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ORDINANCE NO. 2010-12

**AN ORDINANCE OF THE VILLAGE COMMISSION OF THE
VILLAGE OF BISCAYNE PARK, FLORIDA, ADOPTING A
BUDGET FOR FISCAL YEAR 2010-2011 FOR THE VILLAGE OF
BISCAYNE PARK, FLORIDA; PROVIDING FOR CONFLICTS;
PROVIDING FOR SEVERABILITY; PROVIDING FOR AN
EFFECTIVE DATE**

WHEREAS, the 2010-2011 Budget for the expenditures of the Village's funds and departments have been prepared by the Village Manager and submitted to the Village Commission; and

WHEREAS, said Budget, in conformity with the Village Charter requirements, have been filed with the Village Clerk and have been open for inspection by the public; and

WHEREAS, a public hearing has been held pursuant to notice published in a newspaper circulated in the Village wherein all interested persons were given the opportunity to voice their objections to any item listed in the Budget; now, therefore

BE IT ORDAINED by the Village Commission of the Village of Biscayne Park, Florida, as follows:

Section 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and hereby made a specific part of this Ordinance upon adoption hereof.

Section 2. The Budget, a copy of which is attached hereto and expressly made a part hereof, is hereby adopted and shall be in full force and effect for the Fiscal Year of the Village of Biscayne Park, Florida, commencing on October 1, 2010 and terminated on September 30, 2011.

Section 3. There is hereby appropriated from the General Fund and other funds of the Village as set forth in detail in the Budget annexed hereto, for the uses, expenditures and fiscal

1 requirements of the several funds and departments of the Village, the sum designated in said
2 Budget.

3 **Section 4.** The Budget for Fiscal Year 2010-2011, is attached hereto and made a
4 specific part hereof as Exhibit "1". All as set forth in detail in said Budget, is hereby approved
5 and adopted and accepted as the Budget for the Village of Biscayne Park, Florida for the Fiscal
6 Year 2010-2011.

7 **Section 5.** The provisions of this Ordinance shall not be deemed to be a limitation on
8 the powers granted to the Village Commission by the Village Charter, which are related to the
9 fiscal management of the Village's funds.

10 **Section 6.** From time to time, the Village Commission may transfer funds from one
11 fund, account or department to another as the necessity for the same may occur without being
12 required to amend the terms and provisions of this Ordinance.

13 **Section 7.** All ordinances or parts of ordinances and resolutions or parts of
14 resolutions in conflict herewith are hereby repealed to the extent of such conflict.

15 **Section 8.** If any clause, section, or other part or application of this ordinance shall be
16 held by an court of competent jurisdiction to be unconstitutional or invalid such unconstitutional
17 or invalid part or application shall be considered as eliminated and so not affecting the validity of
18 the remaining portions or applications remaining in full force or effect.

19 **Section 9.** This Ordinance shall become effective immediately upon its passage and
20 adoption.

21
22 The foregoing Ordinance was offered by Commissioner Childress who moved its adoption.

23 The motion was seconded by Commissioner Anderson and upon being put to a vote, the vote
24 was as follows:

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PASSED AND ADOPTED upon first reading this 9th day of September, 2010.

PASSED AND ADOPTED upon second reading this 21st day of September, 2010.

The foregoing ordinance upon being put to a vote, the vote was as follows:



Roxanna Ross, Mayor

Mayor Ross: Yes
Vice Mayor Cooper: No
Commissioner Anderson: Yes
Commissioner Bernard: No
Commission Childress: Yes

Attest:


Village Clerk

Approved as to form:


John J. Hearn, Village Attorney

Village of Biscayne Park
2010-2011
Adopted Budget



BUDGET SUMMARY

EXPENDITURES:

FY 2010-11
ADOPTED BUDGET

EXP	DESCRIPTION	
511	Commission	19,663
512	Manager/Administration	181,662
513	Finance	117,084
514	Legal	85,000
515	Comprehensive Planning	8,000
519	General Government	196,533
521	Police	1,112,227
524	Building Inspections	96,229
529	Code Enforcement	55,421
539	Public Works	281,386
572	Parks & Recreation	103,875
		<u>\$ 2,257,080</u>

REVENUES:

Other Revenues	1,107,036
Ad Valorum Taxes	1,150,044
Surplus	-
<u>\$ 2,257,080</u>	

Proposed Millage Rate	8.9933	1,182,565
1 Mil	\$ 131,494	
.5 Mil	\$ 65,747	
.25 Mil	\$ 32,874	

SURPLUS PROJECTION:

Beginning Surplus (unrestricted)) 10-1-09	\$ 823,927
Add: Expected Surplus from 2009-10 Budget Yr	-
Ending Surplus September 30, 2010	<u>\$ 823,927</u>

TAXABLE VALUE & MILLAGE RATES BY YEAR

FISCAL YEAR	TAXABLE VALUE	MILLAGE RATE	REVENUE GENERATED
2010 - 2011 <i>Proposed</i>	\$ 131,494,615	8.9933	\$ 1,182,571
2009 - 2010	165,129,675	8.9933	1,485,061
2008 - 2009	178,095,523	8.8903	1,583,323
2007 - 2008	209,510,386	8.3400	1,747,317
2006 - 2007	193,380,407	9.2000	1,779,100
2005 - 2006	157,772,744	8.2000	1,293,737
2004 - 2005	136,379,697	7.9000	1,077,400
2003 - 2004	116,691,059	7.9000	921,859
2002 - 2003	105,011,755	8.2000	861,096
2001 - 2002	93,995,765	8.7000	817,763
2000 - 2001	85,847,946	8.9000	764,047

