%
400024.C	Worker's Compensation	1,646	1,654	1,500	1,500	-	0.0%
400025.C	Unemployment Compensa	-	2,239	3,392	3,392	-	0.0%
Total	Personnel Services	\$ 606,578	\$ 592,312	\$ 914,830	\$ 1,001,156	\$ 86,326	9.4%
Operating Expenses							
400031.C	Professional Services	122,404	179,000	185,000	200,000	15,000	8.1%
400034.C	Other Contractual Services	306	5,000	80,000	20,000	(60,000)	-75.0%
400040.C	Travel and Per Diem	-	-	1,600	1,600	-	0.0%
400041.C	Communications	27	6,088	6,008	600	(5,408)	-90.0%
400044.C	Rentals & Leases	13,064	12,120	12,120	12,120	-	0.0%
400045.C	Insurance	4,846	4,316	4,300	4,300	-	0.0%
400046.C	Repairs & Maintenance	-	1,188	1,000	200	(800)	-80.0%
400047.C	Printing and Binding	4,400	5,820	6,000	6,000	-	0.0%
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	3,680	-	-	-	-	
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	1,089	3,000	1,000	2,000	1,000	100.0%
400054.C	Publications and Training	2,846	2,850	2,875	2,900	25	0.9%
Total	Operating Expenses	\$ 152,661	\$ 219,382	\$ 299,903	\$ 249,720	\$ (50,183)	-16.7%
Capital Outlay							
400063.C	Improvements (excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	36,525	-	-	-	-	
Total	Capital Outlay	\$ 36,525	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 795,764	\$ 811,694	\$ 1,214,733	\$ 1,250,876	36,143	3.0%



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted	Adopted	Proposed
		2020-2021	Budget	Budget	Budget
Operating Expenses	Description		2020-2021	2021-2022	2022-2023
5240	BUILDING				
	Civil PE		\$ 25,000.00	\$ 25,000.00	\$ -
	Flood Consultant		\$ 24,000.00	\$ -	\$ 50,000.00
	Professional services Town planner	\$ 122,404.22	\$ 130,000.00	\$ 160,000.00	\$ 150,000.00
400031.000	Professional Services	\$ 122,404.22	\$ 179,000.00	\$ 185,000.00	\$ 200,000.00
	Scan Original Plans	\$ -	\$ 5,000.00	\$ 45,000.00	\$ 20,000.00
	Central Square Maintenance	\$ 306.24		\$ 35,000.00	\$ -
400034.000	Other Contractual Services	\$ 306.24	\$ 5,000.00	\$ 80,000.00	\$ 20,000.00
	Travel & Per Diem	\$ -	\$ -	\$ 1,600.00	\$ 1,600.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 1,600.00	\$ 1,600.00
	Basic Communication Functions		\$ 1,080.00	\$ 1,000.00	\$ -
	Earthlink office phones		\$ 4,408.00	\$ 4,408.00	\$ -
	FEDEX & signs	\$ 26.73	\$ 600.00	\$ 600.00	\$ 600.00
400041.000	Communications & Freight	\$ 26.73	\$ 6,088.00	\$ 6,008.00	\$ 600.00
	Ford Explorer (#626)		\$ 6,120.00	\$ 6,120.00	\$ 6,120.00
	Laser Color Copier		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
	Oversized Scanner Kip	\$ 13,063.74	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
400044.000	Rentals & Leases	\$ 13,063.74	\$ 12,120.00	\$ 12,120.00	\$ 12,120.00
	Insurance	\$ 4,846.26	\$ 4,316.00	\$ 4,300.00	\$ 4,300.00
400045.000	Insurance	\$ 4,846.26	\$ 4,316.00	\$ 4,300.00	\$ 4,300.00
	Scanner maintenance agreement	\$ -	\$ 1,188.00	\$ 1,000.00	\$ 200.00
400046.000	Repairs & Maintenance	\$ -	\$ 1,188.00	\$ 1,000.00	\$ 200.00
	Bond paper - large		\$ 420.00	\$ 500.00	\$ 500.00
	Business cards, letterheads & other printing		\$ 500.00	\$ 600.00	\$ 600.00
	Oversized per copy charges		\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	Per copy charges		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Re-print of exhistng brochures	\$ 4,399.76	\$ 500.00	\$ 500.00	\$ 500.00
400047.000	Printing and Binding	\$ 4,399.76	\$ 5,820.00	\$ 6,000.00	\$ 6,000.00
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
		\$ 3,680.09		\$ -	\$ -
400049.000	Other Current Charges	\$ 3,680.09	\$ -	\$ -	\$ -
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Fuel for department vehicle		\$ 1,200.00	\$ 500.00	\$ 500.00
	Uniforms	\$ 1,088.86	\$ 1,800.00	\$ 500.00	\$ 1,500.00
400052.000	Operating Supplies	\$ 1,088.86	\$ 3,000.00	\$ 1,000.00	\$ 2,000.00
	FACE membership dues		\$ 50.00	\$ 50.00	\$ 75.00
	S. Florida Bldg Offical Association		\$ -	\$ 400.00	\$ 400.00
	Florida Association of Code Enforcement membership		\$ -	\$ 80.00	\$ 80.00
	FL Department of Professional regulation		\$ -	\$ 425.00	\$ 425.00
	Florida Department of BD Commision		\$ -	\$ 120.00	\$ 120.00
	ICC annual memberships		\$ 150.00	\$ 150.00	\$ 150.00
	New reference Standards		\$ 2,500.00	\$ 1,500.00	\$ 1,500.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
	Recertification B.O.	\$ 2,845.52	\$ 150.00	\$ 150.00	\$ 150.00
400054.000	Publications and Training	\$ 2,845.52	\$ 2,850.00	\$ 2,875.00	\$ 2,900.00
400066.000	Computer Software	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 152,661.42	\$ 219,382.00	\$ 299,903.00	\$ 249,720.00

001 GENERAL FUND
Code Compliance (5245):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ 235,091	\$ 202,235	\$ 164,282	\$ 162,884
Operating Expenses	9,799	17,451	29,190	23,190
Capital Outlay	-	-	-	-
TOTAL	\$ 244,890	\$ 219,686	\$ 193,472	\$ 186,074

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments	9,925
Overtime Pay	(2,500)
Retirement Contributions	9,268
<u>Operating Expenses</u>	
Travel & Per Diem - Travel to Conferences	(1,000)
Repairs & Maintenance - Lawn Services and Vehicle Maintenance Budget Increased	(2,000)
Operating Supplies - Vehicle Fuel and Field Computers Expenditure Increased	(4,000)
Publication and Training - Memberships, Training and Notary Expenditure Increased	1,000
<u>Capital Outlay</u>	
	\$ -

Personnel Complement									
Position Title	2020-2021		2020-2021		2021-2022		2022-2023		
	Funded				Funded				
	Full	Part	Temp	FTEs	Full	Part	Temp	FTEs	
	Time	Time			Time	Time			
Code Compliance Officer ¹	1.34			1.34	1.34			1.34	
Total:	1.34	0.00	0.00	1.34	1.34	0.00	0.00	1.34	

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund
Code Compliance (5245):

		Actual	Adopted	Adopted	Proposed	% Increase	
Line Item Prefix: 001.5245.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	(Decrease)	Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	164,877	132,840	96,707	106,632	9,925	10.3%
400014.C	Overtime Pay	-		3,500	1,000	(2,500)	-71.4%
400021.C	F.I.C.A. Taxes	11,536	10,162	7,666	8,234	568	7.4%
400022.C	Retirement Contributions	23,921	23,921	18,045	8,777	(9,268)	-51.4%
400023.C	Group Insurance	32,954	32,835	36,063	36,063	(1)	0.0%
400024.C	Worker's Compensation	1,803	1,813	1,800	1,640	(160)	-8.9%
400025.C	Unemployment Compensa	-	664	501	538	37	7.4%
Total	Personnel Services	\$ 235,091	\$ 202,235	\$ 164,282	\$ 162,884	\$ (1,399)	-0.9%
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	-	-	4,000	3,000	(1,000)	-25.0%
400041.C	Communications	-	-	-	-	-	
400044.C	Rentals & Leases	5,514	6,600	6,600	6,600	-	0.0%
400045.C	Insurance	692	617	650	650	-	0.0%
400046.C	Repairs & Maintenance	1,113	3,580	5,140	3,140	(2,000)	-38.9%
400047.C	Printing and Binding	60	650	1,300	1,300	-	0.0%
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	2,245	5,600	9,500	5,500	(4,000)	-42.1%
400054.C	Publications and Training	175	404	2,000	3,000	1,000	50.0%
Total	Operating Expenses	\$ 9,799	\$ 17,451	\$ 29,190	\$ 23,190	\$ (6,000)	-20.6%
Capital Outlay							
400063.C	Improvements (excl. Buildi	-	-	-	-	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 244,890	\$ 219,686	\$ 193,472	\$ 186,074	-7,399	-3.8%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
5245	CODE COMPLIANCE				
400031.000	Professional Services	\$ -	\$ -	\$ -	\$ -
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
	Travel and per diem	\$ -	\$ -	\$ 4,000.00	\$ 3,000.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 4,000.00	\$ 3,000.00
400041.000	Communications & Freight	\$ -	\$ -	\$ -	\$ -
	Code compliance car lease	\$ 5,514.48	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
400044.000	Rentals & Leases	\$ 5,514.48	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
	Insurance	\$ 692.29	\$ 617.00	\$ 650.00	\$ 650.00
400045.000	Insurance	\$ 692.29	\$ 617.00	\$ 650.00	\$ 650.00
	"We Cut" lawn services by order		\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
	Fleet maintenance - car wash		\$ 540.00	\$ 540.00	\$ 540.00
	Preventative maintenance - Oil change, tire rotation		\$ 540.00	\$ 600.00	\$ 600.00
	Vehicle 622 Other maintenance	\$ 1,112.50	\$ 1,000.00	\$ 2,000.00	\$ -
400046.000	Repairs & Maintenance	\$ 1,112.50	\$ 3,580.00	\$ 5,140.00	\$ 3,140.00
	Business cards, other printing as needed		\$ 100.00	\$ 300.00	\$ 300.00
	Re-print of existing brochures		\$ 300.00	\$ 750.00	\$ 750.00
	Signs, hardware & installation	\$ 60.00	\$ 250.00	\$ 250.00	\$ 250.00
400047.000	Printing and Binding	\$ 60.00	\$ 650.00	\$ 1,300.00	\$ 1,300.00
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
400049.000	Other Current Charges	\$ -	\$ -	\$ -	\$ -
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Fuel for 3 department vehicles		\$ 3,600.00	\$ 4,500.00	\$ 3,500.00
	2 Tablets for new software			\$ 3,000.00	\$ -
	Uniforms, including shoes	\$ 2,244.69	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
400052.000	Operating Supplies	\$ 2,244.69	\$ 5,600.00	\$ 9,500.00	\$ 5,500.00
	FACE Membership		\$ 150.00	\$ 150.00	\$ 150.00
	Code Training				\$ 1,000.00
	FL Stormwater				\$ 650.00
	FACE training recertification			\$ 650.00	\$ 750.00
	FCAP Membership		\$ 59.00	\$ 200.00	\$ 200.00
	Notary (4 Years)	\$ 175.00	\$ 195.00	\$ 1,000.00	\$ 250.00
400054.000	Publications and Training	\$ 175.00	\$ 404.00	\$ 2,000.00	\$ 3,000.00
400066.000	Computer Software	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 9,798.96	\$ 17,451.00	\$ 29,190.00	\$ 23,190.00

5250 - Emergency and disaster Relief Services

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
		2020-2021	2020-2021	2021-2022	2022-2023
<u>APPROPRIATIONS</u>					
	Personnel Services	\$ -	\$ -	\$ -	\$ -
	Operating Expenses	77,581	-	-	-
	Capital Outlay	-	-	-	-
	TOTAL	\$ 77,581	\$ -	\$ -	\$ -

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	\$	-
<u>Operating Expenses</u>	\$	-
<u>Capital Outlay</u>	\$	-

[illegible]

001 General Fund
Emergency and Disaster Relief Services (5250):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5140.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensation	-	-	-	-	-	
Total	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	COVID19 Pandemic Expenses	77,581	-	-	-	-	
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications & Freight	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ 77,581	\$ -	\$ -	\$ -	\$ -	
Capital Outlay							
400063.C	Improvements (Excl. Buildings)	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 77,581	\$ -	\$ -	\$ -		0



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5250	EMERGENCY and DISASTER RELIEF SERVICES				
	COVID19 Pandemic Expenses	\$ 77,580.52	\$ -	\$ -	\$ -
400034.400	COVID19 Pandemic Expenses	\$ 77,580.52	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 77,580.52	\$ -	\$ -	\$ -

001 GENERAL FUND

Other Public Safety (5290):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ 85,086	\$ 70,453	\$ 78,236	\$ 148,977
Operating Expenses	1,117	2,700	5,150	5,300
Capital Outlay	-	-	-	-
TOTAL	\$ 86,203	\$ 73,153	\$ 83,386	\$ 154,277

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services	
Planned salary and benefits adjustments	65,713
F.I.C.A. Taxes Increased	5,028
Operating Expenses	
Other Current Charges - Hiring and Miscellaneous Safety Supplies Expenditures Increased	2,500
Capital Outlay	

Personnel Complement									
Position Title	2020-2021		2020-2021		2021-2022		2022-2023		
	Funded				Funded				
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs	
Crossing Guard (Requested Part Time Crossing Guard)		10		5.0		11		5.5	
Total:	0.00	10.00	0.00	5.00	0.00	11.00	0.00	5.50	

001 General Fund
 Other Public Safety (5290):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5290.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	74,231	64,232	71,405	137,118	65,713	92.0%
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	5,624	4,914	5,462	10,490	5,028	92.1%
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	981	986	1,000	1,000	-	0.0%
400025.C	Unemployment Compensa	4,250	321	369	369	-	0.0%
Total	Personnel Services	\$ 85,086	\$ 70,453	\$ 78,236	\$ 148,977	\$ 70,741	90.4%
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400046.C	Repairs & Maintenance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	2,500	2,500	-	0.0%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	1,117	2,650	2,600	2,800	200	7.7%
400054.C	Publications and Training	-	50	50	-	(50)	
Total	Operating Expenses	\$ 1,117	\$ 2,700	\$ 5,150	\$ 5,300	\$ 150	2.9%
Capital Outlay							
400063.C	Improvements (excl. Buildi	-	-	-	-	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 86,203	\$ 73,153	\$ 83,386	\$ 154,277	\$ 70,891	85.0%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5290	OTHER PUBLIC SAFETY				
400031.000	Professional Services	\$ -	\$ -	\$ -	\$ -
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
400040.000	Travel and Per Diem	\$ -	\$ -	\$ -	\$ -
400041.000	Communications & Freight	\$ -	\$ -	\$ -	\$ -
400044.000	Rentals & Leases	\$ -	\$ -	\$ -	\$ -
400045.000	Insurance	\$ -	\$ -	\$ -	\$ -
400046.000	Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -
400047.000	Printing and Binding	\$ -	\$ -	\$ -	\$ -
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
	Miscellaneous items			\$ 2,000.00	\$ 2,000.00
	New hire medical testing/background checks	\$ -	\$ -	\$ 500.00	\$ 500.00
400049.000	Other Current Charges	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Batteries for CG Electronic Whistles		\$ 100.00	\$ 100.00	\$ 100.00
	PPE Equipment		\$ 550.00	\$ 500.00	\$ 500.00
	Uniforms, Safety equipment	\$ 1,116.58	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00
400052.000	Operating Supplies	\$ 1,116.58	\$ 2,650.00	\$ 2,600.00	\$ 2,800.00
	Training videos		\$ 50.00	\$ 50.00	\$ -
400054.000	Publications and Training	\$ -	\$ 50.00	\$ 50.00	\$ -
400066.000	Computer Software	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 1,116.58	\$ 2,700.00	\$ 5,150.00	\$ 5,300.00

001 GENERAL FUND

Streets and Parkways (5410):

	Actual	Adopted Budget	Adopted Budget	Proposed Budget
	2020-2021	2020-2021	2021-2022	2022-2023
APPROPRIATIONS				
Personnel Services	\$ 119,591	\$ 110,473	\$ 110,697	\$ 147,686
Operating Expenses	366,742	390,323	385,160	379,110
Capital Outlay	184,357	27,500	260,000	630,500
TOTAL	\$ 670,690	\$ 528,296	\$ 755,857	\$ 1,157,296

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments	38,333
F.I.C.A. Taxes Increased	2,933
Retirement Contributions	(4,277)
<u>Operating Expenses</u>	
Utility Service - Electrical and Water Budget Decreased	(5,000)
Repairs and Maintenance - ADA Repairs, Repairs to Roadways, Pavement Marking for Roadways	(4,650)
Operating Supplies - MOT Safety, Barrels and Barricades Expenditures Decreased	3,600
<u>Capital Outlay</u>	
Improvements (Excl. Buildings) - Street Milling and Resurfacing, Ford F-150, Block 11 Alleys	370,500

Personnel Complement								
Position Title	2020-2021		2020-2021		2021-2022		2022-2023	
	Funded				Funded			
	Full	Part	Temp	FTEs	Full	Part	Temp	FTEs
	Time	Time			Time	Time		
Director of Public Works ¹	0.34			0.34	0.34			0.34
Maintenance Worker ¹	0.60			0.60	0.60			0.60
Administrative Assistant for Engineer & Planner	0.34			0.34	0.34			0.34
Total:	1.28	0.00	0.00	1.28	1.28	0.00	0.00	1.28

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

001 General Fund
Streets and Parkways (5410):

Line Item Prefix: 001.5410.		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	77,873	70,488	69,546	107,879	38,333	55.1%
400014.C	Overtime Pay	4,442	1,410	-	-	-	
400021.C	F.I.C.A. Taxes	6,295	5,500	5,320	8,253	2,933	55.1%
400022.C	Retirement Contributions	12,693	12,693	13,074	8,797	(4,277)	-32.7%
400023.C	Group Insurance	16,134	17,866	20,394	20,394	-	0.0%
400024.C	Worker's Compensation	2,153	2,164	2,000	2,000	-	0.0%
400025.C	Unemployment Compensa	-	352	363	363	-	0.0%
Total	Executive Salaries	\$ 119,591	\$ 110,473	\$ 110,697	\$ 147,686	\$ 36,989	33.4%
Operating Expenses							
400031.C	Professional Services	-	1,500	-	-	-	
400034.C	Other Contractual Services	210,955	212,739	212,840	212,840	-	0.0%
400040.C	Travel and Per Diem	-	-	1,000	1,000	-	0.0%
400041.C	Communications	136	480	200	200	-	0.0%
400043.C	Utility Services	61,552	84,000	80,000	75,000	(5,000)	-6.3%
400044.C	Rentals & Leases	13,231	13,190	8,330	8,330	-	0.0%
400045.C	Insurance	6,231	5,549	5,500	5,500	-	0.0%
400046.C	Repairs & Maintenance	44,716	34,350	39,850	35,200	(4,650)	-11.7%
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	25	35	40	40	-	0.0%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	27,236	35,730	34,550	38,150	3,600	10.4%
400054.C	Publications and Training	2,660	2,750	2,850	2,850	-	0.0%
Total	Operating Expenses	\$ 366,742	\$ 390,323	\$ 385,160	\$ 379,110	\$ (6,050)	-1.6%
Capital Outlay							
400063.C	Improvements (excl. Buildi	180,884	27,500	260,000	630,500	370,500	142.5%
400064.C	Machinery & Equipment	3,473	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ 184,357	\$ 27,500	\$ 260,000	\$ 630,500	\$ 370,500	142.5%
TOTAL	DEPARTMENT EXPENSES	\$ 670,690	\$ 528,296	\$ 755,857	\$ 1,157,296	\$ 401,439	53.1%



