

BUDGET

Fiscal Year 2015 - 2016



Memorandum

To: TOWN COMMISSION, TOWN MANAGER
From: Karen E. Hancsak, Town Clerk
Date: July 23, 2015
Re: SUMMARY OF ANY CHANGES TO THE PROPOSED FY 2015/16
BUDGET

The Budget Presentation and Setting the-Proposed Millage meeting was held on July 21, 2015 at 8:30 AM. At the conclusion of the meeting there was one change to proposed budget. The Golf Cart (\$2,500) was removed.

The Commission acknowledged that funding was not provided for the License Plate Recognition (LPR) cameras.

The Commission requested that the Police Chief prepare an update report for the August 3, 2015 meeting.

The Commission was not agreeable to a proposed 5% increase in fees for the Town Engineer, however; the proposed amount should remain the same at this time.

The Commission directed staff to obtain pricing from Chris Wayne & Assoc. for any additional mowing currently performed by the Town's maintenance dept.

The Commission also discussed the possibility of ultimately adding monies to fund a portion of a consultant fee to study a multi-jurisdictional fire district.

ADDENDUM FOR THE SEPT 10 BUDGET HEARING

The revised budget pages and table reflects the removal of the carpet (-\$9,000), modified general liability insurance costs (-\$4,100) and revised health insurance costs for the associated departments (-\$17,391)

The total reduction to the General Fund Operating Budget, including the prior removal of the \$2,500 golf cart, totals \$32,991.

The Commission can reduce the expenditures by \$32,991 and also the same amount of reserves to balance the budget or possibly leave it in the budget, in the Contingency Account, in the event you approve partial funding towards possible shared multi-jurisdictional fire district consultant costs during the fiscal year.

ADDENDUM FOR THE SEPT 17 FINAL BUDGET PUBLIC HEARING

The Commission approved the FY 2015/16 Budget as presented at the Sept. 10th Meeting, which included removing the \$32,991 for a total General Fund Operating Budget of \$6,278,420. This includes a \$180,000 transfer to the Capital Projects Fund. Final millage rate is 5.35 per \$1,000 assessed valuation.

BUDGET REVISION SUMMARY FOR FISCAL YEAR 2015/16

	Budget Changes	Expenditures	Revenues	SURPLUS NEEDED TO BALANCE BUDGET
ORIGINAL BUDGET	TOTAL AS PROPOSED	6,311,411	5,991,770	319,641
Revisions After July 21st Meeting	Removal of Golf Cart	(2500)		
	TOTAL	6,308,911	5,991,770	317,141
Proposed Revisions for Sept 10th Meeting	Final Health,Dental, STD,LTD Ins Final Property/Liability Ins Removal of Carpet Replacement	(17,391) (4,100) (9,000)		
	TOTAL	6,278,420	5,991,770	286,650
Revisions Approved After Sept 10th Mtg		0		
Revisions Approved Sept 17th		0		
FINAL BUDGET	TOTAL	6,278,420	5,991,770	286,650

THE FY 15/16 BUDGET INCLUDES THE \$180,000 TRANSFER FROM SURPLUS FUNDS TO THE CAPITAL PROJECTS FUND

Town of Ocean Ridge, Florida

Proposed Budget

Fiscal Year

October 1, 2015 through September 30, 2016

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

Hal C. Hutchins

Town of Ocean Ridge, Florida

2015-16 Proposed Budget

TABLE OF CONTENTS

Budget Message.....i

General Fund

Consolidated Statement.....1

Revenues.....2

Disbursements

Summary Statements.....4

Town Commission.....8

Town Manager.....11

Town Clerk/Finance.....14

Legal.....17

Appointed Boards.....20

General Government.....22

Law Enforcement & Fire Control.....25

Inspections.....29

Emergency Preparedness.....32

Sanitation.....34

Environmental.....36

Public Works.....38

Capital Projects Fund.....41

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 6, 2015

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, 2015 and ending September 30, 2016 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 fourteenth 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	Surplus Used to Balance Budget	Actual Surplus at Year End	Fund Balance at Year
2012-2013	\$ 74,125 + \$325,000 transfer	\$46,747	
2013-2014	\$ 580,002 + \$300,000 transfer	\$41,656	
2014-2015	\$ 311,658 + \$150,000 transfer	unavailable	
2015-2016	\$ 319,641 + \$180,000 transfer		

The proposed 2015/2016 General Fund Budget will require \$319,641 from unappropriated funds to balance the GF budget. This includes a proposed \$180,000 transfer to the Capital Projects Account. To balance the budget as proposed would require a tax increase with a millage rate of 5.749. The millage increase would be a 13.0% increase over the rolled back rate. This would be a 7.46.% tax increase from last year which equates to about \$200 a year for a \$500,000 home.

The fiscal year 2015/2016 General Fund Budget has an increase of \$402,631 over last year. By the very nature of being a service organization, personnel costs account for 45% of the budget and operating expenses (majority being the 2 loans and the fire/ems contract) account for 40%. 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 5.34% 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 5.0787. If we were to use this as our budget rate instead of the 5.35 it would necessitate an additional \$217,177 to balance the budget or a total of \$536,818. This includes the \$180,000 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 \$65,000. The increase is due mostly to the increase in homes and condos serviced which added to the manpower and materials sprayed.

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. It is proposed to utilize \$5,000 from this fund to match the Garden Club for Town Hall upgrades.

Stormwater and Public Works

Most of the major stormwater issues have been addressed and the necessary construction completed. A major project proposed for the current year is a drainage project to connect the Villas to the Town system. This may continue into the 2015/2016 year. 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 2015/2016 budget.

The Public Works budget includes a golf cart for cleanup patrol for \$2,500 and a new lawnmower for \$3,500. The lawnmower is replacing an existing 10 year old mower that is becoming a maintenance problem.

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 which was budgeted in 2014/0215 but may carry over. The \$180,000 in this year's budget includes \$100,000 for revitalization of the street paving program and \$80,000 for the first half of the new radio equipment for the police to be able to work with the County. The remaining \$80,000 will be included in next year's budget. The County hasn't picked a vendor yet so the exact cost and timetable aren't known.

Town Engineer

A full-time Town Engineer was hired twelve 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. Their costs are on a project by project basis. As they haven't increased their rates for the last 5 years they have requested a 5% increase in the hourly rate they charge us. 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 \$25,000 for building permit review, \$2,000 for GIS and \$8,000 for NPDES.

Law Enforcement

We have signed a 3 year contract with the Police Union 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 approved in the contract which was extended to all employees per Commission direction.

The police budget has \$136,992 in requests for capital items. These are detailed in the budget document. The major items include \$117,000 for three new fully equipped cars and \$9,247 for an ATV. The ATV will replace one that is 10 years old and has become a maintenance problem. There is also \$80,000 for the first half of a new radio system outlined in the Capital Project Fund above.

We are in the second year of a three year agreement with the Town of Briny Breezes to provide Police Services at a fee of \$213,145 for this year. The approved contract includes future increases based on 1.5% plus CPI. The CPI for this fiscal year was -.4% so the increase was actually a 1.1% increase.

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 2015/2016 will be \$1,018,128 based on a 4.0% minimum increase per the contract. This contract expires in September 2016.

Road Paving

We need to reinstitute the road repaving program. There is \$100,000 proposed in the budget for this purpose.

Highlights of Budget

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

• Town Engineer General Services	\$ 50,000
• Town Engineer other charges	\$ 35,000
• Building & Zoning Professional Services	\$ 140,000
• Landscape and maintenance	\$ 75,000
• Road and Storm drainage maintenance	\$ 35,000
• Fire hydrant and Waterline maintenance	\$ 30,000
• Fire/EMS contract with Boynton Beach	\$ 1,018,128
• Noseeum spraying	\$ 65,000
• New Police cars	\$ 117,000 *
• New Police ATV	\$ 9,247 *
• Golf cart	\$ 2,500 *
• New Lawn Mower	\$ 3,500*
• Capital expenditures i.e. paving	\$ 180,000*
• One extra pay period this year	\$ 81,142
• 4 months Clerk salary overlap & payouts	\$ 44,080
• Town Manager payout	\$ 23,550

The items with the * are the capital items that make up the desired capital expenditures. The total cost of these items is \$ 312,247.

The budget as proposed for fiscal year 2015/2016 has a millage rate of 5.350. The rollback millage is 5.0787 based on the property values. Based on our final gross

taxable value and adjusted year taxable value for 2015 the State calculation for a majority vote millage is 6.0894. If we were to go to the rolled back rate of 5.0787 it would add \$217,177 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 \$5,991,770 are sufficient to balance the proposed general fund budget when coupled with appropriated monies from the reserves totaling \$319,641 or an appropriate tax increase. The budget reflects \$180,000 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, \$5,991,770, along with the transferred funds, \$319,641, 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 various revenues from the State are estimates as we haven't received the exact revenue from the State to date.

The total amount of Ad Valorem revenues are an increase of \$293,919 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 **\$6,311,411** (which includes the \$180,000 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 5% increase in liability and a 20% 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 \$402,631. The budget includes requests to purchase \$144,442 in capital outlay items.

Several years ago the Town proposed to purchase two new vehicles each year. However, when the taxes were cut a few years ago this process was curtailed. The reason for three this year is part of a catchup. The Chief will provide details on these cars in a separate memo.

PERSONNEL

The personnel costs in the proposed budget include the salaries and benefits approved in the PBA contract for the police officers. The budget also includes the same benefits to the rest of the employees. The salaries include 2% for all topped out employees and 5% for those who haven't reached the category maximum. Included is a 20% estimated cost increase for health care insurance. The Florida Retirement System reduced the rates for civilians this year from 7.37% to 7.26%. However, it increased the rates for special risk employees from 19.85% to 22.04%. The budget also includes additional expenses for the Town Manager and Town Clerk due to their retirement. This includes the severance for the Manager per his contract and accumulated sick leave and vacation pay. The Clerk's budget also includes the cost for a four month overlap in personnel for the new employee as well as her associated retirement payouts. The general fund budget also includes \$81,142 for the extra pay period and associated costs. This is due to the pay period schedule which has 27 pay periods during the year instead of the normal 26.

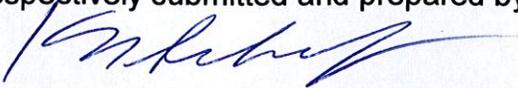
SUMMARY

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.

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 Hal Hutchins for their assistance in the preparation of this document.

Respectively submitted and prepared by,


Kenneth N. Schenck, Jr.
Town Manager

Memorandum

Date: July 10, 2015
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.

