City of South Bay

Proposed Budget

FY 2016-2017

CITY OF SOUTH BAY

CROSS ROADS OF SOUTH FLORIDA

FY 2016-2017
Proposed Budget

General Fund

CITY OF SOUTH BAY

PROPOSED BUDGET - GENERAL FUND REVENUES

2016-2017

		2015-2016 BUDGET	2015-2016 YTD 10 Month	% of Collection	2016-2017 Proposed Budget
001-031-311100	AD VALOREM TAXES	$ 348,036	$ 348,404	100%	$ 368,324
001-031-311200	DELINQUENT AD VAL. TAX	2,000	8,173	409%	2,650
001-031-312410	LOCAL OPTION GAS TAX	80,000	50,378	63%	75,950
001-031-312420	.05 LOCAL OPT GAS TAX	37,700	23,406	62%	35,070
001-031-313100	ELECTRICAL FRANCHISE FEE	167,750	118,010	70%	173,400
001-031-313300	SOUTHERN WASTE FR FEE	29,500	24,578	83%	35,000
001-031-313700	SOLID WASTE FR FEE	1,850	933	50%	1,150
001-031-314100	ELECTRICAL UTILITY TAX	223,150	175,437	79%	228,000
001-031-314200	TELEPHONE UTILITY TAX	51,000	37,214	73%	52,620
001-031-314400	PROPONE UTILITY TAX	7,200	6,889	96%	7,800
001-031-319150	FUEL TAX REFUND	850	522	61%	850
001-032-321000	OCCUPATIONAL LICENSES	13,150	12,301	94%	13,000
001-032-321200	QUALIFYING FEES	-	-	0%	200
001-032-321300	DELINQUENT OCC LIC FEE	-		0%	-
001-032-322000	BUILDING PERMIT	67,500	107,034	159%	55,000
001-032-328200	COUNTY OCCUPATIONAL LIC	10,000	6,557	66%	10,000
001-033-331187	FEMA				
001-033-331398	CDBG Payroll	81,785	23,731	29%	30,212
001-033-334410	PBC GRANT	-	-	0%	-
001-033-334411	DOT - Street Resurfacing	-	-	0%	-
001-033-334410	Det. Of Economic Opportunity	-	-	0%	-
001-033-334417	JAG Grant	-	-	0%	-
001-033-335120	STATE REVENUE SHARING	155,880	134,139	86%	171,000
001-033-335140	MOBILE HOME LICENSE TAX	1,375	1,271	92%	1,375
001-033-335150	ALCOHOLIC BEV LICENSE	1,175	294	25%	750
001-033-335180	LOCAL GOVT 1/2 SALES TAX	225,500	165,169	73%	228,850
001-033-336100	PAYMENT IN LIEU OF TAXES	13,150	15,198	116%	15,000
001-033-336100	CORRECTIONAL FACILITY	275,560	275,560	100%	275,560
001-034-341400	CERTIFYING, COPY & RECORD	175	141	0%	175
001-034-341600	DOT STREET LIGHT	10,792	10,792	100%	13,065
001-034-342915	PUBLIC SAFETY- CARNIVAL	-	-	0%	-
001-034-343413	MOSQUITO FEES	33,000	27,253	83%	33,500
001-035-351100	FINE & FORFEITURES	5,250	2,656	51%	4,500
001-036-361100	INTEREST EARNINGS	360	586	0%	700
001-036-361114	LAW ENFORCE. INTER. EARN		-		
001-036-361120	INTEREST - AD Valorem Tax	100	2,111	2111%	125
001-036-362000	RENTAL - COMMERCE CENTER	7,800	6,500	83%	7,800
001-036-362100	RENTAL-LAND USE	-	-	0%	-
001-036-362101	TOWER 900	15,000	12,500	83%	15,000
001-036-362102	MAGISTRATE FEE	-	2,219	0%	-
001-036-362111	RENTAL-RECREATION FAC.	7,250	8,320	115%	10,000
001-036-362115	RENT - DAY CARE CENTER	-	-	0%	-
001-036-364001	SALE OF REAL ESTATE	255,000	-		-
001-036-364310	SALES OF FIXED ASSETS	-	1,053		-
001-036-366200	ORATORICAL CONTEST	-	400		400
001-036-366250	Tanner Park Summer Program	-	-		-
001-036-366290	INSURANCE REFUND	-	-		-
001-036-366450	DONATIONS	8,500	15,710	185%	10,000
001-036-366451	IN KIND CONTRIBUTION	-	-		-
001-036-366551	DONAT. SENIOR CITIZEN - RESTRICTED	4,160	-	0%	4,403
001-036-369100	MISCELLANEOUS REVENUE	2,000	1,290	65%	2,000
001-036-369550	VILLA LAGOS UPGRADE FEES				
001-038-381410	TRANS. FROM W & S/Administer Fee	-			-
001-038-381440	TRANS. FROM SANITATION	59,765	-		59,900
		$ 2,203,263	$ 1,626,729	74%	$ 1,943,329

City of South Bay
Projected Expenditures Summary
General Fund
2016-17

Depart.	Department	Position FTE	Personnel	Operating	Capital/non operat.	TOTAL	%
101	Legislative	5	$ 56,805	$ 18,475	$ -	$ 75,280	3.87
111	City Manager Office	2	169,450	23,385	-	192,835	9.92
121	City Clerk	1	50,924	22,500	1,050	74,474	3.83
131	Finance	2	166,456	3,345	-	169,801	8.74
141	Legal	-	-	70,000	-	70,000	3.60
151	Planning & Zoning	2	83,772	40,330	3,000	127,102	6.54
161	Human Resource	0	13,310	4,600		17,910	0.92
191	Non Department	0.5	8,400	246,966		255,366	13.14
311	Community Development	2	105,455	18,100	1,000	124,555	6.41
611	Public Safety	0	-	182,388		182,388	9.39
711	Park & Recreational	1	40,830	44,660	7,500	92,990	4.79
811	Public Work	7	351,713	131,415	10,000	493,128	25.38
	Transfer to Capital Project	-	-	-	-	67,500	3.47
		22.5	1,047,114	806,164	22,550	1,943,329	100.00

City of South Bay
2016-17

Total estimated Revenues	1,943,329
Excess of revenues over expenses	0

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 Classification	2012-13 Adopted	2012-13 Expenses	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted Budget	2016-17 Request
Personnel Services	61,390	57,519	67,930	69,469	85,080	83,092	65,580	$ 56,805
Operating Expenses	23,650	11,853	20,075	12,078	20,500	13,231	19,075	18,475
Non Operating/Capital	-	-	-		-			-
Totals:	**85,040**	**69,372**	**88,005**	**81,547**	**105,580**	**96,323**	**84,655**	**75,280**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Legislative**

POSITIONS	2014-15 Actual	2015-16 Actual	2016-17 Requested	Difference
Mayor	1	1	1	0
Vice Mayor	1	1	1	0
City Commissioner	1	1	1	0
City Commissioner	1	1	1	0
City Commissioner	1	1	1	0
TOTALS	5	5	5	0