Budget Worksheet

Town of Bay Harbor Islands

Operating Expenses	Description	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5410	STREET & PARKWAYS				
	Engineering contract draft - 20% of \$7,500	\$ -	\$ 1,500.00	\$ -	\$ -
400031.000	Professional Services	\$ -	\$ 1,500.00	\$ -	\$ -
	Annual Renewal of Autocad licensing fee; DTL Solutions		\$ 300.00	\$ 600.00	\$ 600.00
	Employee uniform rental & laundering; Unifirst or		\$ 2,340.00	\$ 2,000.00	\$ 2,000.00
	Landscaping upgrades & replacement of existing plants		\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
	Monthly maintenance for landscaping/irrigation services		\$ 149,858.50	\$ 150,000.00	\$ 150,000.00
	Timeclock management software fee; Cincinnatti time sy	\$ 210,955.21	\$ 240.00	\$ 240.00	\$ 240.00
400034.000	Other Contractual Services	\$ 210,955.21	\$ 212,738.50	\$ 212,840.00	\$ 212,840.00
	Travel & Per Diem	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
	Shipping Charges; UPS, FEDEX, AMAZON	\$ 135.80	\$ 480.00	\$ 200.00	\$ 200.00
400041.000	Communications & Freight	\$ 135.80	\$ 480.00	\$ 200.00	\$ 200.00
	Electric charges for Town owned streetlights; FP&L		\$ 54,000.00	\$ 50,000.00	\$ 50,000.00
	Water charges; irrigation for N side of W Isle & 96th	\$ 61,551.65	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00
400043.000	Utility Services	\$ 61,551.65	\$ 84,000.00	\$ 80,000.00	\$ 75,000.00
	Lease payment for vehicle 630; Enterprise fleet mgmt		\$ 6,840.00	\$ 6,480.00	\$ 6,480.00
	Rental of lifts, saws, grinders, etc. Various Vendor		\$ 1,850.00	\$ 1,850.00	\$ 1,850.00
	Rental of message boards for emergency/unplanned	\$ 13,231.49	\$ 4,500.00	\$ -	\$ -
400044.000	Rentals & Leases	\$ 13,231.49	\$ 13,190.00	\$ 8,330.00	\$ 8,330.00
	Insurance	\$ 6,230.96	\$ 5,549.00	\$ 5,500.00	\$ 5,500.00
400045.000	Insurance	\$ 6,230.96	\$ 5,549.00	\$ 5,500.00	\$ 5,500.00
	ADA repair to driveways/guttering		\$ 4,500.00	\$ 4,500.00	\$ 2,500.00
	Density testing for roadway repairs requiring traffic count		\$ 900.00	\$ 900.00	\$ 900.00
	Electrical parts to repair Town owned street lights		\$ 2,250.00	\$ 2,750.00	\$ 5,000.00
	Minor parts for Town owned vehicles		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	Oil changes/minor repairs for Town owned vehicles		\$ 1,500.00	\$ 750.00	\$ 750.00
	Pavement marking for roadway repair; Tri-County		\$ 3,000.00	\$ 4,500.00	\$ 3,000.00
	Pothole patching/roadway repairs; Various vendors		\$ 2,250.00	\$ 3,500.00	\$ 3,000.00
	Removal of bees/hives from Town ROW; Willie the Bee		\$ 1,750.00	\$ 1,650.00	\$ 1,500.00
	Repair parts for dog refuse stations; various vendors		\$ 2,250.00	\$ 2,750.00	\$ 2,500.00
	Repair service for fuel pumps/small engines etc.		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Repair/replacement of regulatory/informational street signs		\$ 3,000.00	\$ 2,750.00	\$ 2,750.00
	Repairs to roadways requiring excavation; various vendors		\$ 7,500.00	\$ 10,000.00	\$ 7,500.00
	Small welding repairs; various contractors		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Spill containment & control; Dedorizers/Industrial		\$ 600.00	\$ 850.00	\$ 850.00
	Tire repair/replacement for vehicles 623/624/625	\$ 44,716.07	\$ 1,450.00	\$ 1,550.00	\$ 1,550.00
400046.000	Repairs & Maintenance	\$ 44,716.07	\$ 34,350.00	\$ 39,850.00	\$ 35,200.00
400047.000	Printing and Binding	\$ -	\$ -	\$ -	\$ -
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
	Annual registration for fuel tanks; State of Florida	\$ 25.00	\$ 35.00	\$ 40.00	\$ 40.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
400049.000	Other Current Charges	\$ 25.00	\$ 35.00	\$ 40.00	\$ 40.00
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Car/Truck wash/degreasers/acids/graffiti remover		\$ 1,750.00	\$ 1,250.00	\$ 1,250.00
	Dog refuse bags/can liners/new stations for invent		\$ 7,800.00	\$ 7,800.00	\$ 7,800.00
	Mot safety; orange cones/barrels/barricades/const.		\$ 4,250.00	\$ 2,500.00	\$ 2,500.00
	Speed Bupms for different locations				\$ 5,000.00
	PPE; safety glasses/shoes/gloves/vests/earplugs/		\$ 4,800.00	\$ 5,000.00	\$ 5,000.00
	Replenish inventory for glass street light globes		\$ 1,350.00	\$ 1,350.00	\$ 1,350.00
	Replenish inventory for plastic street light globes		\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	Street signage; replacement signage for inventory		\$ 650.00	\$ 850.00	\$ 850.00
	Tools/motorized implements/trash bags/cleaners		\$ 3,600.00	\$ 3,500.00	\$ 2,500.00
	Two-cycle small engine oil/new chainsaws/miscellaneous		\$ 1,150.00	\$ 1,000.00	\$ 500.00
	Unleaded/diesel fuel; Town vehicles/equipment/genera	\$ 27,236.24	\$ 7,980.00	\$ 8,900.00	\$ 9,000.00
400052.000	Operating Supplies	\$ 27,236.24	\$ 35,730.00	\$ 34,550.00	\$ 38,150.00
	Application fees for PW Director APWA certification		\$ 800.00	\$ 850.00	\$ 850.00
	Flagger certification for PW employees		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Membership fees for APWA; Armstrong/Koretke/Stewar	\$ 2,660.00	\$ 750.00	\$ 800.00	\$ 800.00
400054.000	Publications and Training	\$ 2,660.00	\$ 2,750.00	\$ 2,850.00	\$ 2,850.00
400066.000	Computer Software	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 366,742.42	\$ 390,322.50	\$ 385,160.00	\$ 379,110.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: STREET & PARKWAYS (5410)

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	ADA Improvements: ADA	20,000.00	\$ 10,000	\$ -	\$ -	\$ -	\$ -
2	Green Path Re-Painting	7,500.00					
3	Kane Concourse - Permeable Paving Replacement			\$ -			
4	Block 11 Platted Alleyway Construction			\$ 400,000			
5	Ford F-150 Lightning AWD Crew Cab			\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500
6	Milling and Resurfacing		\$ 250,000	\$ 220,000	\$ 250,000	\$ 250,000	\$ 250,000
	TOTALS	27,500.00	260,000.00	630,500.00	260,500.00	260,500.00	260,500.00

Public Transportation (5440):

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
		2020-2021	2020-2021	2021-2022	2022-2023
APPROPRIATIONS					
	Personnel Services	\$ -	\$ -	\$ -	\$ -
	Operating Expenses	88,415	158,000	128,000	278,500
	Capital Outlay	-	-	-	-
	TOTAL	\$ 88,415	\$ 158,000	\$ 128,000	\$ 278,500

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

The Public Buildings Department has no positions that associated with this department.

0

Operating Expenses

Other Contractual Services - Contractual Services for Public Transport Decreased

150,500

Capital Outlay

[illegible]

001 General Fund
Public Transportation (5440):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5140.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Executive Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	82,281	150,000	120,000	270,500	150,500	125.4%
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications & Freight	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	6,135	8,000	8,000	8,000	-	0.0%
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ 88,415	\$ 158,000	\$ 128,000	\$ 278,500	\$ 150,500	117.6%
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 88,415	\$ 158,000	\$ 128,000	\$ 278,500	\$ 150,500	117.6%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5440	PUBLIC TRANSPORTATION				
	On Demand Services Transportation				\$ 132,500.00
	Transit Service for Transportation	\$ 82,280.59	\$ 150,000.00	\$ 120,000.00	\$ 138,000.00
400034.000	Other Contractual Services	\$ 82,280.59	\$ 150,000.00	\$ 120,000.00	\$ 270,500.00
	Operating Supplies	\$ 6,134.50	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
400052.000	Operating Supplies	\$ 6,134.50	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Total	Operating Expenses	\$ 88,415.09	\$ 158,000.00	\$ 128,000.00	\$ 278,500.00

001 GENERAL FUND

Parks and Recreation (5720):

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ 660,610	\$ 633,639	\$ 814,822	\$ 624,638
Operating Expenses	340,745	472,865	689,641	728,485
Capital Outlay	234,281	595,000	584,000	200,000
TOTAL	\$ 1,235,636	\$ 1,701,504	\$ 2,088,463	\$ 1,553,123

Significant Changes (+/-) from FY 2021 Adopted Budget

Personnel Services

Planned salary and benefits adjustments (Reallocation of Staff for Children Trust/Street and	\$ (114,000)
F.I.C.A. Taxes	\$ (8,782)
Retirement Contributions	\$ (66,031)

Operating Expenses

Repairs & Maintenance - Water Fountain Bottle and Dog Park Water Fountains Decreased	\$ (5,600)
Prining & Binding - Broshures and Programs Printing Expenditure Decreased	\$ (1,000)
Other Current Charges	\$ (5,352)
Other Current Charges - Town Events - BHI Concerts and Events Programming Increased	\$ 52,600
Publication and Training - Memberships, Training and Notary Expenditure Decreased	\$ (2,500)

Capital Outlay

Improvements (Excl. Buildings) - 92nd St. Park Renovation, 95th St. Park Gazebo,	
Children Trust Improvements, 96th St. Park Renovation Budgeted in Park Impact Fee	-180,000

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Community Service Director	1.00			1.00	1.00			1.00
Administrative Assistant	1.00			1.00	1.00			1.00
Custodian Community Center	1.00			1.00	1.00			1.00
Recreation Attendant	2.00			2.00	2.00			2.00
Athletic Coordinator	1.00			1.00	1.00			1.00
Lead Park Attendant	1.00			1.00	1.00			1.00
Park Attendant	1.00			1.00	1.00			1.00
PT Attendant/Camp Counselor		5.00		2.50		5.00		2.50
PT Football/Basketball Coach		1.00		0.50		1.00		0.50
Total:	8.00	6.00	0.00	11.00	8.00	6.00	0.00	11.00

001 General Fund
Parks and Recreation (5720):

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5720.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	461,164	432,020	573,639	458,842	(114,797)	-20.0%
400014.C	Overtime Pay	213	-	1,500	1,500	-	0.0%
400021.C	F.I.C.A. Taxes	34,719	33,050	43,998	35,216	(8,782)	-20.0%
400022.C	Retirement Contributions	77,797	77,797	103,569	37,538	(66,031)	-63.8%
400023.C	Group Insurance	74,130	82,078	82,740	82,740	-	0.0%
400024.C	Worker's Compensation	6,501	6,534	6,500	6,500	-	0.0%
400025.C	Unemployment Compensa	6,085	2,160	2,876	2,302	(574)	-20.0%
Total	Personnel Services	\$ 660,610	\$ 633,639	\$ 814,822	\$ 624,638	\$ (190,184)	-23.3%
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	24,933	18,100	18,600	18,600	-	0.0%
400040.C	Travel and Per Diem	-	-	1,274	1,350	76	6.0%
400041.C	Communications	-	-	-	-	-	
400043.C	Utility Services	38,372	34,000	34,000	34,000	-	0.0%
400044.C	Rentals & Leases	2,399	3,900	3,900	3,900	-	0.0%
400045.C	Insurance	9,529	8,900	10,000	10,000	-	0.0%
400046.C	Repairs & Maintenance	18,923	17,850	23,200	17,600	(5,600)	-24.1%
400047.C	Printing and Binding	4,871	7,940	8,940	7,940	(1,000)	-11.2%
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	94,606	130,070	185,022	179,670	(5,352)	-2.9%
400049.C	Other Current Charges-Aft	67,018	108,200	167,880	168,500	620	0.4%
400049.C	Other Current Charges-Car	16,300	43,000	43,000	43,000	-	0.0%
400049.C	Other Current Charges-To	55,928	92,200	180,900	233,500	52,600	29.1%
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	7,088	7,500	7,500	7,500	-	0.0%
400054.C	Publications and Training	778	1,205	5,425	2,925	(2,500)	-46.1%
Total	Operating Expenses	\$ 340,745	\$ 472,865	\$ 689,641	\$ 728,485	\$ 38,844	5.6%
Capital Outlay							
400063.C	Improvements (excl. Buildi	\$ 24,281	\$ 530,000	\$ 350,000	\$ 200,000	(150,000)	-42.9%
400064.C	Machinery & Equipment	-	-	-	-	-	
	Transfer to Reserves/Othe	210,000	65,000	234,000	-	(234,000)	
Total	Capital Outlay	\$ 234,281	\$ 595,000	\$ 584,000	\$ 200,000	\$ (384,000)	-65.8%
TOTAL	DEPARTMENT EXPENSES	\$ 1,235,636	\$ 1,701,504	\$ 2,088,463	\$ 1,553,123	\$ (535,340)	-25.6%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5720	PARKS AND RECREATION				
		\$ -	\$ -		
400031.000	Professional Services	\$ -	\$ -	\$ -	\$ -
	Cartman Commercial Services - Pressure Washing Pavement		\$ 2,500.00	\$ 3,000.00	\$ 3,000.00
	Mosquito/Insect treatment at five parks/Community Center		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
	Time clock user fees - Ascentis/Cincinnati time	\$ 24,932.52	\$ 600.00	\$ 600.00	\$ 600.00
400034.000	Other Contractual Services	\$ 24,932.52	\$ 18,100.00	\$ 18,600.00	\$ 18,600.00
	FRPA Conference - Hotel		\$ -	\$ 800.00	\$ 800.00
	FRPA Conference - Transportation		\$ -	\$ 273.76	\$ 350.00
	FRPA Conference - Meals	\$ -	\$ -	\$ 200.00	\$ 200.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 1,273.76	\$ 1,350.00
		\$ -	\$ -		
400041.000	Communications & Freight	\$ -	\$ -	\$ -	\$ -
	Water billing for 98th street park		\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
	Electric service for 98th street park	\$ 38,371.56	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
400043.000	Utility Services	\$ 38,371.56	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00
	Copier of the Toshiba Community Center		\$ 2,700.00	\$ 2,700.00	\$ 2,700.00
	Man lift for chnging lights at tennis courts	\$ 2,399.47	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
400044.000	Rentals & Leases	\$ 2,399.47	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
	Insurance	\$ 9,529.25	\$ 8,900.00	\$ 10,000.00	\$ 10,000.00
400045.000	Insurance	\$ 9,529.25	\$ 8,900.00	\$ 10,000.00	\$ 10,000.00
	95th Street park pressure cleaning and maintenance		\$ 2,400.00	\$ -	\$ -
	Electrical parts for repair of outlets/service poles		\$ 850.00	\$ 850.00	\$ 850.00
	Fence repair, all town parks; Torres Fencing		\$ 1,500.00	\$ 2,750.00	\$ 2,750.00
	Locksmith services for park gates; Chaney's Locksmith		\$ 250.00	\$ 250.00	\$ 250.00
	Minor repairs; tot lot		\$ 500.00	\$ 850.00	\$ 850.00
	Paint, lumber, fasteners and misc. repair parts		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Repair of torn playground shades; tot lot/98th Street		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
	Repair parts & labor of playground equipment		\$ 950.00	\$ 1,500.00	\$ 1,500.00
	3 Water Fountain Bottle installation			\$ 3,000.00	\$ -
	2 Water Fountains for the Dog Park			\$ 2,600.00	\$ -
	Repairs to rubberized surfaces, sod, pavers, exercise	\$ 18,922.50	\$ 7,200.00	\$ 7,200.00	\$ 7,200.00
400046.000	Repairs & Maintenance	\$ 18,922.50	\$ 17,850.00	\$ 23,200.00	\$ 17,600.00
	Brochures/Programs		\$ 6,500.00	\$ 7,500.00	\$ 6,500.00
	Copy Charges	\$ 4,871.19	\$ 1,440.00	\$ 1,440.00	\$ 1,440.00
400047.000	Printing and Binding	\$ 4,871.19	\$ 7,940.00	\$ 8,940.00	\$ 7,940.00
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
	Senior/Adult/Youth/ New Programs			\$ 15,000.00	\$ 15,000.00
	Adult Program/Adult Yoga		\$ 4,200.00	\$ 10,560.00	\$ 10,560.00
	Adult Program/English Classes		\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
	Adult Program/Everyone Yoga		\$ 2,000.00	\$ 5,000.00	\$ 5,500.00
	Adult Program/Spanish Classes		\$ 15,000.00	\$ 12,000.00	\$ 10,000.00
	Adult Program/Zumba		\$ 3,200.00	\$ 3,840.00	\$ 4,000.00
	Miami Shores Pool Agreement		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
	Movies/8 Movies, 1 per month plus concessions		\$ 6,720.00	\$ 5,720.00	\$ 5,720.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
	Senior Programs/Computer Class		\$ 4,200.00	\$ 4,200.00	\$ 4,500.00
	Senior Programs/Evening Tai-Chi		\$ 2,400.00	\$ 15,240.00	\$ 10,000.00
	Senior Programs/Gentle Yoga		\$ 5,000.00	\$ 5,720.00	\$ 6,500.00
	Senior Programs/Morning Tai-Chi		\$ 2,400.00	\$ 15,240.00	\$ 15,240.00
	Senior Programs/Senior Game Day & Social		\$ 750.00	\$ 750.00	\$ 750.00
	Seniors on the Go & Costco Trips		\$ 4,100.00	\$ 6,600.00	\$ 6,600.00
	Storytime/16 Storytime Sessions		\$ 2,000.00	\$ 3,600.00	\$ 3,600.00
	Youth Program/Yoga Kids		\$ 1,750.00	\$ 2,140.00	\$ 2,200.00
	Youth Program/Children Piano		\$ 1,600.00	\$ 4,032.00	\$ 4,500.00
	Youth Program/Little Sprouts		\$ 2,750.00	\$ 3,380.00	\$ 4,000.00
	Youth Program/Pee Wee Soccer		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	Youth Program/Sticky Fingers		\$ 2,500.00	\$ 2,500.00	\$ 2,000.00
	Youth Program/Youth Yoga	\$ 94,606.29	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00
400049.000	Other Current Charges	\$ 94,606.29	\$ 130,070.00	\$ 185,022.00	\$ 179,670.00
	Basketball/Uniforms, competitions and bus service		\$ 4,800.00	\$ 6,000.00	\$ 6,000.00
	Cheerleading/Uniforms, competitions and bus service		\$ 6,000.00	\$ 7,500.00	\$ 10,000.00
	Chorus/Instructor fee and uniform (Cost is recovered by fees)		\$ 3,000.00	\$ 3,800.00	\$ 3,800.00
	Dance/Uniforms, competitions and bus service		\$ 6,000.00	\$ 7,500.00	\$ 7,500.00
	Flag football/Uniforms, competitions and bus service		\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
	French/Instructor fee (Cost is recovered by registration fees)		\$ 6,000.00	\$ 7,200.00	\$ 7,200.00
	Kind Club/Instructor Fee		\$ 4,000.00	\$ -	\$ 3,000.00
	Kung Fu Fitness/Uniforms and Instructor		\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
	Portuguese/Instructor Fees		\$ 7,200.00	\$ 9,000.00	\$ 9,000.00
	Soccer/Uniforms, competitions and bus service		\$ 40,000.00	\$ 50,000.00	\$ 45,000.00
	Spanish beginners/Instructor fee		\$ 2,200.00	\$ 2,880.00	\$ 3,000.00
	Trophies for Award Ceremony		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Awards program		\$ -	\$ 6,000.00	\$ 6,000.00
	Tutoring/Instructor fee		\$ 18,000.00	\$ 23,000.00	\$ 23,000.00
	All Sports equipment		\$ -	\$ 2,500.00	\$ 3,000.00
	Garden Club		\$ -	\$ 5,000.00	\$ -
	Grant Writer/Children Trust			\$ 10,000.00	\$ 12,000.00
	Any new programs		\$ -	\$ 5,200.00	\$ 5,500.00
	Art/Instruction Fees		\$ -	\$ 10,800.00	\$ 13,000.00
	Volleyball/Uniforms, competitons and bus service	\$ 67,017.83	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
400049.010	Other Current Charges - Aftercare	\$ 67,017.83	\$ 108,200.00	\$ 167,880.00	\$ 168,500.00
	Spring Camp/Spring Break (1 Week)		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Summer Camp/ From June to August		\$ 35,500.00	\$ 35,500.00	\$ 35,500.00
	Winter Camp/Winter Break	\$ 16,300.01	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
400049.020	Other Current Charges - Summer Camp	\$ 16,300.01	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00
	9/11 Event		\$ 1,200.00	\$ 1,200.00	\$ 1,500.00
	75th Anniversary				\$ 75,000.00
	Bay Harbor Islands Concert Series/7 Concerts		\$ 35,000.00	\$ 85,000.00	\$ 75,000.00
	Car Show		\$ 2,500.00	\$ 6,200.00	\$ 6,000.00
	Veterans Day Celebration		\$ -	\$ 5,000.00	\$ 4,500.00
	5k/10k Runs and Walk		\$ -	\$ 15,000.00	\$ 15,000.00
	Halloween Parade		\$ 5,500.00	\$ 5,500.00	\$ 3,500.00
	Picnic/Annual Picnic by the Broad Family		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
	Snow Day		\$ 25,000.00	\$ 30,000.00	\$ 25,000.00
	Any New Events			\$ 10,000.00	\$ 5,000.00
	Spring Egg Hunt	\$ 55,928.08	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
400049.030	Other Current Charges - Town Events	\$ 55,928.08	\$ 92,200.00	\$ 180,900.00	\$ 233,500.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
	Cleaning supplies and paper goods for Community Center	\$ 7,088.31	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
400052.000	Operating Supplies	\$ 7,088.31	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
	CPR Training		\$ 680.00	\$ 2,000.00	\$ 1,000.00
	FRPA Conference		\$ -	\$ 400.00	\$ 400.00
	Staff training		\$ -	\$ 2,500.00	\$ 1,000.00
	FRPA Membership/Includes 3 memberships		\$ 350.00	\$ 350.00	\$ 350.00
	NRPA Membership/Director of Parks and Rec	\$ 778.00	\$ 175.00	\$ 175.00	\$ 175.00
400054.000	Publications and Training	\$ 778.00	\$ 1,205.00	\$ 5,425.00	\$ 2,925.00
Total	Operating Expenses	\$ 340,745.01	\$ 472,865.00	\$ 689,640.76	\$ 728,485.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: **PARKS AND RECREATION (5720)**

PROPOSED							
CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	96th Street Park Construction	500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
2	92nd Street Park Renovation	30,000.00	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -
3	95th Street Park Gazebo/Shade			\$ -	\$ 100,000		
4	98th Street Dog Park Renovation	-	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -
5	92nd Street Light Installation	-	\$ 100,000	\$ -	\$ -	\$ -	\$ -
6	98th Street Light Installation	-	\$ -	\$ -	\$ -	\$ -	\$ -
7	Land acquisition to relocate 98th street park	-	\$ -	\$ -	\$ -	\$ -	\$ -
8	Children Trust Center Improvements	-	\$ 50,000	\$ -	\$ -	\$ -	\$ -
9	95th Street Light Installation	-	\$ -	\$ -	\$ -	\$ -	\$ -
10	95th Street Artificial Turf	-	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
	TOTALS	530,000.00	350,000.00	200,000.00	500,000.00	200,000.00	200,000.00

001 GENERAL FUND
Children's Trust (5725)

	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
<u>APPROPRIATIONS</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ 171,992
Operating Expenses	-	-	-	-
Capital Outlay	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ 171,992

Significant Changes (+/-) from FY 2022 Adopted Budget
--

Personnel Services

Operating Expenses

Capital Outlay

Personnel Complement								
Position Title	FY 2021-2022 Funded				FY 2022-2023 Funded			
	Full	Part	Temp	FTEs	Full	Part	Temp	FTEs
	Time	Time			Time	Time		
Educational Programs Coordinator	1.00			1.00	1.00			1.00
Staff for Children Trust VACANT	1.00	2.00		2.00	1.00	2.00		2.00
Total:	2.00	0.00	0.00	3.00	2.00	2.00	0.00	3.00

001 General Fund
Children's Trust (5725)

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5410.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	147,640	147,640	#DIV/0!
400014.C	Overtime Pay	-	-	-	750	750	#DIV/0!
400021.C	F.I.C.A. Taxes	-	-	-	11,352	11,352	#DIV/0!
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	12,000	12,000	#DIV/0!
400024.C	Worker's Compensation	-	-	-	250	250	#DIV/0!
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Executive Salaries	\$ -	\$ -	\$ -	\$ 171,992	\$ 171,992	#DIV/0!
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications	-	-	-	-	-	
400043.C	Utility Services	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400046.C	Repairs & Maintenance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400051.C	Office Supplies	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay							
400063.C	Improvements (excl. Buildi	-	-	-	-	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ -	\$ -	\$ -	\$ 171,992	\$ 171,992	#DIV/0!



