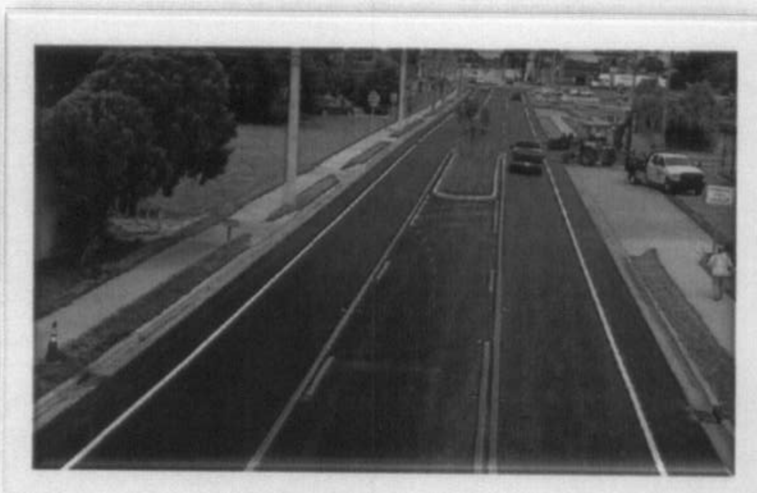

CITY OF SOUTH BAY

CITY OF SOUTH BAY
CROSS ROADS OF SOUTH FLORIDA

Proposed Annual Budget FY 2017-2018

CITY COMMISSIONERS

Joe Kyles, Mayor
John Wilson, Vice Mayor
Esther Berry
Taranza McKelvin
Shanique Scott

Leondrae D. Camel,
City Manager

Jessica Figueroa,
City Clerk

Burnadette Norris-Weeks,
City Attorney

City of South Bay
Proposed Budget
2017-2018
Index

CITY OF SOUTH BAY

CROSS ROADS OF SOUTH FLORIDA

FY 2017-2018

Proposed Budget

General Fund

CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2017-2018

		2014-2015		2015-2016		2016-2017			2017-2018
		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month	% of Collection	Proposed Budget
001-031-311100	AD VALOREM TAXES	$ 317,395	$ 317,550	$ 348,036	$ 348,404	$ 368,324	$ 312,821	85%	$ 387,461
001-031-311200	DELINQUENT AD VAL. TAX	2,500	2,315	8,175	15,252	2,650	5,418	204%	3,950
001-031-312410	LOCAL OPTION GAS TAX	82,550	79,987	80,000	74,726	75,950	52,529	69%	86,950
001-031-312420	.05 LOCAL OPT GAS TAX	38,250	37,594	37,700	34,463	35,070	23,344	67%	39,500
001-031-313100	ELECTRICAL FRANCHISE FEE	188,500	190,494	167,750	186,155	173,400	100,887	58%	177,500
001-031-313300	WASTE Management Franchise FEE	29,500	29,494	29,500	29,494	35,000	1,128	3%	39,235
001-031-313700	SOLID WASTE FR FEE	2,150	1,718	1,850	1,353	1,150	1,228	107%	2,150
001-031-314100	ELECTRICAL UTILITY TAX	222,500	240,732	233,150	241,422	245,000	159,379	65%	245,000
001-031-314200	TELEPHONE UTILITY TAX	51,000	53,902	51,000	54,465	52,620	29,132	55%	54,850
001-031-314400	PROPONE UTILITY TAX	7,250	8,010	7,200	9,356	7,800	2,372	30%	7,800
001-031-319150	FUEL TAX REFUND	2,150	1,681	850	766	850	610	72%	850
001-032-321000	OCCUPATIONAL LICENSES	13,750	14,933	13,150	12,729	13,000	14,139	109%	13,500
001-032-321200	QUALIFYING FEES	50	100	-	-	200	125	0%	150
001-032-321300	DELINQUENT OCC LIC FEE			-		-		0%	-
001-032-322000	BUILDING PERMIT	33,550	43,716	97,500	109,204	200,000	183,208	92%	140,000
001-032-328200	COUNTY OCCUPATIONAL LIC	10,000	13,075	10,000	12,753	10,000	7,214	72%	11,750
001-033-331398	CDBG Payroll	28,450	28,450	81,785	41,020	30,212	16,370	54%	30,372
001-033-334410	Det. Of Economic Opportunity	25,000	25,000	-	-	-	-	0%	-
001-033-334417	JAG Grant	-	-	-	385	-	-	0%	-
001-033-335120	STATE REVENUE SHARING	146,500	157,355	155,880	167,789	171,000	124,575	73%	195,863
001-033-335140	MOBILE HOME LICENSE TAX	1,500	1,358	1,375	1,271	1,375	1,188	86%	1,275
001-033-335150	ALCOHOLIC BEV LICENSE	985	979	1,175	1,028	750	392	52%	750
001-033-335180	LOCAL GOVT 1/2 SALES TAX	211,500	222,683	225,500	241,632	250,000	154,166	62%	267,000
001-033-336100	PAYMENT IN LIEU OF TAXES	15,595	15,592	13,150	15,198	15,000	11,266	75%	9,750
001-033-336100	CORRECTIONAL FACILITY	275,560	275,560	275,560	275,560	275,560	275,560	100%	275,560
001-034-341400	CERTIFYING, COPY & RECORD	-	191	175	181	175	208	0%	175
001-034-341600	DOT STREET LIGHT	10,478	10,478	10,792	10,792	13,065	13,065	100%	13,457
001-034-342915	PUBLIC SAFETY- CARNIVAL	-	-	-	-	5,825	5,825	0%	4,750
001-034-343413	MOSQUITO FEES	32,500	35,634	33,000	38,178	33,500	22,974	69%	35,550
001-035-351100	FINE & FORFEITURES	7,500	5,544	5,250	4,135	4,500	3,279	73%	4,500
001-036-361100	INTEREST EARNINGS	250	577	360	783	700	561	0%	750
001-036-361114	LAW ENFORCE. INTER. EARN		-		-		-		
001-036-361120	INTEREST - AD Valorem Tax	100	18	100	2,111	125	786	629%	225
001-036-362000	RENTAL - COMMERCE CENTER	7,800	7,800	7,800	7,800	7,800	5,200	67%	3,400
001-036-362100	RENTAL-LAND USE	-	-	-	-	-	-	0%	-
001-036-362101	TOWER 900	15,000	15,000	15,000	15,000	15,000	10,000	67%	15,000
001-036-362102	MAGISTRATE FEE	-	317	-	2,219	-	900	0%	-
001-036-362111	RENTAL-RECREATION FAC.	9,500	11,164	7,250	9,665	10,000	7,375	74%	10,000
001-036-362115	RENT - DAY CARE CENTER	-	-	-	-	-	-	0%	-
001-036-364001	SALE OF REAL ESTATE			255,000		249,893	249,894	100%	-
001-036-364310	SALES OF FIXED ASSETS			-	1,053	-	-		-

CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2017-2018

		2014-2015		2015-2016		2016-2017			2017-2018
		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month	% of Collection	Proposed Budget
001-036-366200	ORATORICAL CONTEST		400	-	400	400	462	116%	400
001-036-366250	Tanner Park Summer Program		10	-	-	-	375		-
001-036-366290	INSURANCE REFUND	20,900	32,599	-	5,042	-	-		-
001-036-366450	DONATIONS	11,500	13,202	15,900	16,700	10,000	17,575	176%	10,000
001-036-366451	IN KIND CONTRIBUTION		-	-	-	-	-		-
001-036-366551	DONAT. SENIOR CITIZEN - RESTRICTED	3,920	-	4,160	-	4,403	-	0%	4,640
001-036-369100	MISCELLANEOUS REVENUE	2,000	2,199	2,000	6,146	2,000	2,165	108%	2,000
001-038-381410	TRANS. FROM W & S/Administer Fee	-		-		-			-
001-038-381440	TRANS. FROM SANITATION	-	-	59,765	59,765	59,900	-		61,575
		-	-	-	-				
		$ 1,827,633	$ 1,897,411	$ 2,256,838	$ 2,054,395	$ 2,382,197	$ 1,817,695	76%	$ 2,157,638

City of South Bay
Projected Expenditures Summary
General Fund
2017-18

Depart.	Department	Position FTE	Personnel	Operating	Capital/non operat	TOTAL	%	2016-17 Amended budget
101	Legislative	5	$ 64,200	$ 18,125	$ -	$ 82,325	3.82	$ 76,570
111	City Manager Office	2	173,180	20,140	6,060	199,380	9.24	200,710
121	City Clerk	1.5	60,585	17,475	1,200	79,260	3.67	89,544
131	Finance	2	171,564	2,820	3,000	177,384	8.22	175,721
141	Legal	-	-	70,000	-	70,000	3.24	70,000
151	Planning & Zoning	2	77,800	98,225	7,200	183,225	8.49	197,102
161	Human Resource	-	14,768	4,245	-	19,013	0.88	19,255
191	Non Department	0.50	8,615	269,154	-	277,769	12.87	273,616
311	Community Development	2	114,490	31,600	-	146,090	6.77	119,205
611	Public Safety	-	-	185,761	-	185,761	8.61	182,388
711	Parks & Recreational	1	44,681	45,460	15,000	105,141	4.87	94,990
811	Public Works	7	356,107	134,220	16,964	507,291	23.51	493,128
	Transfer to Capital Project Fund					125,000	5.79	389,968
		23	1,085,989	897,225	49,424	2,157,638	100.00	2,382,197

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	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted	2015-16 Expenses	2016-17 Adopted Budget	2017-18 Request
Personnel Services	67,930	69,469	85,080	83,092	65,580	51,364	54,845	$ 64,200
Operating Expenses	20,075	12,078	20,500	13,231	19,075	11,940	21,725	18,125
Non Operating/Capital	-	-	-		-			-
Totals:	**88,005**	**81,547**	**105,580**	**96,323**	**84,655**	**63,304**	**76,570**	**82,325**

Narrative Description of Budget Highlights:

City of South Bay
2017-18 Budget

City of South Bay
POSITION SUMMARY

Department Name: **Legislative**

POSITIONS	2015-16 Actual	2016-17 Actual	2017-18 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 2014-15		Budget 2015-16		Budget 2016-17	BUDGET YEAR 2017-18	
ACCOUNT	CLASSIFICATION	BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	B-TOTAL: SALARIES - BROUGHT FORW	$ 28,500	$ 28,500	$ 28,500	$ 28,500	$ 36,000	$ 43,500	$ 43,500
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	$ -	$ -	$ -			$ -	
3	TOTAL LINES 1 AND 2 = SALARIES	$ 28,500	$ 28,500	$ 28,500	$ 28,500	$ 36,000	$ 43,500	$ 43,500
4	OVERTIME	$ -	$ -	$ -			$ -	
5	TOTAL LINES 3 AND 4	$ 28,500	$ 28,500	$ 28,500	$ 28,500	$ 36,000	$ 43,500	$ 43,500
6	LINES 5 @ .0765 FICA	$ 2,180	$ 1,776	$ 2,180	$ 1,848	$ 2,720	$ 3,330	$ 3,330
7	HEALTH INSURANCE	$ 46,150	$ 45,037	$ 26,350	$ 11,808	$ 7,250 $ -	$ 4,320	$ 4,320
8	PENSION FRS Contribution	$ 7,700	$ 7,345	$ 8,000	$ 8,458	$ 8,000	$ 12,050	$ 12,050
	Worker Compensation	$ 550	$ 434	550	750	875	1,000	$ 1,000
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**$ 85,080**	**$ 83,092**	**$ 65,580**	**$ 51,364**	**$ 54,845**	**$ 64,200**	**$ 64,200**

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	Budget 2013-14 BUDGET	Budget 2013-14 EXPENDITURES	2014-15 BUDGET	2014-15 EXPENDITURES	2015-16 BUDGET	2015-16 EXPENDITURES	2016-17 Actual 9 Month	2016-17 Adopted Budget	BUDGET YEAR 2017-18 BUDGET REQUEST	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
540100	Travel & Per Diem	7,500	5,226	6,750	6,839	7,750	5,656	8,221	11,000	8,000	
541100	Telephone	1,200	330	1,200	450	600	-	-	-	-	
551100	Office Supplies	250	239	250	347	425	118	82	425	425	
552100	Operating supplies	625	700	550	298	550	521	139	550	550	
554200	Membership & Dues	2,000	503	2,000	1,087	2,000	1,401	1,070	2,000	2,000	
554300	Employee Development	1,500	3,090	2,750	1,755	2,750	1,636	2,580	2,750	2,150	
556400	Commissioners Activities	1,000	25	1,000	720	1,000	283	855	1,000	1,000	
556401	Commissioners Projects	6,000	1,965	6,000	1,735	4,000	2,325	1,650	4,000	4,000	
	Totals	**20,075**	**12,078**	**20,500**	**13,231**	**19,075**	**11,940**	**14,597**	**21,725**	**18,125**	-

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	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted Budget	2015-16 Expenses	2016-17 Adopted Budget	2017-18 Requested
Personnel Services	191,022	190,467	131,925	129,319	137,665	139,748	174,825	173,180
Operating Expenses	15,160	14,028	16,640	15,098	25,855	23,262	19,825	20,140
Debt Services	3,060	3,016	6,060	6,030	6,060	6,030	6,060	6,060
Non Operating/Capital	-	-	-		-		-	-
Totals:	**209,242**	**207,511**	**154,625**	**150,447**	**169,580**	**169,040**	**200,710**	**199,380**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **City Manager**

POSITIONS	2015-16 Actual	2016-17 Actual	2017-18 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**

		Budget 2014-15		Budget 2015-16		BUDGET 2016-17	BUDGET 2017-18
ACCOUNT	CLASSIFICATION	Adopted BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED
1	SALARIES	110,000	109,453	116,500	118,110	144,419	144,238
2	Over time ON FORM 4	-	-	-	-	-	-
3	TOTAL LINES 1 AND 2 = SALARIES	110,000	109,453	116,500	118,110	144,419	144,238
4	INCENTIVE PAY	-		-			-
5	TOTAL LINES 3 AND 4	110,000	109,453	116,500	118,110	144,419	144,238
6	LINES 5 @ .0765 FICA	8,450	8,263	8,910	8,799	11,040	10,980
7	HEALTH INSURANCE	6,275	4,911	4,300	4,153	5,500	3,575
8	PENSION	5,700	5,472	6,630	7,036	12,366	12,600
	WORKER'S COMPENSATION	1,500	1,220	1,325	1,650	1,500	1,787
	Medical Exam				-		
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**131,925**	**129,319**	**137,665**	**139,748**	**174,825**	**$ 173,180**