City of South Bay

FUND: **001 General Fund**

DEPARTMENT: **Legislative**

		Budget 2013-14		Budget 2014-15		Budget 2015-16	BUDGET YEAR 2016-17	
ACCOUNT	CLASSIFICATION	BUDGET	ACTUAL EXPENDITURES	Adopted Budget 2014-15	ACTUAL EXPENDITURES	Adopted Budget 2015-16	BUDGET REQUESTED	MANAGER RECOMMENDED
1	B-TOTAL: SALARIES - BROUGHT FORWA	$ 28,500	$ 27,125	$ 28,500	$ 28,500	$ 28,500	$ 28,500	$ 28,500
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	$ -	$ -	$ -			$ -	
3	TOTAL LINES 1 AND 2 = SALARIES	$ 28,500	$ 27,125	$ 28,500	$ 28,500	$ 28,500	$ 28,500	$ 28,500
4	OVERTIME	$ -	$ -	$ -			$ -	
5	TOTAL LINES 3 AND 4	$ 28,500	$ 27,125	$ 28,500	$ 28,500	$ 28,500	$ 28,500	$ 28,500
6	LINES 5 @ .0765 FICA	$ 2,180	$ 1,829	$ 2,180	$ 1,776	$ 2,180	$ 2,180	$ 2,180
7	HEALTH INSURANCE	$ 31,750	$ 34,490	$ 46,150	$ 45,037	$ 26,350	$ 17,250	$ 17,250
8	PENSION FRS Contribution	$ 5,000	$ 5,691	$ 7,700	$ 7,345	$ 8,000	$ 8,000	$ 8,000
	Worker Compensation	$ 500	$ 334	550	434	550	875	$ 875
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**$ 67,930**	**$ 69,469**	**$ 85,080**	**$ 83,092**	**$ 65,580**	**$ 56,805**	**$ 56,805**

City of South Bay
Operating Services Worksheet

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

		Budget 2012-13		Budget 2013-14		2014-15		2015-16		BUDGET YEAR 2016-17	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 10 Month	Adopted Budget 2015-16	BUDGET REQUEST 2016-17	MANAGER RECOMMENDED
540100	Travel & Per Diem	7,500	5,375	7,500	5,226	6,750	6,839	4,762	7750	7,750	
541100	Telephone	450	563	1,200	330	1,200	450	-	600	-	
551100	Office Supplies	250	214	250	239	250	347	68	425	425	
552100	Operating supplies	450	179	625	700	550	298	453	550	550	
554200	Membership & Dues	3,500	3,420	2,000	503	2,000	1,087	876	2000	2,000	
554300	Employee Development	1,500	310	1,500	3,090	2,750	1,755	1,636	2750	2,750	
556400	Commissioners Activities	1,000	60	1,000	25	1,000	720	283	1000	1,000	
556401	Commissioners Projects	9,000	1,732	6,000	1,965	6,000	1,735	1,981	4000	4,000	
	Totals	**23,650**	**11,853**	**20,075**	**12,078**	**20,500**	**13,231**	**10,059**	**19,075**	**18,475**	**-**

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 Classification	2012-13 Adopted	2012-13 Expenses	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted Budget	2014-15 Expenses	2015-16 Adopted Budget	2016-17 Requested
Personnel Services	194,325	189,374	191,022	190,467	131,925	129,319	130,215	169,450
Operating Expenses	20,160	13,541	15,160	14,028	16,640	15,098	16,400	17,325
Debt Services	0	0	3,060	3,016	6,060	6,030	6,060	6,060
Non Operating/Capital	-	-	-		-		-	-
Totals:	**214,485**	**202,915**	**209,242**	**207,511**	**154,625**	**150,447**	**152,675**	**192,835**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **City Manager**

POSITIONS	2014-15 Actual	2015-16 Actual	2016-17 Requested	Difference
City Manager	1	1	1	0
Executive Secretary	1	1	1	0
Administrative Assistant/Reception		0	0	0
TOTALS	2	2	2	0

City of South Bay

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

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2013-14 Adopted 2014 BUDGET	BUDGET YEAR 2013-14 ACTUAL EXPENDITURES	Budget 2014-15 Adopted Budget 2014-15	Budget 2014-15 ACTUAL EXPENDITURES	Budget 2015-16 Adopted Budget 2015-16	BUDGET 2016-17 BUDGET REQUESTED
1	SALARIES	143,830	145,836	110,000	109,453	110,600	139,419
2	Over time ON FORM 4	-	-	-	-	-	-
3	TOTAL LINES 1 AND 2 = SALARIES	143,830	145,836	110,000	109,453	110,600	139,419
4	INCENTIVE PAY	-	-	-			-
5	TOTAL LINES 3 AND 4	143,830	145,836	110,000	109,453	110,600	139,419
6	LINES 5 @ .0765 FICA	11,042	10,791	8,450	8,263	8,460	10,665
7	HEALTH INSURANCE	28,400	28,006	6,275	4,911	4,300	5,500
8	PENSION	7,250	4,804	5,700	5,472	5,530	12,366
	WORKER'S COMPENSATION	500	990	1,500	1,220	1,325	1,500
	Medical Exam		40		-		
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**191,022**	**190,467**	**131,925**	**129,319**	**130,215**	**$ 169,450**

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2012-13 BUDGET	FISCAL YEAR 2012-13 EXPENDITURES	FISCAL YEAR 2013-14 BUDGET	FISCAL YEAR 2013-14 EXPENDITURES	FISCAL YEAR 2014-15 BUDGET	FISCAL YEAR 2014-15 EXPENDITURES	BUDGET 2015-16 Actual 10 Month	BUDGET 2015-16 Adopted Budget	BUDGET YEAR 2016-17 BUDGET REQUEST 2016-17	BUDGET YEAR 2016-17 MANAGER RECOMMENDED
540100	Travel & Per Diem	$ 4,500	$ 2,159	$ 4,000	$ 4,222	$ 5,100	$ 6,201	$ 10,777	$ 5,250	$ 6,500	
541100	Telephone	3,500	3,424	2,300	1,365	1,700	1,318	974	1,700	1,365	
545100	Insurance (auto)	560	515	560	790	615	600	606	600	610	
546500	Rep. & Main. Vehicles	3,000	1,124	1,200	1,472	875	590	805	1,500	1,500	
551100	Office Supplies	600	774	600	538	600	408	253	600	600	
552100	Operating Supplies	1,000	776	1,000	367	750	257	21	750	750	
552200	Gas & Oil	3,000	3,029	3,000	3,827	4,000	2,944	1,710	3,000	3,000	
554200	Membership, Dues & Sub.	3,000	1,740	1,000	50	1,000	755	1,145	1,000	1,000	
554300	Employee Development	1,000	-	1,000	1,333	1,500	1,425	475	1,500	1,500	
556100	Promotional Activities	-		500	65	500	600		500	500	
580000	Auto Lease	-	-	3,060	3,015	6,060	6,030	5,025	6,060	6,060	
644000	Equipment	-	-	-	-	-	-	453	-	-	
646000	Equipment/Vehicles	-	-	-	-	-	-			-	
	Totals	**$ 20,160**	**$ 13,541**	**$ 18,220**	**$ 17,044**	**$ 22,700**	**$ 21,128**	**$ 22,244**	**$ 22,460**	**$ 23,385**	**$ -**

