

City of South Bay



FY 2015-2016

Budget



FY 2015-2016

General Fund

CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2015-2016

		2013-2014		2014-2015	2015-2016 Proposed Budget
		BUDGET	YTD Actual	BUDGET	
001-031-311100	AD VALOREM TAXES	\$ 298,000	\$ 289,230	\$ 317,395	\$ 348,036
001-031-311200	DELINQUENT AD VAL. TAX	3,000	3,260	2,500	2,000
001-031-312410	LOCAL OPTION GAS TAX	78,500	82,958	82,550	80,000
001-031-312420	.05 LOCAL OPT GAS TAX	37,850	39,146	38,250	37,700
001-031-313100	ELECTRICAL FRANCHISE FEE	155,000	183,892	165,500	167,750
001-031-313300	SOUTHERN WASTE FR FEE	28,644	28,644	29,500	29,500
001-031-313700	SOLID WASTE FR FEE	2,500	2,324	2,150	1,850
001-031-314100	ELECTRICAL UTILITY TAX	187,485	228,561	222,500	223,150
001-031-314200	TELEPHONE UTILITY TAX	58,000	53,237	51,000	51,000
001-031-314400	PROPONE UTILITY TAX	4,000	8,811	7,250	7,200
001-031-319150	FUEL TAX REFUND	3,000	2,140	2,150	850
001-032-321000	OCCUPATIONAL LICENSES	10,000	13,794	13,750	13,150
001-032-321200	QUALIFYING FEES	150	150	50	-
001-032-321300	DELINQUENT OCC LIC FEE	-	-	-	-
001-032-322000	BUILDING PERMIT	18,500	20,893	32,550	55,000
001-032-328200	COUNTY OCCUPATIONAL LIC	11,500	10,817	10,000	10,000
001-033-331398	CDBG Payroll	28,450	17,091	28,450	30,311
001-033-334410	PBC GRANT	400,000	-	400,000	-
001-033-334411	DOT - Street Resurfacing	-	-	170,000	-
001-033-334410	Det. Of Economic Opportunity	-	-	25,000	-
001-033-334410	DOT - STREET IMPROVEMENT	-	-	1,416,687	-
001-033-334417	JAG Grant	-	990	-	-
001-033-335120	STATE REVENUE SHARING	145,250	151,340	146,500	155,880
001-033-335140	MOBILE HOME LICENSE TAX	1,500	1,415	1,500	1,375
001-033-335150	ALCOHOLIC BEV LICENSE	500	1,273	485	1,175
001-033-335180	LOCAL GOVT 1/2 SALES TAX	193,500	210,219	211,000	225,500
001-033-336100	PAYMENT IN LIEU OF TAXES	15,000	17,574	15,595	13,150
001-033-336100	CORRECTIONAL FACILITY	275,560	275,560	275,560	275,560
001-034-341400	CERTIFYING, COPY & RECORD	-	389	-	175
001-034-341600	DOT STREET LIGHT	10,173	10,173	10,478	10,792
001-034-342915	PUBLIC SAFETY- CARNIVAL	1,150	1,163	-	-
001-034-343413	MOSQUITO FEES	32,500	31,544	32,500	33,000
001-035-351100	FINE & FORFEITURES	11,500	6,516	7,500	5,250
001-036-361100	INTEREST EARNINGS	-	91	250	360
001-036-361114	LAW ENFORCE. INTER. EARN	-	-	-	-
001-036-361120	INTEREST - AD Valorem Tax	150	1,744	100	100
001-036-362000	RENTAL - COMMERCE CENTER	12,000	650	7,800	7,800
001-036-362100	RENTAL-LAND USE	13,455	1,931	-	-
001-036-362101	TOWER 900	15,000	15,000	15,000	15,000
001-036-362102	MAGISTRATE FEE	-	-	-	-
001-036-362111	RENTAL-RECREATION FAC.	6,000	7,919	9,000	7,250
001-036-362115	RENT - DAY CARE CENTER	1,500	1,500	-	-
001-036-364001	SALE OF REAL ESTATE	-	-	-	255,000
001-036-364310	SALES OF FIXED ASSETS	-	-	-	-
001-036-366200	ORATORICAL CONTEST	-	-	-	-
001-036-366250	Tanner Park Summer Program	-	-	-	-
001-036-366290	INSURANCE REFUND	-	-	20,900	-
001-036-366450	DONATIONS	10,290	9,197	10,000	8,500
001-036-366451	IN KIND CONTRIBUTION	12,610	13,560	-	-
001-036-366551	DONAT. SENIOR CITIZEN - RESTRICTED	3,427	-	3,920	4,160
001-036-369100	MISCELLANEOUS REVENUE	2,000	48,734	2,000	2,000
001-038-381440	TRANS. FROM SANITATION	40,000	40,000	-	59,765
		\$ 2,127,644	\$ 1,833,427	\$ 3,791,320	\$ 2,139,289

City of South Bay
Projected Expenditures Summary
General Fund
2015-16

Depart.	Department	Position FTE	Personnel	Operating	Capital/non operat.	TOTAL	%
101	Legislative	5	\$ 65,580	\$ 19,075	\$ -	\$ 84,655	3.96
111	City Manager Office	2	130,215	22,460		152,675	7.14
121	City Clerk	1	49,580	11,070	-	60,650	2.84
131	Finance	2	170,953	3,345	-	174,298	8.15
141	Legal	-	-	70,000	-	70,000	3.27
151	Planning & Zoning	1	47,860	31,070	-	78,930	3.69
161	Human Resource	0	13,003	2,705	1,000	16,708	0.78
191	Non Department	0.5	8,400	252,965	-	261,365	12.22
311	Community Development	2	123,937	15,820	-	139,757	6.53
611	Public Safety	0	-	177,950	-	177,950	8.32
711	Park & Recreational	1	38,985	44,545	2,500	86,030	4.02
811	Public Work	7	346,775	139,575	13,000	499,350	23.34
	Transfer to Capital Project	-	-	-	-	336,921	15.75
		21.5	995,288	790,580	16,500	2,139,289	100.00

City of South Bay
2015-16

Total estimated Revenues

2,139,289

City of South Bay

DEPARTMENT:

Legislative

ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-General	DEPARTMENT: Legislative
Mayor		
Vice Mayor		
City Commissioner		
City Commissioner		
City Commissioner		

City of South Bay

Budget Summary

Department: **Legislative**

Expenditure	20011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Request
Personnel Services	68,530	57,882	61,390	57,519	67,930	69,469	85,080	\$ 65,580
Operating Expenses	27,000	14,812	23,650	11,853	20,075	12,078	20,500	19,075
Non Operating/Capital	-	-	-	-	-	-	-	-
Totals:	95,530	72,694	85,040	69,372	88,005	81,547	105,580	84,655

Narrative Description of Budget Highlights:

The decrease of personnel budget, mainly is attributed to decrease of health insurance cost.