City of South Bay
2017-18 Budget

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2013-14 BUDGET	FISCAL YEAR 2013-14 EXPENDITURES	FISCAL YEAR 2014-15 BUDGET	FISCAL YEAR 2014-15 EXPENDITURES	BUDGET 2015-16 BUDGET	BUDGET 2015-16 EXPENDITURES	BUDGET 2016-17 Actual 9 Month	BUDGET 2016-17 Adopted Budget	BUDGET YEAR 2017-18 BUDGET REQUESTED	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
540100	Travel & Per Diem	$ 4,000	$ 4,222	$ 5,100	$ 6,201	$ 14,250	$ 13,788	$ 6,601	$ 9,000	$ 9,000	
541100	Telephone	2,300	1,365	1,700	1,318	1,700	1,281	910	1,365	1,365	
545100	Insurance (auto)	560	790	615	600	600	606	539	610	595	
546500	Rep. & Main. Vehicles	1,200	1,472	875	590	1,500	1,838	395	1,500	1,500	
551100	Office Supplies	600	538	600	408	600	430	173	600	600	
552100	Operating Supplies	1,000	367	750	257	750	33	506	750	750	
552200	Gas & Oil	3,000	3,827	4,000	2,944	3,000	2,228	1,809	3,000	2,700	
554200	Membership, Dues & Sub.	1,000	50	1,000	755	1,000	2,130	1,275	1,000	1,650	
554300	Employee Development	1,000	1,333	1,500	1,425	1,500	475	1,520	1,500	1,500	
556100	Promotional Activities	500	65	500	600	500	-	500	500	500	
580000	Auto Lease	3,060	3,015	6,060	6,030	6,060	6,030	5,025	6,060	6,040	
644000	Equipment	-	-	-	-	455	453	-	-	-	
646000	Equipment/Vehicles	-	-	-	-		-			-	
	Totals	**$ 18,220**	**$ 17,044**	**$ 22,700**	**$ 21,128**	**$ 31,915**	**$ 29,292**	**$ 19,253**	**$ 25,885**	**$ 26,200**	**$ -**

City of South Bay

DEPARTMENT: **City Clerk**

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT: DEPT. NAME

City Manager

City Clerk

Administrative Assistant - Temporary

City of South Bay

Budget Summary Department: **City Clerk**

Expenditure	2013-14		2014-15		2015-16		2016-17	2017-18
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Request
Personnel Services	56,300	50,592	50,200	49,639	49,580	49,897	50,924	60,585
Operating Expenses	22,240	20,579	16,120	14,108	10,020	8,261	22,500	17,475
Non Operating/Capital	1050	1050	-	-	1,050	1,500	1,050	1,200
Totals:	**79,590**	**72,221**	**66,320**	**63,747**	**60,650**	**59,658**	**74,474**	**$ 79,260**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **City Clerk**

POSITIONS	2015-16 Actual	2016-17 Adopted	2017-18 Requested	Difference
City Clerk	1	1	1	0
	-	-	-	-
Administrative Assistant	1	0.5	0.5	0
TOTALS	2	1.5	1.5	0

City of South Bay

City of South Bay

FUND: **001 General Fund**

DEPARTMENT:

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2014-15 ADOPTED BUDGET	BUDGET YEAR 2014-15 Actual EXPENDITURES	BUDGET YEAR 2015-16 ADOPTED BUDGET	BUDGET YEAR 2015-16 Actual EXPENDITURES	Adopted Budget 2016-17 Adopted Budget	BUDGET YEAR 2017-18 BUDGET REQUESTED	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	39,000	39,159	39,780	40,293	40,974	49,595	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES	39,000	39,159	39,780	40,293	40,974	49,595	
4	OVERTIME	-	-					
5	TOTAL LINES 3 AND 4	39,000	39,159	39,780	40,293	40,974	49,595	
6	LINES 5 @ .0765 FICA	3,100	2,839	3,000	2,881	3,100	3,790	
7	HEALTH INSURANCE	5,900	5,683	4,800	4,713	4,800	5,100	
8	PENSION	2,000	1,958	2,000	2,010	2,050	2,100	
	Worker Comp.	200	-	-	-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**50,200**	**49,639**	**49,580**	**49,897**	**50,924**	**60,585**	**$ -**

City of South Bay
Operating Services Worksheet

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

		FISCAL YEAR 2013-14		FISCAL YEAR 2014-15		FISCAL YEAR 2015-16		BUDGET 2016-17		BUDGET YEAR 2017 - 18	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
001-121-523100		$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
001-121-531200	Medical Exams		-							-	-
001-121-534500	Election Expense	5,500	7,176	5,052	5,051			1,379	10,000	5,000	-
001-121-540100	Travel & Per Diem	1,500	1,327	250	170	250	545	1,576	400	800	-
001-121-541100	Telephone	1,200	868	720	704	720	855	455	900	800	-
001-121-549100	Advertising	9,250	8,763	5,798	4,808	6,500	4,859	724	6,500	6,500	-
001-121-549200	Charter Review	2,000	1,152	1,750	1,656	-	11	500	1,800	300	-
001-121-549400	Codification	-	-	-	-	-	-	-	-	1,500	
001-121-551100	Office Supplies	1,000	453	750	795	750	510	249	750	750	-
001-121-552100	Operating Supplies	300	50	300	394	300	154	153	300	300	-
001-121-554200	Membership Dues	840	675	850	530	850	911	345	850	525	-
001-121-554300	Employee Development	650	115	650	-	650	416	400	1,000	1,000	-
001-121-641000	Office Equipment	-	-	-	-				-	-	-
001-121-644000	Equipment	1,050	1,050	-	-	1,050	1,500	1,130	1,050	1,200	-
	Totals	**$ 23,290**	**$ 21,629**	**$ 16,120**	**$ 14,108**	**$ 11,070**	**$ 9,761**	**$ 6,911**	**$ 23,550**	**$ 18,675**	**$ -**

City of South Bay
2017-18 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	2013-14		2014-15		2015-16		2016-17	2017-18
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted Budget	Requested
Personnel Services	164,537	163,708	175,885	171,520	170,953	166,474	172,376	171,564
Operating Expenses	4,350	3,241	4,970	3,135	3,345	2,710	3,345	2,820
Non Operating/Capital	1,150	1,087	1,450	1,289	-	-	-	3,000
Totals:	**170,037**	**168,036**	**182,305**	**175,944**	**174,298**	**169,184**	**175,721**	**177,384**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Finance**

POSITIONS	2015-16 Actual	2016-17 Budget	2017-18 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**