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	2012-13		2013-14		2014-15		2015-16	2016-17
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Request
Personnel Services	51,250	51,210	56,300	50,592	50,200	49,639	49,580	50,924
Operating Expenses	21,050	18,008	22,240	20,579	15,070	13,058	10,020	22,500
Non Operating/Capital	5000	4973	1050	1,050	1,050	1,050	1,050	1,050
Totals:	**77,300**	**74,191**	**79,590**	**72,221**	**66,320**	**63,747**	**60,650**	**$ 74,474**

<u>Narrative Description of Budget Highlights:</u>

City of South Bay
POSITION SUMMARY

Department Name: **City Clerk**

POSITIONS	2014-15 Actual	2015-16 Adopted	2016-17 Requested	Difference
City Clerk	1	1	1	0
	-	-	-	-
Administrative Assistant	1	0	0	0
TOTALS	2	1	1	0

City of South Bay

City of South Bay

FUND: **001 General Fund**

DEPARTMENT:

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2013-14		BUDGET YEAR 2014-15		Adopted Budget 2015-16	BUDGET YEAR 2016-17	
		2014 BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	Actual EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	45,000	39,650	39,000	39,159	39,780	40,974	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES	45,000	39,650	39,000	39,159	39,780	40,974	
4	OVERTIME	-	-					
5	TOTAL LINES 3 AND 4	45,000	39,650	39,000	39,159	39,780	40,974	
6	LINES 5 @ .0765 FICA	3,500	2,973	3,100	2,839	3,000	3,100	
7	HEALTH INSURANCE	5,550	6,004	5,900	5,683	4,800	4,800	
8	PENSION	2,000	1,965	2,000	1,958	2,000	2,050	
	Worker Comp.	250	-	200	-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**56,300**	**50,592**	**50,200**	**49,639**	**49,580**	**50,924**	**$ -**

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2012-13 BUDGET	FISCAL YEAR 2012-13 EXPENDITURES	FISCAL YEAR 2013-14 BUDGET 2012-13	FISCAL YEAR 2013-14 EXPENDITURES	FISCAL YEAR 2014-15 BUDGET 2014-15	FISCAL YEAR 2014-15 EXPENDITURES	BUDGET 2015-16 Actual 10 Month	BUDGET 2015-16 ADOPTED BUDGET 2015-16	BUDGET YEAR 2016-17 BUDGET REQUEST 2016-17	BUDGET YEAR 2016-17 MANAGER RECOMMENDED
001-121-523100		$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
001-121-531200	Medical Exams		-		-					-	-
001-121-534500	Election Expense	7,500	7,498	5,500	7,176	5,052	5,051			10,000	-
001-121-540100	Travel & Per Diem	875	295	1,500	1,327	250	170	412	250	400	-
001-121-541100	Telephone	1,150	1,256	1,200	868	720	704	701	720	900	-
001-121-549100	Advertising	7,600	7,509	9,250	8,763	5,798	4,808	2,224	6,500	6,500	-
001-121-549200	Charter Review	-		2,000	1,152	1,750	1,656	11	-	1,800	-
001-121-551100	Office Supplies	1,375	808	1,000	453	750	795	397	750	750	-
001-121-552100	Operating Supplies	750	120	300	50	300	394	19	300	300	-
001-121-554200	Membership Dues	800	324	840	675	850	530	836	850	850	-
001-121-554300	Employee Development	1,000	198	650	115	650	-	416	650	1,000	-
001-121-641000	Office Equipment	-	-	-	-	-	-		-	-	-
001-121-644000	Equipment	5,000	4,973	1,050	1,050	-	-	1,500	1,050	1,050	-
	Totals	**$ 26,050**	**$ 22,981**	**$ 23,290**	**$ 21,629**	**$ 16,120**	**$ 14,108**	**$ 6,516**	**$ 11,070**	**$ 23,550**	**$ -**

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 Classification	2012-13		2013-14		2014-15		2015-16	2016-17
	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted Budget	Requested
Personnel Services	148,700	148,805	164,537	163,708	175,885	171,520	170,953	166,456
Operating Expenses	3,887	2,729	4,350	3,241	4,970	3,162	3,345	3,345
Non Operating/Capital	1,000	1,058	1,150	1,087	1,450	1,289	-	-
Totals:	**153,587**	**152,592**	**170,037**	**168,036**	**182,305**	**175,971**	**174,298**	**169,801**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Finance**

POSITIONS	2014-15 Actual	2015-16 Budget	2016-17 Request	Difference
Finance Director	1	1	1	0
Assistant to Finance Director	1	1	1	0
TOTALS 2014-15 Budget	2	2	2	0

City of South Bay

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

		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	BUDGET YEAR 2016-17	
ACCOUNT	CLASSIFICATION	ADOPTED 2012 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD	$ 113,322	$ 113,670	$ 113,850	$ 114,126	$ 113,322	$ 116,725	
2								
3	TOTAL LINES 1 AND 2 = SALARIES	$ 113,322	$ 113,670	$ 113,850	$ 114,126	$ 113,322	$ 116,725	
4	OVERTIME	$ -	$ -	$ -	$ -	$ -		
5	TOTAL LINES 3 AND 4	$ 113,322	$ 113,670	$ 113,850	$ 114,126	$ 113,322	$ 116,725	
6	LINES 5 @ .0765 FICA	$ 8,700	$ 8,032	$ 8,530	$ 7,888	$ 8,650	$ 8,900	
7	HEALTH INSURANCE	$ 36,250	$ 40,003	$ 47,600	$ 46,842	$ 43,065	$ 34,800	
8	PENSION	$ 5,665	$ 1,699	$ 5,555	$ 2,664	$ 5,666	$ 5,830	
		$ -						
	Worker Com	$ 600	$ 304	$ 350	$ -	$ 250	$ 200	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**$ 164,537**	**$ 163,708**	**$ 175,885**	**$ 171,520**	**$ 170,953**	**$ 166,456**	

City of South Bay
Operating Services Worksheet

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

		FISCAL YEAR 2012 -13		FISCAL YEAR 2013 -14		FISCAL YEAR 2014-15		FISCAL Year 2015-16		BUDGET YEAR 2016-17	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	CTUAL BUDGE	EXPENDITURES	ACTUAL	EXPENDITURES	BUDGET	EXPENDITURES	Actual 10 Month	ADOPTED BUDGET 2015-16	BUDGET REQUEST 2016-17	MANAGER RECOMMENDED
531200	Medical examination	-	-						-	-	
532000	Software Training	-	-						-	-	
540100	Travel & Per Diem	450	163	450	30	400	464	522	400	400	
541100	Telephone	1,000	970	1,000	851	720	718	490	720	720	
546100	R & M Equipment	-		350	-	400	-	-	150	150	
551100	Office Supplies	750	933	750	645	750	756	490	550	550	
552100	Operating Supplies	450	269	450	592	450	17	94	350	350	
552200	Gas & Oil	-	-	-	-	-	27	-	-	-	
554200	Membership & Dues	400		250	85	1,250	384	150	175	175	
554300	Employee Development	837	394	1,100	1,038	1,000	796	612	1,000	1,000	
641000	Office Equipment	1,000	1,058	1,150	1,087	1,450	1,289		-	-	
	Totals	**$ 4,887**	**$ 3,787**	**$ 5,500**	**$ 4,328**	**$ 6,420**	**$ 4,451**	**$ 2,358**	**$ 3,345**	**$ 3,345**	-

