

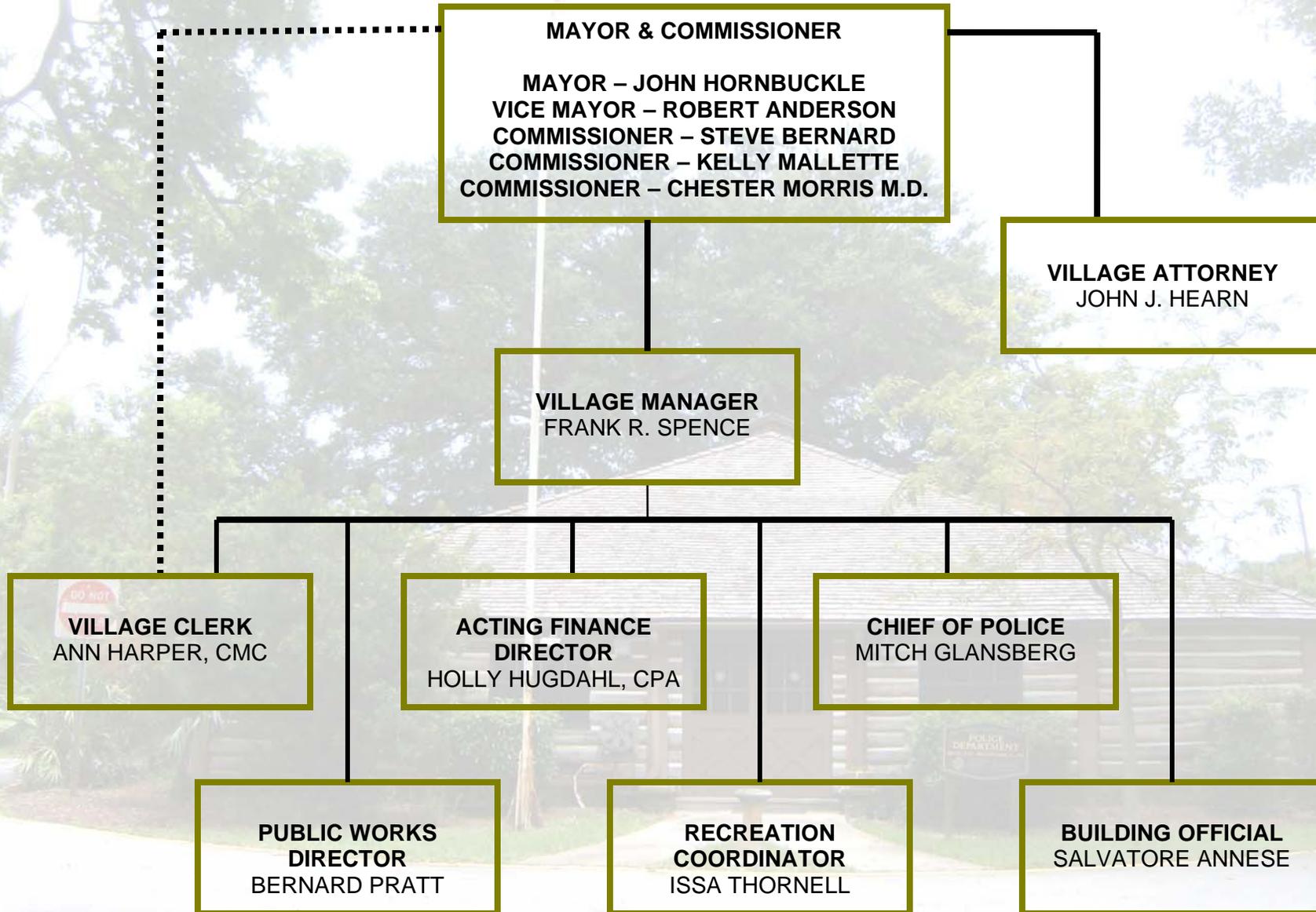
Village of Biscayne Park Florida

ADOPTED BUDGET Fiscal Year 2009-2010



Village of Biscayne Park

Organization Chart



Village of Biscayne Park

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CERTIFICATION OF TAXABLE VALUE

DR-420
R. 06/09
Florida Administrative Code
Rule 12DER09-01

Year 2009	County MIAMI-DADE
Principal Authority VILLAGE OF BISCAYNE PARK	Taxing Authority VILLAGE OF BISCAYNE PARK

SECTION I: COMPLETED BY PROPERTY APPRAISER

1. Current year taxable value of real property for operating purposes	\$	166,107,320	(1)
2. Current year taxable value of personal property for operating purposes	\$	2,514,600	(2)
3. Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4. Current year gross taxable value for operating purposes (Line 1 plus Line 2 plus Line 3)	\$	168,621,920	(4)
5. Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	1,080,793	(5)
6. Current year adjusted taxable value (Line 4 minus Line 5)	\$	167,541,127	(6)
7. Prior year FINAL gross taxable value (From prior year applicable Form DR-403 series)	\$	176,222,287	(7)
8. Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Number 0	(8)
9. Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s.9(b), Article VII, State Constitution? If yes, enter the number of forms DR-420DEBT, Certification of Voted Debt Millage for each debt service levy.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Number 0	(9)

SIGN HERE	Property Appraiser Certification	I certify the taxable values shown above are correct to the best of my knowledge.	
	Signature of Property Appraiser 	Date JULY 1, 2009	

SECTION II: COMPLETED BY TAXING AUTHORITY

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

10. Prior year operating millage levy (if prior year millage was adjusted then use adjusted millage from Form DR-422.)	\$	8.8903	per \$1,000 (10)
11. Prior year ad valorem proceeds (Line 7 multiplied by Line 10 divided by 1,000)	\$	1,566,669	(11)
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)
13. Adjusted prior year ad valorem proceeds (Line 11 minus Line 12)	\$	1,566,669	(13)
14. Dedicated increment value, if any (Sum of either line 6b or Line 7e for all DR-420TIF forms)	\$	—	(14)
15. Adjusted current year taxable value (Line 6 minus Line 14)	\$	167,541,127	(15)
16. Current year rolled-back rate (Line 13 divided by Line 15, multiplied by 1,000)	\$	9.3510	per \$1,000 (16)
17. Current year proposed operating millage rate	\$	8.8903	per \$1,000 (17)
18. Total taxes to be levied at proposed millage rate (Line 17 multiplied by Line 4, divided by 1,000)	\$	1,499,099	(18)

SECTION II: COMPLETED BY TAXING AUTHORITY - CONTINUED FROM PAGE 1

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

DEPENDENT SPECIAL DISTRICTS AND MSTUs:  STOP HERE - SIGN AND SUBMIT

22. Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. (The sum of Line 13 from all DR-420 forms)	\$ 1,566,669	(22)
23. Current year aggregate rolled-back rate (Line 22 divided by Line 15, multiplied by 1,000)	\$ 9.3510	per \$1,000 (23)
24. Current year aggregate rolled-back taxes (Line 4 multiplied by Line 23, divided by 1,000)	\$ 1,576,784	(24)
25. Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. (Total of Line 18 from all DR-420 forms)	\$ 1,499,099	(25)
26. Current year proposed aggregate millage rate (Line 25 divided by Line 4, multiplied by 1,000)	\$ 8.8903	per \$1,000 (26)
27. Current year proposed rate as a percent change of rolled-back rate (Line 26 divided by Line 23, minus 1, multiplied by 100)	(4.93)	% (27)

First public budget hearing	Date 9-8-2009	Time 6:30 pm	Place and Telephone Number 11400 NE 114 St N.E. 9 th Ct BISCAYNE PARK FL 33161 305-893-3711
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SIGN HERE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of ss. 200.065 and 200.071 or 200.081, F.S.	
	Signature of Chief Administrative Officer <i>John A. Spence</i>		Date 7-30-2009	
	Title Village Manager		Contact Name Holly Hugdahl	
	Mailing Address Village of Biscayne Park 640 NE 114 Street		Physical Address 640 NE 114 St, Biscayne Park, FL	
	City, State, Zip Biscayne Park, FL 33161		Phone Number 305-899-8000	Fax Number 305-891-7241

INSTRUCTIONS ON PAGE 3



CERTIFICATION OF FINAL TAXABLE VALUE

DR-422
R. 6/09
Florida Administrative Code
Rule 12DER09-01

Year	2009	County:	MIAMI-DADE	Is VAB still in session?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Principal Authority				Check type		
VILLAGE OF BISCAYNE PARK				<input type="checkbox"/> County <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> School District <input type="checkbox"/> Independent Special District <input type="checkbox"/> Dependent Special District		
Taxing Authority				Check type		
VILLAGE OF BISCAYNE PARK				<input checked="" type="checkbox"/> Principal Authority <input type="checkbox"/> Dependent Special District <input type="checkbox"/> MSTU <input type="checkbox"/> Water Management District Basin		

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value (From Line 4, Form DR-420)	\$	168,621,920	(1)
2.	Final current year gross taxable value (From Form DR-403 Series)	\$	166,691,410	(2)
3.	Percentage of change in taxable value (Line 2 divided by Line 1, minus 1, multiplied by 100)		-1.14 %	(3)

The taxing authority must complete this form and return it to the property appraiser by **12:00 PM, OCTOBER 9, 2009**.

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.		
	Signature of Property Appraiser		Date	OCTOBER 6, 2009

SECTION II: COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER S.200.065(2)(D), F.S.

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

Non-Voted Operating Millage Rate (from resolution or ordinance)				
4a.	County or municipal principal taxing authority	8.8903	per \$1,000	(4a)
4b.	Dependent special district name	N/A	per \$1,000	(4b)
4c.	Municipal service taxing unit (MSTU) name	N/A	per \$1,000	(4c)
4d.	Independent special district	N/A	per \$1,000	(4d)
4e.	School District	Required local effort	N/A	per \$1,000 (4e)
		Capital outlay	N/A	per \$1,000
		Basic discretionary	N/A	per \$1,000
		Supplemental discretionary	N/A	per \$1,000
		Additional discretionary	N/A	per \$1,000
4f.	Water management district	District levy	N/A	per \$1,000 (4f)
		Basin	N/A	per \$1,000

If the millage will not be administratively adjusted  STOP HERE. SIGN AND SUBMIT.
 Continued on page 2

COUNTIES, MUNICIPALITIES, SCHOOLS and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% (s. 200.065(6), F.S.)

5.	Unadjusted gross ad valorem proceeds (Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)	\$ 1,499,099	(5)
6.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 1%) (Line 5 divided by Line 2 multiplied by 1,000)	8.9933 per \$1,000	(6)

MSTUs, DEPENDENT SPECIAL DISTRICT, AND INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage shown on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)

7.	Unadjusted gross ad valorem proceeds (Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)	\$ N/A	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) (Line 7 divided by Line 2, multiplied by 1,000)	N/A per \$1,000	(8)

SIGN HERE	Taxing Authority Certification	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of ss. 200.065 and 200.071 or 200.081, F.S.		
	Signature of Chief Administrative Officer	Date		
			10/7/09	
	Title	Contact Name		
	VILLAGE MANAGER	ANA M. GARCIA		
Mailing Address	Physical Address			
640 NORTHEAST 114 STREET	640 NORTHEAST 114 STREET			
City, State, Zip	Phone Number	Fax Number		
BISCAYNE PARK FL 33161	305-899-8000	305-891-7241		

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, *Certificate of Taxable Value*, and DR-420S, *Certificate of School Taxable Value*, submitted.
2. Complete Section 1 and Sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original and one copy to the property appraiser.
3. Keep a copy for your records
4. Send a copy to the tax collector
5. Send a copy with the DR-487, *Certification of Compliance*, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue
Property Tax Oversight - TRIM Section
725 South Calhoun Street
Tallahassee, Florida 32399-0100

All taxing Authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing. Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (S. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (S. 200.065(6), F.S.)

Adjusting the millage rate cannot negate statutory compliance. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All forms for taxing authorities are available on our website at
<http://dor.myflorida.com/dor/property/trimmax.html>

**VILLAGE OF BISCAYNE PARK
ADOPTED BUDGET
2009-2010**

TAX RATE COMPARISON

YEAR:	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005
GENERAL FUND:	8.900	8.700	8.200	7.900	7.900

TAX ROLL COMPARISON:

TAXABLE VALUE:	85,847,946	93,995,765	105,011,755	116,691,059	136,379,697
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TAX RATE COMPARISON

YEAR:	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
GENERAL FUND:	8.200	9.200	8.340	8.8903	8.9933

TAX ROLL COMPARISON:

TAXABLE VALUE:	157,772,744	193,380,407	209,510,386	178,095,523	166,691,410
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*Village of Biscayne Park Charter, **Section 10. Millage Limitation:***

The Village is hereby empowered to levy and collect an annual tax for general municipal purposes not to exceed ten (10) mills on the dollar on the assessed valuation of all property within the Village...