City of South Bay
001 General Fund
Legislative

FUND:

DEPARTMENT:

		Budget 2012-13		Budget 2013-14		Budget 2014-15	BUDGET YEAR 2015-16	
ACCOUNT	CLASSIFICATION	2012 BUDGET	ACTUAL EXPENDITURES	Adopted Budget 2012-13	ACTUAL EXPENDITURES	Adopted Budget 2013-14	BUDGET REQUESTED	MANAGER RECOMMENDED
1	3-TOTAL: SALARIES - BROUGHT FORWARD	\$ 23,750	\$ 22,847	\$ 28,500	\$ 27,125	\$ 28,500	\$ 28,500	\$ 28,500
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	\$ -	\$ -	\$ -			\$ -	
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 23,750	\$ 22,847	\$ 28,500	\$ 27,125	\$ 28,500	\$ 28,500	\$ 28,500
4	OVERTIME	\$ -	\$ -	\$ -			\$ -	
5	TOTAL LINES 3 AND 4	\$ 23,750	\$ 22,847	\$ 28,500	\$ 27,125	\$ 28,500	\$ 28,500	\$ 28,500
6	LINES 5 @ .0765 FICA	\$ 1,820	\$ 1,430	\$ 2,180	\$ 1,829	\$ 2,180	\$ 2,180	\$ 2,180
7	HEALTH INSURANCE	\$ 33,000	\$ 32,258	\$ 31,750	\$ 34,490	\$ 46,150	\$ 26,350	\$ 26,350
8	PENSION	\$ 2,300	\$ 607	\$ 5,000	\$ 5,691	\$ 7,700	\$ 8,000	\$ 8,000
	FRS Contribution							
	Worker Compensation	\$ 520	\$ 377	500	334	550	550	\$ 550
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 61,390	\$ 57,519	\$ 67,930	\$ 69,469	\$ 85,080	\$ 65,580	\$ 65,580

City of South Bay
2015-16 Budget

**City of South Bay
Operating Services Worksheet**

FUND: **GENERAL**
DEPARTMENT **Legislative**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		Budget 2012-13		Budget 2013-14		2014-15		BUDGET YEAR 2015-16	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget 2014-15	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
540100	Travel & Per Diem	8,250	5,051	7,500	5,375	7,500	5,226	6,177	6,750	7,750	
541100	Telephone	1,200	2,176	450	563	1,200	330	360	1,200	600	
551100	Office Supplies	350	145	250	214	250	239	347	250	425	
552100	Operating supplies	450	374	450	179	625	700	297	550	550	
554200	Membership & Dues	4,500	1,955	3,500	3,420	2,000	503	1,132	2,000	2,000	
554300	Employee Development	1,750	2,060	1,500	310	1,500	3,090	1,865	2,750	2,750	
556400	Commissioners Activities	1,500	1,000	1,000	60	1,000	25	606	1,000	1,000	
556401	Commissioners Projects	9,000	2,051	9,000	1,732	6,000	1,965	1,185	6,000	4,000	
Totals		27,000	14,812	23,650	11,853	20,075	12,078	11,969	20,500	19,075	-

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT:

City Manager

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT: DEPT. NAME
	City Manager	
	Executive Secretary	

City of South Bay

Budget Summary

Department: City Manager

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Expenses	Adopted Budget	Requested
Personnel Services	171,398	197,563	194,325	189,374	191,022	190,467	131,925	130,215
Operating Expenses	17,300	25,842	20,160	13,541	15,160	14,029	16,640	16,400
Debt Services	1,870	1,867	-	-	3,060	3,015	6,060	6,060
Non Operating/Capital	-	-	-	-	-	-	-	-
Totals:	190,568	225,272	214,485	202,915	209,242	207,511	154,625	152,675

Narrative Description of Budget Highlights:

City of South Bay

FUND: 001 General Fund
DEPARTMENT: City Manager

		BUDGET YEAR 2012-13		Budget 2013-14		Budget 2014-15	BUDGET YEAR 2015-16
ACCOUNT	CLASSIFICATION	Adopted 2013 BUDGET	ACTUAL EXPENDITURES	Adopted Budget 2013-14	ACTUAL EXPENDITURES	Adopted Budget 2014-15	BUDGET REQUESTED
1	SALARIES	147,000	148,491	143,830	145,836	110,000	110,600
2	Over time ON FORM 4	425	423	-	-	-	-
3	TOTAL LINES 1 AND 2 = SALARIES	147,425	148,914	143,830	145,836	110,000	110,600
4	INCENTIVE PAY	-	-	-			-
5	TOTAL LINES 3 AND 4	147,425	148,914	143,830	145,836	110,000	110,600
6	LINES 5 @ .0765 FICA	11,500	9,747	11,042	10,791	8,450	8,460
7	HEALTH INSURANCE	28,250	23,265	28,400	28,006	6,275	4,300
8	PENSION	5,250	5,242	7,250	4,804	5,700	5,530
	WORKER'S COMPENSATION	1,900	1,870	500	990	1,500	1,325
	Medical Exam		336		40		
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	194,325	189,374	191,022	190,467	131,925	\$ 130,215

**City of South Bay
Operating Services Worksheet**

FUND: **001 General Fund**
DEPARTMENT **City Manager**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET 2014-15		BUDGET YEAR 2015-16	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
540100	Travel & Per Diem	\$ 4,500	\$ 3,254	\$ 4,500	\$ 2,159	\$ 4,000	\$ 4,222	\$ 4,408	\$ 5,100	\$ 5,250	
541100	Telephone	1,800	4,181	3,500	3,424	2,300	1,365	1,029	1,700	1,700	
545100	Insurance (auto)	-	-	560	515	560	790	600	615	600	
546500	Rep. & Main. Vehicles	1,500	5,455	3,000	1,124	1,200	1,472	550	875	1,500	
551100	Office Supplies	500	88	600	774	600	538	318	600	600	
552100	Operating Supplies	1,500	3,605	1,000	776	1,000	367	157	750	750	
552200	Gas & Oil	3,500	4,574	3,000	3,029	3,000	3,827	1,988	4,000	3,000	
554200	Membership, Dues & Sub.	3,000	4,137	3,000	1,740	1,000	50	755	1,000	1,000	
554300	Employee Development	1,000	548	1,000	-	1,000	1,333	970	1,500	1,500	
556100	Promotional Activities	-	-	-	-	500	65	250	500	500	
580000	Auto Lease	-	-	-	-	3,060	3,015	5,025	6,060	6,060	
644000	Equipment	-	-	-	-	-	-	-	-	-	
646000	Equipment/Vehicles	1,870	1,867	-	-	-	-	-	-	-	
Totals		\$ 19,170	\$ 27,709	\$ 20,160	\$ 13,541	\$ 18,220	\$ 17,044	\$ 16,050	\$ 22,700	\$ 22,460	\$ -

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT: **City Clerk**
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT: DEPT. NAME
	City Manager	
	City Clerk	
	Administrative Assistant	

City of South Bay

Budget Summary

Department: **City Clerk**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Request
Personnel Services	127,587	111,886	51,250	51,210	56,300	50,592	50,200	49,580
Operating Expenses	26,370	19,284	21,050	18,008	22,240	20,579	16,120	11,070
Non Operating/Capital	5000	0	5000	4,973	1,050	1,050	-	-
Totals:	158,957	131,170	77,300	74,191	79,590	72,221	66,320	\$ 60,650