MILLAGE RATE ANALYSIS

FISCAL YEAR 2010 - 2011

DISCOUNT OF 4%

	APPRAISED VALUE	96% OF APPRAISED VALUE	MILLAGE RATE	PROPERTY TAX REVENUE
2009-2010 Budget Year (2008 FINAL)	\$ 165,129,675	\$ 158,524,488	8.9933	\$ 1,425,658
2010-2011 Budget Year (2009)	131,494,615	126,234,830	8.9933	1,135,268
Decrease in Appraised Value	\$ 33,635,060	\$ 32,289,658		\$ 290,391
LOSS OF TAX REVENUE	\$ 302,490	\$ 290,391		

**DIFFERENCE BETWEEN THE 2010 ADOPTED BUDGET AND
THE 2011 PROPOSED BUDGET AT 96% COLLECTION RATE**

\$ 288,876

DISCOUNT OF 3%

	APPRAISED VALUE	97% OF APPRAISED VALUE	MILLAGE RATE	PROPERTY TAX REVENUE
2010-2011 Budget Year (2009)	131,494,615	127,549,777	8.9933	1,147,093
			BUDGET AS PROPOSED	\$ 1,182,373
			BUDGET PROPOSED @ 97%	1,147,093
			DECREASE TO PROPOSED BUDGET LINE ITEM	\$ 35,280

DISCOUNT OF 2%

	APPRAISED VALUE	98% OF APPRAISED VALUE	MILLAGE RATE	PROPERTY TAX REVENUE
2010-2011 Budget Year (2009)	131,494,615	128,864,723	8.9933	1,158,919
			BUDGET AS PROPOSED	\$ 1,182,373
			BUDGET PROPOSED @ 98%	1,158,919
			DECREASE TO PROPOSED BUDGET LINE ITEM	\$ 23,454

REVENUES

FY 2010-11
ADOPTED BUDGET

OBJECT:	ACCOUNT NAME	
311.10.00	Ad Valorum/Personal Property Taxes	\$ 1,182,565
	Ad Valorum Tax Discount (3%)	(32,521)
313.10.00	Electric Franchise Fee	131,000
313.40.00	Gas/Propane Franchise Fee	4,800
314.10.00	Electric Utility Tax	130,000
314.40.00	Gas/Propane Utility Tax	8,000
314.xx.xx	Water Utility Tax	24,000
315.10.01	Communications Service Tax	150,205
321.10.00	Occupational License - Home	500
322.10.00	Building Permits	65,000
322.20.00	Electrical Permits	9,000
322.30.00	Plumbing Permits	14,000
322.40.00	Air Conditioning Permits	5,000
322.60.00	Paint Permits	2,000
322.70.00	Garage Sale Permit	1,000
322.80.00	Plan Review	1,000
322.90.01	Variance Application Fees	1,500
322.99.00	Permit Administrative Fee	15,000
323.11.00	Contractor Registration	2,000
323.10.00	Occupancy /re-occupancy Fee	2,000
323.12.00	Landlord Permit Fees	1,500
323.13.00	Home Occupational Fee	800
331.30.00	Federal Grant - FEMA Reimb.	-
334.21.00	Federal Grant - Crime Prevention	-
335.12.00	State Revenue Sharing	62,104
335.18.00	Local Govt 1/2 Cent Sales Tax	189,947
	Fuel Tax Rebate	2,400
338.30.00	Occupational Licenses - County	3,500
341.20.00	Certification, Copies & Lien Search	5,000
347.20.01	Recreation Program Fees	5,000
347.20.02	Recreasion Concession Sales	7,000
347.20.03	Other Parks & Rec Fees (Special)	12,000
351.01.00	Fines & Forfeitures	40,000
354.00.01	Code Violations	25,000
361.00.00	Miscellaneous	-
361.10.00	Interest Earnings	6,000
369.01.00	Miscellaneous Other	6,000
	Sale of Surplus Property	500
369.01.02	Insurance Proceeds	-
369.02.00	Misc Newsletter Ads	3,000
369.03.00	Misc. Donations	-
369.04.00	Donation Rec- Center	-
369.05.00	Sale of Surplus Property	1,000
380.00.00	Fund Balance Carryover	-
380.01.00	Loan Proceeds	-
380.02.01	Investments - Un-realized gain	-
381.00.00	Admin Fee - Sanitation Fund	57,794
381.00.00	Direct Public Works Overhead- Sanitation Fund	98,340
381.00.00	Admin Fee - Road Fund	14,146
TOTAL REVENUES:		<u>\$ 2,257,080</u>