VILLAGE OF BISCAYNE PARK
ADOPTED BUDGET
2009-2010
FUND SUMMARY

FUND:	NUMBER OF FULL TIME PERSONNEL	PERSONAL SERVICES	MATERIALS SUPPLIES & SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	TOTAL ADOPTED BUDGET
GENERAL FUND	21.70	1,555,401	700,217	2,255,618	117,398	2,373,016
ROAD FUND	2.60	119,558	22,659	142,217	29,570	171,787
FORFEITURE FUND	-	20,000	11,100	31,100	8,600	39,700
CITT SURTAX			36,000	36,000	122,788	158,788
STORMWATER FUND				-	122,276	122,276
SANITATION FUND	8.20	346,659	369,351	716,010	22,180	738,190
CAPITAL PROJECT FUND				-	610,573	610,573
TOTAL FUNDS:	32.50	2,041,618	1,139,327	3,180,945	422,812	4,214,330

**VILLAGE OF BISCAYNE PARK
ADOPTED BUDGET
2009-2010**

BUDGET SUMMARY - GENERAL FUND

	ADOPTED BUDGET 2008-2009	ADOPTED BUDGET 2009-2010	% OF TOTAL	INCREASE (DECREASE)
COMMISSION	19,768	19,963	0.01	195
EXECUTIVE/ADMINISTRATION	200,165	205,059	0.09	4,894
FINANCE	123,755	130,105	0.05	6,350
GENERAL GOVERNMENT	270,494	325,109	0.14	54,615
POLICE	1,208,632	1,155,472	0.49	(53,160)
BUILDING	134,077	118,077	0.05	(16,000)
CODE ENFORCEMENT	66,255	63,545	0.03	(2,710)
PUBLIC WORKS	268,461	249,272	0.11	(19,189)
RECREATION	228,144	106,414	0.04	(121,730)
TOTALS:	2,519,751	2,373,016	1.00	(146,735)
	(Percent increase/decrease)			
	-5.82%			

**VILLAGE OF BISCAYNE PARK
ADOPTED BUDGET
2009-2010**

BUDGET ANALYSIS

GENERAL FUND:	NUMBER OF FULL TIME PERSONNEL	PERSONAL SERVICES	MATERIALS SUPPLIES & SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	TOTAL ADOPTED BUDGET
VILLAGE COMMISSION		12,918	7,045	19,963	-	19,963
EXECUTIVE/ADMINISTRATION	1.75	163,629	41,430	205,059	-	205,059
FINANCE	-	-	130,105	130,105	-	130,105
GENERAL GOVERNMENT	0.75	27,064	245,545	272,609	52,500	325,109
POLICE	12.00	983,986	129,518	1,113,504	41,968	1,155,472
BUILDING & ZONING	1.00	64,981	53,096	118,077	-	118,077
CODE ENFORCEMENT	1.00	57,450	6,095	63,545	-	63,545
PUBLIC WORKS/MAINTENANCE	4.20	178,311	60,961	239,272	10,000	249,272
RECREATION	1.00	67,062	26,422	93,484	12,930	106,414
TOTAL GENERAL FUND:	21.70	1,555,401	700,217	2,255,618	117,398	2,373,016

Village of Biscayne Park
 Revenue/Expense
 FY 2009-2010

**THE BUDGET DOLLAR
 GENERAL FUND
 FY 2009-2010**

WHERE FROM:		WHERE TO:	
ADVALOREM TAXES (8.8903)	1,424,144	COMMISSION	19,963
FRANCHISE FEES TAX	125,000	EXECUTIVE/ADMINISTRATION	205,059
UTILITY SERVICES TAX	125,500	FINANCE	130,105
COMMUNICATIONS SERVICE TAX	149,322	GENERAL GOVERNMENT	325,109
LICENSES & PERMITS	128,400	POLICE	1,155,472
INTERGOVERNMENTAL REVENUE	242,591	BUILDING	118,077
SERVICE REVENUES	21,000	CODE	63,545
FINES & FORFEITURES	70,000	PUBLIC WORKS	249,272
MISCELLANEOUS REVENUES	87,059	RECREATION	106,414
TOTAL WHERE FROM:	2,373,016	TOTAL WHERE TO:	2,373,016

Village of Biscayne Park
Revenues
FY 2009-2010

		REVENUE		SCHEDULE			
FUND	GENERAL FUND						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT:	Revenue		BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
311.10.00	Real & Personal Property	1,692,975	1,504,156	1,565,933	1,600,933	1,424,144	1,424,144
	Total Ad Valorem Taxes:	1,692,975	1,504,156	1,565,933	1,600,933	1,424,144	1,424,144
313.10.00	Electric	115,686	125,000	94,112	112,934	125,000	125,000
313.40.00	Gas/Propane		-		-	-	-
	Total Franchise Fees:	115,686	125,000	94,112	112,934	125,000	125,000
314.10.00	Electric	102,427	100,000	79,705	95,646	120,000	120,000
314.40.00	Gas/Propane	5,523	6,000	6,040	7,248	5,500	5,500
	Total Utility Service Taxes:	107,950	106,000	85,745	102,894	125,500	125,500
315.10.01	Communications Service Tax	165,916	117,050	118,345	142,015	149,322	149,322
	Total Communications Service Tax:	165,916	117,050	118,345	142,015	149,322	149,322
322.10.00	Building Permits	72,493	85,000	49,655	59,586	68,600	68,600
322.20.00	Electrical Permits	9,689	9,000	6,612	7,934	8,600	8,600
322.30.00	Plumbing Permits	14,377	13,000	11,046	13,255	14,300	14,300
322.40.00	Air Conditioning/Mechanical Permits	8,425	8,000	5,750	6,900	5,700	5,700
322.60.00	Paint Permits	2,642	2,800	1,535	1,842	2,500	2,500
322.70.00	Garage Sale	1,120	900	615	738	1,000	1,000
322.80.00	Plan Review	1,660	1,000	450	540	1,000	1,000
332.99.00	Permit Administrative Fee	24,899	20,000	12,463	14,956	20,000	20,000
322.90.01	Variance Application Fee	150	500	500	600	250	250
322.90.10	Variance Advertisement	980	500	774	929	1,000	1,000
322.90.20	Variance Mailing Fees			70	84	100	100
323.10.00	Re-Occupancy	2,160	2,100	2,650	3,180	2,100	2,100
323.11.00	Contractor Registration	2,735	2,000	980	1,176	1,000	1,000
323.12.00	Landlord Permit Fees	1,900	1,500	4,000	4,800	1,500	1,500
323.13.00	Home Occupational Fees	850	500	1,000	1,200	750	750
	Total (Village) Licenses & Permits:	144,080	146,800	98,099	117,719	128,400	128,400

Village of Biscayne Park
 Village Commission
 FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

COMMISSION
GENERAL
511

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

This budget reflects the salaries and expenses of the five elected officials who form the governing body of the Village. These elected officials set policy and give direction to the Village Manager.

DESCRIPTION OF SERVICES:

The Commission is comprised of a Mayor and four Commissioners. The Commission selects the Mayor after every election from among its members. The Commission is the governing body of the Village with broad powers under the Charter to pass laws, set policy and give direction to the Village Manager to carry out their policies.

PERFORMANCE MEASURES:

None used.

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	5	5
Total Operating Budget	19,768	19,963
% of Operating Budget 2008-2009		0.99%
Capital (incl. Lease/Purchase/Int)	-	-
Other Non-Operating Funds	-	-
TOTAL BUDGET:	19,768	19,963

Village of Biscayne Park
Village Commission
FY 2009-2010

DEPARTMENT:		COMMISSION					SCHEDULE 2
FUND		GENERAL					
ACCOUNT:		511					
		FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
OBJECT:							
511.11.01	Salaries / Reimbursements	12,000	12,000	12,000	12,000	12,000	12,000
511.21.01	FICA Taxes	558	744	744	744	744	744
511.21.02	Medicare	131	174	174	174	174	174
511.25.01	Unemployment Compensation			699	1,400		
	TOTAL PERSONAL SERVICES:	12,689	12,918	13,617	12,918	12,918	12,918
511.40.01	Travel Conferences & Meetings	2,561	1,000	1,330	1,330	2,775	2,775
511.47.01	Printing & Binding	499	750	381	381	600	600
511.54.01	Dues, Subscriptions & Memberships	1,906	1,200	460	460	1,670	1,670
511.55.01	Special Events	9,403	3,900	6,840	7,190	2,000	2,000
	TOTAL MATERIALS, SUPPLIES, SERVICES:	14,369	6,850	9,011	9,361	7,045	7,045
	TOTAL OPERATING BUDGET:	27,058	19,768	22,628	22,279	19,963	19,963

Village of Biscayne Park
Village Commission
FY 2009-2010

Commission

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 13,617	\$ 12,918	\$ (699)
Operating Costs	6,850	7,045	195
	<u>\$ 20,467</u>	<u>\$ 19,963</u>	<u>\$ (504)</u>

Village of Biscayne Park
Village Commission
FY 2009-2010



VILLAGE COMMISSION
Code 001-1100-511,*****

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
511.12.01	Executive Salaries	\$ 12,000	Mayor receives \$1,000 quarter and Commissioners receive \$500 per quarter.
511.21.01	FICA	744	Social Security taxes @ .062
511.21.02	Medicare	174	Medicare taxes @.0145
	<i>Subtotal Personnel Services</i>	<u>\$ 12,918</u>	
<u>OPERATING EXPENSES</u>			
511.40.01	Travel, Conferences & Meetings	\$ 2,775	Miami Dade League of Cities: 11 meetings @ \$40/person (\$2,200), Florida League of Cities Annual Conference (\$325), Miami Shores Mavors Ball (\$250)
511.47.01	Printing & Binding	600	Business cards, special documents for Village and County meetings
511.54.01	Subscriptions and Memberships	1,670	Florida League of Cities (\$460), Miami Dade League of Cities (\$960), Florida League of Mayors (\$250)
511.55.01	Special Events	<u>2,000</u>	Memorial and get well flowers (\$1,000), Thanksgiving turkeys (\$350), Village-wide special events (\$650)
	<i>Subtotal: Operating Expenses</i>	<u>\$ 7,045</u>	
TOTAL: Office of the Mayor and Village Council		<u>\$ 19,963</u>	

Village of Biscayne Park
 Executive/Administration
 FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

EXECUTIVE/ADMINISTRATION
GENERAL
512

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

The Village Manager, as the Chief Administrative Officer, has the power to hire and fire all employees and to manage the day-to-day operations of the Village. Commissioners are banned from interfering with the administration in carrying out their duties. In this account we have also included the functions and expenses of the Village Clerk.

DESCRIPTION OF SERVICES:

The Manager is responsible for the day-to-day operations of the Village and carries out the policies and direction of the Commission through his department heads and their subordinates. The Village Clerk is responsible for the maintenance and safekeeping of all of the official records of the Village and is the official custodian of all ordinances, resolutions, contracts and Commission minutes.

PERFORMANCE MEASURES:

None

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	1.75	1.75
Total Operating Budget	200,165	205,059
% of Operating Budget 2008-2009		2.44%
Capital (incl. Lease/Purchase/Inte	-	-
Other Non-Operating Funds	-	-
TOTAL BUDGET:	200,165	205,059

Village of Biscayne Park
Executive/Administration
FY 2009-2010

DEPARTMENT:		EXECUTIVE/ADMINISTRATION					SCHEDULE 2	
FUND		GENERAL						
ACCOUNT:		512						
		FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET	
512.12.01	Regular Salaries	136,393	139,293	112,009	134,411	132,010	132,010	
512.21.01	FICA Taxes	8,556	8,636	6,945	8,334	8,185	8,185	
512.21.02	Medicare	2,001	2,020	1,624	1,949	1,914	1,914	
512.22.01	Retirement	24,685	16,551	13,548	16,258	15,834	15,834	
512.23.01	Life, Health & Dental Insurance	6,068	6,904	7,155	8,586	5,052	5,052	
512.24.01	Workers Compensation	1,116	669	596	596	634	634	
TOTAL PERSONAL SERVICES:		178,819	174,073	141,877	170,133	163,629	163,629	
512.40.01	Travel, Conferences & Meetings	2,957	3,000	1,840	2,208	2,000	2,000	
512.40.02	Travel/Auto Allowance	4,800	4,800	4,000	4,800	4,800	4,800	
512.45.02	Liability Insurance		3,092			2,930	2,930	
512.46.02	R&M - Equipment	629	700	585	702	500	500	
512.47.01	Printing & Binding		-			200	200	
512.49.02	Legal Advertising	10,456	8,000	4,208	5,050	10,500	10,500	
512.49.04	Ordinance Codification		2,500			2,000	2,000	
512.49.06	Election	15,093	500	218	218	15,100	15,100	
512.51.01	Office Supplies	1,200	1,000	430	516	900	900	
512.52.12	Special Departmental Supplies	537	500			500	500	
512.54.01	Dues, Subscriptions & Memberships	1,487	1,800	1,932	2,318	1,800	1,800	
512.54.02	Education & Training	241	200		-	200	200	
TOTAL MATERIALS, SUPPLIES, SERVICES:		37,400	26,092	13,213	15,812	41,430	41,430	
TOTAL DEPARTMENT EXPENSE:		216,219	200,165	155,090	185,945	205,059	205,059	

Village of Biscayne Park
Executive/Administration
FY 2009-2010

Executive/Administration

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 174,073	\$ 163,629	\$ (10,444)
Operating Costs	<u>26,092</u>	<u>41,430</u>	<u>15,338</u>
	<u>\$ 200,165</u>	<u>\$ 205,059</u>	<u>\$ 4,894</u>

Increase is due to costs associated with an election year.



Executive/Administration
 Code 001-1200-512.*****

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
PERSONNEL SERVICES			
512.12.01	Regular Salaries	\$ 132,010	(1) Village Manager (1) Part-time Village Clerk (30 hrs./week)
512.21.01	FICA	8,185	Social Security taxes @ .062
512.12.02	Medicare	1,914	Medicare taxes @.0145
512.22.01	Retirement costs	15,834	FRS @ .0916 for the Clerk and .1269 for the Manager
512.23.01	Health Insurance	5,052	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits
512.24.01	Workers' Compensation	634	Calculated @ \$0.48/\$100 of payroll
	<i>Subtotal Personnel Services</i>	<u>\$ 163,629</u>	

OPERATING EXPENSES

512.40.01	Travel, Conferences & Meetings	2,000	FI Clerks Assoc Conf (\$710) , FI City Mgrs Conf (710), 5 SFGFOA Meetings (\$260), League of Cities (\$320)
512.40.02	Travel/Auto Allowance	4,800	Manager auto allowance @ \$400/mo.
512.45.02	Liability Insurance	2,930	Calculated @ \$2.22/100 of payroll
512.46.02	R&M - Equipment	500	2 printers, 2 computers
512.47.01	Printing & Binding	200	Business cards, stationary
512.49.02	Legal Advertising	10,500	Legal ads for election, meetings, and ordinances
512.49.04	Ordinance Codification	2,000	Code being reviewed
512.49.06	Election	15,100	Municipal Election December 2009
512.51.01	Office Supplies	900	Pens, paper, toner and other office supplies
512.52.12	Special Department Supplies	500	Binders, storage materials
512.54.01	Dues, Subscriptions & Memberships	1,800	FI Assoc of Clerks (\$245), Int'l City Mgrs Assoc (\$688 or 8% of salary), FI CCMA (\$250), GFOA (\$500)
512.54.02	Education & Training	200	Certification requirements
	<i>Subtotal: Operating Expenses</i>	<u>\$ 41,430</u>	

TOTAL: Executive/Administration \$ 205,059

Village of Biscayne Park
 Finance
 FY 2009-2010

DEPARTMENT: FINANCE
FUND: GENERAL
ACCOUNT: 513

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:
The Finance Department will not have a full time Finance Director for this fiscal year. Instead, the Village will continue to utilize the services of contract financial personnel. The use of outside financial expertise has proved extremely satisfactory over the past year and will be extended into the new year.
DESCRIPTION OF SERVICES:
The Finance Department processes and records all fiscal activity of the Village. This includes the weekly preparation of payroll checks as well as maintaining and processing accounts payable. Bank reconciliations are done monthly and are up to date. Monitoring the Village's cash position and cash forecasting is an extremely important function of this department. The department is also responsible for the annual audit and preparation of audit workpapers, budget preparation, and required reports to other government agencies.
PERFORMANCE MEASURES:
None at this time.