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 ATV is too big to fit properly on the sidewalks and is too high and awkward to use although we do use it daily. A golf cart would be much more serviceable for the intended purpose. The cart will be electric and save on the gas costs needed for the ATV. The cost of the golf cart is about \$2,500.

Three 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 three police vehicles this year. These are the oldest vehicles. The cost per vehicle is higher than in the past because Ford no longer makes the police model and we had to switch to Chevrolet. As the Ford accessories don't fit the Chevy we need to purchase new accessories. The cost of the three vehicles completely outfitted is \$117,000. Attached is a memo from Chief Hutchins that provides more detail.

Replacement for the old ATV – The ATV is about 10 years old and is becoming a maintenance problem. The attached memo from Chief Hutchins details the need for the ATV.

New Lawnmower – The two lawnmowers we have are exceeding 10 years old. They are used at least weekly and more often in the summer. Both have been good but are becoming maintenance problems. The cost is to replace one at this time with another John Deere. However, the costs and repairs for John Deere are getting more expensive so we're also evaluating other brands. The estimated cost is \$3,500.

Capital Projects-There are two capital projects proposed in the budget for a total of \$180,000 additional transfer from reserves.

The first 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 cost in the budget is \$100,000.

The second project is \$80,000 for the first phase of replacement of the police radios. The total cost is estimated at \$160,000. The county is choosing the vendor but hasn't done so to date so the exact cost is unknown. It's expected that the remaining \$80,000 will be in next year's budget. It is possible that the County won't be ready during this fiscal year so the entire project could be delayed until next year. However, the cost breakdown we're using has been approved by the County. The attached memo from Chief Hutchins further explains this project.

Personnel – There are some unusual costs in the budget this year that won't appear in future years. Because of the pay schedule there are 27 pay periods this year whereas there are normally 26. This adds about \$81,000 to the budget. There are also additional funds required because of the retirement of the Manager and the Clerk and hiring new personnel which total about \$68,000. Salary increases are based on the approved PBA contract. We've estimated a 20% increase in health insurance but won't know the actual cost until mid-August.

**Ocean Ridge Police Department
Inter-Office Memo**

To: Kenneth Schenck, Town Manager
From: Hal C. Hutchins, Chief of Police 
Date: July 10, 2015
Subject: Budget Justifications for Capital Items 2015-2016 (506.400)

The below listed items have been requested for consideration during the budget review for fiscal year 2015-2016. In addition, I wish to provide you with a brief summary of need and justification for each of these items for your consideration.

1. 3 Police Patrol Vehicles. (\$117,000.00)

As you are aware, the Police Department currently maintains a fleet of 7 patrol vehicles. Five of these vehicles are used for regular and routine patrol functions, one is assigned to the Chief of Police, and the other is an unmarked vehicle assigned for use by the Police Lieutenant, Police Investigator, plain vehicle surveillance actions, and is shared with Police Department and Town Hall Personnel for use to travel for business purposes throughout the State of Florida.

All vehicles in the fleet are generally covered by extended warranty and historically replaced at 75,000 miles due to the excess wear caused by slow speed, 24 hour patrol, and high engine hour idle times. (The vehicles typically will operate a minimum of 12 hours per day 365 days per year or more.)

Of the seven fleet vehicles, 2 were scheduled for replacement in last fiscal year and two are scheduled for replacement during this fiscal year.

It is my request to replace three marked patrol vehicles at an approximate cost of approximately \$39,000.00 each (Pricing for vehicle and outfitting from current State of Florida Bid Pricing List). The three vehicles to be considered for replacement are:

Vehicle 563/ 2011 Ford Crown Victoria/ 6-30-2015 Mileage: 71664/
Total Engine Wear Hours: 298770/ This vehicle is expected to be out of
warranty prior to the beginning of fiscal year 2015-2016. Scheduled
replacement date was anticipated in this budget cycle.

Vehicle 565/ 2011 Ford Crown Victoria/ 6-30-2015 Mileage: 77523/
Total Engine Wear Hours: 286083/ This vehicle is currently out of
warranty; therefore, maintenance and repair costs are increasing.

Vehicle 566/ 2011 Ford Crown Victoria/ 6-30-2015 Mileage: 78715/
Total Engine Wear Hours: 309418/ This vehicle is currently out of
warranty; therefore, maintenance and repair costs are increasing.

Though the unmarked Police Vehicle was purchased in 2008, is scheduled
for replacement during this fiscal year, and has in excess of 80,000 miles,
the total engine wear hours are only at 93344 due to the type of use it is
maintained for. Therefore, it is my recommendation that the replacement
of this vehicle be postponed for one additional fiscal year.

2. 2 Desktop and 2 Laptop Computers (\$6400.00)

These items are included in the fiscal year 2015-2016 requests to be used
only as necessary for replacement of damaged or inoperable items over
the course of the fiscal year. Though it is expected that the current
computer hardware will be fully serviceable through this fiscal year as it is
within its 3 -5 year life expectancy, should an unforeseen event occur
these items are necessary for maintenance of regular business operations.

The items are priced at the current Dell Gold partner cost in association
with State of Florida contract pricing.

3. Digital Camera for Crime Scene and Code Enforcement (\$450.00)

This item is used for documentation of evidence for presentation in Court
and at Special Magistrate Hearings. In addition this item is shared by Town
Hall for public event photography and documentation of maintenance
needs.

The current camera is in excess of five years old and showing its age. The
unit was originally purchased by donated funds and is currently in need of
service and repair. The current unit cannot be sent for repair as the agency
has no backup for this equipment.

It is recommended that the purchase be authorized to assure continuity of operations without interruption. The cost of this unit is estimated from market prices currently available from various retail establishments.

4. Four Wheel All-Terrain Vehicle (\$9247.00)

This item is requested for replacement of the 2006 Suzuki ride-on all-terrain vehicle. The police department currently maintains two separate styles of all-terrain vehicles for police patrol and shared use by maintenance personnel. It is the recommendation of police department staff that this program be maintained in its current state.

The current Suzuki ride-on ATV was purchased in 2006 and is approaching ten years old. The unit is used for beach patrols and emergency response to beaches and the Ocean Ridge Natural Area.

The current ride-on unit has required extensive maintenance and repairs during this period (\$2500.00), and these costs are expected to increase as the unit ages and the effects of saltwater become more intrusive on the motor and frame. (The average use expectancy is five years or less for these types of units, when used in harsh environments. The Town traditionally has been able to exceed these norms due to its care and use of this equipment.)

The cost is based upon current State Contract Pricing available at this time.

5. Replacement Chairs for Dispatch Center (2000.00)

These items are for replacement of the current chairs in the unit. The chair cost will be partially reimbursed by PBC 911 funding, if approved. The average life expectancy of these items is one year. This is due to the fact that the items are often used on a 24 hour per day basis, as this unit functions 24 hours per day 365 days per year.

6. LIDAR Speed Measure Device (\$1895.00)

This item is for the enforcement of traffic laws pertaining to unlawful speed. The unit will also be used for distance calculations in mapping as needed.

This item is technology to replace the Department's handheld RADAR which is over 10 years old and reaching the end of its expected life cycle.

7. Public Safety Radio System Replacement (\$160,000.00 estimated)

The Town currently maintains a Public Safety Radio system through an agreement with Palm Beach County. The system is at end of life and will not meet the new FCC and federal standards for Public Safety Radio Systems within the next two years. In addition, the current radios the Department owns and uses are out of life cycle (over ten years old) and parts are no longer available. As a result, Palm Beach County has proposed, and is in the process of a full replacement of the existing Public Safety Radio System.

As a subscriber to this system we are required to replace our current Public Safety Radio System to meet the new Federal standards, as well as to continue as a subscriber to the Palm Beach County Radio System.

The new radio system is currently being reviewed and RFP has been issued. It is anticipated that the system will be chosen within the month of July 2015, and the true costs for implementation and replacement will be available no later than October 2015. Palm Beach County has chosen a very aggressive timeline for this project and therefore, we are forced to plan well in advance for the upcoming replacement.

Though this project is mandated to continue operation of a Public Safety Radio System, we are in the early stages of the project. The Police Department is also currently exploring other Public Safety Radio Systems (MPSCC/Harris) available in our area that will meet the new Federal Standards and allow interoperability with our County, State, and Federal Law Enforcement and Fire Rescue partners.

The actual Implementation of this project may be delayed for up to one fiscal period based upon the recommendations of Palm Beach County Facilities Management and the Board of County Commissioners.

Should the Town wish to spread costs, it is anticipated that the project may be split into two phases and implemented at \$80,000.00 per fiscal period for both 2015-2016 and 2016-2017. These costs may also be available for financing over a longer period should the Town so desire.

Upon release of the Bid Responses for this project more concrete numbers will become available. These numbers are not anticipated until early in fiscal year 2015-2016.

Unit	Veh Year	Patrol Vehicle Mileage		Engine Hours	Engine Miles ***	Total Wear Miles	Repairs/FYTD	Replace *
		Start	End					
561	2014	13308	14162	854	123	4059	0.00	75.00
562	2013	42333	43742	1409	5539	182787	0.00	818.18
563	2011	70423	71664	1241	6882	227108	0.00	150.00
564	2014	16399	17574	1175	1982	65406	85.00	170.00
565	2011	76598	77523	925	6320	208560	914.96	1,064.96
566	2011	77282	78715	1433	6991	230703	0.00	538.41
567	2008	82917	83543	626	297	9801	0.00	0.00
Polaris-ATV	2014	1494	1560	66	225	7425	0.00	700.75
Suzuki - ATV	2006	4494	-4494	193	6369	6369	0.00	1666.65
			Totals:	3235			\$999.96	\$5,183.95
Unit	Driver	Driver	Driver					
561	515							
562	502	526						
563	509	522						
564	518	528						
565	520	534						
566	444	476	530	537				
567	513							
Rev 01/01/15								

* "Replace": Since 2010, each new vehicle purchased for Patrol use has come with an extended 5-year Warranty. As such, the "life" of these vehicles can be extended to 4 years; as any major repair would be covered.

** "Engine Miles": Per Automotive Industry Standards, idle time causes engine wear equivalent to being driven. Per Ford, that equivalent is 33 miles per hour; which is reflected in this report.

Agenda Item #:

3H-7

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: February 3, 2015

Consent Regular
 Ordinance Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the Palm Beach County Public Safety Radio P25 Migration Path Recommendation Report.

