

**TOWN OF OCEAN RIDGE
TOWN COMMISSION SPECIAL MEETING
AGENDA**



**July 2, 2018
3:00 P.M.**

TOWN HALL – MEETING CHAMBERS

TOWN COMMISSION

Mayor James A. Bonfiglio

Commissioner Philip Besler
Commissioner Kristine de Haseth

Commissioner Steve Coz
Vice Mayor Don MaGruder

ADMINISTRATION

Town Manager James S. Titcomb
Town Clerk Tracey L. Stevens

Town Attorney R. Brian Shutt
Police Chief Hal C. Hutchins

APPELLATE PROCEDURES

Please be advised that if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record includes the testimony and evidence upon which the appeal is based. The Town neither provides nor prepares such record. (F.S. 286.0105)

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

BUDGET DISCUSSION

- 1. Consideration of the FY18/19 Proposed Budget and Determination of Town Commission Fiscal Priorities (By: Jamie Titcomb, Town Manager)**
- 2. Certification of Rolled Back Rate for Millage for FY18/19 (By: Jamie Titcomb, Town Manager)**
- 3. Set Maximum Millage Rate for FY18/19 (By: Jamie Titcomb, Town Manager)**

ADJOURNMENT

Agenda: July 02, 2018

Town of Ocean Ridge, Florida
Maximum Millage Setting Memorandum
Office of the Town Manager

Subject: 2019 Budget Planning & Maximum Millage Setting

Dear Mayor and Commissioners:

As the Town continues along the annual budget process, this meeting is to review the basic construct of the Town Budget as presented by the Town Manager and set your statutory MAXIMUM MILLAGE RATE, which sets the “ceiling” millage rate that we cannot exceed going forward through adoption of a final budget, though the rate can be reduced at any time by majority Commission vote. We follow all FL Department of Revenue required TRIM process and timelines.

Important to Note:

- Ad Valorem Property Tax values are certified by the Property Appraiser (DR420 attached).
- Our current assessed millage rate for resident tax-payers is currently at 5.25 mils. This budget is modeled at the same “flat” rate of 5.25 for fiscal year 2018-2019 (FY19) for discussion purposes. However you may set a higher rate to cover priority appropriations, and thus are setting a Maximum Millage (MM) rate for that purpose at this time, which cannot be exceeded but can be reduced by future vote.
- I’ve attached a simple incremental Millage Rate chart with corresponding revenue increases.
- Much of the town budget remains semi-fixed in personnel, HR multipliers, contracts, intergovernmental obligations and other ongoing priority programs of the Town from existing obligations and legislative direction. A 5% HR annualized/anniversary increase is the standard I’ve used traditionally for modeling purposes.
- For planning purposes, current year values are used where updates have not yet been provided from outside agencies, organizations and contractors.

Staff recommends:

We request the Commission review the drafted budget to determine the Town’s priorities for the FY19 Town Budget. Note, final budget adjustments will be presented in our August workshop meetings for preparation and adoption for the Public Hearings to formally adopt a FY19 Budget in September.



CERTIFICATION OF TAXABLE VALUE

Reset Form

Print Form

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2018	County : PALM BEACH
Principal Authority : Ocean Ridge	Taxing Authority : Ocean Ridge

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	990,362,316	(1)
2.	Current year taxable value of personal property for operating purposes	\$	5,022,147	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	995,384,463	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	19,173,405	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	976,211,058	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	939,518,777	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (9)
Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.		
SIGN HERE	Signature of Property Appraiser:	Date :		
	Electronically Certified by Property Appraiser	6/27/2018 8:36 AM		

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	5.2500	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	4,932,474	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	4,932,474	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	976,211,058	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>	5.0527	per \$1000	(16)
17.	Current year proposed operating millage rate	5.2500	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	5,225,768	(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)

DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE - SIGN AND SUBMIT
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22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>	\$	4,932,474	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>		5.0527 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>	\$	5,029,379	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>	\$	5,225,768	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>		5.2500 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>		3.90 %	(27)

First public budget hearing	Date :	Time :	Place :
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S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Title :		Contact Name and Contact Title :		
	James Titcomb, Town Manager		Tracey Stevens, TOWN CLERK		
	Mailing Address :		Physical Address :		
6450 N OCEAN BLVD		6450 NORTH OCEAN BLVD			
City, State, Zip :		Phone Number :		Fax Number :	
OCEAN RIDGE, FLORIDA 33435		5617322635		5617378359	

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: REV
 Budget Workbook: July 2, 2018: Draft Ver: 1.1 (Updated 06/27/18)
Millage Rate Comparisons from Rolled-Back Rate
2018-19 BUDGET WORKBOOK (FY19)

2017 Prior Year Ad Valorem Final Taxable Value:				\$939,518,777
2018 Year Ad Valorem Gross Taxable Value for Operating Purposes (CTV line 4):				\$995,384,463
MILLAGE RATE		Gross Generated	97% Budgeted	REV over Roll-back
5.0527	Rolled-Back Rate	\$5,029,379	\$4,878,498	\$0
5.1500		\$5,126,230	\$4,972,443	\$93,945
5.2500	FY19 Mills Flat (Prop)	\$5,225,768	\$5,068,995	\$190,498
5.2600		\$5,235,722	\$5,078,651	\$200,153
5.2700		\$5,245,676	\$5,088,306	\$209,808
5.2800		\$5,255,630	\$5,097,961	\$219,463
5.2900		\$5,265,584	\$5,107,616	\$229,119
5.3000		\$5,275,538	\$5,117,272	\$238,774
5.3100		\$5,285,491	\$5,126,927	\$248,429
5.3200		\$5,295,445	\$5,136,582	\$258,084
5.3300		\$5,305,399	\$5,146,237	\$267,740
5.3400		\$5,315,353	\$5,155,892	\$277,395
5.3500	FY17 Millage Rate	\$5,325,307	\$5,165,548	\$287,050
5.6384	Max Millage 3/5	\$5,612,376	\$5,444,004	\$565,507
6.2022	Max Millage 2/3	\$6,173,574	\$5,988,366	\$1,109,869

Historically the Town budgets at 97% of the Ad Valorem Revenue (95% is lowest allowed)

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT.: REVENUES

STATEMENT OF REVENUES

FY17 final VAB Adjusted Valuation was \$939,518,777. For FY18 the PBC Property Appraiser Valuation has been certified at \$ 995,384,463 for operational budgeting, and we've calculated at current flat rate of 5.25 mils x 97% collection for revenues projection GL 310.000.311.000.