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2014-15 ADOPTED BUDGET	BUDGET YEAR 2014-15 ANTICIPATED EXPENDITURES	BUDGET YEAR 2015-16 ADOPTED BUDGET	BUDGET YEAR 2015-16 ACTUAL EXPENDITURES	BUDGET YEAR 2016-17 ADOPTED BUDGET	BUDGET YEAR 2017-18 BUDGET REQUESTED	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	$ 113,850	$ 114,126	$ 113,322	$ 116,944	$ 122,225	$ 123,274	
2								
3	TOTAL LINES 1 AND 2 = SALARIES	$ 113,850	$ 114,126	$ 113,322	$ 116,944	$ 122,225	$ 123,274	
4	OVERTIME	$ -	$ -	$ -	$ -	$ -		
5	TOTAL LINES 3 AND 4	$ 113,850	$ 114,126	$ 113,322	$ 116,944	$ 122,225	$ 123,274	
6	LINES 5 @ .0765 FICA	$ 8,530	$ 7,888	$ 8,650	$ 7,878	$ 9,320	$ 9,430	
7	HEALTH INSURANCE	$ 47,600	$ 46,842	$ 43,065	$ 38,789	$ 34,800	$ 32,700	
8	PENSION	$ 5,555	$ 2,664	$ 5,666	$ 2,863	$ 5,831	$ 6,160	
	Worker Com	$ 350	$ -	$ 250	$ -	$ 200	$ -	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**$ 175,885**	**$ 171,520**	**$ 170,953**	**$ 166,474**	**$ 172,376**	**$ 171,564**	

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2013 -14 BUDGET	FISCAL YEAR 2013 -14 EXPENDITURES	FISCAL YEAR 2014-15 ACTUAL	FISCAL YEAR 2014-15 EXPENDITURES	FISCAL Year 2015-16 BUDGET	FISCAL Year 2015-16 EXPENDITURES	BUDGET YEAR 2016-17 Actual 9 Month	BUDGET YEAR 2016-17 ADOPTED BUDGET	BUDGET YEAR 2017-18 BUDGET REQUEST	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
531200	Medical examination	-	-						-	-	
532000	Software Training								-	-	
540100	Travel & Per Diem	450	30	400	464	400	522	56	400	315	
541100	Telephone	1,000	851	720	718	720	644	507	720	780	
546100	R & M Equipment	350	-	400	-	150	-	-	150	-	
551100	Office Supplies	750	645	750	756	550	653	486	550	550	
552100	Operating Supplies	450	592	450	17	350	94	220	350	275	
554200	Membership & Dues	250	85	1,250	384	175	185	45	175	225	
554300	Employee Development	1,100	1,038	1,000	796	1,000	612	353	1,000	675	
641000	Office Equipment	1,150	1,087	1,450	1,289	-	-		-	3,000	
	Totals	$ 5,500	$ 4,328	$ 6,420	$ 4,424	$ 3,345	$ 2,710	$ 1,667	$ 3,345	$ 5,820	-

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 Classification	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted	2015-16 Expenses	Adopted 2016-17	2017-18 Requested
Personnel Services								
Operating Expenses	70,000	68,367	70,000	65,432	70,000	63,668	70,000	70,000
Debt Services								
Non Operating/Capital	-							
Totals:	**70,000**	**68,367**	**70,000**	**65,432**	**70,000**	**63,668**	**70,000**	**70,000**

Narrative Description of Budget Highlights:

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	2013-14 Budget	2013-14 EXPENDITURES	2014-15 Adopted Budget	2014-15 EXPENDITURES	2015-16 Adopted Budget	2015-16 EXPENDITURES	BUDGET 2016-17 Actual 8 Month	BUDGET 2016-17 BUDGET	2017-18 BUDGET REQUEST 2016-17	2017-18 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.	$ 68,500	$ 67,377	$ 60,000	$ 59,734	$ 60,000	$ 60,000	$ 35,000	$ 60,000	$ 60,000	
		2 -Estimated cost for legal and magistrate for enforcement to be contracted out	-	990	8,750	4,429	8,750	2,290	990	8,750	8,750	
		Operating Expenses	1,500		1,250	1,269	1,250	1,378	745	1,250	1,250	
			$ 70,000	**$ 68,367**	**$ 70,000**	**$ 65,432**	**$ 70,000**	**$ 63,668**	**$ 36,735**	**$ 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

Code Enforcement Officer

Code Enforcement 2nd Officer

City of South Bay

Budget Summary

Department: **Code Enforcement**

Expenditure Classification	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted	2015-16 Expenses	2016-17 Adopted	2017-18 Requested
Personnel Services	21,015	18,385	46,065	45,713	81,434	55,027	83,772	77,800
Operating Expenses	34,450	28,017	46,270	44,306	58,970	55,029	110,330	98,225
Non Operating/Capital			-		3,000	904	3,000	7,200
Totals:	**55,465**	**46,402**	**92,335**	**90,019**	**143,404**	**110,960**	**197,102**	**183,225**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Code Enforcement**

POSITIONS	2015-16 Actual	2016-17 Actual	2017-18 Request	Difference
City Manager				
Code Enforcement Officer (vacant)	1	1	1	
Code Enforcement 2nd Office	0	1	1	
Total	1	2	2	0

City of South Bay

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

		FISCAL YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17	BUDGET YEAR 2017-18	
ACCOUNT	CLASSIFICATION	BUDGET	ACTUAL EXPENDITURES	BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	33,500	33,416	60,529	43,039	60,887	60,565	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-		-		-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	33,500	33,416	60,529	43,039	60,887	60,565	
4	OVERTIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	33,500	33,416	60,529	43,039	60,887	60,565	
6	LINES 5 @ .0765 FICA	2,515	2,274	4,910	2,884	4,660	4,635	
7	HEALTH INSURANCE	9,550	9,512	13,760	8,874	14,950	10,000	
8	PENSION	-	-	1,710	230	1,750	750	
	Worker Compensation	500	511	525	-	1,525	1,850	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	46,065	45,713	81,434	55,027	83,772	77,800	

City of South Bay
Operating Services Worksheet

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

		FISCAL YEAR 2013-14		FISCAL YEAR 2014-15		FISCAL YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Adopted BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
				-	-		-		-		
531200	Medical Examinations	$ 550	$ 388				322		-	$ -	
531300	Professional service	30,000	25,430	$ 40,000	$ 39,879	$ 50,000	$ 48,739	$ 20,829	$ 100,000	90,000	
540100	TRAVEL & PER DIEM	150	-	650	633	425	773	-	425	750	
541100	TELEPHONE	500	341	720	718	720	644	337	1,440	1,500	
545100	INSURANCE (AUTO)	-	434	450	425	475	862	793	865	950	
546500	R & M Vehicle	400	24	1,050	751	1,250	314	333	1,500	1,500	
547100	PRINTING/ADVERTISING	800	-	750	-	750	514	122	500	500	
551100	OFFICE SUPPLIES	500	218	500	74	500	341	127	500	500	
552000	UNIFORMS	-	206	-	154	-	280	162	200	450	
552100	OPERATING SUPPLIES	250	155	250	268	3,150	802	63	3,150	375	
552200	GAS & OIL	1,000	821	1,350	964	1,150	888	576	1,150	1,100	
554300	Employee Development	300	-	550	440	550	550	-	600	600	
580000	Auto Lease	-	-	-	-	-	-	-	-	7,200	
644000	Office Equipment	-	-	-	-	3,000	904	-	3,000	-	
646000	Equipment/Vehicles	-	-	-	-	-	-	-	-	-	
	Totals	**$ 34,450**	**$ 28,017**	**$ 46,270**	**$ 44,306**	**$ 61,970**	**$ 55,933**	**$ 23,342**	**$ 113,330**	**$ 105,425**	**$ -**

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		2013-14		2014-15		2015-16		2016-17	2017-18
		Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services		11,653	11,646	12,975	12,219	13,003	13,954	14,655	14,768
Operating Expenses		2,500	2,347	2,705	2,430	4,490	4,113	4,600	4,245
Non Operating/Capital								-	-
	Totals:	**14,153**	**13,993**	**15,680**	**14,649**	**17,493**	**18,067**	**19,255**	**19,013**

Narrative Description of Budget Highlights:

No significant change exists from 2017 to 2018.

