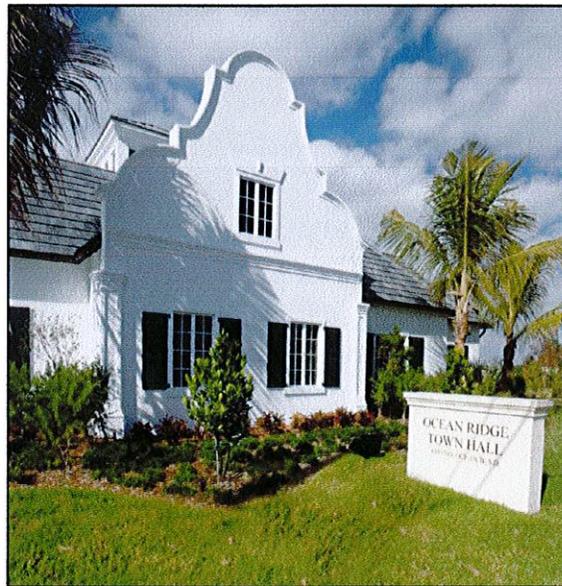


Budget

Fiscal Year 2012/13



Town Manager Kenneth Schenck

Police Chief Chris Yannuzzi

Town Clerk Karen Hancsak

Deputy Town Clerk Jean Hallahan

Town of Ocean Ridge, Florida

Proposed Budget

Fiscal Year

October 1, 2012 through September 30, 2013

Mayor

Geoffrey A. Pugh

Vice Mayor

Dr. Lynn L. Allison

Commissioners

Gail Adams Aaskov

Edward J. Brookes

Zoanne R. Hennigan

Town Manager

Kenneth N. Schenck

Town Clerk/Treasurer

Karen E. Hancsak

Deputy Town Clerk/Treasurer

Jean A. Hallahan

Police Chief

Christopher Yannuzzi

Town of Ocean Ridge, Florida

2012-13 Proposed Budget

Table of Contents

Budget Message.....	i
General Fund	
Consolidated Statement.....	1
Revenues.....	2
Disbursements	
Summary Statements.....	4
Town Commission.....	6
Town Manager.....	9
Town Clerk/ Finance.....	12
Legal.....	15
Appointed Boards.....	18
General Government.....	20
Law Enforcement & Fire Control.....	23
Inspections.....	26
Emergency Preparedness.....	29
Sanitation.....	31
Environmental.....	33
Public Works.....	35
Capital Projects Fund.....	38

TOWN OF OCEAN RIDGE
6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435

TELEPHONE (561) 732-2635

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GEOFFREY A. PUGH
MAYOR, CHAIRMAN OF COMMISSION

KENNETH N. SCHENCK, JR.
TOWN MANAGER



COMMISSIONERS
GAIL ADAMS AASKOV
DR. LYNN ALLISON
EDWARD J. BROOKES
ZOANNE R. HENNIGAN

July 12, 2012

The Honorable Mayor and Members of the
Town Commission of the Town of Ocean Ridge, Florida

Commissioners:

In accordance with the requirements of State Statutes and Article IV, Section 4.04(e) of the Ocean Ridge Town Charter, the proposed budget for the fiscal year beginning October 1, 2012 and ending September 30, 2013 is submitted for your review, consideration, and action.

INTRODUCTION

This document is the proposed fiscal plan for the operation of the Town of Ocean Ridge during the next fiscal period. This is the eleventh year that the budget is presented to the Commission in a form that substantially conforms to the standards of public financial presentations known as Generally Accepted Accounting Principles (GAAP) promoted by the National Council of Government Accounting. We are keeping the same format that was familiar with both the Staff and the Commission. It is intended that this presentation for review of the budget by the Commission presents clearly the operations of the Town and the use of tax dollars and other revenues.

The annual operating budget is a basic fiscal document. Once adopted, it will become the fiscal work program for our community and provide the basis for carrying out the Commission's decisions on policies and programs for the improvement, growth, and orderly maintenance of the Town of Ocean Ridge.

BUDGET PREPARATION

In assembling and formalizing this document, the Town Manager sought input from the entire Town Staff. The process of preparing the annual budget begins in May and involves the compilation and gathering of information. Ideas for new and improved services are received from residents, clients (i.e. contractors), elected officials, and staff

throughout the year. Each department head assesses current and prior year levels of service and then calculates the costs of providing existing service levels as well as costs of providing improved levels of service. The department heads then submit their budget requests to the Town Manager and priorities are set. These priorities are balanced with anticipated resources to result in the Town Manager's proposed budget.

BUDGET SUMMARY

An overview of the general fund shows that over most of the prior years revenues have grown faster than expenditures, and the fund balance has increased. The following chart shows this happening for the past four years. In recent years major changes to the fund balance include transfers to the Capital Project Fund.

Year	Proposed Surplus to Balance Budget	Actual Surplus at Year End	Fund Balance at Year End
2009-2010	\$ 145,349(+160,000 transfer)	\$ 38,312	\$ 2,917,402
2010-2011	\$ 206,804	\$ 99,000	\$ 3,016,402
2011-2012	\$ 27,976	Unavailable	
2012-2013	\$ 97,292(+100,000 transfer)		

The proposed 2012/2013 General Fund Budget will require \$197,292 from unappropriated funds to balance the GF budget. This includes a proposed \$100,000 transfer to the Capital Projects Fund. To balance the budget as proposed would require a tax increase with a millage rate of 5.4065 or \$97,292 from the reserves. This would be a 4.8% tax increase which equates to about \$124 a year for a \$500,000 home.

The fiscal year 2012/2013 General Fund Budget has an increase of \$107,420 over last year(not including the \$100,000 transfer). By the very nature of being a service organization, personnel costs account for 41% of the budget and operating expenses (majority being the 2 loans and the fire/ems contract) account for 43%. The upcoming year's budget also focuses on continuing on-going projects including stormwater improvements, road and drainage pipe repairs, Town landscape maintenance, building & zoning contract and maintaining the Town's current level of visibility for public safety. Funds have also been added to this budget for the increase in the contract for Fire Rescue services with the City of Boynton Beach. Also included is the loan payment for the drainage project of \$468,000 and the loan to finance the new Town Hall which is \$311,175.

This year's preliminary budget maintains last year's millage rate of **5.250**.

The reduction in property values over the last couple of years has resulted in an annual loss of revenue of about \$740,000. Even though the gross property value increased slightly this year the millage rate established last year lowered the total ad valorem this year because of the rolled back rate. The rolled back rate based on this year's property values is 5.1578. If we were to use this as our budget rate instead of the 5.25 it would necessitate an additional \$62,153 to balance the budget.

The following proposed initiatives further expand our current levels of service and are included in this year's recommendation. All of these programs have a significant financial impact while improving the quality of life in our community.

Beautification, Landscaping and Noseeum Spraying

Staff is proposing to renew the landscaping contract for next year. The cost will be \$43,008 which includes some areas added last year. The cost is the same as last year plus the new areas. The budget includes \$21,992 for various projects that occur throughout the year.

The budget includes the cost for noseeum spraying at a cost of \$42,744. The spraying will be for 12 months. It is 3% above last year due to an increase in materials as well as a couple of additional areas added over the year. The budget includes \$2,256 as a contingency.

There is currently a Beautification Reserve Account that has an approximate balance of \$115,000. The funds in this account are not part of the general budget; however, staff wanted to make the Commission aware of its availability for future projects. The Commission approved various expenditures from these funds to place decorative signage throughout the Town; similar to those placed on Old Ocean Boulevard. The signage included replacing all street name signs, stop signs, speed limit signs, no parking signs, and other directional signage with decorative street signs. Staff believes the decorative street signage program demonstrated a highly visible enhancement in Town and how the funds were utilized.

Stormwater Drainage in General Fund

The most stormwater issues have been addressed and the necessary construction completed. The Bonito Drive drainage project is the last major project we are aware of and will be paid for in the Capital Projects Fund.

The Staff has budgeted \$25,000 in funds for storm drainage professional and maintenance services, road maintenance, and repairs in the General Fund for the 2012/2013 budget.

The Town had previously applied for and received approval for a total amount of **\$7,006,817** in State Revolving Fund Loan monies for the various stormwater drainage improvements. The term of the loan is for 20-years with semi-annual payments. The yearly payment amount is **\$467,943.68** made in two (2) payments of **\$233,971.84 every (6) months.**

Capital Projects Fund

There are two capital projects anticipated for this year. One is the Bonito Drive drainage project and the other is the piling replacement for the Inlet Cay bridge approach. They are anticipated to cost about \$100,000(including professional and contractual services).

Town Engineer

A full-time Town Engineer was hired nine years ago and staff is recommending continuing this contract to help oversee various civil engineering projects. The firm of Engenuity Group (formerly SFRN, Inc.) was selected and one of their partners, Lisa Tropepe, serves as our Town Engineer of record. With the ongoing special projects and regular Town Engineering needs, staff is recommending \$45,000 budgeted for a full year of Town Engineering services. Additional funding for the Town Engineer includes \$10,000 for building permit review, \$1,000 for GIS and \$6,000 for NPDES. Their hourly rates will remain the same.

Fire/EMS Contract Services

In October 2004 the Boynton Beach Fire Department took over the Fire services for the Town of Ocean Ridge. In addition Boynton Beach also provides Emergency Medical Services (EMS) to the Town. The first year fee was \$655,296, and is increased annually by the CPI or 4% whichever is greater. The past year was \$870,301 for 2011/2012. The cost for 2012/2013 will be \$905,113 based on a 4.0% minimum increase per the contract.

Law Enforcement

In an effort to smooth out the police officers' schedule and reduce overtime we changed the schedule to institute a 12 hour shift. It has accomplished what we had hoped by drastically reducing overtime when staffing is fully complemented.

The officers have voted for a police union under the guidelines of the Police Benevolent Assoc (PBA). We will be meeting with the Police Union in early August to continue discussions on their contract renewal. At present there are no funds included in the proposed budget to address the increases requested by the Union in the initial request.

The police budget has \$21,654 in requests for capital items. These are detailed in the budget document. We have two vehicles that are approaching 100,000 road and idle miles and should be replaced. The cost would be \$68,000. These are presently not in the budget.

One of the capital items requested is new alarm monitoring equipment for the home systems. Our present system is old and is no longer manufactured. It has had a few problems and needs to be replaced if we are to continue this service. We propose adding \$20 a year to the alarm fee to cover the cost of the new equipment. This would bring the homeowners fee to \$200 a year.

The personnel costs include the new officer authorized by the Commission.

We are continuing our agreement with the Town of Briny Breezes to provide police services at \$185,000 a year.

Road Paving

There are no repaving projects in the budget at this time. However, we need to continue with the repaving program as soon as we can include funding in the budget. We could continue the program and fund it through the reserve funds.

