



Fiscal Year 2013-2014

# BUDGET

of the Town of Ocean Ridge

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**GENERAL FUND BUDGET CHANGES OR PROPOSED CHANGES  
(STILL REFLECTING A 5.35 MILLAGE RATE)**

<b>ORIGINAL BUDGET</b>	<b>Budget Changes</b>	<b>Expenditures</b>	<b>Revenues</b>	<b>AMT NEEDED TO BALANCE BUDGET</b>
Revisions Approved (July 31st)	<b>TOTAL</b>	<b>5,352,147</b>	<b>5,281,798</b>	<b>70,349</b>
	Salary/Benefit Changes to All (\$53,373) & Pol Vehicle (\$34,000) Included in Original Figure Above			
	Computer/Server Equipment in Gen Govt	10,100		
	Computer Installation in Gen Govt	3,000		
	Computer/Server Equipment in Pol	45,255		
	Computer Installation in Police	6,000		
	Public Sale of Outdated Computers		3,000	
	Salary Adjustments Chief, Lt, 2 Disp	36,073		
	Add 1 Pol Vehicle Minus Computer	32,000		
	Deduct 1 Laptop from Bdgtd Pol Veh	(2,000)		
	Deduct 2 Laptops from Police Bdgt	(4,000)		
	Deduct 2 Police Computers	(2,200)		
	Trade In of Police Vehicle & Escape		8,000	
	Add Covered ATV for Pol/Maint Use	15,000		
	Sale of Polaris ATV		500	
	Maintenance Position Full Time	20,248		
	Deduct 3,000 from Maint Overtime	(4,126)		
	Add Used Bucket Truck	20,000		
	Add Insurance, Maintenance, Fuel	3,500		
<b>CURRENT BUDGET</b>	<b>TOTAL</b>	<b>5,530,997</b>	<b>5,293,298</b>	<b>237,699</b>
Transfer to Capital Projects		100,000		100,000
	<b>TOTAL</b>	<b>5,630,997</b>		<b>337,699</b>
<b>August 2013 Changes</b>	Added Rental Registration Est Rev		3,000	
Error Discovery	Add FT Maint Health Ins Premium	5,821		
13.6% Total Hlth Prem Incr	Difference between 10% & 13.6%	4,686		
Liability/Prop/W/C Incr	Difference between 10% & 7.21%	(1,978)		
<b>FINAL ADOPTED BUDGET</b>	<b>TOTAL</b>	<b>5,639,526</b>	<b>5,296,298</b>	<b>343,228</b>

The \$100,000 proposed to be transferred from General Fund to Capital Projects is Reflected Separately  
The \$6,000 reduction for police laptops includes one from the police vehicle that is already in the budget

Town of Ocean Ridge, Florida

Proposed Budget

Fiscal Year

October 1, 2013 through September 30, 2014

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

2013-14 Proposed Budget

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**6450 NORTH OCEAN BOULEVARD**  
**OCEAN RIDGE, FLORIDA 33435**

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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 9, 2013

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, 2013 and ending September 30, 2014 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 twelfth 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 three years. In recent years major changes to the fund balance include transfers to the Capital Project Fund.

<b>Year</b>	<b>Proposed Surplus to Balance Budget</b>	<b>Actual Surplus at Year End</b>	<b>Fund Balance at Year End</b>
2010-2011	\$ 206,804	\$ 99,000	\$ 3,016,402
2011-2012	\$ 27,976	\$ 295,304	\$ 3,311,706
2012-2013	\$ 74,125 + \$100,000 transfer	unavailable	
<b>2013-2014</b>	<b>\$ 70,349 + \$100,000 transfer</b>		

The proposed 2013/2014 General Fund Budget will require \$170,349 from unappropriated funds to balance the GF budget. This includes a proposed \$100,000 transfer to the Capital Projects Account. To balance the budget as proposed would require a tax increase with a millage rate of 5.461 or \$70,349 from the reserves. The millage increase would be a 5.8% increase over the rolled back rate. This would be a 2.1% tax increase from last year which equates to about \$55 a year for a \$500,000 home.

The fiscal year 2013/2014 General Fund Budget has an increase of \$176,999 over last year. By the very nature of being a service organization, personnel costs account for 42% of the budget and operating expenses (majority being the 2 loans and the fire/ems contract) account for 32%. 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 Town Hall which is \$311,175.

This year's preliminary budget maintains last year's millage rate of **5.350**. This would be a 3.6% increase over the rolled back rate.

The reduction in property values over the last couple of years has resulted in an annual loss of revenue of about \$740,000. The rolled back rate based on this year's property values is 5.1621. If we were to use this as our budget rate instead of the 5.35 it would necessitate an additional \$131,773 to balance the budget or a total of \$202,122.

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. The cost is the same as last year.

The budget also includes \$26,992 for various landscaping 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 and is the same cost as last year. The budget includes \$2,256 as a contingency.

There is currently a Beautification Reserve Account that has an approximate balance of \$115,267. 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

Most of the stormwater issues have been addressed and the necessary construction completed. The Bonito Drive and Coconut Lane projects are complete. The Inlet Cay cul de sac improvements are under construction and the funding is in the Capital Projects Account.

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 2013/2014 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 a few capital projects anticipated for this year. These include the Inlet Cay cul de sac improvements, which are under construction, Thompson St. improvements and Spanish River Dr. drainage improvements.

### Town Engineer

A full-time Town Engineer was hired ten years ago and staff is recommending continuing this contract to help oversee various civil engineering projects. The firm, 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. These expenses are the same as last year.

### 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. This year the cost was \$905,113. The cost for 2013/2014 will be \$941,318 based on a 4.0% minimum increase per the contract.

### Law Enforcement

The 12 hour shift has been working well and has reduced overtime.

The officers have voted for a police union under the guidelines of the Police Benevolent Assoc (PBA). We met with the Police Union this year and worked out a two year contract that is in effect through September, 2014. The contract only includes the Officers and the Sergeants. We will begin meetings in the spring of 2014 for the next contract. The proposed budget includes the salaries and benefits approved as a part of the contract.

The police budget has \$47,295 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 are out of warranty. They should be replaced. The cost would be \$68,000. One of these cars is in the proposed budget and the other is in the wish list. If the computer upgrades in the wish list are approved the law enforcement budget could be reduced by \$9,300.

We are renewing a three year agreement with the Town of Briny Breezes to provide Police Services at a fee of \$203,500 for the first year. The approved contract includes future increases for the next two years based on 1.5% plus CPI.

### Road Paving

There are no repaving projects in the budget at this time. However, we need to commence with the repaving program as soon as we can include funding in the budget. We could start phasing in the program and fund it through the reserve funds. We are proposing to use the FDEP reimbursement grant funds from Coconut Lane to rejuvenate this repaving program. The grant was for \$119,000. This use has been discussed previously and would be funded through the Capital Projects Fund.

### Highlights of Budget

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

• Town Engineer	\$ 45,000
• Town Engineer other charges	\$ 16,000
• Building & Zoning Professional Services	\$ 110,000
• Landscape and maintenance	\$ 70,000
• Road and Storm drainage maintenance	\$ 25,000
• Fire hydrant and Waterline maintenance	\$ 35,000
• Fire/EMS contract with Boynton Beach	\$ 941,318
• Noseeum spraying	\$ 45,000
• New Police car	\$ 34,000
• Salary increases for employees not covered by the PBA contract	\$ 53,373

The budget as proposed for fiscal year 2013/2014 has a millage rate of 5.350. The rollback millage is 5.1621 based on the property values. Based on our final gross taxable value and adjusted year taxable value for 2013 the State calculation for a majority vote millage is 6.4388. If we were to go to the rolled back rate of 5.1621 it would add \$131,773 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 \$5,281,798 are sufficient to balance the proposed general fund budget when coupled with appropriated monies from the reserves totaling \$70,349 or an appropriate tax increase. The budget reflects an additional \$100,000 to balance the budget but this is scheduled to be transferred from the Reserve Account to the Capital Fund Account. This total amount of revenue, \$5,452,147 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 \$145,417 from the prior year. This is based on a property tax levy of 5.3500 per \$1,000 of assessed valuation. The rolled back rate for this year is 5.1621.

## **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 **\$5,452,147**(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 \$168,801. The budget has requests to purchase about \$50,000 in capital expenditures.

## **PERSONNEL**

The personnel costs in the proposed budget include the salaries and benefits set forth in the PBA contract for the police officers. The budget also includes the same benefits to the rest of the employees. However, the extension to the rest of the employees must still be approved by the Commission. The additional expenses for the remaining employees are \$53,373. The extension to the other employees is included as they, like the police, haven't received an increase for several years and have been loyal employees. A salary survey of local and like communities is attached. The salaries etc. for us are as presented in the budget. The other communities are last year's costs as they haven't completed their budgets. It's difficult to compare our employees in some

positions because our employees wear several hats whereas some of the other communities have more than one person involved in the same efforts. In most positions we're in the middle of the range. The benefits also cover a wide range but in most cases we compare favorably with the other communities.

There are no personnel changes in the preliminary budget. The wish list does include a request to bring our part time maintenance man to a full time position. The cost would be about \$19,000. It also includes a part time police officer for beach patrol at a cost of about \$35,000, if the Commission decides to include the beach patrol program. The wish list also includes salary increases for a few individuals who are well below the pay for their positions. This is explained more in the wish list .

### **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 \$168,801 over last year.

There are two items in the budget that could be relegated to the wish list if the Commission desires. The first is extension of benefits to the rest of the employees and the second is the police car. The cost of these two items is \$87,373.

Staff has developed a wish list that is attached in a separate memo. The total cost in the list is \$174,555. Staff believes the consideration of any or all of the items listed would improve the productivity of the staff and enhance the Town as a whole. Of these items \$19,000 for maintenance personnel and \$35,000 for a part time officer would have to be added to the budget. The remaining \$120,555 or \$127,055 could go into the budget or be paid for from reserves. My recommendation is that the capital purchases, if approved, should come out of the reserves and not increase the millage for their purchase. The Reserve Account will have approximately \$2,912,581 at the end of FY2012/2013.

### **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

## Memorandum

**Date: June 28, 2013**  
**To: Mayor and Town Commissioners**  
**From: Ken Schenck, Town Manager**  
**Re: Wish List for the 2013/2014 Budget**

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The following are items we would like to include with Commission approval. They are listed in order of importance.

1. We are requesting a transfer of \$100,000 from the reserve account to the Capital Project Fund for various capital projects such as Thompson St. and areas on Spanish River Dr., throughout the year. The purpose of the transfer now is to eliminate the need for a budget amendment later in the year. This transfer doesn't affect the millage and any expenditure will need Commission approval. **This cost is already reflected as a transfer in the proposed budget.**
2. A program to repave the roads was set up several years ago to have some roads repaved during different phases. When the tax base was reduced a few years ago the program was put on hold. We need to begin phasing in the repaving to keep the roads in good condition. There was some previous discussion about using the FDEP grant funds we received as a reimbursement for Coconut Lane for this purpose. We'll have \$119,000 to put toward that program. **These funds are already reflected in the proposed Capital Projects Fund budget.**

3. The computers being used by the staff are for the most part over five years old and are outdated. Also some of the programs need to be updated. The Microsoft windows XP program we use is being phased out so we're going to have to update the programs as there won't be any support for the XP. Also our operating systems need to be updated as the support for these older systems will no longer exist. We have a proposal from our IT consultant to replace all of our old and outdated equipment with new computers and new programs. Also one of the servers is outdated and needs to be replaced which will provide a beneficial improvement to our system. The cost to update the entire system is \$55,555. If we did this the proposed police budget would be reduced by \$9,300 as the computers presently in the budget wouldn't be needed. General Government also has \$1,100 in the budget for computer replacement that wouldn't be needed if we upgrade the system. This would bring the total proposed cost to \$45,155.
4. The police department management and dispatchers are presently underpaid compared to our neighboring communities. Salary surveys are attached to support the discrepancies. In order to bring the salaries in line with the neighboring communities we are requesting additional salary increases. The individuals involved include the Police Chief, the Lieutenant and the two senior dispatchers. The total increase is \$36,073. This would be an increase to the proposed budget in addition to the \$53,373 already proposed for salary and benefit additions to the budget.
5. A second police car. We have one car in the budget. We have two cars that are out of warranty that should be replaced. The total cost of the second car is \$34,000.
6. The maintenance department collects trash everyday around Town. The only vehicles they have are the two pickup trucks. It is dangerous stopping on the Town roads with the truck to pick up trash as the traffic flow is constant. Additionally it's difficult to get the truck down some of the alleys. A golf cart

would be a major improvement in their ability to get in the tighter areas and improve their ability to keep the Town clean. A used golf cart would cost about \$2,500.