Departments, Funds & Descriptions ("Actual" means final values after Annual Audit)	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Dept.: 310.000 Taxes*	5.35 mils	5.35 mils	5.35 mils	5.25 mils	5.25 mils	5.25 mils		
311.000 Ad Valorem Tax (budgeted at 97% net)	3,963,079	4,264,363	4,616,167	\$4,785,412	\$4,274,151	\$5,068,995	5.93%	
312.410 Local Option 6 Cent Gas Tax	36,814	37,749	34,500	\$34,500	\$15,672	\$34,500	0.00%	
312.420 Second Local Option Fuel Tax	17,306	17,630	17,000	\$17,000	\$7,327	\$17,000	0.00%	
313.100 Electric Franchise Tax	165,337	160,962	168,000	\$166,000	\$69,122	\$166,000	0.00%	
314.100 Utility Service Tax (Electric)	241,251	248,102	240,000	\$240,000	\$106,867	\$240,000	0.00%	
314.800 Utility Service Tax (Propane)	17,712	20,001	16,000	\$16,000	\$10,791	\$16,000	0.00%	
314.900 Utility Service Tax (Water)	92,796	100,667	84,000	\$89,000	\$40,405	\$85,000	-4.49%	
315.000 Communication Services Tax	42,031	42,400	48,000	\$48,000	\$18,462	\$44,000	-8.33%	
319.100 Interest On Delinquent Taxes	317	1,882	1,000	\$1,000	\$0	\$1,000	0.00%	
Sub Totals	4,576,642	4,893,756	5,224,667	\$5,396,912	\$4,594,923	\$5,672,495	5.11%	
Dept.: 320.000 Licenses & Permits								
321.100 Prof. & Occupational Licenses	2,666	2,194	0	\$0	\$697	\$0	0.00%	
321.200 DPS Business Permit (Revs FL.ST.)	14,500	11,454	500	\$500	\$0	\$0	0.00%	
321.300 Occupational Vehicle IDs	6,946	6,762	0	\$0	\$0	\$0	0.00%	
322.100 Building Permits: Par+Valu	259,731	408,325	265,000	\$280,025	\$107,532	\$265,000	-5.37%	
325.200 Special Assessments	0	22,733	0	\$0	\$0	\$0	0.00%	
329.100 Sign Permits	445	485	500	\$500	\$295	\$500	0.00%	
329.200 Alarm User Permits	562	508	600	\$600	\$456	\$750	25.00%	
329.500 Boats Permits**	0	0	0	\$0	\$0	\$0	0.00%	
329.600 Rental Registrations	2,170	2,065	2,000	\$2,000	\$2,030	\$2,500	25.00%	
Sub Totals	287,020	454,526	268,600	\$283,625	\$111,010	\$268,750	-5.24%	
Dept.: 330.000 Intergovernmental Revenue								
331.300 JAG Grant Monies	1,000	0	1,000	\$1,000	\$0	\$0	0.00%	
335.120 State Revenue Sharing Proceeds	47,086	44,096	43,700	\$43,700	\$22,065	\$44,000	0.69%	
335.150 Alcoholic Beverage Licenses	140	140	150	\$150	\$0	\$0	-100.00%	
335.181 Local Gov. 1/2 Cent Sales Tax	139,017	141,383	145,000	\$145,000	\$61,600	\$145,000	0.00%	
335.200 Local PBC Gov Penny Sales Tax	0	0	40,698	\$108,000	\$52,126	\$108,000	0.00%	
335.490 Rebate On Municipal Vehicles	2,220	1,863	2,000	\$2,000	\$449	\$2,000	0.00%	
335.900 St Light Maintenance Reimburse	8,981	9,250	9,250	\$9,250	\$0	\$9,250	0.00%	
338.000 PB County & Co. Wide Occ. Lic.	8,085	7,489	7,000	\$7,000	\$1,376	\$7,000	0.00%	

338.100	Proportion 911 Call Taker Rev	18,944	10,881	10,000	\$10,000	\$0	\$10,000	0.00%	
338.300	PBC Solid Waste Recycle Program	2,578	2,030	3,000	\$3,000	\$290	\$3,000	0.00%	
338.400	911 DPS Related Reimbursements	13,822	1,521	12,000	\$12,000	\$0	\$12,000	0.00%	
338.500	PB County 1250 Monies	2,853	0	0	\$0	\$0	\$0	0.00%	
Sub Totals		244,725	218,653	273,798	\$341,100	\$137,906	\$340,250	-0.25%	
Dept.: 340.000 Charges For Services									
341.200	Zoning Fees	8,962	7,418	4,000	\$7,500	\$1,650	\$6,500	-13.33%	
341.400	Cert-Copying-Record Search-Etc.	3,184	3,248	2,500	\$2,500	\$1,094	\$2,500	0.00%	
341.900	Other Gen. Gov. Charges & Fees	40,809	7,340	5,000	\$6,000	\$3,059	\$6,000	0.00%	
342.100	Law Enforcement/Fire Service: (-BrinyB)	210,826	213,145	0	\$0	\$0	\$0	0.00%	
342.300	Alarm Monitoring	55,367	51,125	57,000	\$50,000	\$45,858	\$48,000	-4.00%	
342.800	Special Detail Services:	585	2,720	1,500	\$3,000	\$930	\$2,000	-33.33%	
342.900	Other Pub. Safety Charges-Fees	744	1,691	500	\$750	\$221	\$500	-33.33%	
343.400	Garbage And Trash Revenue:	304,341	303,814	302,000	\$302,000	\$291,381	\$302,000	0.00%	
343.900	Lot Mowing And Clearing	0	0	0	\$0	\$0	\$0	0.00%	
Sub Totals		624,817	590,501	372,500	\$371,750	\$344,193	\$367,500	-1.14%	
Dept.: 350.000 Fines & Forfeits									
351.100	Court Fines - Court Cases	3,619	9,392	6,000	\$6,000	\$2,551	\$6,000	0.00%	
351.200	Confiscated Prop. Court Cases	0	0	0	\$0	\$0	\$0	0.00%	
351.300	Police Education \$2.00	440	1,035	444	\$444	\$361	\$444	0.00%	
354.000	Violations Of Local Ordinances	159,175	29,959	9,300	\$9,300	\$42,820	\$12,000	29.03%	
Sub Totals		163,233	40,386	15,744	\$15,744	\$45,732	\$18,444	17.15%	
Dept.: 360.000 Miscellaneous Revenues									
361.100	Interest Earned (Saving, Invstmnt, etc.)	45,734	25,397	17,500	\$17,500	\$7,740	\$44,038	151.65%	Added Interest Earnings -Update Invstmnt
361.300	Net Increase Fair Market Value	0	-1,469	0	\$0	\$0	\$0	0.00%	Policy US Treasuries: Ref. Comm. Besler
361.320	Interest Earned-PB Co Tax Collector	29	18	0	\$0	\$0	\$0	0.00%	
361.390	Interest Other (Liens, Etc.)	7,223	1,671	2,000	\$2,000	\$10,499	\$2,000	0.00%	
364.410	Equipment-Sales & Compensation	1,000	8,574	8,500	\$8,500	\$500	\$5,000	-41.18%	
366.600	Art Proceeds	568	0	600	\$0	\$0	\$0	0.00%	
366.900	Misc. Contrib.-Private Sources	7,543	27,230	1,400	\$1,400	\$250	\$1,400	0.00%	
Sub Totals		62,098	61,421	30,000	\$29,400	\$18,989	\$52,438	78.36%	
Projected (Outside) Revenues Sub-Totals		5,958,534	6,259,243	6,411,192	\$6,438,531	\$5,200,627	\$6,719,877	4.37%	
Dept.: 380.000 Non-Revenues/Other Sources (Internal)									
380.100	Fund Balance Unappropriated	0	0	266,581	\$257,958	\$0	\$0	-100.00%	Internal Funding Source - Reserves
388.200	Insurance Proceeds	0	0	0	\$0	\$0	\$0	0.00%	
389.100	Prior Year Carryover (Unexpended)	0	0	0	\$0	\$0	\$0	0.00%	
Sub Totals		0	0	266,581	\$257,958	\$0	\$0	-100.00%	
Budget Revenues Grand Totals		5,958,534	6,259,243	6,411,192	\$6,696,489	\$5,200,627	\$6,719,877	0.35%	