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u> <u>Description</u>		Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5725 CHILDREN'S TRUST					
		\$ -	\$ -	\$ -	\$ -
400031.000	Professional Services	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400040.000	Travel and Per Diem	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400041.000	Communications & Freight	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400043.000	Utility Services	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400044.000	Rentals & Leases	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400045.000	Insurance	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400046.000	Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400047.000	Printing and Binding	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400048.000	Promotional Activities	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400049.000	Other Current Charges	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400051.000	Office Supplies	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400052.000	Operating Supplies	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
400054.000	Publications and Training	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
APPROPRIATIONS				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Expenses	-	-	-	-
Capital Outlay	-	-	-	-
Transfers to Other Funs	-	-	-	402,000
Reserves/Return to Fund Balance				
TOTAL	\$ -	\$ -	\$ -	\$ 402,000

Personnel Services

Operating Expenses

Capital Outlay

[illegible]

001 General Fund
Non-Departmental (xxxx)

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 001.5170.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Executive Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400040.C	Travel and Per Diem	-	-	-	-	-	
400041.C	Communications & Freight	-	-	-	-	-	
400044.C	Rentals & Leases	-	-	-	-	-	
400045.C	Insurance	-	-	-	-	-	
400047.C	Printing and Binding	-	-	-	-	-	
400048.C	Promotional Activities	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay							
400063.C	Improvements (Excl. Buildi	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
400066.C	Computer Software	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
Interfund Transfers/Return To Reserves							
	Transfers Out To Other Funds				402,000	402,000	#DIV/0!
	Reserves/Return to Fund Balance				-	-	
Total	Non-Departmental	\$ -	\$ -	\$ -	\$ 402,000	\$ 402,000	#DIV/0!
TOTAL	DEPARTMENT EXPENSES	\$ -	\$ -	\$ -	\$ 402,000	402,000	#DIV/0!



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
XXXX	Non-Departmental				
	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 402,000.00
		\$ -	\$ -	\$ -	\$ 402,000.00
Total	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 402,000.00
	Reserves/Return to Fund Balance	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Total	Reserves/Return to Fund Balance	\$ -	\$ -	\$ -	\$ -

301 CAPITAL PROJECT FUND REVENUES

		Actual		Adopted		Adopted	Proposed		%
		2020-2021		Budget		Budget	Budget	Increase	Increase
Line Item Prefix: 301.9990.		2020-2021		2020-2021		2021-2022	2022-2023	(Decrease)	(Decrease)
Intergovernmental Revenues									
334360.000	State Grants	\$ -		\$ -		\$ -	\$ -	-	
Total	Intergovernmental Revenues	\$ -		\$ -		\$ -	\$ -	-	
Miscellaneous Revenues									
361004.000	Interest Earnings - Mellon Trust	\$ -		\$ -		\$ -	\$ -	-	
381000.000	Transfers from Other Funds	\$ -		\$ -		\$ 234,000	\$ 402,000	168,000	41.8%
Total	Miscellaneous Revenues	\$ -		\$ -		\$ 234,000	\$ 402,000	168,000	41.8%
Appropriated Fund Balance									
271999.000	Appropriate Fund Balance	\$ -		\$ -		\$ -	\$ -	-	
TOTAL	Appropriated Fund Balance	-		-		-	-	-	
TOTAL	CAPITAL PROJECT REVENUES	\$0		\$0		\$234,000	\$ 402,000	168,000	41.8%

xxxx Department

[illegible]

Operating Expenses

Capital Outlay

[illegible]

CAPITAL PROJECTS FUND (301)
xxxx Department

		Actual	Adopted	Adopted	Proposed		
Line Item Prefix: 301.xxxx.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400023.5	OPEB Expense	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensation	-	-	-	-	-	
Total	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400032.C	Accounting and Auditing	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400046.C	Repairs & Maintenance	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
400059.C	Depreciation	-	-	-	-	-	
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Outlay							
400063.C	Improvements(Excl.Building)	\$ -	\$ -	\$ 234,000	\$ 402,000	168,000	71.8%
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ 234,000	\$ 402,000	\$ 168,000	71.8%
TOTAL	DEPARTMENT EXPENSES	\$ -	\$ -	\$ 234,000	\$ 402,000	\$ 168,000	71.8%



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: CAPITAL PROJECTS FUND (301.5210.400063.000)

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Ballistic Helmet - Patrol	-	\$ 7,500	\$ -	\$ -	\$ -	\$ -
2	Handheld Radio - Motorola Police Radios	-	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
3	LPR System	-	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
4	New Patrol Emergency Lighting and Installation	-	\$ 36,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
5	Police Vehicle Radios			\$ 20,000	\$ 20,000		
6	Replacement Ballistic Vest - 5 Year replacement -1600 per unit	-	\$ 14,400	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
7	Taser - Taser Replacement Program- 6 of 6 (Taser 7)-2300 per unit	-	\$ -	\$ 13,800	\$ 13,800	\$ 13,800	\$ 13,800
8	Vehicle Radio Systems-Replacement Program- 4700 per unit	-	\$ 14,100	\$ 14,100	\$ 14,100	\$ 14,100	\$ 14,100
9	GEM Cart Golf Cart	-	\$ 16,000	\$ -	\$ -	\$ -	\$ -
10	Body Worn Cameras- 5 year plan	-	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
11	Automated Vehicle Locator (vehicle GPS)- 60 month term	-	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
12	Vehicle Replacement Program (6 per year)/Year 1	-	\$ 45,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000
13	Vehicle Replacement Program (6 per year)/Year 2	-		\$ 62,000	\$ 62,000	\$ 62,000	\$ 62,000
14	Vehicle Replacement Program (6 per year)/Year 3	-			\$ 62,000	\$ 62,000	\$ 62,000
15	Vehicle Replacement Program (6 per year)/Year 4	-				\$ 52,000	\$ 52,000
16	Vehicle Replacement Program (6 per year)/Year 5	-					\$ 52,000
17	Firearm Replacement and Upgrade/Every 5 Years	-		\$ 30,000			
18	Keytrack - key access accountability software			\$ 4,100	\$ 4,100	\$ 4,100	\$ 4,100
18	Lifescan-digital fingerprinting	-		\$ 10,000			
	TOTALS	-	234,000.00	402,000.00	424,000.00	456,000.00	508,000.00

302 PARK IMPACT FUND REVENUES

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase (Decrease)
Line Item Prefix: 301.9999.							
<u>Intergovernmental Revenues</u>							
324610.000	Impact Fee - Parks & Rec	\$ -	\$ -	\$ -	\$ 2,000	2,000	100.0%
Total	Impact Fee - Parks & Rec	\$ -	\$ -	\$ -	\$ 2,000	2,000	100.0%
<u>Miscellaneous Revenues</u>							
361004.000	Interest Earnings - Mollon Trust	\$ -	\$ -	\$ -	\$ -	-	
369000.000	Other Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	-	
Total	Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	-	
<u>Appropriated Fund Balance</u>							
382010.000	Appropriate Fund Balance	\$ -	\$ -	\$ 500,000	\$ 200,000	(300,000)	-150.0%
TOTAL	Appropriated Fund Balance	-	-	500,000	200,000	(300,000)	-150.0%
TOTAL	PARK IMPACT REVENUES	\$0	\$0	\$ 500,000	\$ 202,000	(298,000)	-147.5%

xxxx Department

[illegible]

Operating Expenses

Capital Outlay

[illegible]

PARK IMPACT FUND (302)
xxxx Department

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 301.xxxx.		2020-2021	Budget	Budget	Budget	Increase	Increase
Suffix	Object Description		2020-2021	2021-2022	2022-2023	(Decrease)	Decrease
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400023.5	OPEB Expense	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400032.C	Accounting and Auditing	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	-	-	-	
400046.C	Repairs & Maintenance	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	-	-	-	
400054.C	Publications and Training	-	-	-	-	-	
400059.C	Depreciation	-	-	-	-	-	
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	-
Capital Outlay							
400063.C	Improvements(Excl.Buildin	\$ -	\$ -	\$ 500,000	\$ 200,000	(300,000)	-60.0%
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ (300,000)	-60.0%
TOTAL	DEPARTMENT EXPENSES	\$ -	\$ -	\$ 500,000	\$ 200,000	\$ (300,000)	-60.0%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
SPECIAL REVENUE FUNDS					
xxxx	PARK IMPACT FUND				
	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
	Operating Supplies	\$ -	\$ -	\$ -	\$ -
400052.000	Operating Supplies	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ -	\$ -	\$ -	\$ -



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

SPECIAL REVENUE FUND

Department:

PARK IMPACT FUND (xxxx)

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	96th Street Park Construction	500,000.00	\$ 500,000	\$ 200,000	\$ 100,000	\$ -	\$ -
	TOTALS	500,000.00	500,000.00	200,000.00	100,000.00	-	-

303 POLICE FORFEITURE FUND REVENUES

		Actual	Adopted	Adopted	Proposed	Increase	%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	(Decrease)	Increase (Decrease)
Line Item Prefix: 301.9999.							
<u>Intergovernmental Revenues</u>							
359003.000	Forfeitures - Federal	\$ -	\$ -	\$ -	\$ -	-	
Total	Fines & Forfeitures	\$ -	\$ -	\$ -	\$ -	-	
<u>Miscellaneous Revenues</u>							
361004.000	Interest Earnings - Mollon Trust	\$ -	\$ -	\$ 50	\$ -	(50)	
369000.000	Other Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	-	
Total	Miscellaneous Revenues	\$ -	\$ -	\$ 50	\$ -	(50)	
<u>Appropriated Fund Balance</u>							
382010.000	Appropriate Fund Balance	\$ -	\$ -	\$ 50,034	\$ -	(50,034)	
TOTAL	Appropriated Fund Balance	-	-	50,034	-	(50,034)	
TOTAL	PARK IMPACT REVENUES	\$0	\$0	\$50	\$ -	(50)	

xxxx Department

Significant Changes (+/-) from FY 2021 Adopted Budget

Operating Expenses

Capital Outlay

[illegible]

POLICE FORFEITURE FUND (303)

xxxx Department

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 301.xxxx.		2020-2021	Budget	Budget	Budget	Increase	Increase
Suffix	Object Description		2020-2021	2021-2022	2022-2023	(Decrease)	Decrease
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400023.5	OPEB Expense	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	-	-	-	-	
400032.C	Accounting and Auditing	-	-	-	-	-	
400034.C	Other Contractual Services	-	-	5,000	-	(5,000)	
400046.C	Repairs & Maintenance	-	-	-	-	-	
400049.C	Other Current Charges	-	-	-	-	-	
400052.C	Operating Supplies	-	-	50,084	54,221	4,137	8.3%
400054.C	Publications and Training	-	-	-	-	-	
400059.C	Depreciation	-	-	-	-	-	
Total	Operating Expenses	\$ -	\$ -	\$ 55,084	\$ 54,221	\$ (863)	-1.6%
Capital Outlay							
400063.C	Improvements(Excl.Buildin	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ -	\$ -	\$ 55,084	\$ 54,221	\$ (863)	-1.6%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
xxxx	POLICE FORFEITURE FUND				
	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
	Operating Supplies (ammunition, training, etc.)	\$ -	\$ -	\$ 50,084.00	\$ 54,220.65
400052.000	Operating Supplies	\$ -	\$ -	\$ 50,084.00	\$ 54,220.65
Total	Operating Expenses	\$ -	\$ -	\$ 50,084.00	\$ 54,220.65

401 CAUSEWAY FUND REVENUES

		Actual	Adopted	Adopted	Proposed	\$	%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase (Decrease)
Line Item Prefix: 401.9999.							
<u>Intergovernmental Revenues</u>							
334490.300	State Grant-ICW Bridge	\$ 248,642	\$ -	\$ -	\$ -	-	
334490.400	State Grant-9600 WBH Seawall	\$ -	\$ -	\$ -	\$ 255,000	255,000	100.0%
Total	Intergovernmental: Federal/State Gran	\$ 248,642	\$ -	\$ -	\$ 255,000	255,000	100.0%
<u>Services Revenues</u>							
344621.000	SunPass/Toll-by-Plate Receipts	\$ 9,441,849	\$ 8,300,000	\$ 8,700,000	\$ 8,700,000	-	0.0%
344621.000	FTE Credit Card Fees	\$ (185,468)	\$ -	\$ -	\$ -	-	
344623.000	FTE Management Fees	\$ (523,119)	\$ -	\$ -	\$ -	-	
344625.000	Annual Passes	\$ 448,555	\$ 515,000	\$ 515,000	\$ 515,000	-	0.0%
Total	Service Revenues	\$ 9,181,817	\$ 8,815,000	\$ 9,215,000	\$ 9,215,000	-	0.0%
<u>Miscellaneous Revenues</u>							
361004.000	Interest Income-Mellon Trust	\$ 27,954	\$ 25,000	\$ 30,000	\$ 30,000	-	0.0%
362000.000	Rents & Royalties	\$ 104,300	\$ 50,000	\$ 50,000	\$ 60,000	10,000	16.7%
361300.000	Change in Fair Value of Investment	\$ (58,060)	\$ -	\$ -	\$ -	-	
367000.000	Gain or Loss on Investments	\$ 16,954	\$ -	\$ -	\$ -	-	
369000.000	Other Miscellaneous Revenues	\$ 647	\$ -	\$ -	\$ 500	500	100.0%
Total	Miscellaneous Revenues	\$ 91,795	\$ 75,000	\$ 80,000	\$ 90,500	10,500	11.6%
TOTAL	CAUSEWAY FUND REVENUES	9,522,254	8,890,000	9,295,000	9,560,500	265,500	2.8%

CAUSEWAY FUND (401)
5415 Department

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>REVENUES</u>				
Intergovernmental: Fed/Sta	\$ 248,642	\$ -	\$ -	\$ 255,000
Service Revenues	9,181,817	\$ 8,815,000	\$ 9,215,000	\$ 9,215,000
Miscellaneous Revenues	91,795	75,000	80,000	90,500
TOTAL REVENUES	9,522,254	8,890,000	9,295,000	9,560,500
<u>EXPENSES</u>				
Personnel Services	\$ 1,236,433	\$ 1,718,365	\$ 2,118,425	\$ 2,239,476
Operating Expenses	2,584,351	971,963	1,303,857	1,296,107
Capital Outlay	-	1,415,000	2,320,000	5,895,000
Debt Service	202,869	1,109,445	1,108,929	1,108,818
Interfund Transfers	1,300,000	1,300,000	1,659,060	1,659,060
TOTAL EXPENSES	\$ 5,323,653	\$ 6,514,773	\$ 8,510,271	\$12,198,461
NET RESULTS	\$ 4,198,601	\$ 2,375,227	\$ 784,729	\$ (2,637,961)

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments	229,854
F.I.C.A. Taxes	17,584
Retirement Contributions	(126,387)
<u>Operating Expenses</u>	
Professional Services - Design Services Decreased	(18,000)
Utilities Services - Electrical and Water Utilities to Causeway Budget Increased	23,100
Repairs & Maintenance - Iguana Removal, Asphalt/Concrete repairs	(8,200)
Other Current Charges	
Operating Supplies - Gantry Battery Backup, PASS Plan Manager Laptop Budget Decreased	(8,950)
Publications and Training - Employee Training Budget Decreased	(6,500)
<u>Capital Outlay</u>	
BC-160: PE&D Replacement Design; BC-159: Indian Creek Bridge Structural Repairs; BC-161: Waterway Bridge Repairs; BC-158: Rehabilitation on Broad Causeway; Kane Concourse: Permiabile Pavement; Electric Vehicle Charging Stations; Artificial Reef	3,575,000
<u>Debt Service</u>	
<u>Transfer to Other Funds</u>	
Interfund Transfer - Transfer to General Fund	

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Manager ¹	0.40			0.40	0.40			0.40
Assistant Town Manager ¹	0.40			0.40	0.40			0.40
Executive Assistant ¹	0.40			0.40	0.40			0.40
Receptionist/Office Assistant ¹	0.40			0.40	0.85			0.85
Social Media/SunPass Manager ¹	0.62			0.62	0.85			0.85
Town Clerk ¹	0.40			0.40	0.40			0.40
Recording Secretary ¹	0.40			0.40	0.40			0.40
Deputy Town Clerk ¹	0.40			0.40	0.40			0.40
Director of Finance ¹	0.40			0.40	0.40			0.40
Payroll Coordinator ¹	0.40			0.40	0.40			0.40
Accounts Payable Coordinator ¹	0.40			0.40	0.40			0.40
Information Systems Manager ¹	0.40			0.40	0.40			0.40
Code Compliance Officer ¹	0.40			0.40	0.40			0.40
Director of Public Works ¹	0.40			0.40	0.40			0.40
Assistant Public Works Director/Town Eng	1.00			1.00	1.00			1.00
Administrative Assistant for Engineer & P	0.40			0.40	0.40			0.40
Public Works Coordinator ¹	1.00			1.00	1.00			1.00
Maintenance Workers II	4.00			4.00	4.00			4.00
Causeway Electrician	1.00			1.00	1.00			1.00
IT Technician	1.00			1.00	1.00			1.00
Bridge Tender	4.00			4.00	4.00			4.00
Total:	18.22	0.00	0.00	18.22	18.90	0.00	0.00	18.90