Highlights of Budget

Highlights of this year's proposed budget are as follows:

• Town Engineer	\$ 45,000
• Town Engineer other charges	\$ 17,000
• Building & Zoning Professional Services	\$ 108,000
• Landscape and maintenance	\$ 65,000
• Road and Storm drainage maintenance	\$ 25,000
• Fire hydrant and Waterline maintenance	\$ 24,500
• Fire/EMS contract with Boynton Beach	\$ 905,113
• Noseeum spraying	\$ 45,000

The budget as presented for fiscal year 2012/2013 has a millage rate of 5.250. This rate represents no increase in millage from this year. The rollback millage is 5.1578 based on the property values. Based on our final gross taxable value and adjusted year taxable value for 2012 the State calculation for a majority vote millage is 6.5422. If we were to go to the rolled back rate of 5.1578 it would add \$62,163 to the deficit.

REVENUES

The anticipated General Fund revenues for the fiscal period are summarized on pages 2 and 3 so that the Commission can readily see the various sources of general income for the Town. Total anticipated general fund revenues of \$5,041,809 are sufficient to balance the proposed general fund budget when coupled with appropriated monies from the reserves totaling \$197,292 or an appropriate tax increase. The budget shows the need for an additional \$100,000 to balance the budget but this is scheduled to be transferred to the Capital Fund Account. This total amount of revenue, \$5,239,101 will be sufficient to fund the proposed expenditures in the fiscal period and maintain a reasonable carryover in the general fund as a reserve against unexpected expenditure requirements.

The total amount of Ad Valorem revenues are an increase of \$74,284 from the prior year. This is based on a property tax levy of 5.2500 per \$1,000 of assessed valuation. The rolled back rate for this year is 5.1578.

EXPENDITURES

The assessment of budgetary needs is an ongoing process that encompasses both long and short-term necessities. These needs are then evaluated in conjunction with desired service levels, long and short-term policy objectives and limitations of revenue sources. Balancing these competing needs makes up the bulk of the budget planning process.

Necessities such as debt service requirements, insurance coverage and the delivery of basic services take priority over other needs. Moreover, the Town has been addressing issues critical to improve the quality of life for our residents. As an organization, we seek the highest levels of service, the most qualified personnel, and the best equipment that we can afford. Budgetary needs are constantly prioritized and choices are made within the framework of established policies and limited resources.

The proposed General Fund budget calls for a total expenditure of **\$5,239,101**(which includes the \$100,000 transfer to the Capital Projects Fund) during the fiscal period.

The expenditures represent an increase from the previous year of \$107,420. The budget has requests to purchase about \$29,754 in capital expenditures.

PERSONNEL

The budget doesn't include any salary increases at this time and no increases to the step plan for any of the eligible employees. Premium fees for the health insurance coverage are included but the deductible expenses are not included.

Personnel changes in the preliminary budget include the additional position for a police officer for \$74,000(including benefits) and all associated costs.

SUMMARY

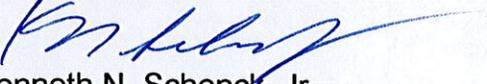
The primary objective of the manager and staff in the preparation of this proposed document is to present to the Commission a budget plan which is within the legal framework established by state law and Town charter and addresses the needs of the community for the next fiscal year. The budget document is intended to provide the Commission, residents, and staff information about the Town's fiscal responsibilities necessary to provide quality services. The general fund budget has an increase of \$107,420 over last year.

There are some items that staff has not included in the budget as proposed that we would like the Commission to consider. These include two police vehicles, a contribution toward the health insurance deductible (once we find out what it is), and a consideration toward a salary increase, whether it be a percentage and/or replacing the step plan. The budget does include the health insurance premium for the employees with an estimated 10% increase. The budget doesn't include anything in the PBA contract renewal as it hasn't been finalized.

ACKNOWLEDGEMENTS

A document of this scope is the result of many hours of preparation by many people. Special recognition goes out to Town Clerk/Treasurer Karen Hancsak who each year shoulders most of the preparation of the budget. I also want to thank Deputy Town Clerk Jean Hallahan, and Police Chief Chris Yannuzzi for their assistance in the preparation of this document.

Respectively submitted and prepared by,


Kenneth N. Schenck, Jr.
Town Manager

5.25

Home Property Taxes

**Production Region (Role= Principal Authority) (User= TA60026)
(Year=2012) (County=60)**

TRIM Return To Levies Utilities Log Off DR-420 DR-420 TIF DR-420 MMP

Form: DR-420.aspx County: PALM BEACH Principal Authority ID: 544 Taxing Authority ID: 544 Levy ID: 674 MultiCounty ID: 0

Entity	Description	Type	County
Principal Authority	Ocean Ridge	City	60
Taxing Authority	Ocean Ridge	Principal Authority	60
Levy	Ocean Ridge Operating	Local	60

Status 420: (4) Principal Authority 420 Assigned **Status 422:** (1) Property Appraiser 422 Assigned

Don't forget to complete the DR-420TIF and DR-420MMP forms.

DR-420 Form Section I			
1.	Current year taxable value of real property for operating purposes	1.	\$ 690,877,953
2.	Current year taxable value of personal property for operating purposes	2.	\$ 4,083,178
3.	Current year taxable value of centrally assessed property for operating purposes	3.	\$ 0
4.	Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)	4.	\$ 694,961,131
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.)	5.	\$ 3,264,391
6.	Current year adjusted taxable value (Line 4 minus Line 5)	6.	\$ 691,696,740
7.	Prior year FINAL gross taxable value (From prior year applicable Form DR-403 series)	7.	\$ 679,547,225
8.	Number of TIF Work Sheets	8.	0
9.	Number of DEBT Work Sheets	9.	

			0
DR-420 Form Section II			
10.	Prior year operating millage levy (if prior year millage was adjusted then use adjusted millage from Form DR-422.)	10.	5.25 0.0000
11.	Prior year ad valorem proceeds (Line 7 multiplied by Line 10 divided by 1000)	11.	\$ 3,567,622 0
12.	Amount, if any, paid or applied in prior year because of an obligation measured by a dedicated increment value (Sum of either Line 6c or Line 7a for all DR-420TIF forms)	12.	\$ 0 0
13.	Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)	13.	\$ 3,567,622 0
14.	Dedicated increment value, if any (Sum of either line 6b or Line 7e for all DR-420TIF forms)	14.	\$ 0 0
15.	Adjusted current year taxable value (Line 6 minus Line 14)	15.	\$ 691,696,740
16.	Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)	16.	5.1578 0.0000
17.	Current year proposed operating millage rate	17.	5.25 0.0000
18.	Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)	18.	\$ 3,648,545 0
	64.075 (+) from RBK		* 3,539.089 9770
21.	Is millage levied in more than one county? (check one)	21.	<input type="radio"/> Yes <input checked="" type="radio"/> No
DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP HERE			
22.	Enter the total ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs at rolled-back rate. (The sum of Line 13 from all DR-420 forms)	22.	\$ 3,567,622 0
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)	23.	5.1578 0.0000
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	24.	\$ 3,584,470 0
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. (Total of Line 18 from all DR-420 forms)%	25.	\$ 3,648,545 0
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)	26.	5.25 0.0000
27.	Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, minus 1, multiplied by 100)	27.	% 1.79 0.00

Save Print PDF

Home	Property	Taxes
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**Production Region (Role= Principal Authority) (User= TA60026)
(Year=2012) (County=60)**

TRIM Return To Levies Utilities Log Off DR-420 DR-420 TIF DR-420 MMP

**Form: MMP County: PALM BEACH Principal Authority ID: 544 Taxing Authority ID: 544
Levy ID: 674 MultiCounty ID: 0**

Entity	Description	Type	County
Principal Authority	Ocean Ridge	City	60
Taxing Authority	Ocean Ridge	Principal Authority	60
Levy	Ocean Ridge Operating	Local	60

Status 420: (4) Principal Authority 420 Assigned **Status 422:** (1) Property Appraiser 422 Assigned

	MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE DR-420 Maximum Millage Proposed For Municipal Governments, counties and special districts Section II COMPLETED BY TAXING AUTHORITY		
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	1.	<input checked="" type="radio"/> Yes <input type="radio"/> No
	If YES, STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation		
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	2.	0.0000
3.	Prior year maximum millage rate with a majority vote (2011 Form DR-420MM, Line 13)	3.	6.3937
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	4.	0.0000
	If Line 4 is Greater Than or Equal to Line 3 Then Go to Line 11. Otherwise, Continue on Line 5		
	Adjust rolled-back rate based on prior year majority-vote maximum millage rate		
5.	Prior year final gross taxable value from Form DR-420, Line 7	5.	\$ 679,547,225
	Prior year Maximum Ad Valorem proceeds with majority		

6.	vote (Line 3 multiplied by Line 5 divided by 1,000)	6.	\$ 4,344,821
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Form DR-420 Line 12	7.	\$ 0
8.	Adjusted Prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	8.	\$ 4,344,821
9.	Adjusted current year taxable value from DR-420 Line 15	9.	\$ 691,696,740
10.	Adjusted Current Year Rolled back rate (Line 8 divided by Line 9, multiplied by 1,000)	10.	6.2814
Calculate maximum millage levy			
11.	Rolled back rate to be used for maximum millage levy calculation. Enter Line 10 if adjusted or enter Line 2 if Line 10 is not adjusted	11.	6.2814
12.	Change in per capita Florida personal income	12.	1.0447
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	13.	6.5622
14.	Two-thirds vote maximum millage rate allowed (multiply Line 13 by 1.10) \$ per \$1,000	14.	7.2184
15.	Current year proposed millage rate	15.	5.25 0.0000
16.	Minimum vote required to levy proposed millage: (Check one)	16.	
	<input checked="" type="radio"/> Majority vote of the governing body: Check here, if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. Enter Line 13 on Line 17 <input type="radio"/> Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal the Proposed rate. Enter Line 15 on Line 17 <input type="radio"/> Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the Proposed rate. Enter Line 15 on Line 17 <input type="radio"/> Referendum: The maximum millage rate is equal to the Proposed rate. Enter Line 15 on Line 17		
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	17.	6.5622
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	18.	\$ 694,961,131
19.	Current year Proposed taxes (Line 15 multiplied by Line 18, divided by 1,000)	19.	\$ 3,648,595 0
20.	Total taxes levied at the maximum millage rate (Line 17 multiplied by Line 18, divided by 1,000)	20.	\$ 4,560,474
DEPENDENT SPECIAL DISTRICTS AND MSTUs			

STOP HERE. SIGN AND SUBMIT			
21.	Enter the current year Proposed taxes of all dependent special districts & MSTUs levying a millage (The sum of all Lines 19 from each district's Form DR-420 MMP)	21.	\$ <input type="text" value="0"/>
22.	Total current year Proposed taxes (Line 19 plus Line 21)	22.	\$ <input type="text" value="3,648,545"/>
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage (The sum of all Lines 20 from each district's Form DR-420 MMP)	23.	\$ <input type="text" value="4,560,474"/>
24.	Total taxes at maximum millage rate (Line 20 plus line 23)	24.	\$ <input type="text" value="4,560,474"/>
Total Maximum Versus Total Taxes Levied			
25.	Are total current year Proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	25.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Save