Summary: The P25 Migration Path Recommendation Report (Report) recommends that the County proceed with a full system replacement while maintaining the operation of the existing system for 6-12 months and contains specific recommendations regarding redundancy and interoperability which will form the basis for the functional specifications contained in the future Request for Proposals (RFP). Included is a recommendation that the County interface the existing radio system to the new P25 system via an ISSI connection. This ISSI connection will allow the interoperability partners additional time to procure new P25 radios, provide additional flexibility in cutover, and provides a fair and level playing field for the future RFP as all vendors must interface to the existing system via an ISSI connection. The Report recommends that ISSI connection be implemented concurrent with the West Palm Beach's (WPB) out-over to a P25 system which is currently estimated to be implemented 9-12 months prior to the County's new system becoming operational. This will eliminate WPB's need for an interim interoperability solution between the County and WPB systems and provides access to the Municipal Public Safety Communications Consortium (MPSCC) OpenSky users through the same ISSI connection. WPB has already contracted for its proprietary ISSI interface (to Harris) and the County will have to make a sole source procurement for its proprietary ISSI to Motorola. It is recommended that the County negotiate a price with Motorola now to ensure that the County receives a competitive cost, regardless of the outcome of the RFP. The Report was distributed to P25 system vendors for review and their comments, and responses to those comments, are incorporated into the Report. The Report was also distributed to the municipalities and interoperability partners for comment, but none were received. The vendors, municipalities and interoperability partners will also be given an opportunity to review and comment on the draft RFP prior to it being advertised. (FDO Admin) Countywide (JM)

Background and Justification: In April 2014, the Board approved the County moving forward with a capital renewal/replacement project to migrate from the existing countywide public safety trunked radio system to a fully digital system which is compliance with P25 standards. In October 2014, the Board approved a contract with RCC Consultants Inc to provide planning and engineering services for countywide public safety radio system with two major milestones. The first milestone is the Migration Path Recommendation Report (attached). The Report was prepared with the input of County users, the Sheriff's Office, the municipalities and other interoperability partners. The next milestone will be production of the functional and technical specifications for the RFP.

Attachments:

P25 Migration Path Recommendation Report

Recommended By: _____

Annex Wolf
Department Director

1/12/15
Date

Approved By: _____

County Administrator

Date

Proposed 5.35

Home Property

Taxes Production

Region (Role= Principal Authority) (User= TRIM Return To Levies Utilities Tax Off 7A60026) (Year=2015) (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: (5) Principal Authority 420 In Progress Status 422: (1) Property Appraiser 422 Assigned

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

- Record Updated Successful
- Proposed Millage should match on DR-420 and DR-420 MMP forms.

Save Back Print PDF Print All PDFs

DR-420 Form Section I			
1.	Current year taxable value of real property for operating purposes	1.	\$ 819,928,299
2.	Current year taxable value of personal property for operating purposes	2.	\$ 5,337,396
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.	\$ 825,265,695
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.	\$ 17,282,176
6.	Current year adjusted taxable value (Line 4 minus Line 5)	6.	\$ 807,983,519
7.	Prior year FINAL gross taxable value (From prior year applicable Form DR-403 series)	7.	\$ 767,010,319
8.	Number of TIF Work Sheets	8.	0
9.	Number of DEBT Work Sheets	9.	0

DR-420 Form Section II			
10.	Prior year operating millage levy (if prior year millage was adjusted then use adjusted millage from Form DR-422.)	10.	5.3500
11.	Prior year ad valorem proceeds (Line 7 multiplied by Line 10 divided by 1000)	11.	\$ 4,103,505
12.	Amount, if any, paid or applied in prior year because of an obligation measured by a dedicated increment value (Sum of either Line 6c or Line 7a for all DR-420TIF forms)	12.	\$ 0
13.	Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)	13.	\$ 4,103,505
14.	Dedicated increment value, if any (Sum of either line 6b or Line 7e for all DR-420TIF forms)	14.	\$ 0
15.	Adjusted current year taxable value (Line 6 minus Line 14)	15.	\$ 807,983,519
16.	Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)	16.	5.0787
17.	Current year proposed operating millage rate	17.	5.3500
18.	Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)	18.	\$ 4,415,171
			97% 4,282,715
21.	Is millage levied in more than one county? (check one)	21.	<input checked="" type="radio"/> Yes <input type="radio"/> No
DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP HERE			
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)	22.	\$ 4,103,505
23.	Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)	23.	5.0787
24.	Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	24.	\$ 4,191,277
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.	\$ 4,415,171 97% 4,282,715
26.	Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)	26.	5.3500
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.	% 5.34

Save

Print PDF

Print All PDFs

\$ 293,919 more than 14/15

BALANCE SHEET

JUNE 2015

Page: 1

7/10/2015

9:15 am

Town of Ocean Ridge

As of: 6/30/2015

Balances

Fund: 001 - GENERAL FUND

Assets

101.254 SUN BANK-FRANCHISE TAX (CHECK)	0.00
101.261 BANK AMERICAN GEN OP (CHECK)	725,739.58
101.262 BANK OF AMERICA PAYROLL CHECK	2,835.06
101.263 CASH LOAN DEBT SERVICE	194,976.67
101.264 BANK OF AMERICA HEALTH REIMB A	2,351.13
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	5,732.00
115.300 INLET CAY WATER LINE RECEIVABLE	0.00
115.400 MISC. WATER LINE RECEIVABLE	0.00
115.500 ALARM MONITORING RECEIVABLE	900.00
115.700 HURRICANE WILMA RECEIVABLES	0.00
115.800 MISC HURRICANE RECEIVABLES	0.00
115.900 MISC. RECEIVABLES	5,138.54
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	0.00
151.323 U.S. TREASURY BILLS/BANK AMERI	0.00
151.324 U.S. TREASURY BILLS 14/BANKAME	498,125.00
151.325 CERTIFICATE DEP 14/BANC OF AM	0.00
151.326 CERTIFICATE DEP 14/BANC AM	0.00
151.327 U.S. TREASURY BILLS 06/07	499,707.03
151.328 U.S. TREASURY BILLS 06/07	500,050.93
151.329 US TREASURY BILLS 06/07	0.00
151.330 U S TREASURY BILLS 2014	500,195.31
151.331 GRAND BANK & TRUST OF FL - CD	0.00
151.334 WACHOVIA -CD	500,000.00
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)	1,075,345.04
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
151.398 INVESTMENTS-MARK TO MARKET	-4,394.84
155.100 PREPAID EXPENSES MISC.	2,750.00
155.300 PREPAID GROUP HOSPITAL INS.	0.00
155.500 PREPAID INSURANCE PREMIUMS	0.00
156.100 HOLIDAY ACCOUNT	0.00

BALANCE SHEET

JUNE 2015

Page: 2

7/10/2015

9:15 am

Town of Ocean Ridge

As of: 6/30/2015

Balances

Fund: 001 - GENERAL FUND

	Total Assets	4,509,601.45
Liabilities		
201.000 VOUCHERS PAYABLE		729.88
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		2,067.25
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		69,660.69
216.110 ACCRUED FICA PAYABLE		5,329.03
218.100 FICA TAXES (WITHHELD)		0.13
218.200 WITHHOLDING TAXES PAYABLE		0.00
218.300 GROUP HOSP. INSURANCE-WITHHELD		-5.85
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
	Total Liabilities	77,781.13
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		2,754,091.68
298.000 CHANGE IN FUND BALANCE		1,031,911.11
	Total Reserves/Balances	4,431,820.32

BALANCE SHEET

JUNE 2015

Page: 3

7/10/2015

9:15 am

Town of Ocean Ridge

As of: 6/30/2015

Balances

Total Liabilities & Balances

4,509,601.45

BALANCE SHEET

JUNE 2015

Page: 1

7/10/2015

9:16 am

Town of Ocean Ridge

As of: 6/30/2015

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	133,421.38
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	32,593.84
151.372	BARNETT BANK (MM) WATER IMPROV	0.00
151.373	BANK OF AMERICA TH M MKT	0.00
151.374	BANK OF AMERICA CK ACCT TH	0.00
151.375	COMM CAP ACCT BRIDGE CONSTRUCT	0.00
151.392	U.S. TREASUREY BILLS/BARNETT	0.00
151.393	BRIDGE CONSTRUCT TREASURY BILL	0.00
151.394	BRIDGE CONSTRUCT QK TREAS BILL	0.00
151.395	BRIDGE CONST SURPL TREAS BILL	0.00
151.396	MISC CAP PROJECTS TBILL	0.00
151.397	TOWN OF OCEAN RIDGE II	0.00

Total Assets

216,035.91

Liabilities

201.000	VOUCHERS PAYABLE	4,883.00
202.000	ACCOUNTS PAYABLE	0.00
205.000	CONTRACTS PAYABLE (NOT PAID)	0.00
207.200	DUE OTHER FUNDS	0.00

Total Liabilities

4,883.00

Reserves/Balances

271.100	FUND BALANCE	263,473.99
298.000	CHANGE IN FUND BALANCE	-52,321.08

Total Reserves/Balances

211,152.91

Total Liabilities & Balances

216,035.91

Ocean Ridge - Cash Flow by Month 2014 in \$000

	Tax Receipts		Other Income		Cash Exp.		Pre-Major Items Cash		Memo: Total Cash		*Net Cash					
	8	8	Total	Total	Incl. Capex & Benefits	Total	Excess/ (Deficit)	Boynton Beach Fire Contract	Debt Service	Oper Cash Excess/ (Deficit)	As Reported	Calculated	Variance To be Identified	Res. After Investing Fds	Beg. Bal.	
Oct	\$ 8	\$ 232	\$ 240	\$ 240	\$ 118	\$ 220	\$ 20	\$ -	\$ -	\$ 20	\$ 3,358	\$ 3,358	\$ -	\$ 858	878	Oct
Nov	481	144	625	625	320	422	203	78	78	125	3,503	3,503	-	1,003	Nov	
Dec	2,350	183	2,533	2,533	168	270	2,263	-	-	2,263	5,766	5,766	-	3,266	Dec	
Jan	357	84	441	441	287	389	52	471	234	(653)	5,113	5,113	-	2,613	Jan	
Feb	243	48	291	291	138	240	51	-	78	(27)	5,087	5,086	1	2,587	Feb	
Mar	151	62	213	213	156	258	(45)	-	-	(45)	5,042	5,041	1	2,542	Mar	
Apr	270	54	324	324	225	327	(3)	471	-	(474)	4,568	4,567	1	2,068	Apr	
May	119	87	206	206	214	316	(110)	-	77	(187)	4,381	4,380	1	1,881	May	
Jun	76	104	180	180	255	357	(177)	-	-	(177)	4,203	4,203	-	1,703	Jun	
Jul	143	72	215	215	361	463	(248)	-	234	(482)	3,721	3,721	-	1,221	Jul	
Aug	52	60	112	112	127	229	(117)	-	78	(195)	3,527	3,526	1	1,027	Aug	
Sep	113	107	220	220	231	333	(113)	-	-	(113)	3,414	3,413	2	914	Sep	
Total	\$ 4,363	\$ 1,237	\$ 5,600	\$ 5,600	\$ 2,600	\$ 3,824	\$ 1,776	\$ 942	\$ 779	\$ 55	\$ 3,413	\$ 3,413	\$ -	\$ -	Total	