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	0	0
Total Operating Budget	123,755	130,105
% of Operating Budget 2008-2009		5.13%
Capital (incl. Lease/Purchase/Interest)	-	-
Other Non-Operating Funds	-	-
TOTAL BUDGET:	123,755	130,105

Village of Biscayne Park
Finance
FY 2009-2010

DEPARTMENT:		FINANCE					SCHEDULE 2
FUND		GENERAL					
ACCOUNT:		513					
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT:			BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
513.12.01	Regular Salaries	10,932			-		
513.13.01	Other						
513.14.01	Overtime	239			-		
513.21.01	FICA Taxes	708			-		
513.21.02	Medicare	166			-		
513.22.01	Retirement	1,068			-		
513.23.01	Life, Health & Dental Insurance	2,948			-		
513.24.01	Workers Compensation	-					
513.25.01	Unemployment Compensation	-					
513.26.01	Liability Insurance						
	TOTAL PERSONAL SERVICES:	16,061	-	-	-	-	-
513.32.01	Accounting & Audit Services	25,500	30,500	32,170	32,170	25,500	25,500
513.34.01	Contractual Services	81,268	75,000	86,088	103,306	85,800	85,800
513.34.02	Contract Services-HTE	17,398	17,500	14,936	17,923	18,200	18,200
513.40.01	Travel, Conferences & Meetings	154	150	203	203	150	150
513.46.02	R&M - Equipment			150	150		
513.51.01	Office Supplies	347	500	175	210	350	350
513.54.01	Dues, Subscriptions & Memberships	610	105	25	30	105	105
	TOTAL MATERIALS, SUPPLIES, SERVICES:	125,277	123,755	133,747	153,992	130,105	130,105
	TOTAL OPERATING BUDGET:	141,338	123,755	133,747	153,992	130,105	130,105
513.64.02	Machinery & Equipment		-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL NON-OPERATING BUDGET:	-	-	-	-	-	-
	TOTAL DEPARTMENT BUDGET	141,338	123,755	133,747	153,992	130,105	130,105

Village of Biscayne Park
Finance
FY 2009-2010

Finance

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs			\$ -
Operating Costs	<u>123,755</u>	<u>130,105</u>	<u>6,350</u>
			-
	<u>\$ 123,755</u>	<u>\$ 130,105</u>	<u>\$ 6,350</u>

Increase is due to additional time required by contractors to provide required analysis.

Village of Biscayne Park
 Finance
 FY 2009-2010



FINANCE DEPARTMENT
Code 001-1300-513

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES</u>			
513.32.01	Accounting & Audit Services	\$ 25,500	Annual external audit to comply with State, Federal and local statutory provisions.
513.34.01	Contractual Services	85,800	Acting Finance Director (approx. 15 hrs per week) and Accounting Clerk (approx. 15 hrs per week) as required
513.34.02	Contract Services-HTE	18,200	Annual contract with Sungard for software and offsite record storage.
513.40.01	Travel, Conferences & Meetings	150	Cost of meetings to represent Village
.51000	Supplies: General office	350	Specialized supplies for record retention
.54000	Subscriptions and Memberships	<u>105</u>	Required Village FGOA membership
	<i>Subtotal: Operating Expenses</i>	<u><i>\$ 130,105</i></u>	
.64000	Machinery & Equipment	<u>\$ -</u>	Not requested for this fiscal year.
	<i>Sub-total: Capital outlay</i>	<u><i>\$ -</i></u>	
TOTAL: Finance Department		<u>\$ 130,105</u>	

Village of Biscayne Park
 General Government
 FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

GENERAL GOVERNMENT
General
519

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

The General Government budget reflects items and services which are of city-wide significance and which are not allocated to a particular department. This includes allocations for General and Property insurance, the Village Attorney, other professional services, contract services, utilities, and other general government expenditures that benefit multiple departments.

DESCRIPTION OF SERVICES:

No service to the general public; only internal supplies and expenditure distribution to affected departments and persons.

PERFORMANCE MEASURES:

None at this time.

RESOURCE REQUIREMENTS	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	0.5	0.75
Total Operating Budget	258,894	272,609
% of Operating Budget 2008-2009		5.30%
Capital (incl. Lease/Purchase/In	-	50,000
Other Non-Operating Funds	11,600	2,500
TOTAL BUDGET:	270,494	325,109

Village of Biscayne Park
General Government
FY 2009-2010

DEPARTMENT:		GENERAL GOVERNMENT				SCHEDULE 2	
FUND	General						
ACCOUNT:	519						
	FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10	
OBJECT:	AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED	
		BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET	
519.12.01	Regular Salaries	25,551	18,935	13,627	16,352	18,935	18,935
519.13.01	Other	-					
519.14.01	Overtime	217		117	140		
519.21.01	FICA Taxes	1,585	1,174	852	1,022	1,174	1,174
519.21.02	Medicare	371	275	199	239	275	275
519.22.01	Retirement	3,611	1,865	1,354	1,625	1,865	1,865
519.23.01	Life, Health & Dental Insurance	6,979	6,584	5,789	6,947	4,724	4,724
519.24.01	Workers' Compensation	224	91	82	82	91	91
519.25.01	Unemployment Compensation	62	5,000	6,865	8,238		
519.26.01	TOTAL PERSONAL SERVICES:	38,600	33,924	28,885	34,646	27,064	27,064
519.31.01	Prof Svcs - Attorney	59,930	60,000	65,951	79,141	60,000	60,000
519.31.02	Prof Svcs - Legal Cont.	18,906	15,000	13,511	16,213	31,775	31,775
519.31.03	Prof Svcs - Other	23,097	20,200	12,201	14,641	38,500	38,500
519.31.04	Prof Svcs - Contract Med	436	750		-	500	500
519.41.01	Telephone	14,926	12,500	12,331	14,797	12,500	12,500
519.42.01	Postage & Freight	2,998	2,000	2,401	2,881	2,500	2,500
519.43.01	Electric	28,140	30,000	24,764	29,717	30,000	30,000
519.43.02	Water	1,389	1,500	566	679	1,000	1,000
519.44.02	Rental/Leases - Equip	15,763	14,500	12,562	15,074	10,750	10,750
519.45.01	Insurance	24,089	31,000	22,601	22,601	31,600	31,600
519.45.02	Liability Insurance		420	352	352	420	420
519.46.02	Rep & Maint - Equip	6,382	5,400	6,862	8,234	10,500	10,500
519.47.01	Printing & Binding	277	1,000	1,251	1,501	1,500	1,500
519.48.01	Promotions- Newsletter	5,063	1,500	1,088	1,306	2,000	2,000
519.48.02	Promotions - Legis Rep	27,083			-		
519.49.01	Misc/Credit Card and Bank Fees	6,735	8,000	2,593	3,112	3,000	3,000
519.51.01	Office Supplies - General	3,291	3,500	3,691	4,429	5,000	5,000
519.52.01	Operating Supplies	2,990	1,500	2,789	3,347	3,000	3,000
519.54.01	Dues & Subscriptions	-	1,200	835	1,002	1,000	1,000
519.59.01	Contingency	-	15,000				
	TOTAL MATERIALS, SUPPLIES, SERVICES:	241,495	224,970	186,349	219,028	245,545	245,545
	TOTAL OPERATING BUDGET:	280,095	258,894	215,234	253,674	272,609	272,609
519.64.03	Capital Outlay (Transfer to Cap Proj)	23,757	9,100	46,802	66,048	50,000	50,000
	TOTAL CAPITAL OUTLAY	23,757	9,100	46,802	66,048	50,000	50,000
519.82.01	Aid to Private Organizations	2,500	2,500	2,500	2,500	2,500	2,500
	GRANTS & AIDS:	2,500	2,500	2,500	2,500	2,500	2,500
	OTHER NON-OPERATING EXPENSES:			-	-		
	TOTAL NON-OPERATING BUDGET:	26,257	11,600	49,302	68,548	52,500	52,500
	TOTAL DEPARTMENT BUDGET:	306,352	270,494	264,536	322,222	325,109	325,109

Village of Biscayne Park
General Government
FY 2009-2010

General Government

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 33,924	\$ 27,064	\$ (6,860)
Operating Costs	224,970	245,545	20,575
Capital Outlay	9,100	50,000	40,900
Grants & Aid	2,500	2,500	-
	<u>\$ 270,494</u>	<u>\$ 325,109</u>	<u>\$ 54,615</u>

Increase in operating costs is due to anticipated legal fees and transfer to capital projects

Village of Biscayne Park
General Government
FY 2009-2010



General Government
Code 001-1900-519

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
512.12.01	Regular Salaries	\$ 18,935	(1) Part-time Genreal Clerk (30 hrs./week)
512.21.01	FICA	1,174	Social Security taxes @ .062
512.12.02	Medicare	275	Medicare taxes @.0145
512.22.01	Retirement costs	1,865	FRS @ .0916 for the Clerk
512.23.01	Health Insurance	4,724	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits.
512.24.01	Workers' Compensation	91	Calculated @ \$0.48/\$100 of payroll
	<i>Subtotal Personnel Services</i>	<u>\$ 27,064</u>	

Village of Biscayne Park
 General Government
 FY 2009-2010

General Government

OPERATING EXPENSES

519.31.01	Prof Svcs - Attorney	60,000	Village Attorney
519.31.02	Prof Svcs - Legal Cont.	31,775	Outside legal representation: Labor, lawsuits, as needed.
519.31.03	Prof Svcs - Other	38,500	Comp plan: Bell/David (\$20,000), IT Services (\$12,000), Website (\$6,500)
519.31.04	Prof Svcs - Contract Med	500	Medical exam, Drug screening
519.41.01	Telephone	12,500	All depts in Village, except Police
519.42.01	Postage & Freight	2,500	Postage for all depts: rate increases, FEDEX, UPS, CCC/RRR
519.43.01	Electric	30,000	Village Street Lights, Village Hall and Sign
519.43.02	Water	1,000	North Miami metered water @ Village Hall and bottled water
519.44.02	Rental/Leases - Equip	10,750	Copier (\$2,841); Postage Machine (\$735); Storage Units (\$3,264 & \$3,204); Iron Mountain (\$1,196).
519.45.01	Insurance	31,600	Covers all Village property; Flood; Property Damage; Bonds; Special Events coverage
519.45.02	Liability Insurance	420	Calculated @ \$2.22/100 of payroll
519.46.02	R&M - Equipment	10,500	Alarm systems, copiers; printers, comuters, fax, air conditioner

Village of Biscayne Park
General Government
FY 2009-2010

General Government

OPERATING EXPENSES - Continued

519.47.01	Printing & Binding	1,500	Manuals, stationary, etc.
519.48.01	Promotions- Newsletter	2,000	Four newsletters@ \$500
519.48.02	Promotions - Legis Rep		
519.49.01	Misc/Credit Card and Bank Fees	3,000	Fees paid for customers using credit cards and check verification
519.51.01	Office Supplies	5,000	General office supplies: toner, copy paper, cartridges, file folders, etc for all Village departments except Police.
519.52.01	Special Department Supplies	3,000	Items of Village-wide significance. Proclamations, pins, plaques, payroll and vendor checks.
519.54.01	Dues, Subscriptions & Memberships	1,000	ASCAP membership, website domain
519.59.01	Contingency		

Subtotal: Operating Expenses \$ 245,545

Non-Operating Expenses

519.64.03	Capital Outlay	<u>50,000</u>	Recreation Improvements
519.82.01	Aid to Private Organizations	<u>2,500</u>	

Subtotal: Non-Operating Expenses \$ 2,500

TOTAL: General Government \$ 325,109

Village of Biscayne Park
 Police Department
 FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

POLICE
GENERAL

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

The Police Department is responsible for the protection of life and property in the Village. The Police Department's mission is to provide prompt, professional, courteous delivery of police services to the community and to provide with a well trained police staff.

DESCRIPTION OF SERVICES:

Services provided by the Police Department include response to calls for service, traffic enforcement, hurricane preparedness and crime prevention through the delivery of the Community Policing Model. Additionally, the Police Department is responsible for the delivery of supplemental services such as crime prevention, neighborhood crime watch, code enforcement, citizen youth education and enforcement of the laws of the Village and State.

PERFORMANCE MEASURES:

Performance measures in place include: (1) Uniform Crime Reports, (2) Satisfaction surveys, and (3) Involvement of the community in crime watch and the community policing concept. The police department is staffed with the chief of police, a police captain, 1 police lieutenant, 1 police sergeant assigned to a Special Task Force, 7 police officers and currently 10 part-time police reserve officers.