VILLAGE COMMISSION

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
511	12.01 Regular Salaries	12,000	\$2000 x 4 Commissioners; \$4,000 for Mayor
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	918	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	-	
	23.01 Life & Health Benefits	-	
	24.01 Workers Compensation	-	
	25.01 Unemployment Comp	-	
TOTAL PERSONNEL		\$ 12,918	
511	40.01 Travel, Conf, Meetings	1,825	Six (6) Miami Dade County monthly meetings (5 x \$40); Annual FLOC convention - \$100 x 5 towards conference registration.
	47.01 Printing & Binding	250	Commission meeting supplies
	51.01 Office Supplies General	-	
	54.01 Dues & Subscriptions	1,670	FLOC (\$460); MDLC (\$960); FL League of Mayors (\$250)
	56.01 Special Events	3,000	Strategic Planning Session (\$2,000)
TOTAL OPERATIONS		\$ 6,745	
511 TOTAL VILLAGE COMMISSION		\$ 19,663	

EXECUTIVE ADMINISTRATION

	Account Name	FY 2010-11 ADOPTED BUDGET	Comments
512	12.01 Regular Salaries	123,000	Village Manager (\$83,000); Village Clerk (\$40,000)
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	9,410	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	16,493	Florida Retirement System (FRS) @ 14.57% Manager; 11% Clerk
	23.01 Life & Health Benefits	4,485	Village Manager only
	24.01 Workers Compensation	344	Calculated at \$0.28 per \$100
	25.01 Unemployment Comp	-	
	TOTAL PERSONNEL	\$ 153,732	
512	40.01 Travel, Conf, Meetings	3,000	Manager: ICMA & Florida City Managers; Clerk: FACC
	34.01 Contract Services	-	
	40.02 Travel Auto Allowance	4,800	Village Manager
	41.01 Telephone	1,500	Village Manager Cell Phone
	45.02 Liability Insurance	2,930	General liability insurance
	46.02 R&M Equipment	-	
	47.01 Printing & Binding	200	Printing supplies
	49.02 Legal Advertising	10,000	Miami Herald Neighbors advertising
	49.04 Ordinance Codification	2,000	MuniCode
	49.06 Election	-	
	51.01 Office Supplies General	500	Standard office supplies utilizing User Access Program pricing with the County
	52.12 Special Department Supplies	500	Other supplies needed utilizing User Access Program pricing with the County
	54.01 Dues & Subscriptions	1,000	Manager: ICMA, CCMA, FRPA, MDCLC; Clerk: FACC, IIMC, MDCMC
	54.02 Training & Education	1,500	Manager and Clerk: professional development
	64.02 Machinery & Equipment	-	
	59.01 Contingency	-	
	TOTAL OPERATIONS	\$ 27,930	
512	TOTAL EXECUTIVE ADMINISTRATION:	\$ 181,662	

GENERAL GOVERNMENT

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
519	12.01 Regular Salaries	17,000	Administrative Clerk (PT)
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	1,301	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	1,870	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	-	Medical, Dental, Vision and Life
	24.01 Workers Compensation	48	Calculated at \$0.28 per \$100
	25.01 Unemployment Comp	-	
	TOTAL PERSONNEL	\$ 20,218	
519	31.01 Prof Services - Attorney	-	Moved to separate account
	31.02 Prof Services - Legal	-	Moved to separate account
	31.03 Prof Services - Other	12,000	IT Services
	31.04 Prof Services - Medical	1,400	Drug testing, first aid supplies, Employee Assistance Program (EAP)
	40.01 Travel, Conf, Meetings	-	
	41.01 Telephone	12,500	AT&T, Nuvox, Verizon, ADT Alarm
	42.01 Postage & Freight	750	Outgoing mail
	43.01 Electric	30,000	Village Hall, Street Lights, Sign
	43.02 Water	150	Village Hall and Fire Service
	44.02 Rental/Lease Equip	4,200	Outside document storage and copier lease.
	45.01 Insurance - Property	21,706	Property insurance on all buildings
	45.02 Liability Insurance	352	General liability insurance
	46.02 R&M Equipment	3,000	PBX maintenance, fire alarm systems
	47.01 Printing & Binding	1,000	Flyers
	48.01 Promotions Newsletter	3,000	Newsletter 3x per year (Advertising revenues offset this cost.)
	48.02 Promotions Legislative Rep	5,000	David Caserta
	49.01 Misc Credit Card/Bank Fee	-	
	51.01 Office Supplies General	500	Standard office supplies utilizing User Access Program pricing with the County
	52.01 Operating Supplies	500	Other supplies needed utilizing User Access Program pricing with the County
	54.01 Dues & Subscriptions	725	Miami Herald (4days/wk); web domain & web hosting (biscayneparkfl.gov)
	54.02 Training & Education	150	Professional development
	54.01 Signage	-	
	59.01 Contingency	76,882	Union contracts, employee contracts, salary adjustments, and any unforeseen expenses.
	TOTAL OPERATIONS	\$ 173,815	
519	64.03 Capital Outlay	-	
	TOTAL CAPITAL OUTLAY	\$ -	
519	82.01 Aid to Private Organization	2,500	N. Miami Sr. Citizen Foundation
	GRANTS & AIDS	\$ 2,500	
519	TOTAL GENERAL GOVERNMENT:	\$ 196,533	