City of South Bay
POSITION SUMMARY

Department Name: **Human Resources**

POSITIONS	2015-16 Actual	2016-17 Adopted	2017-18 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**
DEPARTMEN **Human Resources**

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2014-15 BUDGET	BUDGET YEAR 2014-15 EXPENDITURES	BUDGET YEAR 2015-16 BUDGET	BUDGET YEAR 2015-16 EXPENDITURES	BUDGET YEAR 2016-17 ADOPTED BUDGET	BUDGET YEAR 2017-18 BUDGET REQUESTED	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	10,130	9,733	10,333	9,761	11,893	12,113	-
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-		-
3	TOTAL LINES 1 AND 2 = SALARIES	10,130	9,733	10,333	9,761	11,893	12,113	-
4	OVERTIME					-		-
5	TOTAL LINES 3 AND 4	10,130	9,733	10,333	9,761	11,893	12,113	-
6	LINES 5 @ .0765 FICA	800	689	800	752	910	925	-
7	HEALTH INSURANCE	1,500	1,310	1,350	1,350	1,320	1,125	-
8	PENSION	520	487	520	488	532	605	
	Worker Comp	25	-		1,603	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**12,975**	**12,219**	**13,003**	**13,954**	**14,655**	**14,768**	

City of South Bay

Operating Services Worksheet

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

		FISCAL YEAR 2013-14		FISCAL YEAR 2014-15		FISCAL YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST
540100	Travel & Per Diem	650	949	675	1,035	900	883	-	675	900
541100	Telephone	300	37	180	178	180	104	-	225	195
551100	Office Supplies	300	257	300	160	300	100	244	250	250
552100	Operating Supplies	200	10	200	20	200	204	-	200	200
554200	Membership & Dues	550	739	550	652	550	466	356	500	700
554300	Employee Development	500	355	800	385	1,800	1,797	500	2,500	2,000
644000	Equipment					560	559	-	250	-
	Totals	**$ 2,500**	**$ 2,347**	**$ 2,705**	**$ 2,430**	**$ 4,490**	**$ 4,113**	**$ 1,100**	**$ 4,600**	**4,245**

City of South Bay

DEPARTMENT: **NON-DEPARTMENT**

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT:
	City Manager	
	PT Custodian Services	

City of South Bay
2017-18 budget

City of South Bay

Budget Summary Department: **Non-Department**

Expenditure	2013-14		2014-15		2015-16		2016-17	2017-18
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			9,150	9,102	8,400	323	8,400	8,615
Operating Expenses	255,708	229,457	271,886	221,116	264,465	239,022	265,216	269,154
Non Operating/Capital	-							
Totals:	**255,708**	**229,457**	**281,036**	**230,218**	**272,865**	**239,345**	**273,616**	**277,769**

Narrative Description of Budget Highlights:

POSITION SUMMARY

FUND: 001
Department Name: **Non-Department**

POSITIONS	2014-15 Expended	2015-16 Adopted	2016-17 Requested	Difference
PT Custodian Services	0	0.5	0.5	
TOTALS		0.5	0.5	

City of South Bay
2017-18 budget

City of South Bay
Personnel Services Worksheet

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

ACCOUNT	CLASSIFICATION	DETAIL-REMARKS	BUDGET YEAR 2016-17 MODIFIED 2016 BUDGET	BUDGET YEAR 2016-17 ANTICIPATED EXPENDITURES	BUDGET YEAR 2017-18 BUDGET REQUESTED	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD		7,800	-	8,000	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					
3	TOTAL LINES 1 AND 2 = SALARIES		7,800	-	8,000	
4	OVERTIME					
5	TOTAL LINES 3 AND 4		7,800	-	8,000	
6	LINES 5 @ .0765 FICA		600	-	615	
7	HEALTH INSURANCE					
8	PENSION					
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		**8,400**	-	**$ 8,615**	**$ -**

City of South Bay
2017-18 budget

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2013-14 ACTUAL BUDGET	FISCAL YEAR 2013-14 EXPENDITURES	FISCAL YEAR 2014-15 ACTUAL BUDGET	FISCAL YEAR 2014-15 EXPENDITURES	Budget 2015-16 ACTUAL BUDGET	Budget 2015-16 EXPENDITURES	BUDGET 2016-17 Actual 9 Month	BUDGET 2016-17 Adopted BUDGET	BUDGET YEAR 2017-18 BUDGET REQUEST	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
524100	Workers Compensation	1,000	225	1,000	466	1,000	2,370	839	1,000	1,650	
525100	Unemployment Compensation	3,500	5,084	1,250	-	750	-	-	-	-	
531300	Professional Services	14,750	13,570	21,400	22,307	14,645	11,317	18,621	28,245	31,795	
532100	Accounting & Audit	25,000	23,040	25,000	25,000	30,325	30,313	24,245	28,000	31,250	
534050	Trash Removal	6,650	6,564	6,450	6,397	6,450	5,979	5,728	5,800	5,950	
541100	Telephone	20,000	18,195	9,400	9,699	11,725	11,925	9,839	12,820	13,760	
542100	Postage	2,500	3,314	4,000	3,136	3,600	3,400	1,743	3,600	3,600	
543100	Electric	19,000	14,841	17,400	13,394	17,400	15,612	8,642	17,400	16,800	
543500	Water & Sewer Service	20,640	13,780	17,160	18,284	17,160	13,002	11,470	17,160	17,340	
544400	Mosquito fee Collection	340	315	340	356	340	346	229	340	340	
545100	Liability Insurance	69,200	61,632	65,000	50,496	51,400	52,939	55,736	58,000	61,350	
546100	Repair & Manit.-Equipment	10,450	9,428	12,000	12,379	10,200	7,027	5,020	10,150	10,150	
546200	Repair & Manit.-Building	8,700	7,793	9,700	9,215	14,450	18,021	11,874	14,050	10,050	
548100	Tri-City Meeting	1,500	1,531	2,250	745	2,250	1,706	845	1,750	1,500	
549900	Taxes -(Assessment)	6,500	5,808	6,500	5,853	6,150	5,853	5,853	6,150	6,000	
551100	Office Supplies	2,500	1,555	2,500	1,695	2,500	1,418	552	2,500	1,980	
552100	Operating Supplies	8,500	10,831	10,000	8,562	10,000	11,274	6,155	10,000	10,000	
552400	Pension Administration	5,500	5,500	4,500	4,000	4,500	4,000	2,000	4,500	4,500	
554200	Membership, Dues & Subs	8,700	9,379	9,850	8,411	9,850	6,713	7,202	9,850	7,350	
556110	LORE	5,000	5,000	5,000	5,000	5,000	5,000	-	5,000	5,000	
556210	Special Projects	2,875	2,856	9,500	11,617	15,900	14,932	7,448	8,500	10,000	
581700	Oratorical Contest	1,000	925	1,000	900	1,000	980	850	1,000	1,000	
582100	Holiday Decorations	160	156	1,000	1,009	1,000	95	247	1,000	1,000	
599000	Contingency	5,516	2,045	25,766	2,195	20,000	13,600	13,037	13,998	12,146	
644000	Equipment	2,800	6,092	-	-	2,950	1,200		-	-	
680000	Restricted Sr. Citizen	3,427		3,920		3,920		-	4,403	4,643	
	Totals	**255,708**	**229,457**	**271,886**	**221,116**	**264,465**	**239,022**	**198,175**	**265,216**	**269,154**	-

