City of South Bay

Budget Adj. # 1

Budget Adjustment - GF 001

Type of Budget Adjustment	
Intra-Department Transfer	
Inter-Department Transfer	
Supplemental Appropriation	X

Account Description Revenues	Fund	Dept.	Account	Adopted Budget	Total Current Fiscal to Date	Available Budget	Increase	Adjusted Budget
Electric Utility Tax	001	031	314100	228,000	97,125	130,875	17,000	245,000
Building Permits	001	032	322000	55,000	170,570	(115,570)	145,000	200,000
Sales Tax	001	033	335180	228,850	87,712	141,138	21,150	250,000
Public Safety Carnival	001	034	342915	-	5,825	(5,825)	5,825	5,825
Sales of Real Estate	001	036	364001	-	-	-	249,893	249,893
	Total Increase			511,850	361,232	150,618	438,868	950,718

To amend the fiscal year 2016-17 budget for additional estimated revenues from FPL utility taxes and State sales taxes, sales of 845 Palm Beach Road property, and estimated building permit from Palm Beach Housing Authority Renovation projects, revenues received from winter carnival.

Approval Request

Department Head — Date

Approved as to Availability of Funds

Finance Director — Date 6/5/17

Approved

City Manager — Date 6/5/17

Approved by City Commission
Meeting of

City of South Bay

Budget Adj. # 1

Budget Adjustment - GF 001

Various Departments

Type of Budget Adjustment	
Intra-Department Transfer	
Inter-Department Transfer	
Supplemental Appropriation	X

Account Description Expenses	Fund	Dept.	Account	Adopted Budget	Total Current Fiscal to Date	Available Budget	Increase (Decrease)	Adjusted Budget
Salaries	001	101	512100	28,500	16,750	11,750	2,500	31,000
FICA Tax	001	101	521100	2,180	1,177	1,003	190	2,370
Group Health Insurance	001	101	523100	17,250	4,486	12,764	(10,000)	7,250
Travel	001	101	540100	7,750	7,918	(168)	3,250	11,000
Salaries	001	111	512100	139,419	72,517	66,902	5,000	144,419
FICA Tax	001	111	521100	10,665	5,425	5,240	375	11,040
Travel	001	111	540100	6,500	4,331	2,169	2,500	9,000
Salaries	001	121	512100	40,974	20,150	20,824	14,000	54,974
FICA Tax	001	121	521100	3,100	1,445	1,655	1,070	4,170
Salaries	001	131	512100	116,725	57,641	59,084	5,500	122,225
FICA Tax	001	131	521100	8,900	4,004	4,896	420	9,320
Professional Services	001	151	531300	30,000	11,096	18,904	70,000	100,000
Salaries	001	161	512100	10,643	-	10,643	1,250	11,893
FICA Tax	001	161	521100	815	-	815	95	910
Professional Services	001	191	531300	14,245	12,222	2,023	14,000	28,245
Repair & maint. Building	001	191	546200	9,800	7,809	1,991	4,250	14,050
Repair & maint. Building	001	711	546200	5,150	4,081	1,069	2,000	7,150
Transfer out to Capital Project Fund	001	900	581318	67,500	600	66,900	322,468	389,968
	Total Increase			520,116	231,652	288,464	438,868	958,984

To amend the personnel and travel expenses in Legislative, City Manager, City Clerk, Finance and Human resources Departments, professional services in Code enforcement due to Palm Beach Housing Authority renovation projects, and non departmental for IT services, building maintenance in non departmental and Parks & Recreational, and transfer of fund to Capital project due to sales of 845 Palm Beach Road property.

Approval Request

Department Head — Date

Approved as to Availability of Funds

Finance Director — Date 6/5/17

Approved

City Manager — Date 6/5/17

Approved by City Commission Meeting of

City of South Bay

Budget Adj. # 1

Budget Adjustment Capital Project Fund

Type of Budget Adjustment	
Intra-Department Transfer	
Inter-Department Transfer	
Supplemental Appropriation	X

Account Description	Fund	Dept.	Account	Adopted Budget	Total Current Fiscal to Date	Available Budget	Increase	Adjusted Budget
Local Street Improvement Projects	318	311	546215	-	-	-	193,768	193,768
Total Increase				-	-	-	193,768	193,768

Account Description	Fund	Dept.	Account	Adopted Budget	Total Current Fiscal to Date	Available Budget	Increase	Adjusted Budget
Local Gov. 1 Cent sales tax	318	033	335180	-	16,468	-	125,000	125,000
Transfer in from GF	318	033	381001	403,121	81,921	321,200	68,768	471,889
Total Increase				403,121	98,389	321,200	193,768	596,889

To amend the Capital Project Fund 318 for fiscal year 2016-17 for additional one cent sales tax approved in November 2016 and excess of additional amended budget in GF to be transferred to Capital project Fund.

