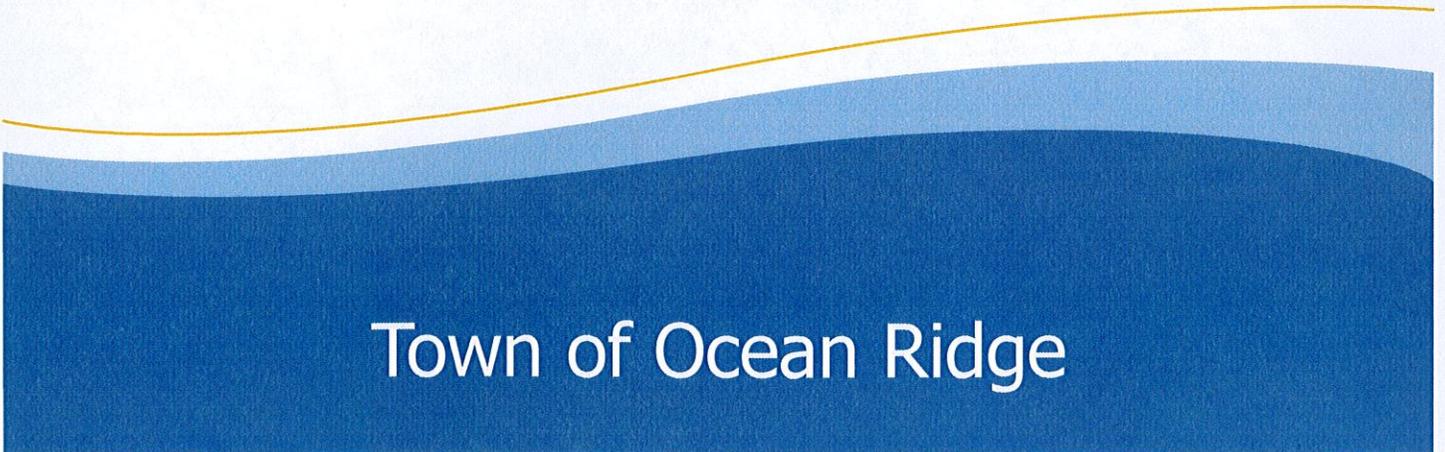


2014 - 2015
BUDGET



Town of Ocean Ridge

BUDGET REVISION SUMMARY FOR FISCAL YEAR 2014/15

	Budget Changes	Expenditures	Revenues	SURPLUS NEEDED TO BALANCE BUDGET
ORIGINAL BUDGET	TOTAL AS PROPOSED	6,003,250	5,566,622	436,628
Revisions After July 23rd Meeting	Rental Registration Fees Reduced Special Detail Police Services 2000 Pickup Truck Trade In Reflect 2.5% Merit Incr for Topped Out Employees Effective Oct 1st Health Ins Premium Decrease	5,550 (31,428)	(1,500) 10,000 2,000	
	TOTAL	5,977,372	5,577,122	400,250
Revisions after August 11 Meeting	Removal of Golf Cart Removal of Two Police Vehicles Additional Vehicle Repair Funds Reduction for Alarm Monitoring System Removal of 2 Vehicle Trade Ins	(3,000) (76,000) 4,000 (18,000)	(10,000)	
	TOTAL	5,884,372	5,567,122	317,250
Revisions Approved Sept 9th *Per TMgr Direction	5% Increase 2 THall Employees Eff 10/1 *Reflect 3% Max Top Out Employees on Anniversary Date, Others Same Overall Effect	(5,592)		
Sept 16th	NO FURTHER CHANGES			
FINAL BUDGET	TOTAL	5,878,780	5,567,122	311,658

THE FY 14/15 BUDGET INCLUDES THE \$150,000 TRANSFER FROM SURPLUS FUNDS TO THE CAPITAL PROJECTS FUND

Town of Ocean Ridge, Florida

Proposed Budget

Fiscal Year

October 1, 2014 through September 30, 2015

MAYOR

Geoffrey A. Pugh

VICE MAYOR

Dr. Lynn A. Allison

COMMISSIONERS

Gail Adams Aaskov

James. A. Bonfiglio

Richard J. Lucibella

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

2014-15 Proposed Budget

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

TELEPHONE (561) 732-2635
FAX (561) 737-8359

GEOFFREY A. PUGH
MAYOR, CHAIRMAN OF COMMISSION

KENNETH N. SCHENCK, JR.
TOWN MANAGER



COMMISSIONERS
GAIL ADAMS AASKOV
DR. LYNN ALLISON
JAMES. A. BONFIGLIO
RICHARD J. LUCIBELLA

July 9, 2014

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, 2014 and ending September 30, 2015 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 thirteenth 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.

Year	<i>Surplus Used</i> Proposed Surplus to Balance Budget	Actual Surplus at Year End	Fund Balance at Year End
2011-2012	\$ 27,976	\$ 295,304	\$ 3,311,706
2012-2013	\$ 74,125 + \$325,000 transfer	\$ 46,747	\$3,358,453
2013-2014	\$ 280,002 + \$300,000 transfer	unavailable	
2014-2015	\$286,628 + \$150,000 transfer		

The proposed 2014/2015 General Fund Budget will require \$436,628 from unappropriated funds to balance the GF budget. This includes a proposed \$150,000 transfer to the Capital Projects Account. To balance the budget as proposed would require a tax increase with a millage rate of 5.93. The millage increase would be a 17.01% increase over the rolled back rate. This would be a 10.8% tax increase from last year which equates to about \$300+ a year for a \$500,000 home.

The fiscal year 2014/2015 General Fund Budget has an increase of \$276,950 over last year. By the very nature of being a service organization, personnel costs account for 43% of the budget and operating expenses (majority being the 2 loans and the fire/ems contract) account for 41%. 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 (\$37,551) 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 5.56% increase over the rolled back rate.

The reduction in property values several years ago had resulted in an annual loss of revenue of about \$740,000. The property values have started in minimally increase over the last two years. The rolled back rate based on this year's property values is 5.068. If we were to use this as our budget rate instead of the 5.35 it would necessitate an additional \$210,250 to balance the budget or a total of \$646,878. This includes the \$150,000 for capital projects.

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

The cost for landscaping maintenance is based on the renewal contract with Chris Wayne & Assoc. for \$43,008. This is the same price as last year.

The budget also includes \$31,992 for various landscaping projects that occur throughout the year.

The budget includes the cost for noseeum spraying at a cost of \$50,000. We are still reviewing proposals from three companies.

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. We'll be using these funds to get additional signs this year.

Stormwater and Public Works

Most of the major stormwater issues have been addressed and the necessary construction completed. The major project proposed for the coming year is a drainage project to connect the Villas to the Town system. The cost is estimated at \$50,000 and would be funded in the Capital Projects Account.

The Staff has budgeted \$35,000 in funds for storm drainage, professional and maintenance services, road maintenance, and repairs in the General Fund for the 2014/2015 budget. This amount has increased \$10,000 due to the anticipated purchase of 1 or 2 red valves and having several of the drainage lines flushed out.

The Public Works budget includes a new pickup truck for \$28,000 as ours is becoming a maintenance problem. It also includes a golf cart for trash pickup and other projects for \$3,000. The justification for these items is attached.

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. This includes the Villas drainage connection and revitalization of the street paving program. Also a regrading of the alley between Ocean Ave. and Hudson. The budget has a proposed \$150,000 transfer from the General Fund in addition to some of the remaining monies for these projects.

Town Engineer

A full-time Town Engineer was hired eleven years ago and staff is recommending continuing this contract to help oversee various civil engineering projects. The firm, Engenuity Group, 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 \$50,000 budgeted for a full year of Town Engineering services. Additional funding for the Town Engineer includes \$10,000 for building permit review, \$2,000 for GIS and \$7,000 for NPDES. Their hourly rates will remain the same. The budget also includes \$12,000 for a State mandated comprehensive plan amendment on the potable water supply system.

Law Enforcement

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 are working on a three year contract that will be in effect through September, 2017. The contract only includes the Officers and the Sergeants. The proposed budget includes the salaries and benefits tentatively proposed but not yet agreed upon in the contract.

The budget also includes a new officer for the beach patrol if we decide we need one. The cost would be approximately \$85,000 including all associated costs.

The police budget has \$132,878 in requests for capital items. These are detailed in the budget document. The major items include \$76,000 for two new cars and \$38,495 for a new alarm monitor system.

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. Their cost for this year is \$210,826 based on a CPI of 2.1% plus the 1.5%.

Fire/EMS Contract Services

In October 2004 the Boynton Beach Fire Department took over the Fire services for the Town of Ocean Ridge. In addition Boynton Beach also provides Emergency Medical Services (EMS) to the Town. The first year fee was \$655,296, and is increased annually by the CPI or 4% whichever is greater. The cost for 2014/2015 will be \$978,869 based on a 4.0% minimum increase per the contract.

Road Paving

We need to institute the repaving program. There is \$100,000 proposed in the Capital Projects Fund for this purpose.

Highlights of Budget

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

• Town Engineer	\$ 50,000
• Town Engineer other charges	\$ 20,000
• State Mandated Comprehensive Plan Amendment	\$ 12,000
• Building & Zoning Professional Services	\$ 120,000
• Landscape and maintenance	\$ 75,000
• Road and Storm drainage maintenance	\$ 35,000
• Fire hydrant and Waterline maintenance	\$ 35,000
• Fire/EMS contract with Boynton Beach	\$ 978,869
• Noseeum spraying	\$ 50,000
• Two Police Vehicles (fully equipped)	\$ 76,000 *
• New Maintenance Truck with 8' Bed	\$ 28,500 *
• Additional Police Officer (Beach Patrol Concentration)	\$ 85,000 *
• Golf cart	\$ 3,000 *
• Alarm Monitor System	\$ 38,495*
• Capital Project Fund expenditures i.e. paving	\$ 150,000*
• Salary increases for employees not covered by the PBA contract	\$ 13,905

The items with the * are the capital items that make up the desired capital expenditures. The total cost of these items is \$380,995.