City of South Bay
2017-18 budget

City of South Bay

DEPARTMENT: **Community Development**
ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION

FUND-311	FUND NAME-General	DEPARTMENT: CD

City Manager

Economic and Business Development Manager

Community Development/Fiscal Specialist

City of South Bay

Budget Summary Department: **Community Development**

Expenditure	2013-14		2014-15		2015-16		2016-17	2017-18
Classification	Adopted	Expenses	Adopted	Expended	Adopted	Expended	Adopted	Requested
Personnel Services	20,265	17,495	52,975	53,811	123,937	83,724	100,105	114,490
Operating Expenses	8,255	5,140	45,895	41,077	29,705	25,852	18,100	31,600
Non Operating/Capital	-						1,000	-
Totals:	**28,520**	**22,635**	**98,870**	**94,888**	**153,642**	**109,576**	**119,205**	**146,090**

Narrative Description of Budget Highlights:

City of South Bay

POSITION SUMMARY

Department Name: **Community Development**

POSITIONS	2015-16 Actual	2016-17 Actual	2017-18 Request	Difference
Economic and Business Development Manager (vacant)	0	0	1	0
Community Development/Fiscal Specialist	1	1	1	0
TOTAL	1	1	2	0

City of South Bay
Personnel Services Worksheet

City of South Bay
FUND: **001 General Fund**
DEPARTMENT **Community Development**

		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17	BUDGET YEAR 2017-18	
ACCOUNT	CLASSIFICATION	ADOPTED 2014 BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	34,725	35,727	93,227	63,129	75,350	84,910	$ -
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	34,725	35,727	93,227	63,129	75,350	84,910	$ -
4	OVERTIME	-	-	-	-	-	-	$ -
5	TOTAL LINES 3 AND 4	34,725	35,727	93,227	63,129	75,350	84,910	$ -
6	LINES 5 @ .0765 FICA	2,500	2,448	7,130	4,375	5,795	6,500	$ -
7	HEALTH INSURANCE	13,650	13,883	21,570	14,435	16,360	20,180	$ -
8	PENSION	1,750	1,753	1,660	1,785	2,250	2,250	$ -
9	Worker comp	350	-	350	-	- 350	650	
10	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**52,975**	**53,811**	**123,937**	**83,724**	**100,105**	**114,490**	**$ -**

City of South Bay

2017-18 Budget

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2013-14 ACTUAL BUDGET	BUDGET YEAR 2013-14 EXPENDITURES	BUDGET YEAR 2014-15 ACTUAL BUDGET	BUDGET YEAR 2014-15 EXPENDITURES	BUDGET YEAR 2015-16 ACTUAL BUDGET	BUDGET YEAR 2015-16 EXPENDITURES	BUDGET YEAR 2016-17 Actual 9 Month	BUDGET YEAR 2016-17 Budget	BUDGET YEAR 2017-18 BUDGET REQUEST	BUDGET YEAR 2017-18 MANAGER RECOMMENDED
		$ -	$ -	$ -	$ -				$ -	$ -	
531200	Medical examination								-	-	
531300	Professional services	3,000	2,750	25,000	25,000	22,500	21,402	10,750	7,500	-	
540100	Travel & Per Diem	250	-	225	60	1,610	1,643	-	2,000	1,250	
541100	Telephone	1,000	565	720	161	720	475	41	720	750	
545100	Insurance (Auto)	500	461	500	460	475	480	431	480	450	
546500	R & M Vehicle	750	477	1,000	446	1,000	50	130	1,000	1,000	
551100	Office Supplies	450	275	1,000	184	1,000	408	-	500	500	
552100	Operating Supplies	500	86	500	-	500	132	-	275	275	
552200	Gas & oil	850	451	1,200	568	900	658	544	900	900	
554200	Membership & Dues	400	-	750	-	500	199	120	225	225	
554300	Employee Development	500	75	500	-	500	405	-	3,000	1,250	
555230	Community Projects	-		-		-		-	1,500	-	
565230	Street Imp. Resurfacing Pro	-	-	14,500	14,198	-	-	-	-	-	
558000	Senior Citizen Housing Rehab	-		-		-			-	25,000	
644000	Office Equipment	55	-	-		-			1,000	-	
	Totals	**$ 8,255**	**$ 5,140**	**$ 45,895**	**$ 41,077**	**$ 29,705**	**$ 25,852**	**$ 12,016**	**$ 19,100**	**$ 31,600**	**$ -**

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 2017-18

City of South Bay

Budget Summary Department: **Public Safety**

Expenditure	2013-14		2014-15		2015-16		2016-17	2017-18
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			-					
Operating Expenses	177,285	175,810	175,988	174,329	177,950	176,807	182,388	185,761
			-				-	
Non Operating/Capital			-					
Totals:	**177,285**	**175,810**	**175,988**	**174,329**	**177,950**	**176,807**	**182,388**	**185,761**

Narrative Description of Budget Highlights:

Reflects contract entered into with Palm Beach County Sheriff, with 2% change is anticipated for fiscal year 2017-18

City of South Bay
Operating Services Worksheet

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

		BUDGET R 2013-14		BUDGET 2014-15		BUDGET 2015-16		BUDGET 2016-17		BUDGET YEAR 2017-18	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531300	Professional service		$ -	$ -	$ -				$ -	$ -	
541100	Telephone PBCO	4,800	3,923	1,800	1,592	2,040	2,480	2,200	3,000	3,100	
543500	W & S Services	500	175	500	-	500	-	25	500	225	
544500	Contract Services	170,485	170,483	172,188	172,188	173,910	173,910	148,271	177,388	180,936	
546200	Rep & Maint. Building	1,500	1,229	1,500	549	1,500	417	477	1,500	1,500	
552100	Operating Supplies	-	-	-	-	-	-	-	-	-	
645000	Equipment - Grant	-	-	-	-	-	-	-	-	-	
	Totals	**$ 177,285**	**$ 175,810**	**$ 175,988**	**$ 174,329**	**$ 177,950**	**$ 176,807**	**$ 150,973**	**$ 182,388**	**$ 185,761**	**$ -**