7. We presently have two ATVs for beach patrol. Both are old and one is in very bad condition and isn't dependable. The older one is over 12 years old. Repairs for this year, so far, have been \$1,600 and it still isn't in the greatest condition. In order to properly patrol the beach we need a dependable vehicle and a backup for emergencies. We would like to get rid of the older ATV and purchase a new one. The cost is \$8,500. If the Commission decides to have a police patrol on the beaches on weekends and holidays, as has been brought up by several residents, we'll need a covered ATV. These cost about \$15,000. This would also require the addition of a part time police officer that would cost about \$30,000 to \$35,000 based on an 8-10 hour day.
8. I would like to bring Billy Armstrong on full time. There are numerous projects we do that need two people as it's too dangerous for one person to do by themselves. Billy has worked very well for us and his living in Briny Breezes has been a benefit when we have pump station problems or other emergencies. Dave is limited in the afternoons when working by himself. Also they do a lot of work to support the police dept. The additional cost to bring him on full time is about \$19,000. It would take 0.027 mills to pay for this item.
9. An additional vehicle that would be beneficial to have would be a bucket truck. Many of the trimming contracts we sub out we could do ourselves. We have an agreement to maintain a lot of the trees that FDOT planted when they repaved A1A. These are growing up into the utility lines and will require more trimming. The cost varies considerably from \$20,000 and up for used trucks. However, I believe it would more than pay for itself in two years based on our expenses when we have a need to trim vegetation. If the Commission agrees we would like to investigate the price to purchase a vehicle.

Summary:

The \$119,000 for paving is already in the Capital Project Account so it only has to be designated by the Commission. The \$19,000 for Billy and the \$35,000 for the additional officer would have to be added to the budget. The \$36,073 for the police department would also be added to the budget. The total of all of the additional salaries is \$90,073. This is equivalent to .194 mills. If the computer upgrade is approved the proposed police budget will be reduced by \$9,300 and General Government by \$1,100.

Police car-	\$34,000	
ATV-	8,500 or 15,000	
Golf cart-	2,500	
Computers-	55,555	
Bucket truck-	<u>20,000</u>	
Total-	\$120,555	127,055

There are two ways to pay for some or all of these items. The first is to include them in the budget. This would increase the tax rate by 0.174 mills if all items are approved. The second method would be to take the \$120,555 from the reserves. Of the two methods the use of the reserves would be my recommendation. We will have approximately \$2,912,581 at the FY12/13 year end in unassigned monies available in reserves.

## Salary & Benefits Survey 2013

	Ocean Ridge PROPOSED	Atlantis CURRENT	Gulf Stream CURRENT	Highland Bch CURRENT	Manalapan CURRENT	Palm Beach CURRENT	Palm Bch Shores CUR	South Palm CURRENT
Town Manager	\$92,227.20	\$106,296.32	\$119,487	\$129,750	\$110,000	\$195,766.08	\$75,012	\$105,891.21
Town Clerk	\$52,904-\$78,561 Cur \$76,273.60	\$53,059.76	\$92,924	\$87,742	\$73,000 (which includes Library Director salary) \$21,840 (PT -- currently vacant)	\$69,712	\$60,000	\$54,994.28
Deputy Town Clerk	\$39,520-\$55,549 Cur \$48,921.60	\$42,000 (Deputy Finance Director)	\$45,900 (finance)	\$51,050	\$24,960 (part-time)	\$43,103 (office asst)	\$42,000	\$34,803.23
Clerk Receptionist	\$34,112-\$47,985 Cur \$42,265.60	\$37,000 (Building Dept. Mgr)	\$44,000	\$15,670 (part time)	\$18,200 (part-time)	N/A	\$35,000 (Assistant Clerk)	\$15.09/hr (PT Receptionist/ Permit Clerk )
Maintenance Supervisor	\$37,585-\$52,904 Cur \$51,367.68	\$75,695.36 (Utilities Director)	\$52,637	\$78,957	\$18,200 (part-time)	\$77,700.48	\$59,475	\$18.00 (PT custodian/ maint. worker)
Health Benefits	United/NHP PPO w/HRA approx \$441 premium & \$1500 deductible paid by town. (FY 2012/13)	City offers medical, dental, vision & life insurance to all FT employees & PT employees working at least 25hrs/wk & pays 100% premiums for all employees. Employee responsible for deductible.	United Health Care \$878.11 premium paid by town for employee only. \$500 deduct pd by employee \$3,000 HSA given to employee through Benefits Workshop	BCBS BO 5461 Employee \$658.67 - no cost to employee	BCBS 5068/5069 \$2500 deductible individual paid by town. \$523.17 premium paid by town for employee.	BCBS PPO 702 \$35.15 biweekly premiums \$350 deductible \$25, 30, 40 office visits in network Max annual \$1500 out of pocket BCBS PPO 719 \$600 deductible \$30, 35, 45 office visits in network HMO No deductible \$1500 max annual out of pocket \$15, 30, 35 office visits	BCBS 3462 \$751.13 prem. For employee only. Town pays 100% for employee & 50% for family Vision and dental	We do have BC/BS (Florida Blue). The plan is variable, but we use debit card system for our deductible first before BC/BS takes over. Couldn't offer more info at this time.

	Ocean Ridge	Atlantis	Gulf Stream	Highland Bch	Manalapan	Palm Beach	PBS	South Palm
<b>Short Term Disability</b>	Max. 26/wks, 60% weekly benefit w/max \$900 benefit	No		60% of wkly earnings up to \$750.00	60% of wkly earnings up to \$1000/week	No	3mos	No
<b>Long Term Disability</b>	Yes, not to exceed 60% of last monthly earnings	No	Cafeteria plan at cost to employee	60% of exempt employees up to \$4,500 60% of non-exempt up to \$3,000		66.67% of the first \$6,000 of the employee's pre-disability earnings	-	No
<b>Life Insurance Policy</b>	\$15,000	Max of \$100,000 Offers AFLAC at employees cost	\$50,000	Life \$50,000 AD&D \$50,000	\$20,000 Life Plus AD&D	1x employee base salary up to \$100,000. If the employee makes less than \$100,000 the town will make up the difference between the employee's base salary & the maximum	\$25,000	<u>Class 1</u> \$50,000 Life \$50,000 AD&D <u>Class 2</u> \$125,000 Life \$125,000 AD&D (plans based on variables of age/%'s)
<b>FL Retirement System</b> Employee Contribution: 3%	Special Risk: 19.06% Regular: 6.95% 80hrs per year	Yes	No	Yes	No	No	Yes	Yes
<b>Personal Leave (Sick Time)</b>		8hrs/month	1 day per mo. Cap at 120.	1 day sick per mo 3 days per fiscal yr	Personal day - after 1 yr, 1 day per year Sick day - After 90days, 1 8hr day per mo.	Up to 96hrs per calendar year	8hrs per mo	3mos of service: 3.70hrs per pp cap at 960
<b>Vacation Time</b>	5yrs: 80hrs paid 5+-10yrs: 120 hrs paid 10+yrs: 160 hrs paid	< 1yr: 4hrs/mo 1-5yrs: 8hrs/mo 5-10yrs: 10hrs/mo 10-15yrs: 12hrs/mo 15+yrs: 15hrs/mo	See attached	<u>Non-exempt</u> 1-3 yrs: 10 days 4-10 yrs: 15 days 11+yrs: 20 days <u>Exempt</u> 1-3yrs: 15 days 4-10yrs: 20 days 11+yrs: 25 days	0-6yrs: 10 days per yr 7-11yrs: 15 days per yr 12+yrs: 20 days per yr	Hired on or after 10/1/106 0-4yrs: 80hrs yr 5-9yrs: 120hrs yr 10-14yrs: 136hrs yr 15+yrs: 160hrs yr	After a year, 2 wks vacation time. This increases to 4 wks at year 15.	<u>1-5yrs svc:</u> 3.08hrs/per pp cap 160. <u>5-10yrs svc:</u> 4.62hrs/per pp cap 240. <u>+10yrs svc:</u> 6.15hrs/per pp cap 320.

	Ocean Ridge	Atlantis	Gulf Stream	Highland Bch	Manalapan	Palm Beach	PBS	South Palm
	11	10	11	11	12	12	13	13
<b>Paid Holidays</b>	At cost to employee	At cost to employee	At cost to employee	Optional pre-tax savings plan as supplemental retirement. Employee contribution only.	Yes, after 1 year full-time mandatory at cost to employee.	Yes, plus Roth IRA, and managed account at no cost to employee.	Yes, the employee pays 100%.	Yes. Any cost to the employee is by choice.
<b>ICMA Deferred Compensation Plan</b>	At cost to employee	City pays all medical/dental/vision for employees All we pay is \$50 a week for our families if they're on our plan.	Yes, no cost to employee.	Yes, no cost to employee.	Yes, no cost to employee.	Yes, no cost to employee.	Yes, the town pays 100%.	Yes - at no cost to employee.
<b>Dental Insurance &amp; Vision</b>	At cost to employee. Vision at cost to employee.	Yes	No	Yes	Yes	Yes	Yes	Yes
<b>Payroll Direct Deposit</b>	Yes	Yes	No	Yes	Yes	Yes	Yes	N/A
<b>Credit Union Direct Deposit</b>	Yes	Yes	No	Yes	Yes	Yes	Yes	N/A
<b>Police Chief</b>	\$58,326 - \$82,071 Cur \$72,279	\$91,237.64	\$109,445	\$67,678 - \$112,796	\$88,136	\$114,251 - \$180,338 (Dir of Public Safety - Police/ Fire Depts \$92,944-146,707 (Dep Police Chief (Police Dept - reports to Director)	\$95,000	\$87,321
<b>Lieutenant</b>	\$54,433 - \$76,593 Cur \$64,242	N/A	\$89,219	\$57,000 - \$96,000	\$63,000	N/A	\$75,000	\$63,000
<b>Sergeant</b>	\$51,865 - \$72,979	\$69,189- \$72,486.98	\$82,827	\$55,000 - \$70,500		\$74,492 - \$97,112	\$60,554	N/A
<b>Police Officer</b>	\$47,043 - \$66,194 *w/Exp \$49,395	\$50,581.44- \$58,574.88	\$78,168	\$44,000 - \$64,000	\$43,677.45 - \$58,982	\$47,000 - \$82,811	\$40,500 - \$55,451	\$40,500 - \$61,400
<b>Dispatcher</b>	\$34,112 - \$47,985	\$35,921.60- \$38,376.00	N/A	N/A	\$42,776.01 - 49,815.81 P/T Disp. \$22.1080/hr	\$38,192 - \$60,283	\$40,702 - \$45,851	N/A
<b>Dispatch/Coordinator</b>	\$37,585- \$52,904 Cur \$46,592							