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: REV & EXP

STATEMENT OF REVENUES & EXPENDITURES

FY17 final VAB Adjusted Valuation was \$939,518,777. For FY18 the PBC Property Appraiser Value has been certified at \$995,384,463 for operational budgeting, and we've calculated at current flat rate of 5.25 mills x 97% collection for revenues projection GL 310.000.311.000.

Department Funds & Descriptions ("Actual" means final values after Annual Audit)	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
<i>FY Millage Rate Applied</i>	<i>at 5.35 ml</i>	<i>at 5.35 ml</i>	<i>at 5.35 ml</i>	<i>Millage 5.25</i>		<i>Millage 5.25</i>		
Revenue								
Dept.: 310.000 Taxes	4,576,642	4,896,475	5,224,667	5,396,912	4,594,924	5,672,495	5.11%	
Dept.: 320.000 Licenses & Permits	287,020	225,150	268,600	283,625	111,010	268,750	-5.24%	
Dept.: 330.000 Intergovernmental Rev	244,725	235,600	273,798	341,100	85,779	340,250	-0.25%	
Dept.: 340.000 Charges For Services	624,817	594,145	372,500	371,750	344,192	367,500	-1.14%	
Dept.: 350.000 Fines & Forfeits	163,233	13,400	15,744	15,744	45,733	18,444	17.15%	
Dept.: 360.000 Miscellaneous Revenues	62,098	27,000	30,000	29,400	18,988	52,438	78.36%	
(Outside) Revenues Sub-Totals	5,958,534	5,991,770	6,144,611	6,438,531	5,200,626	6,719,877	4.37%	
Dept.: 380.000 Non-Revenues/Other Sources	0	286,650	266,581	257,958		373,900	44.95%	< Unencumbered Internal Funds < Balancing Plug Line - Reserves
Total Revenue	5,958,534	6,278,420	6,411,192	6,696,489	5,200,626	7,093,778	5.93%	
Expenditures								
General Government								
511.101 Commission	22,080	22,742	23,078	11,187	5,680	26,738	139.01%	
512.102 Town Manager	135,433	169,430	139,634	146,552	65,920	146,727	0.12%	
513.103 Town Clerk & Treasurer	279,293	316,710	310,249	354,057	160,457	370,399	4.62%	
514.104 Legal Services	209,836	100,187	142,611	140,000	54,307	140,000	0.00%	
514.105 Appointed Boards	2,575	1,885	2,366	4,865	1,074	4,865	0.00%	
519.106 General Government Services	938,427	942,898	959,330	1,049,431	589,534	1,075,806	2.51%	
521.107 Law Enforcement & Fire Rescue Svcs	2,821,501	3,150,988	3,213,283	3,721,359	2,130,322	3,948,799	6.11%	
524.108 Inspection Services (Building Dept.)	154,145	180,957	157,500	137,739	64,878	134,028	-2.69%	
534.111 Garbage & Solid Waste Services	243,635	243,147	244,362	255,000	125,888	264,000	3.53%	
539.112 Other Physical Environment	227,032	280,014	282,682	308,500	197,535	391,000	26.74%	
541.113 Public Works	248,006	231,395	250,136	264,649	123,966	270,197	2.10%	
580.114 Contingency (FY18 Bal rounding -\$2)	-6,512	7,249	42,429	114,475	10,891	150,000	31.03%	
590.100 Transfers to Capital Projects.	150,000	180,000	218,500	188,675	188,675	171,218	-9.25%	
590.110 Interfund Transfers	143,488	0	0	0	0	0	0.00%	
Total Expenses	5,568,939	5,827,602	5,986,160	6,696,489	3,719,127	7,093,778	5.93%	
Revenue Over Expenditure	389,595	450,818	425,032	0		0		
<i>Audited Change in Net Reserves/Assets Position</i>	<i>380,549</i>	<i>380,459</i>	<i>120,944</i>					

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

CAPITAL FUND #302 - DEPT: CAPITAL INVESTMENT

STATEMENT OF REVENUES & EXPENDITURES

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Capital Fund Revenues							
Dept.: 380.000 Non - Revenues							
380.100 Fund Balance Unappropriated (see below)	14,900	115,000	27,325	0	44,682	63.52%	
381.000 Interfund Transfer (Interest)	100	0	100	0	100	0.00%	
381.100 Interfund Transfer	180,000	218,500	188,675	188,675	171,218	-9.25%	
384.000 Debt Proceeds	0	0	0	0	0	0.00%	
384.100 Debt Proceed For New TH	0	0	0	0	0	0.00%	
Capital Revenue Totals	195,000	333,500	216,100	188,675	216,000	-0.05%	
Capital Fund Expenditures							
Dept.: 521.107 Law Enforcement & Fire Control							
506.400 Machinery & Equipment:							
Second half of two-year commitment for county compatible Police Radios system (encumbered)	80,000	80,000	0	0	0	0.00%	
TC (11-7-16) Reconyx Cameras; Telephony-Voicemail; Video/Audio Security Systems	0	38,500	0	0	0	0.00%	
Dept.: 539.112 Other Physical Environment							
503.100 Professional Services (Roads, Civil Eng. & Testing)	15,000	15,000	15,100	0	15,000	-0.66%	
504.900 Other Current Charges (Bank Fees)	0	0	1,000	391	1,000	0.00%	
506.300 Improvements Not Buildings							
Phased Paving: T.Comm. directed to add \$100K per year added to fund \$200K annual appropriations on paving projects.	100,000	200,000	200,000	173,681	200,000	0.00%	
Capital Expense Sub Totals	195,000	333,500	216,100	174,072	216,000	-0.05%	
Fund Balance, Reserves, Net Assets	0	0	0	0	0	0.00%	
Capital Expense Totals	195,000	333,500	216,100	174,072	216,000	-0.05%	