The budget as proposed for fiscal year 2014/2015 has a millage rate of 5.350. The rollback millage is 5.068 based on the property values. Based on our final gross taxable value and adjusted year taxable value for 2014 the State calculation for a majority vote

millage is 6.2915. If we were to go to the rolled back rate of 5.068 it would add \$210,250 to the deficit to adopt the budget as proposed.

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 \$5,566,622 are sufficient to balance the proposed general fund budget when coupled with appropriated monies from the reserves totaling \$286,628 or an appropriate tax increase. The budget reflects an additional \$150,000 to balance the budget but this is scheduled to be transferred from the Reserve Account to the Capital Projects Fund. This total amount of revenue, \$5,566,622, along with the transferred funds, \$436,628, 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 \$236,878 from the prior year. This is based on a property tax levy of 5.350 per \$1,000 of assessed valuation.

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 **\$6,003,250** (which includes the \$150,000 transfer to the Capital Projects Fund) during the fiscal period.

We haven't received the new rates for the liability insurance or health care. The proposed budget includes a 3% increase in liability and a 10% increase in health care premiums. We expect the liability rates by the end of July and health care by mid-August.

The expenditures represent an increase from the previous year of \$276,950. The budget includes requests to purchase \$174,078 in capital expenditures.

PERSONNEL

The personnel costs in the proposed budget include the salaries and benefits proposed in the PBA contract for the police officers. The budget also includes the same benefits to the rest of the employees. The salaries include 3% merit increase for all topped out employees and a range of 3 to 5% merit increase for those who haven't reached the category maximum. These rates have not been approved by the Commission or the PBA. However, we needed to include the highest rates for budget purposes. The expenses include about \$85,000 for a new officer to concentrate on beach patrol if the Commission approves.

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 \$276,950 over last year.

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: July 10, 2014
To: Mayor & Commissioners
From: Ken Schenck, Town Manager *KS*
Re: Review of Proposed Major Budget Items

The following is some additional information on the major expense items in the proposed 2014/2015 budget.

- 1. New Maintenance Truck-** We are requesting the purchase of a new F-250 Ford truck for the maintenance dept. The current truck has several maintenance problems and the age and usage will in all likelihood present more. It presently leaks oil and the ball joints need to be replaced. The repairs are estimated to cost between \$5,000 and \$6,000. The truck is a 2000 model with 98,000 miles. It has been a good truck but we fear not for much longer. The new truck will have a super cab, 4 wheel drive, V-8 engine, automatic transmission, 8 foot bed, a tow package and an extended warranty. The state bid price is \$28,500.
- 2. Golf Cart-** We proposed a golf cart last year but decided to use the new ATV for the same purpose. As it turns out the ATV doesn't work very well for trash pickup. The truck is even more difficult to use as it's a traffic hindrance. The ATV is too big to fit properly on the sidewalks and is too high and awkward to use although we do use it when needed. A golf cart would be much more serviceable for the intended purpose. Also, if we hire an additional police officer for beach patrol he or she will be using the ATV most of the time. The cart will be electric and save on the gas costs needed for the ATV. The cost of the golf cart is about \$3,000.
- 3. Additional Police Officer Primarily for Beach Patrol –** During the discussions with the residents about beach safety it has been indicated that more police presence is necessary on the beach because of increased beach usage and increased inappropriate activities. This has been a consistent concern for a number of years. An additional officer

has been discussed during the budget process in the last couple of years but hasn't been implemented. We have increased the police presence on the beach over the past year but utilizing the officers on normal road patrol is not an ideal way to provide consistent surveillance and an enhanced police presence. Therefore, it was suggested that an additional officer be hired whose primary responsibility would be beach patrol. This would also provide additional backup for the road patrol if needed. The Town purchased a new ATV this year for this purpose. Although the crime statistics don't indicate a major crime problem some of that could be that the additional patrols have had an effect. However, the resident's perception is still that more presence is needed. Therefore, we have included a new officer in the budget. The cost of the additional officer would be about \$85,000 including all associated costs.

4. **New Alarm Monitor System** - The police department presently monitors 280 homes with in-alarms.. The monitoring system we use is obsolete and no longer serviceable by the manufacturer. It has crashed twice and is expensive to maintain. The system is located in our dispatch center. Two years ago we increased the rates from \$180 to \$200 a year to help pay for a new system and offset increased administrative costs. This was the first increase since 1998. Because it was more expensive than we thought we haven't replaced the unit and the additional revenue was placed in the General Fund Surplus. However, because of the critical nature of the system it needs to be replaced. The cost of the replacement monitoring system is \$38,495.
5. **Two New Police Cars** - We try to replace our police vehicles on a regular basis. We have tried to replace two vehicles each year. Because of the economic problems over the last few years we haven't been able to do this. We're proposing to trade in two police vehicles this year. These are the oldest vehicles and are 2011 models which will soon be out of warranty. The mileage on the cars we propose to trade in is 61,961 and 62,955. However, there is a wear factor that is added for idle time during traffic stops, radar etc. Adding this to the actual mileage the wear miles are 224,387 and 247,095. The mileage includes a wear factor for idling time. The cost per vehicle is higher than in the past because Ford no longer makes the police model and we have to switch to Chevrolet. As the Ford accessories don't fit the Chevy we need to purchase new accessories. The cost of the two vehicles completely outfitted is \$76,000.

6. **Capital Projects-**

There are three capital projects proposed in the budget for a total of \$150,000 additional transfer from reserves.

One is the regrading of the alley between Ocean Ave. and Hudson Ave. The alley has some flooding issues with the adjacent properties. The regrading will correct some of the problem. Some of the problem is the low level of the neighboring property which is the homeowner's responsibility. The total cost is \$10,000 including engineering.

Another proposed project is the extension of our south drainage collection system to tie in the Villas of Ocean Ridge condos. They have a serious repetitive flooding problem during heavy rains. It involves the construction of a 700 foot 3 inch force main. The line will be in the FDOT right of way. The Villas will be responsible for connecting their system into the line. The flows will only be the excess flow that their onsite system can't handle during heavy rains. The total cost is \$60,000 including engineering.

The third project is the repaving of the Town's roads. We stopped the annual paving of roads when the income dropped a few years ago. We need to reinstitute the program. The number of roads we can do will depend on the cost of asphalt at the time. The asphalt cost fluctuates with the price of oil. We've rated the roads as to which ones need to be done first. The total cost is \$100,000.

7. **Salaries in the Budget-** We have been negotiating with the PBA for a new 3 year contract. To date we haven't reached an agreement on the contract. We met with the Commission and transmitted their proposal to the PBA. We're awaiting their response. As we had to include salaries in the proposed budget we've made some assumptions which the Commission will approve or reject. The assumptions apply to all employees not just the PBA members. The budget includes a 3 to 5% merit increase on their anniversary date to those that haven't reached the top of their pay scale. The amount of the increase would be based on the result of their annual evaluation. The budget assumes all will get the 5% which is probably not the case. For those employees that have reached the top of their pay scale the proposal is a 3% merit increase on their anniversary date. It also includes a 5% increase effective Oct. 1st for four officers to correct some of the compression problems made by the lack of raises during the drop in the tax base the last couple of years. Most of the other municipalities and the County are in the 3% increase range. About 40% of our employees have reached their salary cap.



CERTIFICATION OF TAXABLE VALUE

Cur millage 5.35

Reset Form

Print Form

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

Year: 2014	County: PALM BEACH
Principal Authority: Ocean Ridge	Taxing Authority: Ocean Ridge

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	763,871,773	(1)
2.	Current year taxable value of personal property for operating purposes	\$	4,756,571	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)	\$	768,628,344	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	5,131,707	(5)
6.	Current year adjusted taxable value (Line 4 minus Line 5)	\$	763,496,637	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	723,253,014	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, Certification of Voted Debt Millage forms attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (9)

Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
SIGN HERE	Signature of Property Appraiser :	Date :	
	Electronically Certified by Property Appraiser	6/26/2014 11:07 AM	

SECTION II : COMPLETED BY TAXING AUTHORITY

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

10.	Prior year operating millage levy (If prior year millage was adjusted then use adjusted millage from Form DR-422)	5.35	0.0000	per \$1,000	(10)
11.	Prior year ad valorem proceeds (Line 7 multiplied by Line 10, divided by 1,000)	\$	3,869,403	0	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value (Sum of either Lines 6c or Line 7a for all DR-420TIF forms)	\$		0	(12)
13.	Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)	\$	3,869,403	0	(13)
14.	Dedicated increment value, if any (Sum of either Line 6b or Line 7e for all DR-420TIF forms)	\$		0	(14)
15.	Adjusted current year taxable value (Line 6 minus Line 14)	\$	763,496,637		(15)
16.	Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)	5.0680	0.0000	per \$1000	(16)
17.	Current year proposed operating millage rate	5.35	0.0000	per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)	\$	4,112,161	0	(18)

97% 3,988,796

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

DEPENDENT SPECIAL DISTRICTS AND MSTUS		STOP HERE - SIGN AND SUBMIT
--	---	------------------------------------

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. (The sum of Line 13 from all DR-420 forms)	\$ 3,869,403 0	(22)
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)	5.0680.0000 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$ 3,895,408 0	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (The sum of Line 18 from all DR-420 forms)	\$ 4,112,161 0	(25)
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)	5.350.0000 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, minus 1 , multiplied by 100)	5.56 0.00 %	(27)

First public budget hearing	Date :	Time :	Place :
------------------------------------	--------	--------	---------