FINANCE

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
513	12.01 Regular Salaries	69,120	Finance Director (\$40,000); Finance Clerk (\$29,120)
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	5,288	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	7,603	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	8,760	Medical, Dental, Vision and Life
	24.01 Workers Compensation	193	Calculated at \$0.28 per \$100
	25.01 Unemployment Comp	-	
TOTAL PERSONNEL		\$ 90,964	
513	32.01 Accounting & Audit Service	18,000	Annual audit
	34.01 Contractual Services	4,900	Payroll and Accounting software/services
	34.02 Contract Services - Software	1,600	HTE software for month of October when contract ends
	40.01 Travel, Conf, Meetings	1,000	GFOA Conference
	46.02 R&M Equipment	-	
	51.01 Office Supplies General	200	Standard office supplies utilizing User Access Program pricing with the County
	54.01 Dues & Subscriptions	420	GFOA
TOTAL OPERATIONS		\$ 26,120	
513 TOTAL FINANCE:		\$ 117,084	

LEGAL

	Account Name	FY 2010-11 ADOPTED BUDGET	Comments
514	12.01 Regular Salaries	-	
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	-	
	21.02 Medicare	-	
	22.01 Retirement	-	
	23.01 Life & Health Benefits	-	
	24.01 Workers Compensation	-	
	25.01 Unemployment Comp	-	
	TOTAL PERSONNEL	<u>\$ -</u>	
514	31.01 Prof Services - Attorney	60,000	Village Attorney John Hearn
	33.01 Prof Services - Legal Other	25,000	Outside legal (including current investigation)
	TOTAL OPERATIONS	<u>\$ 85,000</u>	
514	TOTAL LEGAL:	<u><u>\$ 85,000</u></u>	

COMPREHENSIVE PLANNING

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
515	12.01 Regular Salaries	-	
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	-	
	21.02 Medicare	-	
	22.01 Retirement	-	
	23.01 Life & Health Benefits	-	
	24.01 Workers Compensation	-	
	25.01 Unemployment Comp	-	
	TOTAL PERSONNEL	<u>\$ -</u>	
515	31.03 Prof Services - Planning	8,000	Bell David Planning Group - Amendments to comprehensive plan and additional state requirements.
	TOTAL OPERATIONS	<u>\$ 8,000</u>	
515	TOTAL LEGAL:	<u>\$ 8,000</u>	

BUILDING

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
524	12.01 Regular Salaries	29,640	Building Clerk
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	2,267	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	3,260	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	4,380	Medical, Dental, Vision and Life
	24.01 Workers Compensation	83	Calculated at \$0.28 per \$100
	25.01 Unemployment Comp	-	
TOTAL PERSONNEL		\$ 39,631	
524	31.01 Inspection Fees	35,200	Building Official @ 50% of building inspection fees
	31.00 Prof Services - IT	1,200	EnerGov software
	31.00 Prof Services - Inspectors	16,000	Electrical, Mechanical, Plumbing Inspectors @ 70% of inspection fees
	31.00 Prof Services - Structural Engineer	1,000	Carlos Newman @ 100% of inspection fees
	45.01 Insurance	-	
	45.02 Liability Insurance	1,248	General liability insurance
	46.02 R&M Equipment	-	
	47.01 Printing & Binding	-	
	49.01 Special Supplies	1,200	New computer and printer
	51.01 Office Supplies General	500	Standard office supplies utilizing User Access Program pricing with the County
	54.01 Dues & Subscriptions	100	ICC Membership
	54.02 Training & Education	150	Available training to enhance performance.
TOTAL OPERATIONS		\$ 56,598	
524 TOTAL BUILDING:		\$ 96,229	