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 511.101

TOWN COMMISSION (LEGISLATIVE) EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Town Commission								
501.100 Executive Salaries	6,000	5,850	5,650	6,000	3,000	6,000	0.00%	
502.100 FICA Taxes	459	448	432	459	230	459	0.00%	
502.200 Retirement Contributions	400	404	395	436	183	436	0.00%	
502.400 Workers Compensation	11	10	11	12	8	12	0.00%	
504.000 Travel & Per Diem (Add FLC Annual)	0	67	809	2,000	339	3,000	50.00%	More Comm. training participation
504.500 Insurance-Liab., Hazard, Damage	13,608	14,178	14,119	280	285	14,831	5196.79%	E&O Ins*- funded in FY18 from other GL lines shown here in TC 511.101
504.900 Other Current Charges	202	385	262	500	235	500	0.00%	
505.400 Subsc., Memberships, Education	1,400	1,400	1,400	1,500	1,400	1,500	0.00%	
Sub Totals	22,080	22,742	23,078	11,187	5,680	26,738	139.01%	

FY18 did not reflect the actual E&O Ins*- funded from other GL lines but should be shown here in TC 511.101

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 512.102

TOWN MANAGER - ADMINISTRATION EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Town Manager								
501.100 Executive Salaries (contract employee)	102,655	99,145	102,500	107,198	49,279	107,198	0.00%	
501.110 One Time Lump Sum Increase	0	24,025	0	0	0	0	0.00%	
501.200 Regular Salaries And Wages	0	0	0	0	0	0	0.00%	
501.400 Overtime (Hurricane Special Pay)	0	0	3,548	0	0	0	0.00%	
501.410 Vacation Pay	1,827	5,873	1,577	2,061	0	2,061	0.02%	
502.100 FICA Taxes	7,958	9,872	8,233	8,201	3,770	8,201	0.00%	
502.200 Retirement Contributions (FRS)	0	0	0	0	0	0	0.00%	
502.210 ICMA Retirement Contributions	11,727	9,783	9,255	9,648	4,613	9,648	0.00%	
502.300 Life & Health Insurance	7,709	6,369	8,258	9,024	4,696	9,480	5.05%	Update rates pending
502.310 Long Term Disability	420	420	816	888	445	888	0.00%	Update rates pending
502.400 Workers Compensation	187	189	196	211	151	200	-5.21%	Update rates pending
502.500 Unemployment	0	0	0	1,072	0	0	-100.00%	
503.400 Other Contractual Services (Overlap TM)	0	8,076	0	0	0	0	0.00%	
504.000 Travel & Per Diem	179	3,019	2,612	3,200	957	3,600	12.50%	Additional participation
504.100 Communications Serv.(Ph.,Etc..)	1,097	1,221	1,401	1,200	634	1,500	25.00%	Account updates
504.500 Insurance-Liability., Hazard, Damage	46	45	47	49	50	51	4.08%	
504.620 Repair & Maintenance-Vehicle	38	0	0	0	0	0	0.00%	
505.210 Operating Supplies-Gas & Oil	1,253	129	0	2,500	0	2,500	0.00%	
505.400 Subsc., Memberships, Education	340	1,264	1,191	1,300	1,326	1,400	7.69%	
Sub Totals	135,433	169,430	139,634	146,552	65,921	146,727	0.12%	

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DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 513.103

TOWN CLERK & TREASURER EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Town Clerk & Treasurer								
501.100 Executive Salaries	80,473	93,244	67,931	71,497	33,819	75,072	5.00%	
501.110 One Time Lump Sum Increase	0	16,218	0	0	0	0	0.00%	
501.200 Regular Salaries And Wages (+1 Emp)	103,338	100,724	121,335	148,737	73,810	159,906	7.51%	
501.400 Overtime	777	2,531	1,509	2,732	534	2,000	-26.79%	
501.410 Vacation Pay	2,624	1,179	1,722	4,304	0	4,519	4.99%	
502.100 FICA Taxes	14,243	16,363	14,726	16,848	8,275	17,976	6.69%	
502.200 Retirement Contributions	17,749	17,946	14,663	17,440	6,697	18,610	6.71%	Update rates pending
502.300 Life & Health Insurance	21,234	24,053	27,571	36,096	18,734	37,901	5.00%	Update rates pending
502.310 Long Term Disability	1,575	1,400	1,489	1,824	975	1,827	0.14%	Update rates pending
502.400 Workers Compensation	335	380	386	417	298	395	-5.28%	Update rates pending
502.500 Unemployment Compensation	0	0	0	2,202	0	0	-100.00%	
503.100 Professional Services	0	0	0	0	0	0	0.00%	
503.200 Accounting & Auditing	22,140	25,900	30,737	31,000	14,372	31,000	0.00%	
503.400 Other Contractual Services:	0	0	9,220	7,600	7,000	5,000	-34.21%	
504.000 Travel & Per Diem	341	987	2,346	2,725	1,727	3,275	20.18%	
504.500 Insurance-Liab., Hazard, Damage	152	152	157	165	168	168	1.82%	
504.610 Repair & Maint.	7,773	8,053	6,739	400	0	1,000	150.00%	Fund Balance Acct Lic moved to Gen Gov
504.900 Other Current Charges	5,709	6,885	8,511	6,500	747	9,000	38.46%	Legal Adv. & Misc. Pub
505.400 Subsc., Memberships, Education	245	695	1,207	2,870	306	2,250	-21.60%	
506.400 Machinery & Equipment	585	0	0	700	0	500	-28.57%	
Sub Totals	279,293	316,710	310,249	354,057	167,462	370,399	4.62%	

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 514.104

LEGAL SERVICES EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Legal Services								
501.100 Executive Salaries	53,254	39,351	0	0	0	0	0	
501.410 Vacation Pay	0	2,304	0	0	0	0	0	
502.100 FICA Taxes	3,730	3,187	0	0	0	0	0	
502.200 Retirement Contributions	3,570	3,334	0	0	0	0	0	
502.300 Life & Health Insurance	118	118	0	0	0	0	0	
502.400 Workers Compensation	0	0	0	0	0	0	0	
503.100 Professional Services**	38,780	43,606	135,447	120,000	53,784	120,000	0.00%	
503.110 Legal Special Counsel**	28,305	5,484	4,228	15,000	523	15,000	0.00%	
504.700 Printing	0	2,803	2,936	5,000	0	5,000	0.00%	
504.900 Other Current Charges	82,080	0	0	0	0	0	0.00%	
506.400 Machinery & Equipment	0	0	0	0	0	0	0.00%	
Sub Totals	209,836	100,187	142,611	140,000	54,307	140,000	0.00%	