Print PDF

BALANCE SHEET

JUNE 2012

Page: 1
7/13/2012
3:06 pm

Town of Ocean Ridge

As of: 6/30/2012

Balances

Fund: 001 - GENERAL FUND

Assets

101.254 SUN BANK-FRANCHISE TAX (CHECK)	0.00
101.261 BANK AMERICAN GEN OP (CHECK)	727,802.42
101.262 BANK OF AMERICA PAYROLL CHECK	2,956.71
101.263 CASH LOAN DEBT SERVICE	194,976.55
101.264 BANK OF AMERICA HEALTH REIMB A	4,670.38
102.000 PETTY CASH	150.00
105.103 DELINQUENT TAXES-1983	0.00
105.104 DELINQUENT TAXES-1984	0.00
115.100 LOT CLEARING CHARGE RECEIVABLE	5,168.00
115.200 GARBAGE FEES RECEIVABLE	0.00
115.300 INLET CAY WATER LINE RECEIVABLE	0.00
115.400 MISC. WATER LINE RECEIVABLE	2,060.00
115.500 ALARM MONITORING RECEIVABLE	0.00
115.700 HURRICANE WILMA RECEIVABLES	0.00
115.800 MISC HURRICANE RECEIVABLES	0.00
115.900 MISC. RECEIVABLES	0.00
115.950 ACCRUED INTEREST-RECEIVABLES	0.00
118.000 DEPOSITS(METERS,UTILITIES,ETC)	0.00
131.100 DUE FROM FRANCHISE TAX BONDS	0.00
131.200 DUE FROM CAPITAL PROJ FUND	0.00
131.300 DUE FROM LONGTERM NOTE SERVICE	0.00
133.200 DUE FROM FL DEPT. COMM. AFAIRS	0.00
135.100 INTEREST&DIVIDENDS RECEIVABLE	250,000.00
151.301 BRANCH BANKING AND TRUST	0.00
151.323 U.S. TREASURY BILLS/BANK AMERI	0.00
151.324 U.S. TREASURY BILLS 99/BARNETT	0.00
151.325 US TREASURY BILL 04/BANC OF AM	0.00
151.326 U.S. TREASURY BILLS 04/BANC AM	0.00
151.327 U.S. TREASURY BILLS 06/07	0.00
151.328 U.S. TREASURY BILLS 06/07	0.00
151.329 US TREASURY BILLS 06/07	0.00
151.330 U S TREASURY BILLS 97/98	201,759.18
151.331 GRAND BANK & TRUST OF FL - CD	0.00
151.334 WACHOVIA -CD	0.00
151.335 WACHOVIA BANK MMKT	600,000.00
151.336 BANK OF AMERICA - CD	0.00
151.337 BANKATLANTIC	250,000.00
151.341 BANK UNITED	1,016,322.39
151.351 SUNTRUST (MM)	303,374.44
151.352 SUN BANK CD	0.00
151.353 SUN BANK CD II	303,153.78
151.391 TD BANK	0.00
151.397 TOWN OF OCEAN RIDGE II	0.00
155.100 PREPAID EXPENSES MISC.	0.00
155.300 PREPAID GROUP HOSPITAL INS.	0.00
155.500 PREPAID INSURANCE PREMIUMS	0.00
156.100 HOLIDAY ACCOUNT	0.00
<hr/>	
Total Assets	<u>3,862,393.85</u>

Liabilities

201.000 VOUCHERS PAYABLE	0.00
202.000 ACCOUNTS PAYABLE	-4,320.00
203.000 NOTES PAYABLE-FINANCE VEH.ETC.	0.00
205.000 CONTRACTS PAYABLE (NOT PAID)	0.00
206.000 CONTRACTS PAYABLE (RETAINED %)	0.00

BALANCE SHEET

JUNE 2012

Page: 2
7/13/2012
3:06 pm

Town of Ocean Ridge

Balances

As of: 6/30/2012

Fund: 001 - GENERAL FUND

Liabilities

207.200 DUE OTHER FUNDS	0.00
207.300 DUE GEN.OBLIG. DEBT SERV. 1991	0.00
208.100 DUE BLDG INSP CERT PROGRAM	616.07
208.200 DUE DEPT. HEALTH. REHAB.-RADON	0.00
208.300 DUE P.B.CO. ROAD IMPACT FEES	0.00
208.400 DUE FLORIDA ELECTIONS COMM.	0.00
208.500 DUE FDLE/CRIMINAL HISTORY CKS	0.00
216.100 ACCRUED WAGES PAYABLE	49,452.20
216.110 ACCRUED FICA PAYABLE	3,783.08
218.100 FICA TAXES (WITHHELD)	-0.16
218.200 WITHHOLDING TAXES PAYABLE	0.00
218.300 GROUP HOSP. INSURANCE-WITHHELD	-7,886.88
218.400 CREDIT UNION CONTR. (WITHHELD)	0.00
218.500 DEFERRED COMPENSATION	0.00
218.600 WAGE ASSIGNMENTS WITHHELD	0.00
218.700 RETIREMENT	0.00
218.800 DENTAL INS CONTR. (WITHHELD)	0.00
218.900 DIRECT DEPOSITS	0.00
220.000 DEPOSITS	0.00
223.000 DEFERRED REVENUE	39,275.00
223.100 PRO. & OCCUPATIONAL LICENSES	0.00
223.200 DPS REGULATORY REGISTRATION	0.00
223.300 OCCUPATIONAL VEHICLE ID.	0.00
223.400 OTHER REVENUE	0.00
230.730 NONEXISTING ENTERED CREC MSTK	0.00
Total Liabilities	80,919.31

Reserves/Balances

009.100 TRANSFER TO OTHER FUNDS	0.00
243.000 ENCUMBRANCES	0.00
245.000 RESERVE FOR ENCUMBRANCES	0.00
247.100 RESERVE FOR TOWN HALL CAP PROJ	370,550.05
247.200 RESERVE FOR INSURANCE	160,000.00
247.300 RESERVE-FEDERAL REVENUE	0.00
247.400 BEAUTIFICATION RESERVE ACCT	115,267.48
247.500 RESERVE FOR HURRICANE GIFT	0.00
247.600 RESERVE LOAN PAYMENT DRAINAGE	0.00
271.100 FUND BALANCE	2,370,585.22
298.000 CHANGE IN FUND BALANCE	765,071.79
Total Reserves/Balances	3,781,474.54

Total Liabilities & Balances	3,862,393.85
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BALANCE SHEET

JUNE 2012

Page: 1

7/16/2012

10:50 am

Town of Ocean Ridge

As of: 6/30/2012

Balances

Fund: 302 - CAPITAL PROJECTS FUND

Assets

115.600 GRANTS RECEIVABLE	0.00
131.000 DUE FROM GENERAL FUND	0.00
151.311 WACHOVIA CD - MCGINTY PROC	0.00
151.313 CARNEY BANK CD - OC AVE PROC	0.00
151.335 WACHOVIA BANK MMKT	63,938.71
151.337 BANKATLANTIC	96,548.11
151.360 LOT PROCEEDS TREASURY BILL	0.00
151.361 CAPITAL BANK (MM)	0.00
151.362 COMM CAP ACCT/MISC CAP PROJECT	0.00
151.364 TOWN OF OCEAN RIDGE II	0.00
151.365 TREAS BILL COMM CAP II	0.00
151.371 MCGINTY MMKT	32,532.07
151.372 BARNETT BANK (MM) WATER IMPROV	0.00
151.373 BANK OF AMERICA TH M MKT	0.00
151.374 BANK OF AMERICA CK ACCT TH	0.00
151.375 COMM CAP ACCT BRIDGE CONSTRUCT	0.00
151.392 U.S. TREASUREY BILLS/BARNETT	0.00
151.393 BRIDGE CONSTRUCT TREASURY BILL	0.00
151.394 BRIDGE CONSTRUCT QK TREAS BILL	0.00
151.395 BRIDGE CONST SURPL TREAS BILL	0.00
151.396 MISC CAP PROJECTS TBILL	0.00
151.397 TOWN OF OCEAN RIDGE II	0.00

Total Assets

193,018.89

Liabilities

201.000 VOUCHERS PAYABLE	0.00
202.000 ACCOUNTS PAYABLE	0.00
205.000 CONTRACTS PAYABLE (NOT PAID)	0.00
207.200 DUE OTHER FUNDS	0.00

Total Liabilities

0.00

Reserves/Balances

271.100 FUND BALANCE	622,947.56
298.000 CHANGE IN FUND BALANCE	-429,928.67

Total Reserves/Balances

193,018.89

Total Liabilities & Balances

193,018.89

**Town of Ocean Ridge, Florida
Annual Budget**

**General Fund
Consolidated Statement of Revenues and Disbursements
FY 12-13**

	10-11 Actual	11-12 Est Actual	12-13 Proposed	12-13 Adopted
Balance Forward	2,917,402	3,016,402	2,987,796	2,987,796
Revenue	5,027,894	4,950,075	5,245,301	5,117,221
State Energy Grant				
PBC Energy Grant		53,000	0	0
TH FEMA Grant Reimb	0	0		
Total Available	7,945,296	8,019,477	8,233,097	8,105,017
Expenditures	4,928,894	5,031,681	5,273,606	5,183,346
Transfer to Capital Proj for Bonito Drive Repairs & Inlet Cay Piling Repair	0	0	100,000	100,000
	0	0	0	0
Drainage Improvements	0	0	0	0
Balance Forward	3,016,402	2,987,796	2,859,491	2,821,671

Please keep in mind that of the \$2,821,671 proposed balance forward the following are major reserve accounts:

Self Insurance Contingency: \$160,000
 Beautification: \$115,000
 Drainage/TH Reserve Acct \$ 370,000

These figures represent 100% expenditures for 2011/12.