# Wage Summary

## Law Enforcement

AGENCY	OFFICER/ DEPUTY	SERGEANT	LIEUTENANT	CAPTAIN	DISPATCHER
Atlantis <sup>3</sup>	\$42,432.00	\$60,923.00			\$35,318.00
	\$54,163.00	\$67,187.00			\$37,066.00
Boca Raton	\$52,294.00	\$85,425.00	\$101,335.00		
	\$82,937.00	\$98,383.00	\$111,339.00		
Boynton Beach	\$48,241.00	\$70,224.00	\$101,295.00		
	\$71,931.00	\$91,450.00	\$121,723.00		
Delray Beach	\$44,310.00	\$58,039.00	\$67,523.00	\$73,601.00	\$37,453.00
	\$80,160.00	\$94,500.00	\$108,037.00	\$117,761.00	\$58,052.00
Department of Highway Safety & Motor Vehicles	\$30,178.56	\$41,027.28	\$56,261.64	\$70,432.56	\$29,640.00
	\$59,306.28	\$73,536.48	\$92,744.28	\$100,848.00	\$40,082.52
Greenacres	\$45,138.00	\$63,513.00	\$74,515.00	\$78,607.00	\$35,762.00
	\$70,023.00	\$85,114.00	\$111,773.00	\$117,911.00	\$55,478.00
Gulfstream	\$45,500.00	\$74,000.00			
	\$71,000.00	\$82,000.00			
Highland Beach	\$48,000.00	\$59,000.00	\$58,792.00		
	\$70,000.00	\$77,000.00	\$97,985.00		
Juno Beach	\$47,839.55	\$57,633.37	\$60,030.25		
	\$70,526.50	\$85,279.22	\$95,902.82		
Jupiter	\$44,169.06	\$54,971.88	\$59,911.00	\$71,415.00	
	\$71,727.42	\$88,501.32	\$94,360.00	\$107,124.00	
Jupiter Island	\$43,428.00	\$62,415.00		\$74,479.00	\$33,043.00
	\$78,150.00	\$86,542.00		\$112,452.00	\$51,610.00
Lake Clarke Shores	\$44,888.00	\$51,392.00	\$58,839.00		
	\$69,576.00	\$79,657.00	\$91,200.00		
Lantana	\$43,241.02	\$55,973.74			
	\$63,884.18	\$82,719.00			

<sup>3</sup>

Figures provided were based on an hourly wage. Annual wages calculated by using hourly wage X 40 hours X 52 weeks.

**WAGE SUMMARY - LAW ENFORCEMENT - CONTINUED**

AGENCY	OFFICER / DEPUTY	SERGEANT	LIEUTENANT	CAPTAIN	DISPATCHER
Manalapan	\$48,371.00		\$66,000.00		\$42,776.00
	\$65,320.00		\$66,000.00		\$45,985.00
Martin County Sheriff's Office	\$40,500.00	\$62,462.00	\$90,458.00	\$106,509.00	\$29,170.00
	\$72,987.00	\$82,999.00	\$90,458.00	\$106,509.00	\$53,070.00
North Palm Beach	\$42,368.00	\$58,577.00			\$33,189.00
	\$64,611.00	\$79,912.00			\$50,608.00
Ocean Ridge	\$45,669.54	\$50,350.66	\$52,852.80	\$56,632.87	\$33,113.60
	\$64,261.62	\$70,848.44	\$74,369.20	\$79,688.13	\$46,592.00
Palm Beach					
Palm Beach County School Board Police Department	\$41,017.00	\$45,017.00	\$66,360.00	\$74,976.00	\$34,432.00
	\$62,059.00	\$66,059.00	\$91,533.00	\$108,315.00	
Palm Beach County Sheriff's Office <sup>4</sup>	\$47,220.00	\$73,440.00	\$95,676.00	\$119,256.00	\$40,812.00
	\$70,272.00	\$95,676.00	\$109,200.00	\$142,248.00	\$66,300.00
Palm Beach Gardens	\$46,149.15	\$53,338.00			\$42,185.00
	\$55,090.00	\$103,515.02			\$62,550.81
Palm Beach Shores	\$40,500.00	\$63,000.00	\$74,000.00		\$40,000.00
	\$55,451.00				
Palm Springs	\$45,056.00	\$50,341.00	\$5,635.00	\$58,822.00	\$33,571.00
	\$72,138.00	\$80,590.00	\$89,752.00	\$94,203.00	\$53,726.00
Port St. Lucie	\$42,598.00	\$65,790.00	\$82,784.00		
Riviera Beach	\$38,469.00	\$51,164.00		\$93,853.30	\$32,414.31
	\$54,265.00	\$71,874.00			\$50,242.12
St Lucie County Sheriff's Office	\$37,595.00	\$64,746.00	\$75,865.00	\$86,856.00	
	\$62,779.00	\$72,252.00	\$82,719.00	\$98,758.00	
Sewalls Point	\$39,125.00		\$70,000.00		
	\$66,500.00		\$80,000.00		

<sup>4</sup> Career / Deputy - \$51,588 - \$87,600

Logged In: KEN SCHENCK

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Select Survey Type > Reporting Options > Select Search Criteria > **Salary Results**

**Search Results**

Results for: **Florida Statewide Government Personnel Survey (FLC/FPHRA) (FL)**  
**Palm Beach County**; All Agencies; Job Category: **Police - Safety**; All Jobs; Fiscal Year: **2013**

**Police Chief/Sheriff**

Pop.	Empl.	Agency	Title	Match	Min	Mid	Max	Average	Effective Date	# Pos.	Hrs.	FLSA	BB
3233	32	Juno Beach	POLICE CHIEF	H	67,474		113,375		10/1/2012		2080	E	
370	12	Jupiter Inlet Colony	Chief of Police	S	75,000	82,500	90,000		1/14/2013	1	2080	E	
10000	100	Lantana	Police Chief	S	72,938	89,469	112,923	90,713	12/21/2012	1	2080	E	
2600	25	Ocean Ridge	Police Chief	S	56,632	65,559	79,688	67,293	10/1/2012	1	2080	E	
694992	3674	Palm Beach County Sheriff's Office	Sheriff	S	165,228	165,228	165,228	165,228	2/6/2013	1	2080	E	
49387	583	Palm Beach Gardens	Chief of Police	S	95,792	122,623	149,453	148,383	10/1/2012	1	2080	E	

**Police Lieutenant/Law Enforcement Lieutenant**

Pop.	Empl.	Agency	Title	Match	Min	Mid	Max	Average	Effective Date	# Pos.	Hrs.	FLSA	BB
65000	743	Delray Beach	Police Lt.	S	67,523		108,037		1/23/2013	7	2080	E	
3233	32	Juno Beach	LIEUTENANT	H	60,030		95,902		10/1/2012		2080	E	
10000	100	Lantana	Police Commander		63,032	76,556	97,612	80,744	12/21/2012	1	2080	E	
2600	25	Ocean Ridge	Lieutenant	S	52,852	61,183	74,369	62,801	10/1/2012	1	2080	N	
694992	3674	Palm Beach County Sheriff's Office	Lieutenant, LE	S	95,676	102,438	109,200	107,336	2/6/2013	55	2080	N	

**Police Officer/Deputy Sheriff**

Pop.	Empl.	Agency	Title	Match	Min	Mid	Max	Average	Effective Date	# Pos.	Hrs.	FLSA	BB
3233	32	Juno Beach	POLICE OFFICER	H	47,839		70,526		10/1/2012		2080	N	
370	12	Jupiter Inlet Colony	Police Officer	S	45,696	52,224	56,576		1/14/2013	5	2176	N	
10000	100	Lantana	Police Officer	S	43,241	53,563	63,884	52,103	12/21/2012	19	2184	N	
2600	25	Ocean Ridge	Officer	S	45,669	52,868	64,261	54,266	10/1/2012	8	2184	N	
694992	3674	Palm Beach County Sheriff's Office	Deputy Sheriff, LE	S	47,220	67,410	87,600	66,752	2/6/2013	936	2080	N	
49387	583	Palm Beach Gardens	Police Officer	S	46,149	65,620	85,090	64,398	10/1/2012	78	2080	N	

**Police Sergeant/Law Enforcement Sergeant**

Pop.	Empl.	Agency	Title	Match	Min	Mid	Max	Average	Effective Date	# Pos.	Hrs.	FLSA	BB
65000	743	Delray Beach	Police Sergeant	S	58,039		94,500		1/23/2013	21	2080	N	
3233	32	Juno Beach	SERGEANT	H	57,633		85,279		10/1/2012		2080	N	
10000	100	Lantana	Police Sergeant	H	55,974	69,347	82,719	74,152	12/21/2012	5	2184	N	

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5.35  
Proposed

me Property

Taxes

**Production  
Region (Role=**

TRIM **Principal Authority) (User= TA60026) (Year=2013) (County=60)**

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.

Save Back

DR-420 Form Section I			
1.	Current year taxable value of real property for operating purposes	1.	\$ 718,648,456
2.	Current year taxable value of personal property for operating purposes	2.	\$ 4,334,122
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.	\$ 722,982,578
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.	\$ 1,634,709
6.	Current year adjusted taxable value (Line 4 minus Line 5)	6.	\$ 721,347,869
7.	Prior year FINAL gross taxable value (From prior year applicable Form DR-403 series)	7.	\$ 696,018,085
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.	0.0000
11.	Prior year ad valorem proceeds (Line 7 multiplied by Line 10)	11.	\$ 3,723,696 0

	divided by 1000)		
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.	\$ <input type="text" value="- 0 -"/> 0
13.	Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)	13.	\$ <input type="text" value="3,723,696"/> 0
14.	Dedicated increment value, if any (Sum of either line 6b or Line 7e for all DR-420TIF forms)	14.	\$ <input type="text" value="- 0 -"/> 0
15.	Adjusted current year taxable value (Line 6 minus Line 14)	15.	\$ <input type="text" value="721,347,869"/>
16.	Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)	16.	<input type="text" value="5.1621"/> 0.0000
17.	Current year proposed operating millage rate	17.	<input type="text" value="5.35"/> 0.0000
18.	Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)	18.	\$ <input type="text" value="3,867,956"/> 0
			<input type="text" value="3,751,918"/> 9790
	<i>\$ 145,417 more than last year</i>		
21.	Is millage levied in more than one county? (check one)	21.	<input type="radio"/> Yes <input checked="" type="radio"/> No
<b>DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP HERE</b>			
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.	\$ <input type="text" value="3,723,696"/> 0
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)	23.	<input type="text" value="5.1621"/> 0.0000
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	24.	\$ <input type="text" value="3,732,108"/> 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.	\$ <input type="text" value="3,867,956"/> 0
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)	26.	<input type="text" value="5.35"/> 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.	% <input type="text" value="3.64"/> 0.00

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BALANCE SHEET

JUNE 2013

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7/8/2013

2:30 pm

Town of Ocean Ridge

As of: 6/30/2013

Balances

Fund: 001 - GENERAL FUND

Assets

101.254 SUN BANK-FRANCHISE TAX (CHECK)	0.00
101.261 BANK AMERICAN GEN OP (CHECK)	772,338.88
101.262 BANK OF AMERICA PAYROLL CHECK	3,208.02
101.263 CASH LOAN DEBT SERVICE	194,976.59
101.264 BANK OF AMERICA HEALTH REIMB A	1,482.26
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	0.00
115.200 GARBAGE FEES RECEIVABLE	5,596.00
115.300 INLETWAY WATER LINE RECEIVABLE	0.00
115.400 MISC. WATER LINE RECEIVABLE	0.00
115.500 ALARM MONITORING RECEIVABLE	1,120.00
115.700 HURRICANE WILMA RECEIVABLES	0.00
115.800 MISC HURRICANE RECEIVABLES	0.00
115.900 MISC. RECEIVABLES	56,906.00
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. AFFAIRS	0.00
135.100 INTEREST&DIVIDENDS RECEIVABLE	0.00
151.301 BRANCH BANKING AND TRUST	250,000.00
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	0.00
151.331 GRAND BANK & TRUST OF FL - CD	202,569.47
151.334 WACHOVIA -CD	0.00
151.335 WACHOVIA BANK MMKT	0.00
151.336 BANK OF AMERICA - CD	600,000.00
151.337 BANKATLANTIC	0.00
151.341 BANK UNITED	500,000.00
151.351 SUNTRUST (MM)	1,322,286.77
151.352 SUN BANK CD	0.00
151.353 SUN BANK CD II	0.00
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

