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

TOWN OF BAY HARBOR ISLANDS
BUDGET PUBLIC HEARING
September 19, 2016

AGENDA

CALL TO ORDER: 7:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

1 **Consideration** and **Approval** of an ordinance on **second** reading to levy the Town's property tax millage. Enclosed is a copy of the proposed ordinance.

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

STAFF RECOMMENDATION: Council Discretion **POLL VOTE**

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

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

STAFF RECOMMENDATION: Council Discretion **POLL VOTE**

ADJOURNMENT: Approximately 7:15 p.m.

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

AGENDA ITEM REPORT
September 19, 2016

ITEM NUMBER: 1

ITEM: Consideration and **Approval** of an ordinance on **second** reading to levy the Town's property tax millage. Enclosed is a copy of the proposed ordinance.

DESCRIPTION:
The estimates of operating and capital expenditures for the fiscal year beginning October 1, 2016 through September 30, 2017. It is hereby agreed that a 4.4000 millage rate is needed, which is 8.57% more than the rolled back rate.

Enclosed find the proposed ordinance.

RECOMMENDED ACTION:
Council Discretion

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Marlene Siegel, Town Clerk

ATTACHMENTS

1.	Proposed Ordinance	budget -ORDMILLG-2016.pdf

ORDINANCE NO. ______

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

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

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

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

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

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

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

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

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

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

____
MAYOR

ATTEST:

____
TOWN CLERK

AGENDA ITEM REPORT
September 19, 2016

ITEM NUMBER: 2

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

DESCRIPTION:
The proposed ordinance seeks for appropriations from the General; Water; Parking; Sewer; Causeway and Solidwaste Funds in the amount of $18,992.558.

Enclosed find a copy of the proposed ordinance and supporting documents.

RECOMMENDED ACTION:
Council Discretion

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Marlene Siegel, Town Clerk

ATTACHMENTS

1.	Proposed Ordinance	budget-2016-ORD APPRP.pdf
2.	Exhibit A	Exhibit A-ord app.pdf

ORDINANCE NO. ______

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

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

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

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

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

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

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

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

____
MAYOR

ATTEST:

____
TOWN CLERK

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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