City of South Bay

DEPARTMENT: **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	2012-13		2013-14		2014-15		Adopted	2016-17
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	2015-16	Requested
Personnel Services								
Operating Expenses	70,000	6,063	70,000	68,367	70,000	65,432	70,000	70,000
Debt Services								
Non Operating/Capital	-							
Totals:	**70,000**	**6,063**	**70,000**	**68,367**	**70,000**	**65,432**	**70,000**	**70,000**

Narrative Description of Budget Highlights:

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

			2012-13		2013-14		2014-15		BUDGET 2015-16		2016-17	
ACCOUNT NUMBER	Terms of Agreement/ Contract	ACTUAL BUDGET	Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Actual 9 Month	BUDGET	BUDGET REQUEST 2016-17	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.	$ 60,000	$ 6,063	$ 68,500	$ 67,377	$ 60,000	$ 59,734	$ 34,646	$ 60,000	$ 60,000	
		2 -Estimated cost for legal and magistrate for enforcement to be contracted out	10,000		-	990	8,750	4,429	3,534	8,750	8,750	
		Operating Expenses			1,500		1,250	1,269	1,059	1,250	1,250	
	$0.00	**0.00**	**$ 70,000**	**$ 6,063**	**$ 70,000**	**$ 68,367**	**$ 70,000**	**$ 65,432**	**$ 39,239**	**$ 70,000**	**$ 70,000**	

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

Code Enforcement 2nd Officer

City of South Bay

Budget Summary

Department: **Code Enforcement**

Expenditure	2012-13		2013-14		2014-15		2015-16	2016-17
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	13,840	13,876	21,015	18,385	46,065	45,713	93,434	83,772
Operating Expenses	53,015	51,102	34,450	28,017	46,270	44,306	36,970	40,330
					-			
Non Operating/Capital			-		-			3,000
Totals:	**66,855**	**64,978**	**55,465**	**46,402**	**92,335**	**90,019**	**130,404**	**127,102**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Code Enforcement**

POSITIONS	2014-15 Actual	2015-16 Actual	2016-17 Request	Difference
City Manager				
Director of Planning		0	0	-
Code Enforcement Officer	1	1	1	0
Code Enforcement 2nd Office	0	1	1	0
Total	1	2	2	0

City of South Bay

FUND: **001 General Fund**
DEPARTMENT **Code Enforcement**

ACCOUNT	CLASSIFICATION	FISCAL YEAR 2013-14		FISCAL YEAR 2014-15		BUDGET YEAR 2015-16	BUDGET YEAR 2016-17	
		2014 BUDGET	ACTUAL EXPENDITURES	2015 BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	15,000	16,826	33,500	33,416	72,529	60,887	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-		-		-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	15,000	16,826	33,500	33,416	72,529	60,887	
4	OVERTIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	15,000	16,826	33,500	33,416	72,529	60,887	
6	LINES 5 @ .0765 FICA	1,915	1,224	2,515	2,274	4,910	4,660	
7	HEALTH INSURANCE	3,600	-	9,550	9,512	13,760	14,950	
8	PENSION	-	-	-	-	1,710	1,750	
	Worker Compensation	500	335	500	511	525	1,525	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	21,015	18,385	46,065	45,713	93,434	83,772	

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2012-13 ACTUAL BUDGET	FISCAL YEAR 2012-13 EXPENDITURES	FISCAL YEAR 2013-14 ACTUAL BUDGET	FISCAL YEAR 2013-14 EXPENDITURES	FISCAL YEAR 2014-15 Adopted BUDGET	FISCAL YEAR 2014-15 EXPENDITURES	BUDGET YEAR 2015-16 Actual 10 Month	BUDGET YEAR 2015-16 ADOPTED BUDGET 2015-16	BUDGET YEAR 2016-17 BUDGET REQUEST 2016-17	BUDGET YEAR 2016-17 MANAGER RECOMMENDED
				-	-		-		-		
531200	Medical Examinations			$ 550	$ 388				-	$ -	
531055	Professional service Magistrate				$ -	-	-	-	-	-	
531300	Professional service	$ 48,000	$ 48,672	30,000	25,430	$ 40,000	$ 39,879	$ 17,082	$ 25,000	30,000	
540100	TRAVEL & PER DIEM	150	-	150	-	650	633	773	425	425	
541100	TELEPHONE	350	312	500	341	720	718	490	720	1,440	
542100	POSTAGE	500	60	-	-	-	-	-	-	-	
545100	INSURANCE (AUTO)	-	516	-	434	450	425	862	475	865	
546500	R & M Vehicle	200	114	400	24	1,050	751	232	1,250	1,500	
547100	PRINTING/ADVERTISING	1,250	-	800	-	750	-	514	750	500	
551100	OFFICE SUPPLIES	700	253	500	218	500	74	287	500	500	
552000	UNIFORMS	115	109	-	206	-	154	228	-	200	
552100	OPERATING SUPPLIES	250	80	250	155	250	268	802	3,150	3,150	
552200	GAS & OIL	1,250	986	1,000	821	1,350	964	730	1,150	1,150	
554300	Employee Development	250	-	300	-	550	440	550	550	600	
644000	Office Equipment	-		-	-	-	-	904	3,000	3,000	
646000	Equipment/Vehicles	-	-	-	-	-	-		-	-	
	Totals	**$ 53,015**	**$ 51,102**	**$ 34,450**	**$ 28,017**	**$ 46,270**	**$ 44,306**	**$ 23,454**	**$ 36,970**	**$ 43,330**	**$ -**

City of South Bay

DEPARTMENT: **Human Resources**

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 Classification		2012-13 Adopted	2012-13 Expenses	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted	2016-17 Requested
Personnel Services		12,112	12,152	11,653	11,646	12,975	12,219	13,003	13,310
Operating Expenses		2,300	1,461	2,500	2,347	2,705	2,430	3,705	4,600
Non Operating/Capital								-	-
	Totals:	**14,412**	**13,613**	**14,153**	**13,993**	**15,680**	**14,649**	**16,708**	**17,910**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Human Resources**

POSITIONS	2014-15 Actual	2015-16 Adopted	2016-17 Request	Difference
Director of Human Resources (reported @City Manager Dept.)	1	1	1	-
TOTALS	1	1	1	0