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	2013-14		2014-15		2015-16		2016-17	2017-18
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted	Request
Personnel Services	31,080	24,660	34,260	27,672	38,985	38,785	40,830	44,681
Operating Expenses	446,150	34,524	47,030	36,306	44,545	30,056	46,660	45,460
Non Operating/Capital					2,500	-	7,500	15,000
Totals:	**477,230**	**59,184**	**81,290**	**63,978**	**86,030**	**68,841**	**94,990**	**105,141**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Parks & Recreation**

POSITIONS	2015-16 Actual	2016-17 Actual	2017-18 Request	Difference
Director	1	1	1	0
Camp Coordinator (PT)	1	1	1	0
Camp Counselor (PT)	0	0	1	1
TOTALS	2	2	3	1

City of South Bay
Personnel Services Worksheet

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

		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17	BUDGET YEAR 2017-18	
ACCOUNT	CLASSIFICATION	MODIFIED BUDGET	Actual EXPENDITURES	MODIFIED BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	24,960	25,130	32,000	32,236	32,800	33,456	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	1,650	-	2,500	2,700 -	2,500	5,000	
3	TOTAL LINES 1 AND 2 = SALARIES	26,610	25,130	34,500	34,936	35,300	38,456	
4	OVERTIME/PAT TIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	26,610	25,130	34,500	34,936	35,300	38,456	
6	LINES 5 @ .0765 FICA	1,965	1,887	1,960	2,638	2,700	2,945	
7	HEALTH INSURANCE	3,685	74	100	81	100	100	
8	PENSION	1,000	-	1,600	-	1,600	1,675	
	Worker comp.	1,000	581	825	1,130	1,130	1,505	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	$ 34,260	27,672	38,985	38,785	40,830	44,681	$ -

City of South Bay
2017-18 Budget

City of South Bay

Operating Services Worksheet

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

		FISCAL YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		2017-18	
ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED Budget	BUDGET Request	MANAGER RECOMMENDED
531200	Medical Examination	300	300	-	-	-	-	300	-	400	
531300	Professional Services	750	750	-	30	-	-		-	-	
540100	Travel & Per Diem	-		-		5,000	2,818	812	5,000	2,500	
541100	Telephone	2,900	2,301	3,600	3,043	3,660	3,347	2,635	3,660	3,660	
543100	Electric	9,600	7,787	9,900	9,266	9,900	7,195	5,551	8,400	8,400	
543500	W&S , Trash Services	13,700	13,092	10,950	9,501	11,200	7,819	6,455	8,700	8,300	
545100	Insurance (Auto)	500	1,199	1,200	1,123	1,150	1,119	1,083	1,150	1,150	
546100	Rep. & Maint. - Equipment	100	12	1,100	1,285	100	-	-	100	100	
546200	Rep. & Maint. - Building	600	5,122	7,080	6,332	1,610	1,831	5,165	7,150	2,250	
546500	Rep. & Maint. - Vehicles	500	744	2,150	1,858	2,000	-	1,457	2,000	1,300	
551100	Office Supplies	550		550		550	68	-	550	550	
552100	Uniform	-	-	-	-	-	85	-	-	100	
552100	Operating Supplies	2,500	1,262	2,500	811	2,500	797	726	2,500	2,500	
552200	Gas & Oil	250	345	500	583	375	326	167	450	450	
554300	Employee Development	300		300		300	-	-	300	300	
556100	Promotional Activities -Bay Fest	-	-	-	-	-	-		-	5,000	
556150	Athletic Activities	1,500	200	1,500	-	1,500	-	1,200	2,000	2,300	
556250	Senior Citizen Program	1,500	671	1,500	1,050	1,500	3,335	238	1,500	3,000	
556300	Summer Program	3,000	739	3,000	694	3,000	1,116	231	3,000	3,000	
556800	Rec. Software	200	-	200	-	200	200	-	200	200	
565250	Park Improvements Grant	400,000	-	-	-	-	-		-	-	
641000	Vehicle	7,400	-	1,000	730	2,500	-	3,147	7,500	15,000	
	Totals	**446,150**	**34,524**	**47,030**	**36,306**	**47,045**	**30,056**	**29,167**	**54,160**	**60,460**	

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	2013-14 Adopted	2013-14 Expenses	2014-15 Adopted	2014-15 Expenses	2015-16 Adopted	2015-16 Expenses	2016-17 Adopted	2017-18 Requested
Personnel Services	351,729	334,538	361,659	356,510	356,775	336,046	$ 351,713	$ 356,107
Operating Expenses	132,070	130,736	135,945	125,312	139,575	113,394	131,415	134,220
Non Operating/Capital	18,610	0	6,000	-	13,000	458	10,000	16,964
Totals:	**502,409**	**465,274**	**503,604**	**481,822**	**509,350**	**449,898**	**493,128**	**507,291**

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Public Works**

POSITIONS	2015-16 Adopted	2016-17 Requested	2017-18 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 2014-2015		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17	BUDGET YEAR 2017-18	
ACCOUNT	CLASSIFICATION	MODIFIED BUDGET	ACTUAL EXPENDITURES	MODIFIED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	234,759	232,149	236,680	240,379	244,303	247,910	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4						-	
3	TOTAL LINES 1 AND 2 = SALARIES	234,759	232,149	236,680	240,379	244,303	247,910	
4	OVERTIME	2,000	1,345	2,000	1,812	2,000	2,000	
5	TOTAL LINES 3 AND 4	236,759	233,494	238,680	242,191	246,303	249,910	
6	LINES 5 @ .0765 FICA	17,000	16,093	18,200	16,428	18,800	19,127	
7	HEALTH INSURANCE	82,150	79,158	67,145	49,146	59,110	52,320	
8	PENSION	6,250	6,125	8,750	5,334	6,500	11,000	
	Worker Comp.	19,500	21,640	24,000	22,947	21,000	23,750	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	**$ 361,659**	**$ 356,510**	**$ 356,775**	**$ 336,046**	**$ 351,713**	**$ 356,107**	**$ -**