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	12	12
Total Operating Budget	1,166,664	1,113,504
% of Operating Budget 2008-2009		-5%
Capital (incl. Lease/Purchase/Interest)		-
Other Non-Operating Funds	41,968	41,968
TOTAL BUDGET:	1,208,632	1,155,472

Village of Biscayne Park
Police Department
FY 2009-2010

DEPARTMENT:		POLICE					SCHEDULE 2
FUND	GENERAL						
ACCOUNT:	521						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT:		BUDGET	BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
521.12.01	Regular Salaries	532,448	483,779	440,839	529,007	601,529	601,529
521.13.01	Other Salaries & Wages	11,210	104,397	56,177	67,412	10,000	10,000
521.14.01	Overtime	142,072	55,000	48,367	58,040	30,000	30,000
521.15.01	Special Pay - Officer Incentive	8,185	8,000	5,420	6,504	8,000	8,000
521.16.01	Court Time	6,385	5,000	5,108	6,130	6,000	6,000
521.17.01	Holiday Pay				-		
521.19.01	Banked Sick Leave				-		
521.21.01	FICA Taxes	47,273	40,683	36,867	44,240	40,643	40,643
521.21.02	Medicare	10,281	9,515	8,101	9,721	9,505	9,505
521.22.01	Retirement	137,594	134,389	112,870	135,444	134,253	134,253
521.23.01	Life, Health & Dental Insurance	57,416	79,013	49,922	59,906	56,691	56,691
521.24.01	Workers' Compensation	182,418	79,867	119,347	119,347	79,365	79,365
521.25.01	Unemployment Compensation			6,318	7,582	8,000	8,000
TOTAL PERSONAL SERVICES:		1,135,282	999,643	889,336	1,043,334	983,986	983,986
521.31.04	Contract Services - Medical		1,200	1,390	1,668	1,000	1,000
521.34.01	Contract Services	3,298	1,000	2,070	2,484	1,000	1,000
521.40.01	Travel, Conferences & Meetings		1,500	144	173	1,300	1,300
521.41.01	Telephone & Cellular Air Time	5,401	6,000	5,667	6,800	5,500	5,500
521.44.01	Equipment Rental	1,111	1,500	834	1,001	1,500	1,500
521.45.01	Insurance - Auto	18,303	21,700	8,902	8,902	7,192	7,192
521.45.02	Liability Insurance	32,914	27,421	20,847	20,847	27,926	27,926
521.46.01	R&M - Vehicles	24,036	15,000	18,015	21,618	10,000	10,000
521.46.02	R&M - Equipment	9,632	5,000	2,526	3,031	4,000	4,000
521.46.03	R&M - Radio	3,230	4,000	3,224	3,869	3,400	3,400
521.47.01	Printing & Binding	1,189	1,000	604	725	700	700
521.51.01	Office Supplies	3,658	4,500	3,704	4,445	3,500	3,500
521.52.02	Gas & Oil	52,504	50,000	24,007	28,808	40,000	40,000
521.52.03	Tires & Tire Repair	6,033	4,500	3,134	3,761	3,500	3,500
521.52.04	Uniforms	7,214	5,000	5,816	6,979	4,300	4,300
521.52.05	Vests - Body Armor	1,149	1,200	1,199	1,439	1,200	1,200
521.52.06	Dry Cleaning - Uniforms	2,203	1,800	1,854	2,225	1,800	1,800
521.52.07	Ammunition		3,000	784	941	2,500	2,500
521.52.08	Photography	193	200	67	80	200	200
521.52.12	Special Department Supplies	8,260	4,500	2,243	2,692	4,000	4,000
521.54.01	Dues, Subscriptions & Memberships	2,240	3,000	2,813	3,376	2,000	2,000
521.54.02	Education & Training	690	4,000	1,160	1,392	3,000	3,000
TOTAL MATERIALS, SUPPLIES, SERVICES:		183,258	167,021	111,004	127,255	129,518	129,518
TOTAL OPERATING BUDGET:		1,318,540	1,166,664	1,000,340	1,170,589	1,113,504	1,113,504
521.64.01	Vehicles-debt svc	2,461	41,968	21,458	25,750	41,968	41,968
TOTAL DEBT SERVICE		2,461	41,968	21,458	25,750	41,968	41,968
GRANTS & AIDS:		-		-	-		
OTHER NON-OPERATING EXPENSES:		-		-	-		
TOTAL NON-OPERATING BUDGET:		2,461	41,968	21,458	25,750	41,968	41,968
TOTAL DEPARTMENT BUDGET:		1,321,001	1,208,632	1,021,798	1,196,338	1,155,472	1,155,472

Village of Biscayne Park
Police Department
FY 2009-2010

police

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 999,643	\$ 983,986	\$ (15,657)
Operating Costs	167,021	129,518	(37,503)
Capital Outlay			
Debt Service	<u>41,968</u>	<u>41,968</u>	<u>-</u>
	<u>\$1,208,632</u>	<u>\$ 1,155,472</u>	<u>\$ (53,160)</u>

Expenses have decreased due to staff changes, reduction in gas expense, and reductions in maintenance and insurance due to purchase of new vehicles and disposal of older vehicles.



POLICE DEPARTMENT
 Code 001-2100-521

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
521.12.01	Regular wages	601,529	(1) Chief, (1) Captain, (1) Lieutenant, (1) Clerk, (1) Sergeant, and (7) Officers
521.13.01	Other Salaries & Wages	10,000	10 Reserve Officers salary as needed to cover shifts during shift shortages and declared state of emergencies @20.00 per hour
521.14.01	Overtime	30,000	As needed to cover shifts at time and a half per PBA contract
521.15.01	Special Pay - Officer Incentive	8,000	For educational and salary incentive training completed by full time officers max- \$130.00 per officer
521.16.01	Court Time	6,000	As required by PBA contract during off-duty court appearances
521.21.01	FICA	40,643	Social Security taxes @ .062
521.12.02	Medicare	9,505	Medicare taxes @ .0145
521.22.01	Retirement	134,253	FRS @ .2092 for sworn officers and .0916 for clerk
521.23.01	Life, Health & Dental Insurance	56,691	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits. (\$6,268 for 12 employees)
521.24.01	Workers' Compensation	79,365	Calculated with sworn officers @ \$4.72/\$100 of payroll and the clerk @ \$0.48/\$100 of payroll with an additional \$50,000 for self-insured payments for 4 officers remaining on the self-insured plan.
521.25.01	Unemployment Compensation	8,000	Reimbursement to State for actual payments made to ex-employee @ \$275/week through 1/3/2010.
	<i>Subtotal Personnel Services</i>	<u>\$ 983,986</u>	

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
POLICE DEPARTMENT			
Code 001-2100-521			
<u>OPERATING EXPENSES</u>			
521.31.04	Contract Services - Medical	\$ 1,000	For Pre-Employment Drug Screening, Psychological and Polygraph Testing
521.34.01	Contract Services	1,000	For transcription fees
521.40.01	Travel, Conferences & Meetings	1,300	Training Conference for Chief and Police Supervisors
521.41.01	Telephone & Cellular Air Time	5,500	Station Police Department phone lines, Emergency Operations line and two Police Supervisor phones
521.44.01	Equipment Rental	1,500	Iron Mountain Records Storage and Extra Space Police Storage
521.45.01	Insurance - Auto	7,192	Insurance per schedule
521.45.02	Insurance - Liability	27,926	Calculated @ \$4.26/100 of payroll
521.46.01	R&M - Vehicles	10,000	For upkeep and maintenance for Police vehicles that are not covered under warranty
521.46.02	R&M - Equipment	4,000	To maintain and calibrate all police vehicle radar units and calibrate speedometers per Florida Statute.
521.46.03	R&M - Radio	3,400	To maintain and repair all hand-held and mobile police radios
521.47.01	Printing & Binding	700	As required for Special Investigations and Events
521.51.01	Office Supplies	3,500	For all police related supplies including maintaining all computers and printers
521.52.02	Gas & Oil	40,000	For entire police and code enforcement fleet
521.52.03	Tires & Tire Repair	3,500	For repair and replacement for tires for the entire police fleet
521.52.04	Uniforms	4,300	For the purchase of uniforms, and uniform related items per the Police contract

Village of Biscayne Park
 Police Department
 FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
521.52.05	Vests - Body Amor	1,200	For the purchase of two new or replacement of two Police Bulletproof vests when expired
521.52.06	Dry Cleaning - Uniforms	1,800	For the maintenance and dry cleaning of Police Officer Uniforms @2.75 per item.
521.52.07	Ammunition	2,500	For range and duty ammo for Police Training 1-2 times per year
521.52.08	Photography	200	Film and processing for Crime Scene documentation
521.52.12	Special Department Supplies	4,000	Computers and other supplies as needed for Police Operations
521.54.01	Dues, Subscriptions & Memberships	2,000	For membership dues to professional associations
521.54.02	Education & Training	3,000	For 40-hour mandatory training and other required yearly training including firearms range for police officers
<i>Subtotal: Operating Expenses</i>		<u>\$ 129,518</u>	

DEBT SERVICE

.64000	Vehicles - Debt Service	<u>\$ 41,968</u>	Lease purchase of 6 vehicles
<i>Sub-total: Debt Service</i>		<u>\$ 41,968</u>	

TOTAL: Police Department \$ 1,155,472

Village of Biscayne Park
 Building Department
 FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

BUILDING
General
524

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

Inspections insure that resident's safety and welfare are protected. The Village uses the very strict Miami-Dade Building Code, the 2007 Florida Building Code, the Village of Biscayne Park Land Development Code and the Florida Statutes.

DESCRIPTION OF SERVICES:

The Building Department issues all levels of permits which are inspected by County certified inspectors in those trades as well as a Building Official to oversee all of these operations. All inspectors are part-time contractual inspectors who work on an as needed basis and are paid on a pro-rata basis of the permit fees.

PERFORMANCE MEASURES:

None at this time.

RESOURCE REQUIREMENTS	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	1	1
Total Operating Budget	134,077	118,077
% of Operating Budget 2008-2009		-11.93%
Capital (incl. Lease/Purchase/In	-	-
Other Non-Operating Funds (gra	-	-
TOTAL BUDGET:	134,077	118,077

Village of Biscayne Park
 Building Department
 FY 2009-2010

DEPARTMENT:		BUILDING					SCHEDULE 2
FUND		General					
ACCOUNT:		524					
		FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
OBJECT:							
524.12.01	Regular Salaries	27,538	27,502	24,497	29,396	29,848	29,848
524.13.01	Other Salaries & Wages	28,659	24,020	21,455	25,746	21,800	21,800
524.14.01	Overtime	246	495	86	103		
524.21.01	FICA Taxes	2,805	3,040	2,854	3,425	3,202	3,202
524.21.02	Medicare	656	710	668	802	749	749
524.22.01	Retirement	2,880	2,758	2,511	3,013	3,117	3,117
524.23.01	Live, Health & Dental Insurance	5,770	6,584	4,838	5,805	4,724	4,724
524.24.01	Workers Compensation	227	1,480	1,318	1,318	1,541	1,541
	TOTAL PERSONAL SERVICES:	68,781	66,589	58,227	69,609	64,981	64,981
524.31.07	Inspectors Fees	56,110	60,000	29,553	35,464	48,000	48,000
524.31.08	Structural Engineer	1,350	1,200	225	270	1,000	1,000
524.45.02	Liability Insurance		1,088	910	910	1,146	1,146
524.46.02	R&M Equipment	1,198	1,200	1,898	2,278	1,200	1,200
524.47.01	Printing & Binding	59	250		-	200	200
524.49.03	Special Departmental Supplies	373	500		-	200	200
524.51.01	Office Supplies	528	2,000	394	473	1,000	1,000
524.54.01	Subscriptions, Memberships, Books	460	250	100	120	100	100
524.54.02	Education & Training		1,000		-	250	250
	TOTAL MATERIALS, SUPPLIES, SERVICES:	60,078	67,488	33,080	39,514	53,096	53,096
	TOTAL OPERATING BUDGET:	128,859	134,077	91,307	109,123	118,077	118,077
524.64.02	Machinery & Equipment		-		-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-
	TOTAL NON-OPERATING BUDGET:	-	-	-	-	-	-
	TOTAL DEPARTMENT BUDGET	128,859	134,077	91,307	109,123	118,077	118,077

Village of Biscayne Park
Building Department
FY 2009-2010

Building

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 66,589	\$ 64,981	\$ (1,608)
Operating Costs	67,488	53,096	(14,392)
Capital Outlay			
	<u>\$ 134,077</u>	<u>\$ 118,077</u>	<u>\$ (16,000)</u>

Reduction is primarily due to a decrease in inspectors fees due to a downturn in building improvements. This will also result in a corresponding decrease in permit fees. The Permit Fee schedule is not changing.



BUILDING DEPARTMENT
Code 001-2400-524.*****

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
524.12.01	Regular Salaries	29,848	(1) Building Clerk/Administrative
524.13.01	Other Wages	21,800	(3) Inspectors: Electrical, Plumbing & Mechanical @ 70% of inspection fees. Planning and Zoning Board Secretary 36 meetings @\$50.
524.14.01	Overtime	-	Not requested for this fiscal year.
524.21.01	FICA	3,202	Social Security taxes @ .062
524.21.02	Medicare	749	Medicare taxes @.0145
524.22.01	Retirement	3,117	FRS @ .0916
524.23.01	Health Insurance	4,724	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits.
524.24.01	Workers' Compensation	1,541	Calculated with inspectors @ \$6.41/\$100 of payroll and the clerk @ \$0.48/\$100 of payroll
	<i>Subtotal Personnel Services</i>	<u>\$ 64,981</u>	
<u>OPERATING EXPENSES</u>			
524.31.07	Inspector Fees	48,000	Sal Annese \$12,000 per quarter @ 70% of inspection fees
524.31.08	Structural Engineer	1,000	Carlos Naumann @ 100% of permit fees
524.45.02	Liability Insurance	1,146	Calculated @ \$2.22/100 of payroll
524.46.02	Repairs and Maintenance	1,200	Maintenance to Energov for software @ \$299 per quarter
524.47.01	Printing & Binding	200	Printed forms for Building: permits, dept signs, business cards, stickers, and other miscellaneous printing.
524.49.03	Special Departmental Supplies	200	Binders, supplies for large plans, and other specialized supplies
524.51.01	Office Supplies	1,000	Pens, paper, toner and other office supplies
524.54.01	Subscriptions and Memberships	100	ICC membership
524.54.02	Education and Training	<u>250</u>	ICC testing and other related meetings
	<i>Subtotal: Operating Expenses</i>	<u>\$ 53,096</u>	
TOTAL: Building Department		<u>\$ 118,077</u>	

Village of Biscayne Park
Code Enforcement
FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

CODE ENFORCEMENT
General
529

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

Code Enforcement ensures that all properties are in compliance with Village and minimum housing codes.

DESCRIPTION OF SERVICES:

One full time Code Enforcement Officer, under the direction of the Police Chief, enforces the Village Code of Ordinances and the Land Development Regulations. The Village seeks compliance not money when a property not in compliance is cited and fined. However, if that fine, that is set by the Code Enforcement Board for non-compliance, is not paid, the Village places a lien on the property. The Village can foreclose on these liens only against non-homesteaded property.

PERFORMANCE MEASURES:

None at this time.