** May 2017 RTCM Amendment to \$168,000 from \$98K

** May 2017 RTCM Amendment to \$5,000 from \$25K

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 515.105

APPOINTED BOARDS EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Appointed Boards								
503.100 Professional Services	0	0	0	1,000	0	1,000	0.00%	
504.200 Postage, Freight	0	0	0	0	0	0	0.00%	
504.500 Insurance-Liab., Hazard, Damage	972	970	1,004	1,465	1,074	1,465	0.00%	
504.900 Other Current Charges	1,603	915	1,362	2,400	0	2,400	0.00%	
Sub Totals	2,575	1,885	2,366	4,865	1,074	4,865	0.00%	

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 519.106

GENERAL GOVERNMENT SERVICES EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Other Government Services (General/All)								
503.100 Professional Services (IT Net Support)	4,525	7,800	7,931	39,915	34,019	51,000	27.77%	IT Equip, Upgrades & Licenses
503.400 Other Contractual Services	6,030	6,245	6,335	63,397	18,882	55,800	-11.98%	Acctng Software ReApp & Other Contracts
504.100 Communications (Tel, Modem, Rev 911)	6,437	6,067	6,987	6,400	2,610	7,500	17.19%	
504.200 Postage, Freight	3,385	1,847	2,939	3,700	2,623	4,000	8.11%	
504.300 Utility Services - Electric	11,582	9,735	8,342	15,000	3,836	12,000	-20.00%	
504.400 Rentals & Leases (Town Hall Copier)	3,180	3,052	3,170	3,200	1,584	3,200	0.00%	
504.500 Insurance-Liab., Hazard, Damage	60,987	61,234	61,874	58,464	60,981	63,131	7.98%	
504.610 Repair & Maintenance (& Special projects)	41,919	39,178	33,884	42,000	52,644	60,000	42.86%	
504.700 Printing	1,480	838	897	1,500	401	1,500	0.00%	
504.900 Other Current Charges	5,131	5,363	9,855	10,000	8,952	12,000	20.00%	
504.910 Election Expenses	6,157	2,239	8,311	6,875	4,800	9,800	42.55%	
505.100 Office Supplies	2,951	3,190	3,949	2,950	2,217	6,000	103.39%	
505.200 Operating Supplies	2,122	2,005	3,431	2,300	2,703	5,000	117.39%	
505.400 Subsc., Memberships, Education	3,274	2,764	3,291	13,355	3,455	4,500	-66.30%	Remove PBC IG Contribution
506.400 Machinery & Equip (Adjust from 504.610)	0	12,370	19,068	1,200	280	1,200	0.00%	
507.000 Covenant From Drainage Loan	346,626	356,445	366,535	468,000	233,971	468,000	0.00%	
507.010 Covenants From TH Loan	179,680	187,332	196,002	311,175	155,576	311,175	0.00%	
507.200 Debt Service - Interest	252,962	235,167	216,529	0	0	0	0.00%	
Sub Totals	938,427	942,871	959,330	1,049,431	589,534	1,075,806	2.51%	

Professional IT: General Town Software Suites moved here. New software license purchase fees, plus reoccurring annual license maintenance charges. Replacement Software under TOR Policies may require RFP, or public government vetted bids. Software training services not included in licensing. Also includes Shredding Servs and Holiday Lights Contracts and other shared services

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT.: 521.107

LAW ENFORCEMENT & FIRE CONTROL EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Law Enforcement & Fire Control								
501.100 Executive Salaries (contract employee)	118,892	95,700	90,480	98,939	47,362	104,092	5.21%	
501.110 One Time Lump Sum Increase	0	1,000	0	0	0	0	0.00%	
501.200 Regular Salaries and Wages:	921,047	1,046,584	1,018,043	1,325,749	490,884	1,369,053	3.27%	Excel Correction now includes Dispatch
501.210 One Time Lump Sum (retirement)	0	0	0	0	0	0	0.00%	
501.400 Overtime	74,470	68,265	140,428	75,000	39,127	75,000	0.00%	
501.410 Vacation Pay	12,246	8,379	7,901	27,167	1,491	28,052	3.26%	
501.500 Special Pay (State Req. Salary Incentives)	10,030	12,064	12,440	18,120	6,330	19,026	5.00%	
501.510 Special Detail Pay	420	2,345	2,660	8,500	595	7,000	-17.65%	
Contract Officers (Rev offsets at 340.000.342.800)							0.00%	
501.600 Holiday Pay	31,852	39,079	39,428	47,876	20,610	50,082	4.61%	
502.100 FICA Taxes	89,909	97,418	100,585	108,071	46,371	111,579	3.25%	
502.200 Retirement Contributions	188,579	235,501	247,741	271,859	94,928	282,025	3.74%	
502.300 Life & Health Insurance: (Incl new Emp.)	113,511	137,856	141,147	199,608	76,160	205,358	2.88%	
502.310 Long Term Disability	7,665	8,820	9,516	11,688	4,855	12,048	3.08%	
502.400 Workers Compensation	22,437	24,262	24,287	25,887	18,521	24,504	-5.34%	
502.500 Unemployment Compensation	203	0	0	14,127	0	0	-100.00%	represented in other tax lines
503.100 Professional Services	56,884	17,726	19,351	25,860	10,646	34,860	34.80%	
503.400 Other Contract Servs. (BB Fire EMS)	978,969	1,018,127	1,058,853	1,101,209	550,603	1,145,258	4.00%	
504.000 Travel & Per Diem	6,061	13,578	14,333	17,250	5,182	18,750	8.70%	
504.100 Communications Serv. (Ph.,Etc..)	17,754	19,444	21,443	32,980	11,755	36,120	9.52%	
504.200 Postage, Freight	1,160	1,264	1,307	1,800	511	2,800	55.56%	
504.300 Utility Services - Electric	11,582	9,735	8,325	15,000	3,836	15,000	0.00%	
504.400 Rentals & Leases	1,404	1,532	2,117	2,500	771	2,500	0.00%	
504.500 Insurance-Liability., Hazard, Damage	21,417	21,110	20,368	20,845	21,748	21,755	4.37%	
504.610 Repair & Maintenance	26,456	33,365	35,800	45,896	25,158	43,546	-5.12%	
504.620 Repair & Maintenance-Vehicle	16,702	14,842	15,668	16,500	5,395	16,500	0.00%	
504.630 Repair & Maintenance-Dispatch	11,520	13,352	15,528	22,772	13,123	24,997	9.77%	
504.700 Printing	1,178	1,365	1,371	1,950	129	1,950	0.00%	
504.900 Other Current Charges	2,024	307	10,228	2,500	453	2,500	0.00%	
505.100 Office Supplies	3,707	6,183	7,097	7,500	1,226	7,500	0.00%	

505.200 Operating Supplies	3,448	9,348	9,524	12,400	2,600	12,200	-1.61%
505.210 Operating Supplies-Gas & Oil	28,611	28,095	29,680	50,750	11,222	50,750	0.00%
505.220 Operating Supplies-Uniform/Emb.	11,929	11,239	17,704	24,372	8,236	25,060	2.82%
505.400 Subsc., Memberships, Education	6,583	7,602	9,082	9,284	3,374	9,534	2.69%
506.400 Machinery & Equipment	22,850	145,501	80,848	77,400	56,516	189,400	144.70%
Sub Totals	2,821,501	3,150,988	3,213,283	3,721,359	1,579,718	3,948,799	6.11%