Ocean Ridge - Cash Flow by Month 2015 in \$000

	Tax Receipts		Other Income		Cash Exp.		Pre-Major Items Cash		Memo: Total Cash		*Net Cash				
	7	7	Total	Total	Incl. Capex & Benefits	Total	Excess/ (Deficit)	Boynton Beach Fire Contract	Debt Service	Oper Cash Excess/ (Deficit)	As Reported	Calculated	Variance To be Identified	Res. After Investing Fds	Beg. Bal.
Oct	\$ 7	\$ 58	\$ 65	\$ 65	\$ 88	\$ 291	\$ (226)	\$ -	\$ -	\$ (226)	\$ 3,188	\$ 3,187	1	688	Oct
Nov	104	147	251	251	100	282	(31)	-	78	(109)	3,080	3,078	2	580	Nov
Dec	3,005	210	3,215	3,215	98	255	2,960	-	-	2,960	6,040	6,038	2	3,540	Dec
Jan	221	108	329	329	172	330	(1)	489	234	(724)	5,314	5,314	-	2,814	Jan
Feb	264	70	334	334	243	440	(106)	-	78	(184)	5,131	5,130	1	2,631	Feb
Mar	174	153	327	327	94	247	80	489	-	(409)	4,722	4,721	1	2,222	Mar
Apr	263	43	306	306	95	259	47	-	-	47	4,768	4,768	-	2,268	Apr
May	139	79	218	218	96	324	(106)	-	78	(184)	4,584	4,584	-	2,084	May
Jun	72	82	154	154	152	305	(151)	-	-	(151)	4,432	4,433	(1)	1,932	Jun
Jul	-	-	-	-	-	-	-	-	-	-	-	5,130	(5,130)	(2,500)	Jul
Aug	-	-	-	-	-	-	-	-	-	-	-	4,721	(4,721)	(2,500)	Aug
Sep	-	-	-	-	-	-	-	-	-	-	-	-	-	(2,500)	Sep
Total	\$ 4,249	\$ 950	\$ 5,199	\$ 5,199	\$ 1,138	\$ 2,733	\$ 2,466	\$ 978	\$ 468	\$ 1,020	\$ 1,020	\$ 1,020	\$ -	\$ -	Total

Maturity	*Invested Funds	Annual Yield	
		Yield %	Yield
4/9/2016	\$ 500	0.550%	\$ 2.75
5/15/2016	500	0.250%	1.25
3/15/2017	500	0.750%	3.75
8/31/2018	500	1.500%	7.50
5/31/2019	500	1.500%	7.50
Total	\$ 2,500	0.910%	\$ 22.75

**Town of Ocean Ridge, Florida
Annual Budget
General Fund
Consolidated Statement of Revenues and Disbursements
Budget Year 15-16**

	13-14	14-15	15-16	
	Actual	Est Actual	Proposed	Adopted
FUND BALANCE Forward	3,358,453	3,399,909	3,651,346	3,651,346
Revenue	5,578,640	5,750,000	5,982,770	5,982,770
Sale of Capital Assets	7,500	1,000	9,000	9,000
Total Available	8,944,593	9,150,909	9,643,116	9,643,116
Expenditures	5,244,684	5,349,563	6,098,420	6,098,420
Transfer to Capital Proj				
Drainage Improvements	300,000	150,000	180,000	180,000
FUND BALANCE Forward	3,399,909	3,651,346	3,364,696	3,364,696

These figures represent spending 100% of the FY 15/16 budgeted expenditures

Please keep in mind that of the \$3,364,696 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 15-16**

	13-14	14-15	15-16	
	Actual	Est Actual	Proposed	Adopted
FUND BALANCE Forward	214,395	263,474	83,055	83,055
Coconut Loans/Grants	11,000	0	0	0
Gen Fun Trnsfr for TH	300,000	150,000	180,000	180,000
Revenue	38	9,700	100	100
Total Available	525,433	423,174	263,155	263,155
Professional Serv.	26,868	20,000	15,000	15,000
Inlet Cay Approach	35,196	0	0	0
Inlet Cay/Sabal/Island Repairs	0	73,900	0	0
Inlet Cay Drainage Impr	80,759	9,580	0	0
Adams Road Paving	0	22,337	0	0
Inlet Cay Piling Repair	34,904	0	0	0
Thompson St. Drainage	75,264	0	0	0
Eleuthera Paving/Const	8,968	159,302	0	0
Alley between Hudson/Ocean		5,000	0	0
3" Force Main 5900 blk A1A		50,000	0	0
Phase I Paving	0	0	100,000	100,000
Police Radio Equipment 1/2			80,000	80,000
FUND BALANCE Forward	263,474	83,055	68,155	68,155

Town of Ocean Ridge, Florida
General Fund
Statement of Estimated Revenues
FY 2015-2016

New Rate
Per \$1,000 = 5.3500

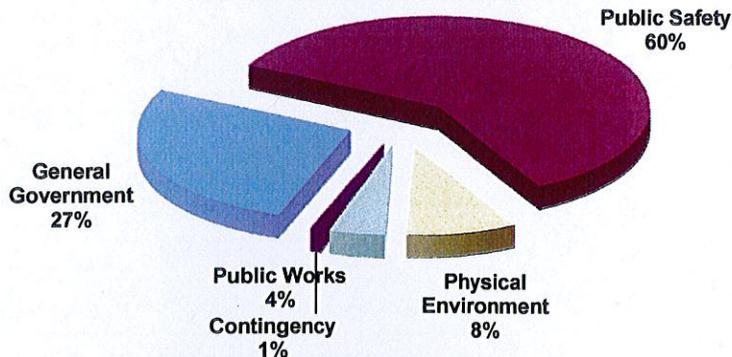
	2013-2014 Actual	2014-2015 Approp'd	Actual thru June	2015-2016 Adopted
<u>Ad Valorem Taxes</u>				
Real & Personal Property NET	3,749,921	3,988,796	3,886,732	4,282,715
<u>Local Option 6 Cent Gas Tax</u>	34,477	34,500	24,681	35,760
<u>New 5 Cent Gas Tax</u>	16,495	16,000	11,647	17,000
<u>Transfer From Franchise Tax Fund</u>				
Florida Power & Light	167,505	160,000	97,335	168,000
Communications Service Tax	47,337	48,000	31,293	48,000
<u>Utility Service Tax</u>				
Electricity	242,584	218,000	152,843	240,000
Gas	16,532	12,000	14,838	16,000
Water	83,692	81,000	56,505	84,000
<u>Interest on Delinquent Taxes</u>	5,247	5,000	1,475	5,000
TOTAL TAXES	4,363,790	4,563,296	4,277,349	4,896,475
<u>Licenses & Permits</u>				
Boat Permits	0	50	0	50
Prof. and Occupational Licenses	2,509	2,500	2,635	2,000
DPS Business Permits	12,745	15,000	14,275	14,000
Occupational Vehicle Identification	6,418	6,000	6,592	6,000
Building Permits	250,182	120,000	217,961	200,000
Sign Permits	420	500	385	500
Alarm User Permits	569	600	528	600
Rental Registrations	4,270	1,500	2,065	2,000
TOTAL LICENSES & PERMITS	277,113	146,150	244,441	225,150
<u>State Shared Revenues</u>				
FEMA Grant Monies	0	0	0	0
PBCty Energy Efficient Grant Monies	0	0	0	0
JAG Grant Monies	1,000	1,000	0	1,000
Revenue Sharing (General)	40,617	41,500	29,861	43,700
Alcoholic Beverage License	140	150	140	150
Local Govt 1/2 Cent Sales Tax	132,075	137,000	96,190	145,000
Rebate on Municipal Vehicles	1,557	2,000	982	2,000
Street Light Maint. Reimbursement	8,720	8,900	0	9,250

	2013-2014 Actual	2014-2015 Approp'd	Actual thru June	2015-2016 Adopted
<u>Shared Revenue From Other Local Units</u>				
Palm Beach County Occ. License	6,887	8,000	4,322	7,000
Proportion 911 Call Taker Revenue	20,867	18,000	10,708	10,000
911 DPS Related Reimbursements	8,494	14,000	10,276	12,000
PBC 1250 Radio Reimbursement Monies	845	3,000	1,425	2,500
Solid Waste Recycle Program	3,615	4,000	1,484	3,000
TOTAL INTERGOVERNMENTAL REVENUE	224,817	237,550	155,388	235,600
<u>Charges For Services</u>				
Zoning Fees	6,777	5,000	2,700	4,000
Certification, Copying, Record Search	2,768	2,000	2,328	2,500
Other Gen Govt Charges and Fees	10,541	5,000	7,231	5,000
Law Enforcement/Fire Service	203,515	210,826	140,551	213,145
Alarm Monitoring	58,312	57,000	51,650	57,000
Special Detail Services	0	10,000	0	10,000
Other Public Safety Charges and Fees	882	500	606	500
<u>Physical Environment</u>				
Garbage and Trash	298,670	300,400	295,970	302,000
TOTAL SERVICE CHARGES	581,465	590,726	501,036	594,145
<u>Fines and Forfeits</u>				
Court Fines	5,697	5,000	2,314	5,000
Police Education	472	400	284	400
Violation of Local Ordinances	94,925	8,000	8,015	8,000
TOTAL FINES AND FORFEITS	101,094	13,400	10,613	13,400
<u>Miscellaneous Revenue</u>				
Interest Earned (Savings, Investments)	10,103	12,000	11,339	14,000
Net Increase in Faira Market Value	-4,395	0	0	0
Interest Earned (Tax Collect)	112	1,000	0	1,000
Interest Earned (Liens, et cetera)	15,586	1,000	3,258	2,000
Art Proceeds	0	1,000	1,000	1,000
Equipment-Sales & Compensation	7,500	2,000	0	9,000
Contributions	0	0	0	0
Miscellaneous Income	8,953	0	7,543	0
TOTAL MISCELLANEOUS REVENUE	37,859	17,000	23,140	27,000
SUB-TOTAL REVENUES	5,586,138	5,568,122	5,211,968	5,991,770
AND BALANCE UNAPPROPRIATED	0	311,658	0	286,650
GRAND TOTAL	5,586,140	5,879,780	5,211,968	6,278,420