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

CAUSEWAY FUND (401):
5415 Department

Line Item Prefix: 401.5145.	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023	Increase (Decrease)	% Increase Decrease
Suffix Object Description						
<u>Personnel Services</u>						
400012.C Regular Salaries & Wages	1,198,349	1,109,738	1,404,903	1,634,757	229,854	16.4%
400014.C Overtime Pay	71,141	49,938	68,000	68,000	-	0.0%
400021.C F.I.C.A. Taxes	89,603	88,715	112,677	130,261	17,584	15.6%
400022.C Retirement Contributions	199,837	199,837	265,235	138,848	(126,387)	-47.7%
400022.E Pension Expense	(529,646)	-	-	-	-	
400023.C Group Insurance	198,721	261,280	257,015	257,015	-	0.0%
400023.E OPEB Expense	5,136	-	-	-	-	
400024.C Worker's Compensation	3,291	3,308	3,308	3,308	-	0.0%
400025.C Unemployment Compensa	-	5,549	7,287	7,287	-	0.0%
Total Personnel Services	\$ 1,236,433	\$ 1,718,365	\$ 2,118,425	\$ 2,239,476	\$ 121,051	5.7%
<u>Operating Expenses</u>						
400031.C Professional Services	104,947	133,500	239,000	221,000	(18,000)	-7.5%
400032.C Accounting and Auditing	24,150	21,875	30,000	30,000	-	0.0%
400034.C Other Contractual Services	308,526	375,602	509,222	510,022	800	0.2%
400040.C Travel and Per Diem	-	-	1,500	1,500	-	0.0%
400041.C Communications	2,440	25,000	26,500	26,500	-	0.0%
400043.C Utility Services	61,829	66,600	72,600	95,700	23,100	31.8%
400044.C Rentals & Leases	28,131	28,160	34,660	34,660	-	0.0%
400045.C Insurance	256,119	224,926	250,000	250,000	-	0.0%
400046.C Repairs & Maintenance	72,868	63,900	85,475	77,275	(8,200)	-9.6%
400049.C Other Current Charges	854	-	-	10,000	10,000	#DIV/0!
400052.C Operating Supplies	35,394	32,400	44,900	35,950	(8,950)	-19.9%
400054.C Publications and Training	-	-	10,000	3,500	(6,500)	-65.0%
400059.C Depreciation	1,689,092	-	-	-	-	
Total Operating Expenses	\$ 2,584,351	\$ 971,963	\$ 1,303,857	\$ 1,296,107	\$ (7,750)	-0.6%
<u>Capital Outlay</u>						
400063.C Improvements(Excl.Buildin	\$ -	\$ 1,415,000	\$ 2,320,000	\$ 5,895,000	3,575,000	154.1%
400064.C Machinery & Equipment	-	-	-	-	-	
Total Capital Outlay	\$ -	\$ 1,415,000	\$ 2,320,000	\$ 5,895,000	\$ 3,575,000	154.1%
<u>Debt Service</u>						
400071.C Principal Payments	-	918,000	941,000	965,000	24,000	2.6%
400072.C Interest	202,869	191,445	167,929	143,818	(24,111)	-14.4%
Total Debt Service	\$ 202,869	\$ 1,109,445	\$ 1,108,929	\$ 1,108,818	\$ (111)	0.0%
<u>Interfund Transfers</u>						
400091.C Transfer to General Fund	1,300,000	1,300,000	1,659,060	1,659,060	-	0.0%
Total Interfund Transfers	\$ 1,300,000	\$ 1,300,000	\$ 1,659,060	\$ 1,659,060	\$ -	0.0%
TOTAL DEPARTMENT EXPENSES	\$ 5,323,653	\$ 6,514,773	\$ 8,510,271	\$ 12,198,461	\$ 3,688,190	43.3%



Budget Worksheet

Town of Bay Harbor Islands

Operating Expenses	Description	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
PROPRIETARY FUNDS					
5415	CAUSEWAY FUND				
	Annual bridge Inspection Reports and services	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
	Federal Lobbyist for Transportation Issues		\$ 50,000.00	\$ 60,000.00	\$ 60,000.00
	Cathodic protection Inspection & Report for ICW	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
	New engineering contract draft -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -
	Toll equipment maintenance and emergency response contract	\$ 75,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
	Tyler Training	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Design services for miscellaneous projects	\$ 104,946.80		\$ 30,000.00	\$ 5,000.00
400031.000	Professional Services	\$ 104,946.80	\$ 133,500.00	\$ 239,000.00	\$ 221,000.00
		\$ 24,149.80	\$ 21,875.00	\$ 30,000.00	\$ 30,000.00
400032.000	Accounting & Auditing	\$ 24,149.80	\$ 21,875.00	\$ 30,000.00	\$ 30,000.00
	Annual Holiday light display: Christmas Designers	\$ 90,000.00	\$ 90,000.00	\$ 100,000.00	\$ 100,000.00
	Toll data back-up and record keeping	\$ -	\$ -	\$ -	\$ -
	Employee Uniforms rental and cleaning services	\$ -	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
	Filtered water dispenser & service for bridge house	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
	Monthly landscape/Irrigation services: Brightview	\$ 134,400.00	\$ 134,400.00	\$ 140,000.00	\$ 140,000.00
	Monthly pressure cleaning & brick repair/sanding	\$ 41,550.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
	Monthly time clock use: Ascentis/Cincinatti time	\$ 360.00	\$ 350.00	\$ 350.00	\$ 350.00
	New PM contract to service toll gantry electrical	\$ 3,600.00	\$ -	\$ -	\$ -
	Plant replacement/irrigation repairs/additional contracted services	\$ 102,000.00	\$ 126,000.00	\$ 110,000.00	\$ 110,000.00
	PASS Plan Integration Software	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
	Preventative maintenance for emergency generator	\$ 1,920.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	PM for electronic toll building AC units			\$ 1,200.00	\$ 1,200.00
	Rodent control services on KC: Orkin	\$ 308,526.37	\$ 1,272.00	\$ 1,272.00	\$ 1,272.00
400034.000	Other Contractual Services	\$ 308,526.37	\$ 375,602.00	\$ 509,222.00	\$ 510,022.00
	Attend FL AWP Conference for PWD & TE	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
	Data transmission to Sunpass (AT&T via Transcore)	\$ 2,440.35	\$ 25,000.00	\$ 26,500.00	\$ 26,500.00
400041.000	Communications & Freight	\$ 2,440.35	\$ 25,000.00	\$ 26,500.00	\$ 26,500.00
	Electric service to Causeway lightning/bridge operator	\$ 42,000.00	\$ 42,000.00	\$ 45,000.00	\$ 45,000.00
	Water consumption for broad causeway corridor: Irrigation	\$ 24,000.00	\$ 30,000.00	\$ 50,000.00	\$ 50,000.00
	Water consumption for Chevron Station: Mdwas	\$ 61,828.87	\$ 600.00	\$ 600.00	\$ 700.00
400043.000	Utility Services	\$ 61,828.87	\$ 66,600.00	\$ 72,600.00	\$ 95,700.00
	Enterprise Lease payment for vehicle #626	\$ 7,020.00	\$ 7,020.00	\$ 7,020.00	\$ 7,020.00
	Enterprise Lease payment for vehicle #627	\$ 6,240.00	\$ 6,240.00	\$ 6,240.00	\$ 6,240.00
	Enterprise Lease payment for vehicle #628	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00	\$ 8,400.00
	Enterprise Lease payment for vehicle #629 DODGE 3500	\$ -	\$ 8,100.00	\$ 8,100.00	\$ 8,100.00
	MOT repair projects on BC corridor: cones/barricades	\$ 4,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	United Rentals: lifts, backhoes or other power equipment	\$ 2,000.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
	Causeway Holliday Lighting:	\$ 28,131.44	\$ -	\$ -	\$ -
400044.000	Rentals & Leases	\$ 28,131.44	\$ 28,160.00	\$ 34,660.00	\$ 34,660.00
	Insurance	\$ 256,119.41	\$ 224,926.00	\$ 250,000.00	\$ 250,000.00
400045.000	Insurance	\$ 256,119.41	\$ 224,926.00	\$ 250,000.00	\$ 250,000.00
	Asphalt/concrete repairs on BC corridor: various	\$ 9,000.00	\$ 12,000.00	\$ 9,000.00	\$ 9,000.00
	Beehive Removal: BC corridor & business district	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Iguana Removal: BC corridor	\$ -	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00
	Cold Mix, bagged asphalt for roadway patching	\$ 875.00	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> <u>2020-2021</u>	<u>Adopted</u> <u>Budget</u> <u>2020-2021</u>	<u>Adopted</u> <u>Budget</u> <u>2021-2022</u>	<u>Proposed</u> <u>Budget</u> <u>2022-2023</u>
	Density testing for roadway repairs requiring excavation		\$ 1,125.00	\$ 1,125.00	\$ 1,125.00
	Electrical parts/fittings for BC corridor electric grid		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Emergency repairs to ICW bridge generator		\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
	Fence repairs damaged by vehicular accidents on BC		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
	Message board repairs: Town-owned		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Misc. mechanical bridge repairs; Including welding		\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
	Paint/Lumber/Fasteners/Fittings for BC corridor repairs		\$ 1,800.00	\$ 2,000.00	\$ 2,000.00
	Repairs for AC units at bridge tender house and toll		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Repairs of portable generator for the toll gantry		\$ 500.00	\$ 500.00	\$ 500.00
	Repairs of toll gantry electronics: Transcore		\$ 20,400.00	\$ 20,400.00	\$ 20,400.00
	Repair/replacement of broken/Askew Brick pavers		\$ 2,500.00	\$ -	\$ 2,500.00
	Repair/replacement of broken/faded regulatory signs		\$ 1,500.00	\$ -	\$ 1,000.00
	Repair/oil changes: vehicles 616/620/621/571		\$ 2,000.00	\$ -	\$ 300.00
	PM for Toll Gantry Camera and Sensors		\$ -	\$ 7,200.00	\$ 7,200.00
	Steam pressure cleaning of with relief bridge	\$ 72,868.40	\$ 3,700.00	\$ -	\$ 1,000.00
400046.000	Repairs & Maintenance	\$ 72,868.40	\$ 63,900.00	\$ 85,475.00	\$ 77,275.00
		\$ 854.06	\$ -	\$ -	\$ 10,000.00
400049.000	Other Current Charges	\$ 854.06	\$ -	\$ -	\$ 10,000.00
	Gantry battery backups		\$ 7,500.00	\$ 10,000.00	\$ 10,000.00
	Hand tools/power tools & misc. consumable supplies		\$ 800.00	\$ 2,000.00	\$ 1,200.00
	Lamps for ICW bridge and street lighting: Quality		\$ 4,200.00	\$ 5,000.00	\$ 4,000.00
	Parts/fixtures for street lighting repairs on BC corridor		\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
	PPE for bridge tenders: Safety shoes/glasses/gloves		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Repair parts for radio/antenna equipment for Bridge		\$ 500.00	\$ 500.00	\$ 500.00
	Traffic control: signs/traffic cones/barricades		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Uniform rental and laundering		\$ 4,200.00	\$ 4,200.00	\$ 1,050.00
	PASS Plan Administrator's Laptop			\$ 5,000.00	\$ -
	Unleaded/diesel fuel for vehicles assigned to BC	\$ 35,393.55	\$ 9,000.00	\$ 12,000.00	\$ 13,000.00
400052.000	Operating Supplies	\$ 35,393.55	\$ 32,400.00	\$ 44,900.00	\$ 35,950.00
		\$ -	\$ -	\$ 10,000.00	\$ 3,500.00
400054.000	Publications and Training	\$ -	\$ -	\$ 10,000.00	\$ 3,500.00
		\$ 1,689,092.15	\$ -	\$ -	\$ -
400059.000	Depreciation	\$ 1,689,092.15	\$ -	\$ -	\$ -
			\$ 918,000.00	\$ 941,000.00	\$ 965,000.00
400071.000	Principal Payments	\$ -	\$ 918,000.00	\$ 941,000.00	\$ 965,000.00
		\$ 202,869.10	\$ 191,445.00	\$ 167,928.75	\$ 143,817.85
400072.000	Interest	\$ 202,869.10	\$ 191,445.00	\$ 167,928.75	\$ 143,817.85
		\$ 1,299,999	\$ 1,300,000	\$ 1,659,060	\$ 1,659,060
400091.000	Transfer to General Fund-Svcs	\$ 1,299,999.00	\$ 1,300,000.00	\$ 1,659,060.00	\$ 1,659,060.00
Total	Operating Expenses	\$ 2,584,351.20	\$ 3,381,408.00	\$ 4,071,845.75	\$ 4,053,984.85



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

PROPRIETARY FUNDS

Department:	CAUSEWAY FUND (5415)						
PROPOSED							
CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	FDOT Inspection report repairs: Spall Replacement	\$ 500,000	\$ 900,000	\$ -	\$ -	\$ 120,000	\$ -
2		\$ 265,000		\$ -	\$ -	\$ -	\$ -
3	BC-160: PD&E Study - Replacement of Broad Causeway Bridge			\$ 2,850,000			
4	BC-159: Indian Creek Bridge-Structural Repairs	\$ 350,000	\$ -	\$ 400,000	\$ 500,000	\$ -	\$ -
5	BC-161: Waterway Bridge Structural Repairs (Middle Bridge)			\$ 150,000			
6	Welcome Sign on Causeway	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -
7	BC-158: Rehabilitation of Broad Causeway Bridge No 875010			\$ 2,000,000			
8	West Relief Bridge Repair Contract	-	\$ 250,000	\$ -	\$ -	\$ -	\$ 500,000
9	Waterway Bridge Repair Contract	-	\$ -	\$ -	\$ 400,000	\$ -	\$ -
10	Kane Concourse - Permeable Paving Replacement		\$ 350,000	\$ 100,000			
11	Portable Message Board		\$ 20,000				
12	Electric Vehicle Charging Stations			\$ 40,000			
13	Artificial Reef Project (Phase I and Phase II)			\$ 100,000			
14	Seawall Replacement 9600 West Bay Harbor Drive (GRANT PROJECT)			\$ 255,000			
15	Design of Causeway Bridge		\$ 500,000	\$ -			
16	Indian Creek Bridge repair contract	-	\$ -	\$ -	\$ -	\$ 700,000	\$ -
17							
18	Indian Creek Bridge repair contract	-	\$ -	\$ -	\$ -	\$ 700,000	\$ -
	TOTALS	\$ 1,415,000	\$ 2,020,000	\$ 5,895,000	\$ 1,200,000	\$ 1,520,000	\$ 500,000

402 SEWER FUND REVENUES

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase (Decrease)
Line Item Prefix: 402.9999.							
<u>Service Revenues</u>							
331100.000	Federal Grant-General Govt'	\$ 250,000	\$ -	\$ -	\$ 295,000	295,000	100.0%
343500.000	Sewage Disposal Fees	\$ 2,450,007	\$ 2,465,000	\$ 2,456,000	\$ 2,629,644	173,644	6.6%
Total	Service Revenues	\$ 2,700,007	\$ 2,465,000	\$ 2,456,000	\$ 2,924,644	468,644	16.0%
<u>Miscellaneous Revenues</u>							
350000.000	Doubtful Accounts	\$ 10,798	\$ -	\$ -	\$ -	-	
369000.000	Other Miscellaneous Revenues	\$ 475	\$ 10,000	\$ 10,000	\$ 10,000	-	0.0%
Total	Miscellaneous Revenues	\$ 11,273	\$ 10,000	\$ 10,000	\$ 10,000	-	0.0%
TOTAL	SEWER FUND REVENUES	2,711,280	2,475,000	2,466,000	2,934,644	468,644	16.0%

SEWER FUND (402)

5350 Department

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget	Budget	Budget
		2020-2021	2021-2022	2022-2023
<u>REVENUES</u>				
Service Revenues	\$ 2,700,007	\$ 2,465,000	\$ 2,456,000	\$ 2,924,644
Miscellaneous Revenues	\$ 11,273	\$ 10,000	\$ 10,000	\$ 10,000
TOTAL REVENUES	\$ 2,711,280	\$ 2,475,000	\$ 2,466,000	\$ 2,934,644
<u>EXPENSES</u>				
Personnel Services	\$ 231,100	\$ 386,536	\$ 389,070	\$ 400,433
Operating Expenses	1,540,929	1,058,040	1,230,250	1,215,330
Capital Outlay	-	450,250	316,000	652,337
Debt Service	\$ 1,230	\$ 75,320	\$ -	-
Transfer to Other Funds	498,829	498,829	525,000	525,000
TOTAL EXPENSES	\$ 2,272,089	\$ 2,468,975	\$ 2,460,320	\$ 2,793,100
NET RESULTS	\$ 439,191	\$ 6,025	\$ 5,680	\$ 141,544

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

Planned salary and benefits adjustments	32,463
F.I.C.A. Taxes	2,483
Retirement Contributions	(23,583)

Operating Expenses

Professional Services - Mandated Smoke Testing decreased	(16,950)
Communications	1,500
Utility Services - Electricity Expenditure for Water Pumps Expenditures Increased	5,000
Repairs and Maintenance - Main Sewer Pump, Air Compressor Repairs, Backhoe Rental Inc	(5,000)

Capital Outlay

BHI - 206 SCADA Implementation Expenditures Budgeted in FY 2021, LMK T-Liner Installation Budgeted in FY 2021, Dodge 3500 Promaster Purchase, Portable Bypass Pump

Debt Service

Principal and Interest - Finanl Loan Payments made in FY 2021

Transfer to Other Funds

Transfer to General Fund - Increase in Transfer to Account for Debt Service Payments

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Manager ¹	0.12			0.12	0.12			0.12
Assistant Town Manager ¹	0.12			0.12	0.12			0.12
Executive Assistant ¹	0.12			0.12	0.12			0.12
Receptionist/Office Assistant ¹	0.12			0.12	0.01			0.01
Social Media/SunPass Manager ¹	0.80			0.80	0.01			0.01
Town Clerk ¹	0.12			0.12	0.12			0.12
Recording Secretary ¹	0.12			0.12	0.12			0.12
Deputy Town Clerk ¹	0.12			0.12	0.12			0.12
Director of Finance ¹	0.12			0.12	0.12			0.12
Payroll Coordinator ¹	0.12			0.12	0.12			0.12
Accounts Payable Coordinator ¹	0.12			0.12	0.12			0.12
Information Systems Manager ¹	0.12			0.12	0.12			0.12
Human Resources Manager	0.12			0.12	0.12			0.12
Code Compliance Officer ¹	0.12			0.12	0.12			0.12
Director of Public Works ¹	0.12			0.12	0.12			0.12
Administrative Assistant for Engineer & P	0.12			0.12	0.12			0.12
Water & Sewer Forman	1.00			1.00	1.00			1.00
Total:	3.60	0.00	0.00	3.60	2.70	0.00	0.00	2.70

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

SEWER FUND (402):
5350 Department

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 402.5350.		2020-2021	Budget	Budget	Budget	Increase	Increase
Suffix	Object Description		2020-2021	2021-2022	2022-2023	(Decrease)	Decrease
Personnel Services							
400012.C	Regular Salaries & Wages	230,256	223,752	241,209	273,672	32,463	13.5%
400014.C	Overtime Pay	8,081	44,750	25,000	25,000	-	0.0%
400021.C	F.I.C.A. Taxes	16,513	20,540	20,365	22,848	2,483	12.2%
400022.C	Retirement Contributions	40,292	40,292	47,938	24,355	(23,583)	-49.2%
400022.E	Pension Expense	(106,790)	-	-	-	-	
400023.C	Group Insurance	38,997	53,326	47,819	47,819	-	0.0%
400023.E	OPEB Expense	1,008	-	-	-	-	
400024.C	Worker's Compensation	2,743	2,757	5,308	5,308	-	0.0%
400025.C	Unemployment Compensa	-	1,119	1,431	1,431	-	0.0%
Total	Personnel Services	\$ 231,100	\$ 386,536	\$ 389,070	\$ 400,433	\$ 11,363	2.9%
Operating Expenses							
400031.C	Professional Services	63,435	15,600	53,650	36,700	(16,950)	-31.6%
400032.C	Accounting and Auditing	8,275	7,500	7,500	7,500	-	0.0%
400034.C	Other Contractual Services	6,934	11,945	12,900	13,405	505	3.9%
400034.2	Sewage Disposal Fees	1,087,403	840,000	970,000	970,000	-	0.0%
400040.C	Travel and Per Diem	-	-	750	750	-	0.0%
400041.C	Communications	573	2,500	2,500	4,000	1,500	60.0%
400043.C	Utility Services	45,934	44,000	45,000	50,000	5,000	11.1%
400044.C	Rentals & Leases	-	13,400	4,500	4,500	-	0.0%
400045.C	Insurance	24,435	21,760	22,000	22,000	-	0.0%
400046.C	Repairs & Maintenance	76,837	77,300	85,450	80,450	(5,000)	-5.9%
400049.C	Other Current Charges	341	400	500	500	-	0.0%
400052.C	Operating Supplies	12,196	23,635	24,500	24,525	25	0.1%
400054.C	Publications and Training	-	-	1,000	1,000	-	0.0%
400059.C	Depreciation	214,567	-	-	-	-	
Total	Operating Expenses	\$ 1,540,929	\$ 1,058,040	\$ 1,230,250	\$ 1,215,330	\$ (14,920)	-1.2%
Capital Outlay							
400063.C	Improvements(Excl.Buildin	\$ -	\$ 450,250	\$ 316,000	\$ 652,337	336,337	106.4%
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ 450,250	\$ 316,000	\$ 652,337	\$ 336,337	106.4%
Debt Service							
400071.C	Principal Payments	-	75,320	-	-	-	
400072.C	Interest	1,230	-	-	-	-	
Total	Debt Service	\$ 1,230	\$ 75,320	\$ -	\$ -	\$ -	
Non-Operating Expenses							
400091.C	Transfer to Debt Service	498,829	498,829	525,000	525,000	-	0.0%
Total	Non-Operating Expense	\$ 498,829	\$ 498,829	\$ 525,000	\$ 525,000	\$ -	0.0%
TOTAL	DEPARTMENT EXPENSES	\$ 2,272,089	\$ 2,468,975	\$ 2,460,320	\$ 2,793,100	\$ 332,780	13.5%