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT.: 524.108

INSPECTIONS SERVICES EXPENSE "Building, Planning & Zoning"

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Inspections Services				*as budgeted				
501.100 Executive Salaries (CBO) *	0	0	0	72,000	0	76,363	6.06%	*FT CBO in-house started 6-11-18
501.400 Overtime	0	0	0	0	0	0	0.00%	
501.410 Vacation Pay	0	0	0	1,385	0	1,469	6.03%	
502.100 FICA Taxes	0	0	0	5,508	0	5,842	6.06%	
502.200 Retirement Contributions	0	0	0	5,702	0	6,048	6.07%	
502.300 Life & Health Insurance	0	0	0	9,024	0	9,475	5.00%	
502.310 Long Term Disability	0	0	0	600	0	600	0.00%	
502.400 Workers Compensation (TBD)	0	0	0	3,400	0	4,032	18.59%	
502.500 Unemployment Compensation	0	0	0	720	0	0	-100.00%	
503.100 Professional Services	129,410	179,901	142,229	25,000	63,219	20,000	-20.00%	Outside Inspections, PT/BU coverage
Prof. Svs reduce for CBO Hire; balance Inspection Svs & Emp. leave coverage								
504.100 Communications Serv.(Ph.,Etc..)	0	0	0	0	0	1,400	0.00%	New Official Telcomm
503.400 Other Contractual Services	0	0	0	1,500	0	1,200	-20.00%	
504.000 Travel & Per Diem	0	0	0	700	0	900	28.57%	
504.500 Insurance-Liability., Hazard, Damage	0	0	0	500	0	500	0.00%	
504.610 Repair & Maintenance	1,055	995	995	2,400	955	2,000	-16.67%	
504.700 Printing	0	0	194	200	0	200	0.00%	
504.900 Other Current Charges	23,629	0	0	3,000	665	0	-100.00%	
505.100 Office Supplies	51	61	28	100	0	100	0.00%	
505.400 Subsc., Memberships, Education	0	0	0	3,500	0	3,000	-14.29%	
506.400 Machinery & Equipment	0	0	0	2,500	0	900	-64.00%	
Sub Totals	154,145	180,957	143,446	137,739	64,839	134,028	-2.69%	
* FT-CBO hired RTCM 05-07-18, 06-11-18 start at \$74,500								

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 534.111

GARBAGE & SOLID WASTE SERVICES

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Garbage & Solid Waste								
503.400 Other Contractual Services (Republic)	243,635	243,147	244,362	255,000	125,888	264,000	3.53%	Update rates pending
Sub Totals	243,635	243,147	244,362	255,000	125,888	264,000	0.00%	

FY 17-18 - 1.0187 CPI (FY18 Absorbed) Residential Rate Adjusted \$13.31
FY 18-19 - 1.0280 CPI (3.5% Increase) Residential Rate Adjusted \$13.77

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 539.112

OTHER PHYSICAL ENVIRONMENT & SERVICES EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Other Physical Environment Services								
503.100 Professional Services (NPDES; UDKS Comp & Planning	5,943	5,955	8,421	8,000	5,066	21,000	162.50%	Increase water NPDES; add Comp Plan & Planning Services
503.120 Town Engineer of Record: General Town Civil Engineering Work.	82,441	121,224	102,435	50,000	70,387	50,000	0.00%	Increase Civil Engineering and Drainage Plans Review (pass thru)
GIS Mapping & Data updates						5,000		
Town Engineer: Drainage Plans Review Svcs. (pass thru Exp. offset to Permit Revs)				47,000		50,000		
503.400 Other Contractual Services	124,269	136,908	148,752	167,500	102,280	225,000	34.33%	Increase TC Projects Requests
504.000 Travel & Per Diem	0	0	0	0	0	0	0.00%	
504.610 Repair & Maintenance	14,292	15,927	15,459	36,000	19,802	40,000	11.11%	Increase maintenance services
505.230 Operating Sup-Small Tools (to>PubWrks)	86	0	0	0	0	0	0.00%	
506.400 Machinery & Equipment	0	0	7,615					
Sub Totals	227,032	280,014	282,682	308,500	197,535	391,000	26.74%	

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT: 541.113

PUBLIC WORKS EXPENSE

Departments, Funds & Descriptions <i>("Actual" means final values after Annual Audit)</i>	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Public Works								
501.200 Regular Salaries And Wages	92,807	96,000	99,114	103,986	49,739	109,207	5.02%	
501.210 One Time Lump Sum Increase	0	2,000	0	0	0	0	0.00%	
501.400 Overtime	1,453	3,475	10,304	5,000	1,849	6,000	20.00%	Hurricane & Storm duty
501.410 Vacation Pay	1,048	1,856	1,101	2,000	0	2,100	5.01%	
502.100 FICA Taxes	7,251	7,905	8,455	7,955	3,947	8,354	5.02%	
502.200 Retirement Contributions	6,960	7,629	8,450	8,236	3,275	8,649	5.02%	
502.300 Life & Health Insurance	12,859	14,985	16,964	18,048	9,364	18,950	5.00%	
502.310 Long Term Disability	840	840	798	864	459	860	-0.51%	
502.400 Workers Compensation	4,631	3,758	3,714	4,005	2,865	3,791	-5.34%	
502.500 Unemployment Compensation	0	0	0	1,040	0	0	-100.00%	
503.100 Professional Services	0	3,716	0	0	0	0	0.00%	
504.300 Utility Services - Electric	44,149	46,039	43,626	45,000	26,482	48,000	6.67%	
504.500 Insurance-Liab., Hazard, Damage	1,307	1,304	1,341	1,407	1,434	1,435	1.99%	Uptick storm and damages
504.610 Repair & Maintenance	7,123	5,382	3,620	7,500	3,478	16,400	118.67%	Moving repair items from Road & Supplies
504.620 Repair & Maintenance-Vehicle	1,180	1,587	1,330	2,500	1,429	3,000	20.00%	
505.200 Operating Supplies	5,828	3,043	1,551	3,608	3,972	4,500	24.72%	
505.210 Operating Supplies-Gas & Oil	2,251	2,010	2,853	4,000	1,727	4,000	0.00%	
505.220 Operating Supplies-Uniform/Emb	562	513	392	500	350	700	40.00%	Staff expenses
505.230 Operating Supplies-Small Tools	177	270	615	500	409	750	50.00%	Small tools all come to PW
505.300 Road Materials & Supplies	29,413	27,472	27,714	46,000	11,487	30,000	-34.78%	Moved some items to other GLs
506.400 Machinery & Equipment	28,167	1,611	18,194	2,500	1,699	3,500	40.00%	Increase project costs
Sub Totals	248,006	231,395	250,136	264,649	123,965	270,197	2.10%	

TOWN OF OCEAN RIDGE
DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT.: 590.100

CONTINGENCY EXPENSE

Departments, Funds & Descriptions ("Actual" means final values after Annual FY Audit)	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 at 6-Mos	FY 2019 Proposed	+/- % chng F18>F19	User Notes
Contingency & Transfers								
590.110 Transfer To Capital (accounting adjust)	150,000	180,000	218,500	188,675	188,675	171,218	-9.25%	
590.900 Contingency	-6,512	7,249	42,429	114,477	10,891	150,000	31.03%	75K Emergency & 75K Gen Cont.
Sub Totals	143,488	187,249	260,929	303,152	199,566	321,218	5.96%	

Capital Projects funding incl. \$200K annual phased paving, and other TC approvals, partially self-funded from unencumbered reserves.