POLICE DEPARTMENT

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
521	12.01 Regular Salaries	594,076	Chief, Captain, Lieutenant, Sargeant and 7 Officers
	13.01 Other Salaries & Wages	28,629	10 Reserve Officers salary as needed to cover shifts during shift shortages and declared state emergencies @ \$15/hr; PT Police Clerk (Jan-Sept 2011)
	14.01 Overtime	20,000	As needed to cover shifts at 1.5 per PBA contract
	15.01 Special Pay - Officer Incentive	8,000	For educational and salary incentive training completed by full time officers (max \$130 per officer)
	16.01 Court Time	10,000	As required by PBA contract for off-duty court appearances
	21.01 FICA Taxes & Medicare	50,544	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	140,691	Florida Retirement System (FRS) @ 23.25%
	23.01 Life & Health Benefits	48,180	Medical, Dental, Vision and Life
	24.01 Workers Compensation	23,658	Calculated at \$3.63 per \$100
	25.01 Unemployment Comp	4,000	Payable @ \$275/week based on current unemployment comp guidelines
TOTAL PERSONNEL		\$ 927,778	
521	31.04 Contract Services - Medical	1,000	Pre-employment drug screening and psychological and polygraph testing
	34.01 Contract Services	2,000	Transcription fees
	40.01 Travel, Conf, Meetings	1,000	Training conference for Chief and supervisors
	41.01 Telephone	5,000	Station police dept phone lines, emergency operation lines and 2 police supervisor phones
	44.01 Equipment Rental	1,000	Beeper reimbursement per collective bargaining agreement
	45.01 Insurance - Auto	7,200	Insurance per schedule
	45.02 Liability Insurance	30,500	Law enforcement liability under the general liability insurance
	46.01 R&M Vehicles	10,000	Upkeep and maintenance of police vehicles not covered under warranty
	46.02 R&M Equipment	3,800	Maintain and calibrate all police vehicle radar units and calibrate speedometers per Florida Statute
	46.03 R&M Radio	1,000	Maintain and repair all hand-held and mobile police radios.
	47.01 Printing & Binding	600	Special investigations and events
	51.01 Office Supplies General	2,000	Standard office supplies utilizing User Access Program pricing with the County
	52.02 Gas & Oil	30,000	Police and Code Enforcement fleet
	52.03 Tires & Tire Repair	3,300	Police and Code Enforcement fleet
	52.04 Uniforms	3,000	Uniforms and related items per police union contract
	52.05 Vests - Body Armour	600	(1) Bullet Proof vest
	52.06 Dry Cleaning - Uniforms	1,800	Police uniforms @ \$2.50 per item
	52.07 Ammunition	2,500	Range and duty ammo for police training, 1-2 x per year
	52.08 Photography	200	Film and processing for crime scenes
	52.12 Special Dept Supplies	1,000	Specific police department supplies utilizing User Access Program pricing with the County
	54.01 Dues & Subscriptions	1,500	Membership dues
	54.02 Training & Education	2,500	40-hr mandatory training and other required yearly training including firearms range for officers
	00.00 Previous Worker's Comp Claims	20,000	(3) Officers from prior year with an open claim when the Village was self insured
	00.00 Special Prosecution Claims	1,000	County charges for prosecuting Miami Dade County ordinance violations.
TOTAL OPERATIONS		\$ 132,500	
521	64.01 Debt Service Principal	48,255	
	00.00 Debt Service Interest	3,694	
TOTAL DEBT SERVICE:		\$ 51,949	
521	64.02 Capital Improvement	-	
TOTAL CAPITAL IMPROVEMENT		\$ -	
521	TOTAL POLICE DEPARTMENT:	\$ 1,112,227	

CODE ENFORCEMENT

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
529	12.01 Regular Salaries	32,000	Code Enforcement Officer
	13.01 Other Salaries & Wages	6,000	Back up PT Code Enforcement Officer
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	2,907	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	4,180	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	4,380	Medical, Dental, Vision and Life
	24.01 Workers Compensation	1,079	Calculated at \$2.84 per \$100
	25.01 Unemployment Comp	-	
TOTAL PERSONNEL		\$ 50,546	
529	33.01 Filing Fees	1,000	Court fees for filing liens
	41.01 Telephone	600	Verizon Wireless
	42.01 Postage	300	Outgoing mail
	45.01 Insurance - Auto	600	Code Enforcement vehicle
	45.02 Liability Insurance	-	
	46.01 R&M Equipment	1,200	EnerGov software
	46.02 R&M Equipment Auto	500	
	47.01 Printing & Binding	150	Printing forms related to code
	51.01 Office Supplies General	200	Standard office supplies utilizing User Access Program pricing with the County
	52.04 Uniforms	125	Polo shirts
	54.01 Dues & Subscriptions	100	FACE
	54.02 Training & Education	100	Hours required to maintain certification
TOTAL OPERATIONS		\$ 4,875	
529 TOTAL CODE ENFORCEMENT:		\$ 55,421	

PARKS & RECREATION

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
572	12.01 Regular Salaries	32,167	Recreation Director
	13.01 Other Salaries & Wages	24,000	2 Part time positions
	14.01 Overtime	-	
	19.01 Compensated absences	-	
	21.01 FICA Taxes & Medicare	4,297	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	6,178	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	4,380	Medical, Dental, Vision and Life
	24.01 Workers Compensation	2,360	Calculated at \$4.20 per \$100
	25.01 Unemployment Comp	-	
TOTAL PERSONNEL		\$ 73,383	
572	31.08 Prof Services	-	
	41.01 Telephone	1,400	1 line at recreation center
	43.01 Electric	6,000	Recreation Center Facility
	43.02 Water	700	Recreation Center Facility and park sprinklers
	44.02 Rental/Lease Equip	750	Copier
	45.01 Insurance Auto	592	1 Van
	45.02 Liability Insurance	1,200	General liability insurance
	46.01 R&M Vehicles	300	1 Van
	46.02 R&M Equipment	5,500	Recreation Facility equipment: Volleyball, signage and trash recepticles
	46.03 R&M Building	-	
	46.05 R&M Field	5,000	Fertilizer, sod replacement and miscellaneous tree work, including the Butterfly Park
	47.01 Printing & Binding	300	Flyers
	51.01 Office Supplies General	500	Standard office supplies utilizing User Access Program pricing with the County
	52.01 Operating Supplies	500	Other supplies needed utilizing User Access Program pricing with the County
	52.02 Gas & Oil	250	1 Van
	52.04 Uniforms	200	Polo shirts
	52.09 Concession - Resale	3,800	Concession stand goods (generates revenue at 2x the cost)
	52.10 Games - Indoor	-	
	52.11 Games - Outdoor	-	
	54.01 Dues & Subscriptions	300	FRPA, Costco and MDC
	54.02 Training & Education	200	FRPA Conference and day seminar
	55.01 Special Events	3,000	Easter, Summer Fest, Halloween and Winterfest
TOTAL OPERATIONS		\$ 30,492	
572	64.02 Machinery & Equipment	-	
TOTAL CAPITAL OUTLAY		\$ -	
572	74.01 Debt Service Principal	-	Bus - Moved to CITT Fund
	00.00 Debt Service Interest	-	
TOTAL DEBT SERVICE:		\$ -	
572	TOTAL PARKS & RECREATION:	\$ 103,875	