S I G N H E R E	Taxing Authority Certification	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :		Date :
	Title :	Contact Name and Contact Title : KAREN E HANCSAK, TOWN CLERK	
	Mailing Address : KENNETH N SCHENCK, JR, MGR	Physical Address : 6450 NORTH OCEAN BLVD	
	City, State, Zip : OCEAN RIDGE, FLORIDA 33435	Phone Number : 5617322635	Fax Number : 5617378359

BALANCE SHEET

JUNE 2014

Page: 1

7/10/2014

9:36 am

Town of Ocean Ridge

As of: 6/30/2014

Balances

Fund: 001 - GENERAL FUND

Assets

101.254 SUN BANK-FRANCHISE TAX (CHECK)	0.00
101.261 BANK AMERICAN GEN OP (CHECK)	485,537.15
101.262 BANK OF AMERICA PAYROLL CHECK	3,725.69
101.263 CASH LOAN DEBT SERVICE	194,976.63
101.264 BANK OF AMERICA HEALTH REIMB A	2,015.95
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	4,575.00
115.300 INLET CAY WATER LINE RECEIVABLE	0.00
115.400 MISC. WATER LINE RECEIVABLE	0.00
115.500 ALARM MONITORING RECEIVABLE	600.00
115.700 HURRICANE WILMA RECEIVABLES	0.00
115.800 MISC HURRICANE RECEIVABLES	0.00
115.900 MISC. RECEIVABLES	0.00
115.950 ACCRUED INTEREST-RECEIVABLES	0.00
118.000 DEPOSITS(METERS,UTILITIES,ETC)	0.00
131.100 DUE FROM FRANCHISE TAX BONDS	0.00
131.200 DUE FROM CAPITAL PROJ FUND	0.00
131.300 DUE FROM LONGTERM NOTE SERVICE	0.00
133.200 DUE FROM FL DEPT. COMM. AFFAIRS	0.00
135.100 INTEREST&DIVIDENDS RECEIVABLE	0.00
151.301 BRANCH BANKING AND TRUST	251,125.10
151.323 U.S. TREASURY BILLS/BANK AMERI	0.00
151.324 U.S. TREASURY BILLS 14/BANKAME	498,247.28
151.325 CERTIFICATE DEP 14/BANC OF AM	500,000.00
151.326 CERTIFICATE DEP 14/BANC AM	500,000.00
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 2014	500,236.29
151.331 GRAND BANK & TRUST OF FL - CD	0.00
151.334 WACHOVIA -CD	0.00
151.335 WACHOVIA BANK MMKT	0.00
151.336 BANK OF AMERICA - CD	0.00
151.337 BANKATLANTIC	0.00
151.341 BANK UNITED	0.00
151.351 SUNTRUST (MM)	1,323,388.03
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	50.00
156.100 HOLIDAY ACCOUNT	0.00

BALANCE SHEET

JUNE 2014

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Town of Ocean Ridge

As of: 6/30/2014

Balances

Fund: 001 - GENERAL FUND

	<u>Total Assets</u>	<u>4,264,627.12</u>
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
207.200 DUE OTHER FUNDS		0.00
207.300 DUE GEN.OBLIG. DEBT SERV. 1991		0.00
208.100 DUE BLDG INSP CERT PROGRAM	2,514.80	
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	54,492.69	
216.110 ACCRUED FICA PAYABLE	4,168.68	
218.100 FICA TAXBS (WITHHELD)		-0.02
218.200 WITHHOLDING TAXES PAYABLE		0.00
218.300 GROUP HOSP. INSURANCE-WITHHELD		0.00
218.400 CREDIT UNION CONTR. (WITHHELD)		0.00
218.500 DEFERRED COMPENSATION		0.00
218.600 WAGE ASSIGNMENTS WITHHELD		0.00
218.700 RETIREMENT		0.00
218.800 DENTAL INS CONTR. (WITHHELD)		0.00
218.900 DIRECT DEPOSITS		0.00
220.000 DEPOSITS		0.00
223.000 DEFERRED REVENUE		0.00
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
	<u>Total Liabilities</u>	<u>61,176.15</u>
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	2,712,637.48	
298.000 CHANGE IN FUND BALANCE	844,995.96	
	<u>Total Reserves/Balances</u>	<u>4,203,450.97</u>
	<u>Total Liabilities & Balances</u>	<u>4,264,627.12</u>

BALANCE SHEET

JUNE 2014

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7/10/2014

9:37 am

Town of Ocean Ridge

As of: 6/30/2014

Balances

Fund: 302 - CAPITAL PROJECTS FUND

Assets

115.600 GRANTS RECEIVABLE	11,942.00
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	106,191.66
151.337 BANKATLANTIC	50,020.69
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	32,580.79
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 OK TREAS BILL	0.00
151.395 BRIDGE CONST SURPL TREAS BILL	0.00
151.396 MISC CAP PROJECTS TBILL	0.00
151.397 TOWN OF OCEAN RIDGE II	0.00

Total Assets

200,735.14

Liabilities

201.000 VOUCHERS PAYABLE	15,920.00
202.000 ACCOUNTS PAYABLE	0.00
205.000 CONTRACTS PAYABLE (NOT PAID)	0.00
207.200 DUE OTHER FUNDS	0.00

Total Liabilities

15,920.00

Reserves/Balances

271.100 FUND BALANCE	214,394.41
298.000 CHANGE IN FUND BALANCE	-29,579.27

Total Reserves/Balances

184,815.14

Total Liabilities & Balances

200,735.14

Town of Ocean Ridge, Florida
Annual Budget
General Fund
Consolidated Statement of Revenues and Disbursements
Budget Year 14-15

	12-13	13-14	14-15	
	Actual	Est Actual	Proposed	Adopted
FUND BALANCE Forward	3,311,706	3,358,453	3,385,953	3,385,953
Revenue	5,247,179	5,650,000	5,567,122	5,567,122
Sale of Capital Assets	7,000	7,500		
Total Available	8,565,885	9,015,953	8,953,075	8,953,075
Expenditures	4,882,432	5,330,000	5,728,780	5,728,780
Transfer to Capital Proj				
Drainage Improvements	325,000	300,000	150,000	150,000
FUND BALANCE Forward	3,358,453	3,385,953	3,074,295	3,074,295

These figures represent spending 100% of the FY 14/15 budgeted expenditures

Please keep in mind that of the \$3,074,295 proposed balance forward the following are assigned reserve accounts:

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

CAPITAL PROJECTS FUND
Consolidated Statement of Revenues and Disbursements
FY 14-15

	12-13	13-14	14-15	
	Actual	Est Actual	Proposed	Adopted
FUND BALANCE Forward	182,982	214,395	105,277	105,277
Coconut Loans/Grants	119,415	0	0	0
Gen Fun Trnsfr for TH	325,000	300,000	150,000	150,000
Revenue	77	100	100	100
Total Available	627,474	514,495	255,377	255,377
Professional Serv.	33,885	40,000	15,000	15,000
Coconut Prof Services	13,733	0	0	0
Coconut Drainage Imp	81,166	0	0	0
Inlet Cay Drainage Impr	163,366	80,758	0	0
Bonito Drive Drainage/Paving	60,482	0	0	0
Inlet Cay Piling Repair	60,447	35,196	0	0
Thompson St. Drainage	0	75,264	0	0
Eleuthera Paving/Const	0	178,000	0	0
Alley between Hudson/Ocean			5,000	5,000
3" Force Main 5900 blk A1A			50,000	50,000
Phase I Paving	0		100,000	100,000
FUND BALANCE Forward	214,395	105,277	85,377	85,377

Town of Ocean Ridge, Florida
General Fund

Statement of Estimated Revenues
FY 2014-2015

New Rate
Per \$1,000 = 5.3500

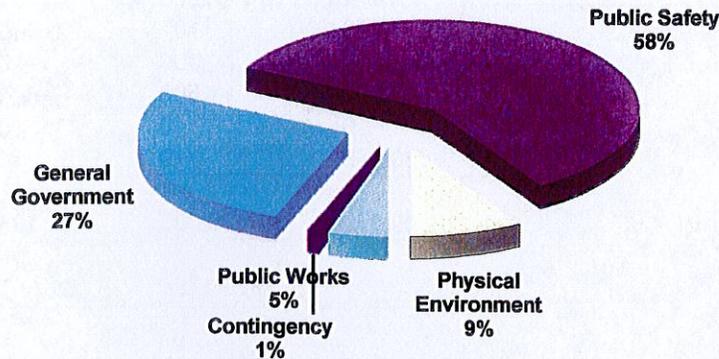
	2012-2013 Actual	2013-2014 Approp'd	Actual thru June	2014-2015 Adopted
<u>Ad Valorem Taxes</u>				
Real & Personal Property NET	3,611,937	3,751,918	3,656,342	3,988,796
<u>Local Option 6 Cent Gas Tax</u>	33,729	34,000	23,123	34,500
<u>New 5 Cent Gas Tax</u>	15,775	15,000	11,195	16,000
<u>Transfer From Franchise Tax Fund</u>				
Florida Power & Light	151,526	160,000	97,349	160,000
Communications Service Tax	51,475	45,000	32,147	48,000
<u>Utility Service Tax</u>				
Electricity	216,909	208,000	153,736	218,000
Gas	10,362	9,500	13,339	12,000
Water	79,478	80,000	65,203	81,000
<u>Interest on Delinquent Taxes</u>	6,395	5,000	2,489	5,000
TOTAL TAXES	4,177,586	4,308,418	4,054,923	4,563,296
<u>Licenses & Permits</u>				
Boat Permits	0	50	0	50
Prof. and Occupational Licenses	2,489	2,000	2,476	2,500
DPS Business Permits	14,025	16,000	12,395	15,000
Occupational Vehicle Identification	5,692	5,000	6,170	6,000
Building Permits	159,005	120,000	201,355	120,000
Sign Permits	387	500	345	500
Alarm User Permits	584	600	538	600
Rental Registrations	0	3,000	4,150	1,500
TOTAL LICENSES & PERMITS	182,182	147,150	227,429	146,150
<u>State Shared Revenues</u>				
FEMA Grant Monies	0	0	0	0
PBCty Energy Efficient Grant Monies	47,465	0	0	0
Revenue Sharing (General)	38,560	39,000	28,556	41,500
Alcoholic Beverage License	140	150	140	150
Local Govt 1/2 Cent Sales Tax	122,640	127,000	90,831	137,000
Rebate on Municipal Vehicles	1,971	1,900	1,045	2,000