Total Assets

3,910,633.99

Liabilities

201.000 VOUCHERS PAYABLE	0.00
202.000 ACCOUNTS PAYABLE	0.00
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 2013

Page: 2

7/8/2013

2:30 pm

Town of Ocean Ridge

As of: 6/30/2013

Balances

**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	1,521.78
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	53,061.05
216.110 ACCRUED FICA PAYABLE	4,059.16
218.100 FICA TAXES (WITHHELD)	-0.09
218.200 WITHHOLDING TAXES PAYABLE	0.00
218.300 GROUP HOSP. INSURANCE-WITHHELD	-8,801.80
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)	-0.20
218.900 DIRECT DEPOSITS	70.00
220.000 DEPOSITS	0.00
223.000 DEFERRED REVENUE	66,153.00
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**

**116,062.90**

**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	2,665,889.29
298.000 CHANGE IN FUND BALANCE	482,864.27

**Total Reserves/Balances**

**3,794,571.09**

**Total Liabilities & Balances**

**3,910,633.99**

## BALANCE SHEET

JUNE 2013

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7/8/2013

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Town of Ocean Ridge

As of: 6/30/2013

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	33,052.84
151.337 BANKATLANTIC	6,560.87
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	32,566.43
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
<b>Total Assets</b>	<b>72,180.14</b>

## 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
<b>Total Liabilities</b>	<b>0.00</b>

## Reserves/Balances

271.100 FUND BALANCE	182,981.21
298.000 CHANGE IN FUND BALANCE	-110,801.07
<b>Total Reserves/Balances</b>	<b>72,180.14</b>

**Total Liabilities & Balances****72,180.14**

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

**General Fund  
Consolidated Statement of Revenues and Disbursements  
FY 13-14**

	11-12	12-13	13-14	
	Actual	Est Actual	Proposed	Adopted
<b>Balance Forward</b>	3,016,402	3,311,706	2,912,581	0
<b>Revenue</b>	5,117,091	5,109,221	5,296,298	0
<b>State Energy Grant</b>				
<b>PBC Energy Grant</b>		0	0	0
<b>TH FEMA Grant Reimb</b>	0	0		
<b>Total Available</b>	<u>8,133,493</u>	<u>8,420,927</u>	<u>8,208,879</u>	<u>0</u>
<b>Expenditures</b>	4,761,787	5,183,346	5,539,526	0
<b>Transfer to Capital Proj for Bonito Drive Repairs &amp; Inlet Cay Piling Repair</b>	0 60,000	0 100,000	0 0	0 0
<b>Transfer to Capital Proj Drainage Improvements</b>	0	225,000	100,000	0
<b>Balance Forward</b>	<u>3,311,706</u>	<u>2,912,581</u>	<u>2,569,353</u>	<u>0</u>

Please keep in mind that of the \$2,569,353 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 2012/13.

Town of Ocean Ridge, Florida  
General Fund  
Statement of Estimated Revenues  
FY 2013-2014

New Rate  
Per \$1,000 = 5.3500

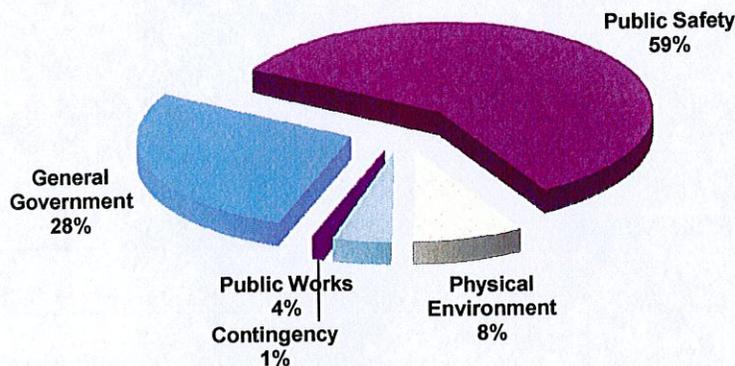
	<u>2011-12 Actual</u>	<u>2012-13 Approp'd</u>	<u>Actual thru June</u>	<u>2013-14 Adopted</u>
<u>Ad Valorem Taxes</u>				
Real & Personal Property NET	3,437,863	3,606,501	3,480,006	3,751,918
<u>Local Option 6 Cent Gas Tax</u>	34,044	34,300	22,749	34,000
<u>New 5 Cent Gas Tax</u>	15,899	16,000	10,595	15,000
<u>Transfer From Franchise Tax Fund</u>				
Florida Power & Light	155,573	163,000	88,703	160,000
Communications Service Tax	44,853	50,000	33,269	45,000
<u>Utility Service Tax</u>				
Electricity	205,909	203,000	135,408	208,000
Gas	10,249	8,500	8,396	9,500
Water	77,375	85,000	59,919	80,000
<u>Interest on Delinquent Taxes</u>	<u>5,196</u>	<u>6,000</u>	<u>2,412</u>	<u>5,000</u>
<b>TOTAL TAXES</b>	<b><u>3,986,961</u></b>	<b><u>4,172,301</u></b>	<b><u>3,841,457</u></b>	<b><u>4,308,418</u></b>
<u>Licenses &amp; Permits</u>				
Boat Permits	0	50	0	50
Prof. and Occupational Licenses	1,337	3,000	877	2,000
DPS Business Permits	15,700	16,000	13,725	16,000
Occupational Vehicle Identification	5,958	5,000	5,500	5,000
Building Permits	206,067	110,000	108,160	120,000
Sign Permits	230	500	337	500
Alarm User Permits	588	600	568	600
Rental Registrations	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,000</u>
<b>TOTAL LICENSES &amp; PERMITS</b>	<b><u>229,880</u></b>	<b><u>135,150</u></b>	<b><u>129,167</u></b>	<b><u>147,150</u></b>
<u>State Shared Revenues</u>				
FEMA Grant Monies	0	0	0	0
PBCty Energy Efficient Grant Monies	64,085	0	0	0
Revenue Sharing (General)	39,996	38,000	24,524	39,000
Alcoholic Beverage License	140	150	140	150
Local Govt 1/2 Cent Sales Tax	116,801	120,000	73,676	127,000
Rebate on Municipal Vehicles	1,955	1,900	1,000	1,900

	2011-12 <u>Actual</u>	2012-13 <u>Approp'd</u>	Actual thru June	2013-14 <u>Adopted</u>
<u>Shared Revenue From Other Local Units</u>				
Street Light Maint. Reimbursement	8,358	8,400	0	8,700
Palm Beach County Occ. License	9,709	9,000	3,610	9,000
Proportion 911 Call Taker Revenue	31,577	18,000	12,513	18,000
911 DPS Related Reimbursements	18,275	15,000	0	17,000
PBC 1250 Radio Reimbursement Monies	0	0		3,000
Solid Waste Recycle Program	6,507	8,000	2,068	6,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>297,403</b>	<b>218,450</b>	<b>117,531</b>	<b>229,750</b>
<u>Charges For Services</u>				
Zoning Fees	5,558	5,000	7,071	5,000
Sales of Maps & Publications	18	0	0	0
Certification, Copying, Record Search	2,408	800	1,986	2,000
Other Gen Govt Charges and Fees	4,240	5,000	5,698	5,000
Law Enforcement/Fire Service	185,000	185,000	138,752	203,500
Alarm Monitoring	52,185	60,000	56,128	60,000
Other Public Safety Charges and Fees	19,007	500	9,853	500
<b>TOTAL SERVICE CHARGES</b>	<b>559,991</b>	<b>548,420</b>	<b>502,505</b>	<b>572,580</b>
<u>Physical Environment</u>				
Garbage and Trash	291,575	292,120	283,017	296,580
<b>TOTAL SERVICE CHARGES</b>	<b>559,991</b>	<b>548,420</b>	<b>502,505</b>	<b>572,580</b>
<u>Fines and Forfeits</u>				
Court Fines	4,033	4,000	2,941	4,000
Police Education	324	400	229	400
Violation of Local Ordinances	23,650	8,000	2,775	8,000
<b>TOTAL FINES AND FORFEITS</b>	<b>28,007</b>	<b>12,400</b>	<b>5,945</b>	<b>12,400</b>
<u>Miscellaneous Revenue</u>				
Interest Earned (Savings, Investments)	9,531	20,000	4,766	12,000
Interest Earned (Tax Collect)	1,729	1,000	444	1,000
Interest Earned (Liens, et cetera)	2,657	500	566	500
Art Proceeds	0	1,000	0	1,000
Equipment-Sales & Compensation	0	0	7,000	11,500
Contributions	930	0	30,000	0
Miscellaneous Income	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>14,847</b>	<b>22,500</b>	<b>42,776</b>	<b>26,000</b>
<b>SUB-TOTAL REVENUES</b>	<b>5,117,089</b>	<b>5,109,221</b>	<b>4,639,383</b>	<b>5,296,298</b>
<b>END BALANCE UNAPPROPRIATED</b>	<b>0</b>	<b>174,125</b>	<b>0</b>	<b>343,228</b>
<b>INSURANCE PROCEEDS</b>	<b>0</b>			
<b>GRAND TOTAL</b>	<b>5,117,091</b>	<b>5,283,346</b>	<b>4,639,383</b>	<b>5,639,526</b>

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

**2013-2014 Budget**

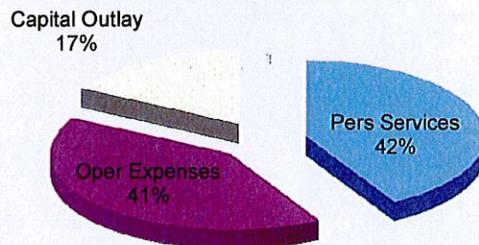
Code	Department	11-12 Actual	12-13 Approp'd	Actual thru June '13	13-14 Adopted
511.101	Town Commission	17,580	19,338	7,038	19,694
512.102	Town Manager	132,032	136,808	102,236	138,618
513.103	Town Clerk/Finance	251,012	270,581	202,221	280,194
514.104	Legal	103,206	105,000	90,825	110,000
515.105	Appointed Boards	3,508	6,000	1,196	6,000
519.106	General Government	972,479	961,512	596,216	977,730
521.107	Public Safety	2,528,482	2,883,988	2,272,591	3,135,362
524.108	Building & Zoning	157,806	110,500	77,626	112,500
525.109	Emergency Preparedness	0	0	0	0
534.111	Solid Waste	232,251	240,000	177,217	245,000
539.112	Environmental	191,223	198,800	158,741	217,300
541.113	Public Works	169,722	196,819	125,391	245,357
580.114	Contingency	2,485	54,000	20,166	51,771
	<b>Total</b>	<u>4,761,787</u>	<u>5,183,346</u>	<u>3,831,464</u>	<u>5,539,526</u>
	Building Permit Rebates			0	
590.100	Transfer to Cap Projects	60,000	100,000	325,000	100,000
		<u>4,821,787</u>	<u>5,283,346</u>	<u>4,156,464</u>	<u>5,639,526</u>