RESOURCE REQUIREMENTS	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	1	1
Total Operating Budget	66,255	63,545
% of Operating Budget 2008-2009		-4.09%
Capital (incl. Lease/Purchase/In	-	-
Other Non-Operating Funds	-	-
TOTAL BUDGET:	66,255	63,545
TOTAL BUDGET:	66,255	63,545

Village of Biscayne Park
Code Enforcement
FY 2009-2010

DEPARTMENT:		CODE ENFORCEMENT					SCHEDULE 2	
FUND		General						
ACCOUNT:		529						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10	
OBJECT:		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED	
		BUDGET	BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET	
529.12.01	Regular Salaries	42,474	42,552	35,212	42,254	42,552	42,552	
529.13.01	Other Salaries & Wages	2,586		2,128	2,128			
529.14.01	Overtime	736	614	1,304	1,565			
529.19.01	Compensated Absences	-			-			
529.21.01	FICA Taxes	2,868	2,676	2,396	2,875	2,638	2,638	
529.21.02	Medicare	671	626	560	672	617	617	
529.22.01	Retirement	4,556	4,252	3,806	4,567	4,191	4,191	
529.23.01	Life, Health & Dental Insurance	5,770	6,584	4,838	5,806	4,724	4,724	
529.24.01	Workers' Compensation	349	2,767	2,464	2,464	2,728	2,728	
TOTAL PERSONAL SERVICES:		60,010	60,071	52,708	62,331	57,450	57,450	
529.33.01	Filing Fees	842	850		-	850	850	
529.41.01	Telephone	623	650	1,079	1,295	1,350	1,350	
529.42.01	Postage	-	1,000		-	1,000	1,000	
529.45.02	Liability Insurance	-	959	808	808	945	945	
529.46.02	R&M Equipment	1,634	1,200	2,272	2,726	1,200	1,200	
529.47.01	Printing	132	150	12	12	150	150	
529.51.01	Office Supplies & Misc.	841	750	415	498	500	500	
529.52.04	Uniforms	155	100		-			
529.54.01	Dues, Subscriptions & Memberships	30	275		-			
529.54.02	Education & Training	175	250	480	576	100	100	
TOTAL MATERIALS, SUPPLIES, SERVICES:		4,432	6,184	5,066	5,915	6,095	6,095	
TOTAL OPERATING BUDGET:		64,442	66,255	57,774	68,246	63,545	63,545	
529.64.02	Machinery & Equipment							
TOTAL CAPITAL OUTLAY		-	-	-	-	-	-	
TOTAL NON-OPERATING BUDGET:		-	-	-	-	-	-	
TOTAL DEPARTMENT BUDGET		64,442	66,255	57,774	68,246	63,545	63,545	

Village of Biscayne Park
Code Enforcement
FY 2009-2010

Code Enforcement

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 60,071	\$ 57,450	\$ (2,621)
Operating Costs	6,184	6,095	(89)
Capital Outlay			
Debt Service			-
	<u>\$ 66,255</u>	<u>\$ 63,545</u>	<u>\$ (2,710)</u>

Personnel costs have decreased due to the elimination of overtime and related payroll expenses. Operating costs have increased due to the addition of an air card to perform duties while on the road.



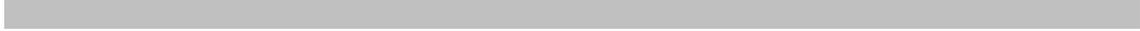
CODE ENFORCEMENT
Code 001-2900-529.*****



<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
529.12.01	Regular Salaries	42,552	(1) Code Enforcement Officer
529.14.01	Overtime		Not requested for this fiscal year.
529.21.01	FICA	2,638	Social Security taxes @ .062
529.21.02	Medicare	617	Medicare taxes @.0145
529.22.01	Retirement	4,191	FRS @ .0916
529.23.01	Health Insurance	4,724	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits.
529.29.01	Workers' Compensation	2,728	Calculated @ \$6.41/\$100 of payroll
	<i>Subtotal Personnel Services</i>	<u>\$ 57,450</u>	



<u>OPERATING EXPENSES</u>			
529.33.01	Filing Fees	850	Fees charged for filing liens with the court
529.41.01	Telephone	1,350	Cell phone (\$52.09/mo.) and Air card (\$60.07/mo.)
529.42.01	Postage	1,000	Postage for certified mail for code enforcement violations and liens
529.45.02	Liability Insurance	945	Calculated @ \$2.22/100 of payroll
529.46.02	Repairs and Maintenance	1,200	Maintenance to Energov for software @ \$299 per quarter
529.47.01	Printing & Binding	150	Printed forms relating to code
529.51.01	Office Supplies	500	Pens, paper, toner and other office supplies
529.54.01	Subscriptions and Memberships		none requested this year
529.54.02	Education and Training	<u>100</u>	Hours required to maintain certification
	<i>Subtotal: Operating Expenses</i>	<u>\$ 6,095</u>	



TOTAL: Code Enforcement Department: \$ 63,545

Village of Biscayne Park
Public Works
FY 2009-2010

DEPARTMENT: PUBLIC WORKS
FUND: General
ACCOUNT: 534

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

The portion of the Public Works Department that is in the General Fund is responsible for the maintenance of parks, parkways and medians, building maintenance, janitorial services, irrigations systems and pump maintenance and repair, and filling in for employees in other divisions that may be on vacation or sick leave.

DESCRIPTION OF SERVICES:

They are responsible for the maintenance of all of the Village's medians, alleys, parks, and buildings. They perform landscaping services to beautify the Village. They also provide janitorial services to all Village buildings, including set-up and cleaning of the recreation center.

PERFORMANCE MEASURES:

None at this time.

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	4.2	4.2
Total Operating Budget	258,461	239,272
% of Operating Budget 2008-2009		-7.42%
Capital (incl. Lease/Purchase/Interest)	10,000	10,000
Other Non-Operating Funds	-	
TOTAL BUDGET:	268,461	249,272

Village of Biscayne Park
Public Works
FY 2009-2010

DEPARTMENT:		PUBLIC WORKS					SCHEDULE 2	
FUND		General					Page 1	
ACCOUNT:		534						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10	
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED	
OBJECT:		BUDGET	BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET	
534.12.01	Regular Salaries	122,910	114,909	98,835	118,602	114,909	114,909	
534.13.01	Other Salaries & Wages	8,524	5,745	4,957	5,948	7,512	7,512	
534.14.01	Overtime	1,381	1,500	755	906			
534.19.01	Banked Sick Leave	-			-			
534.21.01	FICA Taxes	8,661	7,574	6,482	7,778	7,124	7,124	
534.21.02	Medicare	2,026	1,771	1,516	1,819	1,666	1,666	
534.22.01	Retirement	15,591	12,032	10,298	12,358	11,319	11,319	
534.23.01	Life, Health & Dental Insurance	31,354	27,654	21,644	25,973	23,118	23,118	
534.24.01	Workers' Compensation	18,183	11,534	10,278	10,278	12,663	12,663	
534.25.01	Unemployment Compensation	-		999	1,199			
534.26.01	Other Personal Service	780						
	TOTAL PERSONAL SERVICES:	208,630	182,719	155,764	184,861	178,311	178,311	
534.40.02	Education & Training	2,263	-	75	90			
534.41.01	Telephone	2,447	4,900	3,381	4,057	1,470	1,470	
534.41.02	Radios				-	1,260	1,260	
534.43.01	Electric	2,577	4,000	1,729	2,075	1,050	1,050	
534.43.02	Water	951	2,000	1,038	1,246	420	420	
534.44.02	Equipment Rental	5,092	4,000	2,696	3,235	3,500	3,500	
534.45.01	Insurance - Auto	1,965	2,400	601	601	592	592	
534.45.02	Liability Insurance	4,084	2,712	2,280	2,280	2,551	2,551	
534.45.03	Insurance - Village Bus/Vans	4,489	-		-			
534.46.01	R&M Vehicles/Public Works	5,264	1,500	238	286	1,000	1,000	
534.46.02	R&M Equipment	3,172	2,800	3,153	3,784	5,000	5,000	
534.46.03	R&M Buildings	13,316	3,000	15,398	18,478	15,000	15,000	
534.46.05	R&M Field		17,180	10,335	12,402	15,000	15,000	
534.49.05	Truck Washing	-	250		-	100	100	
534.51.01	Office Supplies	1,453	1,500	1,094	1,313	1,500	1,500	
534.52.01	Operating Supplies	11,381	10,000	6,030	7,236	7,500	7,500	
534.52.02	Gas & Oil/Public Works	16,191	16,000	8,075	9,690	2,600	2,600	
534.52.03	Tires & Tire Repair	777	1,500		-	500	500	
534.52.04	Uniform Rental	2,649	2,000	1,742	2,090	1,918	1,918	
	TOTAL MATERIALS, SUPPLIES, SERVICES:	32,451	75,742	57,865	68,862	60,961	60,961	
	TOTAL OPERATING BUDGET:	241,081	258,461	213,629	253,723	239,272	239,272	
534.62.01	Buildings	1,335						
534.62.04	Landscaping building	-			-			
534.63.02	Landscaping	11,262	10,000		10,000	10,000	10,000	
534.64.02	Machinery & Equipment	-		2,300	2,300			
	TOTAL CAPITAL OUTLAY:	12,597	10,000	2,300	12,300	10,000	10,000	
534.74.01	Lease/Purchase	12,091				-	-	
	TOTAL DEBT SERVICE	12,091	-	-	-	-	-	
	TOTAL GRANTS & AIDES	-	-	-	-	-	-	
	OTHER NON-OPERATING EXPENSES:	-	-	-	-	-	-	
	TOTAL NON-OPERATING BUDGET:	24,688	10,000	2,300	12,300	10,000	10,000	
	TOTAL DEPARTMENT BUDGET:	265,769	268,461	215,929	266,023	249,272	249,272	

Village of Biscayne Park
Public Works
FY 2009-2010

Public Works

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 182,719	\$ 178,311	\$ (4,408)
Operating Costs	75,742	60,961	(14,781)
Capital Outlay	<u>10,000</u>	<u>10,000</u>	<u>-</u>
	<u>\$ 268,461</u>	<u>\$ 249,272</u>	<u>\$ (19,189)</u>

Decrease in operating expenses is due to appropriate allocation of gas and oil.



PUBLIC WORKS
Code 001-3401--534

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
534.12.01	Regular Salaries	\$ 114,909	(1) Public Works Supervisor (1) Janitorial Staff (1) Public Works Staff PT (50%) (1) Public Works Staff (1) Director PT (35%) (1)Administrative Asistant PT (35%)
534.13.01	Other Salaries & Wages	7,512	Projected costs for all eligible employee's annual merit (percent dependent upon union contract's), other contractually required personnel cost increases and the associated federal taxes for a one year period
534.13.01	Overtime		Additional time for special events and projects
534.13.01	Banked Sick		The estimated increase in sick accruals
512.21.01	FICA	7,124	Social Security taxes @ .062
512.12.02	Medicare	1,666	Medicare taxes @.0145
534.22.01	Retirement	11,319	Required contribution to Florida Retirement System @ 9.85%
534.23.01	Health Insurance	23,118	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits with 20% inflationary factor included
534.24.01	Workers' Compensation	<u>12,663</u>	Estimated cost of premium for Worker's Compensation @ \$11.02 per \$100 of compensation
	<i>Subtotal Personnel Services</i>	<u>\$ 178,311</u>	

Village of Biscayne Park
Public Works
FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES</u>			
534.40.02	Education & Training	-	Training for Sprinkler systems and safety
534.41.01	Telephone	1,470	Average \$350 per month @ 35%
534.41.02	Radios	1,260	Average \$300 per month @ 35%
534.43.01	Electric	1,050	Average \$250 per month @ 35%
534.43.02	Water	420	Average \$300 pr quarter @ 35%
534.44.02	Equipment Rental	3,500	Rental of specialized equipment for special projects
534.45.01	Insurance - Truck	592	Insurance per schedule: F150 Pickup \$592
534.26.01	Liability Insurance	2,551	Estimated cost of premium for Liability insurance @ \$2.02 per \$100 of compensation
534.46.01	Repairs & Maintenance - Vehicles	1,000	Estimated based on age of trucks
534.46.02	Repairs & Maintenance - Equipment	5,000	Repairs to Village equipment to include water fountains, tot lot, etc.
534.46.03	Repairs & Maintenance - Buildings	15,000	General maintenance to Village wide buildings
534.46.04	Repairs & Maintenance - Field	15,000	Contract to maintain recreation field
534.49.05	Truck Washing	100	Estimated cost to maintain trucks
534.51.01	Supplies: General Office	1,500	Estimated costs for general office supplies (pen paper, etc.).
534.52.01	Operating Supplies	7,500	Estimated costs for supplies related to general cleaning and maintenance to include: tools, garbage bags, plastic gloves, cleaning supplies, chemicals. plant supplies, etc.

Village of Biscayne Park
 Public Works
 FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES - Continued</u>			
534.52.02	Gas & Oil	2,600	25 gals per week for 1 truck @ \$2.50 per gal. Est annual cost \$100 for oil
534.52.03	Tires & Tire Repair	500	New tires and tire repairs for 1 truck
534.52.04	Uniform Rental	<u>1,918</u>	\$7.30 pr week for 4 men (\$1,518) and one set of new boots for each man (\$400)
	<i>Subtotal: Operating Expenses</i>	<i><u>\$ 60,961</u></i>	
<u>CAPITAL OUTLAY</u>			
534.63.02	Landscaping	<u>10,000</u>	General landscaping improvements
	<i>Subtotal: Capital Outlay</i>	<i><u>\$ 10,000</u></i>	
TOTAL: Public Works		<u>\$ 249,272</u>	

Village of Biscayne Park
 Recreation Department
 FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

RECREATION
General
572

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

The Recreation Department is a necessary and important part of our community. However, due to budgetary reductions, the Department provides a limited number of activities, programs and classes on a contractual basis, and special events for the diversified needs of the community.

DESCRIPTION OF SERVICES:

The Recreation Department offers a number of activities to children and youth of all ages. The sole full-time staff member is supplemented by part-time employees acting as counselors for the children. The Recreation Center is also the focal meeting point of various groups in the Village, including the Village Commission holding their official meetings there monthly, and all of the Village Boards.

PERFORMANCE MEASURES:

None at this time.