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

2015-16 Budget

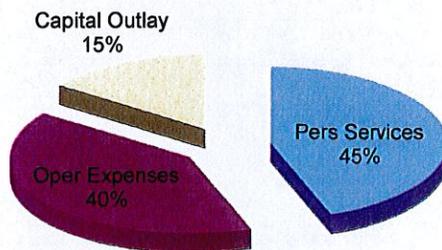
<u>Code</u>	<u>Department</u>	<u>13-14 Actual</u>	<u>14-15 Approp'd</u>	<u>Actual thru June '15</u>	<u>15-16 Adopted</u>
511.101	Town Commission	19,206	21,518	7,823	25,509
512.102	Town Manager	136,464	138,859	104,087	174,242
513.103	Town Clerk/Finance	271,521	295,743	212,911	342,468
514.104	Legal	121,556	128,500	99,294	129,918
515.105	Appointed Boards	2,672	6,100	972	6,100
519.106	General Government	957,448	970,485	591,269	966,155
521.107	Public Safety	2,870,784	3,237,583	2,399,845	3,486,279
524.108	Building & Zoning	175,754	122,500	86,090	143,500
525.109	Emergency Preparedness	0	0	0	0
534.111	Solid Waste	237,694	249,500	162,865	250,000
539.112	Environmental	223,358	250,300	167,324	268,300
541.113	Public Works	228,225	269,192	197,573	255,949
580.114	Contingency	0	38,500	0	50,000
	Total	<u>5,244,682</u>	<u>5,728,780</u>	<u>4,030,053</u>	<u>6,098,420</u>
	Building Permit Rebates			0	
590.100	Transfer to Cap Projects	300,000	150,000	150,000	180,000
		5,544,682	5,878,780	4,180,053	6,278,420



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

2015-16 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	6,909	18,600	0	25,509	0.42%
512.102	Town Manager	167,541	6,700	0	174,242	2.86%
513.103	Town Clerk/Finance	293,719	48,500	250	342,468	5.62%
514.104	Legal	49,918	80,000	0	129,918	2.13%
515.105	Appointed Boards	0	6,100	0	6,100	0.10%
519.106	General Government	0	185,780	780,375	966,155	15.84%
521.107	Public Safety	2,044,553	1,304,734	136,992	3,486,279	57.17%
524.108	Inspections	0	143,500	0	143,500	2.35%
525.109	Emergency Preparedness	0	0	0	0	0.00%
534.111	Solid Waste	0	250,000	0	250,000	4.10%
539.112	Environmental	0	268,300	0	268,300	4.40%
541.113	Public Works	149,949	102,500	3,500	255,949	4.20%
580.114	Contingency	0	50,000	0	50,000	0.82%
	Total	2,712,589	2,464,714	921,117	6,098,420	
	Percent	44.48%	40.42%	15.10%	100.00%	100.00%
590.100	Transfer to Cap Projects		-		180,000	
					6,278,420	



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

Personnel Expenses

<u>Code</u>	<u>Department</u>	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>	<u>2015-16 Adopted</u>	<u>Four year % change</u>
511.101	Town Commission	6,764	6,894	6,918	6,909	2.144%
512.102	Town Manager	128,537	133,018	133,258	167,541	30.345%
513.103	Town Clerk/Finance	222,141	233,794	247,904	293,719	32.222%
514.104	Legal	0	0	57,988	49,918	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	1,491,482	1,804,148	1,951,780	2,044,553	37.082%
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	96,699	136,857	141,192	149,949	55.068%
580.114	Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.000%
	Total	1,945,623	2,314,711	2,539,040	2,712,589	

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

Total Budget Figures

<u>Code</u>	<u>Department</u>	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Adopted</u>	<u>Four Year % change</u>
511.101	Town Commission	19,338	19,694	21,518	25,509	31.911%
512.102	Town Manager	136,808	138,618	138,859	174,242	27.362%
513.103	Town Clerk/Finance	270,581	280,194	295,743	342,468	26.568%
514.104	Legal	105,000	110,000	128,500	129,918	23.731%
515.105	Appointed Boards	6,000	6,000	6,100	6,100	1.667%
519.106	General Government	961,512	977,730	970,485	966,155	0.483%
521.107	Public Safety	2,883,988	3,135,362	3,237,583	3,486,279	20.884%
524.108	Inspections	110,500	149,274	122,500	143,500	29.864%
525.109	Emergency Preparedness	0	0	0	0	0.000%
534.111	Solid Waste	240,000	245,000	249,500	250,000	4.167%
539.112	Environmental	198,800	217,300	250,300	268,300	34.960%
541.113	Public Works	196,819	245,357	269,192	255,949	30.043%
580.114	Contingency	<u>54,000</u>	<u>51,771</u>	<u>38,500</u>	<u>50,000</u>	-7.407%
	Total	5,183,346	5,576,300	5,728,780	6,098,420	

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. The Florida Retirement System rates decreased from 7.37% to 7.26%.

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

Fund: Department:
General Town Commission

Acct Number
511.101

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14-15	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	381	442	300	436	-1.49%	67.84%
502.400	Workers' Compensation	11	17	11	14	-21.33%	64.10%
Total Personnel Services		6,851	6,918	5,155	6,909	-0.13%	74.51%
<u>OPERATING EXPENSES</u>							
504.000	Travel & Per Diem	0	1,000	0	1,000	0.00%	0.00%
504.500	Insurance	10,662	11,600	1,112	15,600	34.48%	9.59%
504.900	Other Current Charges & Obligations	293	500	157	500	0.00%	31.40%
505.400	Subscriptions/Memberships	1,400	1,500	1,400	1,500	0.00%	93.33%
Total Operating Expenses		12,355	14,600	2,669	18,600	27.40%	18.28%
TOTAL TOWN COMMISSION		<u>19,206</u>	<u>21,518</u>	<u>7,824</u>	<u>25,509</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 14-15	FY 15-16
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		442	436
502.400	Workers' Compensation		17	14
<hr/>				
TOTAL PERSONNEL SERVICES			6,918	6,909

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 has increased due to 27 paychecks instead of the normal 26 this fiscal year and also with the anticipated retirement of the current Town Manager. No overlap has been budgeted at this time. The personnel costs reflect a final 2 month severance pay, and estimated sick and vacation payouts. The budget reflects the current Town Manager salary with a 2% merit increase, the continued \$7,200 vehicle allowance, a Florida Retirement System contribution rate of 7.26% (the Town contributes and includes this amount (\$7,843) in the ICMA account). The Life & Health Insurance account reflects 100% of the premium (with a 20% estimated increase), 3 months remainder of the approved \$1,500 2015 calendar year deductible, 9 months of a \$1,500 2016 deductible, dental coverage (\$192), and vision coverage (\$84). There are also 27 pays in FY 2015/16.

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

ADDENDUM

07/2015

Final Health/Dental/Vision/STD/LTD/Life Premiums	\$ 648.00 Decrease
NET EFFECT	\$ 648.00 DECREASE

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

Fund: Department:
General Town Manager

Acct Number
512.102

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14/15	Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	102,559	102,413	78,472	108,044	5.50%	76.62%
501.110	OTLSSA/Longevity or Payouts	0	0	0	23,550	0.00%	0.00%
501.400	Overtime Pay	0	0	0	0	-100.00%	0.00%
501.419	Vacation Pay	1,827	1,882	1,827	1,901	1.01%	97.10%
501.700	Cafeteria Plan	0	0	0	0	N/A	N/A
502.100	FICA Taxes	7,948	7,979	6,143	10,212	28.00%	76.99%
502.200	FRS Retirement Contributions	0	0	0	0	N/A	N/A
502.210	ICMA Retirement Contributions	11,444	12,403	9,039	14,691	18.45%	72.88%
502.300	Life & Health Insurance	8,016	7,864	6,144	8,476	7.78%	78.13%
502.310	Long Term Disability	396	420	315	420	0.00%	75.00%
502.400	Worker's Compensation	192	298	187	247	-17.07%	62.69%
Total Personnel Services		132,382	133,258	102,127	167,541	25.73%	76.64%
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Services	0	0	0	0	0.00%	0.00%
504.000	Travel & Per Diem	0	200	179	1,300	550.00%	89.50%
504.100	Communication Services	994	1,200	822	1,200	0.00%	68.50%
504.500	Insurance	46	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	2,702	3,500	574	3,500	0.00%	16.40%
505.400	Subscriptions/Memberships	340	500	340	500	0.00%	68.00%
Total Operating Expenses		4,082	5,600	1,961	6,700	19.64%	35.02%
<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>136,464</u>	<u>138,859</u>	<u>104,087</u>	<u>174,242</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 14-15	FY 15-16
	Item	Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Manager	1	1	102,413	108,044
501.110	OTLSSA/Longevity or Payouts	0	0	0	23,550
SUBTOTAL				102,413	131,594
501.400	Overtime & Vacation Pay			0	0
501.410	Vacation Pay			1,882	1,901
501.700	Cafeteria Plan			0	0
502.100	FICA Taxes			7,979	10,212
502.200	FRS Retirement Contributions			0	0
502.210	ICMA Retirement Contributions			12,403	14,691
502.300	Life & Health Insurance			7,864	8,476
502.310	Long Term Disability			420	420
502.400	Worker's Compensation			298	247
TOTAL PERSONNEL SERVICES				133,258	167,541
 <u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment				0
	Lap Top			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 due to 27 paychecks instead of the normal 26 this fiscal year and also with the anticipated overlap of salaries due to the retirement of the Town Clerk. The new position is budgeted for all 27 pays, while the current Town Clerk is budgeted for 4 months. The personnel costs also include a 2% merit increase to the Deputy Town Clerk and Receptionist/Clerk, a decrease to the Florida Retirement System contribution rate from 7.37% to 7.26% and a 12.88% DROP contribution rate for 4 months for the current Town Clerk. The Civilian and DROP rate is set by the State. Monies are also budgeted for the estimated final payout to the retiring Town Clerk consisting of retirement bonus as per Resolution 2011-22, and sick and vacation payouts. The Life & Health Insurance reflects 100% of the premium (with a 20% estimated increase), 3 months remainder of the approved \$1,500 2015 calendar year deductible, 9 months of a \$1,500 2016 deductible, dental coverage (\$1,344), and vision coverage (\$280) (based on 3 employees for 12 months and 1 employee for 4 months).