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

**2013-14 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	6,894	12,800	0	19,694	0.36%
512.102	Town Manager	133,018	5,600	0	138,618	2.50%
513.103	Town Clerk/Finance	233,794	46,400	0	280,194	5.06%
514.104	Legal	0	110,000	0	110,000	1.99%
515.105	Appointed Boards	0	6,000	0	6,000	0.11%
519.106	General Government	0	182,355	795,375	977,730	17.65%
521.107	Public Safety	1,804,148	1,199,864	131,350	3,135,362	56.60%
524.108	Inspections	0	112,500	0	112,500	2.03%
525.109	Emergency Preparedness	0	0	0	0	0.00%
534.111	Solid Waste	0	245,000	0	245,000	4.42%
539.112	Environmental	0	217,300	0	217,300	3.92%
541.113	Public Works	136,857	88,500	20,000	245,357	4.43%
580.114	Contingency	0	50,000	0	51,771	0.93%
	<b>Total</b>	<b>2,314,711</b>	<b>2,276,319</b>	<b>946,725</b>	<b>5,539,526</b>	<b>100.00%</b>
	<b>Percent</b>	<b>41.79%</b>	<b>41.09%</b>	<b>17.09%</b>	<b>100.00%</b>	<b>100.00%</b>
590.100	Transfer to Cap Projects		-		100,000	
					<b>5,639,526</b>	



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

**Personal Expenses**

<u>Code</u>	<u>Department</u>	<u>2010-11 Actual</u>	<u>2011-12 Actual</u>	<u>2012-13 Budget</u>	<u>2013-14 Adopted</u>	<u>Four year % change</u>
511.101	Town Commission	6,971	6,752	6,788	6,894	-1.105%
512.102	Town Manager	135,423	127,763	131,308	133,018	-1.776%
513.103	Town Clerk/Finance	224,721	212,929	224,631	233,794	4.037%
514.104	Legal	0	0	0	0	0.000%
515.105	Appointed Boards	0	0	0	0	0.000%
519.106	General Government	0	0	0		0.000%
521.107	Public Safety	1,647,002	1,448,770	1,705,424	1,804,148	9.541%
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	98,262	95,391	110,619	136,857	39.278%
580.114	Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.000%
	<b>Total</b>	<b>2,112,379</b>	<b>1,891,605</b>	<b>2,178,770</b>	<b>2,314,711</b>	

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

**Total Budget Figures**

Code	Department	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Adopted	Four Year % change
511.101	Town Commission	19,622	19,321	19,338	19,694	0.367%
512.102	Town Manager	143,269	134,475	136,808	138,618	-3.246%
513.103	Town Clerk/Finance	284,683	267,622	270,581	280,194	-1.577%
514.104	Legal	102,000	105,000	105,000	110,000	7.843%
515.105	Appointed Boards	6,700	6,000	6,000	6,000	-10.448%
519.106	General Government	1,014,780	989,510	961,512	977,730	-3.651%
521.107	Public Safety	2,946,153	2,743,696	2,883,988	3,135,362	6.422%
524.108	Inspections	96,500	100,500	110,500	112,500	16.580%
525.109	Emergency Preparedness	0	0	0	0	0.000%
534.111	Solid Waste	217,000	236,000	240,000	245,000	12.903%
539.112	Environmental	190,800	187,800	198,800	217,300	13.889%
541.113	Public Works	230,345	191,757	196,819	245,357	6.517%
580.114	Contingency	<u>50,000</u>	<u>50,000</u>	<u>54,000</u>	<u>51,771</u>	3.542%
	<b>Total</b>	<b>5,301,852</b>	<b>5,031,681</b>	<b>5,183,346</b>	<b>5,539,526</b>	

## 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 5.18% to 6.95%.

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

**Fund:** Department:  
**General** Town Commission

**Acct Number**  
**511.101**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept.
				June		12-13	Expended
<b><u>PERSONAL SERVICES</u></b>							
501.100	Executive Salaries	6,000	6,000	4,500	6,000	0.00%	75.00%
501.200	FICA Taxes	459	459	344	459	0.00%	74.95%
502.200	FRS Retirement Contributions	280	311	201	417	34.17%	64.67%
502.400	Workers' Compensation	13	18	11	18	0.00%	61.73%
<b>Total Personal Services</b>		<b>6,752</b>	<b>6,788</b>	<b>5,056</b>	<b>6,894</b>	<b>1.56%</b>	<b>74.49%</b>
<b><u>OPERATING EXPENSES</u></b>							
504.000	Travel & Per Diem	336	1,000	65	1,000	0.00%	6.50%
504.500	Insurance	8,908	9,600	241	9,800	2.08%	2.51%
504.900	Other Current Charges & Obligations	185	500	276	500	0.00%	55.20%
505.400	Subscriptions/Memberships	1,400	1,450	1,400	1,500	3.45%	96.55%
<b>Total Operating Expenses</b>		<b>10,829</b>	<b>12,550</b>	<b>1,982</b>	<b>12,800</b>	<b>1.99%</b>	<b>15.79%</b>
<b>TOTAL TOWN COMMISSION</b>		<b><u>17,581</u></b>	<b><u>19,338</u></b>	<b><u>7,038</u></b>	<b><u>19,694</u></b>		

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>Town Commission</b>	<b>511.101</b>

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**Detail of Personal Services & Capital Outlay**

	Employees		FY 12-13	FY 13-14
Item	Present	Proposed	Approp'd	Proposed
<b><u>501.100 EXECUTIVE SALARIES</u></b>				
Mayor	1	1	1,200	1,200
Commissioners	4	4	4,800	4,800
<hr/>				
<b>SUBTOTAL</b>	<b>5</b>	<b>5</b>	<b>6,000</b>	<b>6,000</b>
<hr/>				
502.100	FICA Taxes		459	459
502.200	FRS Retirement Contributions		311	417
502.400	Workers' Compensation		18	18
<hr/>				
<b>TOTAL PERSONAL SERVICES</b>			<b>6,788</b>	<b>6,894</b>

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 increased slightly. The personnel costs reflect a 3% COLA increase, a Florida Retirement System contribution rate of 6.95% (the Town contributes this amount \$7,102 to the ICMA account). The Life & Health Insurance account reflects 100% of the premium (with a 10% estimated increase), 3 months remainder of the approved \$1,500 2013 calendar year deductible, 9 months of a \$1,500 2014 deductible, dental coverage (\$216), and vision coverage (\$84).

The Operating Supplies for Gas and Oil is based on an estimated \$4.00 per gallon for fuel.

ADDENDUM

09/2013

Final Health/Dental/Vision Premiums

(Annual Health \$5,976 (12.93% incr), Dental \$168, Vision \$72)

NET EFFECT

\$96.00 Addition

\$96.00 BUDGET INCREASE

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

**Fund: Department:**  
**General Town Manager**

**Acct Number**  
**512.102**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		12/13	Expended
<b><u>PERSONAL SERVICES</u></b>							
501.100	Executive Salaries	100,427	99,427	75,524	102,194	2.78%	75.96%
501.110	One Time 3% Lump Sum Adj	0	2,767	2,767	0	0.00%	0.00%
501.400	Overtime & Vacation Pay	0	0	0	0	-100.00%	0.00%
501.419	Vacation Pay	1,774	1,774	0	1,827	3.00%	0.00%
501.700	Cafeteria Plan	0	0	0	0	N/A	N/A
502.100	FICA Taxes	7,818	7,954	5,989	7,958	0.05%	75.30%
502.200	FRS Retirement Contributions	0	0	0	0	N/A	N/A
502.210	ICMA Retirement Contributions	11,212	11,326	8,643	11,943	5.45%	76.31%
502.300	Life & Health Insurance	5,942	7,369	5,666	8,356	13.39%	76.89%
502.310	Long Term Disability	372	396	279	432	9.09%	70.45%
502.400	Worker's Compensation	218	295	185	309	4.62%	62.65%
<b>Total Personal Services</b>		<b>127,763</b>	<b>131,308</b>	<b>99,053</b>	<b>133,018</b>	<b>1.30%</b>	<b>75.44%</b>
<b><u>OPERATING EXPENSES</u></b>							
503.400	Other Contractual Services	0	0	0	0	0.00%	0.00%
504.000	Travel & Per Diem	150	100	90	200	100.00%	90.00%
504.100	Communication Services	1,022	1,200	752	1,200	0.00%	62.67%
504.500	Insurance	40	200	43	200	0.00%	21.50%
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	2,757	3,500	1,958	3,500	0.00%	55.94%
505.400	Subscriptions/Memberships	300	500	340	500	0.00%	68.00%
<b>Total Operating Expenses</b>		<b>4,269</b>	<b>5,500</b>	<b>3,183</b>	<b>5,600</b>	<b>1.82%</b>	<b>57.87%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.400	Machinery & Equipment	0	0	0	0	NA	NA
<b>Total Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>TOTAL TOWN MANAGER</b>		<b><u>132,032</u></b>	<b><u>136,808</u></b>	<b><u>102,236</u></b>	<b><u>138,618</u></b>		

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>Town Manager</b>	<b>512.102</b>

**Detail of Personal Services & Capital Outlay**

		Employees		FY 12-13	FY 13-14
	Item	Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Manager	1	1	99,427	102,194
501.110	1 Time 3% Lump Sum Adjust	0	0	2,767	0
<b>SUBTOTAL</b>				<b>102,194</b>	<b>102,194</b>
501.400	Overtime & Vacation Pay			0	0
501.410	Vacation Pay			1,774	1,827
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			7,954	7,958
502.200	FRS Retirement Contributions			0	0
502.210	ICMA Retirement Contributions			11,326	11,943
502.300	Life & Health Insurance			7,369	8,356
502.310	Long Term Disability			396	432
502.400	Worker's Compensation			295	309
<b>TOTAL PERSONAL SERVICES</b>				<b>131,308</b>	<b>133,018</b>
<u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment				0
	Lap Top			0	
	Misc			0	0
	Vehicle			0	0
<b>TOTAL CAPITAL OUTLAY</b>				<b>0</b>	<b>0</b>

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 from the prior year. The personnel costs include a 3% COLA to all, 5% increase on their anniversary date to the two employees not topped out on the Step Plan, and an increase to the Florida Retirement System contribution rate from 5.18% to 6.95%. The Life & Health Insurance reflects 100% of the premium (with a 10% estimated increase), 3 months remainder of the approved \$1,500 2013 calendar year deductible, 9 months of a \$1,500 2014 deductible, dental coverage (\$648), and vision coverage (\$252).

ADDENDUM

09/2013

Final Health/Dental/Vision Premiums

(Annual Health \$17,928 (12.93% incr), Dental \$504, Vision \$216)

NET EFFECT

\$288.00 Addition

\$288.00 BUDGET INCREASE

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

**Fund: Department:**  
**General Town Clerk & Finance**

**Acct Number**  
**513.103**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 12-13	% of Dept. Expended
<b><u>PERSONAL SERVICES</u></b>							
501.100	Executive Salaries	77,274	76,274	58,331	78,562	3.00%	76.48%
501.110	One Time 3% Lump Sum Adj		2,288	2,288	0	-100.00%	100.00%
501.200	Regular Salary and Wages	92,828	91,187	70,671	95,987	5.26%	77.50%
501.210	One Time 3% Lump Sum Adj		2,736	2,736	0	-100.00%	100.00%
501.400	Overtime & Vacation Pay	3,100	2,526	706	2,646	4.75%	27.95%
501.410	Vacation Pay	0	3,220		3,357	4.25%	0.00%
502.100	FICA Taxes	13,255	13,635	10,307	13,812	1.30%	75.59%
502.200	FRS Retirement Contributions	8,232	8,972	6,829	12,548	39.86%	76.11%
502.300	Life & Health Insurance	16,774	22,107	14,394	25,068	13.39%	65.11%
502.310	Long Term Disability	1,116	1,188	837	1,296	9.09%	70.45%
502.400	Worker's Compensation	350	498	312	518	4.10%	62.65%
<b>Total Personal Services</b>		<b>212,929</b>	<b>224,632</b>	<b>167,411</b>	<b>233,794</b>	<b>4.08%</b>	<b>74.53%</b>
<b><u>OPERATING EXPENSES</u></b>							
503.200	Accounting & Auditing	23,500	30,000	23,500	30,000	0.00%	78.33%
503.400	Other Contractual Services	0	0	-	0	0.00%	0.00%
504.000	Travel & Per Diem	1,604	1,600	839	1,700	6.25%	52.44%
504.500	Insurance	288	300	142	300	0.00%	47.33%
504.610	Repair & Maintenance	6,704	7,700	7,132	8,050	4.55%	92.62%
504.900	Other Current Charges & Obligations	5,653	6,000	2,912	6,000	0.00%	48.53%
505.400	Subscriptions/Memberships	335	350	285	350	0.00%	81.43%
<b>Total Operating Expenses</b>		<b>38,084</b>	<b>45,950</b>	<b>34,810</b>	<b>46,400</b>	<b>0.98%</b>	<b>75.76%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.400	Machinery & Equipment	0	0	0	0	NA	
<b>Total Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	
<b>TOTAL TOWN CLERK &amp; FINANCE</b>		<b><u>251,013</u></b>	<b><u>270,581</u></b>	<b><u>202,221</u></b>	<b><u>280,194</u></b>		