	2012-2013 Actual	2013-2014 Approp'd	Actual thru June	2014-2015 Adopted
<u>Shared Revenue From Other Local Units</u>				
Street Light Maint. Reimbursement	8,466	8,700	0	8,900
Palm Beach County Occ. License	7,730	9,000	3,777	8,000
Proportion 911 Call Taker Revenue	12,513	18,000	20,867	18,000
911 DPS Related Reimbursements	18,969	17,000	0	14,000
PBC 1250 Radio Reimbursement Monies	1,478	3,000	844	3,000
Solid Waste Recycle Program	4,055	6,000	1,608	4,000
TOTAL INTERGOVERNMENTAL REVENUE	263,987	229,750	147,668	236,550
<u>Charges For Services</u>				
Zoning Fees	9,893	5,000	6,077	5,000
Certification, Copying, Record Search	2,598	2,000	2,123	2,000
Other Gen Govt Charges and Fees	8,024	5,000	7,140	5,000
Law Enforcement/Fire Service	185,002	203,500	152,640	210,826
Alarm Monitoring	57,454	60,000	53,878	57,000
Special Detail Services	0	0	0	10,000
Other Public Safety Charges and Fees	10,063	500	738	500
<u>Physical Environment</u>				
Garbage and Trash	294,117	296,580	286,555	300,400
TOTAL SERVICE CHARGES	567,151	572,580	509,151	590,726
<u>Fines and Forfeits</u>				
Court Fines	4,618	4,000	3,774	5,000
Police Education	369	400	291	400
Violation of Local Ordinances	9,214	8,000	82,230	8,000
TOTAL FINES AND FORFEITS	14,201	12,400	86,295	13,400
<u>Miscellaneous Revenue</u>				
Interest Earned (Savings, Investments)	9,990	12,000	3,969	12,000
Interest Earned (Tax Collect)	444	1,000	81	1,000
Interest Earned (Liens, et cetera)	1,138	500	15,586	1,000
Art Proceeds	0	1,000	0	1,000
Equipment-Sales & Compensation	7,000	11,500	7,500	2,000
Contributions	0	0	0	0
Miscellaneous Income	30,500	0	0	0
TOTAL MISCELLANEOUS REVENUE	49,072	26,000	27,136	17,000
SUB-TOTAL REVENUES	5,254,179	5,296,298	5,052,603	5,567,122
UNAPPORTIONED BALANCE UNAPPROPRIATED	0	580,002	0	311,658
INSURANCE PROCEEDS	0			
GRAND TOTAL	5,254,181	5,876,300	5,052,603	5,878,780

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

2014-15 Budget

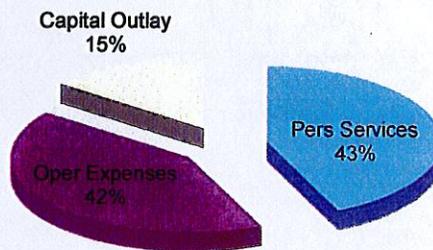
Code	Department	12-13 Actual	13-14 Approp'd	Actual thru June '14	14-15 Adopted
511.101	Town Commission	18,226	19,694	17,291	21,518
512.102	Town Manager	132,570	138,618	103,002	138,859
513.103	Town Clerk/Finance	262,366	280,194	208,493	295,743
514.104	Legal	125,171	110,000	68,070	117,000
515.105	Appointed Boards	1,650	6,000	2,672	6,100
519.106	General Government	924,463	977,730	625,575	970,485
521.107	Public Safety	2,648,998	3,135,362	2,438,926	3,237,583
524.108	Building & Zoning	119,748	149,274	127,823	122,500
525.109	Emergency Preparedness	0	0	0	0
534.111	Solid Waste	235,442	245,000	178,713	249,500
539.112	Environmental	250,627	217,300	165,797	250,300
541.113	Public Works	163,167	245,357	152,507	269,192
580.114	Contingency	0	51,771	18,736	50,000
	Total	<u>4,882,428</u>	<u>5,576,300</u>	<u>4,107,605</u>	<u>5,728,780</u>
	Building Permit Rebates			0	
590.100	Transfer to Cap Projects	325,000	300,000	300,000	150,000
		5,207,428	5,876,300	4,407,605	5,878,780



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

2014-15 Budget

<u>Code</u>	<u>Department</u>	<u>Personnel Services</u>	<u>Operating Expenses</u>	<u>Capital Outlay</u>	<u>Total</u>	<u>Percent</u>
511.101	Town Commission	6,918	14,600	0	21,518	0.38%
512.102	Town Manager	133,258	5,600	0	138,859	2.42%
513.103	Town Clerk/Finance	247,904	47,240	600	295,743	5.16%
514.104	Legal	0	117,000	0	117,000	2.04%
515.105	Appointed Boards	0	6,100	0	6,100	0.11%
519.106	General Government	0	182,210	788,275	970,485	16.94%
521.107	Public Safety	1,951,780	1,247,420	38,383	3,237,583	56.51%
524.108	Inspections	0	122,500	0	122,500	2.14%
525.109	Emergency Preparedness	0	0	0	0	0.00%
534.111	Solid Waste	0	249,500	0	249,500	4.36%
539.112	Environmental	0	250,300	0	250,300	4.37%
541.113	Public Works	141,192	99,500	28,500	269,192	4.70%
580.114	Contingency	0	50,000	0	50,000	0.87%
	Total	2,481,052	2,391,970	855,758	5,728,780	100.00%
	Percent	43.31%	41.75%	14.94%	100.00%	100.00%
590.100	Transfer to Cap Projects		-		150,000	
					5,878,780	



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

Personnel Expenses

<u>Code</u>	<u>Department</u>	<u>2011-12 Actual</u>	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>	<u>2014-15 Adopted</u>	<u>Four year % change</u>
511.101	Town Commission	6,752	6,764	6,894	6,918	2.459%
512.102	Town Manager	127,763	128,537	133,018	133,258	4.301%
513.103	Town Clerk/Finance	212,929	222,141	233,794	247,904	16.426%
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	0.000%
521.107	Public Safety	1,448,770	1,491,482	1,804,148	1,951,780	34.720%
524.108	Inspections	0	0	0	0	0.000%
525.109	Emergency Preparedness	0	0	0	0	0.000%
534.111	Solid Waste	0	0	0	0	0.000%
539.112	Environmental	0	0	0	0	0.000%
541.113	Public Works	95,391	96,699	136,857	141,192	48.014%
580.114	Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.000%
	Total	1,891,605	1,945,623	2,314,711	2,481,052	

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

Total Budget Figures

Code	Department	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Adopted	Four Year % change
511.101	Town Commission	19,321	19,338	19,694	21,518	11.371%
512.102	Town Manager	134,475	136,808	138,618	138,859	3.260%
513.103	Town Clerk/Finance	267,622	270,581	280,194	295,743	10.508%
514.104	Legal	105,000	105,000	110,000	117,000	11.429%
515.105	Appointed Boards	6,000	6,000	6,000	6,100	1.667%
519.106	General Government	989,510	961,512	977,730	970,485	-1.923%
521.107	Public Safety	2,743,696	2,883,988	3,135,362	3,237,583	18.001%
524.108	Inspections	100,500	110,500	149,274	122,500	21.891%
525.109	Emergency Preparedness	0	0	0	0	0.000%
534.111	Solid Waste	236,000	240,000	245,000	249,500	5.720%
539.112	Environmental	187,800	198,800	217,300	250,300	33.280%
541.113	Public Works	191,757	196,819	245,357	269,192	40.382%
580.114	Contingency	<u>50,000</u>	<u>54,000</u>	<u>51,771</u>	<u>50,000</u>	0.000%
	Total	5,031,681	5,183,346	5,576,300	5,728,780	

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 the increase is primarily due to an increase in the E & O Insurance and the Florida Retirement Rate increased from 6.95% to 7.37%.

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

Fund: Department:
General Town Commission

Acct Number
511.101

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 13-14	% of Dept. Expended
<u>PERSONNEL SERVICES</u>							
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	294	417	281	442	6.04%	67.39%
502.400	Workers' Compensation	11	18	11	17	-3.70%	61.73%
Total Personnel Services		6,764	6,894	5,136	6,918	0.36%	74.50%
<u>OPERATING EXPENSES</u>							
504.000	Travel & Per Diem	65	1,000	0	1,000	0.00%	0.00%
504.500	Insurance	9,583	9,800	10,662	11,600	18.37%	108.80%
504.900	Other Current Charges & Obligations	414	500	93	500	0.00%	18.60%
505.400	Subscriptions/Memberships	1,400	1,500	1,400	1,500	0.00%	93.33%
Total Operating Expenses		11,462	12,800	12,155	14,600	14.06%	94.96%
TOTAL TOWN COMMISSION		<u>18,226</u>	<u>19,694</u>	<u>17,291</u>	<u>21,518</u>		

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

Fund:	Department:	Acct Number
General	Town Commission	511.101

Detail of Personnel Services & Capital Outlay

	Employees		FY 13-14	FY 14-15
Item	Present	Proposed	Approp'd	Adopted
<u>501.100 EXECUTIVE SALARIES</u>				
Mayor	1	1	1,200	1,200
Commissioners	4	4	4,800	4,800
<hr/>				
SUBTOTAL	5	5	6,000	6,000
<hr/>				
502.100	FICA Taxes		459	459
502.200	FRS Retirement Contributions		417	442
502.400	Workers' Compensation		18	17
<hr/>				
TOTAL PERSONNEL SERVICES			6,894	6,918

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% merit increase, the continued \$7,200 vehicle allowance, a Florida Retirement System contribution rate of 7.37% (the Town contributes and includes this amount (\$7,548) in 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 2014 calendar year deductible, 9 months of a \$1,500 2015 deductible, dental coverage (\$192), and vision coverage (\$84).