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
Operating Expenses	Description	2020-2021	2020-2021	2021-2022	2022-2023
5350	SEWER FUND				
	Calibration of sewage flow meter: Delta controls		\$ 350.00	\$ 400.00	\$ 450.00
	Mandated Cmom annual compliance report: Hazen		\$ 4,500.00	\$ 5,000.00	\$ 5,000.00
	Mandated SSES annual report: Hazen & Sawyer		\$ 6,750.00	\$ 8,000.00	\$ 8,000.00
	Mandated SSES - 10 years report				\$ 20,000.00
	New engineering contract - draft		\$ 1,500.00	\$ -	\$ -
	Tyler technologies ERP training		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Mandated Smoke Testing of Sewer System			\$ 37,000.00	\$ -
	Updates to sewer GIS layers: Calvin Giordano	\$ 63,434.58	\$ 500.00	\$ 1,250.00	\$ 1,250.00
400031.000	Professional Services	\$ 63,434.58	\$ 15,600.00	\$ 53,650.00	\$ 36,700.00
		\$ 8,275.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
400032.000	Accounting & Auditing	\$ 8,275.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
	Annual renewal of web-based hosting of Town's GIS		\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
	Main air compressor preventative maintenance: Quin		\$ 5,220.00	\$ 6,000.00	\$ 6,000.00
	Monthly time clock users: Acentis company/Cincinnati		\$ 255.00	\$ 250.00	\$ 255.00
	Calibration of sewer flow meters		\$ -	\$ 400.00	\$ 400.00
	Preventative maintenance on main sewer station	\$ 6,934.41	\$ 5,220.00	\$ 5,000.00	\$ 5,500.00
400034.000	Other Contractual Services	\$ 6,934.41	\$ 11,945.00	\$ 12,900.00	\$ 13,405.00
	Sewage disposal fee: City of Miami Beach	\$ 1,087,403.11	\$ 840,000.00	\$ 970,000.00	\$ 970,000.00
400034.200	Sewage Disposal	\$ 1,087,403.11	\$ 840,000.00	\$ 970,000.00	\$ 970,000.00
	Travel and per diem	\$ -	\$ -	\$ 750.00	\$ 750.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 750.00	\$ 750.00
	Sewer flood alarm phone service: AT&T		\$ 1,500.00	\$ -	\$ 1,500.00
	Fee SCADA System			\$ 1,500.00	\$ 1,500.00
	Shipping charges for spare parts: various carries	\$ 572.58	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
400041.000	Communications & Freight	\$ 572.58	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00
	Electric billing for main sewer pumps/compressor	\$ 45,934.28	\$ 44,000.00	\$ 45,000.00	\$ 50,000.00
400043.000	Utility Services	\$ 45,934.28	\$ 44,000.00	\$ 45,000.00	\$ 50,000.00
	Excavator/generator/compressors: Various vendors		\$ 4,400.00	\$ 4,500.00	\$ 4,500.00
	Monthly lease payment: new sewer van #632	\$ -	\$ 9,000.00	\$ -	\$ -
400044.000	Rentals & Leases	\$ -	\$ 13,400.00	\$ 4,500.00	\$ 4,500.00
		\$ 24,435.00	\$ 21,760.00	\$ 22,000.00	\$ 22,000.00
400045.000	Insurance	\$ 24,435.00	\$ 21,760.00	\$ 22,000.00	\$ 22,000.00
	Asphalt repairs associated with sewer point repair		\$ 4,000.00	\$ 3,500.00	\$ 3,500.00
	Density testing for sewer repairs involving roadways		\$ 600.00	\$ 600.00	\$ 600.00
	Electrical repair parts for pumps/compressors		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Main sewer pump repairs: various vendors		\$ 10,000.00	\$ 15,000.00	\$ 15,000.00
	Piping and fittings for pipe repairs: Various vendors		\$ 5,400.00	\$ 5,500.00	\$ 5,500.00
	Pressure jet/vaccum sewer lines/latterals/manholes		\$ 25,000.00	\$ 25,500.00	\$ 25,500.00
	Repair parts for pneumatic lift stations		\$ 4,800.00	\$ 5,000.00	\$ 5,000.00
	Repairs to main air compressors: Quincy compressor		\$ 3,000.00	\$ 4,250.00	\$ 4,250.00
	Screws/bolts/fasteners/ for lift station repairs: VA		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Sewer main/lateral point repairs: Various contractors		\$ 20,000.00	\$ 20,000.00	\$ 15,000.00
	Backhoe rental for excavation		\$ -	\$ 1,600.00	\$ 1,600.00
	Repair of sewer lateral camera		\$ -	\$ -	\$ -
	Repairs to vehicle #183		\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
	Welding services: various contractors	\$ 76,836.98	\$ 900.00	\$ 900.00	\$ 900.00



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
400046.000	Repairs & Maintenance	\$ 76,836.98	\$ 77,300.00	\$ 85,450.00	\$ 80,450.00
	Underground locate service fees: Sunshine one call	\$ 340.93	\$ 400.00	\$ 500.00	\$ 500.00
400049.000	Other Current Charges	\$ 340.93	\$ 400.00	\$ 500.00	\$ 500.00
	Asphalt: Cold mix for street repairs resulting from operations	\$	\$ 850.00	\$ 850.00	\$ 850.00
	Hands and powder tools for repair: home depot/various	\$	\$ 950.00	\$ 1,100.00	\$ 1,100.00
	Inventory parts: various vendors	\$	\$ 2,100.00	\$ 2,000.00	\$ 2,100.00
	Marking paint for underground utility locates: various	\$	\$ 325.00	\$ 400.00	\$ 325.00
	PPE: Safety shoes/glasses/gloves	\$	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
	Pipes/Valves/Fittings for inventory	\$	\$ 1,800.00	\$ 2,000.00	\$ 2,000.00
	Repair parts for pneumatic lift stations: Carter P	\$	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Shop rags fro cleaning: Various vendors	\$	\$ 150.00	\$ 150.00	\$ 150.00
	Uniform rental and laundering services: Unifirst	\$	\$ 960.00	\$ 1,000.00	\$ 1,000.00
	Unleaded/diesel fuel for vehicles 183/632/generator	\$ 12,195.53	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
400052.000	Operating Supplies	\$ 12,195.53	\$ 23,635.00	\$ 24,500.00	\$ 24,525.00
	Training for Sewer forman and crew	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
400054.000	Publications and Training	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
	Depreciation	\$ 214,566.95	\$ -	\$ -	\$ -
400059.000	Depreciation	\$ 214,566.95	\$ -	\$ -	\$ -
	Combined Debt Service	\$ -	\$ 75,320.00	\$ -	\$ -
400071.000	Principal Payments	\$ -	\$ 75,320.00	\$ -	\$ -
	Interest	\$ 1,230.24	\$ -	\$ -	\$ -
400072.000	Interest	\$ 1,230.24	\$ -	\$ -	\$ -
	Transfer to Debt Service	\$ 498,829.08	\$ 498,829.00	\$ 525,000.00	\$ 525,000.00
400091.500	Transfer to General Fund-Svcs	\$ 498,829.08	\$ 498,829.00	\$ 525,000.00	\$ 525,000.00
Total	Operating Expenses	\$ 1,540,929.35	\$ 1,632,189.00	\$ 1,755,250.00	\$ 1,740,330.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department:	SEWER FUND (5350)						
PROPOSED							
CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	BHI-206 SCADA Implementation: Successful Bidder	\$ 152,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -
2	Continue T-Liner Installation: LMK	\$ 250,000	\$ 200,000	\$ 297,337	\$ 200,000	\$ 200,000	\$ 200,000
3	Manhole Cover Replacement	\$ 8,250					
4	New Tailorable (Mobile) Compressor	\$ 40,000					
5	New Dodge 3500 Promaster to Replace #183		\$ 56,000				
6	Additional Portable bypass pump		\$ 50,000				
7	Repairs to Master Pump Station #1 (D)			\$ 50,000			
8	Repairs to Ejector's Pump Station A & B				\$ 50,000		
9	Repairs to Ejector's Pump Station C, E & F						\$ 50,000
10	Replacement of 2-inch air lines (w HDPE Horizontal Directional Drilling)				\$ 75,000	\$ 300,000	
11	Upsizing of Sewer Main - Terminal MH (From 15" to 18")			\$ 295,000			
	TOTALS	\$ 450,250	\$ 316,000	\$ 652,337	\$ 335,000	\$ 500,000	\$ 250,000

403 WATER FUND REVENUES

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase (Decrease)
Line Item Prefix: 403.9999.							
<u>Service Revenues</u>							
343300.000	Water Sales Fees	\$ 1,315,620	\$ 1,375,000	\$ 1,350,000	\$ 1,350,000	-	0.0%
350000.000	Doubtful Accounts	\$ 5,802	\$ -	\$ -	\$ -	-	
Total	Service Revenues	\$ 1,321,422	\$ 1,375,000	\$ 1,350,000	\$ 1,350,000	-	0.0%
<u>Miscellaneous Revenues</u>							
361004.000	Interest Income-Mellon Trust	\$ 29,750	\$ 30,000	\$ 35,000	\$ 35,000	-	0.0%
361300.000	Change in Fair Value of Investment	\$ (60,008)	\$ -	\$ -	\$ -	-	
367000.000	Gain or Loss on Investment	\$ 16,301	\$ -	\$ -	\$ -	-	
369000.000	Other Miscellaneous Revenues	\$ 31,162	\$ 30,000	\$ 15,000	\$ 15,000	-	0.0%
Total	Miscellaneous Revenues	\$ 17,203	\$ 60,000	\$ 50,000	\$ 50,000	-	0.0%
TOTAL	WATER FUND REVENUES	\$1,338,626	\$1,435,000	\$1,400,000	\$ 1,400,000	-	0.0%

WATER FUND (403):
5330 Department

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>REVENUES</u>				
Service Revenues	\$ 1,321,422	\$ 1,375,000	\$ 1,350,000	\$ 1,350,000
Miscellaneous Revenues	\$ 17,203	\$ 60,000	\$ 50,000	\$ 50,000
TOTAL REVENUES	\$ 1,338,626	\$ 1,435,000	\$ 1,400,000	\$ 1,400,000
<u>EXPENSES</u>				
Personnel Services	\$ 280,529	\$ 410,975	\$ 444,266	\$ 417,358
Operating Expenses	871,553	755,934	730,545	693,146
Capital Outlay	-	6,000	9,000	14,734
Debt Service	-	-	-	-
Transfer to Other Funds	245,000	245,000	200,000	200,000
TOTAL EXPENSES	\$ 1,397,082	\$ 1,417,909	\$ 1,383,811	\$ 1,325,238
NET RESULTS	\$ (58,456)	\$ 17,091	\$ 16,189	\$ 74,762

Significant Changes (+/-) from FY 2022 Adopted Budget
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<u>Personnel Services</u>	
Planned salary and benefits adjustments	3,971
Overtime Pay	(2,000)
Retirement Contributions	(29,030)
<u>Operating Expenses</u>	
Professional Services	9,100
Water Purchases - Water Purchases Budget Decreased	(50,000)
Utility Services	1,000
Repairs & Maintenance	2,875
Publications and Training - Water Distribution License Holder's Training Increased	
<u>Capital Outlay</u>	
Capitalize Water Truck #165 Lease Payment, Replace Mixed Match Water Meter Boxes	5,734
<u>Debt Service</u>	
<u>Transfer to Other Funds</u>	
Interfund Transfer - Transfer to General Fund Decreased	

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Manager ¹	0.08			0.08	0.08			0.08
Assistant Town Manager ¹	0.08			0.08	0.08			0.08
Executive Assistant ¹	0.08			0.08	0.08			0.08
Receptionist/Office Assistant ¹	0.08			0.08	0.03			0.03
Social Media/SunPass Manager ¹	0.05			0.05	0.03			0.03
Town Clerk ¹	0.08			0.08	0.08			0.08
Recording Secretary ¹	0.08			0.08	0.08			0.08
Deputy Town Clerk ¹	0.08			0.08	0.08			0.08
Director of Finance ¹	0.08			0.08	0.08			0.08
Payroll Coordinator ¹	0.08			0.08	0.08			0.08
Accounts Payable Coordinator ¹	0.08			0.08	0.08			0.08
Information Systems Manager ¹	0.08			0.08	0.08			0.08
Human Resources Manager ¹	0.08			0.08	0.08			0.08
Code Compliance Officer ¹	0.08			0.08	0.08			0.08
Director of Public Works ¹	0.08			0.08	0.08			0.08
Administrative Assistant for Engineer & P	0.08			0.08	0.08			0.08
Utility Customer Service Specialist	1.00			1.00	1.00			1.00
Water System Analyst	1.00			1.00	1.00			1.00
Water Specialist	1.00			1.00	1.00			1.00
Total:	4.25	0.00	0.00	4.25	4.18	0.00	0.00	4.18

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

WATER FUND (403):

5330 Department

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget	Budget	Budget	Increase	Increase
Line Item Prefix: 403.5330.		2020-2021	2020-2021	2021-2022	2022-2023	(Decrease)	Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	269,253	259,606	281,253	285,224	3,971	1.4%
400014.C	Overtime Pay	12,358	12,980	15,000	13,000	(2,000)	-13.3%
400021.C	F.I.C.A. Taxes	19,859	20,853	22,663	22,814	151	0.7%
400022.C	Retirement Contributions	46,749	46,749	53,348	24,318	(29,030)	-54.4%
400022.E	Pension Expense	(123,903)	-	-	-	-	
400023.C	Group Insurance	51,721	66,318	67,247	67,247	-	0.0%
400023.E	OPEB Expense	1,337	-	-	-	-	
400024.C	Worker's Compensation	3,154	3,171	3,206	3,206	-	0.0%
400025.C	Unemployment Compensa	-	1,298	1,549	1,549	-	0.0%
Total	Personnel Services	\$ 280,529	\$ 410,975	\$ 444,266	\$ 417,358	\$ (26,908)	-6.1%
Operating Expenses							
400031.C	Professional Services	-	7,700	7,400	16,500	9,100	123.0%
400032.C	Accounting and Auditing	5,520	5,000	5,000	5,000	-	0.0%
400034.C	Other Contractual Services	15,389	12,496	13,150	13,350	200	1.5%
400034.1	Water Purchases	716,680	600,000	550,000	500,000	(50,000)	-9.1%
400040.C	Travel and Per Diem	-	-	750	1,000	250	33.3%
400041.C	Communications	120	400	1,000	1,000	-	0.0%
400043.C	Utility Services	900	-	-	1,000	1,000	#DIV/0!
400044.C	Rentals & Leases	-	9,950	9,500	9,500	-	0.0%
400045.C	Insurance	16,290	14,506	14,500	14,500	-	0.0%
400046.C	Repairs & Maintenance	31,029	37,775	39,900	42,775	2,875	7.2%
400047.C	Printing & Binding	118	-	-	-	-	
400049.C	Other Current Charges	20,804	22,662	27,345	27,245	(100)	-0.4%
400052.C	Operating Supplies	(4,259)	45,305	60,500	59,776	(724)	-1.2%
400054.C	Publications and Training	50	140	1,500	1,500	-	0.0%
400059.C	Depreciation	68,912	-	-	-	-	
Total	Operating Expenses	\$ 871,553	\$ 755,934	\$ 730,545	\$ 693,146	\$ (37,399)	-5.1%
Capital Outlay							
400063.C	Improvements(Excl.Buildin	\$ -	\$ 6,000	\$ 9,000	\$ 14,734	5,734	63.7%
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ 6,000	\$ 9,000	\$ 14,734	\$ 5,734	63.7%
Debt Service							
400071.C	Principal Payments	-	-	-	-	-	
400072.C	Interest	-	-	-	-	-	
Total	Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	
Non-Operating Expenses							
400091.C	Transfer to General Fund	245,000	245,000	200,000	200,000	-	0.0%
Total	Non-Operating Expense	\$ 245,000	\$ 245,000	\$ 200,000	\$ 200,000	\$ -	0.0%
TOTAL	DEPARTMENT EXPENSES	\$ 1,397,082	\$ 1,417,909	\$ 1,383,811	\$ 1,325,238	\$ (58,573)	-4.2%



Budget Worksheet

Town of Bay Harbor Islands

<u>Operating Expenses</u>	<u>Description</u>	<u>Actual</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2020-2021	<u>Adopted</u> <u>Budget</u> 2021-2022	<u>Proposed</u> <u>Budget</u> 2022-2023
5330	WATER FUND				
	Engineering Contract Draft		\$ 1,500.00	\$ -	\$ -
	Mandated priority pollutants reporting: Hazen		\$ 4,200.00	\$ 4,500.00	\$ 4,500.00
	Tyler Training		\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
	Annual Leak Detection				\$ 9,000.00
	Updates to water GIS: Calvin Giordano & Associates	\$ -	\$ 500.00	\$ 900.00	\$ 1,000.00
400031.000	Professional Services	\$ -	\$ 7,700.00	\$ 7,400.00	\$ 16,500.00
		\$ 5,520.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
400032.000	Accounting & Auditing	\$ 5,520.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	Ascentis company/Cincinnati: Timeclock Management		\$ 96.00	\$ 100.00	\$ 100.00
	ESRI: 1/2 of annual renewal fee for web-based host		\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
	Incode10 for water billing: Tyler Technologiew		\$ 3,650.00	\$ 4,000.00	\$ 4,000.00
	Master meter/harmony fixed annual support & mainten.	\$ 15,388.93	\$ 7,500.00	\$ 7,800.00	\$ 8,000.00
400034.000	Other Contractual Services	\$ 15,388.93	\$ 12,496.00	\$ 13,150.00	\$ 13,350.00
	Water purchases from: MDWAS	\$ 716,680.26	\$ 600,000.00	\$ 550,000.00	\$ 500,000.00
400034.100	Water Purchases	\$ 716,680.26	\$ 600,000.00	\$ 550,000.00	\$ 500,000.00
	Florida Public Works expo	\$ -	\$ -	\$ 750.00	\$ 1,000.00
400040.000	Travel and Per Diem	\$ -	\$ -	\$ 750.00	\$ 1,000.00
	Water meter parts shipping	\$ 120.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00
400041.000	Communications & Freight	\$ 120.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00
	Utility Services	\$ 900.00	\$ -	\$ -	\$ 1,000.00
400043.000	Utility Services	\$ 900.00	\$ -	\$ -	\$ 1,000.00
	Backhoe rental with operator		\$ 3,400.00	\$ 3,500.00	\$ 3,500.00
	Equipment rental for repair work		\$ 1,750.00	\$ 2,000.00	\$ 2,000.00
	Letter folding machine rental	\$ -	\$ 4,800.00	\$ 4,000.00	\$ 4,000.00
400044.000	Rentals & Leases	\$ -	\$ 9,950.00	\$ 9,500.00	\$ 9,500.00
		\$ 16,290.04	\$ 14,506.00	\$ 14,500.00	\$ 14,500.00
400045.000	Insurance	\$ 16,290.04	\$ 14,506.00	\$ 14,500.00	\$ 14,500.00
	Fire Hydrant painting and repairs		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	Oil changes/minor repairs for vehicle #615		\$ 750.00	\$ 750.00	\$ 750.00
	Paint and accessories: tape, brushes, rollers, tarps		\$ 475.00	\$ 400.00	\$ 475.00
	Pipes/fittings for water main & water service repairs		\$ 4,250.00	\$ 4,750.00	\$ 4,750.00
	Repairs/replace broken/damaged fire hydrants		\$ 3,700.00	\$ 3,800.00	\$ 3,800.00
	Water main repairs using outside contractors		\$ 20,000.00	\$ 17,000.00	\$ 20,000.00
	Parts/tools for water related repairs		\$ -	\$ 600.00	\$ 600.00
	Water main repairs		\$ -	\$ 3,800.00	\$ 3,800.00
	Removal of bee hives from water meter boxes		\$ -	\$ -	\$ -
	Density testing for roadway repairs		\$ -	\$ -	\$ -
	Bagged asphalt for roadway repairs around meters		\$ -	\$ -	\$ -
	Water valve adjustment: various contractors	\$ 31,028.52	\$ 3,600.00	\$ 3,800.00	\$ 3,600.00
400046.000	Repairs & Maintenance	\$ 31,028.52	\$ 37,775.00	\$ 39,900.00	\$ 42,775.00
		\$ 118.00	\$ -	\$ -	\$ -
400047.000	Printing & Biding	\$ 118.00	\$ -	\$ -	\$ -
	Annual THM and HAAS testing		\$ 1,850.00	\$ 2,000.00	\$ 2,000.00
	Bee hive removal from water meter boxes: Willie		\$ 1,600.00	\$ 1,600.00	\$ 1,500.00
	Vaccinations/Drug testing/Minor medical treatment		\$ -	\$ -	\$ -



