

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 25, 2017

AGENDA

CALL TO ORDER: 7:00 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

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 3.9995 WHICH IS 5.83% MORE THAN THE ROLLED-BACK RATE FOR THE TOWN OF BAY HARBOR ISLANDS FOR THE CURRENT YEAR, A.D. 2017; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF RECOMMENDATION: Council Discretion

POLL VOTE

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

AN ORDINANCE MAKING APPROPRIATIONS FOR THE GENERAL, WATER, SEWER, PARKING, SOLID WASTE, CAUSEWAY, AND STORMWATER FUNDS FOR THE YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018, IN THE TOTAL SUM OF \$19,665,939; 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 25, 2017

ITEM NUMBER:

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 total amount of operating and capital expenditure for the fiscal year beginning October 1, 2017 through September 30, 2018. it is hereby agreed that a 3.9995 millage rate is needed, which is 5.83% more than the rolled back rate.

RECOMMENDED ACTION:

Council Discretion

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Alba Chang, Deputy Town Clerk

ATTACHMENTS

1.	Proposed Ordinance	ORDMILLG 2017-18 - Ordinance.pdf
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ORDINANCE NO. ____

AN ORDINANCE PROVIDING FOR A MILLAGE OF 3.9995 WHICH IS 5.83% MORE THAN THE ROLLED-BACK RATE FOR THE TOWN OF BAY HARBOR ISLANDS FOR THE CURRENT YEAR, A.D. 2017; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

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

Section 1. That after careful consideration of the estimates of receipts and operating and capital expenditures for the fiscal year beginning October 1, 2017, and ending September 30, 2018, it is hereby agreed that a millage of 3.9995 is needed.

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

Section 2. That the Town Clerk is hereby directed to certify a copy of this ordinance and to forward the same to the Board of County Commissioner of Miami-Dade County, Florida, for the purpose of noting the levy on the assessment roll for the tax year A.D. 2017 and for the purpose of collection of taxes upon the taxable property within the corporate limits of said Town.

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

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

PASSED AND ADOPTED THIS 18th DAY OF SEPTEMBER 2017 on first reading.

PASSED AND ADOPTED THIS xx^h DAY OF SEPTEMBER 2017 on second reading.

MAYOR

ATTEST:

TOWN CLERK

AGENDA ITEM REPORT

September 25, 2017

ITEM NUMBER:

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

DESCRIPTION:

The proposed ordinance seeks for appropriations from the General; Water, Parking, Sewer, Causeway, Solid waste and Storm water Funds in the amount of \$19,665,939.

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

RECOMMENDED ACTION:

Council Discretion

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Alba Chang, Deputy Town Clerk

ATTACHMENTS

1.	Proposed Ordinance	ORD APPRP-2017-18.pdf
2.	Exhibit A	Exhibit A.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, 2017 AND ENDING SEPTEMBER 30, 2018, IN THE TOTAL SUM OF \$19,665,939; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Section 1. That the amounts as detailed on Exhibit "A" entitled "Town of Bay Harbor Islands Proposed Operating Budgets 2017-2018", attached hereto and made a part hereof, aggregating Nineteen Million Six Hundred Sixty-five Thousand Nine Hundred Thirty-nine Dollars and No cents (\$19,665,939) or so much thereof as may be necessary, are hereby appropriated in the Town's General, Water, Sewer, Parking, Solid Waste, Causeway, and Stormwater Funds for the use of the several departments of the Town for the fiscal year beginning October 1, 2017 and ending September 30, 2018.

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

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

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

PASSED AND ADOPTED THIS 18th DAY OF SEPTEMBER 2017 on first reading.

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

MAYOR

ATTEST:

TOWN CLERK

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

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

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

	Proposed Budget 2017-2018
Town Clerk's Office:	
Salaries & Wages	\$ 68,644
Overtime Pay	1,373
FICA Taxes	5,356
Retirement Contribution	14,690
Group Insurance	20,898
Workers' Compensation	810
Unemployment Compensation	343
Other Contractual Services	23,985
Travel & Per Diem	4,500
Communication Services	1,220
Rentals & Leases	13,964
Insurance	2,563
Repairs & Maintenance	5,400
Printing and Binding	1,500
Other Current Charges and Obligations	45,000
Office Supplies	15,000
Operating Supplies	5,000
Books, Publications, Memberships, & Training	2,450
Financial & Administrative:	
Salaries & Wages	\$ 88,848
Overtime Pay	4,442
FICA Taxes	7,137
Retirement Contribution	19,013
Group Insurance	15,307
Workers' Compensation	1,089
Unemployment Compensation	444
Professional Services	31,500
Accounting and Auditing	21,525
Other Contractual Services	7,000
Travel & Per Diem	1,400
Communication Services	600
Rentals and Leases	4,800
Insurance	854
Repairs & Maintenance	250
Printing and Binding	750
Other Current Charges and Obligations	500
Operating Supplies	1,000
Books, Publications, Memberships, & Training	1,580