City of South Bay

FUND: **001 General Fund**

DEPARTMENT **Human Resources**

		BUDGET YEAR 2013 -14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	BUDGET YEAR 2016-17	
		ACTUAL	ANTICIPATED	ACTUAL	ANTICIPATED	ADOPTED	BUDGET	MANAGER
ACCOUNT	CLASSIFICATION	2013 BUDGET	EXPENDITURES	2014 BUDGET	EXPENDITURES	BUDGET	REQUESTED	RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD	10,333	10,383	10,130	9,733	10,333	10,643	-
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-		-
3	TOTAL LINES 1 AND 2 = SALARIES	10,333	10,383	10,130	9,733	10,333	10,643	-
4	OVERTIME					-		-
5	TOTAL LINES 3 AND 4	10,333	10,383	10,130	9,733	10,333	10,643	-
6	LINES 5 @ .0765 FICA	800	761	800	689	800	815	-
7	HEALTH INSURANCE			1,500	1,310	1,350	1,320	-
8	PENSION	520	502	520	487	520	532	
	Worker Comp	-	-	25	-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**11,653**	**11,646**	**12,975**	**12,219**	**13,003**	**13,310**	

City of South Bay

Operating Services Worksheet

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

		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		FISCAL YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 10 Month	ADOPTED BUDGET 2015-16	BUDGET REQUEST
540100	Travel & Per Diem	550	551	650	949	675	1,035	883	675	675
541100	Telephone	300	302	300	37	180	178	104	180	225
551100	Office Supplies	200	209	300	257	300	160	94	300	250
552100	Operating Supplies	300	-	200	10	200	20	204	200	200
554200	Membership & Dues	50	-	550	739	550	652	161	550	500
552200	Oil & Gas			-		-			-	-
554300	Employee Development	900	399	500	355	800	385	1,797	1,800	2,500
644000	Equipment	-	-			-		559	-	250
	Totals	**$ 2,300**	**$ 1,461**	**$ 2,500**	**$ 2,347**	**$ 2,705**	**$ 2,430**	**$ 3,802**	**$ 3,705**	**4,600**

City of South Bay

DEPARTMENT: **NON-DEPARTMENT**

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT:

City Manager

PT Administrative Assistant

City of South Bay

Budget Summary Department: **Non-Department**

Expenditure	2012-13		2013-14		2014-15		2015-16	2016-17
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services					9,150	9,102	8,400	8,400
Operating Expenses	365,416	337,815	255,708	229,457	271,886	221,116	252,965	246,966
Non Operating/Capital	-							
Totals:	**365,416**	**337,815**	**255,708**	**229,457**	**281,036**	**230,218**	**261,365**	**255,366**

Narrative Description of Budget Highlights:

POSITION SUMMARY

FUND: 001

Department Name: **Non-Department**

POSITIONS	2014-15 Expended	2015-16 Adopted	2016-17 Requested	Difference
Administrative Assistant (PT)	0	0.5	0.5	
TOTALS		0.5	0.5	

City of South Bay
Personnel Services Worksheet

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

			BUDGET YEAR 2015-16		BUDGET YEAR 2016-17	
ACCOUNT	CLASSIFICATION	DETAIL-REMARKS	MODIFIED 2016 BUDGET	ANTICIPATED EXPENDITURES	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD		7,800		7,800	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					
3	TOTAL LINES 1 AND 2 = SALARIES		7,800		7,800	
4	OVERTIME					
5	TOTAL LINES 3 AND 4		7,800		7,800	
6	LINES 5 @ .0765 FICA		600		600	
7	HEALTH INSURANCE					
8	PENSION					
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		**8,400**	**$ -**	**$ 8,400**	**$ -**

City of South Bay
Operating Services Worksheet

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

		FISCAL YEAR 2012-3		FISCAL YEAR 2013-14		FISCAL YEAR 2014-15		Budget 2015-16		BUDGET YEAR 2016-17	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 10 Month	Adopted 2015-16	UDGET REQUES 2016-17	MANAGER RECOMMENDED
520000	Holiday bonus	-	-	-	-	-	-	-	-	-	
524100	Workers Compensation	1,000	1,842	1,000	225	1,000	466	767	1,000	1,000	
525100	Unemployment Compensation	6,400	4,755	3,500	5,084	1,250	-	-	750	-	
531300	Professional Services	13,500	12,401	14,750	13,570	21,400	22,307	10,177	14,645	14,245	
532100	Accounting & Audit	22,500	22,000	25,000	23,040	25,000	25,000	26,000	26,250	28,000	
534050	Trash Removal	7,000	6,648	6,650	6,564	6,450	6,397	5,979	6,450	5,800	
541100	Telephone	27,600	25,267	20,000	18,195	9,400	9,699	8,717	10,300	12,820	
542100	Postage	2,700	2,249	2,500	3,314	4,000	3,136	2,730	3,600	3,600	
542200	Bank Charge	-	-	-	-	-	-		-	-	
543100	Electric	17,000	15,415	19,000	14,841	17,400	13,394	10,096	17,400	17,400	
543500	Water & Sewer Service	17,000	15,916	20,640	13,780	17,160	18,284	8,427	17,160	17,160	
544400	Mosquito fee Collection	340	342	340	315	340	356	256	340	340	
545100	Liability Insurance	62,200	62,019	69,200	61,632	65,000	50,496	44,877	61,400	58,000	
546100	Repair & Manit.-Equipment	12,000	11,743	10,450	9,428	12,000	12,379	5,284	10,200	10,150	
546200	Repair & Manit.-Building	48,114	54,016	8,700	7,793	9,700	9,215	13,881	9,800	9,800	
548100	Tri-City Meeting	3,500	250	1,500	1,531	2,250	745	1,706	2,250	1,750	
549900	Taxes -(Assessment)	6,875	5,873	6,500	5,808	6,500	5,853	5,853	6,150	6,150	
551100	Office Supplies	2,500	1,758	2,500	1,555	2,500	1,695	1,215	2,500	2,500	
552100	Operating Supplies	10,500	11,054	8,500	10,831	10,000	8,562	8,612	10,000	10,000	
552400	Pension Administration	4,500	4,000	5,500	5,500	4,500	4,000	3,000	4,500	4,500	
554200	Membership, Dues & Subs	4,500	3,456	8,700	9,379	9,850	8,411	6,613	9,850	9,850	
556110	LORE	5,000	5,500	5,000	5,000	5,000	5,000	-	5,000	5,000	
556210	Special Projects	3,550	3,548	2,875	2,856	9,500	11,617	13,794	7,500	8,500	
581700	Oratorical Contest	750	750	1,000	925	1,000	900	980	1,000	1,000	
582100	Christmas decorations	1,000	922	160	156	1,000	1,009	95	1,000	1,000	
591500	Lease Payment - Land	25,960	10,091	-	-	-	-		-	-	
599000	Contingency	-		5,516	2,045	25,766	2,195	13,600	20,000	13,998	
644000	Equipment	-		2,800	6,092	-	-		-	-	
660000	Property	56,000	56,000		-		-			-	
680000	Restricted Sr. Citizen	3,427		3,427		3,920		4,103	3,920	4,403	
	Totals	**365,416**	**337,815**	**255,708**	**229,457**	**271,886**	**221,116**	**196,762**	**252,965**	**246,966**	-