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>Town Clerk &amp; Finance</b>	<b>513.103</b>

**Detail of Personal Services & Capital Outlay**

		Employees		FY 12-13	FY 13-14
Item		Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Clerk	1	1	76,274	78,562
501.110	One Time 3% Lump Sum Adj			2,288	0
501.200	Deputy Town Clerk	1	1	48,922	50,772
501.200	Clerk Typist	1	1	42,266	45,214
501.210	One Time 3% Lump Sum Adj			2,736	0
<b>SUB TOTAL</b>		<b>3</b>	<b>3</b>	<b>172,485</b>	<b>174,548</b>
501.400	Overtime & Vacation Pay			2,526	2,646
501.410	Vacation Pay			3,220	3,357
502.100	FICA Taxes			13,635	13,812
502.200	FRS Retirement Contributions			8,972	12,548
502.300	Life & Health Insurance			22,107	25,068
502.310	Long Term Disability			1,188	1,296
502.400	Worker's Compensation			498	518
				52,146	59,245
<b>TOTAL PERSONAL SERVICES</b>				<b>224,632</b>	<b>233,794</b>
<u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment			0	0
<b>TOTAL CAPITAL OUTLAY</b>				<b>0</b>	<b>0</b>

## 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 with a \$6,300 monthly retainer based on invoices from the prior year's actual service. The \$205.00 per hour blended rate remains the same for anything not included in the retainer costs. The Special Counsel Account was increased to \$25,000 anticipating future PBA union negotiations and Inspector General Suit costs. The professional services account also includes permit guidance or review (\$4,400). 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 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru June	Proposed	% +/- from 12-13	% of Dept Expended
<b><u>OPERATING EXPENSES</u></b>							
503.100	Professional Services	75,864	80,000	50,474	80,000	0.00%	63.09%
503.110	Special Counsel	24,588	20,000	40,351	25,000	25.00%	201.76%
504.700	Printing & Binding	2,754	5,000	0	5,000	0.00%	0.00%
504.900	Other Current Charges & Obligations	0	0	0	0	NA	
<b>Total Operating Expenses</b>		<b>103,206</b>	<b>105,000</b>	<b>90,825</b>	<b>110,000</b>	<b>4.76%</b>	<b>86.50%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.400	Machinery & Equipment	0	0	0	0	NA	0.00%
<b>Total Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>0.00%</b>
<b>TOTAL LEGAL</b>		<b><u>103,206</u></b>	<b><u>105,000</u></b>	<b><u>90,825</u></b>	<b><u>110,000</u></b>		

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

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Legal</b>	<b>Acct Number</b> <b>514.104</b>
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**Detail of Capital Outlay**

<u>Item</u>	<u>FY 12-13 Approp'd</u>	<u>FY 13-14 Adopted</u>
<b><u>CAPITAL OUTLAY</u></b>		
506.400    Machinery & Equipment	0	0
<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>

## 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.

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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 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept.
				June		12/13	Expended
<b><u>OPERATING EXPENSES</u></b>							
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	846	1,000	907	1,000	0.00%	90.70%
504.900	Other Current Charges & Obligations	2,662	3,000	289	3,000	0.00%	9.63%
<b>Total Operating Expenses</b>		<b>3,508</b>	<b>6,000</b>	<b>1,196</b>	<b>6,000</b>	<b>0.00%</b>	<b>19.93%</b>
<b>TOTAL APPOINTED BOARDS</b>		<b><u>3,508</u></b>	<b><u>6,000</u></b>	<b><u>1,196</u></b>	<b><u>6,000</u></b>		

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.

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This activity reflects a slight increase. The Insurance account reflects a decrease even though an estimated 10% increase is reflected because last year we had budgeted for a 16% increase. The Repair and Maintenance account reflects the replacement of three garage doors (\$18,000), along with funding for any Town Hall building repairs such as air conditioners, sound equipment, annual fire inspection by our fire alarm company, cleaning service, etc. The Other Current Charges was decreased slightly based on actual expended funds from the prior year, however; \$3,000 still remains to provide for funding for donation/promotional events. Subscriptions and Memberships was increased to include \$8,000 (FY 12/13 had \$4,000 budgeted) 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.

ADDENDUM

07/31/13 – The Commission approved:

Professional Services for Computer Installation	\$ 3,000	Addition
Purchase of Computer Equipment	<u>\$10,100</u>	<u>Addition</u>
NET EFFECT	\$13,100	BUDGET INCREASE

09/10/13 – General Liability Insurance Decrease	( <u>\$1,600</u> )	<u>Reduction</u>
TOTAL NET EFFECT	\$11,500	BUDGET INCREASE

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

**Fund:**      **Department:**  
**General**    **General Government**

**Acct Number**  
**519.106**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 12-13	% of Dept. Expended
<b><u>OPERATING EXPENSES</u></b>							
503.100	Professional Services	13,506	6,100	3,450	9,100	49.18%	56.56%
503.400	Contractual Services	5,166	5,480	4,679	5,500	0.36%	85.38%
504.100	Communications Services	6,121	5,475	4,398	5,500	0.46%	80.33%
504.200	Postage, Freight	3,382	3,450	2,108	3,500	1.45%	61.10%
504.300	Utility Services	13,531	16,500	8,701	15,500	-6.06%	52.73%
504.400	Rentals & Leases	2,465	3,200	2,289	3,200	0.00%	71.53%
504.500	Insurance	54,186	65,402	56,882	61,400	-6.12%	86.97%
504.610	Repair & Maintenance	20,896	35,800	27,227	42,300	18.16%	76.05%
504.700	Printing and Binding	1,100	1,850	497	1,500	-18.92%	26.86%
504.900	Other Current Charges & Obligations	8,686	14,000	8,392	12,000	-14.29%	59.94%
504.910	Election Related Expenses	5,129	5,575	160	5,575	N/A	N/A
504.920	Art Show Related Expenses	200	1,000	0	1,000	N/A	N/A
505.100	Office Supplies	2,675	3,050	1,629	2,950	-3.28%	53.41%
505.200	Operating Supplies	1,331	2,350	881	2,300	-2.13%	37.49%
505.220	Town Logo Shirts	0	0	0	0	N/A	N/A
505.400	Subscriptions/Memberships	4,082	7,005	2,429	11,030	57.46%	34.68%
<b>Total Operating Expenses</b>		<b>142,456</b>	<b>176,237</b>	<b>123,722</b>	<b>182,355</b>	<b>3.47%</b>	<b>70.20%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.200	Buildings	55,991	0	0	0		
506.300	Improvement Not Buildings	0	0	0	0		
506.400	Machinery & Equipment	0	6,100	0	16,200		
<b>Total Capital Outlay</b>		<b>55,991</b>	<b>6,100</b>	<b>0</b>	<b>16,200</b>		
507.000	Covenants from Loans	467,944	468,000	233,972	468,000		
507.100	Covenants from TH Loan	306,090	311,175	238,521	311,175		
507.200	Debt Service - Interest	0		0			
<b>Total Covenants from Loans</b>		<b>774,034</b>	<b>779,175</b>	<b>472,493</b>	<b>779,175</b>		
<b>TOTAL GENERAL GOVERNMENT</b>		<b><u>972,481</u></b>	<b><u>961,512</u></b>	<b><u>596,215</u></b>	<b><u>977,730</u></b>		

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>General Government</b>	<b>519.106</b>

**Detail of Personal Services & Capital Outlay**

Item	FY 12-13 Approp'd	FY 13-14 Adopted
<b><u>CAPITAL OUTLAY</u></b>		
506.200 Buildings	0	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
Computer/Server 10 items	0	10,100
<b>TOTAL CAPITAL OUTLAY</b>	<b>6,100</b>	<b>16,200</b>

**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
<b>TOTAL COVENANTS FROM LOANS</b>		<b>785,275</b>	<b>795,375</b>

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.

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This department's total costs increased from the prior year. The Florida Retirement System contribution rates increased from 14.90% to 19.06% and 5.18% to 6.95%. The personnel costs include a 3% COLA to all, 5% increase on their anniversary date to 17 (out of 20) employees not topped out on the Step Plan, 100% of the health insurance premium (with an estimated 10% increase), 3 months remainder of the approved \$1,500 2013 calendar year deductible, 9 months of a \$1,500 deductible, dental coverage (\$4,320), and vision coverage (\$1,080) to all employees. The Insurance account reflects a decrease even though an estimated 10% increase is reflected because last year we had budgeted for a 16% increase. The Repair & Maintenance – Radio account increased for various maintenance (\$2,700). 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 2013/14 of \$941,318 (\$36,204 more than last FY). Capital outlay expenditures include: 1 Police Vehicle fully equipped (\$34,000); 3 Computer Replacements (\$3,300); 3 Laptop Computers (\$6,000); Color All Combination Copier for Dispatch (\$1,000); and 1 Radar Unit (\$2,995).

ADDENDUM

07/31/13 – The Commission approved:

Additional to Budget Increases Salary Adjustment for Chief	\$15,327 Addition
Additional to Budget Increases Salary Adjustment for Lieutenant	\$ 7,503 Addition
Additional to Budget Increases Salary Adjustment for Disp Coord	\$ 1,550 Addition
Additional to Budget Increases Salary Adjustment for Senior Disp	\$ 640 Addition
Associated Personnel Costs with Salary Adjustments	\$11,053 Addition
Purchase of Computer Equipment	\$45,255 Addition
Professional Service for Computer Installation	\$ 6,000 Addition
Addition of One Police Vehicle (minus laptop)	\$32,000 Addition
Addition of Covered ATV	\$15,000 Addition
Removal of 2 Office Computers	(\$ 2,200)Reduction
Removal of One Police Vehicle Laptop	(\$ 2,000)Reduction
Removal of Two Laptops	<u>(\$4,000) Reduction</u>
NET EFFECT	\$126,128 BUDGET INCREASE

09/2013

Final Health/Dental/Vision Premiums	
(Annual Health \$11,952 (12.93% incr), Dental \$3,360, Vision \$1,440)	\$1,920 Addition
General Liability Insurance Reduction	<u>(\$ 398) Reduction</u>
TOTAL NET EFFECT	\$127,650 BUDGET INCREASE