PUBLIC WORKS

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
534	12.01 Regular Salaries	159,868	Director, Foreman, Supervisor, Admin Asst, 1 Laborer
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	600	Additional for special events and projects
	21.01 FICA Taxes & Medicare	12,230	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	17,585	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	25,009	Medical, Dental, Vision and Life (Full cost without employee contribution based on union contract)
	24.01 Workers Compensation	12,856	Calculated at \$8.040 per \$100
	25.01 Unemployment Comp	4,000	Payable @ \$275/week based on current unemployment comp guidelines
	26.01 Other Personnel Services	-	
TOTAL PERSONNEL		\$ 232,148	
534	31.08 Prof Services	5,000	Summer mowing
	34.03 Dump - Recycling	-	Moved to Sanitation Fund
	40.02 Dump	-	Moved to Sanitation Fund
	41.01 Telephone	3,000	1 line, 1 fax line at public works facility
	41.02 Radios	500	Public Works staff
	43.01 Electric	2,700	Public Works facility
	43.02 Water	4,700	Public Works facility, Sixth Avenue Median, Butterfly Park
	44.02 Rental/Lease Equip	4,000	Rental of high lifts as needed
	45.01 Insurance Auto	563	1 pick-up truck
	45.02 Liability Insurance	2,700	General liability insurance
	46.01 R&M Vehicles	500	1 pick-up truck
	46.02 R&M Equipment	2,500	Public Works facility equipment
	46.03 R&M Building	6,000	All Village buildings
	46.05 R&M Field	-	Moved to Recreation
	00.00 R&M Improvements	5,000	Landscaping
	49.05 Truck Washing	-	
	51.01 Office Supplies General	1,200	Standard office supplies utilizing User Access Program pricing with the County
	52.01 Operating Supplies	7,000	Other supplies needed utilizing User Access Program pricing with the County
	52.02 Gas & Oil	2,000	1 pick-up truck and off road vehicles
	52.03 Tires & Tire Repair	125	1 pick up truck and off road vehicles
	52.04 Uniforms Rental	1,750	Uniform rental 4 staff
	54.01 Dues & Subscriptions	-	
TOTAL OPERATIONS		\$ 49,238	
534	62.01 Buildings	-	
	63.02 Landscaping	-	
	64.02 Machinery & Equipment	-	
TOTAL CAPITAL OUTLAY		\$ -	
534	74.01 Lease Purchase	-	
TOTAL DEBT SERVICE:		\$ -	
534	TOTAL PUBLIC WORKS	\$ 281,386	

FUND: SANITATION FUND

FY 2010 - 11 ADOPTED BUDGET
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ACCT.	DESCRIPTION	
343.40.01	Garbage / Waste Fees	\$ 727,074
	Discount on Early Payment	(19,995)
343.40.03	Special Pick-Up / Lot Clearing	5,000
	Non-Operating Transfers In	-
	TOTAL REVENUE	<u>\$ 712,079</u>

PROJECTED FUND BALANCE

10-1-09	Net Assets	\$ 65,606
	Operating Revenues	712,079
	Operating Expenses	(618,608)
	Non-Operating Interest Expense	(871)
9-30-10	Ending Fund Balance	<u>\$ 159,077</u>

FUND: SANITATION FUND

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
343	12.01 Regular Salaries	135,383	6 Laboreres
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	19.01 Banked Sick	-	
	21.01 FICA Taxes & Medicare	10,357	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	14,892	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	30,942	Medical, Dental, Vision and Life (Full cost without employee contribution based on union contract)
	24.01 Workers Compensation	15,409	Calculated at \$11.38 per \$100
	TOTAL PERSONNEL	\$ 206,982	
343	32.01 Audit Fees	5,000	Annual audit
	34.02 Dump Garbage/Waste	185,000	Tipping fees garbage and yard trash
	34.03 Contractual Services - Recycling	35,000	Miami Shores Recycling
	41.01 Telephone	-	
	41.02 Radios	1,200	Utilized on all sanitation trucks
	42.01 Postage & Freight	-	
	43.01 Electric	-	
	43.02 Water	-	
	45.01 Insurance Auto	8,500	Sanitation fleet
	45.02 Liability Insurance	5,000	General liability insurance
	46.01 R&M Vehicles	12,000	Sanitation fleet
	48.01 Advertising	75	Annual TRIM notice attachment
	49.05 Truck Washing	800	Sanitation fleet
	51.01 Office Supplies General	250	Standard office supplies utilizing User Access Program pricing with the County
	52.01 Operating Supplies	2,500	Other supplies needed utilizing User Access Program pricing with the County
	52.02 Gas & Oil	12,000	Sanitation fleet
	52.03 Tires & Tire Repair	3,000	Sanitation fleet
	52.04 Uniform Rental	2,100	Uniform rental 6 staff
	53.01 Depreciation	12,600	Sanitation fleet
	53.02 Administration Fee - Miami Dade County	14,600	2% fee charged for inclusion of sanitation fees with tax bill
	53.03 Administrative Fee - General Fund	57,794	<i>(See Method of Calculation on next page.)</i>
	53.00 Direct Public Works Overhead	98,340	
	00.00 Unappropriated Contingency	21,447	Union contracts, unknowns due to escalation of vehicle repairs; possible vehicle replacement; any unforeseen expenses.
	TOTAL OPERATIONS	\$ 477,206	
343	75.01 Debt Service Principal	27,020	
	00.00 Debt Service Interest	871	
	TOTAL DEBT SERVICE:	\$ 27,891	
343	TOTAL SANITATION FUND:	\$ 712,079	