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	2012-13		2013-14		2014-15		2015-16	2016-17
Classification	Adopted	Expenses	Adopted	Expended	Adopted	Expended	Adopted	Requested
Personnel Services	103.950	101,396	20,265	17,495	52,975	53,811	123,937	105,455
Operating Expenses	21,300	6,740	8,255	5,140	45,895	41,077	28,320	18,100
Non Operating/Capital	-						-	1,000
Totals:	**125,250**	**108,136**	**28,520**	**22,635**	**98,870**	**94,888**	**152,257**	**124,555**

Narrative Description of Budget Highlights:

City of South Bay

POSITION SUMMARY

Department Name: **Community Development**

POSITIONS	2014-15 Actual	2015-16 Actual	2016-17 Request	Difference
Director	0	0	0	0
Economic and Business Development Manager	0	1	1	0
Community Development/Fiscal Specialist	1	1	1	0
TOTAL	1	2	2	0

City of South Bay
Personnel Services Worksheet

City of South Bay

FUND: **001 General Fund**

DEPARTMENT **Community Development**

		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16	BUDGET YEAR 2016-17	
ACCOUNT	CLASSIFICATION	ADOPTED 2014 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED 2015 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	14,960	13,568	34,725	35,727	93,227	80,350	$ -
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-	-			-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	14,960	13,568	34,725	35,727	93,227	80,350	$ -
4	OVERTIME	50	4	-	-	-	-	$ -
5	TOTAL LINES 3 AND 4	15,010	13,572	34,725	35,727	93,227	80,350	$ -
6	LINES 5 @ .0765 FICA	1,205	1,004	2,500	2,448	7,130	6,145	$ -
7	HEALTH INSURANCE	3,700	2,919	13,650	13,883	21,570	16,360	$ -
8	PENSION	-	-	1,750	1,753	1,660	2,250	$ -
9	Worker comp	350	-	350	-	350	350	
10	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**20,265**	**17,495**	**52,975**	**53,811**	**123,937**	**105,455**	**$ -**

City of South Bay
Operating Services Worksheet

FUND: **001 GENERAL**
DEPARTMENT: **Community Development**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2012-13		BUDGET YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016 17	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 10 Month	Budget 2015-16	BUDGET REQUEST 2016-17	MANAGER RECOMMENDED
		$ -	$ -	$ -	$ -				$ -	$ -	
531200	Medical examination		-						-	-	
531300	Professional services	2,250	-	3,000	2,750	25,000	25,000	12,752	22,500	7,500	
540100	Travel & Per Diem	750	61	250	-	225	60	1,596	225	2,000	
541100	Telephone	1,100	1,167	1,000	565	720	161	373	720	720	
545100	Insurance (Auto)	500	477	500	461	500	460	480	475	480	
546500	R & M Vehicle	1,500	840	750	477	1,000	446	50	1,000	1,000	
551100	Office Supplies	1,000	1,047	450	275	1,000	184	408	1,000	500	
552100	Operating Supplies	500	141	500	86	500	-	132	500	275	
552200	Gas & oil	4,200	2,873	850	451	1,200	568	546	900	900	
554200	Membership & Dues	750	35	400	-	750	-	199	500	225	
554300	Employee Development	750	99	500	75	500	-	405	500	3,000	
555230	Community Projects	8,000		-		-		-	-	1,500	
565230	Street Imp. Resurfacing Pro	-	-	-	-	14,500	14,198	-	-		
558000	Demolition	-	-	-		-			-	-	
644000	Office Equipment	-	-	55	-	-			-	1,000	
	Totals	**$ 21,300**	**$ 6,740**	**$ 8,255**	**$ 5,140**	**$ 45,895**	**$ 41,077**	**$ 16,941**	**$ 28,320**	**$ 19,100**	**$ -**

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 2016-17

City of South Bay

Budget Summary Department: **Public Safety**

Expenditure	2012-13		2013-14		2014-15		2015-16	2016-17
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			-					
Operating Expenses	184,827	179,171	177,285	175,810	175,988	174,329	177,950	182,388
			-				-	
Non Operating/Capital			-					
Totals:	**184,827**	**179,171**	**177,285**	**175,810**	**175,988**	**174,329**	**177,950**	**182,388**

Narrative Description of Budget Highlights:

Reflects contract entered into with Palm Beach County Sheriff, and no significant changes is anticipated for fiscal year 2016-17

City of South Bay
Operating Services Worksheet

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

		FISCAL YEAR 2012-13		BUDGET R 2013-14		BUDGET 2014-15		BUDGET 2015-16		BUDGET YEAR 2016-17	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 10 Month	ADOPTED BUDGET	BUDGET REQUEST 2015-16	MANAGER RECOMMENDED
531300	Professional service		$ -	$ -	$ -				$ -	$ -	
541100	Telephone PBCO	6,600	5,504	4,800	3,923	1,800	1,592	1,746	2,040	3,000	
543500	W & S Services	500	271	500	175	500	-		500	500	
544500	Contract Services	167,140	167,140	170,485	170,483	172,188	172,188	159,418	173,910	177,388	
546200	Rep & Maint. Building	4,200	136	1,500	1,229	1,500	549	340	1,500	1,500	
552100	Operating Supplies	250	-	-	-	-	-	-	-	-	
645000	Equipment - Grant	6,137	6,120	-	-	-	-	-	-	-	
	Totals	**$ 184,827**	**$ 179,171**	**$ 177,285**	**$ 175,810**	**$ 175,988**	**$ 174,329**	**$ 161,504**	**$ 177,950**	**$ 182,388**	**$ -**

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	2012-13		2013-14		2014-15		2015-16	2016-17
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted	Request
Personnel Services	25,350	22,863	31,080	24,660	34,260	27,672	38,985	40,830
Operating Expenses	50,250	27,144	446,150	34,524	47,030	36,306	44,545	44,660
Non Operating/Capital							2,500	7,500
Totals:	**75,600**	**50,007**	**477,230**	**59,184**	**81,290**	**63,978**	**86,030**	**92,990**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Parks & Recreation**

POSITIONS	2014-15 Actual	2015-16 Actual	2016-17 Request	Difference
Director	1	1	1	0
Camp Coordinator (PT)	1	1	1	0
Camp Counselor (PT)	0	0	0	0
TOTALS	2	2	2	0