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted Budget	Adopted Budget	Proposed Budget
		2020-2021	2020-2021	2021-2022	2022-2023
Operating Expenses	Description				
	Membership fees for the FWPCOA	\$	-	\$ 180.00	\$ 180.00
	Density testing for roadway repair resulting from leaks	\$	750.00	\$ 900.00	\$ 900.00
	Monthly mandated POE water testing: MDWAS	\$	1,272.00	\$ 1,500.00	\$ 1,500.00
	Monthly mandated water quality testing:	\$	11,400.00	\$ 12,000.00	\$ 12,000.00
	Quarterly mandated water bacteriological testing	\$	4,800.00	\$ 8,000.00	\$ 8,000.00
	Sunshine one call: fees for underground utility LOC	\$	240.00	\$ 240.00	\$ 240.00
	Water system license renewal: FL department of health	\$ 20,804.31	\$ 750.00	\$ 925.00	\$ 925.00
400049.000	Other Current Charges	\$ 20,804.31	\$ 22,662.00	\$ 27,345.00	\$ 27,245.00
	Bagged asphalt for small roadway repairs around meter boxes	\$	850.00	\$ 900.00	\$ 900.00
	Fuel for vehicle #615	\$	1,380.00	\$ 1,400.00	\$ 1,400.00
	Large water meters (2";3"-4")	\$	18,800.00	\$ 30,000.00	\$ 30,000.00
	Paint for marking underground utilities: various vendors	\$	600.00	\$ 600.00	\$ 400.00
	Plumbing parts & fittings for inventory	\$	3,000.00	\$ 3,000.00	\$ 3,000.00
	PPE, safety shoes, hats, safety glasses	\$	1,000.00	\$ 1,000.00	\$ 1,000.00
	Small water meters/registers (1"&1.5")	\$	6,375.00	\$ 10,000.00	\$ 9,000.00
	Tools for water service repairs/installations	\$	1,200.00	\$ 1,500.00	\$ 1,500.00
	Uniforms, renting & laundering services	\$	600.00	\$ 600.00	\$ 600.00
	Water bill paper	\$	1,500.00	\$ 1,500.00	\$ 1,500.00
	Membership fees for FW&PCOA	\$	-		\$ 476.00
	Vaccinations/drug testing/minor medical treatment	\$	-		
	Water meter boxes	\$ (4,259.04)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
400052.000	Operating Supplies	\$ (4,259.04)	\$ 45,305.00	\$ 60,500.00	\$ 59,776.00
	CEU training for water distribution license holders			\$ 1,250.00	\$ 1,250.00
	Water distribution level2 certification course				
	Water distribution level3 certification course				
	FWPCOA Membership fees	\$ 50.00	\$ 140.00	\$ 250.00	\$ 250.00
400054.000	Publications and Training	\$ 50.00	\$ 140.00	\$ 1,500.00	\$ 1,500.00
		\$ 68,911.91	\$ -	\$ -	\$ -
400059.000	Depreciation	\$ 68,911.91	\$ -	\$ -	\$ -
400071.000	Principal Payments	\$ -	\$ -	\$ -	\$ -
400072.000	Interest	\$ -	\$ -	\$ -	\$ -
		\$ 244,999.80	\$ 245,000.00	\$ 200,000.00	\$ 200,000.00
400091.500	Transfer to General Fund-Svcs	\$ 244,999.80	\$ 245,000.00	\$ 200,000.00	\$ 200,000.00
Total	Operating Expenses	\$ 871,552.93	\$ 1,000,934.00	\$ 930,545.00	\$ 892,146.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department:	WATER FUND (5330)
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PROPOSED							
CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Replace Mixed Match Water Meter Boxes	\$ 6,000		\$ 5,734			
2	Lease Water Truck #615 (Ford F 250 Utility Body)		\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
3							
4							
5							
6							
	TOTALS	\$ 6,000	\$ 9,000	\$ 14,734	\$ 9,000	\$ 9,000	\$ 9,000

404 PARKING FUND REVENUES

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase (Decrease)
Line Item Prefix: 404.9999.							
<u>Service Revenues</u>							
344501.000	Parking Meter Collections	\$ 2,057	\$ 140,000	\$ 10,000	\$ -	\$ (10,000)	-100.0%
344502.000	Parking Permit Sales	\$ 297,343	\$ 250,000	\$ 290,000	\$ 195,000	\$ (95,000)	-32.8%
344502.010	Parking Permit Sales Green	\$ 20,924	\$ -	\$ -	\$ 20,500	\$ 20,500	
344502.020	Parking Permit Sales Blue	\$ 116,331	\$ -	\$ -	\$ 262,000	\$ 262,000	
344502.030	Parking Permit Sales Orange	\$ 31,984	\$ -	\$ -	\$ 35,000	\$ 35,000	
344502.040	Parking Permit Sales Brown	\$ 7,484	\$ -	\$ -	\$ 9,500	\$ 9,500	
344502.050	Parking Permit Sales Red	\$ 3,863	\$ -	\$ -	\$ 15,000	\$ 15,000	
344505.000	Parking Pay-by-Phone Reciepts	\$ 128,571	\$ -	\$ 120,500	\$ 135,000	\$ 14,500	12.0%
344550.000	Parking Agreement Fees	\$ 5,625	\$ -	\$ 180,000	\$ 500	\$ (179,500)	-99.7%
344645.000	Credit Card Processing Charges	\$ 27,503	\$ -	\$ 10,000	\$ -	\$ (10,000)	-100.0%
351602.000	Parking Fines	\$ 31,103	\$ 25,000	\$ 20,000	\$ 20,000	\$ -	0.0%
Total	Service Revenues	\$ 672,789	\$ 415,000	\$ 630,500	\$ 692,500	62,000	9.0%
<u>Miscellaneous Revenues</u>							
324411.000	Parking Trust Receipts	\$ 75,226	\$ -	\$ 60,000	\$ 560,000	\$ 500,000	833.3%
362000.000	Rents & Roaylties	\$ 130,053	\$ -	\$ 130,000	\$ 130,000	\$ -	0.0%
369000.000	Other Miscellaneous Revenues	\$ 240	\$ 175,000	\$ 500	\$ 250	\$ (250)	-50.0%
Total	Miscellaneous Revenues	\$ 205,519	\$ 175,000	\$ 190,500	\$ 690,250	\$ (174,500)	8.9%
	Appropriate Fund Balance	\$ -	\$ -	\$ 36,863	\$ -	\$ (36,863)	-100.0%
Total	Appropriate Fund Balance	\$ -	\$ -	\$ 36,863	\$ -	\$ (36,863)	-100.0%
TOTAL	PARKING FUND REVENUES	\$878,308	\$590,000	\$857,863	\$ 1,382,750	524,887	38.0%

PARKING FUND (404):
5450 Department

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>REVENUES</u>				
Service Revenues	\$ 672,789	\$ 415,000	\$ 630,500	\$ 692,500
Miscellaneous Revenues	\$ 205,519	\$ 175,000	\$ 190,500	\$ 690,250
Appropriate Fund Balnce	\$ -	\$ -	\$ 36,863	\$ -
TOTAL REVENUES	\$ 878,308	\$ 590,000	\$ 857,863	\$ 1,382,750
<u>EXPENSES</u>				
Personnel Services	\$ 143,023	\$ 215,214	\$ 248,192	\$ 253,035
Operating Expenses	391,723	153,593	139,184	198,800
Capital Outlay	-	12,500	52,500	207,500
Debt Service	60,760	418,760	417,988	443,984
Transfer to Other Funds	-	-	-	-
TOTAL EXPENSES	\$ 595,506	\$ 800,067	\$ 857,864	\$ 1,103,319
NET RESULTS	\$ 282,801	\$ (210,067)	\$ (1)	\$ 279,431

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>	
Planned salary and benefits adjustments	14,514
F.I.C.A. Taxes	1,111
Retirement Contributions	(10,782)
<u>Operating Expenses</u>	
Other Contractual Services - Otis Services Replaced by Delaware Elevator Maintenance Cos	(2,400)
Communication & Freight - Parkeon Communication Fees Budget Increased	(2,000)
Rental & Leases - Hippoland Lease Payment Budget Reduced	31,298
Repairs and Maintenance	(5,880)
Other Current Charges	37,948
<u>Capital Outlay</u>	
New Split AC Unit Replacement, Consulting Engineering Services for Block 11 Parking Gara	155,000
<u>Debt Service</u>	
\$ -	
<u>Transfer to Other Funds</u>	
\$ -	

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Manager ¹	0.02			0.02	0.02			0.02
Assistant Town Manager ¹	0.02			0.02	0.02			0.02
Executive Assistant ¹	0.02			0.02	0.02			0.02
Receptionist/Office Assistant ¹	0.02			0.02	0.02			0.02
Social Media/SunPass Manager ¹	0.01			0.01	0.02			0.02
Town Clerk ¹	0.02			0.02	0.02			0.02
Recording Secretary ¹	0.02			0.02	0.02			0.02
Deputy Town Clerk ¹	0.02			0.02	0.02			0.02
Director of Finance ¹	0.02			0.02	0.02			0.02
Payroll Coordinator ¹	0.02			0.02	0.02			0.02
Accounts Payable Coordinator ¹	0.02			0.02	0.02			0.02
Information Systems Manager ¹	0.02			0.02	0.02			0.02
Human Resources Manager ¹	0.02			0.02	0.02			0.02
Code Compliance Officer ¹	0.02			0.02	0.02			0.02
Director of Public Works ¹	0.02			0.02	0.02			0.02
Administrative Assistant for Engineer & P	0.02			0.02	0.02			0.02
Code Enforcement/Parking Director	0.30			0.30	0.30			0.30
Parking Enforcement Officer						1.00		0.50
Total:	0.61	0.00	0.00	0.61	0.62	1.00	0.00	1.12

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

PARKING FUND (404):
5450 Department

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget	Budget	Budget	Increase	Increase
Line Item Prefix: 404.5450.		2020-2021	2020-2021	2021-2022	2022-2023	(Decrease)	Decrease
Suffix	Object Description						
<u>Personnel Services</u>							
400012.C	Regular Salaries & Wages	144,580	133,555	166,238	180,752	14,514	8.7%
400014.C	Overtime Pay	4,911	12,020	12,000	12,000	-	0.0%
400021.C	F.I.C.A. Taxes	10,159	11,136	13,635	14,746	1,111	8.1%
400022.C	Retirement Contributions	24,050	24,050	26,500	15,718	(10,782)	-40.7%
400022.E	Pension Expense	(63,742)	-	-	-	-	
400023.C	Group Insurance	20,593	31,834	27,119	27,119	(1)	0.0%
400023.E	OPEB Expense	532	-	-	-	-	
400024.C	Worker's Compensation	1,941	1,951	2,200	2,200	-	0.0%
400025.C	Unemployment Compensa	-	668	500	500	-	0.0%
Total	Personnel Services	\$ 143,023	\$ 215,214	\$ 248,192	\$ 253,035	\$ 4,843	2.0%
<u>Operating Expenses</u>							
400031.C	Professional Services	-	-	1,000	750	(250)	-25.0%
400032.C	Accounting and Auditing	2,825	2,500	2,500	2,700	200	8.0%
400034.C	Other Contractual Services	5,723	10,850	6,900	4,500	(2,400)	-34.8%
400041.C	Communications & Freight	18,047	29,000	30,000	28,000	(2,000)	-6.7%
400043.C	Utility Services	24,987	26,100	26,100	26,100	-	0.0%
400044.C	Rentals & Leases	15,872	16,350	7,202	38,500	31,298	434.6%
400045.C	Insurance	8,145	7,253	8,000	8,200	200	2.5%
400046.C	Repairs & Maintenance	19,238	34,640	33,730	27,850	(5,880)	-17.4%
400047.C	Printing & Binding	-	-	-	-	-	
400049.C	Other Current Charges	18,862	16,800	8,952	46,900	37,948	423.9%
400052.C	Operating Supplies	10,435	10,100	14,800	15,300	500	3.4%
400054.C	Publications and Training	-	-	-	-	-	
400059.C	Depreciation	267,590	-	-	-	-	
Total	Operating Expenses	\$ 391,723	\$ 153,593	\$ 139,184	\$ 198,800	\$ 59,616	42.8%
<u>Capital Outlay</u>							
400063.C	Improvements(Excl.Buildin	\$ -	\$ 12,500	\$ 52,500	\$ 207,500	155,000	295.2%
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ 12,500	\$ 52,500	\$ 207,500	\$ 155,000	295.2%
<u>Debt Service</u>							
400071.C	Principal Payments	-	358,000	369,000	397,000	28,000	7.6%
400072.C	Interest	60,760	60,760	48,988	46,984	(2,004)	-4.1%
Total	Debt Service	\$ 60,760	\$ 418,760	\$ 417,988	\$ 443,984	\$ 25,996	6.2%
<u>Non-Operating Expenses</u>							
400091.C	Transfer to Debt Service	-	-	-	-	-	
Total	Non-Operating Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 595,506	\$ 800,067	\$ 857,864	\$ 1,103,319	\$ 245,455	28.6%



Budget Worksheet

Town of Bay Harbor Islands

Operating Expenses	Description	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5450	PARKING FUND				
	Tyler Technologies: Training and Travel Costs	\$ -	\$ -	\$ 1,000.00	\$ 750.00
400031.000	Professional Services	\$ -	\$ -	\$ 1,000.00	\$ 750.00
	Accounting & Auditing	\$ 2,825.00	\$ 2,500.00	\$ 2,500.00	\$ 2,700.00
400032.000	Accounting & Auditing	\$ 2,825.00	\$ 2,500.00	\$ 2,500.00	\$ 2,700.00
	7 Split unit air conditioner maintenance		\$ -	\$ -	\$ -
	Elevator preventative maintenance		\$ 9,000.00	\$ 5,000.00	\$ 2,500.00
	Fire alarm service and testing	\$ 5,722.71	\$ 1,850.00	\$ 1,900.00	\$ 2,000.00
400034.000	Other Contractual Services	\$ 5,722.71	\$ 10,850.00	\$ 6,900.00	\$ 4,500.00
	AT&T garage phone & alarm		\$ 5,000.00	\$ 5,000.00	\$ 1,500.00
	Parkeon - Master Meter communication services		\$ 8,400.00	\$ 9,000.00	\$ 9,000.00
	Parkeon - Parkfolio 3 back office software	\$ 18,046.63	\$ 15,600.00	\$ 16,000.00	\$ 17,500.00
400041.000	Communications & Freight	\$ 18,046.63	\$ 29,000.00	\$ 30,000.00	\$ 28,000.00
	TOBHI		\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
	FPL	\$ 24,987.11	\$ 22,500.00	\$ 22,500.00	\$ 22,500.00
400043.000	Utility Services	\$ 24,987.11	\$ 26,100.00	\$ 26,100.00	\$ 26,100.00
	Row use/N service road		\$ -	\$ 1.00	\$ 13,000.00
	Hippoland - lease payment		\$ 9,150.00	\$ 1.00	\$ 19,000.00
	Manlift - portable lift to change lights on level		\$ 700.00	\$ 700.00	\$ -
	Vehicle 631 - Ford Escape lease (Year 2 of 5)	\$ 15,872.13	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
400044.000	Rentals & Leases	\$ 15,872.13	\$ 16,350.00	\$ 7,202.00	\$ 38,500.00
		\$ 8,144.93	\$ 7,253.00	\$ 8,000.00	\$ 8,200.00
400045.000	Insurance	\$ 8,144.93	\$ 7,253.00	\$ 8,000.00	\$ 8,200.00
	Contract repair services - Garage server maintenance		\$ 3,500.00	\$ 3,500.00	\$ 2,000.00
	Elevator solutions - elevator shaft ckening		\$ 3,250.00	\$ 3,250.00	\$ 2,000.00
	Engineering systems technology		\$ 750.00	\$ 800.00	\$ 700.00
	Graphics for barricade signage		\$ 300.00	\$ 300.00	\$ 300.00
	Home Depot		\$ 1,000.00	\$ 1,000.00	\$ 500.00
	Meter testing		\$ 100.00	\$ -	\$ -
	Parking meter kiosk repairs		\$ 3,000.00	\$ 7,000.00	\$ 10,000.00
	Pressure cleaning of elevator lobby areas in PG		\$ 3,360.00	\$ 3,500.00	\$ 1,500.00
	Repairs to existing overhead roll-up doors in PG		\$ 1,500.00	\$ 1,200.00	\$ 1,000.00
	Repairs to swing doors/closures		\$ 4,500.00	\$ 4,500.00	\$ 3,000.00
	Safety device supplier - Re-supply barricades		\$ 600.00	\$ 600.00	\$ 600.00
	Split AC units - repair of existing split AC unit		\$ 4,500.00	\$ 4,500.00	\$ 1,000.00
	Stripping/Numbering existing public parking spaces		\$ 5,000.00	\$ -	\$ -
	Batteries for Meter Maintenance: Various suppliers		\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Repairs and preventative maintenance vehicle #909		\$ -	\$ -	\$ 2,000.00
	Vehicle 631 car wash		\$ 180.00	\$ 180.00	\$ 250.00
	World electric	\$ 19,238.32	\$ 600.00	\$ 900.00	\$ 500.00
400046.000	Repairs & Maintenance	\$ 19,238.32	\$ 34,640.00	\$ 33,730.00	\$ 27,850.00
	New parking citations (supplied by county)	\$ -	\$ -	\$ -	\$ -
400047.000	Printing & Biding	\$ -	\$ -	\$ -	\$ -
	Coin collections & processing - transport services		\$ 100.00	\$ 500.00	\$ 500.00
	Dilo fire sprinkler - annual fire sprinkler testing		\$ 500.00	\$ 600.00	\$ 500.00
	KC Property Tax/Row N Service road		\$ -	\$ 3,750.00	\$ -
	Hippoland - Property Tax		\$ 12,000.00	\$ 1.00	\$ 12,000.00
	Bay Harbor Exec Offices - Property taxes			\$ 1.00	\$ 10,000.00



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted Budget	Adopted Budget	Proposed Budget				
Operating Expenses	Description	2020-2021	2020-2021	2021-2022	2022-2023				
	Mandated certification of fire extinguisher	\$	750.00	\$	800.00				
	Miami-Dade fire rescue - Municipal garage fire system	\$	1,100.00	\$	600.00				
	CC Merchant Fees				\$	20,000.00			
	Annual mandated inspection	\$	18,861.85	\$	2,500.00	\$	2,500.00		
400049.000	Other Current Charges	\$	18,861.85	\$	16,800.00	\$	8,952.00	\$	46,900.00
	Creation & placement of PbP signage as needed	\$	750.00	\$	750.00	\$	750.00		
	Information signage - creation & installation	\$	750.00	\$	750.00	\$	750.00		
	Lighting maintenance in the municipal garage	\$	500.00	\$	500.00	\$	500.00		
	Paper rolls for handheld parking citation writing	\$	500.00	\$	-	\$	-		
	Parkeon - paper rolls for master meter kiosks	\$	1,850.00	\$	4,000.00	\$	4,000.00		
	Server maintenance - battery backup	\$	4,000.00	\$	4,000.00	\$	4,000.00		
	Tools & equipment for parking enforcement officer	\$	250.00	\$	2,500.00	\$	1,500.00		
	Uniforms & shoes for parking enforcement officer	\$	300.00	\$	1,000.00	\$	1,200.00		
	Weathertech mat for vehicle	\$	-	\$	-	\$	-		
	Fuel for vehicle #631	\$	10,434.63	\$	1,200.00	\$	1,300.00	\$	2,600.00
400052.000	Operating Supplies	\$	10,434.63	\$	10,100.00	\$	14,800.00	\$	15,300.00
	Training for enforcement officer	\$	-	\$	-	\$	-	\$	-
400054.000	Publications and Training	\$	-	\$	-	\$	-	\$	-
		\$	267,590.00	\$	-	\$	-	\$	-
400059.000	Depreciation	\$	267,590.00	\$	-	\$	-	\$	-
		\$	-	\$	358,000.00	\$	369,000.00	\$	397,000.00
400071.000	Principal Payments	\$	-	\$	358,000.00	\$	369,000.00	\$	397,000.00
		\$	60,760.00	\$	60,760.00	\$	48,987.75	\$	46,984.10
400072.000	Interest	\$	60,760	\$	60,760	\$	48,988	\$	46,984
400091.500	Transfer to General Fund-Svcs	\$	-	\$	-	\$	-	\$	-
Total	Operating Expenses	\$	391,723.31	\$	572,353.00	\$	557,171.75	\$	642,784.10



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN

FY 2021-2022

GENERAL FUND

Department: **PARKING FUND (5450)**

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Lighting - Replace Malfunctioning MG Lights	\$ 5,000	\$ 10,000				
2	New Split AC Unit - Replace one Unit as Needed	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
3	Replace expansion joints in PG decking		\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ 35,000
4	Consulting Engineer Services for Block 11 Parking Garage - Includes sizing, design, permitting			\$ 200,000			
5	Block 11 Parking Garage Construction				\$ 5,000,000	\$ 1,000,000	
6							
	TOTALS	\$ 12,500	\$ 52,500	\$ 207,500	\$ 5,042,500	\$ 1,042,500	\$ 42,500

405 SOLID WASTE FUND REVENUES

		Actual	Adopted	Adopted	Proposed	Increase	%
		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	(Decrease)	Increase (Decrease)
Line Item Prefix: 405.9999.							
<u>Intergovernmental Revenues</u>							
343401.100	Single-Family Collection Fees	\$ 100,846	\$ 95,000	\$ 100,000	\$ 100,000	\$ -	0.0%
343401.200	Multi-Family Collection Fees	\$ 503,764	\$ 485,000	\$ 490,000	\$ 490,000	\$ -	0.0%
343401.400	Apartment Collection Fees	\$ 120,087	\$ 132,500	\$ 150,000	\$ 150,000	\$ -	0.0%
343402.000	Daily Collection Fees	\$ 94,609	\$ 75,000	\$ 95,000	\$ 95,000	\$ -	0.0%
343403.000	Business Regular Pickup Fees	\$ 69,491	\$ 37,500	\$ 40,000	\$ 40,000	\$ -	0.0%
350000.000	Doubtful Accounts	\$ 4,473	\$ -	\$ -	\$ -	\$ -	
Total	Service Revenues	\$ 893,269	\$ 825,000	\$ 875,000	\$ 875,000	\$ (174,500)	8.9%
<u>Miscellaneous Revenues</u>							
36901.000	Garbage Container Charges	\$ 1,998	\$ -	\$ -	\$ -	\$ -	
36900	Other Miscellaneous Revenues	\$ 54	\$ 5,000	\$ 1,000	\$ 1,000	\$ -	0.0%
Total	Miscellaneous Revenues	\$ 2,052	\$ 5,000	\$ 1,000	\$ 1,000	\$ (174,500)	8.9%
TOTAL	SOLID WASTE REVENUES	\$895,321	\$830,000	\$876,000	\$876,000	-	0.0%

SOLID WASTE FUND (405):
5340 Department

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>REVENUES</u>				
Service Revenues	\$ 893,269	\$ 825,000	\$ 875,000	\$ 875,000
Miscellaneous Revenues	\$ 2,052	\$ 5,000	\$ 1,000	\$ 1,000
TOTAL REVENUES	\$ 895,321	\$ 830,000	\$ 876,000	\$ 876,000
<u>EXPENSES</u>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Operating Expenses	787,885	761,788	841,400	859,400
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
Transfer to Other Funds	-	-	-	-
TOTAL EXPENSES	\$ 787,885	\$ 761,788	\$ 841,400	\$ 859,400
NET RESULTS	\$ 107,436	\$ 68,212	\$ 34,600	\$ 16,600

Significant Changes (+/-) from FY 2022 Adopted Budget

Personnel Services

The Solid Waste Fund has no positions that associated with this department.