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

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

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept
				June		12-13	Expended
<b><u>PERSONAL SERVICES</u></b>							
501.100	Executive Salaries	73,280	72,279	55,600	90,484	25.19%	76.92%
601.110	One Time Lump Sum Adj	0	2,168	2,168	0	-100.00%	
501.200	Regular Salary and Wages	911,097	1,000,436	686,153	1,025,806	2.54%	68.59%
501.210	One Time Lump Sum Adj	0	30,013	28,950	0		
501.400	Overtime & Vacation Pay	90,623	60,135	81,677	65,000	8.09%	135.82%
501.410	Vacation Pay	0	19,865	2,563	23,834		
501.500	Special Pay (SI & CD)	11,310	10,470	9,400	15,600	49.00%	89.78%
501.600	Holiday Pay	30,961	42,326	27,360	43,399	2.54%	64.64%
501.700	Cafeteria Plan	0	0	0	0	N/A	N/A
502.100	FICA Taxes	86,262	93,884	68,381	95,512	1.73%	72.84%
502.200	FRS Retirement Contributions	128,748	157,688	108,493	212,438	34.72%	68.80%
502.300	Life & Health Insurance	88,826	154,407	69,258	166,620	7.91%	44.85%
502.310	Long Term Disability	6,324	7,920	4,526	8,640	9.09%	57.15%
502.400	Worker's Compensation	21,339	43,106	25,294	45,651	5.90%	58.68%
502.500	Unemployment Comp	0	10,727	0	11,163	4.06%	0.00%
<b>Total Personal Services</b>		<b>1,448,770</b>	<b>1,705,424</b>	<b>1,169,823</b>	<b>1,804,148</b>	<b>5.79%</b>	<b>68.59%</b>
<b><u>OPERATING EXPENSES</u></b>							
503.100	Professional Services	23,065	15,420	9,767	21,120	36.96%	63.34%
503.400	Other Contractual Services	870,299	905,113	905,112	941,318	4.00%	100.00%
504.000	Travel & Per Diem	3,879	10,410	3,738	12,900	23.92%	35.91%
504.100	Communications Services	17,687	18,020	15,198	18,020	0.00%	84.34%
504.200	Postage, Freight	684	1,000	623	1,000	0.00%	62.30%
504.300	Utility Service	13,531	16,500	8,701	15,500	-6.06%	52.73%
504.500	Insurance	18,553	30,180	19,775	24,622	-18.42%	65.52%
504.610	Repair & Maintenance	26,419	36,400	19,955	35,400	-2.75%	54.82%
504.620	Repair & Maint - Vehicle	15,872	15,500	12,804	16,500	6.45%	82.61%
504.630	Repair & Maint - Radio	10,963	13,572	12,090	16,272	19.89%	89.08%
504.700	Printing & Binding	750	2,750	470	3,000	9.09%	17.09%
504.900	Other Current Charges & Obligations	734	1,500	1,150	1,500	0.00%	76.67%
505.100	Office Supplies	4,725	6,000	2,718	6,000	0.00%	45.30%
505.200	Operating Supplies	5,522	6,200	2,517	7,050	13.71%	40.60%
505.210	Operating Supplies - Gas & Oil	49,398	58,000	29,863	58,000	0.00%	51.49%
505.220	Operating Supplies - Uniforms	11,564	15,066	8,629	15,031	-0.23%	57.27%
505.400	Subscriptions/Memberships	6,067	7,279	7,299	6,631	-8.90%	100.27%
<b>Total Operating Supplies</b>		<b>1,079,712</b>	<b>1,158,910</b>	<b>1,060,409</b>	<b>1,199,864</b>	<b>3.53%</b>	<b>91.50%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.200	Buildings		0	0	0		
506.400	Machinery & Equipment	0	19,654	42,359	131,350	568.31%	215.52%
<b>Total Capital Outlay</b>		<b>0</b>	<b>19,654</b>	<b>42,359</b>	<b>131,350</b>	<b>568.31%</b>	<b>215.52%</b>
<b>TOTAL LAW ENFORCEMENT &amp; FIRE CONTROL</b>		<b><u>2,528,482</u></b>	<b><u>2,883,988</u></b>	<b><u>2,272,591</u></b>	<b><u>3,135,362</u></b>		

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>Law Enforcement &amp; Fire Control</b>	<b>521.107</b>

**Detail of Personal Services & Capital Outlay**

		Employees		FY 12-13	FY 13-14
Item		Present	Proposed	Approp'd	Adopted
<b><u>EXECUTIVE AND REGULAR SALARIES</u></b>					
501.100	Director	1	1	72,279	90,484
501.110	One Time Lump Sum Adj 12/13 3%			2,168	
501.200	Lieutenant	1	1	64,243	76,594
	Sergeant	4	4	280,020	275,109
	Police Officers	9	9	407,126	477,835
	Dispatcher Supervisor	1	1	46,592	51,012
	Dispatchers	4	4	154,502	145,256
	1 Vacant Officer Positions	0	0	47,953	0
501.210	One Time Lump Sum Adj 12/13 3%			30,013	
<b>SUB TOTAL</b>		<b>20</b>	<b>20</b>	<b>1,104,896</b>	<b>1,116,290</b>
501.400	Overtime & Vacation Pay			60,135	65,000
501.410	Vacation Pay			19,865	23,834
501.500	Special Pay			10,470	15,600
501.600	Holiday Pay			42,326	43,399
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			93,884	95,512
502.200	FRS Retirement Contributions			157,688	212,438
502.300	Life & Health Insurance			154,407	166,620
502.310	Long Term Disability			7,920	8,640
502.400	Worker's Compensation			43,106	45,651
502.500	Unemployment Compensation			10,727	11,163
<b>TOTAL PERSONAL SERVICES</b>				<b>1,705,424</b>	<b>1,804,148</b>
<b><u>CAPITAL OUTLAY</u></b>					
506.200	Buildings			0	0
506.400	Machinery & Equipment				
	2 Police Cruisers			0	64,000
	Replace 3 Laptop Computers(2,000x3)			4,000	2,000
	Replace 3 Computers			3,300	1,100
	USA CAD Alarm Program Software			1,329	0
	New Alarm Monitoring Equipment			5,000	0
	1 Radar Units			6,025	2,995
	New Color Copier Tri-Func (Disp)			0	1,000
	New ATV to Replace 2000 Polaris			0	15,000
	Computer/Server Replacement 18 items				45,255
<b>TOTAL CAPITAL OUTLAY</b>				<b>19,654</b>	<b>131,350</b>

**DISPATCH SERVICES ARE INCLUDED IN OVERALL DEPARTMENT TOTAL  
BUT A BREAKDOWN OF SERVICES IS LISTED ON THE NEXT PAGE**

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>Law Enforcement &amp; Fire Control</b>	<b>521.107</b>

**Detail of Dispatch Services**

Item	Employees Present	Proposed	FY 12-13 Approp'd	FY 13-14 Adopted	
<b><u>EXECUTIVE AND REGULAR SALARIES</u></b>					
501.100	Director	1	1	0	0
501.110	One Time Lump Sum Adj 12/13 3%			0	
501.200	Lieutenant	1	1	0	0
	Sergeant	4	4	0	0
	Police Officers	9	9	0	0
	Dispatcher Supervisor	1	1	46,592	51,012
	Dispatchers	4	4	154,502	145,256
	1 Vacant Officer Positions	0	0	0	0
501.210	One Time Lump Sum Adj 12/13 3%			6,033	
<b>SUB TOTAL</b>		<b>20</b>	<b>20</b>	<b>207,127</b>	<b>196,268</b>
501.400	Overtime & Vacation Pay			15,000	15,000
501.410	Vacation Pay			3,835	3,921
501.500	Special Pay			0	0
501.600	Holiday Pay			8,508	8,304
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			17,938	17,097
502.200	FRS Retirement Contributions			13,664	15,565
502.300	Life & Health Insurance			37,845	41,655
502.310	Long Term Disability			1,980	2,160
502.400	Worker's Compensation			1,000	1,000
502.500	Unemployment Compensation			2,011	1,968
<b>TOTAL PERSONAL SERVICES</b>				<b>308,908</b>	<b>302,937</b>
<b><u>ESTIMATED REPAIR &amp; MAINTENANCE, OPERATING, CAPITAL OUTLAY COSTS</u></b>					
503.100	Professional Services			500	600
504.000	Travel & Per Diem			1,723	1,250
504.500	Insurance			45	45
505.220	Operating Supplies - Uniforms			1,723	1,838
505.400	Subscriptions/Memberships -Notary			200	200
506.400	Machinery/Equip- Copier & Computer			1,300	2,300
<b>TOTAL CAPITAL OUTLAY</b>				<b>5,491</b>	<b>6,233</b>
<b>DISPATCH TOTAL</b>				<b>314,399</b>	<b>309,170</b>

## 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 last year 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 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru June	Proposed	% +/- from 12-13	% of Dept Total
<b><u>OPERATING EXPENSES</u></b>							
503.100	Professional Services	113,675	108,000	76,579	110,000	1.85%	70.91%
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	1,047	1,200	0.00%	87.25%
504.700	Printing & Binding	21	200	0	200	0.00%	0.00%
504.900	Other Current Charges	43,019	1,000	0	1,000	0.00%	0.00%
505.100	Office Supplies	43	100	0	100	0.00%	0.00%
505.400	Subscriptions/Memberships	0	0	0	0	NA	0.00%
<b>Total Operating Supplies</b>		<b>157,806</b>	<b>110,500</b>	<b>77,626</b>	<b>112,500</b>	<b>1.81%</b>	<b>70.25%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.400	Machinery & Equipment	0	0	0	0	NA	NA
<b>Total Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>NA</b>
<b>TOTAL INSPECTIONS</b>		<b><u>157,806</u></b>	<b><u>110,500</u></b>	<b><u>77,626</u></b>	<b><u>112,500</u></b>		

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

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Building &amp; Zoning</b>	<b>Acct Number</b> <b>524.108</b>
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**Detail of Capital Outlay**

<u>Item</u>	<u>FY 12-13</u> <u>Approp'd</u>	<u>FY 13-14</u> <u>Proposed</u>
<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 11-12	FY 12-13	Actual thru		FY 13-14	
No.	Item	Actual	Approp'd	June	Proposed	% +/- from 11-12	% of Dept Expended
<b><u>OPERATING EXPENSES</u></b>							
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%
<b>Total Operating Expenses</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>N/A</b>

**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 1.4% 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 is calculated at \$228 and the Multi-Family Rate is \$159.60 annually.

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

**Fund: Department:**  
**General Garbage & Solid Waste**

**Acct Number**  
**534.111**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru	Proposed	% +/- from	% of Dept.
				June		12-13	Expended
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Service	232,251	240,000	177,217	245,000	2.08%	73.84%
<b>Total Operating Expenses</b>		<b>232,251</b>	<b>240,000</b>	<b>177,217</b>	<b>245,000</b>	<b>2.08%</b>	<b>73.84%</b>
<b>TOTAL SANITATION</b>		<u><b>232,251</b></u>	<u><b>240,000</b></u>	<u><b>177,217</b></u>	<u><b>245,000</b></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 remains the same. The Town Engineering budgeted amount remains the same with no fee increase. The Landscape budgeted amounts were increased by \$5,000 to accommodate any special landscaping projects. The Repair & Maintenance account increased \$13,500 to provide for water line/hydrant related repairs and repairs to dune walkovers.

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

**Fund: Department:**  
**General Environmental**

**Acct Number**  
**539.112**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru June	Proposed	% +/- from .12/13	% of Dept. Expended
<b><u>OPERATING EXPENSES</u></b>							
503.100	Professional Services	4,652		5,025			
	NPDES Engineering	4,652	5,000	5,025	5,000	0.00%	100.50%
	Consultant Services for Inlet Cay		0		0	N/A	N/A
	Landscape Arch - Beautification		1,000		1,000	0.00%	0.00%
	Comprehensive Plan Consulting		0		0		
503.120	Town Engineering Services	53,547		42,255			
	General Engineering Services	43,612	45,000	33,098	45,000	0.00%	73.55%
	GASB Evaluation Consulting		0		0	N/A	N/A
	GIS Consulting	1,000	1,000	273	1,000	0.00%	27.30%
	Building Permit Review	8,935	10,000	8,884	10,000	NA	88.84%
503.400	Other Contractual Services	110,525		91,891			
	Pest Control (Orkin Contract)	534	600		600	0.00%	0.00%
	Landscape Maintenance	71,768	65,000	58,933	70,000	7.69%	90.67%
	Landscape Projects		0		0	N/A	N/A
	Street Sweeping per NPDES	1,200	1,200	900	1,200	0.00%	75.00%
	Right-of-Way Maintenance		0		0	0.00%	0.00%
	Australian Pine Tree Removal		0		0	0.00%	
	Clark Mosquito Control	37,023	45,000	32,058	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	22,488	24,500	19,570	38,000	55.10%	79.88%
505.230	Operating Supplies - Small Tools	11	500	0	500	0.00%	0.00%
506.300	Improvements Not Buildings	0	0	0	0	0.00%	
<b>Total Operating Expenses</b>		<b>191,223</b>	<b>198,800</b>	<b>158,741</b>	<b>217,300</b>	<b>9.31%</b>	<b>79.85%</b>

**TOTAL ENVIRONMENTAL**

**191,223   198,800   158,741   217,300**

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 from the prior year. The personnel costs include a 3% COLA to both, 5% to the one part-time employee not topped out on the Step Plan, and the Florida Retirement System contribution rate from 5.18% to 6.95%. The Life & Health Insurance reflects 100% of the premium (with a 10% estimated increase), 3 months remainder of the approved \$1,500 2013 calendar year deductible, 9 months of a \$1,500 2014 deductible, dental coverage (\$216), and vision coverage (\$84) for the full-time employee.