City of South Bay
Personnel Services Worksheet

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

ACCOUNT	CLASSIFICATION	FISCAL YEAR 2013-14 MODIFIED 2012 BUDGET	FISCAL YEAR 2013-14 Actual EXPENDITURES	BUDGET YEAR 2014-15 MODIFIED 2012 BUDGET	BUDGET YEAR 2014-15 Actual EXPENDITURES	BUDGET YEAR 2015-16 ADOPTED BUDGET	BUDGET YEAR 2016-17 BUDGET REQUESTED	BUDGET YEAR 2016-17 MANAGER RECOMMENDED
1	SUB-TOTAL SALARIES BROUGHT FORWARD	23,000	22,230	24,960	25,130	32,000	32,800	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-		1,650	-	2,500	2,500	
3	TOTAL LINES 1 AND 2 = SALARIES	23,000	22,230	26,610	25,130	34,500	35,300	
4	OVERTIME/PAT TIME	0	$ 30	-	-	-	-	
5	TOTAL LINES 3 AND 4	23,000	22,260	26,610	25,130	34,500	35,300	
6	LINES 5 @ .0765 FICA	1,780	1,667	1,965	1,887	1,960	2,700	
7	HEALTH INSURANCE	4,800	87	3,685	74	100	100	
8	PENSION	1,000	-	1,000	-	1,600	1,600	
	Worker comp.	500	646	1,000	581	825	1,130	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**$ 31,080**	**24,660**	**34,260**	**27,672**	**38,985**	**40,830**	**$ -**

City of South Bay
Operating Services Worksheet

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

		FISCAL YEAR 2012-13		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		2016-17	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 10 Month	ADOPTED BUDGET 2015-16	BUDGET REQUEST 2016-17	MANAGER RECOMMENDED
531200	Medical Examination	-	-	300	300	-	-	300	-		
531300	Professional Services	-	-	750	750	-	30		-		
540100	Travel & Per Diem	-	-	-		-		2,818	5,000	5,000	
541100	Telephone	2,400	2,142	2,900	2,301	3,600	3,043	2,675	3,660	3,660	
543100	Electric	6,250	5,890	9,600	7,787	9,900	9,266	4,812	9,900	8,400	
543500	W&S , Trash Services	7,000	6,561	13,700	13,092	10,950	9.501	6,815	11,200	8,700	
545100	Insurance (Auto)		500	500	1,199	1,200	1,123	1,119	1.150	1,150	
546100	Rep & Maint - Equipment	100	50	100	12	1,100	1,285		100	100	
546200	Rep. & Maint. - Building	7,750	5,660	600	5.122	7,080	6,332	1,456	1,610	5,150	
546500	Rep. & Maint - Vehicles	1,200	483	500	744	2,150	1,858		2,000	2,000	
551100	Office Supplies	300		550		550		68	550	550	
552100	Uniform	-	-	-	-	-	-	85	-		
552100	Operating Supplies	5,000	2,250	2,500	1,262	2,500	811	329	2,500	2,500	
552200	Gas & Oil	250	63	250	345	500	583	235	375	450	
554300	Employee Development			300		300			300	300	
556100	Promotional Activities (Tour)	10,000	779	-	-	-	-		-	-	
556150	Athletic Activities			1,500	200	1,500	-		1,500	2,000	
556250	Senior Program	5,000	2,043	1,500	671	1,500	1,050	1,899	1,500	1.500	
556300	Summer Program	5,000	723	3,000	739	3,000	694	760	3.000	3,000	
556800	Rec. Software		-	200	-	200	-	-	200	200	
565250	Park Improvements Grant	-	-	400,000	-	-	-		-	-	
641000	Equipment	-	-	7,400	-	1,000	730	-	2,500	7,500	
	Totals	**50,250**	**27,144**	**446,150**	**34,524**	**47,030**	**36,306**	**23,371**	**47,045**	**52,160**	

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 Classification	2012-13 Adopted	2012-13 Expenses	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted	2016-17 Requested
Personnel Services	348,486	344,975	351,729	334,538	361,659	356,510	$ 346,775	$ 351,713
Operating Expenses	160,070	145,387	132,070	130,736	135,945	124,358	139,575	131,415
Non Operating/Capital	0	0	18,610	-	6,000	954	13,000	10,000
Totals:	**508,556**	**490,362**	**502,409**	**465,274**	**503,604**	**481,822**	**499,350**	**493,128**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Public Works**

POSITIONS	2014-15 Adopted	2015-16 Requested	2016-17 Requested	Difference
Director of Public Work/Engineer	1	1	1	
Foreman	1	1	1	
Maintenance	4	4	4	
Mechanic/Facilities Manager	1	1	1	
TOTALS	7	7	7	0

City of South Bay
Personnel Services Worksheet

FUND: 001 General Fund
DEPARTMENT Public Works

		BUDGET YEAR 2013-14		BUDGET YEAR 2014-2015		BUDGET YEAR 2015-16	BUDGET YEAR 2015-16	
		MODIFIED	ACTUAL	MODIFIED	ACTUAL	ADOPTED	BUDGET	MANAGER
ACCOUNT	CLASSIFICATION	2014 BUDGET	EXPENDITURES	2015 BUDGET	EXPENDITURES	2016 BUDGET	REQUESTED	RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD	243,916	231,179	234,759	232,149	236,680	244,303	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4						-	
3	TOTAL LINES 1 AND 2 = SALARIES	243,916	231,179	234,759	232,149	236,680	244,303	
4	OVERTIME	2,000	617	2,000	1,345	2,000	2,000	
5	TOTAL LINES 3 AND 4	245,916	231,796	236,759	233,494	238,680	246,303	
6	LINES 5 @ 0765 FICA	18,813	16,481	17,000	16,093	18,200	18,800	
7	HEALTH INSURANCE	62,500	64,243	82,150	79,158	67,145	59,110	
8	PENSION	10,000	6,998	6,250	6,125	8,750	6,500	
	Worker Comp	14,500	15,020	19,500	21,640	14,000	21,000	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	$ 351,729	$ 334,538	$ 361,659	$ 356,510	$ 346,775	$ 351,713	$ -