ADDENDUM

07/2015

Final Health/Dental/Vision/STD/LTD/Life Premiums	\$1,839 Decrease
NET EFFECT	\$1,839 DECREASE

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

Fund: Department:
General Town Clerk & Finance

Acct Number
513.103

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14-15	Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	78,864	80,098	61,381	91,721	14.51%	76.63%
501.110	OTLSSA/Longevity or Payouts	0	0	-	12,929	0.00%	0.00%
501.200	Regular Salary and Wages	94,646	103,535	78,053	108,549	4.84%	75.39%
501.210	OTLSSA/Longevity or Payouts	0	0	-	0	0.00%	0.00%
501.400	Overtime Pay	1,361	2,868	551	3,002	4.66%	19.21%
501.410	Vacation Pay	2,019	3,547	-	4,724	33.18%	0.00%
502.100	FICA Taxes	13,450	14,539	10,709	16,901	16.25%	73.66%
502.200	FRS Retirement Contributions	16,918	17,939	13,331	26,318	46.70%	74.31%
502.300	Life & Health Insurance	23,856	23,592	16,133	27,724	17.51%	68.38%
502.310	Long Term Disability	1,188	1,260	945	1,400	11.11%	75.00%
502.400	Worker's Compensation	328	525	335	451	-14.20%	63.79%
Total Personnel Services		232,630	247,904	181,438	293,719	18.48%	73.19%
<u>OPERATING EXPENSES</u>							
503.200	Accounting & Auditing	24,720	30,000	22,140	30,000	0.00%	73.80%
503.400	Other Contractual Services	0	0	-	0	0.00%	0.00%
504.000	Travel & Per Diem	1,171	1,800	110	2,500	38.89%	6.11%
504.500	Insurance	152	300	152	350	16.67%	50.67%
504.610	Repair & Maintenance	7,480	8,250	7,773	8,750	6.06%	94.22%
504.900	Other Current Charges & Obligations	5,083	6,500	1,087	6,500	0.00%	16.72%
505.400	Subscriptions/Memberships	285	390	210	400	2.56%	53.85%
Total Operating Expenses		38,891	47,240	31,472	48,500	2.67%	66.62%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	600	0	250	NA	
Total Capital Outlay		0	600	0	250	NA	
TOTAL TOWN CLERK & FINANCE		<u>271,521</u>	<u>295,743</u>	<u>212,910</u>	<u>342,468</u>		

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

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

Detail of Personnel Services & Capital Outlay

		Employees		FY 14-15	FY 15-16
Item		Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Clerk & Replacement	1	1	80,098	91,721
501.110	OTLSSA/Longevity or Payouts			0	12,929
501.200	Deputy Town Clerk	1	1	55,549	57,942
501.200	Clerk Typist	1	1	47,986	50,607
501.210	OTLSSA/Longevity or Payouts			0	0
SUB TOTAL		3	3	183,633	213,199
501.400	Overtime & Vacation Pay			2,868	3,002
501.410	Vacation Pay			3,547	4,724
502.100	FICA Taxes			14,539	16,901
502.200	FRS Retirement Contributions			17,939	26,318
502.300	Life & Health Insurance			23,592	27,724
502.310	Long Term Disability			1,260	1,400
502.400	Worker's Compensation			525	451
				64,270	80,519
TOTAL PERSONNEL SERVICES				247,904	293,719
<u>CAPITAL OUTLAY</u>					
506.400	Machinery & Equipment			600	250
TOTAL CAPITAL OUTLAY				600	250

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 a 5 month partial salary for the in-house attorney and 7 months contractual service based on a \$7,000 monthly retainer. A \$205.00 per hour blended rate is still budgeted 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 (\$1,000). 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
512.102

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru June	Adopted	% +/- from 14/15	% of Dept. Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	0	48,462	28,038	41,538	-14.29%	57.86%
501.110	One Time 3% Lump Sum Adj	0	0	0	0	0.00%	0.00%
501.400	Overtime Pay	0	0	0	0	-100.00%	0.00%
501.419	Vacation Pay	0	1,731	0	1,731	0.00%	0.00%
501.700	Cafeteria Plan	0	0	0	0	N/A	N/A
502.100	FICA Taxes	0	3,840	2,145	3,310	-13.79%	55.86%
502.200	FRS Retirement Contributions	0	3,573	2,066	3,141	N/A	N/A
502.210	ICMA Retirement Contributions	0	0	0	0	N/A	N/A
502.300	Life & Health Insurance	0	240	59	100	-58.33%	24.58%
502.310	Long Term Disability	0	0	0	0	N/A	N/A
502.400	Worker's Compensation	0	144	0	97	-32.18%	0.00%
Total Personnel Services		0	57,988	32,308	49,918	-13.92%	55.71%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	86,283	35,000	38,780	50,000	42.86%	110.80%
503.110	Special Counsel	35,273	25,000	28,206	25,000	0.00%	112.82%
504.700	Printing	0	5,000	0	5,000	0.00%	0.00%
504.900	Other Current Charges	0	0	0	0	N/A	N/A
Total Operating Expenses		121,556	65,000	66,986	80,000	23.08%	103.06%
<u>CAPITAL OUTLAY</u>							
506.400	Machinery & Equipment	0	0	0	0	N/A	N/A
Total Capital Outlay		0	0	0	0	N/A	N/A
TOTAL LEGAL		121,556	122,990	99,294	129,918		

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

Fund:	Department:	Acct Number
General	Town Attorney	514.104

Detail of Personnel Services & Capital Outlay

		Employees		FY 14-15	FY 15-16
Item		Present	Proposed	Approp'd	Adopted
<u>Executive and Regular Salaries</u>					
501.100	Town Attorney	1	1	48,462	41,538
501.110	One Time 3% Lump Sum Adj			0	0
SUB TOTAL		1	1	48,462	41,538
501.400	Overtime & Vacation Pay			1,731	1,731
501.410	Vacation Pay			0	0
502.100	FICA Taxes			3,840	3,310
502.200	FRS Retirement Contributions			3,573	3,141
502.300	Life & Health Insurance			240	100
502.310	Long Term Disability			0	0
502.400	Worker's Compensation			144	97
				9,527	8,380
TOTAL PERSONNEL SERVICES				57,988	49,918
<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 remained the same.

Town of Ocean Ridge, Florida
Annual Budget

Fund: Department:
General Appointed Boards

Acct Number
515.105

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14/15	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	973	1,100	972	1,100	0.00%	88.36%
504.900	Other Current Charges & Obligations	1,699	3,000	0	3,000	0.00%	0.00%
Total Operating Expenses		2,672	6,100	972	6,100	0.00%	15.93%
TOTAL APPOINTED BOARDS		<u>2,672</u>	<u>6,100</u>	<u>972</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 an increase in several accounts. The Professional Services provides for increased ITT maintenance. The Insurance accounts provides for a 5% increase. The Repair and Maintenance account includes increased funding for a/c maintenance and a/c equipment replacement (shifted from Capital Outlay account), 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 was reduced from the prior year, however; \$3,000 still remains to provide for funding for donation/promotional events. Subscriptions and Memberships decreased based on projected fees provided by the PBC Inspector General - \$10,000 (FY 12/13 through FY 15/16). The State Revolving Payment is \$468,000 and the Town Hall Loan Payment is \$311,175. The Capital Outlay items include \$1,200 for a computer.

ADDENDUM

Reflect 0% General Liability/Property Insurance Increase	\$2,350 Decrease
Remove Carpet Replacement	<u>\$9,000 Decrease</u>
NET EFFECT	\$11,350 DECREASE

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

Fund: Department:
General General Government

Acct Number
519.106

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14-15	Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	8,941	7,600	3,409	9,000	18.42%	44.86%
503.400	Contractual Services	5,205	6,000	3,197	6,300	5.00%	53.28%
504.100	Communications Services	5,480	5,900	5,199	6,350	7.63%	88.12%
504.200	Postage, Freight	3,053	3,500	3,385	3,700	5.71%	96.71%
504.300	Utility Services	11,857	16,500	8,452	15,000	-9.09%	51.22%
504.400	Rentals & Leases	3,052	3,200	2,417	3,200	0.00%	75.53%
504.500	Insurance	60,898	64,200	60,225	64,800	0.93%	93.81%
504.610	Repair & Maintenance	45,432	34,450	22,162	39,450	14.51%	64.33%
504.700	Printing and Binding	1,156	1,500	542	1,500	0.00%	36.13%
504.900	Other Current Charges & Obligations	4,442	12,000	3,069	10,000	-16.67%	25.58%
504.910	Election Related Expenses	5,524	5,875	6,157	6,875	N/A	N/A
504.920	Art Show Related Expenses	0	1,000	0	1,000	N/A	N/A
505.100	Office Supplies	2,503	2,950	1,705	2,950	0.00%	57.80%
505.200	Operating Supplies	1,973	2,300	1,312	2,300	0.00%	57.04%
505.220	Town Logo Shirts	0	0	0	0	N/A	N/A
505.400	Subscriptions/Memberships	2,619	15,235	2,685	13,355	-12.34%	17.62%
Total Operating Expenses		162,135	182,210	123,916	185,780	1.96%	68.01%
<u>CAPITAL OUTLAY</u>							
506.200	Buildings	0	0	0	0		
506.300	Improvement Not Buildings	0	0	0	0		
506.400	Machinery & Equipment	16,200	9,100	0	1,200		
Total Capital Outlay		16,200	9,100	0	1,200		
507.000	Covenants from Loans	197,955	468,000	233,972	468,000		
507.100	Covenants from TH Loan	311,169	311,175	233,382	311,175		
507.200	Debt Service - Interest	269,989		0			
Total Covenants from Loans		779,113	779,175	467,354	779,175		
TOTAL GENERAL GOVERNMENT		<u>957,448</u>	<u>970,485</u>	<u>591,270</u>	<u>966,155</u>		

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

Fund:	Department:	Acct Number
General	General Government	519.106

Detail of Personal Services & Capital Outlay

	FY 14-15 Approp'd	FY 15-16 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	8,000	0
1 Computer	1,100	1,200
Computer/Server 10 items	0	0
TOTAL CAPITAL OUTLAY	9,100	1,200
 <u>COVENANTS FROM LOAN/S</u>		
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	788,275	780,375

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. There will be 27 paychecks instead of the normal 26 in this fiscal year. The Florida Retirement System contribution rates increased from 19.82% to 22.04% and decreased for civilians from 7.37% to 7.26%. The personnel costs include a 2% merit increase to those topped out, and up to a 5% merit increase on their anniversary date to 15 (out of 21) employees not topped out on the Step Plan, a 5% increase for the 3 officers per the PBA contract effective Oct. 1st, 100% of the health insurance premium (with an estimated 20% increase), 3 months remainder of the approved \$1,500 2015 calendar year deductible, 9 months of a \$1,500 2016 deductible, dental coverage (\$4,032), and vision coverage (\$1,764) to all employees. The General Insurance account reflects a 7% increase. The Professional Services account increased due to an increase in the computer consultant contract. 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 2015/16 of \$1,018,128 (\$39,259 more than last FY). Capital outlay expenditures include: 3 Police Vehicle fully equipped (\$39,000 each), 2 Computer Replacements (\$1,200 each); 2 Laptop Computers (\$2,000 each); New Digital Camera (\$450); 1 Laser Radar Gun (\$1,895 each), New ATV to replace the 2006 Suzuki (\$9,247), and 2 New Dispatch Chairs, reimbursable by 911, (\$1,000 each).