RESOURCE REQUIREMENTS	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	2	1
Total Operating Budget	215,214	93,484
% of Operating Budget 2008-2009		-56.56%
Capital (incl. Lease/Purchase/In	-	-
Other Non-Operating Funds	12,930	12,930
TOTAL BUDGET:	228,144	106,414

Village of Biscayne Park
 Recreation Department
 FY 2009-2010

DEPARTMENT:		RECREATION					SCHEDULE 2	
FUND		General					Page 1	
ACCOUNT:		572						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10	
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED	
OBJECT:			BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET	
572.12.01	Regular Salaries	73,224	72,303	38,276	43,019	24,886	24,886	
572.13.01	Other Salaries/Wages	72,994	55,280	24,636	29,563	16,640	16,640	
572.14.01	Overtime			2,376	2,851	6,999	6,999	
572.19.01	Compensated Absences			37,500	45,000			
572.21.01	FICA Taxes	9,158	7,910	4,076	4,677	3,009	3,009	
572.21.02	Medicare	2,142	1,850	953	1,094	704	704	
572.22.01	Retirement	7,213	7,122	4,052	4,518	3,141	3,141	
572.23.01	Life, Health & Dental Insurance	11,541	13,169	7,508	9,010	4,724	4,724	
572.24.01	Workers Compensation	20,548	8,178	7,288	7,288	2,834	2,834	
572.25.01	Unemployment Compensation	-	-	7,039	8,447	4,125	4,125	
TOTAL PERSONAL SERVICES:		196,820	165,812	133,704	155,467	67,062	67,062	
572.31.08	Professional Services	3,387	300					
572.41.01	Telephone	4,327	3,500	3,327	3,992	3,500	3,500	
572.43.01	Electric Utility Service	8,751	7,500	6,968	8,362	7,900	7,900	
572.43.02	Water Utility Services	878	1,100	467	560	800	800	
572.44.02	Equipment Rental & Lease	788	1,000	750	900	950	950	
572.45.01	Insurance - Village Bus/Vans		2,670	3,353	3,353	2,670	2,670	
572.45.02	Insurance - Liability	5,543	2,832	2,384	2,384	1,077	1,077	
572.46.01	R&M Vehicles/Village Bus/Vans	-	1,500	50	60	600	600	
572.46.02	R&M Equipment	1,340	800	350	420	700	700	
572.46.03	R&M Buildings	1,580						
572.46.04	R&M Field	-						
572.47.01	Printing & Binding	205	100					
572.51.01	Office Supplies - General	903	500			500	500	
572.52.01	Operating Supplies	10,273	4,000	3,128	3,754	500	500	
572.52.02	Gas & Oil/Village Bus/Vans	-	2,000	688	826	400	400	
572.52.09	Concession - Resale	5,105	10,000	2,638	3,166	2,500	2,500	
572.52.10	Games - Indoor	2,809	2,000		-			
572.52.11	Games - Outdoor	965	1,500	106	106			
572.54.01	Dues, Subscriptions & Memberships	265	100	165	165	125	125	
572.55.01	Special Events	6,681	8,000	7,671	7,671	4,200	4,200	
TOTAL MATERIALS, SUPPLIES, SERVICES:		53,799	49,402	32,045	35,718	26,422	26,422	
TOTAL OPERATING BUDGET:		250,619	215,214	165,749	191,185	93,484	93,484	
572.63.01	Improvements other than Buildings		-			-	-	
572.64.02	Machinery & Equipment	7,538	-			-	-	
TOTAL CAPITAL OUTLAY		7,538	-	-	-	-	-	
572.74.01	Lease/Purchase	12,930	12,930	12,914	12,914	12,930	12,930	
TOTAL DEBT SERVICE:		12,930	12,930	12,914	12,914	12,930	12,930	
GRANTS & AIDS:		-	-	-	-	-	-	
OTHER NON-OPERATING EXPENSES:		-	-	-	-	-	-	
TOTAL NON-OPERATING BUDGET:		20,468	12,930	12,914	12,914	12,930	12,930	
TOTAL DEPARTMENT BUDGET:		271,087	228,144	178,663	204,099	106,414	106,414	

Village of Biscayne Park
 Recreation Department
 FY 2009-2010

Recreation

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 165,812	\$ 67,062	\$ (98,750)
Operating Costs	49,402	26,422	(22,980)
Capital Outlay			
Debt Service	<u>12,930</u>	<u>12,930</u>	<u>-</u>
	<u>\$ 228,144</u>	<u>\$ 106,414</u>	<u>\$ (121,730)</u>

Decrease is due to elimination of Recreation Director and in-house recreation programs. Revenues associated with those programs have also been reduced.



RECREATION DEPARTMENT - COMMUNITY CENTER
 Code 001-1403-572

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
572.12.01	Regular wages	\$ 24,886	(1) Recreation Supervisor
572.13.01	Other Wages	16,640	(2) Funding for part time and seasonal staff
572.14.01	Overtime	6,999	Funding estimate for overtime required during summer, special events and facility rentals.
572.21.01	FICA	3,009	Social Security taxes @.062
572.21.02	Medicare	704	Medicare taxes @.0145
572.22.01	Retirement	3,141	FRS @ .0916
572.23.01	Health Insurance	4,724	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits.
572.24.01	Workers Compensation	2,834	Calculated @ \$5.84/\$100 of payroll
572.25.01	Unemployment Compensation	<u>4,125</u>	Reimbursement to State for actual payments made to ex-employee @ \$275/week through 1/10/2010.
<i>Subtotal Personnel Services</i>		<u>\$ 67,062</u>	

OPERATING EXPENSES

572.41.01	Telephone	\$ 3,500	Funding for telephone lines.
572.43.01	Electricity	7,900	Estimated annual cost based upon usage
572.43.02	Water	800	Estimated annual cost based upon usage.
572.44.02	Equipment Rental	950	Copy machine
572.45.01	Insurance - Vans	2,670	Actual cost per schedule: \$633 per van and \$2,037 for bus
572.45.02	Insurance - Liability	1,077	Calculated @ \$2.22/\$100 of payroll
572.46.01	R&M - Vehicles	600	Funding to provide on-going maintenance and repairs to vans and bus.

Village of Biscayne Park
 Recreation Department
 FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
572.46.02	R&M - Equipment	700	Funding to provide on-going maintenance and repairs to equipment such as water fountains, stove, etc.
572.47.01	Printing		Not requested for this fiscal year.
572.51.01	Supplies: General Office	500	Pens, paper, toner and other office supplies
572.52.01	Supplies: Other operating	500	Misc supplies to stock recreation center
572.52.02	Gas & Oil/Village Bus/Vans	400	Estimated usage.
572.52.09	Concession - Resale	2,500	Estimated purchases for resale.
572.54.01	Subscriptions/Memberships	125	
572.55.01	Special events	<u>4,200</u>	4 events: Halloween, Winterfest, 2 Easter
<i>Subtotal: Operating Expenses</i>		<u>\$ 26,422</u>	
<hr/>			
<u>DEBT SERVICE</u>			
572.74.01	Lease/Purchase	<u>\$ 12,930</u>	Annual payments for purchase of mini-bus.
<i>Subtotal: Debt Service</i>		<u>\$ 12,930</u>	
<hr/>			
TOTAL: Recreation - Community Cent		<u>\$ 106,414</u>	

Village of Biscayne Park
 Road Fund
 FY 2009-2010

FUND Road Fund
ACCOUNT: 101-3402-534

DEPARTMENT MESSAGE:

The Road Fund is under the direction of Public Works. Funding is provided through restricted funds received from the State and County. These funds can only be used for the maintenance and improvement of roads, stormwater systems, landscaping of related easements.

DESCRIPTION OF SERVICES:

Public Works maintenance personnel maintain roadways, alleys, stormwater systems, and trim trees and shrubs to prevent safety hazards, and maintain landscaped areas.

PERFORMANCE MEASURES:

None at this time.

RESOURCE REQUIREMENTS	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	2.6	2.6
Total Operating Budget	145,690	142,217
% of Operating Budget 2008-2009		-2.38%
Capital (incl. Lease/Purchase/In	22,000	29,570
Other Non-Operating Funds	-	-
TOTAL BUDGET:	167,690	171,787

Village of Biscayne Park
Road Fund
FY 2009-2010

FUND Road Fund
ACCOUNT: 101-3402-534

OBJECT:	FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
312.40.10 Local Option Gas Tax -Capital Improvements	23,251	22,620	18,777	22,532	21,498	21,498
312.40.20 Local Option Gas Tax (6 Cents)	59,648	59,230	47,737	57,284	55,547	55,547
334.10.00 Forestry Grant	35,058	11,000	11,100	11,000	9,785	9,785
334.20.00 DOT Landscaping Grant	4,975	3,980	3,980	3,980	3,980	3,980
335.12.00 State Revenue Sharing	28,119	25,477	17,062	20,474	23,446	23,446
335.14.00 Fuel Tax Rebate	2,340	2,000	1,734	2,081	2,400	2,400
361.00.00 Interest	341	383	90	108	100	100
391.91.00 CITT Road Improvements	20,000	43,000	10,750	32,750	25,650	25,650
369.30.01 Fund Balance Transfer					29,381	29,381
Total Road Fund Revenue:	173,732	167,690	111,230	150,210	171,787	171,787

Village of Biscayne Park
Road Fund
FY 2009-2010

FUND	Road Fund						
ACCOUNT:	101-3402-534						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
OBJECT:		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
			BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
534.12.01	Regular Salaries	82,810	76,972	61,176	73,411	76,025	76,025
534.13.01	Other Salaries/ Wages	3,947	8,078	2,930	3,516	4,970	4,970
534.14.01	Overtime	791	1,000	2,940	3,528	2,000	2,000
534.19.01	Banked Sick Leave				-		
534.21.01	FICA Taxes	5,422	4,833	4,150	4,980	4,838	4,838
534.21.02	Medicare	1,268	1,130	971	1,165	1,131	1,131
534.22.01	Retirement	7,465	7,680	6,593	7,912	7,685	7,685
534.23.01	Life, Health & Dental Insurance	14,408	17,120	13,285	15,942	14,311	14,311
534.24.01	Workers' Compensation	11,288	7,075	6,304	6,304	8,598	8,598
534.25.01	Unemployment Compensation						
TOTAL PERSONAL SERVICES:		127,399	123,888	98,349	116,758	119,558	119,558
534.31.08	Contract Services	1,498	2,000			1,000	1,000
534.41.01	Telephone					1,260	1,260
534.41.02	Radios					1,080	1,080
534.43.01	Electric					900	900
534.43.02	Water					360	360
534.44.02	Equipment Rental					1,500	1,500
534.45.01	Insurance - Auto	1,943	2,372	1,443	1,443	1,424	1,424
534.45.02	Insurance - Liability	1,284	1,730	1,456	1,456	1,732	1,732
534.46.01	R&M Vehicles	1,098	3,200	1,103	1,324	2,000	2,000
534.46.02	R&M Equipment	287	2,500	882	1,058	1,200	1,200
534.52.01	Operating Supplies	4,734	2,500	1,423	1,708	2,453	2,453
534.52.02	Gas & Oil	5,949	3,000	2,498	2,998	3,900	3,900
534.52.04	Uniforms	1,236	1,000	1,236	1,483	1,350	1,350
534.53.01	Road Materials	1,789	3,500	325	325	2,500	2,500
534.59.01	Contingency						
TOTAL MATERIALS, SUPPLIES, SERVICES:		19,818	21,802	10,366	11,794	22,659	22,659
TOTAL OPERATING BUDGET:		147,217	145,690	108,715	128,552	142,217	142,217
534.63.01	Improvements other than Buildings	4,189	22,000	21,600	21,600	10,000	10,000
534.64.03	Capital Machinery & Equipment	12,062		-	-	19,570	19,570
TOTAL CAPITAL OUTLAY		16,251	22,000	21,600	21,600	29,570	29,570
TOTAL NON-OPERATING BUDGET:		16,251	22,000	21,600	21,600	29,570	29,570
TOTAL DEPARTMENT BUDGET:		163,468	167,690	130,315	150,152	171,787	171,787

Village of Biscayne Park
Road Fund
FY 2009-2010

Road Fund

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 123,888	\$ 119,558	\$ (4,330)
Operating Costs	21,802	22,659	857
Capital Outlay	<u>22,000</u>	<u>29,570</u>	<u>7,570</u>
	<u>\$ 167,690</u>	<u>\$ 171,787</u>	<u>\$ 4,097</u>

Increase is due to NE 6th Avenue Stimulus Project and Forestry Grant



ROAD FUND
Code 101-3402--534

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
534.12.01	Regular Salaries	\$ 76,025	(1) Supervisor (1) Staff (1) Director PT (30%) (1)Administrative Asistant PT (30%)
534.13.01	Other Salaries & Wages	4,970	Projected costs for all eligible employee's annual merit (percent dependent upon union contract's), other contractually required personnel cost increases and the associated federal taxes for a one year period
534.14.01	Overtime	2,000	Additional time for special projects (i.e watering trees)
534.19.01	Banked Sick		The estimated increase in sick accruals
534.21.01	FICA	4,838	Social Security taxes @ .062
534.21.02	Medicare	1,131	Medicare taxes @.0145
534.22.01	Retirement	7,685	Required contribution to Florida Retirement System @ 9.85%
534.23.01	Health Insurance	14,311	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits with 20% inflationary factor
534.24.01	Workers' Compensation	<u>8,598</u>	Estimated cost of premium for Worker's Compensation @ \$11.02 per \$100 of compensation
	<i>Subtotal Personnel Services</i>	<u>\$ 119,558</u>	

Village of Biscayne Park
 Road Fund
 FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES</u>			
534.31.08	Contract Services	1,000	Contract services for median and roadside mowing and other road related needs.
534.41.01	Telephone	1,260	Average \$350 per month @ 30%
534.41.02	Radios	1,080	Average \$300 per month @ 30%
534.43.01	Electric	900	Average \$250 per month @ 30%
534.43.02	Water	360	Average \$300 pr quarter @ 30%
534.44.02	Equipment Rental	1,500	Rental of specialized equipment for special projects
534.45.01	Insurance - Truck	1,424	Insurance per schedule: W4500 Flatbed (\$642), Dodge Ram 2500 (\$680), and Chipper Trailer (\$101)
534.26.01	Liability Insurance	1,732	Estimated cost of premium for Liability insurance @ \$2.02 per \$100 of compensation
534.46.01	Repairs & Maintenance - Vehicles	2,000	Estimated based on age of trucks
534.46.02	Repairs & Maintenance - Equipment	1,200	Repairs to lawn mowers, gators and other related roadway equipment
534.52.01	Operating Supplies	2,453	Estimated costs for supplies related to general cleaning and maintenance to include: tools, garbage bags, plastic gloves, cleaning supplies, chemicals. plant supplies, etc.