**DIRECT PUBLIC WORKS OVERHEAD &
ADMINISTRATIVE FEE CALCULATION**

**DIRECT & INDIRECT COST ALLOCATION TO THE SANITATION FUND
FY 2010 - 2011**

INDIRECT ADMINISTRATIVE COST TO BE ALLOCATED:

DIRECT PUBLIC WORKS OVERHEAD:

<u>POSITION</u>	<u>%</u>	<u>SALARY & BENEFITS</u>	<u>DEPT. EXPENSES</u>	<u>TOTAL</u>	<u>COST ALLOCATION</u>
Public Works Foreman	50%	37,461	-	37,461	18,731
Public Works Director	45%	68,352	11,733	80,085	36,038
Public Works Admin Asst	45%	43,327	-	43,327	19,497
Public Works Supervisor	25%	37,461	-	37,461	9,365
Public Works Laborer	40%	36,772	-	36,772	14,709
		\$ 223,373	\$ 11,733	\$ 235,106	\$ 98,340

ADMINISTRATIVE FEE:

Finance Clerk	25%	39,012	-	39,012	9,753
Finance Director	20%	51,952	26,120	78,072	15,614
Village Manager	20%	106,160	27,930	134,090	26,818
Village Clerk / HR	8%	47,572	-	47,572	3,806
Administrative Clerk	3%	20,218	-	20,218	607
Village Attorney	1%	80,000	-	80,000	800
Cashier	1%	39,631	-	39,631	396
TOTAL		\$ 384,545	\$ 54,050	\$ 438,595	\$ 57,794
					\$ 156,134

NOTE: Only 24% of the Public Works Operating Budget is included in Dept Expenses.

ROAD FUND

FY 2010 - 11
ADOPTED BUDGET

OBJECT	ACCOUNT NAME	
312.40.10	Local Option Gas Tax	22,266
312.40.20	Local Option Gas Tax (6th cent)	57,984
334.10.00	Forestry Grant	-
334.20.00	FDOT 6th Ave Median Maint.	3,980
335.12.00	State Revenue Sharing	25,366
335.14.00	Fuel Tax Rebate	-
361.00.00	Interest	-
391.91.00	Transfer from CITT Road Impr.	-
369.30.01	Fund Balance Appropriated	8,762
TOTAL REVENUE		118,358

PROJECTED FUND BALANCE

10-1-09	Beginning Fund Balance	\$ 25,788
	Revenues	106,632
	Expenditures	(118,358)
9-30-10	Ending Fund Balance	\$ 14,062

FUND: ROAD FUND

Account Name		FY 2010-11 ADOPTED BUDGET	Comments
101	12.01 Regular Salaries	59,656	Supervisor, 1 Laborer
	13.01 Other Salaries & Wages	-	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	4,564	Calculated at .0765
	21.02 Medicare	-	Included in FICA Taxes
	22.01 Retirement	6,562	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	10,314	Medical, Dental, Vision and Life (Full cost without employee contribution based on union contract)
	24.01 Workers Compensation	6,794	Calculated at \$11.38 per \$100
	TOTAL PERSONNEL	\$ 87,890	
101	31.08 Contract Services	1,000	Annual Audit
	41.01 Telephone	-	
	41.02 Radios	-	
	43.01 Electric	-	
	43.02 Water	-	
	44.02 Equipment Rental	1,500	Heavy duty equipment
	45.01 Insurance Auto	1,424	1 pick-up truck and flatbed
	45.02 Liability Insurance	1,732	General liability insurance
	46.01 R&M Vehicles	300	1 pick-up truck and flatbed
	46.02 R&M Equipment	1,200	
	52.01 Operating Supplies	350	Other supplies needed utilizing User Access Program pricing with the County
	52.02 Gas & Oil	500	1 pick-up truck and flatbed
	52.04 Uniform Rental	700	Uniform rental 2 staff
	53.01 Road Materials	7,616	Road re-surfacing
	53.03 Administrative Fee - General Fund	14,146	
	00.00 Unappropriated Contingency	-	
	TOTAL OPERATIONS	\$ 30,468	
101	64.01 Improvements other than Building	-	
	64.03 Machinery & Equipment	-	
	TOTAL CAPITAL OUTLAY:	\$ -	
101	TOTAL ROAD FUND:	\$ 118,358	