The Operating Supplies for Gas and Oil is based on an estimated \$4.00 per gallon for fuel.

ADDENDUM

07/31/13 – The Commission approved:

Converting Part-Time Position to Full-Time

With Associated Personnel Costs

\$20,248 Addition

Resulting in Deducting from Overtime Acct

(\$ 4,126) Reduction

Addition of Used Bucket Truck

\$20,000 Addition

Insurance, Maintenance, and Fuel for Truck

\$ 3,500 Addition

NET EFFECT

\$39,622

BUDGET INCREASE

ADDENDUM

09/2013 – The Commission approved:

Additional Health Insurance Premium for Full-Time

\$ 5,821 Addition

09/2013

Final Health/Dental/Vision Premiums

(Annual Health \$11,952 (12.93% incr), Dental \$336, Vision \$144)

\$192.00 Addition

TOTAL NET EFFECT

\$45,635.00 BUDGET INCREASE

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

**Fund: Department:  
General Public Works**

**541.113**

**Summary of Expenditures**

Code		FY 11-12	FY 12-13	Actual		FY 13-14	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 12-13	% of Dept. Expended
<b><u>PERSONAL SERVICES</u></b>							
501.200	Regular Salary and Wages	75,112	73,104	0	89,062	21.83%	0.00%
501.210	One Time 3% Lump Sum Adj				0		
501.400	Overtime & Vacation Pay	2,219	8,600	0	5,000	-41.86%	0.00%
501.140	Vacation Pay	0	0	0	1,740	NA	NA
501.700	Cafeteria Plan	0	0	0	0	NA	NA
502.100	FICA Taxes	5,916	6,418	0	7,196	12.12%	0.00%
502.200	FRS Retirement Contributions	3,745	4,232	0	6,658	57.32%	0.00%
502.300	Life & Health Insurance	4,918	7,369	0	16,592	125.16%	0.00%
502.310	Long Term Disability	372	396	0	864	118.18%	0.00%
502.400	Worker's Compensation	3,109	4,708	0	7,074	50.26%	0.00%
502.500	Unemployment Compensation	0	2,193	0	2,672	21.83%	0.00%
<b>Total Personal Services</b>		<b>95,391</b>	<b>107,020</b>	<b>0</b>	<b>136,857</b>	<b>27.88%</b>	<b>0.00%</b>
<b><u>OPERATING EXPENSES</u></b>							
503.100	Professional Services	0	0	0	0	NA	
504.300	Utility Service	41,684	39,700	0	40,000	0.76%	0.00%
504.500	Insurance	1,136	1,500	0	2,500	66.67%	0.00%
504.610	Repair & Maintenance	2,966	7,000	0	7,000	0.00%	0.00%
504.620	Repair & Maintenance - Vehicle	2,602	2,000	0	3,500	75.00%	0.00%
505.200	Operating Supplies	2,279	3,500	0	3,500	0.00%	0.00%
505.210	Operating Supplies - Gas/Oil	3,521	4,500	0	6,000	33.33%	0.00%
505.220	Operating Supplies - Uniforms	460	500	0	500	0.00%	0.00%
505.230	Operating Supplies - Sm Tools	459	500	0	500	0.00%	0.00%
505.300	Road Materials & Supplies	19,224	25,000	0	25,000	0.00%	0.00%
509.900	Contingency-NPDES	0	0	0	0	NA	#DIV/0!
<b>Total Operating Expenses</b>		<b>74,331</b>	<b>84,200</b>	<b>0</b>	<b>88,500</b>	<b>5.11%</b>	<b>0.00%</b>
<b><u>CAPITAL OUTLAY</u></b>							
506.300	Improvements Other Than Bldgs	0	0	0	0	NA	0.00%
506.400	Machinery & Equipment	0	2,000	0	20,000	900.00%	0.00%
<b>Total Capital Outlay</b>		<b>0</b>	<b>2,000</b>	<b>0</b>	<b>20,000</b>	<b>900.00%</b>	<b>0.00%</b>
<b>TOTAL PUBLIC WORKS</b>		<b><u>169,722</u></b>	<b><u>193,220</u></b>	<b><u>0</u></b>	<b><u>245,357</u></b>		

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

<b>Fund:</b>	<b>Department:</b>	<b>Acct Number</b>
<b>General</b>	<b>Public Works</b>	<b>541.113</b>

**Detail of Personal Services & Capital Outlay**

Item	Employees		FY 12-13	FY 13-14
	Present	Proposed	Approp'd	Adopted
<b><u>501.200 REGULAR SALARIES</u></b>				
FT Maintenance Supervisor	1	1	51,368	52,904
PT Maintenance Man	1	1	21,736	36,158
501.210 One Time 3% Lump Sum Adjustment			2,193	0
<b>SUB TOTAL</b>	<b>2</b>	<b>2</b>	<b>75,297</b>	<b>89,062</b>
<hr/>				
501.400 Overtime & Vacation Pay			8,600	5,000
501.410 Vacation Pay			1,406	1,740
501.700 Cafeteria Plan			0	0
502.100 FICA Taxes			6,418	7,196
502.200 FRS Retirement Contributions			4,232	6,658
502.300 Life & Health Insurance			7,369	16,592
502.310 Long Term Disability			396	864
502.400 Worker's Compensation			4,708	7,074
502.500 Unemployment Compensation			2,193	2,672
<hr/>				
<b>TOTAL PERSONAL SERVICES</b>			<b>110,619</b>	<b>136,857</b>
<hr/>				
<b><u>CAPITAL OUTLAY</u></b>				
506.300 Improvements Other Than Buildings			0	0
506.400 Machinery & Equipment				
Heavy Equipment Rental			2,000	0
Red Valves (2 @ \$2,000 each)			0	0
2010 Hybrid P/U Truck w/Grant \$			0	0
Used Bucket Truck			0	20,000
<b>TOTAL CAPITAL OUTLAY</b>			<b>2,000</b>	<b>20,000</b>

## 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.

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The revenues provide for \$11,000 remaining from the approved grant for the drainage improvements to Coconut Lane (\$107,473 was received in FY 12/13) and \$1,000 in interest generated revenue. A \$100,000 Transfer from the General Fund is proposed to fund paving for a portion of Town.

The proposed projects include \$130,000 for the Inlet Cay drainage improvements, \$25,000 for Thompson St. drainage improvements, \$15,000 for Spanish River Drive drainage improvements, \$20,000 for the associated miscellaneous drainage professional service, and \$120,000 for Phase I of Repaving.

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

**Capital Projects Fund  
Consolidated Statement of Revenues and Disbursements  
FY 13-14**

	11-12 Actual	12-13 Est Actual	13-14 Proposed	13-14 Adopted
<b>Balance Forward</b>	622,948	182,982	321,356	123,356
<b>Coconut Loans/Grants</b>	0	108,000	11,000	0
<b>Gen Fun Trnsfr for TH</b>	60,000	325,000	100,000	0
<b>Revenue</b>	756	1,000	1,000	0
<b>Total Available</b>	683,704	616,982	433,356	123,356
<b>Professional Serv.</b>	0	37,479	20,000	0
<b>Coconut Prof Services</b>	50,386	12,633	0	0
<b>Expenditures/Software 10/11</b>	50,193	0	0	0
<b>150K Generator/Tropical Dr</b>	62,625	0	0	0
<b>Coconut Drainage Imp</b>	263,041	71,514	0	0
<b>Bridge Design</b>	4,606	0	0	0
<b>Inlet Cay Drainage Impr</b>	0	60,000	130,000	0
<b>Inlet Cay/Sabal Bridge Repair</b>	61,433	0	0	0
<b>Bonito Drive Drainage/Paving</b>	8,438	59,000	0	0
<b>Inlet Cay Piling Repair</b>	0	55,000	0	0
<b>Thompson St. Drainage</b>			25,000	
<b>Spanish River Improvement</b>			15,000	
<b>Phase I Paving</b>			120,000	
<b>Balance Forward</b>	182,982	321,356	123,356	123,356

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

**Fund:  
Capital  
Projects**

**Department:  
Capital Improvements**

**Acct Number  
302**

**Summary of Expenditures**

Code No.	Item	FY 11/12	FY 12/13	FY 13-14	
		Actual	Approp'd	Proposed	Proposed
<b><u>OPERATING EXPENSES</u></b>					
31.1	Coconut Professional Services	50,386	0	0	0
31.	Professional Services	0	25,000	10,000	0
31,	Thompson St. Drainage Improvement		0	5,000	
31	Spanish River Drainage Improvement		0	5,000	
31	Bridge Professional Services	4,606	0	0	0
49.	Other Current Charges & Obligations	0	0	0	0
		0			
<b>Total Operating Expenses</b>		<b>54,992</b>	<b>25,000</b>	<b>20,000</b>	<b>0</b>
<b><u>CAPITAL OUTLAY</u></b>					
63.3	Bonito Drive Drainage/Paving	8,438	40,000	0	0
63.3	Inlet Cay Piling Repair	0	45,000	0	0
63.2	Drainage Improvements	0	10,000	0	0
63.2	Coconut Drainage Improvements	263,041	0	0	0
63.2	150K Generator/Tropical Drive	62,625	0	0	0
63.2	Inlet Cay Drainage Improvements	0	0	130,000	
63.2	Thompson St. Drainage Improvement		0	25,000	
63.2	Spanish Dr. Drainage Improvement		0	15,000	
63.1	Inlet Cay/Sabal Island Bridge Repair	61,433	0	0	0
64	Police Equipment/CAD Software	50,193	0		
53	Phase 1 Paving		0	120,000	
<b>Total Capital Outlay</b>		<b>445,730</b>	<b>95,000</b>	<b>290,000</b>	<b>0</b>
<b>TOTAL CAPITAL IMPROVEMENTS</b>		<b><u>500,722</u></b>	<b><u>120,000</u></b>	<b><u>310,000</u></b>	<b><u>0</u></b>

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

**Fund:  
Capital  
Projects**

**Department:  
Capital Improvements**

**Acct Number  
302**

**Detail of Capital Outlay**

Item	FY 12-13	FY 13-14		
	Approp'd	Proposed	Proposed	
<b><u>CAPITAL OUTLAY</u></b>				
63.3	Bonito Drive Drainage/Paving	40,000	0	0
63.3	Inlet Cay Piling Repair	45,000	0	0
63.1	Island Drive Bridge Replacement	0	0	0
63.2	Coconut Lane Drainage	0	0	0
63.2	Drainage Improvements	10,000	0	0
63.2	Inlet Cay Drainage Improvements	0	130,000	0
63.2	Thompson St. Drainage Improvement	0	25,000	
63.2	Spanish River Dr Drainage Improv	0	15,000	
53.0	Phase 1 Paving	0	120,000	
<b>TOTAL CAPITAL OUTLAY</b>		<b>95,000</b>	<b>290,000</b>	<b>0</b>