Operating Expenses

SW Disposal Fees - Dailys Pickup Fees Budget Increased 15,000

Operating Supplies 3,000

Capital Outlay

Debt Service

Transfer to Other Funds

Personnel Complement									
Position Title	FY 2021-2022					FY 2022-2023			
	Funded					Funded			
	Full Time	Part Time	Temp	FTEs		Full Time	Part Time	Temp	FTEs
Total:	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00

SOLID WASTE FUND (405):
5340 Department

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 405.5340.		2020-2021	Budget	Budget	Budget	Increase	Increase
Suffix	Object Description		2020-2021	2021-2022	2022-2023	(Decrease)	Decrease
Personnel Services							
400012.C	Regular Salaries & Wages	-	-	-	-	-	
400014.C	Overtime Pay	-	-	-	-	-	
400021.C	F.I.C.A. Taxes	-	-	-	-	-	
400022.C	Retirement Contributions	-	-	-	-	-	
400023.C	Group Insurance	-	-	-	-	-	
400023.E	OPEB Expense	-	-	-	-	-	
400024.C	Worker's Compensation	-	-	-	-	-	
400025.C	Unemployment Compensa	-	-	-	-	-	
Total	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Expenses							
400031.C	Professional Services	-	250	1,000	1,000	-	0.0%
400032.C	Accounting and Auditing	2,825	2,500	2,500	2,500	-	0.0%
400034.C	Other Contractual Services	-	-	-	-	-	
400034.E	SW Disposal Fees-Reg Pick	-	679,028	755,000	755,000	-	0.0%
400034.E	SW Disposal Fees-Bus Regi	699,446	-	-	-	-	
400034.F	SW Disposal Fees-Daily Pic	83,369	77,160	80,000	95,000	15,000	18.8%
400046.C	Repairs & Maintenance	-	-	-	-	-	
400049.C	Other Current Charges	806	850	900	900	-	0.0%
400052.C	Operating Supplies	-	2,000	2,000	5,000	3,000	150.0%
400054.C	Publications and Training	-	-	-	-	-	
400059.C	Depreciation	1,438	-	-	-	-	
Total	Operating Expenses	\$ 787,885	\$ 761,788	\$ 841,400	\$ 859,400	\$ 18,000	2.1%
Capital Outlay							
400063.C	Improvements(Excl.Buildin	\$ -	\$ -	\$ -	\$ -	-	
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	
Debt Service							
400071.C	Principal Payments	-	-	-	-	-	
400072.C	Interest	-	-	-	-	-	
Total	Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	
Non-Operating Expenses							
400091.C	Transfer to Debt Service	-	-	-	-	-	
Total	Non-Operating Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 787,885	\$ 761,788	\$ 841,400	\$ 859,400	\$ 18,000	2.1%



Budget Worksheet

Town of Bay Harbor Islands

		Actual	Adopted	Adopted	Proposed
		2020-2021	Budget	Budget	Budget
Operating Expenses	Description		2020-2021	2021-2022	2022-2023
5340	SOLID WASTE FUND				
	Tyler Technologies: Training and Travel costs	\$ -	\$ 250.00	\$ 1,000.00	\$ 1,000.00
400031.000	Professional Services	\$ -	\$ 250.00	\$ 1,000.00	\$ 1,000.00
	Accounting & Auditing	\$ 2,825.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
400032.000	Accounting & Auditing	\$ 2,825.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	Tipping fees for Town vehicles: Miami-Dade County				
	Residential Pick-up costs				
	CPI Adjustments on Residential Pick-Up				
	Tipping fee adjustments				
	Regular Commercial Pick-up				
		\$ -	\$ -	\$ -	\$ -
400034.000	Other Contractual Services	\$ -	\$ -	\$ -	\$ -
	Residential Pick-up costs		\$ 675,985.92	\$ 750,000.00	\$ 750,000.00
	CPI Adjustments on Residential Pick-Up	\$ -	\$ 3,041.94	\$ 5,000.00	\$ 5,000.00
400034.300	SW Disposal Fees-Regular Pickup	\$ -	\$ 679,027.86	\$ 755,000.00	\$ 755,000.00
	Solid Waste Business Regular	\$ 699,446.10	\$ -	\$ -	\$ -
400034.350	SW Disposal Fees-Bus Regular	\$ 699,446.10	\$ -	\$ -	\$ -
	Solid Waste Daily Pickup fees	\$ 83,368.92	\$ 77,160.00	\$ 80,000.00	\$ 95,000.00
400034.400	SW Disposal Fees-Daily Pickup	\$ 83,368.92	\$ 77,160.00	\$ 80,000.00	\$ 95,000.00
	Solid Waste vehicles/equipment	\$ -	\$ -	\$ -	\$ -
400046.000	Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -
	Miami-dade county dumping permit	\$ 806.25	\$ 850.00	\$ 900.00	\$ 900.00
400049.000	Other Current Charges	\$ 806.25	\$ 850.00	\$ 900.00	\$ 900.00
	96 Gallon Toters - Last purchase made in March 2018	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00
400052.000	Operating Supplies	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00
400054.000	Publications and Training	\$ -	\$ -	\$ -	\$ -
		\$ 1,438.48	\$ -	\$ -	\$ -
400059.000	Depreciation	\$ 1,438.48	\$ -	\$ -	\$ -
400071.000	Principal Payments	\$ -	\$ -	\$ -	\$ -
400072.000	Interest	\$ -	\$ -	\$ -	\$ -
400091.500	Transfer to General Fund-Svcs	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 787,884.75	\$ 761,787.86	\$ 841,400.00	\$ 859,400.00

406 STORMWATER FUND REVENUES

		Actual	Adopted	Adopted	Proposed		%
		2020-2021	Budget	Budget	Budget	Increase	Increase
Line Item Prefix: 406.9999.			2020-2021	2021-2022	2022-2023	(Decrease)	(Decrease)
Intergovernmental Revenues							
343550.000	Stormwater Fees	\$ 222,753	\$ 210,000	\$ 231,000	\$ 231,000	\$ -	0.0%
	State Grant (FDEP)				\$ 310,000	\$ 310,000	
350000.000	Doubtful Accounts	\$ 902	\$ -	\$ -	\$ -	\$ -	
Total	Service Revenues	\$ 223,655	\$ 210,000	\$ 231,000	\$ 541,000	\$ (174,500)	8.9%
	Appropriate Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ (174,500)	8.9%
	Transfer From Other Funds	\$ 210,000		\$ 93,041		\$ (93,041)	-100.0%
Total	Transfer In	\$ 210,000	\$ -	\$ 93,041	\$ -	\$ (174,500)	8.9%
TOTAL	STORMWATER FUND REVENUES	\$433,655	\$210,000	\$324,041	\$ 541,000	216,959	40.1%

STORMWATER FUND (406)
5380 Department

	Actual	Adopted	Adopted	Proposed
	2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023
<u>REVENUES</u>				
Service Revenues	\$ 223,655	\$ 210,000	\$ 231,000	\$ 541,000
Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -
Transfer from other Funds	\$ 210,000	\$ -	\$ -	
Appropriate Fund Balance	\$ -	\$ -	\$ 93,041	\$ -
TOTAL REVENUES	\$ 433,655	\$ 210,000	\$ 324,041	\$ 541,000
<u>EXPENSES</u>				
Personnel Services	\$ 40,497	\$ 56,204	\$ 50,791	\$ 49,391
Operating Expenses	183,839	177,977	173,250	183,997
Capital Outlay	-	87,500	100,000	299,000
Debt Service	-	-	-	-
Transfer to Debt Service	-	-	-	-
TOTAL EXPENSES	\$ 224,337	\$ 321,681	\$ 324,041	\$ 532,388
NET RESULTS	\$ 209,318	\$ (111,681)	\$ -	\$ 8,612

Significant Changes (+/-) from FY 2022 Adopted Budget

<u>Personnel Services</u>		
Planned salary and benefits adjustments		5,093
Retirement Contributions		(6,882)
<u>Operating Expenses</u>		
Professional Services		18,000
Repairs and Maintenance		(9,500)
Other Current Charges		2,900
<u>Capital Outlay</u>		
Master Stormwater Improvement Project		
<u>Debt Service</u>		
	\$ -	
<u>Transfer to Debt Service</u>		
	\$ -	

Personnel Complement								
Position Title	FY 2021-2022				FY 2022-2023			
	Funded				Funded			
	Full Time	Part Time	Temp	FTEs	Full Time	Part Time	Temp	FTEs
Town Manager ¹	0.08			0.08	0.08			0.08
Assistant Town Manager ¹	0.08			0.08	0.08			0.08
Executive Assistant ¹	0.08			0.08	0.08			0.08
Receptionist/Office Assistant ¹	0.08			0.08	0.01			0.01
Social Media/SunPass Manager ¹	0.01			0.01	0.01			0.01
Town Clerk ¹	0.08			0.08	0.08			0.08
Recording Secretary ¹	0.08			0.08	0.08			0.08
Deputy Town Clerk ¹	0.08			0.08	0.08			0.08
Director of Finance ¹	0.08			0.08	0.08			0.08
Payroll Coordinator ¹	0.08			0.08	0.08			0.08
Accounts Payable Coordinator ¹	0.08			0.08	0.08			0.08
Information Systems Manager ¹	0.08			0.08	0.08			0.08
Human Resources Manager ¹	0.08			0.08	0.08			0.08
Code Compliance Officer ¹	0.08			0.08	0.08			0.08
Director of Public Works ¹	0.08			0.08	0.08			0.08
Administrative Assistant for Engineer & P	0.08			0.08	0.08			0.08
Maintenance Worker ¹	0.40			0.40	0.40			0.40
Total:	1.61	0.00	0.00	1.61	1.54	0.00	0.00	1.54

¹ General Fund Allocation. In FY2021 & 2022, the position is split funded in Causeway, Water, Sewer, Parking and Storm Water Funds.

STORMWATER FUND (406):
5380 Department

		Actual	Adopted	Adopted	Proposed		%
Line Item Prefix: 406.5380.		2020-2021	Budget 2020-2021	Budget 2021-2022	Budget 2022-2023	Increase (Decrease)	Increase Decrease
Suffix	Object Description						
Personnel Services							
400012.C	Regular Salaries & Wages	41,107	40,130	30,647	35,740	5,093	16.6%
400014.C	Overtime Pay	1,696	-	2,500	2,500	-	0.0%
400021.C	F.I.C.A. Taxes	3,025	3,070	2,536	2,925	389	15.3%
400022.C	Retirement Contributions	7,226	7,226	10,000	3,118	(6,882)	-68.8%
400023.C	Pension Expense	(19,152)	-	-	-	-	
400023.C	Group Insurance	5,833	4,964	4,288	4,288	-	0.0%
400023.5	OPEB Expense	151	-	-	-	-	
400024.C	Worker's Compensation	610	613	620	620	-	0.0%
400025.C	Unemployment Compensa	-	201	200	200	-	0.0%
Total	Personnel Services	\$ 40,497	\$ 56,204	\$ 50,791	\$ 49,391	\$ (1,400)	-2.8%
Operating Expenses							
400031.C	Professional Services	8,000	200	1,000	19,000	18,000	#####
400032.C	Accounting and Auditing	1,320	1,250	1,500	1,500	-	0.0%
400034.C	Other Contractual Services	103,569	105,000	105,000	105,000	-	0.0%
400040.C	Travel and Per Diem	-	-	-	-	-	
400043.C	Utility Services	-	2,000	2,000	2,000	-	0.0%
400045.C	Insurance	4,072	3,627	4,000	4,000	-	0.0%
400046.C	Repairs & Maintenance	35,640	59,500	52,000	42,500	(9,500)	-18.3%
400049.C	Other Current Charges	2,336	3,200	3,200	6,100	2,900	90.6%
400052.C	Operating Supplies	-	2,500	2,500	2,250	(250)	-10.0%
400054.C	Publications and Training	50	700	2,050	1,647	(403)	-19.7%
400059.C	Depreciation	28,852	-	-	-	-	
Total	Operating Expenses	\$ 183,839	\$ 177,977	\$ 173,250	\$ 183,997	\$ 10,747	6.2%
Capital Outlay							
400063.C	Improvements(Excl.Buildin	\$ -	\$ 87,500	\$ 100,000	\$ 299,000	199,000	199.0%
400064.C	Machinery & Equipment	-	-	-	-	-	
Total	Capital Outlay	\$ -	\$ 87,500	\$ 100,000	\$ 299,000	\$ 199,000	199.0%
Debt Service							
400071.C	Principal Payments	-	-	-	-	-	
400072.C	Interest	-	-	-	-	-	
Total	Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	
Non-Operating Expenses							
400091.C	Transfer to Other Funds	-	-	-	-	-	
Total	Non-Operating Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	DEPARTMENT EXPENSES	\$ 224,337	\$ 321,681	\$ 324,041	\$ 532,388	\$ 208,347	64.3%



Budget Worksheet

Town of Bay Harbor Islands

Operating Expenses	Description	Actual 2020-2021	Adopted Budget 2020-2021	Adopted Budget 2021-2022	Proposed Budget 2022-2023
5380	STORMWATER FUND				
	Engineering Consultant: Deep Well Injection Pumps			\$ -	\$ -
	NPDES Annual Mandated Report				\$ 18,000.00
	Tyler Technologies: Training and Travel	\$ 8,000.00	\$ 200.00	\$ 1,000.00	\$ 1,000.00
400031.000	Professional Services	\$ 8,000.00	\$ 200.00	\$ 1,000.00	\$ 19,000.00
	Accounting and Auditing	\$ 1,320.00	\$ 1,250.00	\$ 1,500.00	\$ 1,500.00
400032.000	Accounting & Auditing	\$ 1,320.00	\$ 1,250.00	\$ 1,500.00	\$ 1,500.00
	Street sweeping services: NPDES Requirement	\$ 103,569.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00
400034.000	Other Contractual Services	\$ 103,569.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00
	Travel and per-diem	\$ -	\$ -	\$ -	\$ -
400040.000	Travel and Per Diem	\$ -	\$ -	\$ -	\$ -
	Power for injection wells: FP&L	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
400043.000	Utilities Services	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
	Insurance	\$ 4,072.47	\$ 3,627.00	\$ 4,000.00	\$ 4,000.00
400045.000	Insurance	\$ 4,072.47	\$ 3,627.00	\$ 4,000.00	\$ 4,000.00
	Jet clean & vacuum storm water outfall pipes:		\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
	Jet clean & vacuum storm water catch basins/cross		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Point repairs of broken/collapsed storm water pipe		\$ 15,000.00	\$ 15,000.00	\$ 7,500.00
	Repair of damaged P3 drainage structures: various vendors		\$ 15,000.00	\$ 7,500.00	\$ 7,500.00
	Repairs to deep well injection pumps/controllers		\$ 5,000.00	\$ 5,000.00	\$ 3,000.00
	Replacement of decaying storm grates/storm water syst	\$ 35,639.83	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
400046.000	Repairs & Maintenance	\$ 35,639.83	\$ 59,500.00	\$ 52,000.00	\$ 42,500.00
	NPDES permit fee: Miami-Dade County		\$ 3,000.00	\$ 3,000.00	\$ 5,500.00
	NPDES permit fee: Florida DEP	\$ 2,336.00	\$ 200.00	\$ 200.00	\$ 600.00
400049.000	Other Current Charges	\$ 2,336.00	\$ 3,200.00	\$ 3,200.00	\$ 6,100.00
	Absorbent for hazardous spills: various vendors		\$ 750.00	\$ 750.00	\$ 750.00
	PPE for outfall inspections: various vendors		\$ 750.00	\$ 750.00	\$ 500.00
	Inspect outfalls		\$ -	\$ -	\$ -
	Sock filters (Gutter Buddies) for construction sites	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
400052.000	Operating Supplies	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,250.00
	Town engineer professional engineer license				\$ 100.00
	Annual membership dues ASCE			\$ 350.00	\$ 350.00
	Professional Engineer's CPE requirements			\$ 900.00	\$ 397.00
	Project management software			\$ -	\$ -
	Project management Professional Continuing Education			\$ -	\$ -
	Certification for CFM			\$ -	\$ -
	Mandated NPDES training	\$ 50.00	\$ 700.00	\$ 800.00	\$ 800.00
400054.000	Publications and Training	\$ 50.00	\$ 700.00	\$ 2,050.00	\$ 1,647.00
		\$ 28,851.98	\$ -	\$ -	\$ -
400059.000	Depreciation	\$ 28,851.98	\$ -	\$ -	\$ -
400071.000	Principal Payments	\$ -	\$ -	\$ -	\$ -
400072.000	Interest	\$ -	\$ -	\$ -	\$ -
400091.500	Transfer to General Fund-Svcs	\$ -	\$ -	\$ -	\$ -
Total	Operating Expenses	\$ 183,839.28	\$ 175,977.00	\$ 171,250.00	\$ 181,997.00



5 Year Capital Outlay Budget Worksheet

CAPITAL IMPROVEMENT PLAN
FY 2021-2022

GENERAL FUND

Department: **STORMWATER FUND (5480)**

PROPOSED

CIP #	Description	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026
1	Stormwater CIPP Lining to Roadway Culverts	\$ 87,500					
2	Stormwater Improvement		\$ 100,000	\$ -	\$ -	\$ -	\$ -
3	Design of Stormwater Improvements on West Bay Harbor Drive - South of 96th Street - STATE GRANT			\$ 100,000	\$ -		
4	Construction of Stormwater Improvements on West Bay Harbor Drive - South of 96th Street - STATE GRANT			\$ 199,000	\$ 111,000		
5	Installation of inline check valves (tidal valves) on West Island's Ocean Outfalls				\$ 225,000	\$ -	
6	Design and permitting of Upsizing of Ocean Outfalls (117, 121, and 123, 126, 127, 128) on the West Island					\$ 100,000	
7	Construction of Upsizing of Ocean Outfalls (117, 121, and 123, 126, 127, 128) on the West Island					\$ 250,000	\$ -
8	Design and permitting of Upsizing of Ocean Outfalls (60, 63, 96, 105, 106, 110) on the East Island						\$ 100,000
9	Construction of Upsizing of Ocean Outfalls (60, 63, 96, 105, 106, 110) on the East Island						\$ 250,000
TOTALS		\$ 87,500	\$ 100,000	\$ 299,000	\$ 336,000	\$ 350,000	\$ 350,000

FY 2023 Budget Workshop Discussion Items

1. Property Value and Millage Summary
2. Program Modifications
3. Capital Expenditure/Outlay Requests
4. Personnel Adjustments/Reclassification

1. PROPERTY VALUE AND MILLAGE SUMMARY

2021 Preliminary Taxable Value	1,372,000,000	
Increase/Decrease (-) to 2021 Taxable Value	<u>2,484,392</u>	0.18%
2022 (Current) Estimated Preliminary Taxable Value	1,600,000,000	
Current Year Additions (New Construction)	<u>N/A</u>	<u>N/A%</u>
Current Year Estimated Taxable Value for Operating Purposes	<u>1,600,000,000</u>	<u>16.4%</u>

15 Year Millage, Taxable Value and Revenue History

<u>Fiscal Year</u>	<u>Millage Rate</u>	<u>Taxable Value</u>	<u>Percent</u>	<u>Property Tax Revenue</u>	
			<u>Change in Taxable Value</u>	<u>Gross</u>	<u>Net (95%)</u>
2009	4.41200	858,724,442	-2.5%	3,788,692	3,599,257
2010	5.29710	762,700,165	-11.2%	4,040,099	3,838,094
2011	5.29710	606,645,530	-20.5%	3,213,462	3,052,789
2012	5.29710	577,100,052	-4.9%	3,056,957	2,904,109
2013	5.52971	579,865,315	0.5%	3,206,487	3,046,163
2014	5.25000	602,162,980	3.8%	3,161,356	3,003,288
2015	4.90000	698,927,405	16.1%	3,424,744	3,253,507
2016	4.55000	778,065,824	11.3%	3,540,199	3,363,189
2017	4.40000	880,111,322	13.1%	3,872,490	3,678,866
2018	3.99900	1,031,587,742	17.2%	4,125,319	3,919,053
2019	3.71990	1,214,738,329	17.8%	4,518,705	4,292,770
2020	3.62450	1,333,786,001	9.8%	4,834,307	4,592,592
2021	3.62450	1,378,221,700	3.3%	4,995,365	4,745,597
2022	3.59000	1,374,484,392	-0.3%	4,934,399	4,687,679
2023	3.59000	1,600,000,000	16.4%	5,744,000	5,400,000

FY 2023 Value of 1 Mill*		
Mills	Gross Revenue	Net Revenue (95%)
1.00	1,600,000	1,520,000
0.75	1,200,000	1,140,000
0.50	800,000	760,000
0.40	640,000	608,000
0.30	480,000	456,000
0.25	400,000	380,000
0.10	160,000	152,000

- Based on June 1st, 2022 Miami-Dade County Property Appraiser 2022 Estimated Taxable Values

2. Summary Of New Program Modifications FY 2022

General Fund

Town Council – Budget decreased by \$19,000 due to Group Insurance to provide Health Insurance for Town Council members. The previous budget was calculated for all Town Council members enrolling into Town's health insurance. However, only five (5) out of seven (7) Council members have enrolled in the Town's Provided Health Insurance. The other adjustments to the Town Council budget compared to the prior year were slight reductions to postage, purchase of promotional items such as T-Shirts, Caps, Badges and other Miscellaneous items, and slight reduction in Registrations to conferences and seminars.