Narrative Description of Budget Highlights:

City of South Bay

City of South Bay

FUND:

001 General Fund

DEPARTMENT:

		BUDGET YEAR 2012-13		BUDGET YEAR 2013-14		Adopted Budget 2014 15	BUDGET YEAR 20115-16	
ACCOUNT	CLASSIFICATION	2013 BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	Actual EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	40,000	39,869	45,000	39,650	39,000	39,780	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES	40,000	39,869	45,000	39,650	39,000	39,780	
4	OVERTIME	-	-					
5	TOTAL LINES 3 AND 4	40,000	39,869	45,000	39,650	39,000	39,780	
6	LINES 5 @ .0765 FICA	3,000	2,934	3,500	2,973	3,100	3,000	
7	HEALTH INSURANCE	6,300	6,276	5,550	6,004	5,900	4,800	
8	PENSION	1,950	2,006	2,000	1,965	2,000	2,000	
	Worker Comp.		125	250	-	200	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	51,250	51,210	56,300	50,592	50,200	49,580	\$ -

City of South Bay

2015-16 Budget

**City of South Bay
Operating Services Worksheet**

FUND: **001 General Fund**
DEPARTMENT: **City Clerk**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET 2014-15		BUDGET YEAR 2015-16	
		BUDGET	EXPENDITURES	BUDGET 2012-13	EXPENDITURES	BUDGET 2013-14	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET 2014-15	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
001-121-523100		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-121-531200	Medical Exams	-									
001-121-534500	Election Expense	5,000	-	7,500	7,498	5,500	7,176	5,051	5,052		
001-121-540100	Travel & Per Diem	1,000	676	875	295	1,500	1,327	133	250	250	
001-121-541100	Telephone	2,100	1,868	1,150	1,256	1,200	868	425	720	720	
001-121-549100	Advertising	7,000	3,575	7,600	7,509	9,250	8,763	2,039	5,798	6,500	
001-121-549200	Charter Review	6,430	5,566	-		2,000	1,152	-	1,750	-	
001-121-551100	Office Supplies	1,500	2,098	1,375	808	1,000	453	728	750	750	
001-121-552100	Operating Supplies	1,500	4,718	750	120	300	50	124	300	300	
001-121-554200	Membership Dues	840	608	800	324	840	675	380	850	850	
001-121-554300	Employee Development	1,000	175	1,000	198	650	115	-	650	650	
001-121-641000	Office Equipment	-	-	-	-	-	-	-	-	-	
001-121-644000	Equipment	5,000	-	5,000	4,973	1,050	1,050		-	1,050	
Totals		\$ 31,370	\$ 19,284	\$ 26,050	\$ 22,981	\$ 23,290	\$ 21,629	\$ 8,880	\$ 16,120	\$ 11,070	\$ -

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT:

FINANCE

ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-General	DEPARTMENT: FINANCE
City Manager		
Finance Director		
Assistant to Finance Director		

City of South Bay

Budget Summary

Department: **FINANCE**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted Budget	Requested
Personnel Services	212,489	215,305	148,700	148,805	164,537	163,708	175,885	170,953
Operating Expenses	4,110	4,844	3,887	3,787	4,500	3,270	3,970	3,345
Non Operating/Capital			1,000		1,000	1,058	1,450	-
Totals:	216,599	220,149	153,587	152,592	170,037	168,036	181,305	174,298

Narrative Description of Budget Highlights:

No significant changes from 2011-12 to 2015-16.

City of South Bay

FUND: **001 General Fund**
DEPARTMENT: **Finance**

		BUDGET YEAR 2012-13		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15	BUDGET YEAR 2015-16	
ACCOUNT	CLASSIFICATION	ADOPTED 2012 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	\$ 98,700	\$ 98,651	\$ 113,322	\$ 113,670	\$ 113,850	\$ 113,322	
2								
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 98,700	\$ 98,651	\$ 113,322	\$ 113,670	\$ 113,850	\$ 113,322	
4	OVERTIME	\$ 200	\$ 173	\$ -	\$ -	\$ -		
5	TOTAL LINES 3 AND 4	\$ 98,900	\$ 98,824	\$ 113,322	\$ 113,670	\$ 113,850	\$ 113,322	
6	LINES 5 @ .0765 FICA	\$ 8,925	\$ 8,726	\$ 8,700	\$ 8,032	\$ 8,530	\$ 8,650	
7	HEALTH INSURANCE	\$ 39,000	\$ 39,088	\$ 36,250	\$ 40,003	\$ 47,600	\$ 43,065	
8	PENSION	\$ 1,875	\$ 1,967	\$ 5,665	\$ 1,699	\$ 5,555	\$ 5,666	
	Worker Com	\$ -	\$ 200	\$ 600	\$ 304	\$ 350	\$ 250	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 148,700	\$ 148,805	\$ 164,537	\$ 163,708	\$ 175,885	\$ 170,953	

City of South Bay
2015-16 Budget

**City of South Bay
Operating Services Worksheet**

FUND: **001 General Fund**
DEPARTMENT **FINANCE**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011 -12		FISCAL YEAR 2012 -13		FISCAL YEAR 2013 -14		FISCAL 2014-15		BUDGET YEAR 2015 - 16	
		CTUAL BUDGE	EXPENDITURES	ACTUAL	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET 2014-15	BUDGET REQUEST 2015 -16	MANAGER RECOMMENDED
531200	Medical examination	-	-						-	-	
532000	Software Training	-	-						-	-	
540100	Travel & Per Diem	550	882	450	163	450	30	407	400	400	
541100	Telephone	660	728	1,000	970	1,000	851	485	720	720	
546100	R & M Equipment	-	45	-		350	-	-	400	150	
551100	Office Supplies	1,000	1,901	750	933	750	645	500	750	550	
552100	Operating Supplies	550	287	450	269	450	592	-	450	350	
554200	Membership & Dues	400	67	400		250	85	349	250	175	
554300	Employee Development	950	934	837	394	1,100	1,038	796	1,000	1,000	
641000	Office Equipment	-	-	1,000	1,058	1,150	1,087		1,450	-	
Totals		\$ 4,110	\$ 4,844	\$ 4,887	\$ 3,787	\$ 5,500	\$ 4,328	\$ 2,537	\$ 5,420	\$ 3,345	-

City of South Bay
2015-16 Budget

DEPARTMENT: **LEGAL**
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

LEGAL

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT: DEPT. NAME
TERMS OF AGREEMENT/CONTRACT MONTHLY FEE		

City of South Bay
Budget Summary Department: **LEGAL**

Expenditure	2011-12		2012-13		2013-14		Adopted	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	2014-15	Requested
Personnel Services								
Operating Expenses	69,000	68,428	70,000	60,603	70,000	68,367	70,000	70,000
Debt Services								
Non Operating/Capital	-							
Totals:	69,000	68,428	70,000	60,603	70,000	68,367	70,000	70,000

Narrative Description of Budget Highlights:

Terms of Agreement/Contract - Hourly Fee

It is not economically feasible to hire full time attorney. Therefore these services for attorney and magistrate are contracted out.