Town of Ocean Ridge, Florida
General Fund
Statement of Estimated Revenues
FY 2012-2013

New Rate
Per \$1,000 = 5.3500

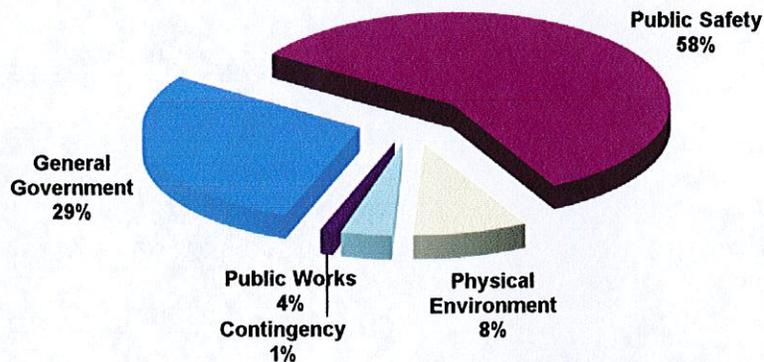
	2010-11 Actual	2011-12 Approp'd	Actual thru June	2012-13 Adopted
<u>Ad Valorem Taxes</u>				
Real & Personal Property NET	3,454,649	3,464,805	3,336,481	3,606,501
<u>Local Option 6 Cent Gas Tax</u>	32,723	33,200	23,280	34,300
<u>New 5 Cent Gas Tax</u>	15,259	15,300	10,888	16,000
<u>Transfer From Franchise Tax Fund</u>				
Florida Power & Light	162,832	170,000	93,665	163,000
Communications Service Tax	48,352	51,000	29,489	50,000
<u>Utility Service Tax</u>				
Electricity	204,158	200,000	131,903	203,000
Gas	7,462	9,000	8,910	8,500
Water	88,148	85,000	58,376	85,000
<u>Interest on Delinquent Taxes</u>	8,906	6,000	937	6,000
TOTAL TAXES	<u>4,022,489</u>	<u>4,034,305</u>	<u>3,693,929</u>	<u>4,172,301</u>
<u>Licenses & Permits</u>				
Boat Permits	0	50	0	50
Prof. and Occupational Licenses	4,685	3,000	1,251	3,000
DPS Business Permits	16,675	16,000	15,250	16,000
Occupational Vehicle Identification	5,884	5,000	5,676	5,000
Building Permits	184,050	112,000	95,442	110,000
Sign Permits	410	500	195	500
Alarm User Permits	602	600	574	600
TOTAL LICENSES & PERMITS	<u>212,306</u>	<u>137,150</u>	<u>118,388</u>	<u>135,150</u>
<u>State Shared Revenues</u>				
FEMA Grant Monies	0	0	0	0
PBCty Energy Efficient Grant Monies	27,915	43,000	0	0
Revenue Sharing (General)	35,364	37,500	27,330	38,000
Alcoholic Beverage License	0	150	140	150
Local Govt 1/2 Cent Sales Tax	108,661	115,000	80,661	120,000
Rebate on Municipal Vehicles	1,910	1,900	949	1,900

	2010-11 Actual	2011-12 Approp'd	Actual thru June	2012-13 Adopted
Shared Revenue From Other Local Units				
Street Light Maint. Reimbursement	7,758	8,300	0	8,400
Palm Beach County Occ. License	8,771	10,000	5,128	9,000
Proportion 911 Call Taker Revenue	20,356	18,000	6,132	18,000
911 DPS Related Reimbursements	0	0	0	15,000
Solid Waste Recycle Program	10,263	8,000	3,547	8,000
TOTAL INTERGOVERNMENTAL REVENUE	220,998	241,850	123,887	218,450
Charges For Services				
Zoning Fees	4,358	5,000	2,858	5,000
Sales of Maps & Publications	4	0	14	0
Certification, Copying, Record Search	615	600	1,594	800
Other Gen Govt Charges and Fees	5,002	5,000	3,356	5,000
Law Enforcement/Fire Service	185,001	185,000	138,750	185,000
Alarm Monitoring	53,895	54,000	51,445	60,000
Other Public Safety Charges and Fees	680	500	16,913	500
Physical Environment				
Garbage and Trash	266,508	288,000	280,557	292,120
TOTAL SERVICE CHARGES	516,063	538,100	495,487	548,420
Fines and Forfeits				
Court Fines	4,844	7,000	2,479	4,000
Police Education	493	800	187	400
Violation of Local Ordinances	31,792	8,000	21,550	8,000
TOTAL FINES AND FORFEITS	37,129	15,800	24,216	12,400
Miscellaneous Revenue				
Interest Earned (Savings, Investments)	18,124	25,000	6,340	20,000
Interest Earned (Tax Collect)	438	1,000	1,480	1,000
Interest Earned (Liens, et cetera)	2,041	500	879	500
Art Proceeds	865	2,000	0	1,000
Equipment-Sales & Compensation	15,875	5,000	0	0
Contributions	65	0	930	0
Miscellaneous Income	2,500	3,000	0	0
TOTAL MISCELLANEOUS REVENUE	39,908	36,500	9,629	22,500
SUB-TOTAL REVENUES	5,048,893	5,003,705	4,465,538	5,109,221
FUND BALANCE UNAPPROPRIATED	0	27,976	0	174,125
INSURANCE PROCEEDS	0			
GRAND TOTAL	5,048,894	5,031,681	4,465,538	5,283,346

**General Fund
Town of Ocean Ridge, Florida
Summary of Expenditures**

2012-2013 Budget

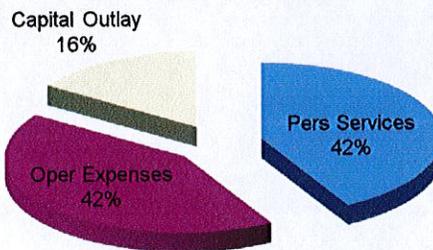
<u>Code</u>	<u>Department</u>	<u>10-11 Actual</u>	<u>11-12 Approp'd</u>	<u>Actual thru June '12</u>	<u>12-13 Adopted</u>
511.101	Town Commission	18,892	19,321	15,898	19,338
512.102	Town Manager	138,602	134,475	99,934	136,808
513.103	Town Clerk/Finance	269,156	267,622	197,489	270,581
514.104	Legal	111,123	105,000	71,502	105,000
515.105	Appointed Boards	2,885	6,000	2,352	6,000
519.106	General Government	933,625	989,510	634,833	961,512
521.107	Public Safety	2,729,932	2,743,696	2,139,986	2,883,988
524.108	Building & Zoning	117,725	100,500	72,552	110,500
525.109	Emergency Preparedness	0	0	0	0
534.111	Solid Waste	213,620	236,000	174,767	240,000
539.112	Environmental	186,943	187,800	120,224	198,800
541.113	Public Works	170,136	191,757	125,579	196,819
580.114	Contingency	27,547	50,000	2,485	54,000
	Total	<u>4,920,187</u>	<u>5,031,681</u>	<u>3,657,602</u>	<u>5,183,346</u>
590.100	Building Permit Rebates Transfer to Cap Projects	0	100,000	42,865	5,283,346



**General Fund
Summary of Expenditures
By Major Category**

2012-13 Budget

<u>Code</u>	<u>Department</u>	<u>Personal Services</u>	<u>Operating Expenses</u>	<u>Capital Outlay</u>	<u>Total</u>	<u>Percent</u>
511.101	Town Commission	6,788	12,550	0	19,338	0.37%
512.102	Town Manager	131,308	5,500	0	136,808	2.64%
513.103	Town Clerk/Finance	224,631	45,950	0	270,581	5.22%
514.104	Legal	0	105,000	0	105,000	2.03%
515.105	Appointed Boards	0	6,000	0	6,000	0.12%
519.106	General Government	0	176,835	785,275	961,512	18.55%
521.107	Public Safety	1,705,424	1,158,910	19,654	2,883,988	55.64%
524.108	Inspections	0	110,500	0	110,500	2.13%
525.109	Emergency Preparedness	0	0	0	0	0.00%
534.111	Solid Waste	0	240,000	0	240,000	4.63%
539.112	Environmental	0	198,800	0	198,800	3.84%
541.113	Public Works	110,619	84,200	2,000	196,819	3.80%
580.114	Contingency	0	50,000	0	54,000	1.04%
	Total	2,178,770	2,194,245	806,929	5,183,346	100.00%
	Percent	42.03%	42.33%	15.57%	100.00%	100.00%
590.100	Transfer to Cap Projects		100,000		100,000	
					5,283,346	



**General Fund
Summary of Expenditures
Four Year Comparison**

Personal Expenses

<u>Code</u>	<u>Department</u>	<u>2009-10 Actual</u>	<u>2010-11 Budget</u>	<u>2011-12 Budget</u>	<u>2012-13 Adopted</u>	<u>Four year % change</u>
511.101	Town Commission	7,078	7,122	6,771	6,788	-4.097%
512.102	Town Manager	137,202	139,169	128,975	131,308	-4.296%
513.103	Town Clerk/Finance	227,394	236,769	220,797	224,631	-1.215%
514.104	Legal	0	0	0		0.000%
515.105	Appointed Boards	0	0	0		0.000%
519.106	General Government	0	0	0		0.000%
521.107	Public Safety	1,728,136	1,849,597	1,645,070	1,705,424	-1.314%
524.108	Inspections	0	0	0		0.000%
525.109	Emergency Preparedness	0	0	0		0.000%
534.111	Solid Waste	0	0	0		0.000%
539.112	Environmental	0	0	0		0.000%
541.113	Public Works	130,354	105,045	108,557	110,619	-15.140%
580.114	Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.000%
	Total	2,230,164	2,337,702	2,110,170	2,178,770	

**General Fund
Summary of Expenditures
Four Year Comparison**

Total Budget Figures

Code	Department	2009-10 Budget	2010-11 Budget	2011-12 Budget	2012-13 Adopted	Four Year % change
511.101	Town Commission	17,872	19,622	19,321	19,338	8.203%
512.102	Town Manager	140,847	143,269	134,475	136,808	-2.868%
513.103	Town Clerk/Finance	266,406	284,683	267,622	270,581	1.567%
514.104	Legal	82,016	102,000	105,000	105,000	28.024%
515.105	Appointed Boards	4,143	6,700	6,000	6,000	44.823%
519.106	General Government	938,038	1,014,780	989,510	961,512	2.502%
521.107	Public Safety	2,754,484	2,946,153	2,743,696	2,883,988	4.702%
524.108	Inspections	91,826	96,500	100,500	110,500	20.336%
525.109	Emergency Preparedness	2,189	0	0	0	-100.000%
534.111	Solid Waste	205,166	217,000	236,000	240,000	16.978%
539.112	Environmental	153,202	190,800	187,800	198,800	29.763%
541.113	Public Works	208,515	230,345	191,757	196,819	-5.609%
580.114	Contingency	<u>48,611</u>	<u>50,000</u>	<u>50,000</u>	<u>54,000</u>	11.086%
	Total	4,913,316	5,301,852	5,031,681	5,183,346	

TOWN COMMISSION

The Town Commission consists of a Mayor and four Commissioners. The Commission is responsible for all legislative actions and policy making for the Town. The Commission is empowered with the authority to enact laws and policies to protect the rights of the citizens of the community, and adopt regulations on rates and fees for services provided by the Town.

The Charter provides that: the Mayor shall be elected annually from among incumbent Commission members who have completed at least one year as a Commissioner; Commissioners shall be elected for a term of three years; and, all elections are held on an at-large basis. There is an annual election on the second Tuesday in February each year.