Operating, Contingency & Capital Projects "Asks List" for FY19 TC Appropriation:	Part Fund	Full Fund	Notes
<i>These items are on top of already reflected / modeled budgeted maintenance, operations & upgrades and will need additional funding appropriations:</i>			

Water, Drainage & Physical Environment

Community-wide "Beautification" Projects	10,000	40,000	10,000 per area matching program
Drain Infrastructure Upgrades - (No Suggestions), Exfiltration, Swales, etc.	25,000	125,000	Upgrade existing Inlet Cay Drains
Higgins Engineering Study Recommendations	20,000	125,000	Array of options to be presented
Iguanas Control Project (10-Month Regular/2-Mo Special Call Opt in)	16,000	30,000	Lower rate program w/added resident fees
Potable Water-main Upgrades/Maintenance/Inspections (Boynton Beach Utilities/Contractors)	24,000	72,000	Agreement Negotiations for assignment
Sea Level Vulnerability & GIS Mapping Layers	12,000	24,000	Focus on vulnerability GIS layer data
TeleVac South - Contract French Drain/Catch Basins (226) & Drain Pipes 17760 linear feet est.	12,000	31,320	Townwide Drain System mapping
	119,000	447,320	

Town Civil Engineer & Design/Build Projects

Additional Signage Systems/Street Signs	3,000	12,000	Individual replacements to sign systems
Additional Traffic Calming & Entryway Branding	6,250	24,000	Seminole Speed Hump
Beach Cross Over Removals Renovations & Repairs	18,000	60,000	In-house reduction of crossover installations
Crown Colony Cross Walk	12,000	36,000	Depending on FDOT requirements
Flood Control Infrastructure Upgrades	33,000	99,000	Higgins Est. for existing outfall upgrade
LPR Camera Location Poll Installation Additions	7,500	22,500	In-house install additional pods
Swale/Sidewalk Construction in Town Right of Ways (ROW) M&M Contract	22,000	52,000	M&M Paving Contract
	101,750	305,500	

PBA-CBA Collective Bargain Asks (HR Dept)

Note: Annual Up to 5% Increases/Anniversary portioned are modeled into all Department HR GLs currently

PBA/CBA New and additional Benefits Ask	<i>Staff has modeling data for CBA Memebers; and</i>	620,000	Benefits/Multipliers Average +43% Salary
PBA/CBA Additional Base Salary Ask	<i>additional Town-wide impacts as applied.</i>	150,000	Requested 10% first year + 5% Modeled
		770,000	

TOWN OF OCEAN RIDGE

DRAFT WORKBOOK for Developing the 2019 Fiscal Year Budget (FY19)

FY19 Budget Workbook: Ver 1.1 (Update for 06/28/18)

GENERAL FUND #001 - DEPT.: ALL

HR Salary Calculations & Multipliers Worksheet Estimator

This Data draft is modeled for planning purposes, not fully updated nor cross checked to contributing agency databases / rates yet. Do not rely on the content accuracy until officially confirmed by TM and public adoption process. CBA Negotiations and other factors may change assumptions in subsequent updates.