FORFEITURE FUND

FY 2010 - 11

FUND 105

**ADOPTED
BUDGET**

OBJECT	ACCOUNT NAME	
359.10-00	State Forfeitures	5,000
359.20-00	Federal Forfeitures	20,000
361.00.00	Interest Earnings	-
361.02-00	Rental Reimbursement	-
361-20.00	Overtime Reimbursement	-
369.01-00	Miscellaneous	-
369.30.00	Fund Balance Appropriated	-
TOTAL REVENUE		25,000

PROJECTED FUND BALANCE

Beginning Fund Balance	85,135
Revenues	25,000
Expenditures	(34,600)
Transfers Out	-
Ending Fund Balance Reserved for	\$ 75,535

FUND: FORFEITURE FUND

Account Name		FY 2010-11 ADOPTED BUDGET
105	12.01 Regular Salaries	-
	13.01 Other Salaries & Wages	-
	14.01 Overtime	-
	21.01 FICA Taxes & Medicare	-
	21.02 Medicare	-
	22.01 Retirement	-
	23.01 Life & Health Benefits	-
	24.01 Workers Compensation	-
	TOTAL PERSONNEL	<u>\$ -</u>
105	35.02 Special Investigations	-
	44.02 Equipment Rental	-
	52.01 Operating Supplies	-
	00.00 Unappropriated Contingency	25,000
	TOTAL OPERATIONS	<u>\$ 25,000</u>
105	64.03 Machinery & Equipment	-
	TOTAL CAPITAL OUTLAY:	<u>\$ -</u>
105	TOTAL FORFEITURE FUND:	<u><u>\$ 25,000</u></u>

CITT FUND

FY 2010 - 11

FUND 301

**ADOPTED
BUDGET**

OBJECT	ACCOUNT NAME	
338.35.00	Transit Surtax	73,322
388.35.00	Other Transportation Revenues	-
361.00.00	Interest Earnings	200
369.30.00	Fund Balance Appropriated	170,000
TOTAL REVENUE		<u>243,522</u>

A minimum of 20% of revenue must be spent on Transit related services.

PROJECTED FUND BALANCE

Beginning Fund Balance	121,570
Revenues	73,522
Expenditures	(18,280)
Transfers Out	(170,000)
Ending Fund Balance Reserved for	<u>\$ 6,812</u>

FUND: CITT FUND

	Account Name	FY 2010-11 ADOPTED BUDGET	Comments
301	12.01 Regular Salaries	-	
	13.01 Other Salaries & Wages	12,480	
	14.01 Overtime	-	
	21.01 FICA Taxes & Medicare	955	Calculated at .0765
	21.02 Medicare	-	
	22.01 Retirement	1,373	Florida Retirement System (FRS) @ 11%
	23.01 Life & Health Benefits	-	
	24.01 Workers Compensation	1,005	Calculated at \$8.040 per \$100
	TOTAL PERSONNEL	\$ 15,813	
301	34.01 Contract Services - North Miami (NOMI)	-	
	34.02 Contract Services - Other	-	
	45.01 Insurance Auto	500	Bus
	46.02 R&M Equipment	500	Related equipment
	52.02 Gas & Oil	2,600	Bus
	60.02 Transfer to Road Fund	-	
	60.03 Transfer to Storm Water Fund	-	
	60.06 Transfer to Capital Projects Fund	170,000	Stormwater Drainage Project
	00.00 Unappropriated Contingency	46,423	
	TOTAL OPERATIONS	\$ 220,023	
301	64.01 Improvements other than Buildings	-	
	64.03 Machinery & Equipment	-	
	TOTAL CAPITAL OUTLAY:	\$ -	
301	74.01 Debt Service Principal	7,446	Bus
	00.00 Debt Service Interest	240	
	TOTAL DEBT SERVICE:	\$ 7,686	
301	TOTAL CITT FUND:	\$ 243,522	

CAPITAL PROJECTS FUND
FUND 601

FY 2010-11 ADOPTED BUDGET
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OBJECT	ACCOUNT NAME	
331.42.00	MTA Transit Stimulus	-
331.49.00	Federal Transportation/NE 6th	-
334.20.00	State Grant Rec Buld/EOC	-
337.40.00	Miami Dade GOB	-
337.70.01	Safe Neighborhoods	-
391.91.00	Transfer In - General Fund	-
391.91.02	Transfer In - CITT	170,000
	Grant - 2008 State Stormwater	200,000
369.30.01	Fund Balance Appropriated	-
	TOTAL REVENUE	<u>370,000</u>

CAPITAL PROJECTS FUND

FUND 601		FY 2010 - 11
OBJECT	ACCOUNT NAME	ADOPTED BUDGET
590		
66.02	Public Works Building M/D GOB	-
66.03	Fire Alarm System	-
66.04	Recreation Improvements	-
66.05	Entryway Sign	-
66.06	NE 6th Avenue	-
63.01	Recreation Bldg / EOC	-
63.01	MTA Sidewalk Project	-
66.00	Capital Project Drainage	370,000
		-
TOTAL CAPITAL OUTLAY		<u><u>370,000</u></u>