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

ADDENDUM

07/2014

Salary Revision to Reflect 2.5% to Topped Out Employees

Effective Oct. 1st and associated costs

\$2,571 Addition

Final Health/Dental/Vision/STD/LTD/Life Premiums

\$1,152 Decrease

NET EFFECT

\$1,419 INCREASE

ADDENDUM

09/2014

Final – Revision to Reflect up to 3% Merit Increase

to Topped Out Employees on anniversary date &

associated costs

\$2,583 Decrease

TOTAL NET EFFECT

\$1,164 BUDGET DECREASE

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

Fund: Department:
General Town Manager

Acct Number
512.102

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		13/14	Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	98,962	102,194	78,355	102,413	0.21%	76.67%
501.110	One Time 3% Lump Sum Adj	2,767	0	0	0	0.00%	0.00%
501.400	Overtime Pay	0	0	0	0	-100.00%	0.00%
501.419	Vacation Pay	0	1,827	0	1,882	3.00%	0.00%
501.700	Cafeteria Plan	0	0	0	0	N/A	N/A
502.100	FICA Taxes	7,755	7,958	5,994	7,979	0.26%	75.32%
502.200	FRS Retirement Contributions	0	0	0	0	N/A	N/A
502.210	ICMA Retirement Contributions	11,385	11,943	8,732	12,403	3.84%	73.11%
502.300	Life & Health Insurance	7,111	8,356	6,358	7,864	-5.89%	76.09%
502.310	Long Term Disability	372	432	297	420	-2.78%	68.75%
502.400	Worker's Compensation	185	309	192	298	-3.45%	62.15%
Total Personnel Services		128,537	133,018	99,928	133,258	0.18%	75.12%
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Services	0	0	0	0	0.00%	0.00%
504.000	Travel & Per Diem	90	200	0	200	0.00%	0.00%
504.100	Communication Services	1,028	1,200	704	1,200	0.00%	58.67%
504.500	Insurance	43	200	46	200	0.00%	23.00%
504.600	Repair & Maintenance	0		0			
504.620	Repair & Maintenance-Vehicle	0	0	0	0	0.00%	0.00%
505.200	Operating Supplies	0		0			
505.210	Operating Supplies - Gas & Oil	2,532	3,500	1,985	3,500	0.00%	56.71%
505.400	Subscriptions/Memberships	340	500	340	500	0.00%	68.00%
Total Operating Expenses		4,033	5,600	3,075	5,600	0.00%	54.91%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	NA
Total Capital Outlay		0	0	0	0	NA	NA
TOTAL TOWN MANAGER		<u>132,570</u>	<u>138,619</u>	<u>103,002</u>	<u>138,859</u>		

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

Fund:	Department:	Acct Number
General	Town Manager	512.102

Detail of Personnel Services & Capital Outlay

		Employees		FY 13-14	FY 14-15
	Item	Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Manager	1	1	102,194	102,413
501.110	1 Time 3% Lump Sum Adjust	0	0	0	0
SUBTOTAL				102,194	102,413
501.400	Overtime & Vacation Pay			0	0
501.410	Vacation Pay			1,827	1,882
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			7,958	7,979
502.200	FRS Retirement Contributions			0	0
502.210	ICMA Retirement Contributions			11,943	12,403
502.300	Life & Health Insurance			8,356	7,864
502.310	Long Term Disability			432	420
502.400	Worker's Compensation			309	298
TOTAL PERSONNEL SERVICES				133,018	133,258
 <u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment				0
	Lap Top			0	0
	Misc			0	0
	Vehicle			0	0
TOTAL CAPITAL OUTLAY				0	0

TOWN CLERK/TREASURER

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

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

This department increased from the prior year. The personnel costs include a 3% merit increase to the Town Clerk and up to a 5% merit increase on their anniversary date to the Deputy Town Clerk and Receptionist/Clerk, and an increase to the Florida Retirement System contribution rate from 6.95% to 7.37% and a 12.28% DROP contribution rate. The Civilian and DROP rate is set by the State. The Life & Health Insurance reflects 100% of the premium (with a 10% estimated increase), 3 months remainder of the approved \$1,500 2014 calendar year deductible, 9 months of a \$1,500 2015 deductible, dental coverage (\$576), and vision coverage (\$252).

ADDENDUM

07/2014

Salary Revision to Reflect 2.5% to Topped Out Employee

Effective Oct. 1st and associated costs

\$ 469 Addition

Final Health/Dental/Vision/STD/LTD/Life Premiums

\$3,456 Decrease

NET EFFECT

\$2,987 DECREASE

ADDENDUM

09/2014

Final – Revision to Reflect up to 3% Merit Increase to

Topped Out Employee on the Anniversary Date &

a 5% Salary Increase Effective Oct. 1st to Two

Employees & Associated Costs

\$2,783 Increase

TOTAL NET EFFECT

\$ 204 BUDGET DECREASE

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

Fund: Department:
General Town Clerk & Finance

Acct Number
513.103

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		13-14	Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	76,226	78,562	60,335	80,098	1.96%	76.80%
501.110	One Time 3% Lump Sum Adj	2,288	0	-	0	0.00%	0.00%
501.200	Regular Salary and Wages	91,769	95,987	71,653	103,535	7.86%	74.65%
501.210	One Time 3% Lump Sum Adj	2,736	0	-	0	0.00%	0.00%
501.400	Overtime Pay	829	2,646	825	2,868	8.39%	31.18%
501.410	Vacation Pay	3,240	3,357	-	3,547	5.66%	0.00%
502.100	FICA Taxes	13,503	13,812	10,160	14,539	5.26%	73.56%
502.200	FRS Retirement Contributions	10,733	12,548	12,784	17,939	42.96%	101.88%
502.300	Life & Health Insurance	19,389	25,068	17,858	23,592	-5.89%	71.24%
502.310	Long Term Disability	1,116	1,296	891	1,260	-2.78%	68.75%
502.400	Worker's Compensation	312	518	328	525	1.31%	63.27%
Total Personnel Services		222,141	233,794	174,834	247,904	6.04%	74.78%
<u>OPERATING EXPENSES</u>							
503.200	Accounting & Auditing	24,740	30,000	23,360	30,000	0.00%	77.87%
503.400	Other Contractual Services	0	0	-	0	0.00%	0.00%
504.000	Travel & Per Diem	1,382	1,700	390	1,800	5.88%	22.94%
504.500	Insurance	248	300	152	300	0.00%	50.67%
504.610	Repair & Maintenance	7,132	8,050	7,480	8,250	2.48%	92.92%
504.900	Other Current Charges & Obligations	6,438	6,000	1,992	6,500	8.33%	33.20%
505.400	Subscriptions/Memberships	285	350	285	390	11.43%	81.43%
Total Operating Expenses		40,225	46,400	33,659	47,240	1.81%	72.54%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	600	NA	
Total Capital Outlay		0	0	0	600	NA	
TOTAL TOWN CLERK & FINANCE		<u>262,366</u>	<u>280,194</u>	<u>208,493</u>	<u>295,743</u>		

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

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

Detail of Personnel Services & Capital Outlay

		Employees		FY 13-14	FY 14-15
	Item	Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Clerk	1	1	78,562	80,098
501.110	One Time 3% Lump Sum Adj			0	0
501.200	Deputy Town Clerk	1	1	50,772	55,549
501.200	Clerk Typist	1	1	45,214	47,986
501.210	One Time 3% Lump Sum Adj			0	0
SUB TOTAL		3	3	174,548	183,633
501.400	Overtime & Vacation Pay			2,646	2,868
501.410	Vacation Pay			3,357	3,547
502.100	FICA Taxes			13,812	14,539
502.200	FRS Retirement Contributions			12,548	17,939
502.300	Life & Health Insurance			25,068	23,592
502.310	Long Term Disability			1,296	1,260
502.400	Worker's Compensation			518	525
				59,245	64,270
TOTAL PERSONNEL SERVICES				233,794	247,904
<u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment			0	600
TOTAL CAPITAL OUTLAY				0	600

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.

The Professional Services account reflects an increase from a \$6,300 monthly retainer from FY 2013/14 to \$7,000 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 remains the same at \$25,000 to adequately cover any future items such as: PBA union negotiations and Inspector General Suit costs. The professional services account also includes permit guidance or review (\$3,000). Some of these expenditures are offset by the building permit revenue. \$5,000 is included in printing/binding for code supplements.