ADDENDUM

07/2015

Final Health/Dental/Vision/STD/LTD/Life Premiums	\$13,608 Decrease
Reflect 0% Property/Liability Insurance Increase	<u>\$ 1,750 Decrease</u>
NET EFFECT	\$15,358 DECREASE

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

Fund: Department:
General Law Enforcement & Fire Control

Acct Number
521.107

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept
				June		14-15	Expended
<u>PERSONNEL SERVICES</u>							
501.100	Executive Salaries	90,828	91,004	77,340	95,630	5.08%	84.99%
601.110	OTLSSA or Longevity	0	0	0	1,000	#DIV/0!	
501.200	Regular Salary and Wages	948,852	1,115,590	735,100	1,159,506	3.94%	65.89%
501.210	OTLSSA or Longevity	0	0	0	0		
501.400	Overtime Pay	59,260	65,000	49,111	65,000	0.00%	75.56%
501.410	Vacation Pay	8,576	22,905	7,904	22,143		
501.500	Special Pay (SI & CD)	12,550	17,220	7,740	17,220	0.00%	44.95%
501.510	Special Detail Pay	0	7,000	0	7,000		
501.600	Holiday Pay	24,456	47,198	23,791	49,056	3.94%	50.41%
502.100	FICA Taxes	87,815	104,493	68,927	108,367	3.71%	65.96%
502.200	FRS Retirement Contributions	188,030	244,866	138,863	279,655	14.21%	56.71%
502.300	Life & Health Insurance	117,176	164,619	86,726	177,471	7.81%	52.68%
502.310	Long Term Disability	7,029	8,820	5,915	8,820	0.00%	67.06%
502.400	Worker's Compensation	20,976	51,000	22,437	41,123	-19.37%	43.99%
502.500	Unemployment Comp	3,039	12,066	203	12,561	4.11%	1.68%
Total Personnel Services		1,568,587	1,951,780	1,224,057	2,044,553	4.75%	62.71%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	26,458	19,720	43,699	25,660	30.12%	221.60%
503.400	Other Contractual Services	941,316	978,869	978,969	1,018,128	4.01%	100.01%
504.000	Travel & Per Diem	6,760	11,400	3,488	16,100	41.23%	30.60%
504.100	Communications Services	21,043	18,020	13,935	20,850	15.70%	77.33%
504.200	Postage, Freight	1,056	1,200	1,038	1,400	16.67%	86.50%
504.300	Utility Service	11,857	16,500	8,452	15,000	-9.09%	51.22%
504.400	Rentals and Leases	0	1,600	1,021	2,000	NA	63.81%
504.500	Insurance	21,275	25,500	21,417	25,500	0.00%	83.99%
504.610	Repair & Maintenance	26,338	31,262	25,968	34,695	10.98%	83.07%
504.620	Repair & Maint - Vehicle	15,303	20,800	6,993	16,500	-20.67%	33.62%
504.630	Repair & Maint - Radio	11,963	19,872	11,521	22,775	14.61%	57.98%
504.700	Printing & Binding	3,730	1,950	761	1,950	0.00%	39.03%
504.900	Other Current Charges & Obligations	1,211	1,500	829	1,500	0.00%	55.27%
505.100	Office Supplies	4,132	7,000	2,693	7,500	7.14%	38.47%
505.200	Operating Supplies	5,465	9,650	3,710	9,900	2.59%	38.45%
505.210	Operating Supplies - Gas & Oil	44,999	58,000	23,546	58,000	0.00%	40.60%
505.220	Operating Supplies - Uniforms	13,293	17,998	4,815	19,112	6.19%	26.75%
505.400	Subscriptions/Memberships	6,866	6,579	6,073	8,164	24.09%	92.31%
Total Operating Supplies		1,163,065	1,247,420	1,158,928	1,304,734	4.59%	92.91%
<u>CAPITAL OUTLAY</u>							
506.200	Buildings		0	0	0		
506.400	Machinery & Equipment	139,133	38,383	16,860	136,992	256.91%	43.93%
Total Capital Outlay		139,133	38,383	16,860	136,992	256.91%	43.93%
TOTAL LAW ENFORCEMENT & FIRE CONTROL		2,870,784	3,237,583	2,399,845	3,486,279		

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

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

Detail of Personnel Services & Capital Outlay

		Employees		FY 14-15	FY 15-16
	Item	Present	Proposed	Approp'd	Adopted
<u>EXECUTIVE AND REGULAR SALARIES</u>					
501.100	Director	1	1	91,004	95,630
501.110	OTLSSA or Longevity			0	1,000
501.200	Lieutenant	1	1	78,639	82,189
	Sergeant	4	4	284,799	273,580
	Police Officers	10	10	503,485	592,419
	Dispatcher Supervisor	1	1	53,892	56,962
	Dispatchers	4	4	145,378	154,355
	1 Additional Officer Position	0	0	49,396	0
501.210	OTLSSA or Longevity			0	
SUB TOTAL		21	21	1,206,592	1,256,137

501.400	Overtime & Vacation Pay			65,000	65,000
501.410	Vacation Pay			22,905	22,143
501.500	Special Pay/Incentive			17,220	17,220
501.510	Special Detail Pay			7,000	7,000
501.600	Holiday Pay			47,198	49,056
502.100	FICA Taxes			104,493	108,367
502.200	FRS Retirement Contributions			244,866	279,655
502.300	Life & Health Insurance			164,619	177,471
502.310	Long Term Disability			8,820	8,820
502.400	Worker's Compensation			51,000	41,123
502.500	Unemployment Compensation			12,066	12,561

TOTAL PERSONNEL SERVICES				1,951,780	2,044,553
---------------------------------	--	--	--	------------------	------------------

CAPITAL OUTLAY

506.200	Buildings			0	0
506.400	Machinery & Equipment				
	3 Police Cruisers			0	117,000
	Replace 2 Laptop Computers(2,000x2)			4,000	4,000
	Replace 2 Computers			2,400	2,400
	USA CAD Alarm Program Software			5,493	0
	New Alarm Monitoring Equipment			20,000	0
	2 Radar Units			5,990	1,895
	New Color Copier (Squad)			500	0
	New ATV to Replace 2000 Polaris			0	9,247
	1 Digital Camera			0	450
	2 Dispatch Chairs (1,000x2)			0	2,000
TOTAL CAPITAL OUTLAY				38,383	136,992

**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 Personnel Services & Capital Outlay

		Employees		FY 14-15	FY 15-16
Item		Present	Proposed	Approp'd	Adopted
<u>EXECUTIVE AND REGULAR SALARIES</u>					
501.100	Director	1	1	0	0
501.110	OTLSSA or Longevity			0	0
501.200	Lieutenant	1	1	0	0
	Sergeant	4	4	0	0
	Police Officers	10	10	0	0
	Dispatcher Supervisor	1	1	53,892	56,962
	Dispatchers	4	4	145,378	154,355
	1 Additional Officer Position	0	0	0	0
501.210	OTLSSA or Longevity			0	
SUB TOTAL		21	21	199,271	211,317
501.400	Overtime & Vacation Pay			15,000	15,000
501.410	Vacation Pay			3,940	3,987
501.500	Special Pay/Incentive			0	0
501.510	Special Detail Pay			0	0
501.600	Holiday Pay			8,431	8,940
502.100	FICA Taxes			17,338	18,302
502.200	FRS Retirement Contributions			18,170	15,991
502.300	Life & Health Insurance			44,955	42,255
502.310	Long Term Disability			2,160	2,100
502.400	Worker's Compensation			1,745	536
502.500	Unemployment Compensation			1,993	2,113
TOTAL PERSONNEL SERVICES				313,002	320,542
<u>ESTIMATED REPAIR & MAINTENANCE OPERATING, CAPITAL OUTLAY COSTS</u>					
503.100	Professional Services			600	600
504.000	Travel & Per Diem			1,250	2,000
504.5	Insurance			47	50
505.22	Operating Supplies - Uniforms			1,913	2,027
505.4	Subscriptions/Memberships/Notary			0	455
506.4	Machinery/Equip - Copier& Computer			1,200	3,200
TOTAL OPERATING AND CAPITAL OUTLAY				5,010	8,332
DISPATCH TOTAL				318,012	328,874

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 an increase in the Professional Services account based on the anticipated additional inspections associated with a potential for 8 – 10 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 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept
				June		14-15	Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	137,818	120,000	85,019	140,000	16.67%	70.85%
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	1,050	1,200	1,055	1,200	0.00%	87.92%
504.700	Printing & Binding	50	200	0	200	0.00%	0.00%
504.900	Other Current Charges	36,774	1,000	0	2,000	100.00%	0.00%
505.100	Office Supplies	62	100	16	100	0.00%	16.00%
505.400	Subscriptions/Memberships	0	0	0	0	NA	0.00%
Total Operating Supplies		175,754	122,500	86,090	143,500	17.14%	70.28%
<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>175,754</u>	<u>122,500</u>	<u>86,090</u>	<u>143,500</u>		

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

Fund: General	Department: Building & Zoning	Acct Number 524.108
-------------------------	---	-------------------------------

Detail of Capital Outlay

<u>Item</u>	<u>FY 14-15 Approp'd</u>	<u>FY 15-16 Adopted</u>
<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 13-14	FY 14-15	Actual thru		FY 15-16	
No.	Item	Actual	Approp'd	June	Adopted	% +/- from 14-15	% of Dept 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 a slight increase. The contract with Republic Services actually reduced by one cent per month per unit; however, a possible increase for special SWA charges was added. The costs are offset with revenues received. The Single Family Rate will remain the same as FY 14/15 and 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 13-14	FY 14-15	Actual thru		FY 15-16	
No.	Item	Actual	Approp'd	June	Adopted	% +/- from 14-15	% of Dept. Expended
<u>OPERATING EXPENSES</u>							
503.400	Other Contractual Service	237,694	249,500	162,865	250,000	0.20%	65.28%
Total Operating Expenses		237,694	249,500	162,865	250,000	0.20%	65.28%
TOTAL SANITATION		<u>237,694</u>	<u>249,500</u>	<u>162,865</u>	<u>250,000</u>		

ENVIRONMENTAL

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

* * * * *

This department had several increases from the prior year. The Professional Services reduced because the state mandate requiring a Comprehensive Plan amendment to update the potable water system regulations (-\$12,000) will not be required until 2017. The NoSeeum Spraying cost has increased due to their increased mileage; however, the contractor actually reduced the price per mile (total cost \$65,000). The Town Engineering fee has increased 5% and the budget was also adjusted due to additional homeowner site review anticipated (total cost \$77,000). The Landscape budgeted amounts were increased (\$5,000) to budget for anticipated landscaping projects at Town Hall (Garden Club to match funds). The Repair & Maintenance account decreased (\$5,000) with a reduction in anticipated water improvement costs.