City of South Bay
Operating Services Worksheet

FUND: **001 General Fund**
DEPARTMENT **Public Works Department**

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2012-13 BUDGET	FISCAL YEAR 2012-13 EXPENDITURES	FISCAL YEAR 2013 14 ACTUAL BUDGET	FISCAL YEAR 2013 14 EXPENDITURES	BUDGET YEAR 2014-15 ACTUAL BUDGET	BUDGET YEAR 2014-15 EXPENDITURES	BUDGET YEAR 2015-16 Actual 10 Month	BUDGET YEAR 2015-16 ADOPTED BUDGET 2015-16	BUDGET YEAR 2016-17 BUDGET REQUEST	BUDGET YEAR 2016-17 MANAGER RECOMMENDED
		-	-	-	-						
531200	MEDICAL EXAMINATIONS	500	480	1,400	1,111	750	760	40	750	750	
532000	SOFTWARE TRAINING	250	25	-	-	-	-		-	-	
534050	TRASH REMOVAL	3,650	3,590	3,650	3,281	3,250	3,198	2,989	3,250	2,915	
534600	ENG. FEES-STORM	1,600	1,586	-	-	-	-		-	-	
540100	TRAVEL & PER DIEM	1,500	987	2,000	1,740	1,800	1,565	815	1,800	1,800	
541100	TELEPHONE	6,500	5,945	4,800	5,187	5,700	5,305	4,327	5,400	6,180	
543100	ELECTRIC	52,000	48,964	52,000	51,105	52,000	51,848	39,495	52,980	53,700	
543500	W & S Services	3,000	1,486	3,000	1,700	2,250	1,524	1,295	2,250	2,000	
545100	INSURANCE (AUTO)	5,000	5,000	5,000	4,815	8,452	8,452	8,622	8,650	8,650	
546100	REP. & MAINT-EQUIPMENT	10,000	9,909	8,000	9,794	12,000	12,196	7,091	10,000	8,000	
546200	REP. & MAINT-BUILDING	1,750	2,024	2,720	1,260	3,220	2,059	696	2,720	720	
546500	REP. & MAINT-VEHICLES	10,000	8,181	10,000	5,441	6,000	5,396	5,030	8,000	6,000	
551100	OFFICE SUPPLIES	750	457	500	256	500	343	437	500	500	
552000	UNIFORMS	7,600	7,199	1,500	905	775	648	-	775	700	
552100	OPERATING SUPPLIES	5,500	5,225	4,000	5,155	4,000	4,787	3,604	4,000	4,000	
552200	GAS & OIL	20,000	20,720	20,000	19,736	16,750	14,966	8,633	20,000	15,000	
553100	MOSQUITO CONTROL	3,500	2,989	5,000	3,809	7,998	7,990	1,996	5,000	10,000	
553200	ROAD MATERIAL & SUPPLIES	3,000	1,314	5,000	2,331	5,000	983	717	10,000	5,000	
554200	MEMBERSHIP, DUES & SUBS	500	285	500	676	1,000	696	397	500	500	
554300	EMPLOYEE DEVELOPMENT	2,500	1,204	2,000	1,036	1,500	1,232	696	2,000	2,000	
633000	SIGNS	2,000	780	1,000	146	3,000	410	1,910	1,000	3,000	
644000	EQUIPMENT	3,000	2,662	11,610	4,252	6,000	954	458	6,000	3,000	
646000	EQUIPMENT/VEHICLES	15,970	14,375	7,000	7,000	-	-		7,000	7,000	
	Totals	**160,070**	**145,387**	**150,680**	**130,736**	**141,945**	**125,312**	**89,248**	**152,575**	**141,415**	

FY 2016-2017
Proposed Budget

Capital Project

CITY OF SOUTH BAY
CAPITAL PROJECT - FUND 318
2016-2017

		2015-2016		2016-17 Proposed
			YTD	
Revenues:		BUDGET	10 Month	**Budget**
318-033-334410	PBC Grant	$ 400,000	$ -	$ 400,000
318-033-334411	DOT - Street Resurfacing	170,000	156,176	-
318-033-334412	DOT - Street Improvement (MLK)	1,416,687	-	1,416,687
318-033-334413	DOT - Street Resurfacing 2nd Proj.	-	-	170,000
	Transfer In From GF 2015-16	336,921	800	335,621
318-038-381001	Transfer In From GF	-	-	67,500
	Total Revenues	$ 2,323,608	$ 156,976	$ 2,389,808
Expenditures:				
318-311-546100	Building Maintenance	$ 125,000	$ -	$ 125,000
318-311-546150	Park Improvement	400,000		400,000
318-311-546200	Street Improvement	1,416,687	101,790	1,416,687
318-311-546210	Street Imp. Resurfacing Project	381,921	170,268	448,121
	Total Expenditures	$ 2,323,608	$ 272,058	$ 2,389,808

CITY OF SOUTH BAY

CROSS ROADS OF SOUTH FLORIDA

FY 2016-2017
Proposed Budget

Water and Sewer

CITY OF SOUTH BAY
PROPOSED BUDGET - W&S (410)
2016-2017

		2013-2014		2014-2015		2015-2016			2016-2017
		ACTUAL	BUDGET	BUDGET	YTD Actual	BUDGET	YTD 10 Month	% of Collection	Proposed Budget
Revenues:									
410-034-343910	Municipal Entity Revenue	$ 126,472	$ 135,000	$ 135.000	$ 152,928	$ 135,000	$ 112,016	83%	$ 150,000
410-036-361100	Interest	335	200	200	729	500	550	110%	950
410-036-363200	Grant EPA	-	-	-	-	-		-	-
	Total Revenues	126,807	135,200	135,200	153,657	135,500	112,566	83%	150,950
Expenditures:									
410-411-531300	Professional services	-			-				-
410-411-542200	Bank Charge	1,000	1,000	1,000	1,000	1,000	1,000	100%	1,000
410-421 -599100	City of Belle Glade	-		-	-	60,000	45,000	75%	60,000
410-431 -546400	W & S Maintenance	461,295	11,295	-	-	-	-	0%	-
410-431-546600	Refund	-	-	-	14,000	14,000	14.000	-	-
410-431-571550	Loan P & I	15,749	53,740	47,310	13,592	47,310	39.424	83%	47,310
410-431-599000	Depreciation	2,570	-	-	2,570	-	-		-
410-441-581001	Transfer out to GF/Administ	-	-	-	-	-	-	0%	-
410-441-590000	Reserve	(353.807)	69,165	86,890	122,495	13,190	13,142	-	42,640
	Total Expenditures	$ 126,807	$ 135,200	$ 135.200	$ 153,657	$ 135,500	$ 112,566	83%	$ 150,950
		-	-	-	-	-			-

CITY OF SOUTH BAY

CROSS ROADS OF SOUTH FLORIDA

FY 2016-2017
Proposed Budget

Sanitation

CITY OF SOUTH BAY
PROPOSED BUDGET - SANITATION (440)
2016-2017

		2013-2014		2014-2015		2015-2016			2016-2017
							YTD		Proposed
Revenues:		ACTUAL	BUDGET	BUDGET	YTD Actual	BUDGET	10 Month	% Of Collection	Budget
440-034-343411	GARBAGE REMOVAL FEE	$ 501,816	$ 475,000	$ 475,000	$ 519,589	$ 495,000	$ 400.516	81%	$ 495.000
440-034-343414	TRASH REMOVAL	80.539	75,500	75,500	85,427	77,500	65,096	84%	77,500
440-034-343415	RECYCLING FEE	21,635	21,500	21,500	24,187	21,500	19.037	89%	21,500
440-036-361100	INTEREST	1,877	-	-	4,401	3,650	3.996	0%	5,000
	Total Revenues	605,867	572,000	572,000	633,604	597,650	488,645	82%	599,000
Expenditures:									
440-811-544200	Bank Service Charge								-
440-811-544400	Collection Fee	5.740	5,720	5,720	6,267	5,977	4,863	81%	6,000
440-000-544600	Annual Assessment	-	-	-		-	-		-
440-811-544500	Contract Services	325,588	342,000	343,000	336,344	343,000	273,888	80%	355,000
440-811-54xxxx	Refund				124	-	-	0%	-
440-900-581001	Transfer out to GF (Admin. Fee)	40,000	40.000	-	-	59,765	-	0%	59,900
440-900-599000	Reserve	234,539	184,280	223,280	290,869	188,908	209,894	-	178,100
	Total Expenditures	$ 605.867	$ 572,000	$ 572,000	$ 633,604	$ 597.650	$ 488,645	82%	$ 599,000
	Net Income	-	-	-	-	-	0		-