City of South Bay
Operating Services Worksheet
2015-16

FUND: Fund Name: 001-General Fund
DEPARTMENT: Dept./Division:
Fund/Dept./Div./Fnctn./Proj.: 001-141-531050

ACCOUNT NUMBER	Terms of Agreement/ Contract	ACTUAL BUDGET	2011-12		2012-13		2013-14		BUDGET 2014-15		2015-16	
			Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Actual 9 Month	BUDGET	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
531050	Monthly fee For Professional Services:	1- It is not economically feasible to hire full time Attorney. Therefore, these services are contracted out. 2 -Estimated cost for legal and magistrate for enforcement to be contracted out Operating Expenses	\$ 60,000	\$ 68,428	\$ 60,000	\$ 60,603	\$ 68,500	\$ 67,377	\$ 34,646	\$ 60,000	\$ 60,000	
			9,000		10,000		-	990	3,534	8,750	8,750	
							1,500		1,059	1,250	1,250	
	\$0.00	0.00	\$ 69,000	\$ 68,428	\$ 70,000	\$ 60,603	\$ 70,000	\$ 68,367	\$ 39,239	\$ 70,000	\$ 70,000	

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT: **Code Enforcement**
ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION

FUND- 151	FUND NAME-General	DEPARTMENT: Code Enforcement
City Manager		
Director of Planning		
Code Enforcement Officer		

City of South Bay
2015-16 Budget

City of South Bay

Budget Summary

Department: **Code Enforcement**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	104,774	72,976	13,840	13,876	21,015	18,385	46,065	47,860
Operating Expenses	7,600	60,867	53,015	51,102	34,450	28,017	37,270	31,070
Non Operating/Capital			-		-			
Totals:	112,374	133,843	66,855	64,978	55,465	46,402	83,335	78,930

Narrative Description of Budget Highlights:

City of South Bay

FUND: 001 General Fund
DEPARTMENT Code Enforcement

		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15	BUDGET YEAR 2015-16	
ACCOUNT	CLASSIFICATION	2012 BUDGET	ACTUAL EXPENDITURES	2014 BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	90,826	63,590	15,000	16,826	33,500	34,170	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4			-		-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	90,826	63,590	15,000	16,826	33,500	34,170	
4	OVERTIME		67	-	-	-	-	
5	TOTAL LINES 3 AND 4	90,826	63,657	15,000	16,826	33,500	34,170	
6	LINES 5 @ .0765 FICA	6,948	4,730	1,915	1,224	2,515	2,615	
7	HEALTH INSURANCE	7,000	4,589	3,600	-	9,550	8,840	
8	PENSION Worker Compensation	-		- 500	- 335	- 500	1,710 525	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	104,774	72,976	21,015	18,385	46,065	47,860	

City of South Bay
2015-16 Budget

**City of South Bay
Operating Services Worksheet**

FUND: **GENERAL**
DEPARTMENT **Code Enforcement**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Adopted BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET 2014-15	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
531200	Medical Examinations			-	-	550	388		-	\$ -	
531300	Professional service	\$ -	\$ 42,918	\$ 48,000	\$ 48,672	\$ 30,000	\$ 25,430	\$ 23,581	\$ 31,500	25,000	
540100	TRAVEL & PER DIEM	550	799	150	-	150	-	315	150	425	
541100	TELEPHONE	900	1,184	350	312	500	341	485	720	720	
542100	POSTAGE	-	-	500	60	-	-	-	-	-	
545100	INSURANCE (AUTO)	-	-	-	516	-	434	425	450	475	
546500	R & M Vehicle	1,500	1,848	200	114	400	24	739	1,050	1,250	
547100	PRINTING/ADVERTISING	-	-	1,250	-	800	-	-	750	750	
551100	OFFICE SUPPLIES	550	1,037	700	253	500	218	49	500	500	
552000	UNIFORMS	600	223	115	109	-	206	154	-	-	
552100	OPERATING SUPPLIES	500	1,280	250	80	250	155	133	250	250	
552200	GAS & OIL	3,000	5,887	1,250	986	1,000	821	655	1,350	1,150	
554300	Employee Development	-	789	250	-	300	-	405	550	550	
646000	Equipment/Vehicles	-	4,902	-	-	-	-		-	-	
Totals		\$ 7,600	\$ 60,867	\$ 53,015	\$ 51,102	\$ 34,450	\$ 28,017	\$ 26,941	\$ 37,270	\$ 31,070	\$ -

City of South Bay
2015-16 Budget

City of South Bay
Human Resources

DEPARTMENT:
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-GENERAL FUND	DEPARTMENT-HUMAN RESOURCE
CITY MANAGER DIRECTOR OF HUMAN RESOURCES		

City of South Bay

Budget Summary

Department: **HUMAN RESOURCE**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	11,412	11,885	12,112	12,152	11,653	11,646	12,975	13,003
Operating Expenses	4,380	2,662	2,300	1,461	2,500	2,347	2,705	2,705
Debt Services								
Non Operating/Capital							-	1,000
Totals:	15,792	14,547	14,412	13,613	14,153	13,993	15,680	16,708

Narrative Description of Budget Highlights:

No significant change exists from 2015 to 2016.

City of South Bay

FUND: 001 General Fund
DEPARTMENT: Human Resources

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2012 -13		BUDGET YEAR 2013 -14		BUDGET YEAR 2014 -15	BUDGET YEAR 2015 -16	
		ACTUAL 2013 BUDGET	ANTICIPATED EXPENDITURES	ACTUAL 2014 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	10,830	10,804	10,333	10,383	10,130	10,333	-
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-	-			-		-
3	TOTAL LINES 1 AND 2 = SALARIES	10,830	10,804	10,333	10,383	10,130	10,333	-
4	OVERTIME	-	-			-		-
5	TOTAL LINES 3 AND 4	10,830	10,804	10,333	10,383	10,130	10,333	-
6	LINES 5 @ .0765 FICA	775	784	800	761	800	800	-
7	HEALTH INSURANCE	-	-			1,500	1,350	-
8	PENSION	507	540	520	502	520	520	
	Worker Comp	-	24	-	-	25	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	12,112	12,152	11,653	11,646	12,975	13,003	

City of South Bay
2015-16 Budget

City of South Bay
Operating Services Worksheet

FUND: **GENERAL**
DEPARTMENT: **HUMAN RESOURCE**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET 2014-15	BUDGET REQUEST
540100	Travel & Per Diem	550	619	550	551	650	949	-	675	675
541100	Telephone	1,380	184	300	302	300	37	-	180	180
551100	Office Supplies	250	215	200	209	300	257	110	300	300
552100	Operating Supplies	300	585	300	-	200	10	20	200	200
554200	Membership & Dues	1,000	492	50	-	550	739	374	550	550
552200	Oil & Gas	-	427	-	-	-	-	-	-	-
554300	Employee Development	900	140	900	399	500	355	385	800	800
644000	Equipment	-	-	-	-	-	-	-	-	1,000
Totals		\$ 4,380	\$ 2,662	\$ 2,300	\$ 1,461	\$ 2,500	\$ 2,347	\$ 889	\$ 2,705	3,705

City of South Bay
2015-16 Budget

DEPARTMENT: **NON-DEPARTMENT**
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