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

Fund: Department:
General Legal

Acct Number
514.104

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 13-14	% of Dept Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	75,611	80,000	52,508	87,000	8.75%	65.64%
503.110	Special Counsel	49,560	25,000	15,562	25,000	0.00%	62.25%
504.700	Printing & Binding	0	5,000	0	5,000	0.00%	0.00%
504.900	Other Current Charges & Obligations	0	0	0	0	NA	
Total Operating Expenses		125,171	110,000	68,070	117,000	6.36%	61.88%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	0.00%
Total Capital Outlay		0	0	0	0	NA	0.00%
TOTAL LEGAL		<u>125,171</u>	<u>110,000</u>	<u>68,070</u>	<u>117,000</u>		

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

Fund:	Department:	Acct Number
General	Legal	514.104

Detail of Capital Outlay

Item	FY 13-14 Approp'd	FY 14-15 Adopted
<u>CAPITAL OUTLAY</u>		
506.400 Machinery & Equipment	0	0
Total Capital Outlay	0	0

APPOINTED BOARDS

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

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

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

Fund: Department:
General Appointed Boards

Acct Number
515.105

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual thru		FY 14-15	
No.	Item	Actual	Approp'd	June	Adopted	% +/- from 13/14	% of Dept. Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	0	2,000	0	2,000	0.00%	0.00%
504.200	Postage, Freight	0	0	0	0	NA	0.00%
504.500	Insurance	907	1,000	973	1,100	10.00%	97.30%
504.900	Other Current Charges & Obligations	743	3,000	1,699	3,000	0.00%	56.63%
Total Operating Expenses		1,650	6,000	2,672	6,100	1.67%	44.53%
TOTAL APPOINTED BOARDS		<u>1,650</u>	<u>6,000</u>	<u>2,672</u>	<u>6,100</u>		

GENERAL GOVERNMENT

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

This department reflects a decrease due to the reduction in the Repair & Maintenance account. FY 2013/14 had funding for the replacement of 3 garage doors, now omitted in the proposed budget. The Insurance account reflects a 3% increase. The Repair and Maintenance account includes increased funding for a/c maintenance and Chambers/Community Room and Dispatch carpet replacement, along with funding for any Town Hall building repairs such as sound equipment, annual fire inspection by our fire alarm company, cleaning service, etc. The Other Current Charges remains the same from the prior year, however; \$3,000 still remains to provide for funding for donation/promotional events. Subscriptions and Memberships was increased to include \$12,000 (FY 12/13 and FY 13/14 both 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 \$8,000 for A/C Replacement and \$1,100 for a computer.

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

Fund: Department:
General General Government

Acct Number
519.106

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 13-14	% of Dept. Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	4,524	9,100	7,510	7,600	-16.48%	82.53%
503.400	Contractual Services	4,679	5,500	4,942	6,000	9.09%	89.85%
504.100	Communications Services	5,447	5,500	4,387	5,900	7.27%	79.76%
504.200	Postage, Freight	2,624	3,500	3,007	3,500	0.00%	85.91%
504.300	Utility Services	12,025	15,500	8,633	16,500	6.45%	55.70%
504.400	Rentals & Leases	3,052	3,200	2,289	3,200	0.00%	71.53%
504.500	Insurance	57,547	61,400	60,146	64,200	4.56%	97.96%
504.610	Repair & Maintenance	33,482	42,300	38,267	34,450	-18.56%	90.47%
504.700	Printing and Binding	1,103	1,500	418	1,500	0.00%	27.87%
504.900	Other Current Charges & Obligations	9,253	12,000	3,950	12,000	0.00%	32.92%
504.910	Election Related Expenses	160	5,575	5,524	5,875	N/A	N/A
504.920	Art Show Related Expenses	0	1,000	0	1,000	N/A	N/A
505.100	Office Supplies	2,267	2,950	1,454	2,950	0.00%	49.29%
505.200	Operating Supplies	1,608	2,300	1,433	2,300	0.00%	62.30%
505.220	Town Logo Shirts	0	0	0	0	N/A	N/A
505.400	Subscriptions/Memberships	2,430	11,030	2,619	15,235	38.12%	23.74%
Total Operating Expenses		140,201	182,355	144,579	182,210	-0.08%	79.28%
<u>CAPITAL OUTLAY</u>							
506.200	Buildings	0	0	0	0		
506.300	Improvement Not Buildings	0	0	0	0		
506.400	Machinery & Equipment	0	16,200	13,648	9,100		
Total Capital Outlay		0	16,200	13,648	9,100		
507.000	Covenants from Loans	467,944	468,000	233,972	468,000		
507.100	Covenants from TH Loan	316,318	311,175	233,376	311,175		
507.200	Debt Service - Interest	0		0			
Total Covenants from Loans		784,262	779,175	467,348	779,175		
TOTAL GENERAL GOVERNMENT		<u>924,463</u>	<u>977,730</u>	<u>625,575</u>	<u>970,485</u>		

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

Fund:	Department:	Acct Number
General	General Government	519.106

Detail of Personal Services & Capital Outlay

Item	FY 13-14 Approp'd	FY 14-15 Adopted
<u>CAPITAL OUTLAY</u>		
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	8,000
1 Computer	1,100	1,100
Computer/Server 10 items	10,100	0
TOTAL CAPITAL OUTLAY	16,200	9,100

COVENANTS FROM LOAN/S

507.000	Covenants from State Revolving Loans	468,000	468,000
507.100	Covenants from TH Loan	311,175	311,175
TOTAL COVENANTS FROM LOANS		795,375	788,275

POLICE DEPARTMENT

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

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

This department's total costs increased from the prior year. The Florida Retirement System contribution rates increased from 19.06% to 19.82% and 6.95% to 7.37%. The personnel costs include a 3% merit increase to those topped out, and up to a 5% merit increase on their anniversary date to 14 (out of 20) employees not topped out on the Step Plan, an additional officer and associated benefits (\$81,000+), 100% of the health insurance premium (with an estimated 10% increase), 3 months remainder of the approved \$1,500 2014 calendar year deductible, 9 months of a \$1,500 2015 deductible, dental coverage (\$3,840), and vision coverage (\$1,680) to all employees. A new account for Special Detail Pay has been added (\$7,000) and the associated costs. The General Insurance account reflects a 3% increase. The Repair & Maintenance – Radio account increased for various maintenance (\$3,600). 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 2014/15 of \$978,869 (\$37,551 more than last FY). Capital outlay expenditures include: 2 Police Vehicle fully equipped (\$38,000 each), 2 Computer Replacements (\$1,200 each); 2 Laptop Computers (\$2,000 each); New Color Copier for Squad Room (\$500); 2 Radar Units (\$2,995 each), USA Program Software (\$5,493), and New Alarm Monitoring Equipment (\$38,495).

ADDENDUM

07/2014

Error Adjustment in Personnel Costs	\$1,505 Addition
Salary Revision to Reflect 2.5% to Topped Out Employees	
Effective Oct. 1 st and associated costs	\$ 1,228 Addition
Final Health/Dental/Vision/STD/LTD/Life Premiums	<u>\$24,192 Decrease</u>
	NET EFFECT
	\$21,459 DECREASE

ADDENDUM

8/14

Removal of Two Police Vehicles	\$76,000 Decrease
Addition of Repair/Maintenance on Vehicles	\$ 4,000 Increase
Reduction to Alarm Monitoring System	<u>\$20,000 Decrease</u>
	SUB NET EFFECT
	\$113,459 DECREASE

ADDENDUM

09/2014

Final – Revision to Reflect up to 3% Merit Increase to Topped Out Employees on the Anniversary Date & Associated Costs	<u>\$5,995 Decrease</u>
	TOTAL NET EFFECT
	\$119,454 BUDGET DECREASE

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

Fund: Department:
General Law Enforcement & Fire Control

Acct Number
521.107

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept
				June		13-14	Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	72,558	90,484	68,830	91,004	0.57%	76.07%
601.110	One Time Lump Sum Adj	2,168	0	0	0	#DIV/0!	
501.200	Regular Salary and Wages	885,353	1,025,807	729,469	1,115,590	8.75%	71.11%
501.210	One Time Lump Sum Adj	28,950	0	0	0		
501.400	Overtime Pay	92,244	65,000	39,806	65,000	0.00%	61.24%
501.410	Vacation Pay	4,996	23,834	2,970	22,905		
501.500	Special Pay (SI & CD)	12,460	15,600	9,640	17,220	10.38%	61.79%
501.510	Special Detail Pay	0	0	0	7,000		
501.600	Holiday Pay	33,119	43,400	19,283	47,198	8.75%	44.43%
502.100	FICA Taxes	86,679	95,512	66,613	104,493	9.40%	69.74%
502.200	FRS Retirement Contributions	147,765	212,438	143,272	244,866	15.26%	67.44%
502.300	Life & Health Insurance	93,696	166,620	89,119	164,619	-1.20%	53.49%
502.310	Long Term Disability	6,200	8,640	5,445	8,820	2.08%	63.02%
502.400	Worker's Compensation	25,294	45,651	20,976	51,000	11.72%	45.95%
502.500	Unemployment Comp	0	11,163	203	12,066	8.09%	1.82%
Total Personnel Services		1,491,482	1,804,148	1,195,626	1,951,780	8.18%	66.27%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	12,310	21,120	19,908	19,720	-6.63%	94.26%
503.400	Other Contractual Services	905,112	941,318	941,316	978,869	3.99%	100.00%
504.000	Travel & Per Diem	6,579	12,900	4,657	11,400	-11.63%	36.10%
504.100	Communications Services	20,221	18,020	16,558	18,020	0.00%	91.89%
504.200	Postage, Freight	921	1,000	716	1,200	20.00%	71.60%
504.300	Utility Service	12,025	15,500	8,634	16,500	6.45%	55.70%
504.400	Rentals and Leases	0	0	0	1,600	NA	#DIV/0!
504.500	Insurance	19,775	24,622	21,148	25,500	3.57%	85.89%
504.610	Repair & Maintenance	29,599	35,400	22,993	31,262	-11.69%	64.95%
504.620	Repair & Maint - Vehicle	16,642	16,500	10,801	20,800	26.06%	65.46%
504.630	Repair & Maint - Radio	12,728	16,272	11,963	19,872	22.12%	73.52%
504.700	Printing & Binding	874	3,000	338	1,950	-35.00%	11.27%
504.900	Other Current Charges & Obligations	1,649	1,500	948	1,500	0.00%	63.20%
505.100	Office Supplies	4,275	6,000	2,881	7,000	16.67%	48.02%
505.200	Operating Supplies	5,866	7,050	2,310	9,650	36.88%	32.77%
505.210	Operating Supplies - Gas & Oil	43,771	58,000	30,909	58,000	0.00%	53.29%
505.220	Operating Supplies - Uniforms	11,706	15,031	5,331	17,998	19.74%	35.47%
505.400	Subscriptions/Memberships	7,913	6,631	6,268	6,579	-0.78%	94.53%
Total Operating Supplies		1,111,966	1,199,864	1,107,679	1,247,420	3.96%	92.32%
<u>CAPITAL OUTLAY</u>							
506.200	Buildings		0	0	0		
506.400	Machinery & Equipment	45,550	131,350	135,620	38,383	-70.78%	103.25%
Total Capital Outlay		45,550	131,350	135,620	38,383	-70.78%	103.25%
TOTAL LAW ENFORCEMENT & FIRE CONTROL		<u>2,648,998</u>	<u>3,135,362</u>	<u>2,438,926</u>	<u>3,237,583</u>		