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

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

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

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

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

	Proposed Budget 2017-2018
GENERAL FUND	
BUILDING INSPECTIONS DEPARTMENT	
Salaries & Wages	\$ 116,229
FICA Taxes	8,892
Retirement Contribution	24,873
Group Insurance	26,361
Workers' Compensation	2,203
Unemployment Compensation	581
Professional Services	272,288
Other Contractual Services	1,000
Travel and per diem	1,600
Communication Services	12,000
Rentals and Leases	1,260
Insurance	5,981
Repairs and Maintenance	1,500
Printing and Binding	650
Operating Supplies	1,000
Books, Publications, Memberships, & Training	1,555
TOTAL BUILDING INSPECTIONS DEPARTMENT	\$ 477,973
CODE ENFORCEMENT DEPARTMENT	
Salaries & Wages	\$ 76,170
FICA Taxes	5,827
Retirement Contribution	16,300
Group Insurance	21,315
Workers' Compensation	817
Unemployment Compensation	381
Professional Services	8,000
Travel and per diem	3,500
Communication Services	4,940
Insurance	854
Repairs and Maintenance	3,000
Printing and Binding	850
Other Current Charges and Obligations	550
Operating Supplies	2,750
Books, Publications, Memberships, & Training	1,650
TOTAL CODE ENFORCEMENT DEPARTMENT	\$ 146,904

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

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

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

Proposed
Budget
2017-2018

GENERAL FUND

DEPARTMENT OF RECREATION

Salaries & Wages	\$ 393,766
FICA Taxes	30,123
Retirement Contribution	84,266
Group Insurance	99,975
Workers' Compensation	4,832
Unemployment Compensation	1,969
Other Contractual Services	35,000
Travel and Per Diem	450
Communication Services	11,100
Utility Services	27,000
Insurance	12,224
Repairs and Maintenance.	25,000
Promotional Activities	2,000
Other Current Charges	
and Obligations	369,550
Operating Supplies	4,500
Transfer to reserves	65,000

TOTAL DEPARTMENT OF RECREATION

\$ 1,166,755

DEBT SERVICE

Principal	\$ 312,000
Interest	190,788

TOTAL DEBT SERVICE

\$ 502,788

TOTAL GENERAL FUND APPROPRIATIONS

\$9,044,637

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

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

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

	Proposed Budget 2017-2018
SEWER FUND	
SEWER DEPARTMENT	
Salaries & Wages	\$ 254,826
Overtime Pay	50,965
FICA Taxes	23,393
Retirement Contribution	54,533
Group Insurance	60,980
Workers' Compensation	2,416
Unemployment Compensation	1,274
Sewage Disposal	875,000
Professional Services	40,000
Accounting and Auditing	7,380
Other Contractual Services	6,300
Communications	3,180
Utility Services	54,000
Insurance	26,981
Repairs & Maintenance	68,800
Other Current Charges and Obligations	600
Operating Supplies	14,500
Capital Outlay:	275,000
Debt Service (Interest & Principal):	75,320
Transfer to General Fund	465,528
TOTAL SEWER DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 2,360,976</u>

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

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

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

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

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

	Proposed Budget 2017-2018
STORMWATER FUND	
STORMWATER DEPARTMENT	
Salaries & Wages	\$ 37,412
FICA Taxes	2,862
Retirement Contribution	8,006
Group Insurance	4,118
Workers' Compensation	528
Unemployment Compensation	187
Accounting and Auditing	1,230
Other Contractual Services	105,000
Travel and Per Diem	455
Utility Services	1,200
Insurance	4,497
Repairs & Maintenance	56,500
Other Current Charges and Obligations	5,000
Operating Supplies	500
Books, Publications, Memberships, & Training	2,300
Capital Outlay	200,000
TOTAL STORMWATER DEPARTMENT/FUND APPROPRIATIONS	<u>\$ 429,795</u>
ALL FUNDS TOTAL APPROPRIATIONS	<u><u>\$ 19,665,939</u></u>