There were no major changes to this department and it increased slightly due to the Florida Retirement System contribution rate increase from 4.91% to 5.18%.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Town Commission

Acct Number
511.101

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept.
				June		11-12	Expended
<u>PERSONAL SERVICES</u>							
501.100	Executive Salaries	5,950	6,000	4,500	6,000	0.00%	75.00%
501.200	FICA Taxes	455	459	344	459	0.00%	74.95%
502.200	FRS Retirement Contributions	553	295	212	311	5.50%	71.96%
502.400	Workers' Compensation	13	17	13	18	4.82%	76.47%
Total Personal Services		6,971	6,771	5,069	6,788	0.25%	74.87%
<u>OPERATING EXPENSES</u>							
504.000	Travel & Per Diem	1,000	1,000	336	1,000	0.00%	33.60%
504.500	Insurance	9,008	9,600	8,908	9,600	0.00%	92.79%
504.900	Other Current Charges & Obligations	512	500	185	500	0.00%	37.00%
505.400	Subscriptions/Memberships	1,400	1,450	1,400	1,450	0.00%	96.55%
Total Operating Expenses		11,920	12,550	10,829	12,550	0.00%	86.29%
TOTAL TOWN COMMISSION		<u>18,891</u>	<u>19,321</u>	<u>15,898</u>	<u>19,338</u>		

Town of Ocean Ridge, Florida
Annual Budget

Fund:	Department:	Acct Number
General	Town Commission	511.101

Detail of Personal Services & Capital Outlay

	Employees		FY 11-12	FY 12-13
Item	Present	Proposed	Approp'd	Proposed
<u>501.100 EXECUTIVE SALARIES</u>				
Mayor	1	1	1,200	1,200
Commissioners	4	4	4,800	4,800
<u>SUBTOTAL</u>		<u>5</u>	<u>5</u>	<u>6,000</u>
502.100	FICA Taxes		459	459
502.200	FRS Retirement Contributions		295	311
502.400	Workers' Compensation		17	18
<u>TOTAL PERSONAL SERVICES</u>			<u>6,771</u>	<u>6,788</u>

TOWN MANAGER

The Town Manager provides general administrative services for the management of the Town to ensure that all Council policies and directives are carried out and to coordinate work of all Town departments and employees. Activities include: providing liaison between the Town Commission, advisory boards/commissions, and the Town staff; preparing regular and special management reports; preparing the Commission agenda and materials for Commission meetings; processing citizen inquiries and service requests; processing zoning and land development matters; and, working with other agencies of government and representing the Town at meetings and conferences.

This department reduced slightly. The personnel costs reflect no COLA increase, a Florida Retirement System contribution rate of 6.27% (the Town contributes this amount \$6,264 to the ICMA account). The Health Insurance reflects 100% of the premium with the 10% estimated increase and 3 months remainder of the approved \$1,200 2012 calendar year deductible. No Funding has been budgeted for any portion of the 2013 deductible.

ADDENDUM

09/10/12 – The Commission approved:

5% One Time Lump Sum Salary Adjustment	\$4,611	Addition
FICA Addition	\$ 353	Addition
New HSA XV-7 Health Insurance	(\$1,200)	Reduction
\$1,500 2013 Calendar Year Deductible (9 Months)	\$1,125	Addition

ADDENDUM

09/25/12 – The Commission approved:

3% One Time Lump Sum Salary Adjustment	\$2,767	Addition
FICA Addition	\$ 212	Addition

**Town of Ocean Ridge, Florida
Annual Budget**

Fund: Department:
General Town Manager

Acct Number
512.102

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 11/12	% of Dept. Expended
<u>PERSONAL SERVICES</u>							
501.100	Executive Salaries	100,282	99,427	77,344	99,427	0.00%	77.79%
501.110	One Time 3% Lump Sum Adj	0	0	0	2,767	0.00%	0.00%
501.400	Overtime & Vacation Pay	1,774	1,774	0	0	-100.00%	0.00%
501.419	Vacation Pay	0	0	0	1,774	NA	NA
501.700	Cafeteria Plan	0	0	0	0	N/A	N/A
502.100	FICA Taxes	7,780	7,742	5,917	7,954	2.73%	76.43%
502.200	FRS Retirement Contributions	0	0	0	0	N/A	N/A
502.210	ICMA Retirement Contributions	17,236	11,296	8,619	11,326	0.26%	76.30%
502.300	Life & Health Insurance	7,766	8,056	4,338	7,369	-8.53%	53.85%
502.310	Long Term Disability	372	396	279	396	0.00%	70.45%
502.400	Worker's Compensation	213	284	218	295	3.85%	76.66%
Total Personal Services		135,423	128,975	96,715	131,308	1.81%	74.99%
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Services	0	0	0	0	0.00%	0.00%
504.000	Travel & Per Diem	50	100	50	100	0.00%	50.00%
504.100	Communication Services	628	800	834	1,200	50.00%	104.25%
504.500	Insurance	39	200	40	200	0.00%	20.00%
504.600	Repair & Maintenance	0		0			
504.620	Repair & Maintenance-Vehicle	0	0	0	0	0.00%	0.00%
505.200	Operating Supplies	0		0			
505.210	Operating Supplies - Gas & Oil	2,062	4,000	1,994	3,500	-12.50%	49.85%
505.400	Subscriptions/Memberships	400	400	300	500	25.00%	75.00%
Total Operating Expenses		3,179	5,500	3,218	5,500	0.00%	58.51%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	NA
Total Capital Outlay		0	0	0	0	NA	NA
TOTAL TOWN MANAGER		<u>138,602</u>	<u>134,475</u>	<u>99,933</u>	<u>136,808</u>		

**Town of Ocean Ridge, Florida
Annual Budget**

Fund:	Department:	Acct Number
General	Town Manager	512.102

Detail of Personal Services & Capital Outlay

		Employees		FY 11-12	FY 12-13
	Item	Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Manager	1	1	99,427	99,427
501.110	1 Time 3% Lump Sum Adjust	0	0	0	2,767
SUBTOTAL				99,427	102,194
501.400	Overtime & Vacation Pay			1,774	0
501.410	Vacation Pay				1,774
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			7,742	7,954
502.200	FRS Retirement Contributions			0	0
502.210	ICMA Retirement Contributions			11,296	11,326
502.300	Life & Health Insurance			8,056	7,369
502.310	Long Term Disability			396	396
502.400	Worker's Compensation			284	295
TOTAL PERSONAL SERVICES				128,975	131,308
<u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment				0
	Lap Top			0	0
	Misc			0	0
	Vehicle			0	0
TOTAL CAPITAL OUTLAY				0	0

TOWN CLERK/TREASURER

The office serves as the official depository for all official records of the Town. All applications for regulatory licenses and permits are process by this office. The Clerk is responsible for the conduct of all municipal elections. The Clerk serves as secretary to the Town Commission and other boards.

The office provides the accounting, internal auditing, and control services for all Town government activities. All receipts, disbursements, and investments are processed by this office.

This department increased slightly. The personnel costs include no COLA and an increase to the Florida Retirement System contribution rate from 4.91% to 5.18%. The Health Insurance reflects 100% of the premium with a 10% estimated increase and 3 months remainder of the approved \$1,200 2012 calendar year deductible. No Funding has been budgeted for any portion of the 2013 deductible.

ADDENDUM

09/10/12 – The Commission approved:

5% One Time Lump Sum Salary Adjustment	\$8,373	Addition
FICA Addition	\$ 641	Addition
New HSA XV-7 Health Insurance	(\$3,600)	Reduction
\$1,500 2013 Calendar Year Deductible (9 Months)	\$3,375	Addition

ADDENDUM

09/25/12 – The Commission approved:

3% One Time Lump Sum Salary Adjustment	\$5,024	Addition
FICA Addition	\$ 385	Addition

**Town of Ocean Ridge, Florida
Annual Budget**

Fund: Department:
General Town Clerk & Finance

Acct Number
513.103

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 10-11	% of Dept. Expended
<u>PERSONAL SERVICES</u>							
501.100	Executive Salaries	77,067	76,274	59,672	76,274	0.00%	78.23%
501.110	One Time 3% Lump Sum Adj				2,288		
501.200	Regular Salary and Wages	92,694	91,187	72,144	91,187	0.00%	79.12%
501.210	One Time 3% Lump Sum Adj				2,736		
501.400	Overtime & Vacation Pay	2,461	5,746	940	2,526	-56.04%	16.36%
501.410	Vacation Pay	0	0		3,220	NA	NA
502.100	FICA Taxes	13,112	13,250	10,156	13,635	2.90%	76.65%
502.200	FRS Retirement Contributions	15,860	8,504	6,083	8,972	5.50%	71.53%
502.300	Life & Health Insurance	22,052	24,168	13,153	22,107	-8.53%	54.42%
502.310	Long Term Disability	1,116	1,188	837	1,188	0.00%	70.45%
502.400	Worker's Compensation	359	479	350	497	3.85%	73.08%
Total Personal Services		224,721	220,797	163,335	224,631	1.74%	73.98%
<u>OPERATING EXPENSES</u>							
503.200	Accounting & Auditing	29,060	31,150	23,500	30,000	-3.69%	75.44%
503.400	Other Contractual Services	0	0	-	0	0.00%	0.00%
504.000	Travel & Per Diem	1,184	1,600	1,461	1,600	0.00%	91.31%
504.500	Insurance	132	300	288	300	0.00%	96.00%
504.610	Repair & Maintenance	6,304	7,425	6,304	7,700	3.70%	84.90%
504.900	Other Current Charges & Obligations	7,490	6,000	2,341	6,000	0.00%	39.02%
505.400	Subscriptions/Memberships	265	350	260	350	0.00%	74.29%
Total Operating Expenses		44,435	46,825	34,154	45,950	-1.87%	72.94%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	
Total Capital Outlay		0	0	0	0	NA	
TOTAL TOWN CLERK & FINANCE		<u>269,156</u>	<u>267,623</u>	<u>197,489</u>	<u>270,581</u>		

**Town of Ocean Ridge, Florida
Annual Budget**

Fund:	Department:	Acct Number
General	Town Clerk & Finance	513.103

Detail of Personal Services & Capital Outlay

		Employees Present	Proposed	FY 11-12 Approp'd	FY 12-13 Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Clerk	1	1	76,274	76,274
501.110	One Time 3% Lump Sum Adj				2,288
501.200	Deputy Town Clerk	1	1	48,922	48,922
501.200	Clerk Typist	1	1	42,266	42,266
501.210	One Time 3% Lump Sum Adj				2,736
SUB TOTAL		3	3	167,461	172,485
<hr/>					
501.400	Overtime & Vacation Pay			5,746	2,526
501.410	Vacation Pay			0	3,220
502.100	FICA Taxes			13,250	13,635
502.200	FRS Retirement Contributions			8,504	8,972
502.300	Life & Health Insurance			24,168	22,107
502.310	Long Term Disability			1,188	1,188
502.400	Worker's Compensation			479	497
				53,336	52,146
TOTAL PERSONAL SERVICES				220,797	224,631
<hr/>					
<u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment			0	0
TOTAL CAPITAL OUTLAY				0	0

TOWN ATTORNEY

The Town contracts with an attorney who is the chief legal advisor and attorney for the Town. The attorney is responsible for advising the Town Commission, appointed boards, and administrative staff on all questions of law. In addition, the attorney reviews and approves all ordinances, resolutions, contracts, and other legal documents of the Town.

It is also the responsibility of the Town Attorney to represent the Town in all court actions and other actions of law as needed.