Town Manager's Department – Personnel Services increased due to salary allocation of Recording Specialist Marlon Martinez's compensation from the Town Clerk's department to the Town Managers department. As a result of the Cost-of-Living Adjustment (COLA) and merit increases in personnel compensation, the Town Managers department budgeted an increase in F.I.C.A Taxes. However, these increases were offset by the Retirement Contribution reductions, due to the Town's Retirement Fund being substantially overfunded and actuarial valuation reduced the minimum required contributions. Other budget reductions in the Town Manager department are as follows: appraisals for TDRs, rebranding, which was offset by an increase in postage for regular mail, property & casualty insurance, increase in Council approved promotional activities and to purchase National League of Cities (NLC) Membership.

Town Clerk's Department – Personnel Services decreased due to the allocation of Recording Specialist Marlon Martinez's compensation from the Town Clerk's department to The Town Managers' department. The decrease in Retirement Contributions will be prevalent Town-wide, since the Town's Retirement Fund is overfunded, and actuarial valuations have reduced the minimum required contributions. Other adjustments that were made to the Town Clerk department were to reduce Professional Services for document scanning, reduce the amount budgeted for traveling to conferences, document shipping via FedEx, repairs and maintenance to the equipment, legal advertising for ordinances, and public hearings and expenditures to attend the seminars (due to a reduction in staff members at the department). However, these reductions were offset by an increase in Other Contractual Services.

Finance & Administration – requesting to add a Purchasing Officer/Controller position, therefore the Personnel Services expenditures as well as F.I.C.A. Taxes are budgeted to increase. The decrease in Retirement Contributions will be prevalent Townwide, since the Town's Retirement Fund is overfunded, and actuarial valuations have reduced the minimum required contributions. The decrease in Professional Services is because the Town's consultant, Ann Destefanis, required a reduced role within the Town. This reduction will be offset by paying a subscription fee to add Budget Preparation software

such as OpenGov or similar. The department is requesting an increase in training allocations, such as Microsoft Products for the current and future staff.

Notable Capital Improvements for fiscal year 2022-2023:

- Biometric Time Clocks, Town Wide

Information Technology – budgeted an increase in Personnel Services expenditure due to planned COLA and Merit increases, which is offset by Retirement Contributions reduction as expected through the Town. The Information Department requests an increased expenditure on Network Security and BHI Virtual Server replacement, an increase in BHIPD and BHI exchange 365 email backup expenditures. The Information Department budgeted reduction in travel and per diem, repairs and maintenance, other current charges, operating supplies, and publications and training expenditures to attend conferences.

Notable Capital Improvements for fiscal year 2022-2023:

- BHI Virtual Server Replacement

Human Resources – requesting to replace HR Generalist. The Human Resources department budgeted a reduction in travel and per diem activities, which included Town Employee Dinner funded by the Broad Foundation and will be carried forward from current FY 2021-2022, and Other Current Charges which, include background checks (physical & fingerprinting). The HR department increased the budget for certifications and Town compliance training activities.

Legal Counsel Department – Increased budget for Legal Services provided by Joseph Geller from Marder Greenspoon LLP, due to the Council Approved increase in monthly retainer.

Public Buildings Department – Increased budget for Other Contractual Services due to AC preventative maintenance at the Community Center. However, the offsetting budget decreases were as follows: reduction in Professional Services, Utility Services, Insurance, and Repairs and Maintenance.

Notable Capital Improvements for fiscal year 2022-2023:

- Replace Town Hall and Public Works Restroom Renovation
- Council Chamber Renovation
- Public Works Storage Building at 95th Parking Lot

Law Enforcement Department – requesting one new Police Officer to the Police Department staff. This Officer will supplement police operations, facilitating a reduction in police overtime, increased police visibility, and will be primarily designated for full-time Police Marine unit operations. Due to the requested addition to Police Staff and the Collective Bargaining Agreement (CBA) that required COLA and Merritt adjustments, the F.I.C.A Taxes, Unemployment and Workers Compensation insurance expenditures budget was increased, which is offset by a Retirement Contributions reduction as expected by the Town. Other

increased expenditures budgeted were for Pre-employment fitness testing for duty (which is usually performed by a physician and/or psychologist), Adobe licensing, police department fleet vehicle Maintenance and Repairs, police promotional items (such as coins, vehicle wraps, event gifts and badges) and Operating Supplies (most notably vehicle fuel due to the increased fuel cost at the pump). These increases were somewhat offset by a budgeted decrease in Rent and Leases due to expiring lease payments for a few vehicles and a reduction in property & casualty insurance premium expenditures.

Notable Capital Improvements for fiscal year 2022-2023 (these are budgeted in General Capital Projects Fund):

- Motorola Police Handheld Radios
- LPR System
- Police Vehicles, Lighting and Outfitting
- Police Vehicle Radios
- Ballistic Vests
- Tasers – Taser Replacement Program
- Vehicle Radio System Replacement
- Body Worn Cameras
- Automated Vehicle Locator System (GPS)
- Vehicle Replacement Program
- Firearm Replacement and Upgrade
- Keytrack – Access Key Accountability Software
- LifeScan – Digital Fingerprinting

Building Department – Budgeted increase in Personnel Services due to planned increase in COLA and Merritt increases, consequently F.I.C.A Taxes and Retirement Contributions increased in Building Department. The other increased budgeted expenditures were for Professional Services, which included flood consultant and Operating Supplies. These increases were offset by the decreased budgeted expenditures for Other Contractual Services which included reduction of Central Square license fees (it will be carried forward from current FY 2021-2022 year) and Communication expenditures for Earthlink office phones and basic communication functions which is included in the Information Technology department.

Code Compliance Department – budgeted increased Personnel Services due to planned COLA and Merit adjustment, which was offset by reduction in overtime pay and by Retirement Contributions reduction as expected through the Town. The other Code Compliance budget reductions included budgeted travel & per diem, repairs & maintenance, and Operating Supplies. The budgeted increase was in Publication and Training at the Code Compliance Department.

Other Public Safety Department – budgeted increase COLA and Merit adjustments as well as hours worked by School Crossing Guards, based on actual hours worked, and as a consequence the Personnel Services increase together with F.I.C.A Taxes.

Streets and Parkways Department – budgeted COLA and Merit Increases for Department Staff, as well as restructuring two employees from the Parks and Recreation Department to be coded at the Street and Parkways Department. Consequently, the Personnel Services increased for planned salary and benefit adjustments, together with F.I.C.A Taxes, which was partially offset by Retirement Contributions reduction as expected through the Town. Other budgeted decreases were Utilities Services, Repairs and Maintenance. Operating Supplies expenditures were budgeted for an increase due to speed bumps-installations budgeted during next fiscal year.

Notable Capital Improvements for fiscal year 2022-2023:

- Block 11 Platted Alleyway Construction
- Ford F-150 Lightning AWD Crew Cab
- Milling and Resurfacing Streets

Public Transportation Department – Budgeted for an on-demand shuttle program solely for Bay Harbor Islands. Request For Proposal issued in FY 2020-2021.

Parks and Recreation Department – budgeted decrease in Personnel Services expenditures since the staff was reallocated to the Street and Parkways department as well as the Children's Trust department. Consequently, the F.I.C.A Taxes and Retirement Contributions have been decreased. The other decreases included Repairs & Maintenance expenditure decrease, Printing & Binding expenditure decrease, Other Current Charges expenditure decrease and publication and training expenditure decrease. are budgeted increase in Other Current Charges Town Events since the Town will celebrate its 75th anniversary and residents expecting the Town staff to produce the event.

Notable Capital Improvements for fiscal year 2022-2023:

- 92nd Street Dog Park Renovation
- 9600 West Bay Harbor Drive – Kayak Launch

Children Trust Department – budgeted for Children's Trust staff allocations from the Parks and Recreation department. Previously, the Town did not have this department and it was newly created with a lot of uncertainty. Therefore, at this point, just Personnel Services are budgeted.

Special Revenue Funds

Park Impact Fees Fund - according to the Town of Bay Harbor Islands Ordinance No. 784 passed on November 14th, 2005, requirements to collect park impact fees on new residential construction and account for expenditures allowed associated with this fund;

Notable Capital Improvements for fiscal year 2022-2023:

- Park Impact Fund - 96th Street Park Construction

Police Forfeiture Fund - accounts for the Federal Asset Forfeiture funds received and account for Police Department expenditures associated with these funds.

Enterprise Funds

Causeway Fund – Salary and benefit adjustments were increased due to planned COLA and Merritt Increases combined with F.I.C.A Tax Increase, which was partially offset by Retirement Contributions reduction as expected through the Town. Budgeted expenditures decreased for Professional Services due to design services expenditures being removed – the Town Engineer performs these services. Other expenditures that were decreased were Repairs & Maintenance of the Causeway (such as iguana relocation expenditures and asphalt/concrete repair costs were reduced). Other Current Charges expenditures were reduced since PASS Plan Administrator laptop was purchased in the current Fiscal Year, and Publication and Training expenditures were reduced. The reductions were offset by utilities in Utilities Service such as Electrical and Water utilities to the Causeway.

Notable Capital Improvements for fiscal year 2022-2023:

- BC-160: PD&E Study – Replacement of Broad Causeway Bridge - ATKINS
- BC-159: Indian Creek Bridge – Structural Repairs
- BC-161: Waterway Bridge Structural Repairs (Middle Bridge)
- BC-158: Rehabilitation of Broad Causeway Bridge No 875010
- Kane Concourse – Permeable Paving Replacement
- Alternative energy options (charging stations)
- Artificial Reef Project (Phase I and Phase II)
- Seawall Replacement 9600 West Bay Harbor Drive (Grant Project)

Sewer Fund – Salary and benefit adjustments were increased due to planned COLA and Merit Increases combined with F.I.C.A Tax Increase, which was partially offset by Retirement Contributions reduction as expected through the Town. The budgeted decreases were in Professional Services due to Mandated Smoke test performed during current Fiscal Year FY 2021-2022, and Repairs and Maintenance to sewer main/lateral point repairs being done during current Fiscal Year FY 2021-2022. The budgeted increases in expenditures were in Communications and Utility Services for Sewer Fund.

Notable Capital Improvements for fiscal year 2022-2023:

- SCADA Implementation
- Continue T-Liner Installation

- Repairs to Master Pump Station #1 (D)
- Upsizing of Sewer Main – Terminal MH (From 15” to 18”)

Water Fund – Salary and benefit adjustments were increased due to planned COLA and Merritt Increases, which were offset by reduction in Overtime budgeted and Retirement Contributions reduction as expected through the Town. The water purchase budget was decreased. However, the Town budgeted an increase in Professional Services, which included annual leak detection services, Utility Services, and Repairs and Maintenance.

Notable Capital Improvements for fiscal year 2022-2023:

- Replace Mixed Match Water Meter Boxes
- Water Truck (Lease or Purchase)

Parking Fund – Salary and benefit adjustments were increased due to planned COLA and Merritt Increases combined with F.I.C.A Tax Increase, which was partially offset by Retirement Contributions reduction as expected through the Town. Increased Rents and Leases to account for Hippoland and Bay Harbor Executive lease payments and increase in Other Current Charges to account for Hippoland and Bay Harbor Executive Offices property tax payment, and Credit Card Merchant fees. Decreased budgeted expenditures for Other Contractual Services, Communication and Freight and Repairs and Maintenance.

Notable Capital Improvements for fiscal year 2022-2023:

- New Split AC unit replacement, as needed.
- Consulting Engineering Services for Block11 Parking Garage-Including sizing, design, permitting

Solid Waste Fund – Increased budgeted expenditures for regular and daily pick-up fees. Since Coastal Waste and Recycling increased their fees by CPI, which is allowed contractually. Increased budgeted Operating Supplies.

Stormwater Fund – Increased capital outlay stormwater improvements.

Notable Capital Improvements for fiscal year 2022-2023:

- Design of Stormwater Improvements on West Bay Harbor Drive-South of 96th Street- State Grant
- Construction of Stormwater Improvements on West Bay Harbor Drive-South of 96th Street- State Grant

3. Summary Of Capital/Outlay Expenditure FY 2022

TOWN OF BAY HARBOR ISLANDS
FY 2022 - 2026
FIVE YEAR CAPITAL IMPROVEMENT PLAN

Department	Projects	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	5YR TOTAL
GENERAL FUND CAPITAL IMPROVEMENT PROJECTS							
Finance and Administration (5125)	Tyler Technologies Time Clocks (Payroll)	-	16,000	-	-	-	16,000
Information Technology (5135)	BHI Virtual Server Replacement	-	26,000	-	-	-	26,000
	Video Camera Replacement	10,000	10,000	10,000	10,000	10,000	50,000
Public Buildings (5190)	Replace Town Hall Generator	268,808	-	800,000	750,000	-	1,768,808
	Replace AC Chiller Unit			155,000			155,000
	Council Chambers Renovation		70,697				70,697
	Town Hall Admin and Public Bathroom Renovation		60,000				60,000
	Public Works Storage Building at 95 th						
	Parking Lot		300,000	350,000			650,000
	New Rubber Membrane Roof for Town Hall			375,000			375,000
Street & Parkways (5410)	ADA Improvements	10,000					10,000
	Block11 Platted Alleyway Construction		400,000				400,000
	Ford F-150 Lightning AWD		10,500	10,500	10,500	10,500	42,000
	Milling and Resurfacing	250,000	250,000	250,000	250,000	250,000	1,250,000
Parks & Recreation (5720)	92nd Street Park Renovation	200,000		200,000			400,000
	98th Street Dog Park Renovation	-	200,000	200,000			400,000
	95th Street Gazebo/Shade			100,000			100,000

92 nd Street Light Installation	100,000						100,000
Children Trust Center Improvements	50,000						50,000
95th Street Artificial Turf				200,000	200,000		400,000
Total Projects	838,808	1,343,197	2,450,500	1,220,500	470,500		6,323,505

SPECIAL REVENUE FUNDS/CAPITAL IMPROVEMENT PROJECTS

Capital Improvement Fund (5120)	Ballistic Helmets Replacement	7,500					7,500
	Motorola Police Handheld Radios	25,000	25,000	25,000	25,000	25,000	125,000
	LPR System		30,000	30,000	30,000	30,000	120,000
	Police Vehicles Lighting and Outfitting	36,000	55,000	55,000	55,000	55,000	180,000
	Police Vehicle Radios		20,000	20,000			40,000
	Ballistic Vests 5 Year Replacement	14,400	10,000	10,000	10,000	10,000	54,400
	Taser Replacement Program	-	13,800	13,800	13,800	13,800	55,200
	Vehicle Radio System Replacement	14,100	14,100	14,100	14,100	14,100	70,500
	GEM Cart - Low Speed Patrol Vehicle	16,000					16,000
	Body Worn Cameras - 5 Year Plan	50,000	50,000	50,000	50,000	50,000	250,000
	Automated Vehicle Locator (GPS)	26,000	26,000	26,000	26,000	26,000	130,000
	Vehicle Replacement Program (6 year)/Y1	45,000	52,000	52,000	52,000	52,000	253,000
	Vehicle Replacement Program (6 year)/Y2		62,000	62,000	62,000	62,000	248,000
	Vehicle Replacement Program (6 year)/Y3			62,000	62,000	62,000	186,000
	Vehicle Replacement Program (6 year)/Y4				52,000	52,000	104,000
	Vehicle Replacement Program (6 year)/Y5					52,000	52,000
	Firearm Replacement and Upgrade/Every 5 Y		30,000				30,000
	KeyTrack-Key Access Accountability Software		4,100	4,100	4,100	4,100	16,400
	LifeScan-Digital Fingerprinting		10,000				10,000
Park Impact Fund	96th Street Park Construction	200,000	200,000	100,000			500,000

Total Projects		434,000	583,000	505,000	437,000	489,000	2,448,000
ENTERPRISE FUNDS							
Causeway Fund	FDOT Inspection Report: Spall Replacement	900,000		-	120,000		1,020,000
	BC-160: PD&E Study-Replacement of BC	-	2,850,000	-	-	-	2,850,000
	BC-159: Indian Creek Bridge-Structural Repair	-	400,000	500,000	-	-	900,000
	BC-161: Waterway Bridge Structural Repairs (Middle Bridge)		150,000				150,000
	Welcome Sign on Causeway	-	-	300,000	-	-	300,000
	BC-158: Rehabilitation of BC Bridge No 875010		2,000,000				2,000,000
	West Relief Bridge Repair Contract	250,000		-	-	500,000	750,000
	Waterway Bridge Repair Contract	-	-	400,000	-	-	400,000
	Kane Concourse - Permeable Paving Replacement	350,000	100,000	-	-	-	450,000
	Portable Message Board	20,000	-	-	-	-	20,000
	Electric Vehicle Charging Station		40,000				40,000
	Artificial Reef Project (Phase I and Phase II)		100,000				100,000
	Seawall Replacement 9600 West Bay Harbor Drive (Grant Project)		255,000				255,000
	Design of Causeway Bridge	500,000	-	-	-	-	500,000
	Indian Creek Repair Contract				700,000		700,000
	Indian Creek Repair Contract	-	-	-	700,000	-	700,000
	BHI-206 SCADA Implementation:						
Sewer Fund	Successful Bidder Continue T-Liner Installation: LMK	10,000	10,000	10,000			30,000
	New Dodge 3500 Promaster to Replace #183	200,000	297,337	200,000	200,000	200,000	1,097,337
	Additional Portable bypass pump	56,000	-	-	-	-	56,000
	Repairs to Master Pump Station #1 (D)	50,000	-	-	-	-	50,000
			50,000				50,000

	Repairs to Ejector's Pump Station A & B			50,000			50,000
	Repairs to Ejector's Pump Station C, E & F				50,000		50,000
	Replacement of 2-inch air lines				75,000	300,000	375,000
	Upsizing of Sewer Main – Terminal MH (from 15" to 18")			295,000			295,000
Water Fund	Replace Mixed Match Water Meter Boxes	-		5,734	-	-	5,734
	Lease Water Truck #615 (Ford F 250 Utility Body)	9,000	9,000	9,000	9,000	9,000	45,000
Parking Fund	Lighting - Replace Malfunctioning MG Lights	10,000	-	-	-	-	10,000
	New Split AC Unit - Replace one Unit as Needed	7,500	7,500	7,500	7,500	7,500	37,500
	Replace expansion joints in PG decking	35,000		35,000	35,000	35,000	140,000
	Consulting Engineer Services Block11						
	Parking Garage Block11		200,000				200,000
	Parking Garage Construction			5,000,000	1,000,000		6,000,000
Stormwater Fund	Stormwater Improvement	100,000					100,000
	Design of Stormwater Improvements on West Bay Harbor Drive		100,000				100,000
	Construction of Stormwater Improvements on West Bay Harbor Drive		199,000	111,000			310,000
	Installation of inline check valves (tidal valves) on West Island			225,000			225,000
	Design and permitting of upsizing Ocean Outfalls				100,000		100,000
	Construction of upsizing Ocean Outfalls				250,000		250,000
	Design and permitting of upsizing Ocean Outfalls					100,000	100,000
	Construction of upsizing Ocean Outfalls					250,000	250,000
Total Projects		2,497,500	6,767,837	7,148,234	3,196,500	1,451,500	21,061,571

4. FY 2022 Staff Adjustments/Reclassifications

Add Positions:

General Fund

1. Procurement Officer/Controller position requested, for Town-wide Procurement needs as well as General Ledger and Budgetary Control purposes.
2. Human Resources – HR Generalist requested to replace an employee who has recently resigned from employment at the Town of Bay Harbor Islands in the HR department.
3. Police Department - Police Officer - requested mainly for a full-time Marine Unit.