Village of Biscayne Park
 Road Fund
 FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES - Continued</u>			
534.52.02	Gas & Oil	3,900	12.5 gals per week for 2 truck and misc equipment @ \$3.00 per gal. Est annual cost \$250 for oil
534.52.04	Uniform Rental	1,350	\$7.30 pr week for 3 men (\$1,150) and two sets of new boots for each man (\$200)
534.53.01	Road Materials	<u>2,500</u>	Materials used to paint and patch roads as needed
	<i>Subtotal: Operating Expenses</i>	<u>\$ 22,659</u>	
<u>CAPITAL OUTLAY</u>			
534.63.01	Improvements other than Buildings	10,000	Median/ Park improvements
534.64.03	Machinery and Equipment	19,570	Purchase of Hi-Lift per Forestry Grant
	<i>Subtotal: Capital Outlay</i>	<u>\$ 29,570</u>	
TOTAL: Road Fund		<u>\$ 171,787</u>	

Village of Biscayne Park
Sanitation Budget
FY 2009-2010

DEPARTMENT:
FUND
ACCOUNT:

PUBLIC WORKS
SANITATION FUND
402-534

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

The Sanitation Fund is a Proprietary (Enterprise) Fund which means it is a self-supporting, self-sustaining operation, receiving funds from the User Fee that is collected as part of the tax bill property owners receive and special pick-ups.

DESCRIPTION OF SERVICES:

The Public Works Department performs many high profile functions that are extremely crucial to the health of the Village. This includes picking up trash and garbage twice weekly and clippings once weekly.

PERFORMANCE MEASURES:

Approximately	Units of disposal per Year for Trash and Garbage	Curbside Recycling	Chipping / Mulching
Units (Homes) 1305 Residents 3328		Service Through Miami Shores	

RESOURCE REQUIREMENTS	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	8.2	8.2
Total Operating Budget	690,130	716,010
% of Operating Budget 2008-2009		103.75%
Capital (incl. Lease/Purchase/In	22,180	22,180
Other Non-Operating Funds	-	-
TOTAL BUDGET:	712,310	738,190

Village of Biscayne Park
Sanitation Budget
FY 2009-2010

DEPARTMENT: PUBLIC WORKS
FUND: SANITATION FUND
ACCOUNT: 402-534

SCHEDULE 2
Page 1

OBJECT/ACCOUNT NAME:	FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	YEAR TO DATE YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMEND	FY09-10 ADOPTED BUDGET
343.40.01 Garbage/Waste Fees	691,336	707,310	691,846	705,846	728,190	728,190
343.40.03 Special Pick-up / Lot Clearing	11,183	5,000	8,980	8,980	10,000	10,000
389.00.00 Capital Contribution	<u>21,961</u>	-	-	-	-	-
Total Service Revenue:	<u>724,480</u>	<u>712,310</u>	<u>700,826</u>	<u>714,826</u>	<u>738,190</u>	<u>738,190</u>
Expenses	<u>702,905</u>		<u>489,131</u>	<u>635,934</u>		
Surplus	<u>21,575</u>		<u>211,695</u>	<u>78,892</u>		

Village of Biscayne Park
Sanitation Budget
FY 2009-2010

FUND:		SANITATION FUND				SCHEDULE 2	
ACCOUNT:		402-3402-534				Page 1	
		FY07-08	FY08-09	YEAR TO DATE	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT/ACCOUNT NAME:		BUDGET		7/31/2009	TOTAL	RECOMMEND	BUDGET
534.12.01	Regular Salaries	239,534	214,747	179,044	214,853	213,405	213,405
534.13.01	Other Salaries & Wages	4,223	14,287	5,974	7,169	14,444	14,444
534.14.01	Overtime	600	1,000	956	1,147	2,200	2,200
534.19.01	Banked Sick	15,066	1,635		-		
534.21.01	FICA Taxes	15,057	13,314	11,530	13,836	13,368	13,368
534.21.02	Medicare	3,521	3,114	2,696	3,235	3,126	3,126
534.22.01	Retirement	22,690	21,153	18,318	21,982	21,237	21,237
534.23.01	Life, Health & Dental Insurance	45,614	53,991	40,421	48,505	45,135	45,135
534.24.01	Workers' Compensation	47,952	30,009	26,742	26,742	33,744	33,744
	TOTAL PERSONAL SERVICES:	394,257	353,250	285,681	337,469	346,659	346,659
534.32.01	Audit Fees					5,200	5,200
534.34.02	Dump - Garbage/Waste	152,472	190,500	110,717	161,000	172,400	172,400
534.34.03	Dump - Recycling	35,000	35,000	26,250	35,000	35,000	35,000
534.41.01	Telephone	2,447	1,295	700	1,400	1,470	1,470
534.41.02	Radios	951	1,060		1,000	1,260	1,260
534.42.01	Postage					250	250
534.43.01	Electric		1,135	1,053	2,106	1,050	1,050
534.43.02	Water		370	264	528	420	420
534.45.01	Insurance - Trucks	4,796	5,856	3,011	3,011	3,000	3,000
534.45.02	Insurance - Liability	7,453	4,767	4,012	4,012	4,786	4,786
534.46.01	R&M Vehicles	9,632	7,000	9,584	11,501	8,000	8,000
534.49.02	Advertising					800	800
534.49.05	Truck Washing		1,000			1,000	1,000
534.51.01	Supplies: General Office					250	250
534.52.01	Operating Supplies	2,637	2,000	1,799	2,159	2,500	2,500
534.52.02	Gas & Oil	21,882	26,504	13,253	22,904	26,320	26,320
534.52.03	Tires & Tire Repair	1,656	2,000	1,032	1,238	3,000	3,000
534.52.04	Uniform Rental	2,113	2,700	2,522	3,026	3,840	3,840
534.53.01	Depreciation	12,518	20,327		20,327	12,600	12,600
534.53.02	Administration Fee-Miami-Dade	34,567	35,366	7,073	7,073	36,205	36,205
534.53.03	Administration Fee-BP Administration					50,000	50,000
534.56.01	Bad debt expense	17,270					
	TOTAL MATERIALS, SUPPLIES, SERVICES:	305,394	336,880	181,270	276,285	369,351	369,351
	TOTAL OPERATING BUDGET:	699,651	690,130	466,951	613,754	716,010	716,010
534.75.01	Lease/Purchase Interest & Principal	3,254	22,180	22,180	22,180	22,180	22,180
	TOTAL DEBT SERVICE	3,254	22,180	22,180	22,180	22,180	22,180
	OTHER NON-OPERATING EXPENSES:	3,254	22,180	22,180	22,180	22,180	22,180
	TOTAL NON-OPERATING BUDGET:	3,254	22,180	22,180	22,180	22,180	22,180
	TOTAL DEPARTMENT BUDGET:	702,905	712,310	489,131	635,934	738,190	738,190

Village of Biscayne Park
Sanitation Budget
FY 2009-2010

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 353,250	\$ 346,659	\$ (6,591)
Operating Costs	336,880	369,351	32,471
Capital Outlay	<u>22,180</u>	<u>22,180</u>	<u>-</u>
	<u>\$ 712,310</u>	<u>\$ 738,190</u>	<u>\$ 25,880</u>

Significant changes include:

- 1) Decrease in depreciation due to fully depreciated trucks
- 2) Addition of fees directly related to this department such as audit fees, advertising and postage
- 3) Addition of management fees to General Fund to cover salaries of Finance Director for budgeting and accounting, Clerk for maintaining special pick-up A/R, Accountant for payroll, and Manager and Clerk.

This fund is self-supporting generating \$744,715 in revenues. This fund pays a management fee to the General Fund of \$30,000.

Sanitation fees for FY'09 were 542 for 1305 units totaling \$707,310
Sanitation fees for FY'10 are 563 for 1305 units totaling \$734,715
This is an increase in sanitation fees of \$21 or approx. 20 cents per pickup

Reserve of \$21,575 consists of reserve for A/R of \$12,005 and reserve for replacement of \$9,570.



PUBLIC WORKS - SANITATION DIVISION
Code 402-3402--534

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
534.12.01	Regular Salaries	\$ 213,405	(1) Public Works Supervisor/Waste (2) Refuse Truck Drivers (1) Refuse Truck Driver PT (50%) (4) Refuse Collectors (1) Director PT (35%) (1)Administrative Asistant PT (35%)
534.13.01		14,444	Projected costs for all eligible employee's annual merit (percent dependent upon union contract's), other contractually required personnel cost increases and the associated federal taxes for a one year period
534.13.01	Overtime	2,200	Holiday pay, special events, labor for driver and helper to pick up garbage on Saturdays and emergencies
534.13.01	Banked Sick	-	The estimated increase in sick accruals
534.21.01	FICA & Medicare	16,494	Social Security and Medicare taxes @ 7.65%
534.22.01	Retirement	21,237	Required contribution to Florida Retirement System @ 9.85%
534.23.01	Health Insurance	45,135	Estimated annual per employee costs for health, dental and other contractually obligated non-liability benefits with 20% inflationary factor included
534.24.01	Workers' Compensation	<u>33,744</u>	Estimated cost of premium for Worker's Compensation @ \$15.65 per \$100 of compensation
	<i>Subtotal Personnel Services</i>	<u>\$ 346,659</u>	

Village of Biscayne Park
Sanitation Budget
FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES</u>			
534.32.01	Professional Service: Audit	5,200	Allocated annual audit fees: \$30,500 @ 17% based on percentage of revenue
534.34.02	Waste Disposal - Dumping	172,400	Miami-Dade \$12,000 average monthly, Apple \$171 per pick-up averaging 3 per week for 52 weeks, Solid Waste Systems 275 every 2 months
534.34.03	Waste Disposal - Recycling	35,000	Annual cost under contract with Miami Shores Village
534.41.01	Telephone	1,470	Average \$350 per month @ 35%
534.41.02	Radios	1,260	Average \$300 per month @ 35%
534.42.01	Postage	250	Postage for billing for special pick-ups
534.43.01	Electric	1,050	Average \$250 per month @ 35%
534.43.02	Water	420	Average \$300 pr quarter @ 35%
534.45.01	Insurance - Truck	3,000	Insurance per schedule: 2000 Ford Sterling \$954, 2003 International \$993, 2007 International \$1,021
534.45.02	Liability Insurance	4,786	Estimated cost of premium for Liability insurance @ \$2.02 per \$100 of compensation
534.46.01	Repairs & Maintenance - Vehicles	8,000	Estimated based on age of trucks
534.48.01	Advertising	800	Cost to place annual solid waste advertisement as required by state law
534.49.05	Truck Washing	1,000	Estimated cost to maintain trucks
534.51.01	Supplies: General Office	250	Estimated costs for general office supplies (pen paper, etc.).
534.52.01	Operating Supplies	2,500	Estimated costs for supplies related to waste pickup to include: shovels, tools, garbage cans, garbage bags, etc.

Village of Biscayne Park
Sanitation Budget
FY 2009-2010

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>OPERATING EXPENSES - Continued</u>			
534.52.02	Gas & Oil	26,320	60 gals per week for each of 3 trucks @ \$3.00 per gal. Est annual cost \$600 for each of 3 trucks for oil
534.52.03	Tires & Tire Repair	3,000	New tires and tire repairs for 3 trucks
534.52.04	Uniform Rental	3,840	\$7.30 pr week for 8 men (\$3,040) and one set of new boots for each man (\$800)
534.53.01	Depreciation	12,600	Per annual depreciation schedule
534.53.02	Administration Fee - Miami Dade	36,205	5% of sanitation fees billed through Miami-Dade
534.53.03	Administration Fee - Biscayne Park	<u>50,000</u>	Management fee paid to General Fund to offset administrative services costs provided for non-sanitation staff and other miscellaneous costs paid by General Fund
	<i>Subtotal: Operating Expenses</i>	<u>\$ 369,351</u>	
<u>CAPITAL OUTLAY</u>			
534.75.01	Debt Service: Prinicpal & Interest	<u>22,180</u>	Principal & interest per schedule
	<i>Subtotal: Debt Service</i>	<u>\$ 22,180</u>	
TOTAL: Public Works-Sanitation		<u>\$ 738,190</u>	

Village of Biscayne Park
 Forfeiture Fund
 FY 2009-2010

DEPARTMENT: POLICE FORFEITURE
FUND: POLICE FORFEITURE
ACCOUNT: 105-2100-521

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:
Forfeiture funds are received from confiscated items under State of Florida forfeiture guidelines and interest income. Funds can be spent only as allowed and in compliance with forfeiture guidelines.
DESCRIPTION OF SERVICES:
PERFORMANCE MEASURES:

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel	1	0
Total Operating Budget	95,369	31,100
% of Operating Budget 2008-2009		-67.39%
Capital	-	8,600
Other Non-Operating Funds	-	
TOTAL BUDGET:	95,369	39,700

Village of Biscayne Park
 Forfeiture Fund
 FY 2009-2010

DEPARTMENT: POLICE FORFEITURE
FUND: POLICE FORFEITURE
ACCOUNT: 105-2100-521

REVENUE SCHEDULE

OBJECT:	FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
359.00.00 Proceeds from Forfeiture	2,277	53,569	563	34,301	10,000	10,000
361.00.01 Interest	638	650	80	100	100	100
361.01.00 Overtime Reimbursement				25,027	20,000	20,000
361.02.00 Rental Reimbursement			8,000	9,600	9,600	9,600
369.30.00 Fund Balance / Carryover	20,716	41,150	-	40,000		
Total Police Forfeiture Fund Revenue:	23,631	95,369	8,643	109,028	39,700	39,700

Village of Biscayne Park
 Forfeiture Fund
 FY 2009-2010

DEPARTMENT:	POLICE FORFEITURE						
FUND	POLICE FORFEITURE						
ACCOUNT:	105-2100-521						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT/ACCOUNT NAME:			BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
521.12.01	Regular Salaries		35,750	38,166	45,799		
521.13-01	Other Salaries/ Wages		7,750				
521.14.01	Overtime		16,329	20,856	25,027	20,000	20,000
521.19.01	Banked Sick Leave						
521.21.01	FICA Taxes		3,196	3,530	4,236		
521.21.02	Medicare		748	826	991		
521.22.01	Retirement		10,784	11,911	14,293		
521.23.01	Life, Health & Dental Insurance		6,584	1,021	1,225		
521.24.01	Workers' Compensation		2,432	2,432	2,432		
521.26.01	Insurance - Liability		2,196	2,196	2,196		
TOTAL PERSONAL SERVICES:		-	85,769	80,938	96,200	20,000	20,000
521.35.01	Crime Watch	207		479	479	500	500
521.40.01	Travel, Conferences, & Meetings	4,250		485	485	1,000	1,000
521.44.02	Rentals/Leases		9,600	8,800	9,600	9,600	9,600
521.46.01	Repairs and Maintenance			64	64		
521.49.01	Miscellaneous						
521.52.01	Operating Supplies	90		1,329	1,329		
TOTAL MATERIALS, SUPPLIES, SERVICES:		4,547	9,600	11,157	11,957	11,100	11,100
	TOTAL OPERATING BUDGET:	4,547	95,369	92,095	108,157	31,100	31,100
521.64.01	Equipment	11,539				8,600	8,600
521.64.02	Improvements	7,545		871	871		
TOTAL CAPITAL OUTLAY		19,084	-	871	871	8,600	8,600
TOTAL NON-OPERATING BUDGET:		19,084	-	871	871	8,600	8,600
TOTAL DEPARTMENT BUDGET:		23,631	95,369	92,966	109,028	39,700	39,700

Village of Biscayne Park
Forfeiture Fund
FY 2009-2010

Police Forfeiture

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Personnel Costs	\$ 85,769	\$ 20,000	\$ (65,769)
Operating Costs	9,600	11,100	1,500
Capital Outlay	<u>-</u>	<u>8,600</u>	<u>8,600</u>
	<u>\$ 95,369</u>	<u>\$ 39,700</u>	<u>\$ (55,669)</u>

Significant change in personnel cost is due to transfer of officer to regular police payroll.