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

Fund: Department:
General Environmental

Acct Number
539.112

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14/15	Expended
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	6,610		5,929			
	NPDES Engineering	6,610	7,000	5,929	7,000	0.00%	84.70%
	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		12,000		0	NA	N/A
503.120	Town Engineering Services	85,795		58,792			
	General Engineering Services	36,409	50,000	33,126	50,000	0.00%	66.25%
	ROW Abandonment/Will be Reimbursed	5,000	0	0	0	N/A	N/A
	GIS Consulting	1,066	2,000	250	2,000	0.00%	12.50%
	Building Permit Review	43,320	10,000	25,416	25,000	NA	254.16%
503.400	Other Contractual Services	110,450		94,497			
	Pest Control (Orkin Contract)	631	600	0	600	0.00%	0.00%
	Landscape Maintenance	62,113	75,000	52,110	75,000	0.00%	69.48%
	Landscape Projects	0	0	0	5,000	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	2,550	0	0.00%	0.00%
	White Fly Treatment & Special Tree Trim	1,962	0	1,458	0	0.00%	0.00%
	Clark Mosquito Control	42,744	50,000	37,479	65,000	0.00%	74.96%
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	20,503	41,000	8,105	36,000	-12.20%	19.77%
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%	0.00%
	Total Operating Expenses	223,358	250,300	167,323	268,300	7.19%	66.85%

TOTAL ENVIRONMENTAL

223,358 250,300 167,323 268,300

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. There will be 27 paychecks instead of the normal 26 in this fiscal year. The personnel costs include a 2% 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. The Florida Retirement System contribution rate decreased from 7.37% to 7.26%. The Life & Health Insurance reflects 100% of the premium (with a 20% estimated increase), 3 months remainder of the approved \$1,500 2015 calendar year deductible, 9 months of a \$1,500 2016 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. Capital Outlay expenditures include an electric golf cart (\$2,500) and a new riding lawn mower (\$3,500).

ADDENDUM

07/2015

Removal of Golf Cart

\$2,500 Decrease

\$2,500 DECREASE

ADDENDUM

07/2015

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

\$1,296 Decrease

NET EFFECT

\$3,796 DECREASE

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

**Fund: Department:
General Public Works**

541.113

Summary of Expenditures

Code		FY 13-14	FY 14-15	Actual		FY 15-16	
No.	Item	Actual	Approp'd	thru	Adopted	% +/- from	% of Dept.
				June		14-15	Expended
<u>PERSONNEL SERVICES</u>							
501.200	Regular Salary and Wages	89,441	92,343	69,246	98,352	6.51%	74.99%
501.210	OTLSSA 3% or Longevity	0			2,000		
501.400	Overtime	746	5,000	1,028	5,000	0.00%	20.56%
501.140	Vacation Pay	1,017	1,808	0	1,834	NA	NA
501.700	Cafeteria Plan	0	0	0	0	NA	NA
502.100	FICA Taxes	6,894	7,447	5,376	8,059	8.23%	72.19%
502.200	FRS Retirement Contributions	6,356	7,307	5,292	7,637	4.50%	72.42%
502.300	Life & Health Insurance	13,922	15,728	9,829	16,952	7.78%	62.49%
502.310	Long Term Disability	792	840	630	840	0.00%	75.00%
502.400	Worker's Compensation	2,318	7,948	4,630	6,324	-20.43%	58.26%
502.500	Unemployment Compensation	0	2,770	0	2,951	6.51%	0.00%
Total Personnel Services		121,486	141,192	96,031	149,949	6.20%	68.01%
<u>OPERATING EXPENSES</u>							
503.100	Professional Services	0	0	0	0	NA	
504.300	Utility Service	42,854	43,000	33,840	45,000	4.65%	78.70%
504.500	Insurance	1,307	2,500	1,307	2,500	0.00%	52.28%
504.610	Repair & Maintenance	6,749	7,000	4,724	8,000	14.29%	67.49%
504.620	Repair & Maintenance - Vehicle	2,114	2,500	970	2,500	0.00%	38.80%
505.200	Operating Supplies	3,086	3,500	4,538	3,500	0.00%	129.66%
505.210	Operating Supplies - Gas/Oil	3,371	5,000	1,019	5,000	0.00%	20.38%
505.220	Operating Supplies - Uniforms	425	500	320	500	0.00%	64.00%
505.230	Operating Supplies - Sm Tools	483	500	80	500	0.00%	16.00%
505.300	Road Materials & Supplies	34,351	35,000	26,576	35,000	0.00%	75.93%
509.900	Contingency-NPDES	0	0	0	0	NA	#DIV/0!
Total Operating Expenses		94,740	99,500	73,374	102,500	3.02%	73.74%
<u>CAPITAL OUTLAY</u>							
506.300	Improvements Other Than Bldgs	0	0	0	0	NA	0.00%
506.400	Machinery & Equipment	11,999	28,500	28,167	3,500	-87.72%	98.83%
Total Capital Outlay		11,999	28,500	28,167	3,500	-87.72%	98.83%
TOTAL PUBLIC WORKS		228,225	269,192	197,572	255,949		

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

Fund:	Department:	Acct Number
General	Public Works	541.113

Detail of Personnel Services & Capital Outlay

Item	Employees		FY 14-15	FY 15-16
	Present	Proposed	Approp'd	Adopted
<u>501.200 REGULAR SALARIES</u>				
FT Maintenance Supervisor	1	1	54,386	57,130
FT Maintenance Man	1	1	37,958	41,222
501.210 OTLSSA 3% or Longevity			0	2,000
SUB TOTAL	2	2	92,343	100,352
<hr/>				
501.400 Overtime & Vacation Pay			5,000	5,000
501.410 Vacation Pay			1,808	1,834
501.700 Cafeteria Plan			0	0
502.100 FICA Taxes			7,447	8,059
502.200 FRS Retirement Contributions			7,307	7,637
502.300 Life & Health Insurance			15,728	16,952
502.310 Long Term Disability			840	840
502.400 Worker's Compensation			7,948	6,324
502.500 Unemployment Compensation			2,770	2,951
TOTAL PERSONNEL SERVICES			141,192	149,949
<hr/>				
<u>CAPITAL OUTLAY</u>				
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			28,500	0
Riding Lawn Mower			0	3,500
TOTAL CAPITAL OUTLAY			28,500	3,500

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 \$180,000 transfer from the General Fund and \$100 in interest.

The proposed projects include \$80,000 towards a one-half estimated cost to replace the radio maintenance system for the Police Department and also \$100,000 for Phase I Repaving. There is also \$15,000 budgeted for miscellaneous drainage professional services.

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

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

	13-14 Actual	14-15 Est Actual	15-16 Proposed	15-16 Adopted
Balance Forward	214,395	263,474	83,055	83,055
Coconut Loans/Grants	11,000	0	0	0
Gen Fun Trnsfr for TH	300,000	150,000	180,000	180,000
Revenue	38	9,700	100	100
Total Available	<u>525,433</u>	<u>423,174</u>	<u>263,155</u>	<u>263,155</u>
Professional Serv.	26,868	20,000	15,000	15,000
Inlet Cay Drainage Impr	80,759	9,580	0	0
Inlet Cay Approach	35,196	0	0	0
Inlet Cay Piling Repair	34,904	0	0	0
Thompson St. Drainage	75,264	0	0	0
Eleuthera Paving/Const	8,968	159,302	0	0
Alley between Hudson/Ocean		5,000	0	0
3" Force Main 5900 blk A1A		50,000	0	0
Inlet Cay/Sabal/Island Repairs	0	73,900		
Adams Road Paving		22,337		
Phase I Paving	0	0	100,000	100,000
Police Radio Equipment 1/2			80,000	80,000
Balance Forward	263,474	83,055	68,155	68,155

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

**Fund:
Capital
Projects**

**Department:
Capital Improvements**

**Acct Number
302**

Summary of Expenditures

Code No.	Item	FY 13/14	FY 14/15	FY 15/16	
		Actual	Approp'd	Proposed	Adopted
<u>OPERATING EXPENSES</u>					
31.	Professional Services	26,144	15,000	15,000	15,000
31,	Thompson St. Drainage Improvement		0	0	0
31	Spanish River Drainage Improvement		0	0	0
31	Bridge Professional Services	0	0	0	0
49.	Other Current Charges & Obligations	724 0	0	0	0
Total Operating Expenses		26,868	15,000	15,000	15,000
<u>CAPITAL OUTLAY</u>					
63.3	Inlet Cay Piling Repair	34,904	0	0	0
63.2	Drainage Improvements	0	0	0	0
63.2	Inlet Cay Approach	35,196	0	0	0
63.2	Inlet Cay Drainage Improvements	80,759	0	0	0
63.2	Thompson St. Drainage Improvement	75,264	0	0	0
63.2	Spanish Dr. Drainage Improvement		0	0	0
63.2	Eleuthera Dr Paving/Drainage	8,968	0		
63.2	Alley Between Hudson/Ocean Ave		5,000	0	0
63.2	3" Force Main 5900 Blk SR A1A		50,000	0	0
53	Phase 1 Paving		100,000	100,000	100,000
64.0	Police Radio Equipment 1/2 Cost			80,000	80,000
Total Capital Outlay		235,091	155,000	180,000	180,000
TOTAL CAPITAL IMPROVEMENTS		<u>261,959</u>	<u>170,000</u>	<u>195,000</u>	<u>195,000</u>

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

**Fund:
Capital
Projects**

**Department:
Capital Improvements**

**Acct Number
302**

Detail of Capital Outlay

Item	FY 14-15	FY 15-16		
	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	0	0	0
63.2	Thompson St. Drainage Improvement	0	0	0
63.2	Spanish River Dr Drainage Improv	0	0	0
63.2	Eleuthera Dr Paving/Drainage	0		
63.2	Alley Between Hudson/Ocean Ave	5,000	0	0
63.2	3" Force Main 5900 Blk A1A	50,000	0	0
53.0	Phase 1 Paving	100,000	100,000	100,000
64.0	Police Radio Equipment 1/2 Cost	0	80,000	80,000
TOTAL CAPITAL OUTLAY		155,000	180,000	180,000