NON-DEPARTMENT

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT:
	City Manager	
	PT Administrative Assistant	

City of South Bay
2015-16 budget

City of South Bay

Budget Summary Department: **Non-Department**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services							9,150	8,400
Operating Expenses	276,406	337,719	365,416	337,815	255,708	229,457	270,886	252,965
Non Operating/Capital	-							
Totals:	276,406	337,719	365,416	337,815	255,708	229,457	280,036	261,365

Narrative Description of Budget Highlights:

**City of South Bay
Personnel Services Worksheet**

FUND: **001 General Fund**
DEPARTMENT: **Non-Department**

ACCOUNT	CLASSIFICATION	DETAIL-REMARKS	BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	
			MODIFIED 2012 BUDGET	ANTICIPATED EXPENDITURES	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD		8,500		7,800	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					
3	TOTAL LINES 1 AND 2 = SALARIES		8,500		7,800	
4	OVERTIME					
5	TOTAL LINES 3 AND 4		8,500		7,800	
6	LINES 5 @ .0765 FICA		650		600.00	
7	HEALTH INSURANCE					
8	PENSION					
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		9,150	\$ -	\$ 8,400	\$ -

City of South Bay
2015-16 budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT Non-Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-3		FISCAL YEAR 2013-14		Budget 2014-15		BUDGET YEAR 2015-16	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget 2014-15	UDGET REQUES 2015-16	MANAGER RECOMMENDED
520000	Holiday bonus	10,000	2,575	-	-	-	-	-	-	-	
524100	Workers Compensation	18,600	10,995	1,000	1,842	1,000	225	466	1,000	1,000	
525100	Unemployment Compensation	5,000	-	6,400	4,755	3,500	5,084	-	1,250	750	
531300	Professional Services	14,300	11,798	13,500	12,401	14,750	13,570	11,896	21,400	14,645	
532100	Accounting & Audit	17,500	86,000	22,500	22,000	25,000	23,040	25,000	25,000	26,250	
534050	Trash Removal	9,000	8,918	7,000	6,648	6,650	6,564	6,397	6,450	6,450	
541100	Telephone	18,420	20,548	27,600	25,267	20,000	18,195	7,262	9,400	10,300	
542100	Postage	3,600	1,848	2,700	2,249	2,500	3,314	2,629	4,000	3,600	
542200	Bank Charge	-	95	-	-	-	-	-	-	-	
543100	Electric	18,900	16,501	17,000	15,415	19,000	14,841	9,082	17,400	17,400	
543500	Water & Sewer Service	20,000	20,176	17,000	15,916	20,640	13,780	11,951	17,160	17,160	
544400	Mosquito fee Collection	336	351	340	342	340	315	239	340	340	
545100	Liability Insurance	77,300	71,966	62,200	62,019	69,200	61,632	50,496	65,000	61,400	
546100	Repair & Manlt.-Equipment	12,450	12,526	12,000	11,743	10,450	9,428	9,557	11,000	10,200	
546200	Repair & Manlt.-Building	12,000	14,663	48,114	54,016	8,700	7,793	5,779	9,700	9,800	
548100	Tri-City Meeting	5,000	4,841	3,500	250	1,500	1,531	145	2,250	2,250	
549900	Taxes -(Assessment)	9,000	12,458	6,875	5,873	6,500	5,808	5,853	6,500	6,150	
551100	Office Supplies	4,500	1,419	2,500	1,758	2,500	1,555	999	2,500	2,500	
552100	Operating Supplies	10,000	18,913	10,500	11,054	8,500	10,831	6,893	10,000	10,000	
552400	Pension Administration	4,000	4,500	4,500	4,000	5,500	5,500	2,000	4,500	4,500	
554200	Membership, Dues & Subs	4,500	2,818	4,500	3,456	8,700	9,379	6,639	9,850	9,850	
556110	LORE	-	-	5,000	5,500	5,000	5,000	5,000	5,000	5,000	
556210	Special Projects	-	-	3,550	3,548	2,875	2,856	8,716	9,500	7,500	
581700	Oratorical Contest	1,000	750	750	750	1,000	925	900	1,000	1,000	
582100	Christmas decorations	1,000	2,969	1,000	922	160	156	1,009	1,000	1,000	
591500	Lease Payment - Land	-	10,091	25,960	10,091	-	-	-	-	-	
599000	Contingency	-	-	-	-	5,516	2,045	1,075	25,766	20,000	
644000	Equipment	-	-	-	-	2,800	6,092	-	-	-	
660000	Property	-	-	56,000	56,000	-	-	-	-	-	
680000	Restricted Sr. Citizen	-	-	3,427	-	3,427	-	-	3,920	3,920	
Totals		276,406	337,719	365,416	337,815	255,708	229,457	179,983	270,886	252,965	-

City of South Bay
2015-16 budget

City of South Bay

DEPARTMENT:

Community Development
ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION

FUND-311	FUND NAME-General	DEPARTMENT: CD
City Manager		
Community Development Director		
Economic and Business Development Manager		
Community Development/Fiscal Specialist		

City of South Bay

Budget Summary

Department: **Community Development**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expended	Adopted	Expended	Adopted	Requested
Personnel Services	113,823	115,055	103,950	101,396	20,265	17,495	52,975	123,937
Operating Expenses	11,380	5,985	21,300	6,740	8,255	5,140	1,617,832	15,820
Debt Services	-	-	-	-	-	-	-	-
Non Operating/Capital	-	-	-	-	-	-	-	-
Totals:	125,203	121,040	125,250	108,136	28,520	22,635	1,670,807	139,757

Narrative Description of Budget Highlights:

**City of South Bay
Personnel Services Worksheet**

City of South Bay

FUND: 001 General Fund
DEPARTMENT Community Development

ACCOUNT		BUDGET YEAR 2012-13		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15	BUDGET YEAR 2015-16	
		ADOPTED 2013 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED 2014 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	82,750	82,534	14,960	13,568	34,725	93,227	\$ -
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-	-			-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	82,750	82,534	14,960	13,568	34,725	93,227	\$ -
4	OVERTIME	750	530	50	4	-	-	\$ -
5	TOTAL LINES 3 AND 4	83,500	83,064	15,010	13,572	34,725	93,227	\$ -
6	LINES 5 @ .0765 FICA	6,200	6,261	1,205	1,004	2,500	7,130	\$ -
7	HEALTH INSURANCE	10,350	10,253	3,700	2,919	13,650	21,570	\$ -
8	PENSION	2,900	816	-	-	1,750	1,660	\$ -
9	Worker comp	1,000	1,002	350	-	350	350	
10	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	103,950	101,396	20,265	17,495	52,975	123,937	\$ -

City of South Bay

2015-16 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 GENERAL
DEPARTMENT: Community Development