Approval Request

Department Head — Date

Approved as to Availability of Funds

Finance Director — Date 6/5/17

Approved

City Manager — Date 6/5/17

Approved by City Commission Meeting of

RESOLUTION NO. 83-2017

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA RELATING TO FINANCES, PROVIDING FOR AMENDMENTS TO THE FISCAL YEAR BUDGET BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; APPROVING ASSOCIATED BUDGET AMENDMENTS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by Section 200.065, Florida Statutes, the City Commission of the City of South Bay held a public hearing on September 27, 2016 to adopt the annual budget for fiscal year 2016-2017; and

WHEREAS, on September 27, 2016, the City Commission adopted Resolution 50-2016 setting forth the appropriations for General Fund Budget estimated for the Fiscal Year 2016-2017 in the amount of One Million Nine Hundred Forty-Three Thousand Three Hundred Twenty-Nine Dollars ($1,943,329.00); and Capital Project Fund estimated total sum of two million, three thousand eighty nine, eight hundred and eight dollars ($2,389,808); and

WHEREAS, it is necessary to amend the fiscal year 2016-2017 General Fund Budget to recognize an increase in revenue by Four Hundred Thirty Eight Thousand Eight Hundred Sixty-Eight Dollars ($438,868.00), which would represent increases in the following areas: State Sale Tax of $21,150.00; FP&L Electric Utility Tax of $17,000.00; Building Permits fees of $145,000.00; Sale of Real Estate of $249,893 and carnival fee of $5,825.00; and

WHEREAS, in amending the budget, it is further necessary to recognize additional expenses as follows: a decrease of $4,060.00 in (101) Legislative Department; and increase of $7,875.00 in (111) City Manager Department; an increase of $15,070.00 in (121) City Clerk Department; an increase of $5,920.00 in (131) Finance Department; an increase of $70,000.00 for Professional Services in (151) Planning and Zoning Department; an increase of $1,345.00 in Human Resources Department; an increase of $18,250.00 in (191) Non-Department; an increase of $2,000.00 in (711) Parks and Recreation Department; and transfer of $322,468.00 to (900) Capital Project Fund.

WHEREAS, it is necessary to amend the fiscal year 2016-2017 Capital Project Fund Budget by One Hundred Ninety Three Thousand Seven Hundred Sixty Eight Dollars

($193,768) due to new additional one cent sales tax of $125,000; and additional transfer in from General Fund in amount of $68,768; to be used for Local Street Improvement Projects.

WHEREAS, the budget amendment is an effective increase of Four Hundred Thirty Eight Thousand Eight Hundred and Sixty - Eight Dollars ($438,868.00) in General Fund and One Hundred Ninety Three Thousand Seven Hundred Sixty Eight Dollars ($193,768) in Capital Project Fund

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of South Bay, Florida that:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. Amendment of Budget. The City of South Bay, Florida hereby amends fiscal year Budget beginning October 1, 2016 and ending September 30, 2017 as set forth herein to recognize a supplemental appropriation to the General Fund budget in the amount of Four Hundred Thirty-Eight Thousand Eight Hundred Sixty-Eight Dollars ($438,868.00) to the General Fund Budget bringing the total amount to Two Million Three Hundred Eighty-Two One Hundred Ninety-Seven Dollars ($2,382,197.00) and One Hundred Ninety Three Thousand Seven Hundred Sixty Eight Dollars ($193,768) to Capital Project Fund Budget bringing the total budget to Two Million Five Hundred Eighty Three Thousand Five Hundred Seventy Six Dollars ($2,583,576). The appropriations are described in amendments to the budget worksheet attached hereto as Exhibit "A".

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 6th of June, 2017.

_____

Joe Kyles, Mayor

Moved by: _____

Seconded by: _____

Attested

By: _____
Jessica Figueroa, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

_____
Burnadette Norris-Week, Esquire
City Attorney

VOTE:

Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner McKelvin	_____ (Yes)	_____ (No)
Commissioner Scott	_____ (Yes)	_____ (No)
Vice-Mayor Wilson	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)

City of South Bay

South Bay City Hall
335 SW 2nd Avenue
South Bay, FL 33493
Telephone: 561-996-6751
Facsimile: 561-996-7950

www.southbaycity.com

Commission

Joe Kyles Sr.
Mayor

John Wilson
Vice Mayor

Esther E. Berry

Shanique S. Scott

Taranza McKelvin

Leondrae Camel.
City Manager

Jessica Figueroa, City Clerk

Bernadette Norris Weeks
City Attorney

"An equal Opportunity
Affirmative Action Employer"

To: Honorable Mayor and Commissioners

From: Massih Saadatmand. Finance Director

Thru: Mr. Leondrae Camel. City Manager

Date May 9, 2017

Ref. Resolution NO. 81-2017 Budget amendments

The following narrative is presented to support and to provide additional information for the above resolution:

1- Legislative Department (101):
   - Salaries and FICA Taxes. Increase $2,500 for bonuses plus related payroll tax.
   - Health Insurance decreased by $10,000 due to discontinue of a coverage for one of the Commissioner.
   - Increase of travel expenses in amount $3,250 for remaining of fiscal year due to other travel events such as Florida League of Cities conference in August.
2- City Manager Department (111):
   - Salaries and FICA Taxes. Increase of $1,000 for bonuses and $4,000 for salary increase plus related payroll tax.
   - Increase of travel expenses in amount $2,500 for remaining of fiscal year due to other travel events such as attending Florida League of Cities conference in August.
3- City Clerk (121):
   - Salaries and FICA Taxes. Increase of $14,000 and related payroll tax for an administrative assistant position in City Clerk Department.
4- Finance Department (131):
   - Salaries and FICA Taxes. Increase of $1,000 for bonuses and $4,500 for salary increase plus related payroll tax.
5- Planning and Zoning Department (151):
   - Additional of $70,000 for professional services for planning and review of Housing Authority renovation project.
6- Human Resources (161):
   - Salaries and FICA Taxes. partial increase of $1,250 for salary plus related payroll tax.
7- Non-Department (191):
   - Additional budget of $14,000 for professional services related to IT services plus upgrade of server software
   - Additional budget of $4,250 for upgrade of security system and additional maintenance for A/C unit at City Hall.

City of South Bay

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335 SW 2nd Avenue
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Commission

Joe Kyles Sr.
Mayor

John Wilson
Vice Mayor

Esther E. Berry

Shanique S. Scott

Taranza McKelvin

Leondrae Camel.
City Manager

Jessica Figueroa, City Clerk

Bernadette Norris Weeks
City Attorney

"An equal Opportunity
Affirmative Action Employer"

8- Parks and Recreational (711):
   - Additional budget of $2.000 for maintenance such as floor.

9- Transfer Out to Capital Project Fund:
   - Transfer out of $322,468 to Capital Project Fund for the proceeds of sales of 845 building at Palm Beach Road and plus excess of additional revenues in General Fund.

Should you need further information. questions and concern in the interim please feel free to contact finance department.

City of South Bay

Budget Adj. # 2

Budget Adjustment

GF - Legislative and Community Development

Type of Budget Adjustment	
Intra-Department Transfer	
Inter-Department Transfer	X
Supplemental Appropriation	

Account Description	Fund	Dept.	Account	Adopted Budget	Total Current Fiscal to Date	Available Budget	Increase	Adjusted Budget
Salaries	001	101	512100	28,500	21,500	7,000	5,000	33,500
FICA Tax	001	101	521100	2,180	1,514	666	350	2,530
Total Increase				30,680	23,014	7,666	5,350	36,030

	Fund	Dept.	Account	Adopted Budget	Total Current Fiscal to Date	Available Budget	Decrease	Adjusted Budget
Salaries	001	311	512100	80,350	22,900	57,450	5,000	75,350
FICA Tax	001	311	521100	6,145	1,506	4,639	350	5,795
Total Decrease				86,495	24,406	62,089	5,350	81,145

To transfer a portion of payroll from Community Development Department to Legislative Department per resolution #XX-2017

Approval Request

Department Head — Date

Approved as to Availability of Funds

Finance Director — Date 6/5/17

Approved

City Manager — Date 6/5/17

Approved by City Commission
Meeting of

RESOLUTION 85-2017

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA APPROVING A SALARY INCREASE BY TWO HUNDRED AND FIFTY DOLLARS PER MONTH FOR CITY COMMISSION MEMBERS; TRANSFERRING FUNDS FROM COMMUNITY DEVELOPMENT DEPARTMENT TO LEGISLATIVE DEPARTMENT TO SATISFY INCREASE; RATIFYING BUDGET ADJUSTMENTS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of South Bay, Florida ("City Commission") desires to increase City Commission salaries by and additional Two Hundred Fifty Dollars ($250.00) per month; and

WHEREAS, from the passage of this resolution and to the end of fiscal year September 30, 2017, a Two Hundred and Fifty Dollar increase for the Mayor and each City Commissioner will increase the City's budget by an additional Five Thousand Three Hundred Fifty Dollars ($5,350.00), in addition to payroll taxes in the amount of $350.00; and

WHEREAS, the additional amount will also be factored into the City's obligations pursuant to the Florida Retirement System Pension Plan for the Mayor and each commissioner; and

WHEREAS, the Commission authorizes that funds earmarked for the City Commission members' salary increase for the 2017 fiscal year be transferred from the Community Development Department to the Legislative Department; and

WHEREAS, the City Commission finds that providing an increase in compensation for City Commission members is in the best interests of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Approval of Compensation Increase for Mayor and City Commission Members. The City Commission of the City of South Bay hereby approves of a Two Hundred Fifty Dollar monthly increase in compensation for the Mayor and each City Commission member. The City Commission also approves the budget adjustment, attached hereto as Exhibit "A", transferring funds from the Community Development Department to the Legislative Department.

Section 3. Authorization of City Manager. The City Manager is authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 6th day of June 2017.

_____
Joe Kyles, Mayor

Attested

By: _____
Jessica Figueroa, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Burnadette Norris-Week, Esquire
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner Scott	_____ (Yes)	_____ (No)
Commissioner McKelvin	_____ (Yes)	_____ (No)
Vice-Mayor Wilson	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____(No)