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

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

Detail of Personnel Services & Capital Outlay

Item	Employees Present	Proposed	FY 13-14 Approp'd	FY 14-15 Adopted
<u>EXECUTIVE AND REGULAR SALARIES</u>				
501.100 Director	1	1	90,484	91,004
501.110 One Time Lump Sum Adj			0	
501.200 Lieutenant	1	1	76,594	78,639
Sergeant	4	4	275,109	284,799
Police Officers	9	9	477,835	503,485
Dispatcher Supervisor	1	1	51,012	53,892
Dispatchers	4	4	145,256	145,378
1 Additional Officer Position	0	1	0	49,396
501.210 One Time Lump Sum Adj			0	
SUB TOTAL	20	21	1,116,290	1,206,593
501.400 Overtime & Vacation Pay			65,000	65,000
501.410 Vacation Pay			23,834	22,905
501.500 Special Pay/Incentive			15,600	17,220
501.510 Special Detail Pay			0	7,000
501.600 Holiday Pay			43,400	47,198
502.100 FICA Taxes			95,512	104,493
502.200 FRS Retirement Contributions			212,438	244,866
502.300 Life & Health Insurance			166,620	164,619
502.310 Long Term Disability			8,640	8,820
502.400 Worker's Compensation			45,651	51,000
502.500 Unemployment Compensation			11,163	12,066
TOTAL PERSONNEL SERVICES			1,804,148	1,951,780
<u>CAPITAL OUTLAY</u>				
506.200 Buildings			0	0
506.400 Machinery & Equipment				
2 Police Cruisers			64,000	0
Replace 2 Laptop Computers(2,000x2)			2,000	4,000
Replace 2 Computers			1,100	2,400
USA CAD Alarm Program Software			0	5,493
New Alarm Monitoring Equipment			0	20,000
2 Radar Units			2,995	5,990
New Color Copier (Squad)			1,000	500
New ATV to Replace 2000 Polaris			15,000	0
Computer/Server Replacement 18 items			45,255	0
TOTAL CAPITAL OUTLAY			131,350	38,383

**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**

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

Detail of Personal Services & Capital Outlay

		Employees		FY 13-14	FY 14-15
Item		Present	Proposed	Approp'd	Adopted
<u>EXECUTIVE AND REGULAR SALARIES</u>					
501.100	Director	1	1	0	0
501.110	One Time Lump Sum Adj			0	
501.200	Lieutenant	1	1	0	0
	Sergeant	4	4	0	0
	Police Officers	9	9	0	0
	Dispatcher Supervisor	1	1	51,012	53,892
	Dispatchers	4	4	145,256	145,378
	1 Additional Officer Position	0	0	0	0
501.210	One Time Lump Sum Adj			0	
SUB TOTAL		20	20	196,268	199,271
501.400	Overtime & Vacation Pay			15,000	15,000
501.410	Vacation Pay			3,921	3,940
501.500	Special Pay/Incentive			0	0
501.510	Special Detail Pay			0	0
501.600	Holiday Pay			8,304	8,431
502.100	FICA Taxes			17,097	17,338
502.200	FRS Retirement Contributions			15,565	18,170
502.300	Life & Health Insurance			41,655	44,955
502.310	Long Term Disability			2,160	2,160
502.400	Worker's Compensation			1,000	1,745
502.500	Unemployment Compensation			2,011	1,993
TOTAL PERSONAL SERVICES				302,982	313,002
<u>ESTIMATED REPAIR & MAINTENANCE OPERATING, CAPITAL OUTLAY COSTS</u>					
503.100	Professional Services			500	600
504.000	Travel & Per Diem			1,250	1,250
504.500	Insurance			45	47
505.220	Operating Supplies - Uniforms			1,838	1,913
505.400	Subscriptions/Memberships/Notary			200	0
506.400	Machinery/Equip - Copier & Computer			2,300	1,200
TOTAL OPERATING AND CAPITAL OUTLAY				6,133	5,010
DISPATCH TOTAL				309,115	318,012

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 reflects a decrease in the Other Current Charges account. There was a building permit refund issued in FY 2013/14 prior to the adoption of an ordinance regulating refunds that is not anticipated this fiscal year. The Professional Services Account has 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. 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 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 13-14	% of Dept Total
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	118,601	110,000	89,904	120,000	9.09%	81.73%
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	1,050	1,200	0.00%	87.50%
504.700	Printing & Binding	70	200	50	200	0.00%	25.00%
504.900	Other Current Charges	0	37,774	36,774	1,000	-97.35%	97.35%
505.100	Office Supplies	29	100	45	100	0.00%	45.00%
505.400	Subscriptions/Memberships	0	0	0	0	NA	0.00%
Total Operating Supplies		119,748	149,274	127,823	122,500	-17.94%	85.63%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	NA	NA
Total Capital Outlay		0	0	0	0	NA	NA
TOTAL INSPECTIONS		<u>119,748</u>	<u>149,274</u>	<u>127,823</u>	<u>122,500</u>		

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

Fund:	Department:	Acct Number
General	Building & Zoning	524.108

Detail of Capital Outlay

Item	FY 13-14 Approp'd	FY 14-15 Adopted
<u>CAPITAL OUTLAY</u>		
506.400 Machinery & Equipment	0	0
<u>TOTAL CAPITAL OUTLAY</u>	0	0

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 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept
				June		13-14	Expended
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Services	0	0	0	0	NA	N/A
504.400	Rentals & Leases	0	0	0	0	NA	N/A
504.900	Other Current Charges	0	0	0	0	NA	N/A
505.200	Operating Supplies	0	0	0	0	NA	N/A
509.900	Contingency	0	0	0	0	0.00%	0.00%
Total Operating Expenses		0	0	0	0	N/A	N/A

TOTAL EMERGENCY PREPAREDNESS 0 0 0 0

SOLID WASTE

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

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

This activity reflects an overall 2.13% 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 \$231 and the Multi-Family Rate is \$161.70 annually.

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

Fund: Department:
General Garbage & Solid Waste

Acct Number
534.111

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		13-14	Expended
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Service	235,442	245,000	178,713	249,500	1.84%	72.94%
Total Operating Expenses		235,442	245,000	178,713	249,500	1.84%	72.94%
TOTAL SANITATION		<u>235,442</u>	<u>245,000</u>	<u>178,713</u>	<u>249,500</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 had several increases from the prior year. The Professional Services account has increased due to a state mandate requiring a Comprehensive Plan amendment to update the potable water system regulations (\$12,000) and also additional funding for the NPDES Engineering costs (\$2,000). The NoSecum Spraying price remains the same, however; additional areas have been added that has increased the cost (\$5,000). The Town Engineering fee has remained the same; however; due to additional site reviews and drainage concerns the General Engineering Services was increased (\$5,000). The Landscape budgeted amounts were increased (\$5,000) to accommodate any special landscaping projects. The Repair & Maintenance account increased (\$3,000) to provide for dune crossover repairs.

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

Fund: Department:
General Environmental

Acct Number
539.112

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 13/14	% of Dept. Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	6,726		5,985			
	NPDES Engineering	6,726	5,000	5,985	7,000	40.00%	119.70%
	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		12,000	NA	
503.120	Town Engineering Services	81,167		60,908			
	General Engineering Services	63,864	45,000	24,545	50,000	11.11%	54.54%
	ROW Abandonment/Will be Reimbursed		0	5,000	0	N/A	N/A
	GIS Consulting	1,117	1,000	1,066	2,000	100.00%	106.60%
	Building Permit Review	16,186	10,000	29,621	10,000	NA	296.21%
503.400	Other Contractual Services	125,105		82,026			
	Pest Control (Orkin Contract)	574	600	0	600	0.00%	0.00%
	Landscape Maintenance	0	70,000	32,256	75,000	7.14%	46.08%
	Landscape Projects	57,917	0	7,061	0	N/A	N/A
	Street Sweeping per NPDES	1,200	1,200	900	1,200	0.00%	75.00%
	Aquatics Service at Woolbright Rd	1,800	0	1,350	0	0.00%	0.00%
	White Fly Treatment & Special Tree Trim	20,870	0	8,401	0	0.00%	
	Clark Mosquito Control	42,744	45,000	32,058	50,000	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	37,628	38,000	16,878	41,000	7.89%	44.42%
505.230	Operating Supplies - Small Tools	0	500	0	500	0.00%	0.00%
506.300	Improvements Not Buildings	0	0	0	0	0.00%	
Total Operating Expenses		250,626	217,300	165,797	250,300	15.19%	76.30%
TOTAL ENVIRONMENTAL		<u>250,626</u>	<u>217,300</u>	<u>165,797</u>	<u>250,300</u>		

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% merit increase to the Maintenance Supervisor, up to a 5% merit increase on the anniversary date to the one employee not topped out on the Step Plan, and the Florida Retirement System contribution rate increased from 6.95% to 7.37%. The Life & Health Insurance reflects 100% of the premium (with a 10% estimated increase), 3 months remainder of the approved \$1,500 2014 calendar year deductible, 9 months of a \$1,500 2015 deductible, dental coverage (\$384), and vision coverage (\$168). The Operating Supplies for Gas and Oil is based on an estimated \$4.00 per gallon for fuel. The Road Materials & Supplies account increased (\$10,000) to provide for the purchase of red valves. Capital Outlay expenditures include an electric golf cart (\$3,000) and a 2015 Pickup Truck w/8' Bed (\$28,500).