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	Budget 2014-15	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
531200	Medical examination	\$ -	\$ -	\$ -	\$ -				\$ -	\$ -	
531300	Professional services	-	-	2,250	-	3,000	2,750	17,000	25,000	10,000	
540100	Travel & Per Diem	1,000	-	750	61	250	-		225	225	
541100	Telephone	1,380	1,004	1,100	1,167	1,000	565	137	720	720	
545100	Insurance (Auto)	-	-	500	477	500	461	460	500	475	
546500	R & M Vehicle	1,500	34	1,500	840	750	477	446	1,000	1,000	
551100	Office Supplies	1,000	824	1,000	1,047	450	275	89	1,000	1,000	
552100	Operating Supplies	500	403	500	141	500	86	-	500	500	
552200	Gas & oil	4,000	3,568	4,200	2,873	850	451	253	1,200	900	
554200	Membership & Dues	1,000	102	750	35	400	-	-	500	500	
554300	Employee Development	1,000	50	750	99	500	75	-	500	500	
565230	Road Improvement	-	-	8,000	-	-	-	-	-	-	
565229	Street Improvement	-	-	-	-	-	-	-	1,416,687	-	
565230	Street Imp. Resurfacing Pro	-	-	-	-	-	-	-	170,000	-	
558000	Demolition	-	-	-	-	-	-	-	-	-	
644000	Office Equipment	-	-	-	-	55	-	-	-	-	
Totals		\$ 11,380	\$ 5,985	\$ 21,300	\$ 6,740	\$ 8,255	\$ 5,140	\$ 18,385	\$ 1,617,832	\$ 15,820	\$ -

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT:

Public Safety

ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-General	DEPARTMENT: PUBLIC SAFETY
Reflects contract entered into with Palm Beach County Sheriff during fiscal year 2015-16		

City of South Bay

Budget Summary

Department: **Public Safety**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			-					
Operating Expenses	174,240	176,008	184,827	179,171	177,285	175,810	175,988	177,950
			-				-	
Non Operating/Capital			-					
Totals:	174,240	176,008	184,827	179,171	177,285	175,810	175,988	177,950

Narrative Description of Budget Highlights:

Reflects contract entered into with Palm Beach County Sheriff, and no significant changes is anticipated for fiscal year 2015-16

**City of South Bay
Operating Services Worksheet**

FUND: **GENERAL**
DEPARTMENT: **Public Safety**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		BUDGET R 2013-14		BUDGET 2014-15		BUDGET YEAR 2015-16	
		ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
531300	Professional service		\$ -	\$ -	\$ -				\$ -	\$ -	
541100	Telephone PBCO	5,500	5,858	6,600	5,504	4,800	3,923	1,274	1,800	2,040	
543500	W & S Services	600	300	500	271	500	175		500	500	
544500	Contract Services	167,140	167,140	167,140	167,140	170,485	170,483	143,490	172,188	173,910	
546200	Rep & Maint. Building	750	2,675	4,200	136	1,500	1,229	290	1,500	1,500	
552100	Operating Supplies	250	35	250	-	-	-	-	-	-	
645000	Equipment - Grant	-	-	6,137	6,120	-	-	-	-	-	
Totals		\$ 174,240	\$ 176,008	\$ 184,827	\$ 179,171	\$ 177,285	\$ 175,810	\$ 145,054	\$ 175,988	\$ 177,950	\$ -

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT:

PARKS & RECREATION

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT:
	CITY MANAGER	
	DIRECTOR OF PARKS & RECREATION	
	CAMP COORDINATOR - PART TIME	
	CAMP COUNSELOR - PART TIME	

City of South Bay

Budget Summary

Department: **Parks and Recreation**

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted	Request
Personnel Services	10,765	22,863	25,350	22,863	31,080	24,660	34,260	38,985
Operating Expenses	53,990	45,629	50,250	27,144	446,150	34,724	444,780	44,545
Non Operating/Capital							1,000	2,500
Totals:	64,755	68,492	75,600	50,007	477,230	59,384	480,040	86,030

Narrative Description of Budget Highlights:

* Salary increase comparable to job responsibilities and duties

**City of South Bay
Personnel Services Worksheet**

FUND: **001 General Fund**
DEPARTMENT: **Parks & Recreation**

ACCOUNT		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15	BUDGET YEAR 2015-16	
		MODIFIED	Actual	MODIFIED	Actual	ADOPTED	BUDGET	MANAGER
		2012 BUDGET	EXPENDITURES	2012 BUDGET	EXPENDITURES	BUDGET	REQUESTED	RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	20,500	20,660	23,000	22,230	24,960	34,500	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-	-	-	-	-		
3	TOTAL LINES 1 AND 2 = SALARIES	20,500	20,660	23,000	22,230	24,960	34,500	
4	OVERTIME/PAT TIME	2500	\$ 120	-	30	1,650	-	
5	TOTAL LINES 3 AND 4	23,000	20,780	23,000	22,260	26,610	34,500	
6	LINES 5 @ .0765 FICA	1,800	1,542	1,780	1,667	1,965	1,960	
7	HEALTH INSURANCE	100	64	4,800	87	3,685	100	
8	PENSION	-	-	1,000	-	1,000	1,600	
	Worker comp.	450	477	500	646	1,000	825	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 25,350	22,863	31,080	24,660	34,260	38,985	\$ -

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Parks & Recreation

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15		2015-16	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET 2014-15	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
531200	Medical Examination	-	-	-	-	300	300		-		
531300	Professional Services	-	-	-	-	750	750		-		
540100	Travel & Per Diem	-	-	-	-	-	-		-	5,000	
541100	Telephone	2,040	1,966	2,400	2,142	2,900	2,301	2,367	3,600	3,660	
543100	Electric	6,900	6,487	6,250	5,890	9,600	7,787	6,062	9,900	9,900	
543500	W&S , Trash Services	7,250	7,327	7,000	6,561	13,700	13,092	8,031	10,950	11,200	
545100	Insurance (Auto)	-	-	-	500	500	1,199	1,123	1,200	1,150	
546100	Rep. & Maint. - Equipment	-	-	100	50	100	12	1,285	100	100	
546200	Rep. & Maint. - Building	2,500	6,461	7,750	5,660	600	5,122	6,246	7,080	1,610	
546500	Rep. & Maint. - Vehicles	3,000	170	1,200	483	500	744	1,734	2,150	2,000	
551100	Office Supplies	300	67	300	-	550	-	-	550	550	
552100	Operating Supplies	5,000	3,339	5,000	2,250	2,500	1,262	496	2,500	2,500	
552200	Gas & Oil	2,000	984	250	63	250	345	129	250	375	
554300	Employee Development	-	-	-	-	300	-	-	300	300	
556100	Promotional Activities (Tour)	5,000	13,862	10,000	779	-	-	-	-	-	
556150	Athletic Activities	-	-	-	-	1,500	400	-	1,500	1,500	
556250	Senior Program	-	764	5,000	2,043	1,500	671	809	1,500	1,500	
556300	Summer Program	20,000	4,202	5,000	723	3,000	739	-	3,000	3,000	
556800	Rec. Software	-	-	-	-	200	-	-	200	200	
565250	Park Improvements Grant	-	-	-	-	400,000	-	-	400,000	-	
641000	Equipment	-	-	-	-	7,400	-	-	1,000	2,500	
Totals		53,990	45,629	50,250	27,144	446,150	34,724	28,282	445,780	47,045	

City of South Bay
2015-16 Budget

City of South Bay

DEPARTMENT: **Public Works**
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT: DEPT. NAME
	City Manager	
	Director of Public Work/Engineer	
	Public Works Foreman	
	Maintenance	
	Mechanic/Facilities Manager	

City of South Bay

Budget Summary Department: Public Works

Expenditure	2011-12		2012-13		2013-14		2014-15	2015-16
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	349,312	337,346	348,486	344,975	351,729	334,538	\$ 355,909	\$ 346,775
Operating Expenses	149,988	133,500	160,070	145,387	132,070	119,484	141,695	139,575
Non Operating/Capital	34,760	35,395	-	-	18,610	11,252	6,000	13,000
Totals:	534,060	506,241	508,556	490,362	502,409	465,274	503,604	499,350

Narrative Description of Budget Highlights:

No significant changes from 2014-15 to 2015-16. Request is being made for \$499,350 for 2015-16 fiscal year and it reports a reduction in annual budget due to decrease in health insurance cost.