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This activity remained the same in the Professional Services account based on keeping the actual monthly retainer at \$6,000 based on invoices from the prior year's actual service. The \$195.00 per hour blended rate that was effective for the last two years is proposed to be increased to \$205 for anything not included in the retainer costs. The Special Counsel Account remains the same at \$20,000 anticipating PBA union negotiations. The professional services account also includes permit guidance or review (\$5,000). Some of these expenditures are offset by the building permit revenue. \$5,000 is included in printing/binding for code supplements.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Legal

Acct Number
514.104

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept
				June		11-12	Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	73,647	80,000	50,493	80,000	0.00%	63.12%
503.110	Special Counsel	37,476	20,000	18,255	20,000	0.00%	91.28%
504.700	Printing & Binding	0	5,000	2,753	5,000	0.00%	55.06%
504.900	Other Current Charges & Obligations	0	0	0	0	NA	
Total Operating Expenses		111,123	105,000	71,501	105,000	0.00%	68.10%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	0.00%
Total Capital Outlay		0	0	0	0	NA	0.00%
TOTAL LEGAL		<u>111,123</u>	<u>105,000</u>	<u>71,501</u>	<u>105,000</u>		

Town of Ocean Ridge, Florida
Annual Budget

Fund:	Department:	Acct Number
General	Legal	514.104

Detail of Capital Outlay

Item	FY 11-12 Approp'd	FY 12-13 Proposed
<u>CAPITAL OUTLAY</u>		
506.400 Machinery & Equipment	0	0
<u>Total Capital Outlay</u>	<u>0</u>	<u>0</u>

APPOINTED BOARDS

This account provides funds for the activities of Commission appointed citizens advisory boards/commissions for zoning and land development matters. These groups are also involved with the Comprehensive Plan process and the administration of the Town Land Development Code.

* * * * *

This department remained the same and includes funding for professional services if requested by either board, liability insurance coverage, or an account that funds any required legal advertising for public hearings involving any of the boards.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Appointed Boards

Acct Number
515.105

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept.
				June		11/12	Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	0	2,000	0	2,000	0.00%	0.00%
504.200	Postage, Freight	0	0	0	0	NA	0.00%
504.500	Insurance	841	1,000	846	1,000	0.00%	84.60%
504.900	Other Current Charges & Obligations	2,043	3,000	1,506	3,000	0.00%	50.20%
<u>Total Operating Expenses</u>		<u>2,884</u>	<u>6,000</u>	<u>2,352</u>	<u>6,000</u>	<u>0.00%</u>	<u>39.20%</u>
TOTAL APPOINTED BOARDS		<u>2,884</u>	<u>6,000</u>	<u>2,352</u>	<u>6,000</u>		

GENERAL GOVERNMENT

This account provides for the general operating costs for the Town Hall including utilities, insurance, general postage, and communications services. Also covered is building and equipment maintenance and election expenses.

This activity reflects a decrease primarily due to the removal of the funds to retrofit the Town Hall lighting (reimbursed through a grant). The Insurance account has been increased based on an estimated 16% increase and the conclusion of the 2 year guaranteed rate. The Repair and Maintenance account reflects a \$10,700 increase to fund any Town Hall building repairs such as air conditioners, sound equipment, annual fire inspection by our fire alarm company, cleaning service, and \$9,000 has been budgeted for Town Hall painting. The Other Current Charges remain the same and include \$3,000 to provide for funding for donation/promotional events. Subscriptions and Memberships still include \$4,000 to fund monies due to the PBC Inspector General. The State Revolving Payment is \$468,000 and the Town Hall Loan Payment is \$311,175. The Capital Outlay items include \$5,000 for A/C Replacement and \$1,100 for a computer.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General General Government

Acct Number
519.106

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept.
				June		11-12	Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	5,385	5,100	5,280	6,100	19.61%	103.53%
503.400	Contractual Services	3,037	5,400	5,087	5,480	1.48%	94.20%
504.100	Communications Services	4,173	4,300	4,688	5,475	27.33%	109.02%
504.200	Postage, Freight	2,866	3,700	1,324	3,450	-6.76%	35.78%
504.300	Utility Services	14,667	16,500	10,005	16,500	0.00%	60.64%
504.400	Rentals & Leases	2,935	3,200	1,956	3,200	0.00%	61.13%
504.500	Insurance	48,955	62,000	53,675	71,000	14.52%	86.57%
504.610	Repair & Maintenance	22,169	25,100	17,539	35,800	42.63%	69.88%
504.700	Printing and Binding	2,217	1,850	298	1,850	0.00%	16.11%
504.900	Other Current Charges						
	& Obligations	6,579	14,000	5,758	14,000	0.00%	41.13%
504.910	Election Related Expenses	4,997	5,475	5,129	5,575	N/A	N/A
504.920	Art Show Related Expenses	988	2,000	200	1,000	N/A	N/A
505.100	Office Supplies	2,823	2,950	1,314	3,050	3.39%	44.54%
505.200	Operating Supplies	1,680	2,450	1,029	2,350	-4.08%	42.00%
505.220	Town Logo Shirts	0	0	0	0	N/A	N/A
505.400	Subscriptions/Memberships	2,295	6,810	4,082	7,005	2.86%	59.94%
Total Operating Expenses		125,766	160,835	117,364	181,835	13.06%	72.97%
<u>CAPITAL OUTLAY</u>							
506.200	Buildings	27,915	43,000	53,491	0		
506.300	Improvement Not Buildings	0	0	0	0		
506.400	Machinery & Equipment	930	6,500	0	6,100		
Total Capital Outlay		28,845	49,500	53,491	6,100		
507.000	Covenants from Loans	467,944	468,000	233,971	468,000		
507.100	Covenants from TH Loan	311,071	311,175	230,005	311,175		
507.200	Debt Service - Interest	0		0			
Total Covenants from Loans		779,015	779,175	463,976	779,175		
TOTAL GENERAL GOVERNMENT		933,626	989,510	634,832	967,110		

Town of Ocean Ridge, Florida
Annual Budget

Fund:	Department:	Acct Number
General	General Government	519.106

Detail of Personal Services & Capital Outlay

Item	FY 11-12 Approp'd	FY 12-13 Proposed
<u>CAPITAL OUTLAY</u>		
506.200 Buildings	43,000	0
506.300 Improvements Not Buildings	0	0
506.400 Machinery & Equipment	0	
A/C Compressor and Air Handlers	5,000	5,000
1 Computer	1,100	1,100
1 Color Scanner	400	0
TOTAL CAPITAL OUTLAY	49,500	6,100

COVENANTS FROM LOAN/S

507.000	Covenants from State Revolving Loans	468,000	468,000
507.100	Covenants from TH Loan	311,175	311,175
TOTAL COVENANTS FROM LOANS		828,675	785,275

POLICE DEPARTMENT

This department provides the Town with law enforcement services. The members of the department are certified to provide police enforcement services.

The department enforces the laws of the Town and State, investigates crimes and apprehends criminals, enforces traffic regulations, and patrols the Town. The department protects the property and citizens of the Town from the hazards of natural disasters. The paid members are supplemented by a volunteer force of 7 Reserve Officers.

* * * * *

This department's total costs increased. The additional police officer approved in March is reflected at a total approximate cost of \$74,000. The Florida Retirement System contribution rates increased from 14.10% to 14.90% and 4.91% to 5.18% (approx \$10,100). The personnel costs include no COLA, 100% of the health insurance premium with an estimated 10% increase (approx \$20,000) and 3 months remainder of the approved \$1,200 2012 calendar year deductible. No Funding has been budgeted for any portion of the 2013 deductible. The Workers Compensation account increased approximately \$8,500 based on the new rates. The Insurance account has been increased based on an estimated 16% increase and the conclusion of the 2 year guaranteed rate. The Repair & Maintenance account increases are mainly due to the annual maintenance for the USA CAD software (\$12,800) and various computer maintenance (\$4,500). The Operating Supplies – Gas and Oil account anticipates fuel at \$4.00 per gallon. The Fire/ALS Service contract with the City of Boynton Beach increased 4% per the existing contract for a total in FY 2012/13 of \$905,113 (\$34,812 more than last FY). Capital outlay expenditures include: 3 Computer Replacements (\$3,300); USA Software CAD Alarm Program Software (\$1,329); 2 Police Hand-Held Motorola Radios (\$6,000); new Alarm Monitoring Equipment (\$5,000); and 2 Radar Units (\$6,025).

ADDENDUM

7/25/12 – The Commission approved:

2 guns from the Operating Supplies Account	(\$900)	Reduction
2 Police Hand-Held Motorola Radios from the Capital Outlay Account	(\$6,000)	Reduction
2 Fully Equipped Police Vehicles	\$68,000	Addition

9/10/12 – The Commission approved:

5% One Time Lump Sum Salary Adjustment	\$53,636	Addition
FICA Addition	\$ 4,103	Addition
\$2,000 2012 Calendar Year Deductible (3 Months PBA Members)	\$ 2,615	Addition
\$2,000 2013 Calendar Year Deductible (9 Months PBA Members)	\$19,539	Addition
New HSA XV-7 Health Insurance	(\$24,000)	Reduction
\$1,500 2013 calendar year deductible (9 Months Reg Emp)	\$ 7,875	Addition
Insurance Account	(\$ 2,300)	Reduction

09/25/12 – The Commission approved:

3% One Time Lump Sum Salary Adjustment	\$32,181	Addition
FICA Addition	\$ 2,462	Addition
Removed 2 Police Vehicles Kept 2 Laptop Computers	(\$64,000)	Reduction

**Town of Ocean Ridge, Florida
Annual Budget**

Fund: Department:
General Law Enforcement & Fire Control

Acct Number
521.107

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept
				June		11-12	Expended
<u>PERSONAL SERVICES</u>							
501.100	Executive Salaries	73,058	72,279	56,600	72,279	0.00%	78.31%
501.110	One Time 3% Lump Sum Adj				2,168		
501.200	Regular Salary and Wages	993,405	996,915	701,298	1,000,436	0.35%	70.35%
501.210	One Time 3% Lump Sum Adj				30,013		
501.400	Overtime & Vacation Pay	67,479	80,000	70,120	60,135	-24.83%	87.65%
501.140	Vacation Pay	0	0	0	19,865	NA	NA
501.500	Special Pay (SI & CD)	9,535	9,516	8,330	10,470	10.03%	87.54%
501.600	Holiday Pay	39,405	42,177	24,686	42,326	0.35%	58.53%
502.100	FICA Taxes	90,576	91,140	66,665	93,884	3.01%	73.15%
502.200	FRS Retirement Contributions	213,162	147,589	98,295	157,688	6.84%	66.60%
502.300	Life & Health Insurance	130,524	152,589	68,192	154,407	1.19%	44.69%
502.310	Long Term Disability	7,068	7,524	4,743	7,920	5.26%	63.04%
502.400	Worker's Compensation	22,790	34,649	21,339	43,106	24.41%	61.59%
502.500	Unemployment Comp	0	10,692	0	10,727	0.33%	0.00%
Total Personal Services		1,647,002	1,645,071	1,120,268	1,705,424	3.67%	68.10%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	13,080	14,368	8,485	15,420	7.32%	59.05%
503.400	Other Contractual Services	836,827	870,301	870,300	905,113	4.00%	100.00%
504.000	Travel & Per Diem	4,581	11,150	3,180	10,410	-6.64%	28.52%
504.100	Communications Services	14,690	15,540	13,202	18,020	15.96%	84.95%
504.200	Postage, Freight	715	900	425	1,000	11.11%	47.22%
504.300	Utility Service	14,667	16,500	10,005	16,500	0.00%	60.64%
504.500	Insurance	18,799	28,000	18,553	30,180	7.79%	66.26%
504.610	Repair & Maintenance	10,949	16,120	21,750	36,400	125.81%	134.93%
504.620	Repair & Maint - Vehicle	20,411	19,200	9,944	15,500	-19.27%	51.79%
504.630	Repair & Maint - Radio	10,963	13,572	10,963	13,572	0.00%	80.78%
504.700	Printing & Binding	1,524	2,350	479	2,750	17.02%	20.38%
504.900	Other Current Charges & Obligations	2,086	1,500	734	1,500	0.00%	48.93%
505.100	Office Supplies	4,905	6,000	3,207	6,000	0.00%	53.45%
505.200	Operating Supplies	1,459	4,425	2,756	6,200	40.11%	62.28%
505.210	Operating Supplies - Gas & Oil	47,221	57,700	33,461	58,000	0.52%	57.99%
505.220	Operating Supplies - Uniforms	10,598	11,517	6,949	15,066	30.82%	60.34%
505.400	Subscriptions/Memberships	5,457	6,483	5,324	7,279	12.28%	82.12%
Total Operating Supplies		1,018,932	1,095,626	1,019,717	1,158,910	5.78%	93.07%
<u>CAPITAL OUTLAY</u>							
506.200	Buildings		0	0	0		
506.400	Machinery & Equipment	63,998	3,000	0	19,654	555.13%	0.00%
Total Capital Outlay		63,998	3,000	0	19,654	555.13%	0.00%
TOTAL LAW ENFORCEMENT & FIRE CONTROL		<u>2,729,932</u>	<u>2,743,696</u>	<u>2,139,985</u>	<u>2,883,988</u>		