ADDENDUM

07/2014

Salary Revision to Reflect 2.5% to Topped Out Employee

Effective Oct. 1st and associated costs

\$1,453 Addition

Final Health/Dental/Vision/STD/LTD/Life Premiums

\$2,304 Decrease

NET EFFECT

\$ 851 DECREASE

ADDENDUM

8/14

Removal of Golf Cart

\$3,000 Decrease

ADDENDUM

09/2014

Final – Revision to Reflect up to 3% Merit Increase to

Topped Out Employee on the Anniversary Date &

Associated Costs

\$ 203 Increase

TOTAL NET EFFECT

\$3,648 BUDGET DECREASE

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

Fund: Department:
General Public Works

541,113

Summary of Expenditures

Code		FY 12-13	FY 13-14	Actual		FY 14-15	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		13-14	Expended
<u>PERSONNEL SERVICES</u>							
501.200	Regular Salary and Wages	73,393	89,062	67,580	92,343	3.68%	75.88%
501.210	One Time 3% Lump Sum Adj	2,193			0		
501.400	Overtime	559	5,000	570	5,000	0.00%	11.40%
501.140	Vacation Pay	988	1,740	0	1,808	NA	NA
501.700	Cafeteria Plan	0	0	0	0	NA	NA
502.100	FICA Taxes	5,879	7,196	5,213	7,447	3.49%	72.45%
502.200	FRS Retirement Contributions	4,191	6,658	4,736	7,307	9.75%	71.13%
502.300	Life & Health Insurance	6,186	16,592	9,975	15,728	-5.21%	60.12%
502.310	Long Term Disability	372	864	594	840	-2.78%	68.75%
502.400	Worker's Compensation	2,938	7,074	2,318	7,948	12.35%	32.77%
502.500	Unemployment Compensation	0	2,672	0	2,770	3.68%	0.00%
Total Personnel Services		96,699	136,857	90,986	141,192	3.17%	66.48%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	0	0	0	0	NA	
504.300	Utility Service	38,135	40,000	32,441	43,000	7.50%	81.10%
504.500	Insurance	1,219	2,500	1,307	2,500	0.00%	52.28%
504.610	Repair & Maintenance	4,026	7,000	3,359	7,000	0.00%	47.99%
504.620	Repair & Maintenance - Vehicle	747	3,500	1,105	2,500	-28.57%	31.57%
505.200	Operating Supplies	2,512	3,500	2,523	3,500	0.00%	72.09%
505.210	Operating Supplies - Gas/Oil	3,600	6,000	2,547	5,000	-16.67%	42.45%
505.220	Operating Supplies - Uniforms	500	500	318	500	0.00%	63.60%
505.230	Operating Supplies - Sm Tools	506	500	281	500	0.00%	56.20%
505.300	Road Materials & Supplies	15,223	25,000	14,596	35,000	40.00%	58.38%
509.900	Contingency-NPDES	0	0	0	0	NA	#DIV/0!
Total Operating Expenses		66,468	88,500	58,477	99,500	12.43%	66.08%
<u>CAPITAL OUTLAY</u>							
506.300	Improvements Other Than Bldgs	0	0	0	0	NA	0.00%
506.400	Machinery & Equipment	0	20,000	3,044	28,500	42.50%	15.22%
Total Capital Outlay		0	20,000	3,044	28,500	42.50%	15.22%
TOTAL PUBLIC WORKS		<u>163,167</u>	<u>245,357</u>	<u>152,507</u>	<u>269,192</u>		

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

Fund:	Department:	Acct Number
General	Public Works	541.113

Detail of Personnel Services & Capital Outlay

Item	Employees Present	Proposed	FY 13-14 Approp'd	FY 14-15 Adopted
501.200 REGULAR SALARIES				
FT Maintenance Supervisor	1	1	52,904	54,386
FT Maintenance Man	1	1	36,158	37,958
501.210 One Time 3% Lump Sum Adjustment			0	0
SUB TOTAL	2	2	89,062	92,343
<hr/>				
501.400 Overtime & Vacation Pay			5,000	5,000
501.410 Vacation Pay			1,740	1,808
501.700 Cafeteria Plan			0	0
502.100 FICA Taxes			7,196	7,447
502.200 FRS Retirement Contributions			6,658	7,307
502.300 Life & Health Insurance			16,592	15,728
502.310 Long Term Disability			864	840
502.400 Worker's Compensation			7,074	7,948
502.500 Unemployment Compensation			2,672	2,770
TOTAL PERSONNEL SERVICES			136,857	141,192
<hr/>				
CAPITAL OUTLAY				
506.300 Improvements Other Than Buildings			0	0
506.400 Machinery & Equipment				
Electronic Golf Cart			0	0
Red Valves (2 @ \$2,000 each)			0	0
2015 Pickup Truck w/8' Bed			0	28,500
Used Bucket Truck			20,000	0
TOTAL CAPITAL OUTLAY			20,000	28,500

CAPITAL PROJECTS FUND

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

The revenues provide for a \$150,000 transfer from the General Fund and \$100 in interest.

The proposed projects include \$50,000 for a 3" Force Main in the 5900 block of SR A1A, \$5,000 for a drainage improvement in the alley between Hudson Ave. and Ocean Ave., and \$100,000 for Phase I Repaving. There is also \$15,000 budgeted for associated drainage professional services.

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

**Capital Projects Fund
Consolidated Statement of Revenues and Disbursements
FY 14-15**

	12-13 Actual	13-14 Est Actual	14-15 Proposed	14-15 Adopted
Balance Forward	182,982	214,395	105,277	105,277
Coconut Loans/Grants	119,415	0	0	0
Gen Fun Tmsfr for TH	325,000	300,000	150,000	150,000
Revenue	77	100	100	100
Total Available	627,474	514,495	255,377	255,377
Professional Serv.	33,885	40,000	15,000	15,000
Coconut Prof Services	13,733	0	0	0
Coconut Drainage Imp	81,166	0	0	0
Inlet Cay Drainage Impr	163,366	80,758	0	0
Bonito Drive Drainage/Paving	60,482	0	0	0
Inlet Cay Piling Repair	60,447	35,196	0	0
Thompson St. Drainage	0	75,264	0	0
Eleuthera Paving/Const	0	178,000	0	0
Alley between Hudson/Ocean			5,000	5,000
3" Force Main 5900 blk A1A			50,000	50,000
Phase I Paving	0		100,000	100,000
Balance Forward	214,395	105,277	85,377	85,377

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

**Fund:
Capital
Projects**

**Department:
Capital Improvements**

**Acct Number
302**

Summary of Expenditures

Code No.	Item	FY 12/13 Actual	FY 13/14 Approp'd	FY 14/15 Proposed	FY 14/15 Adopted
<u>OPERATING EXPENSES</u>					
31.1	Coconut Professional Services	13,733	0	0	0
31.	Professional Services	33,885	20,000	15,000	15,000
31,	Thompson St. Drainage Improvement		5,000	0	0
31	Spanish River Drainage Improvement		5,000	0	0
31	Bridge Professional Services	0	0	0	0
49.	Other Current Charges & Obligations	0	0	0	0
	Total Operating Expenses	47,618	30,000	15,000	15,000
<u>CAPITAL OUTLAY</u>					
63.3	Bonito Drive Drainage/Paving	60,482	0	0	0
63.3	Inlet Cay Piling Repair	60,447	0	0	0
63.2	Drainage Improvements	0	0	0	0
63.2	Coconut Drainage Improvements	81,166	0	0	0
63.2	150K Generator/Tropical Drive	0	0	0	0
63.2	Inlet Cay Drainage Improvements	163,366	130,000	0	0
63.2	Thompson St. Drainage Improvement		25,000	0	0
63.2	Spanish Dr. Drainage Improvement		15,000	0	0
63.2	Eleuthera Dr Paving/Drainage		178,000		
63.2	Alley Between Hudson/Ocean Ave			5,000	5,000
63.2	3" Force Main 5900 Blk SR A1A			50,000	50,000
53	Phase 1 Paving		120,000	100,000	100,000
	Total Capital Outlay	365,461	468,000	155,000	155,000
	TOTAL CAPITAL IMPROVEMENTS	<u>413,079</u>	<u>498,000</u>	<u>170,000</u>	<u>170,000</u>

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

Fund:	Department:	Acct Number
Capital	Capital Improvements	302
Projects		

Detail of Capital Outlay

	FY 13-14	FY 14-15		
Item	Approp'd	Proposed	Adopted	
<u>CAPITAL OUTLAY</u>				
63.3	Bonito Drive Drainage/Paving	0	0	0
63.3	Inlet Cay Piling Repair	0	0	0
63.2	Coconut Lane Drainage	0	0	0
63.2	Drainage Improvements	0	0	0
63.2	Inlet Cay Drainage Improvements	130,000	0	0
63.2	Thompson St. Drainage Improvement	25,000	0	0
63.2	Spanish River Dr Drainage Improv	15,000	0	0
63.2	Eleuthera Dr Paving/Drainage	178,000		
63.2	Alley Between Hudson/Ocean Ave		5,000	5,000
63.2	3" Force Main 5900 Blk A1A		50,000	50,000
53.0	Phase 1 Paving	120,000	100,000	100,000
TOTAL CAPITAL OUTLAY		468,000	155,000	155,000