**City of South Bay
Personnel Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Public Works

		BUDGET YEAR 2012-13		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15	BUDGET YEAR 2015-16	
		MODIFIED 2013 BUDGET	ACTUAL EXPENDITURES	MODIFIED 2014 BUDGET	ACTUAL EXPENDITURES	ADOPTED 2015 BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
ACCOUNT	CLASSIFICATION							
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	247,045	246,800	243,916	231,179	233,259	236,680	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4						-	
3	TOTAL LINES 1 AND 2 = SALARIES	247,045	246,800	243,916	231,179	233,259	236,680	
4	OVERTIME	2,000	1,207	2,000	617	2,000	2,000	
5	TOTAL LINES 3 AND 4	249,045	248,007	245,916	231,796	235,259	238,680	
6	LINES 5 @ .0765 FICA	18,500	17,422	18,813	16,481	18,000	18,200	
7	HEALTH INSURANCE	63,691	63,364	62,500	64,243	79,150	67,145	
8	PENSION	9,750	9,613	10,000	6,998	9,500	8,750	
	Worker Comp.	7,500	6,569	14,500	15,020	14,000	14,000	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 348,486	\$ 344,975	\$ 351,729	\$ 334,538	\$ 355,909	\$ 346,775	\$ -

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Public Works Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2011-12		FISCAL YEAR 2012-13		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	
		BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET 2014-15	BUDGET REQUEST	MANAGER RECOMMENDED
531200	MEDICAL EXAMINATIONS	750	-	500	480	1,400	1,111	420	750	750	
532000	SOFTWARE TRAINING	1,000	160	250	25	-	-	-	-	-	
534050	TRASH REMOVAL	8,208	3,613	3,650	3,590	3,650	3,281	3,198	3,250	3,250	
534600	ENG. FEES-STORM	1,750	1,014	1,600	1,586	-	-	-	-	-	
540100	TRAVEL & PER DIEM	1,500	1,734	1,500	987	2,000	1,740	1,113	1,800	1,800	
541100	TELEPHONE	8,220	6,343	6,500	5,945	4,800	5,187	3,617	5,700	5,400	
543100	ELECTRIC	54,000	48,627	52,000	48,964	52,000	51,105	38,407	52,000	52,980	
543500	W & S Services	3,060	3,335	3,000	1,486	3,000	1,700	1,148	2,250	2,250	
545100	INSURANCE (AUTO)	-	-	5,000	5,000	5,000	4,815	8,452	5,450	8,650	
546100	REP. & MAINT-EQUIPMENT	10,000	7,677	10,000	9,909	8,000	9,794	7,387	8,000	10,000	
546200	REP. & MAINT-BUILDING	2,000	3,698	1,750	2,024	2,720	1,260	1,475	2,720	2,720	
546500	REP. & MAINT-VEHICLES	8,000	8,205	10,000	8,181	10,000	5,441	4,107	10,000	8,000	
551100	OFFICE SUPPLIES	300	438	750	457	500	256	300	500	500	
552000	UNIFORMS	8,000	8,169	7,600	7,199	1,500	905	329	775	775	
552100	OPERATING SUPPLIES	5,000	6,250	5,500	5,225	4,000	5,155	3,013	4,000	4,000	
552200	GAS & OIL	16,000	23,595	20,000	20,720	20,000	19,736	9,830	21,000	20,000	
553100	MOSQUITO CONTROL	10,000	1,223	3,500	2,989	5,000	3,809	3,998	15,000	5,000	
553200	ROAD MATERIAL & SUPPLIES	5,000	4,093	3,000	1,314	5,000	2,331	219	5,000	10,000	
554200	MEMBERSHIP, DUES & SUBS	200	436	500	285	500	676	696	500	500	
554300	EMPLOYEE DEVELOPMENT	2,000	1,574	2,500	1,204	2,000	1,036	888	2,000	2,000	
633000	SIGNS	5,000	602	2,000	780	1,000	146	-	1,000	1,000	
644000	EQUIPMENT	5,000	1,069	3,000	2,662	11,610	4,252	-	6,000	6,000	
646000	EQUIPMENT/VEHICLES	29,760	37,040	15,970	14,375	7,000	7,000	-	-	7,000	
Totals		184,748	168,895	160,070	145,387	150,680	130,736	88,597	147,695	152,575	

