



“EXECUTIVE SUMMARY”

Proposed
Fiscal Year 2018-19
Significant Budget Expenditure
Changes per Department

MAYOR & COUNCIL (Page 2):

The Mayor & Council Salaries and Benefits **increased** as a result of cost of living adjustments (COLA).

TOWN CLERK (Page 3):

- Salaries and Benefits **increased** as a result of projected COLA and merit pay increases.
- Repairs and Maintenance **increased** (\$20,000) as a result of budgeting for a closed captioning service (note – this is pending a vendor quote and it may change in next budget draft).
- Capital Outlay **decreased** (\$3,500) as a result of no budget for computer or equipment upgrades.

GENERAL GOVERNMENT (Page 4):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases, and the impact of having a full-time PIO for an entire year.
- Professional Services **decreased** (\$5,000) as a result of reduction of financial advisory services.
- Other Contractual Services **decreased** (\$38,600) primarily as a result of decreased budgets for IT services (\$26,000) and for property appraisals (\$10,000).
- Communications and Freight **decreased** (approximately \$13,700) as a result of decreased amounts budgeted for cell phones and aircard services.



- Other Current Charges **decreased** (\$13,000) as a result of decreased amounts budgeted for bank merchant fees and reimbursable unemployment costs.
- Operating Supplies **decreased** (approximately \$11,000) as a result of decreased amounts budgeted for cell phones and other miscellaneous operating supplies.
- Capital Outlay **decreased** (approximately \$76,000) primarily as a result of elimination of all capital upgrades for this department.
- Contributions and Aid to Governmental Entities decreased (\$300,000) due to the expiration of the Interlocal Agreement between the Town and the Miami-Dade School District.

FINANCE (Page 6):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases.
- Repairs and maintenance **decreased** (\$12,700) primarily as a result of elimination of maintenance related to the Town's Lucity software system, offset by increased maintenance costs related to implementation of online payments.
- Accounting Software **increased** (approximately \$13,000) as a result of planned implementation of online payments for business licenses and burglar alarms.

TOWN ATTORNEY (Page 7):

- The **increase** (\$25,000) in attorney costs relates primarily to election related matters.

COMMUNITY DEVELOPMENT (Page 8):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases.
- The **increase** in Other Contractual Services (\$46,000) relates primarily to increased budgeted costs for building permit processing (\$36,000) and for GIS services (\$10,000).
- The **decrease** in Capital Outlay (\$5,000) relates to elimination of capital purchases for this department.



PUBLIC WORKS (Page 9):

- Salaries and benefits **increased** primarily as a result of COLA and merit pay increases.
- Professional Services **decreased** (\$10,000) primarily to less budgeted cost for engineering services.
- The **decrease** in Other Contractual Services (\$52,500) results primarily from decreased sidewalk repairs (using gas taxes) of \$50,000 and elimination of holiday lighting (\$7,500), offset by increased budget for right-of-way maintenance (approximately \$5,000 increase).
- Rentals and Leases **increased** (approximately \$6,000) as a result of leasing new vehicles after expiration of the prior lease.
- Repairs and Maintenance decreased (\$3,800) as a result of less anticipated maintenance for the new fleet.

POLICE SERVICES (Page 10):

- Professional Services **increased** (approximately \$30,400) as a result of increased union negotiated costs for MDPD that are passed through to the Town for the appropriate police employees.
- Capital Outlay decreased (\$10,000) as a result of elimination of budget for capital equipment upgrades.

PARKS & RECREATION (Page 11):

- Salaries and Benefits **decreased** primarily as a result of the staffing mix anticipated for the upcoming year. This department does reflect the COLA and merit pay increases reflected in other departments.
- Other Contractual Services **decreased** (approximately \$27,350) primarily as a result of decreased amounts budgeted for Town events (\$6,000), senior programs (\$5,000), summer camp programs (\$3,000) and Lakes by the Bay park ballfield refurbishing (\$27,000), offset by increased costs associated Saga Bay park land debris clearing (\$15,000).
- Utilities **increased** (approximately \$9,600) reflecting the increased costs being associated with operating the Town parks.
- Repairs and Maintenance **decreased** (\$4,500) reflecting deferring certain non-emergency repair and maintenance projects.



- Operating supplies **decreased** (\$15,000) reflecting the decreased planned purchases for new/replacement staff uniforms and cleaning supplies.
- Dues, Subscriptions and Memberships **decreased** (\$4,500) primarily from reduced staff training and conferences.
- Capital Outlay **decreased** (\$63,000) primarily as a result of elimination of all park capital projects except for installing security cameras at Cutler Ridge Park and installing foul ball fencing on all baseball fields at Lakes by the Bay Park (the Franjo Park restoration work will be accounted for in the Capital Projects (Parks) Fund).

CUTLER BAY TOWN CENTER (Page 12):

- Professional Services **increased** (\$10,400) reflecting increased property management services offset by decreased architectural services.
- Other Contractual Services **decreased** (\$17,300) as a result of decreased budgeted costs for landscaping and janitorial services.
- Utilities **increased** (approximately \$20,300) reflecting the increased costs being associated with operating the CBTC facility.
- Promotions **decreased** (\$6,500) resulting from decreased planned promotion of the CBTC facility.
- Operating Supplies **increased** (\$7,500) reflecting the increased costs being associated with operating the CBTC facility.
- Capital Outlay **decreased** (\$532,000) reflecting change in plan from replacing the entire HVAC system to providing for component upgrades as needed (a \$500,000 decrease in budget) as well as a decrease related to the "flex" office space reconfiguration (a \$50,000 decrease), offset by provision for parking lot lighting upgrades (an \$18,000 increase).



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