**Town of Ocean Ridge, Florida
Annual Budget**

Fund:	Department:	Acct Number
General	Law Enforcement & Fire Control	521.107

Detail of Personal Services & Capital Outlay

		Employees		FY 11-12	FY 12-13
Item		Present	Proposed	Approp'd	Adopted
<u>EXECUTIVE AND REGULAR SALARIES</u>					
501.100	Police Chief	1	1	72,279	72,279
501.110	One Time 5% Lump Sum Adjust				2,168
501.200	Lieutenant	1	1	64,243	64,243
	Sergeant	4	4	280,020	280,020
	Police Officers	8	9	391,790	455,080
	Dispatcher Supervisor	1	1	46,592	46,592
	Dispatchers	4	4	166,317	154,502
	1 Vacant Officer Positions	0	0	47,953	0
501.210	One Time 5% Lump Sum Adjust				30,013
SUB TOTAL		19	20	1,069,194	1,104,896
501.400	Overtime & Vacation Pay			80,000	60,135
501.140	Vacation Pay			0	19,865
501.500	Special Pay			9,516	10,470
501.600	Holiday Pay			42,177	42,326
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			91,140	93,884
502.200	FRS Retirement Contributions			147,589	157,688
502.300	Life & Health Insurance			152,589	154,407
502.310	Long Term Disability			7,524	7,920
502.400	Worker's Compensation			34,649	43,106
502.500	Unemployment Compensation			10,692	10,727
TOTAL PERSONAL SERVICES				1,645,070	1,705,424
<u>CAPITAL OUTLAY</u>					
506.200	Buildings			0	0
506.400	Machinery & Equipment				
	2 Police Cruisers			0	0
	Replace 2 Laptop Computers(2,000x2)			0	4,000
	Replace 3 Computers			3,000	3,300
	USA CAD Alarm Program Software			0	1,329
	2 Pol Hand-Held Motorola Radios			0	0
	New Alarm Monitoring Equipment			0	5,000
	2 Radar Units			0	6,025
TOTAL CAPITAL OUTLAY				3,000	19,654

BUILDING & ZONING

The Building & Zoning Department was responsible for the Town's inspection services relating to building and zoning inspections. Activities now include: funds to microfilm plans and purchasing permit signs.

* * * * *

This department increased based on the anticipated additional inspections associated with new Single Family Home permits and a slight anticipated increase in building permit applications and its associated review. The contract with Hy-Byrd Inspections, Inc. was renewed and remains the same without an increase. This department is offset by the building permit revenue.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Building & Zoning

Acct Number
524.108

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept
				June		11-12	Total
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	116,537	98,000	71,470	108,000	10.20%	72.93%
503.400	Other Contractual Services	0	0	0	0	NA	0.00%
504.000	Travel & Per Diem	0	0	0	0	NA	0.00%
504.500	Insurance	0	0	0	0	NA	0.00%
504.610	Repair & Maintenance	1,048	1,200	1,048	1,200	0.00%	87.33%
504.700	Printing & Binding	90	200	20	200	0.00%	10.00%
504.900	Other Current Charges	0	1,000	0	1,000	0.00%	0.00%
505.100	Office Supplies	100	100	0	100	0.00%	0.00%
505.400	Subscriptions/Memberships	-50	0	0	0	NA	0.00%
<u>Total Operating Supplies</u>		<u>117,725</u>	<u>100,500</u>	<u>72,538</u>	<u>110,500</u>	<u>9.95%</u>	<u>72.18%</u>
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	NA
<u>Total Capital Outlay</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>NA</u>	<u>NA</u>
TOTAL INSPECTIONS		<u><u>117,725</u></u>	<u><u>100,500</u></u>	<u><u>72,538</u></u>	<u><u>110,500</u></u>		

Town of Ocean Ridge, Florida
Annual Budget

Fund:	Department:	Acct Number
General	Building & Zoning	524.108

Detail of Capital Outlay

Item	FY 11-12 Approp'd	FY 12-13 Proposed
<u>CAPITAL OUTLAY</u>		
506.400 Machinery & Equipment	0	0
<u>TOTAL CAPITAL OUTLAY</u>	<u>0</u>	<u>0</u>

EMERGENCY PREPAREDNESS

This account provides for the expenditure of funds in the event of a hurricane or other natural disaster. The Town maintains a written plan, which details activities for evacuation and post event actions for all Town personnel. All activities are coordinated with County, State, and Federal agencies.

This department remains zeroed out. Monies may need to be transferred from the Fund Balance in the event of storm.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Emergency Preparedness

Acct Number
525.109

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept
				June		11-12	Expended
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Services	0	0	0	0	NA	N/A
504.400	Rentals & Leases	0	0	0	0	NA	N/A
504.900	Other Current Charges	0	0	0	0	NA	N/A
505.200	Operating Supplies	0	0	0	0	NA	N/A
509.900	Contingency	0	0	0	0	0.00%	0.00%
Total Operating Expenses		0	0	0	0	N/A	N/A

TOTAL EMERGENCY PREPAREDNESS 0 0 0 0

SOLID WASTE

Through a contractual agreement with a private company the Town provides garbage and refuse collection services including a special recycling pickup.

Residents are billed annually by the Town for the collection costs. Disposal and recycling handling are accomplished by the Palm Beach County Solid Waste Authority.

This activity reflects an overall 1.7% increase in the contract with Republic Services. This expenditure funds the contract with the sanitation company and any special fees charged for Town services. The costs are offset with revenues received. The Single Family Rate will be \$225 and the Multi-Family Rate will be \$157.50 annually.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Garbage & Solid Waste

Acct Number
534.111

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru June	Proposed	% +/- from 11-12	% of Dept. Expended
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Service	213,620	236,000	174,767	240,000	1.69%	74.05%
Total Operating Expenses		213,620	236,000	174,767	240,000	1.69%	74.05%
TOTAL SANITATION		<u>213,620</u>	<u>236,000</u>	<u>174,767</u>	<u>240,000</u>		

ENVIRONMENTAL

This account provides funds for the environmental activities of the Town including beautification projects, pest control, Town property maintenance, and similar activities.

This department increased due to the NoSeeum Spraying increasing the chemical cost by 3% and also the addition of several areas. The Town Engineering and Landscape budgeted amounts remain the same. The Repair & Maintenance account increased \$5,000 to provide for repairs to several dune walkovers and also miscellaneous water line repairs.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Environmental

Acct Number
539.112

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru June	Proposed	% +/- from 12-Nov	% of Dept. Expended
OPERATING EXPENSES							
503.100	Professional Services	8,763		4,652			
	NPDES Engineering		5,000	4,652	5,000	0.00%	93.04%
	Consultant Services for Inlet Cay		0	0	0	N/A	N/A
	Landscape Arch - Beautification		0	0	1,000	0.00%	0.00%
	Comprehensive Plan Consulting		0	0	0		
503.120	Town Engineering Services	63,116		31,906			
	General Engineering Services		45,000	25,919	45,000	0.00%	57.60%
	GASB Evaluation Consulting		0	0	0	N/A	N/A
	GIS Consulting		1,000	1,000	1,000	0.00%	100.00%
	Building Permit Review		10,000	4,987	10,000	NA	49.87%
503.400	Other Contractual Services	102,198		77,375			
	Pest Control (Orkin Contract)		600	0	600	0.00%	0.00%
	Landscape Maintenance		65,000	46,605	65,000	0.00%	71.70%
	Landscape Projects		0	0	0	N/A	N/A
	Street Sweeping per NPDES		1,200	900	1,200	0.00%	75.00%
	Right-of-Way Maintenance		0	0	0	0.00%	0.00%
	Australian Pine Tree Removal		0	0	0	0.00%	0.00%
	Clark Mosquito Control		40,000	29,870	45,000	0.00%	
504.000	Travel & Per Diem	0	0	0	0	NA	0.00%
504.300	Utility Connection & Impact Fees	0	0	0	0	0.00%	0.00%
504.610	Repair & Maintenance	12,866	19,500	6,280	24,500	25.64%	32.21%
505.230	Operating Supplies - Small Tools	0	500	11	500	0.00%	2.20%
506.300	Improvements Not Buildings	0	0	0	0	0.00%	
	Total Operating Expenses	186,943	187,800	120,224	198,800	5.86%	64.02%
TOTAL ENVIRONMENTAL		186,943	187,800	120,224	198,800		

PUBLIC WORKS

This department provides maintenance to all Town streets, property, buildings and grounds. Activities include: weed and grass cutting, traffic and street sign maintenance, water system maintenance, storm drainage maintenance, maintenance of all Town dune crossovers, and maintenance of the Town Hall complex.

This department increased slightly. The personnel costs include no COLA and the Florida Retirement System contribution rate from 4.91% to 5.18%. The Health Insurance reflects 100% of the premium with a 10% estimated increase and 3 months remainder of the approved \$1,200 2012 calendar year deductible. No Funding has been budgeted for any portion of the 2013 deductible.

The Utility Services account was increased by \$2,000 based on the new generator to operate Coconut Lane. The Operating Supplies for Gas and Oil is based on an estimated \$4.00 per gallon for fuel.

Capital Outlay purchases include heavy equipment rental (\$2,000).