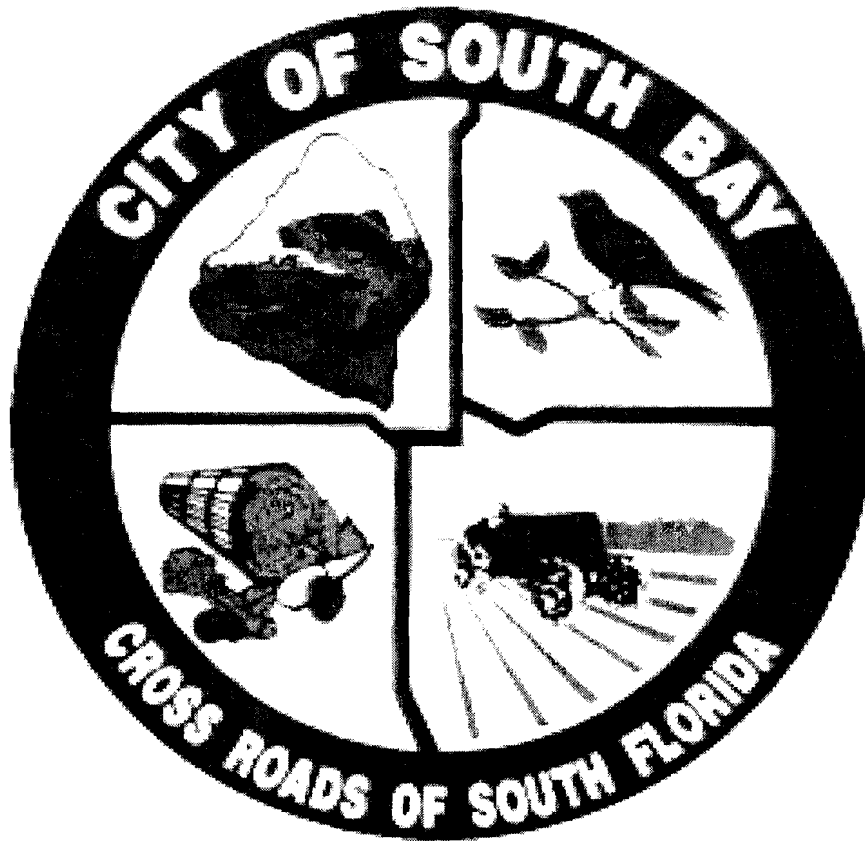


FY 2015-2016

Capital Project

**CITY OF SOUTH BAY
CAPITAL PROJECT - FUND 318
2015-2016**

		2015-2016 Proposed Budget
<u>Revenues:</u>		
318-033-334410	PBC Grant	\$ 400,000
318-033-334411	DOT - Street Resurfacing	170,000
318-033-334412	DOT - Street Improvement	1,416,687
318-038-381001	Transfer In From GF	336,921
Total Revenues		<u>\$ 2,323,608</u>
<u>Expenditures:</u>		
318-311-546100	Building Maintenance	\$ 125,000
318-311-546150	Park Improvement	400,000
318-311-546200	Street Improvement	1,416,687
318-311-546210	Street Imp. Resurfacing Project	381,921
Total Expenditures		<u>\$ 2,323,608</u>

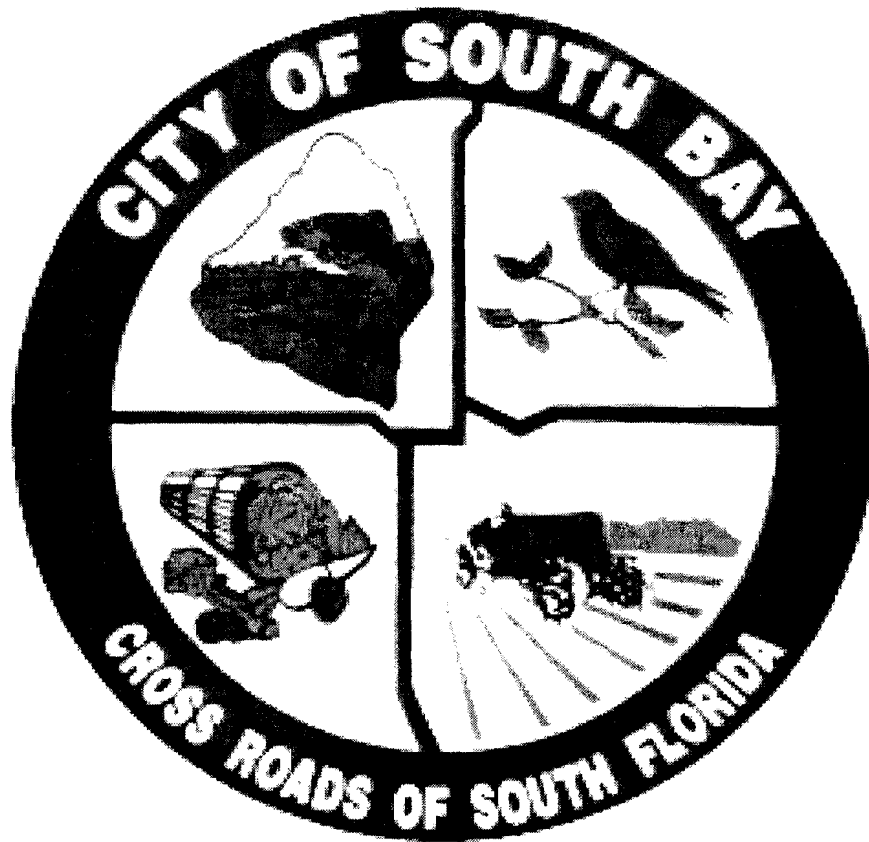


FY 2015-2016

Water and Sewer

**CITY OF SOUTH BAY
PROPOSED BUDGET - W&S (410)
2015-2016**

		<u>2012-2013</u>		<u>2013-2014</u>		<u>2014-2015</u>	<u>2015-2016</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>Proposed Budget</u>
<u>Revenues:</u>							
410-034-343910	Municipal Entity Revenue	\$ 166,845	\$ 160,000	\$ 135,000	\$ 126,472	\$ 135,000	\$ 135,000
410-036-361100	Interest	223	200	200	335	200	500
410-036-363200	Grant EPA	-	-	-	-	-	-
	Total Revenues	<u>167,068</u>	<u>160,200</u>	<u>135,200</u>	<u>126,807</u>	<u>135,200</u>	<u>135,500</u>
<u>Expenditures:</u>							
410-411-531300	Professional services	3,732	28,500		-		-
410-411-542200	Bank Charge	1,272	1,000	1,000	1,000	1,000	1,000
410-421 -599100	City of Belle Glade	-	-		-		60,000
410-431 -546400	W & S Maintenance	-	-	11,295	461,295	-	-
410-431-552100	Operating Supplies	200	-	-	-	-	-
410-431-571550	Loan P & I	16,485	53,735	53,740	15,749	47,310	47,310
410-431-599000	Depreciation	2,570	-	-	-	-	-
410-441-581001	Transfer out to GF/Administ	5,000	5,000	-	2,570	-	-
410-441-590000	Reserve	137,809	71,965	69,165	(353,807)	86,890	27,190
	Total Expenditures	<u>\$ 167,068</u>	<u>\$ 160,200</u>	<u>\$ 135,200</u>	<u>\$ 126,807</u>	<u>\$ 135,200</u>	<u>\$ 135,500</u>



FY 2015-2016

Sanitation

**CITY OF SOUTH BAY
PROPOSED BUDGET - SANITATION (440)
2015-2016**

	<u>2012-2013</u>		<u>2013-2014</u>		<u>2014-2015</u>	<u>2015-2016 Proposed</u>
<u>Revenues:</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>Budget</u>
440-034-343411 GARBAGE REMOVAL FEE		-				-
440-034-343412 DUMPSTER FEE	\$ 478,387	\$ 470,400	\$ 475,000	\$ 501,816	\$ 475,000	\$ 495,000
440-034-343414 TRASH REMOVAL	79,875	74,400	75,500	80,539	75,500	77,500
440-034-343415 RECYCLING FEE	21,415	23,500	21,500	21,635	21,500	21,500
440-034-343417 S.W.A Fee	-	-	-	-	-	-
440-036-361100 Interest	-	-	-	1,877	-	3,650
Total Revenues	579,677	568,300	572,000	605,866	572,000	597,650
<u>Expenditures:</u>						
440-811-544200 Bank Service Charge						-
440-811-544400 Collection Fee	5,879	5,684	5,720	5,740	5,720	5,976
440-000-544600 Annual Assessment		-	-		-	-
440-811-544500 Contract Services	319,685	330,000	342,000	325,588	343,000	343,000
440-811-54xxxx Refund						-
440-900-581001 Transfer out to GF (Admin. Fee)	123,500	123,540	40,000	40,000	-	59,765
440-900-599000 Reserve	130,613	109,076	184,280	234,538	223,280	188,909
Total Expenditures	\$ 579,677	\$ 568,300	\$ 572,000	\$ 605,866	\$ 572,000	\$ 597,650