City of South Bay
Operating Services Worksheet

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2013-14		BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
		-	-	-	-						
531200	MEDICAL EXAMINATIONS	1,400	1,111	750	760	750	55	285	750	600	
534050	TRASH REMOVAL	3,650	3,281	3,250	3,198	3,250	2,989	2,863	2,915	2,970	
540100	TRAVEL & PER DIEM	2,000	1,740	1,800	1,565	1,800	1,440	744	1,800	1,800	
541100	TELEPHONE	4,800	5,187	5,700	5,305	5,400	5,718	3,878	6,180	6,480	
543100	ELECTRIC	52,000	51,105	52,000	51,848	52,980	52,292	39,840	53,700	55,800	
543500	W & S Services	3,000	1,700	2,250	1,524	2,250	1,696	1,393	2,000	2,000	
545100	INSURANCE (AUTO)	5,000	4,815	8,452	8,452	8,650	8,622	8,533	8,650	8,650	
546100	REP. & MAINT-EQUIPMENT	8,000	9,794	12,000	12,196	10,000	8,875	5,423	8,000	8,000	
546200	REP. & MAINT-BUILDING	2,720	1,260	3,220	2,059	2,720	812	748	720	1,720	
546500	REP. & MAINT-VEHICLES	10,000	5,441	6,000	5,396	8,000	6,472	3,123	6,000	5,000	
551100	OFFICE SUPPLIES	500	256	500	343	500	437	35	500	200	
552000	UNIFORMS	1,500	905	775	648	775	-	1,849	700	500	
552100	OPERATING SUPPLIES	4,000	5,155	4,000	4,787	4,000	4,765	4,176	4,000	5,000	
552200	GAS & OIL	20,000	19,736	16,750	14,966	20,000	12,040	9,000	15,000	13,500	
553100	MOSQUITO CONTROL	5,000	3,809	7,998	7,990	5,000	2,495	11,154	10,000	17,000	
553200	ROAD MATERIAL & SUPPLIES	5,000	2,331	5,000	983	10,000	1,406	920	5,000	2,000	
554200	MEMBERSHIP, DUES & SUBS	500	676	1,000	696	500	397	299	500	500	
554300	EMPLOYEE DEVELOPMENT	2,000	1,036	1,500	1,232	2,000	696	1,823	2,000	2,500	
581001	CAPITAL LEASE	-	-	-	-	-	-	3,476	-	5,964	
633000	SIGNS	1,000	146	3,000	410	1,000	2,187	803	3,000	2,000	
644000	EQUIPMENT	11,610	4,252	6,000	954	6,000	458	299	3,000	2,000	
646000	EQUIPMENT/VEHICLES	7,000	7,000	-	-	7,000	-	-	7,000	7,000	
	Totals	**150,680**	**130,736**	**141,945**	**125,312**	**152,575**	**113,852**	**100,664**	**141,415**	**151,184**	

CITY OF SOUTH BAY

CROSS ROADS OF SOUTH FLORIDA

FY 2017-2018

Proposed Budget

Capital Project

CITY OF SOUTH BAY
CAPITAL PROJECT - FUND 318
2017 - 2018

		2015-2016		2016-2017		2017-18
Revenues:		BUDGET	YTD ACTUAL	BUDGET	YTD 9 Month	Proposed Budget
318-033-334410	PBC Grant	$ 400,000	$ 4,900	$ 400,000	$ -	$ 395,100
318-033-334411	DOT - Street Resurfacing	170,000	169,468	-	-	-
318-033-334412	DOT - Street Improvement (MLK)	1,416,687	144,042	1,416,687	521,024	-
318-033-334413	DOT - Street Resurfacing 2nd Proj.	-	-	170,000	22,104	147,896
318-033-335180	Local Gov 1 Cent Sales Tax	-	-	125,000	72,799	225,000
	Transfer In From GF 2015-16	336,921	81,921	-	-	-
318-036-361100	Interest Income	-	-	-	25	
318-038-381001	Transfer In From GF	-	-	471,889	317,394	125,000
	Fund Balance					471,889
	Total Revenues	$ 2,323,608	$ 400,331	$ 2,583,576	$ 933,346	$ 1,364,885
Expenditures:						
318-311-546100	Building Maintenance	$ 125,000	$ -	$ 125,000	$ 38,549	$ 86,451
318-311-546150	Park Improvement	400,000	5,550	400,000	-	395,100
318-311-546200	Street Improvement	1,416,687	144,042	1,416,687	763,019	-
318-311-546210	Street Imp. Resurfacing Project	381,921	170,268	448,121	22,104	147,896
318-311-546215	Local Street Improvement Project	-	-	193,768	-	735,438
	Fund Balance		80,471	-	-	
	Total Expenditures	$ 2,323,608	$ 400,331	$ 2,583,576	$ 823,672	$ 1,364,885

FY 2017-2018
Proposed Budget

Water and Sewer

CITY OF SOUTH BAY
PROPOSED BUDGET - W&S (410)
2017-18

		2014-2015		2015-2016		2016-17			2017-18
		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month	% of Collection	Proposed Budget
Revenues:									
410-034-343910	Municipal Entity Revenue	$ 135,000	$ 152,928	$ 135,000	$ 149,725	$ 150,000	$ 92,241	61%	$ 150,000
410-036-361100	Interest	200	729	500	734	950	502	53%	875
410-036-363200	Grant EPA	-	-	-	-	-		-	-
		-		-	-				
	Total Revenues	135,200	153,657	135,500	150,459	150,950	92,743	61%	150,875
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	60,000	60,000	45,000	75%	60,000
410-431 -546400	W & S Maintenance	-	-	-	-	-	-	0%	-
410-431-546600	Refund	-	14,000	14,000	14,000	-	-	-	-
410-431-571550	Loan P & I	47,310	13,592	47,310	47,310	47,310	39,424	83%	47,310
410-431-599000	Depreciation	-	2,570	-	-	-	-		-
410-441-581001	Transfer out to GF/Administ	-	-	-	-	-	-	0%	-
410-441-590000	Reserve	86,890	122,495	13,190	28,149	42,640	7,319	-	42,565
	Total Expenditures	$ 135,200	$ 153,657	$ 135,500	$ 150,459	$ 150,950	$ 92,743	61%	$ 150,875
		-	-	-	-	-	-		-

CITY OF SOUTH BAY

CROSS ROADS OF SOUTH FLORIDA

FY 2017-2018

Proposed Budget

Sanitation

CITY OF SOUTH BAY
PROPOSED BUDGET - SANITATION (440)
2017-2018

		2014-2015		2015-2016		2016-2017			2017-2018
							YTD		Proposed
Revenues:		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	9 Month	% Of Collection	Budget
440-034-343411	GARBAGE REMOVAL FEE	$ 475,000	$ 519,589	$ 495,000	$ 531,578	$ 495,000	$ 335,954	68%	$ 505,500
440-034-343414	TRASH REMOVAL	75,500	85,427	77,500	86,563	77,500	55,085	71%	81,000
440-034-343415	RECYCLING FEE	21,500	24,187	21,500	27,111	21,500	15,495	72%	22,500
440-036-361100	INTEREST	-	4,401	3,650	5,743	5,000	5,808	116%	6,750
	Total Revenues	572,000	633,604	597,650	650,995	599,000	412,342	69%	615,750
Expenditures:									
440-811-544200	Bank Service Charge								-
440-811-544400	Collection Fee	5,720	6,267	5,977	6,458	6,000	4,599	77%	6,000
440-811-544500	Contract Services	343,000	336,344	343,000	331,727	355,000	344,563	97%	443,935
440-811-54xxxx	Refund		124	-	-	-	-	0%	-
440-900-581001	Transfer out to GF (Admin. Fee)	-	-	59,765	59,765	59,900	-	0%	61,575
440-900-599000	Reserve	223,280	290,869	188,908	253,045	178,100	63,180	-	104,240
	Total Expenditures	$ 572,000	$ 633,604	$ 597,650	$ 650,995	$ 599,000	$ 412,342	69%	$ 615,750
	Net Income	-	-	-	-	-	-		-