ADDENDUM

09/10/12 – The Commission approved:

5% One Time Lump Sum Salary Adjustment	\$3,655	Addition
FICA Addition	\$ 280	Addition
New HSA XV-7 Health Insurance	(\$1,200)	Reduction
\$1,500 2013 Calendar Year Deductible (9 Months)	\$1,125	Addition

ADDENDUM

09/25/12 – The Commission approved:

3% One Time Lump Sum Salary Adjustment	\$2,193	Addition
FICA Addition	\$ 168	Addition

**Town of Ocean Ridge, Florida
Annual Budget**

Fund: Department:
General Public Works

541.113

Summary of Expenditures

Code		FY 10-11	FY 11-12	Actual		FY 12-13	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		11-12	Expended
<u>PERSONAL SERVICES</u>							
501.200	Regular Salary and Wages	74,310	73,104	58,240	73,104	0.00%	79.67%
501.210	One Time 5% Lump Sum Adj				2,193		
501.400	Overtime & Vacation Pay	1,022	10,000	1,825	8,600	-14.00%	18.25%
501.140	Vacation Pay	0	0	0	1,406	NA	NA
501.700	Cafeteria Plan	0	0	0	0	NA	NA
502.100	FICA Taxes	5,768	6,357	4,595	6,418	0.95%	72.28%
502.200	FRS Retirement Contributions	6,853	4,080	2,851	4,232	3.72%	69.87%
502.300	Life & Health Insurance	6,658	8,056	3,691	7,369	-8.53%	45.82%
502.310	Long Term Disability	372	396	279	396	0.00%	70.45%
502.400	Worker's Compensation	3,279	4,370	3,108	4,708	7.72%	71.12%
502.500	Unemployment Compensation	0	2,193	0	2,193	0.00%	0.00%
Total Personal Services		98,262	108,557	74,589	110,619	1.90%	68.71%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	0	0	0	0	NA	
504.300	Utility Service	35,221	37,700	30,790	39,700	5.31%	81.67%
504.500	Insurance	1,131	1,500	1,136	1,500	0.00%	75.73%
504.610	Repair & Maintenance	6,980	6,500	2,584	7,000	7.69%	39.75%
504.620	Repair & Maintenance - Vehicle	856	2,000	1,946	2,000	0.00%	97.30%
505.200	Operating Supplies	4,625	3,000	1,567	3,500	16.67%	52.23%
505.210	Operating Supplies - Gas/Oil	3,149	4,500	2,572	4,500	0.00%	57.16%
505.220	Operating Supplies - Uniforms	535	500	260	500	0.00%	52.00%
505.230	Operating Supplies - Sm Tools	484	500	131	500	0.00%	26.20%
505.300	Road Materials & Supplies	18,168	25,000	10,003	25,000	0.00%	40.01%
509.900	Contingency-NPDES	0	0	0	0	NA	#DIV/0!
Total Operating Expenses		71,149	81,200	50,989	84,200	3.69%	62.79%
<u>CAPITAL OUTLAY</u>							
506.300	Improvements Other Than Bldgs	0	0	0	0	NA	0.00%
506.400	Machinery & Equipment	725	2,000	0	2,000	0.00%	0.00%
Total Capital Outlay		725	2,000	0	2,000	0.00%	0.00%
TOTAL PUBLIC WORKS		170,136	191,757	125,578	196,819		

**Town of Ocean Ridge, Florida
Annual Budget**

Fund:	Department:	Acct Number
General	Public Works	541.113

Detail of Personal Services & Capital Outlay

Item	Employees		FY 11-12	FY 12-13
	Present	Proposed	Approp'd	Adopted
<u>501.200 REGULAR SALARIES</u>				
FT Maintenance Supervisor	1	1	73,104	51,368
PT Maintenance Man	1	1		21,736
501.210 One Time 5% Lump Sum Adjustment				2,193
SUB TOTAL	2	2	73,104	75,297
501.400 Overtime & Vacation Pay			10,000	8,600
501.410 Vacation Pay				1,406
501.700 Cafeteria Plan			0	0
502.100 FICA Taxes			6,357	6,418
502.200 FRS Retirement Contributions			4,080	4,232
502.300 Life & Health Insurance			8,056	7,369
502.310 Long Term Disability			396	396
502.400 Worker's Compensation			4,370	4,708
502.500 Unemployment Compensation			2,193	2,193
TOTAL PERSONAL SERVICES			108,557	110,619
<u>CAPITAL OUTLAY</u>				
506.300 Improvements Other Than Buildings			0	0
506.400 Machinery & Equipment				
Gator Utility Vehicle			0	0
Heavy Equipment Rental			2,000	2,000
Red Valves (2 @ \$2,000 each)			0	0
2010 Hybrid P/U Truck w/Grant \$			0	0
Trasn Pump 9 HP			0	0
50' Discharge Hose for Pump			0	0
TOTAL CAPITAL OUTLAY			2,000	2,000

CAPITAL PROJECTS FUND

This fund was established by the Commission to deal with capital project expenditures funded from land sales, donations, and bond proceeds. Monies allocated to this fund are earmarked for capital outlay purposes only.

* * * * *

The revenues provide for \$120,000 in the approved grant for the drainage improvements to Coconut Lane (anticipated to be received in FY 12/13) and \$1,000 in interest generated revenue. A \$100,000 Transfer from the General Fund is proposed due to the uncertainty of when the grant money will be received.

The proposed projects include \$40,000 for the Bonito Drive Drainage/Paving Repairs, \$45,000 for the Inlet Cay Piling Repairs, \$15,000 for engineering services related to the Bonito Drive and Inlet Cay projects, and \$10,000 each for miscellaneous professional service and drainage repairs.

Town of Ocean Ridge, Florida
Annual Budget

Capital Projects Fund
Consolidated Statement of Revenues and Disbursements
FY 12-13

	10-11	11-12	12-13	
	Actual	Est Actual	Proposed	Adopted
Balance Forward	981,436	622,948	13,972	
Loan & Grant Proceeds	0	0	0	
Coconut Loans/Grants	0	0	120,000	
Town Hall Grants		0	0	
Gen Fun Trnsfr for TH	0	0	100,000	
Revenue	30,521	1,000	1,000	
Total Available	1,011,957	623,948	234,972	
Professional Serv.	15,036	8,500	25,000	
Coconut Prof Services	29,810	40,000	0	
Expenditures/Software 10/11	50,193	50,193	0	
Drainage Improv	101,462	0	10,000	
150K Generator/Tropical Dr	0	62,625		
Coconut Drainage Imp	0	382,618	0	
Bridge Design/Island Dr	8,400	4,607	0	
Bridge Construction	184,108	0	0	
Inlet Cay/Sabal Bridge Repair	0	61,433	0	
Bonito Drive Drainage/Paving	0	0	40,000	
Inlet Cay Piling Repair	0	0	45,000	
Balance Forward	622,948	13,972	114,972	

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
Capital Projects Capital Improvements

Acct Number
302

Summary of Expenditures

Code No.	Item	FY 10/11	FY 11/12	FY 12-13	
		Actual	Approp'd	Proposed	Adopted
<u>OPERATING EXPENSES</u>					
31.1	Coconut Professional Services	29,660	40,000	0	
31.	Professional Services	15,036	10,000	25,000	
31	Bridge Professional Services	8,400	0	0	
49.	Other Current Charges & Obligations	150	0	0	
		0			
<u>Total Operating Expenses</u>		<u>53,246</u>	<u>50,000</u>	<u>25,000</u>	<u>0</u>
<u>CAPITAL OUTLAY</u>					
63.3	Bonito Drive Drainage/Paving	0	0	40,000	
63.3	Inlet Cay Piling Repair	0	0	45,000	
63.2	Drainage Improvements	101,462	10,000	10,000	
63.2	Coconut Drainage Improvements	0	400,000	0	
63.2	150K Generator/Tropical Drive	0	0	0	
63.1	Inlet Cay/Sabal Island Bridge Repair	0	50,000	0	
63.1	Island Drive Bridge Replacement	184,108	0	0	
64	Police Equipment/CAD Software	50,193	0		
<u>Total Capital Outlay</u>		<u>335,763</u>	<u>460,000</u>	<u>95,000</u>	
<u>TOTAL CAPITAL IMPROVEMENTS</u>		<u>389,009</u>	<u>510,000</u>	<u>120,000</u>	<u>0</u>

Town of Ocean Ridge, Florida
Annual Budget

Fund:
Capital
Projects

Department:
Capital Improvements

Acct Number
302

Detail of Capital Outlay

Item	FY 10-11 Approp'd	FY 11-12		
		Proposed	Adopted	
<u>CAPITAL OUTLAY</u>				
63.3	Bonito Drive Drainage/Paving	0	40,000	
63.3	Inlet Cay Piling Repair	0	45,000	
63.1	Island Drive Bridge Replacement	0	0	
63.2	Coconut Lane Drainage	400,000	0	
63.2	Drainage Improvements	10,000	10,000	
63.1	Inlet Cay/Sabal Island Bridge Repairs	50,000	0	
<u>TOTAL CAPITAL OUTLAY</u>		<u>460,000</u>	<u>95,000</u>	<u>0</u>

BALANCE SHEET

JUNE 2012

Page: 1
7/16/2012
10:50 am

Town of Ocean Ridge

As of: 6/30/2012

Balances

Fund: 302 - CAPITAL PROJECTS FUND

Assets

115.600	GRANTS RECEIVABLE	0.00
131.000	DUE FROM GENERAL FUND	0.00
151.311	WACHOVIA CD - MCGINTY PROC	0.00
151.313	CARNEY BANK CD - OC AVE PROC	0.00
151.335	WACHOVIA BANK MMKT	63,938.71
151.337	BANKATLANTIC	96,548.11
151.360	LOT PROCEEDS TREASURY BILL	0.00
151.361	CAPITAL BANK (MM)	0.00
151.362	COMM CAP ACCT/MISC CAP PROJECT	0.00
151.364	TOWN OF OCEAN RIDGE II	0.00
151.365	TREAS BILL COMM CAP II	0.00
151.371	MCGINTY MMKT	32,532.07
151.372	BARNETT BANK (MM) WATER IMPROV	0.00
151.373	BANK OF AMERICA TH M MKT	0.00
151.374	BANK OF AMERICA CK ACCT TH	0.00
151.375	COMM CAP ACCT BRIDGE CONSTRUCT	0.00
151.392	U.S. TREASUREY BILLS/BARNETT	0.00
151.393	BRIDGE CONSTRUCT TREASURY BILL	0.00
151.394	BRIDGE CONSTRUCT QK TREAS BILL	0.00
151.395	BRIDGE CONST SURPL TREAS BILL	0.00
151.396	MISC CAP PROJECTS TBILL	0.00
151.397	TOWN OF OCEAN RIDGE II	0.00

Total Assets

193,018.89

Liabilities

201.000	VOUCHERS PAYABLE	0.00
202.000	ACCOUNTS PAYABLE	0.00
205.000	CONTRACTS PAYABLE (NOT PAID)	0.00
207.200	DUE OTHER FUNDS	0.00

Total Liabilities

0.00

Reserves/Balances

271.100	FUND BALANCE	622,947.56
298.000	CHANGE IN FUND BALANCE	-429,928.67

Total Reserves/Balances

193,018.89

Total Liabilities & Balances

193,018.89