Positions Descriptions		Hire Date	#Pay	Current	Rate at	Model 5%	Monthly																
Title	Dept.	DOH	Anv. Mo	Actual	18 FYE	FY 19	WkComp	18 WCP	19 WCP	18 Hlth Mo	19 Hlth Mo	LTD Mo	FICA	18Ret%	18-Ret	19 Ret%	19-Ret	19FUTA	19VacPay	19Holiday			
Town Manager (Contract)	TM	10/26/15	11.0	102,500	102,500	107,198	CLER 8810	311	361	752	790	74	8,201	9.00	9,648	9.00	9,648	1,072	2,061	4,535			
							0																
Admin Assistant	TC	05/23/17	4.5	34,112	35,818	36,489	CLER 8810	103	119	752	790	25	2,791	7.92	2,752	7.92	2,890	365	702	1,544			
Dep Town Clerk Treasurer	TC	07/28/05	2.0	60,691	63,726	64,257	CLER 8810	166	192	752	790	42	4,916	7.92	4,847	7.92	5,089	643	1,236	2,719			
Building Clerk	BU	12/09/02	10.5	56,680	56,680	59,160	CLER 8810	148	172	752	790	36	4,526	7.92	4,462	7.92	4,685	592	1,138	2,503			
Town Clerk Treasurer	TC	01/04/16	9.5	72,214	72,214	75,072	CLER 8810	198	229	752	790	49	5,743	7.92	5,663	7.92	5,946	751	1,444	3,176			
				223,697	228,437	234,978					615	713	3,008	3,158	152	17,976	32	17,724	32	18,610	2,350	4,519	9,941
Maintenance II	PW	07/12/10	2.5	43,527	45,703	46,179	STRM 5509	4,876	5,659	752	790	31	3,533	7.92	3,483	7.92	3,657	462	888	1,954			
Maintenance I (Supervisor)	PW	10/17/95	11.5	60,146	60,146	63,028	BLDS 9015	3,396	3,941	752	790	41	4,822	7.92	4,752	7.92	4,992	630	1,212	2,667			
				103,673	105,849	109,207					8,272	9,600	1,504	1,579	72	8,354	16	8,236	16	8,649	1,092	2,100	4,620
Pd Officer	PD	10/01/17	12.0	49,402	49,402	51,872	PD&D 7720	2,491	2,491	752	790	37	3,968	23.27	11,496	23.27	12,071	519	998	2,195			
Pd Officer	PD	04/24/17	5.5	51,873	51,873	53,062	PD&D 7720	2,491	2,891	752	790	37	4,059	23.27	11,759	23.27	12,347	531	1,020	2,245			
Pd Officer	PD	02/03/18	8.0	49,396	49,396	51,043	PD&D 7720	2,491	2,491	752	790	37	3,905	23.27	11,496	23.27	11,878	510	982	2,159			
Investigator	PD	07/27/15	2.0	55,827	58,618	59,107	PD&D 7720	2,610	3,030	752	790	38	4,522	23.27	12,780	23.27	13,754	591	1,137	2,501			
Pd Officer	PD	12/13/04	10.5	74,489	74,489	77,748	PD&D 7720	3,588	4,164	752	790	51	5,948	23.27	17,393	23.27	18,092	777	1,495	3,289			
PD Chief (Contract Emp)	PD	11/15/05	10.5	99,729	99,729	104,092	PD&D 7720	4,713	5,470	50	53	67	7,963	23.27	23,023	23.27	24,222	1,041	2,002	4,404			
Pd Lieutenant	PD	09/09/14	1.0	76,419	80,240	80,574	PD&D 7720	3,647	4,233	752	790	49	6,164	10.78	8,272	10.78	8,686	806	1,550	3,409			
Pd Officer	PD	07/07/09	2.5	68,853	72,296	73,049	PD&D 7720	3,338	3,875	752	790	49	5,588	23.27	16,189	23.27	16,998	730	1,405	3,091			
Pd Officer	PD	10/01/02	12.0	74,451	74,451	78,174	PD&D 7720	3,539	4,107	752	790	50	5,980	23.27	17,325	23.27	18,191	782	1,503	3,307			
Pd Sergeant	PD	07/12/16	2.5	54,466	57,189	57,785	PD&D 7720	2,491	2,891	752	790	37	4,421	23.27	12,196	23.27	13,447	578	1,111	2,445			
Pd Officer	PD	04/03/18	6.0	49,402	49,402	50,637	PD&D 7720	2,491	2,491	752	790	37	3,874	23.27	11,496	23.27	11,783	506	974	2,142			
Pd Sergeant	PD	07/27/15	2.0	57,189	60,048	60,549	PD&D 7720	2,676	3,106	752	790	39	4,632	23.27	13,102	23.27	14,090	605	1,164	2,562			
Pd Officer	PD	03/05/13	7.0	61,859	61,859	63,663	PD&D 7720	2,938	3,410	752	790	42	4,870	23.27	14,242	23.27	14,814	637	1,224	2,693			
Pd Sergeant	PD	11/07/11	11.0	65,566	65,566	68,571	PD&D 7720	3,134	3,637	752	790	45	5,246	23.27	15,342	23.27	15,956	686	1,319	2,901			
Pd Officer	PD	04/24/17	5.5	51,873	51,873	53,062	PD&D 7720	2,491	2,891	752	790	37	4,059	23.27	11,759	23.27	12,347	531	1,020	2,245			
Pd Sergeant	PD	12/10/13	10.0	63,042	63,042	65,669	PD&D 7720	2,972	3,450	752	790	42	5,024	23.27	14,553	23.27	15,281	657	1,263	2,778			
Pd Officer	PD	09/28/15	1.0	53,947	56,644	56,880	PD&D 7720	2,600	3,017	752	790	38	4,351	10.71	5,578	10.71	6,092	569	1,094	2,406			
Pd Lieutenant	PD	10/01/17	12.0	74,500	74,500	78,225	PD&D 7720	3,588	4,164	752	790	51	5,984	23.27	17,383	23.27	18,203	782	1,504	3,310			
				1,132,283	1,150,618	1,183,761					54,290	61,808	12,834	13,476	783	90,558	394	245,385	394	258,253	11,838	22,765	50,082
Dispatcher	DS	12/26/16	9.5	38,968	38,968	40,510	CLER 8810	103	119	752	790	25	3,099	7.92	3,046	7.92	3,208	405	779	1,714			
Dispatcher	DS	10/01/13	12.0	44,588	44,588	46,817	CLER 8810	115	133	752	790	28	3,582	7.92	3,521	7.92	3,708	468	900	1,981			
Dispatcher	DS	02/13/18	7.5	37,112	37,112	38,272	CLER 8810	102	102	752	790	28	2,928	7.92	2,939	7.92	3,031	383	736	1,619			
Dispatcher	DS	08/12/14	1.5	42,487	44,611	44,890	CLER 8810	110	127	752	790	28	3,434	7.92	3,385	7.92	3,555	449	863	1,899			
Dispatcher	DS	05/08/18	4.5	37,112	37,112	37,808	CLER 8810	102	102	752	790	28	2,892	7.92	2,939	7.92	2,994	378	727	1,600			
Dispatcher (PT)	DS	06/09/11	3.5	14,327	15,043	15,263	PD&D 7720	725	842	0	0	0	1,168	7.92	1,151	7.92	1,209	153	294	646			
Dispatch Supervisor	DS	02/15/05	8.5	63,572	63,572	65,824	CLER 8810	165	192	40	42	41	5,035	7.92	4,965	7.92	5,213	658	1,266	2,785			
				278,166	281,007	289,384					1,422	1,618	3,800	3,990	178	22,138	55	21,946	55	22,919	2,894	5,565	12,243
Building Official	BU	05/15/18	5.0	74,500	74,500	76,363	BLDS 9015	4,032	4,032	752	790	50	5,842	7.92	5,702	7.92	6,048	764	1,469	3,231			
Overall Total				1,840,319	1,868,411	1,924,528					64,909	74,100	21,898	22,993	1,259	147,226	506	302,938	506	318,080	19,245	37,010	81,422
Title	Dept.	DOH	Anv. Mo	Actual	18 FYE	FY 19	WkComp	18 WCP	19 WCP	18 Hlth Mo	19 Hlth Mo	LTD Mo	FICA	18Ret%	18-Ret	19 Ret%	19-Ret	19FUTA	19VacPay	19Holiday			

**Agenda: July 2, 2018
Budget Meeting – Item #2 & 3**

**Town of Ocean Ridge, Florida
Agenda Memorandum
Office of the Town Clerk**

Subject: Certify Rolled Back Rate & Adopt Maximum Millage

Dear Mayor and Town Commissioners:

According to the State Department of Revenue Truth In Millage (TRIM) guidelines, each municipality must certify the rolled back rate and adopt a maximum millage rate within 35 days of the certification of value by the Property Appraiser (usually July 1). Once this rate is set, staff completes and certifies the DR-420 Certification of Taxable Value forms and submits them to the Department of Revenue. The Property Appraiser will mail the TRIM notice to all residents within 55 days of certification of value.

Please remember that once a maximum millage rate is set, the town cannot vote to exceed that rate, but can always vote to lower the millage rate during the budget process.

Suggested motions:

Certification of Rolled Back Rate for Millage for FY18/19

I move to certify the rolled back rate at 5.0527 per \$1,000 for FY18/19 and that the Certification of Taxable Value form be executed to reflect this for submission to the Property Appraiser and Tax Collector of Palm Beach County, and the State Department of Revenue.

Set Maximum Millage Rate for FY18/19

I move to establish the maximum millage rate for FY18/19 at _____ mils and that this be included on the Certification of Taxable Value form that is forwarded to the Property Appraiser and Tax Collector of Palm Beach County, and the State Department of Revenue.

Kind Regards,

Tracey Stevens, Town Clerk