POLICE FORFEITURE
Code 105-2100-521

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT ADOPTED</u>	<u>EXPLANATION</u>
<u>PERSONNEL SERVICES</u>			
521.12.01	Regular Salaries	\$ -	None requested as officer transferred back to regular police payroll
521.13.01	Other Salaries & Wages	-	None requested this fiscal year
521.14.01	Overtime	20,000	Reimbursable overtime
521.21.01	FICA	-	None requested this fiscal year
521.21.02	Medicare	-	None requested this fiscal year
521.22.01	Retirement	-	None requested this fiscal year
521.23.01	Health Insurance	-	None requested this fiscal year
521.24.01	Workers' Compensation	-	None requested this fiscal year
<i>Subtotal: Personnel Services</i>		<i>\$ 20,000</i>	
<u>OPERATING EXPENSES</u>			
521.35.01	Crime Watch	500	Expenses related to crime watch
521.40.01	Travel, Conferences, & Meetings	1,000	Approved training for Police officers
521.44.02	Rentals/Leases	9,600	Monthly reimbursement rate for use of officer assigned to task force
521.46.01	Repairs and Maintenance	-	None requested this fiscal year
521.49.01	Miscellaneous	-	None requested this fiscal year
521.52.01	Operating Supplies	-	None requested this fiscal year
<i>Subtotal: Operating Expenses</i>		<i>\$ 11,100</i>	
<u>CAPITAL OUTLAY</u>			
521.64.01	Equipment	8,600	Estimated amount. All items must be preapproved by Commission before purchase
521.64.02	Improvements	-	None requested this fiscal year
<i>Subtotal: Capital Outlay</i>		<i>\$ 8,600</i>	
TOTAL: Forfeiture Fund		<i>\$ 39,700</i>	

Village of Biscayne Park
 CITT-Surtax
 FY 2009-2010

DEPARTMENT: CITT-Surtax
FUND CITT-Surtax
ACCOUNT: 301-1900-519

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:

Funding is provided by the Citizen's Independent Transportation Trust (CITT). Funds can be spent only on transportation projects and transit mandated within the CITT provisions. The CITT requires that 20% of the funds be used directly for transit.

DESCRIPTION OF SERVICES:

Funds are utilized for the NOMI which is provided through an interlocal agreement with North Miami which meets the 20% transit requirement. The remaining funds are utilized to match grants for storm water projects and for improvements provided through the road fund.

PERFORMANCE MEASURES:

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel		
Total Operating Budget	36,000	36,000
% of Operating Budget 2008-2009		0.00%
Capital	-	-
Other Non-Operating Funds	127,590	122,788
TOTAL BUDGET:	163,590	158,788

Village of Biscayne Park
 CITT-Surtax
 FY 2009-2010

DEPARTMENT: CITT-Surtax
FUND CITT-Surtax
ACCOUNT: 301-1900-519

OBJECT:	FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
388.35.00 Other Transportation Revenues	104,862	99,950	82,842	99,410	99,950	99,950
361.00.00 Interest	1,216	500	268	322	150	150
369.30.00 Fund Balance / Carryover	63,873	63,140		48,238	58,688	58,688
Total CITT-Surtax Fund Revenue:	169,951	163,590	83,110	147,970	158,788	158,788

Village of Biscayne Park
CITT-Surtax
FY 2009-2010

DEPARTMENT:		CITT-Surtax	FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
FUND		CITT-Surtax	AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
ACCOUNT:		301-1900-519		BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
TOTAL PERSONAL SERVICES:			-	-	-	-		
519.34.01	Contract Services-Transit		35,000	36,000	27,000	36,000	36,000	36,000
519.34.02	Contract Services		21,168		20,532	20,532		
TOTAL MATERIALS, SUPPLIES, SERVICES:			56,168	36,000	47,532	56,532	36,000	36,000
TOTAL OPERATING BUDGET:			56,168	36,000	47,532	56,532	36,000	36,000
519.60.01	Capital Improvements		50,873					
TOTAL CAPITAL OUTLAY			50,873	-	-	-	-	-
519.60.02	Transfer to Road Fund		20,000	43,000	10,750	32,750	25,650	25,650
519.60.03	Transfer to Storm water		42,910	84,590			61,138	61,138
519.60.06	Transfer to Cap Projects						36,000	36,000
TOTAL NON-OPERATING BUDGET:			62,910	127,590	10,750	32,750	122,788	122,788
TOTAL DEPARTMENT BUDGET:			169,951	163,590	58,282	89,282	158,788	158,788

Village of Biscayne Park
CITT-Surtax
FY 2009-2010

CITT-Surtax

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Operating Costs	\$ 36,000	\$ 36,000	\$ -
Non-Operating	<u>127,590</u>	<u>122,788</u>	<u>(4,802)</u>
	<u>\$ 163,590</u>	<u>\$ 158,788</u>	<u>\$ (4,802)</u>

Village of Biscayne Park
CITT-Surtax
FY 2009-2010



CITT: Surtax
Code 301-1900--519

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
		<u>ADOPTED</u>	
<u>OPERATING EXPENSES</u>			
519.34.01	Contract Services-Transit	\$ 36,000	Contract with North Miami for NOMI
519.34.02	Contract Services		Traffic studies
	<i>Subtotal: Operating Expenses</i>	<u>\$ 36,000</u>	
<u>NON-OPERATING EXPENSES:</u>			
519.60.02	Transfer to Road Fund	25,650	Road repairs and maintenance
519.60.03	Transfer to Storm water	61,138	Drainage project
519.60.06	Transfer to Cap Projects	36,000	NE 6th Avenue Project
	<i>Subtotal: Non-Operating Expenses</i>	<u>\$ 122,788</u>	
TOTAL: CITT-Surtax		<u>\$ 158,788</u>	

Village of Biscayne Park
 Stormwater
 FY 2009-2010

DEPARTMENT: Storm Water
FUND Storm Water Fund
ACCOUNT: 401-3403-534

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:
The Stormwater Fund is utilized for the construction of drainage projects based upon the Village drainage plan. The projects are funded by Grants which are restricted as to use of funds.
DESCRIPTION OF SERVICES:
Completion of drainage projects as funding becomes available.
PERFORMANCE MEASURES:
None at this time.

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel		
Total Operating Budget	179,900	122,276
% of Operating Budget 2008-2009		-32.03%
Capital (incl. Lease/Purchase/Interest)	-	-
Other Non-Operating Funds	-	-
TOTAL BUDGET:	179,900	122,276

Village of Biscayne Park
Stormwater
FY 2009-2010

DEPARTMENT: Storm Water
FUND Storm Water Fund
ACCOUNT: 401-3403-534

REVENUE SCHEDULE

OBJECT:	FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
334.41.00 South Florida Water Mgmt Grant		89,950			61,138	61,138
361.00.00 Interest	215					
369.01.00 Miscellaneous Revenue			57	60		
391.91.01 Transfer from CITT Fund	42,910	84,590			61,138	61,138
369.30.01 Fund Balance Transfer	5,361	5,360	-	-		
Total Stormwater Fund Revenue:	48,486	179,900	57	60	122,276	122,276

Village of Biscayne Park
Stormwater
FY 2009-2010

DEPARTMENT:	Storm Water						
FUND	Storm Water Fund						
ACCOUNT:	401-3403-534						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT:			BUDGET	7/31/2009	TOTAL	RECOMMENDED	BUDGET
534.66.05	Capital project - drainage	48,486	179,900	-	-	122,276	122,276
TOTAL NON-OPERATING BUDGET:		48,486	179,900	-	-	122,276	122,276
TOTAL DEPARTMENT BUDGET:		48,486	179,900	-	-	122,276	122,276

Village of Biscayne Park
Stormwater
FY 2009-2010

Stormwater

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Stormwater Project	<u>\$ 179,900</u>	<u>\$ 122,276</u>	<u>\$ (57,624)</u>

Village of Biscayne Park
Stormwater
FY 2009-2010



Stormwater
Code 401-3403-543

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
		<u>ADOPTED</u>	
NON-OPERATING EXPENSES:			
534.66.05	Capital project - drainage	\$ 122,276	Drainage project to be completed based upon available match
	<i>Subtotal: Non-Operating Expenses</i>	<u>\$ 122,276</u>	
<hr/>			
TOTAL: Stormwater		<u>\$ 122,276</u>	

Village of Biscayne Park
 Capital Projects
 FY 2009-2010

DEPARTMENT:	Capital projects						
FUND	Capital projects						
ACCOUNT:	601-5900-590						
		FY07-08	FY08-09	FY08-09	FY08-09	FY09-10	FY09-10
		AUDITED	ADOPTED	YR TO DATE	ESTIMATED	MANAGER	ADOPTED
OBJECT:			BUDGET	7/31/2009	TOTAL	RECOMMEND	BUDGET
590.66.02	Public Works Building	1,663	356,000	7,007	25,000	356,000	356,000
590.66.03	Fire Alarm System			10,138	10,138		
590.66.04	Recreation Improvements	3,000		44,149	56,000	110,000	110,000
590.66.05	Entryway Sign	6,094		18,507	38,000		
590.66.06	NE 6th Avenue					110,073	110,073
590.66.07	Recreation Bldg/EOC			2,800	2,800	60,000	60,000
590.66.08	MTA Sidewalk Project					34,500	34,500
TOTAL CAPITAL OUTLAY		10,757	356,000	79,801	129,138	670,573	670,573
TOTAL DEPARTMENT BUDGET:		10,757	356,000	79,801	129,138	670,573	670,573

Village of Biscayne Park
 Capital Projects
 FY 2009-2010

DEPARTMENT: Capital projects
FUND Capital projects
ACCOUNT: 601-5900-590

DEPARTMENT SUMMARY

DEPARTMENT MESSAGE:
The Capital Project Fund accumulates all funding and expenses related to major capital projects in the Village.
DESCRIPTION OF SERVICES:
PERFORMANCE MEASURES:
None at this time.

RESOURCE REQUIREMENTS:	BUDGET 2008-2009	ADOPTED BUDGET 2009-2010
No. of Personnel		
Total Operating Budget	356,000	670,573
% of Operating Budget 2008-2009		88.36%
Capital (incl. Lease/Purchase/Interest)	-	-
Other Non-Operating Funds	-	-
TOTAL BUDGET:	356,000	670,573

Village of Biscayne Park
 Capital Projects
 FY 2009-2010

DEPARTMENT: Capital projects
FUND Capital projects
ACCOUNT: 601-5900-590

REVENUE SCHEDULE

OBJECT:	FY07-08 AUDITED	FY08-09 ADOPTED BUDGET	FY08-09 YR TO DATE 7/31/2009	FY08-09 ESTIMATED TOTAL	FY09-10 MANAGER RECOMMENDED	FY09-10 ADOPTED BUDGET
331.42.00 MTA Transit Stimulus					34,500	34,500
331.49.00 Federal Transportation/NE 6th					74,073	74,073
334.20.00 State Grant/Rec Bldg/EOC					60,000	60,000
337.40.00 Miami Dade GOB		356,000	7,007	25,000	356,000	356,000
337.70.01 Safe Neighborhoods			25,000	25,000	55,000	55,000
337.70.02 North Dade Medical Foundation			13,000	13,000		
361.00.00 Interest			59	90		
391.91.00 Transfer From General Fund	10,757		46,802	66,048	50,000	50,000
391.91.02 Transfer from CITT/NE 6th					36,000	36,000
369.30.01 Fund Balance Transfer		-	-		5,000	5,000
Total Capital Projects Fund Revenue:	10,757	356,000	91,868	129,138	670,573	670,573

Village of Biscayne Park
Capital Projects
FY 2009-2010

Capital Projects

ADOPTED BUDGET HIGHLIGHTS

	<u>FY'09</u>	<u>FY'10</u>	<u>Change</u>
Capital Projects	<u>\$ 356,000</u>	<u>\$ 670,573</u>	<u>\$ 314,573</u>

Village of Biscayne Park
 Capital Projects
 FY 2009-2010



Capital Projects
Code 601-5900-590

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT</u> <u>ADOPTED</u>	<u>EXPLANATION</u>
<u>NON-OPERATING EXPENSES:</u>			
590.66.02	Public Works Building	\$ 356,000	Public works building currently in process funded by Miami-Dade voted general obligation bond
590.66.03	Recreation Improvements	110,000	Recreation improvements to be funded 50% through Safe Neighborhoods Parks grant
590.66.06	NE 6th Avenue	110,073	NE 6th Avenue project partially funded through Federal Stimulus Funds
590.66.07	Recreation Bldg/EOC	60,000	State funded hardening of Rec Bldg.
590.66.08	MTA Sidewalk Project	34,500	Sidewalk project to be funded through Federal Stimulus Funds
<i>Subtotal: Non-Operating Expenses</i>		<u>\$ 670,573</u>	
TOTAL: Capital Projects		<u>\$ 670,573</u>	