



## “EXECUTIVE SUMMARY”

### Proposed Fiscal Year 2017-18 Significant Budget Expenditure Changes per Department

#### MAYOR & COUNCIL (Page 6):

The Mayor & Council Life and Health Insurance **increased** Town-wide as a result of premium increases.

#### TOWN CLERK (Page 7):

- Salaries **increased** reflecting the new, permanent Clerk and a newly appointed Deputy Clerk. This increase results in a corresponding increase in payroll taxes and retirement contributions.
- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- Other Contractual Services **increased** as a result of budgeting for a Record Retention Expert Consultant (\$45,000), offset by **decreased** budget for Municode (\$20,000 decrease)
- Other Current Charges **increased** due to stricter advertising requirements imposed by the Miami Herald as to size/cost of ads. As a result, the budget has been increased over prior year. Some of this cost will be recouped via cost recovery.
- Capital Outlay **decreased** as a result of no budget for the Laserfiche web portal in the current year.



#### GENERAL GOVERNMENT (Page 8):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, and the associated benefits based on a percentage of payroll.
- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- Professional Services **decreased** as a result of elimination of certain consulting services.
- Other Contractual Services **increased** primarily as a result of budgeting for a PIO Consultant (\$75,000), for property appraisals (\$27,000), and increased IT consulting services (\$71,000 increase), offset by decreased budget for Strategic Master Plan survey (\$15,000), business plan monitoring (\$10,000) and for sustainability consulting (\$3,500).
- Capital Outlay **increased** primarily as a result of budgeting for a Human Resources software solution and other Town-wide technology upgrades.

#### FINANCE (Page 9):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, and the associated benefits based on a percentage of payroll.
- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- Accounting and auditing **increased** primarily as a result of the need to update certain valuations to comply with governmental accounting standards.
- Accounting Software **decreased** as a result of less anticipated implementations in the new budget year.

#### TOWN ATTORNEY (Page 10):

- The **increase** in attorney costs relates primarily to the need for Charter review services.



### COMMUNITY DEVELOPMENT (Page 11):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, and the associated benefits based on a percentage of payroll.
- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- The **decrease** in Professional Services relates primarily to reduced green master plan costs in the new budget year.
- The **decrease** in Other Contractual Services relates primarily to reduced budgeted costs for GIS consultants and for Unsafe Structure work.

### PUBLIC WORKS (Page 13):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, and the associated benefits based on a percentage of payroll.
- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- The **decrease** in Other Contractual Services results primarily from decreased planned sidewalk repairs (using gas taxes) of \$25,000, offset by increases for holiday lighting (\$7,500) and increased maintenance related to Caribbean Blvd (approximate \$7,000 increase).
- Capital Outlay **decreased** as a result of no message boards being budgeted in the new year.

### POLICE SERVICES (Page 13):

- Salaries and benefits **decreased** as a result of elimination of a Town staff position based in the Police department.
- Professional Services **increased** as a result of increased union negotiated costs for MDPD that are passed through to the Town for the appropriate police employees. Additionally, the budget reflects a Police Station Specialist position that will replace the Town staff position eliminated.



## PARKS & RECREATION (Page 15):

- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- Other Contractual Services **increased** primarily as a result of increased costs associated with contracted staff for LBTB Park (approximately \$66,000), infield refurbishment at LBTB Park (approximately \$27,000), Summer Camp activities (\$13,000 increase), adult/senior programming (\$5,000 increase), Town sponsored events (\$5,000 increase), and in landscaping services (\$5,000 increase), offset by decrease in costs related to the Town Plaza and Aquatics Center designs (\$45,000 decrease).
- Utilities **increased** reflecting the increased costs being associated with operating the Town parks.
- Operating supplies **increased** reflecting the costs associated for new/replacement staff uniforms and increased costs for pool and park supplies.
- Capital Outlay **decreased** primarily as a result of decrease costs budgeted for foul ball netting at LBTB Park (\$34,000 decrease) and a decrease in IT related infrastructure (\$6,500 decrease), offset by increases related to security cameras (\$5,000 increase) and a monument sign at Blue Heron Park (\$8,000).

## STORMWATER UTILITY (Page 16)

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, and the associated benefits based on a percentage of payroll.
- Life and Health Insurance **increased** Town-wide as a result of premium increases.
- Professional Services **decreased** reflecting the completion of the Whispering Pines swale design.
- Other Contractual Services **decreased** primarily as a result of a planned reduction in right-of-way tree planting.



- The budget reflects provision for Contractual Services related to two new drainage projects, SW 100 Ave (also known as "Point Royal") and Saga Bay 1.2 Sub-Basin. The Point Royal project is being funded with an FDEP grant supplemented with Town PTP funds, and the Saga Bay 1.2 Sub-Basin project is being funded with a State Appropriation (via FDEP) and supplemented with Town PTP funds.

#### CUTLER BAY TOWN CENTER (Page 17):

- Capital Outlay **increased** reflecting planned projects/upgrades to the CBTC, including completion of the HVAC project, window hardening, lobby improvements, reconfigure the 5th floor to "flex" office space, restroom upgrades, and installation of security cameras.

#### TOWN COUNCIL NOTES:

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