

City of South Bay



Proposed Budget FY 2018-2019



FY 2018-2019

Proposed Budget

General Fund

CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2018-19

		2015-2016		2016-2017		2017-2018		% of Collection	2018-19 Proposed Budget
		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month		
001-031-311100	AD VALOREM TAXES	\$ 348,036	\$ 348,404	\$ 368,324	\$ 367,962	\$ 387,461	\$ 297,773	77%	\$ 409,198
001-031-311200	DELINQUENT AD VAL. TAX	8,175	15,252	2,650	8,356	3,950	3,849	97%	3,750
001-031-312410	LOCAL OPTION GAS TAX	80,000	74,726	75,950	88,016	86,950	51,870	60%	89,950
001-031-312420	.05 LOCAL OPT GAS TAX	37,700	34,463	35,070	39,769	39,500	24,108	61%	41,250
001-031-313100	ELECTRICAL FRANCHISE FEE	167,750	186,155	173,400	192,944	177,500	102,672	58%	181,500
001-031-313300	WASTE Management Franchise FEE	29,500	29,494	35,000	43,631	39,235	20,405	52%	43,500
001-031-313700	SOLID WASTE FR FEE	1,850	1,353	1,150	2,394	2,150	399	19%	1,850
001-031-314100	ELECTRICAL UTILITY TAX	233,150	241,422	245,000	251,660	245,000	170,957	70%	249,500
001-031-314200	TELEPHONE UTILITY TAX	51,000	54,465	52,620	51,763	54,850	32,162	59%	52,750
001-031-314400	PROPONE UTILITY TAX	7,200	9,356	7,800	5,523	7,800	4,151	53%	5,450
001-031-319150	FUEL TAX REFUND	850	766	850	1,119	850	540	64%	850
001-032-321000	OCCUPATIONAL LICENSES	13,150	12,729	13,000	15,508	13,500	15,513	115%	15,500
001-032-321200	QUALIFYING FEES	-	-	200	125	150	100	0%	-
001-032-322000	BUILDING PERMIT	97,500	109,204	200,000	65,535	140,000	206,373	147%	57,500
001-032-328200	COUNTY OCCUPATIONAL LIC	10,000	12,753	10,000	14,373	11,750	7,621	65%	12,550
001-033-331398	CDBG Payroll	81,785	41,020	30,212	36,421	30,372	19,802	65%	63,644
001-033-334412	Dept. Of Economic Opportunity	-	-	-	470,900	-	-	0%	-
001-033-334417	JAG Grant	-	385	-	-	-	-	0%	-
001-033-335120	STATE REVENUE SHARING	155,880	167,789	171,000	186,601	195,863	140,737	72%	199,000
001-033-335140	MOBILE HOME LICENSE TAX	1,375	1,271	1,375	1,488	1,275	1,347	106%	1,315
001-033-335150	ALCOHOLIC BEV LICENSE	1,175	1,028	750	489	750	710	95%	750
001-033-335180	LOCAL GOVT 1/2 SALES TAX	225,500	241,632	250,000	253,300	267,000	168,118	63%	265,900
001-033-336100	PAYMENT IN LIEU OF TAXES	13,150	15,198	15,000	11,266	9,750	4,925	51%	4,750
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	175	181	175	266	175	1,050	0%	1,450
001-034-341600	DOT STREET LIGHT	10,792	10,792	13,065	13,065	13,457	13,457	100%	13,861
001-034-342915	PUBLIC SAFETY- CARNIVAL	-	-	5,825	5,825	4,750	-	0%	4,750
001-034-343413	MOSQUITO FEES	33,000	38,178	33,500	36,033	35,550	22,452	63%	36,000
001-035-351100	FINE & FORFEITURES	5,250	4,135	4,500	4,844	4,500	2,847	63%	4,500
001-036-361100	INTEREST EARNINGS	360	783	700	774	750	4,330	0%	10,000
001-036-361120	INTEREST - AD Valorem Tax	100	2,111	125	799	225	20	9%	175
001-036-362000	RENTAL - COMMERCE CENTER	7,800	7,800	7,800	5,850	3,400	3,250	96%	7,800
001-036-362101	TOWER 900	15,000	15,000	15,000	15,000	15,000	11,250	75%	15,000
001-036-362102	MAGISTRATE FEE	-	2,219	67,000	67,900	-	-	0%	-
001-036-362111	RENTAL-RECREATION FAC.	7,250	9,665	10,000	8,500	10,000	4,575	46%	7,500
001-036-363290	INSURANCE REFUND	-	5,042	-	4,929	-	9,564	0%	-
001-036-364001	SALE OF REAL ESTATE	255,000	-	249,893	249,894	-	-	0%	-
001-036-364310	SALES OF FIXED ASSETS	-	1,053	-	-	-	-	-	-
001-036-366200	ORATORICAL CONTEST	-	400	400	462	400	463	116%	400
001-036-366250	Tanner Park Summer Program	-	-	-	430	-	-	-	-
001-036-366450	DONATIONS	15,900	16,700	10,000	20,824	10,000	7,911	79%	10,000

**CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2018-19**

		2015-2016		2016-2017		2017-2018		% of Collection	2018-19 Proposed Budget
		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month		
001-036-366451	IN KIND CONTRIBUTION	-	-	-	-	-	25,500	0%	-
001-036-366465	DONATIONS BAYFEST	-	-	-	-	-	7,629	0%	10,000
001-036-366551	DONAT. SENIOR CITIZEN - RESTRICTED	4,160	-	4,403	-	4,640	-	0%	4,883
001-036-369100	MISCELLANEOUS REVENUE	2,000	6,146	2,000	2,645	2,000	1,809	90%	2,000
001-038-381440	TRANS. FROM SANITATION	59,765	59,765	59,900	59,900	61,575	-	0%	80,000
		-	-	-	-	-	-	-	-
		\$ 2,256,838	\$ 2,054,395	\$ 2,449,197	\$ 2,882,643	\$ 2,157,638	\$ 1,665,799	77%	\$ 2,184,336

**City of South Bay
Projected Expenditures Summary
General Fund
2018-19**

Depart.	Department	Position FTE	Personnel	Operating	Capital/non operat	TOTAL	%	2017-2018 Budget
101	Legislative	5	\$ 59,405	\$ 20,955	\$ -	\$ 80,360	3.68	\$ 82,325
111	City Manager Office	2	177,131	23,860	3,020	204,011	9.34	199,380
121	City Clerk	1.5	65,225	14,775	1,200	81,200	3.72	79,260
131	Finance	2	174,932	2,895	800	178,627	8.18	177,384
141	Legal	-	-	70,000	-	70,000	3.20	70,000
151	Planning & Zoning	2	88,930	57,225	10,800	156,955	7.19	183,225
161	Human Resource	-	15,350	5,045	-	20,395	0.93	19,013
191	Non Department	0.50	10,765	324,495	-	335,260	15.35	277,768
311	Community Development	2	117,045	18,300	700	136,045	6.23	146,090
611	Public Safety	-	-	189,855	-	189,855	8.69	185,761
711	Parks & Recreational	2	71,269	49,610	10,800	131,679	6.03	105,141
811	Public Works	7	372,055	139,230	20,664	531,949	24.35	507,291
	Transfer to Capital Project Fund		-	-	-	68,000	3.11	125,000
		24	1,152,107	916,245	47,984	2,184,336	100.00	2,157,638

City of South Bay
2018-19

Total estimated Revenues

2,184,336

Excess of expenses over revenues

(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		2014-15		2015-16		2016-2017		2017-18	2018-19
Classification		Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Request
Personnel Services		85,080	83,092	65,580	51,364	54,845	55,448	64,200	\$ 59,405
Operating Expenses		20,500	13,231	19,075	11,940	21,725	19,847	18,125	20,955
Non Operating/Capital		-	-	-	-	-	-	-	-
	Totals:	105,580	96,323	84,655	63,304	76,570	75,295	82,325	80,360

Narrative Description of Budget Highlights:

City of South Bay
2018-19 Budget

City of South Bay POSITION SUMMARY

Department Name:

Legislative

POSITIONS	2016-17 Actual	2017-18 Actual	2018-19 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
2018-19 Budget

City of South Bay
FUND: 001 General Fund
DEPARTMENT: Legislative

		Budget 2015-16		Budget 2016-17		Budget 2017-18	BUDGET YEAR 2018-19	
		BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
ACCOUNT	CLASSIFICATION							
1	TOTAL: SALARIES - BROUGHT FORWARD	\$ 28,500	\$ 28,500	\$ 36,000	\$ 36,000	\$ 43,500	\$ 43,500	\$ 43,500
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	\$ -	\$ -				\$ -	
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 28,500	\$ 28,500	\$ 36,000	\$ 36,000	\$ 43,500	\$ 43,500	\$ 43,500
4	OVERTIME	\$ -	\$ -				\$ -	
5	TOTAL LINES 3 AND 4	\$ 28,500	\$ 28,500	\$ 36,000	\$ 36,000	\$ 43,500	\$ 43,500	\$ 43,500
6	LINES 5 @ .0765 FICA	\$ 2,180	\$ 1,848	\$ 2,720	\$ 2,570	\$ 3,330	\$ 3,330	\$ 3,330
7	HEALTH INSURANCE	\$ 26,350	\$ 11,808	\$ 7,250	\$ 6,598	\$ 4,320	\$ -	\$ -
				\$ -	\$ -	\$ -		
8	PENSION	\$ 8,000	\$ 8,458	\$ 8,000	\$ 9,405	\$ 12,050	\$ 11,150	\$ 11,150
	FRS Contribution							
	Worker Compensation	\$ 550	\$ 750	875	875	1,000	1,425	\$ 1,425
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 65,580	\$ 51,364	\$ 54,845	\$ 55,448	\$ 64,200	\$ 59,405	\$ 59,405

City of South Bay
2018-19 Budget

FUND: GENERAL
DEPARTMENT Legislative

**City of South Bay
2018-19 Budget**

City of South Bay

DEPARTMENT:

City Manager

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

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

City of South Bay
2018-19 Budget

City of South Bay

Budget Summary

Department: City Manager

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Expenses	Adopted Budget	Requested
Personnel Services	131,925	129,319	137,665	139,748	173,825	174,117	173,180	177,131
Operating Expenses	16,640	15,098	25,855	23,262	20,825	20,021	20,140	23,860
Debt Services	6,060	6,030	6,060	6,030	6,060	6,030	6,060	3,020
Non Operating/Capital	-	-	-	-	-	-	-	-
Totals:	154,625	150,447	169,580	169,040	200,710	200,168	199,380	204,011

Narrative Description of Budget Highlights:

City of South Bay POSITION SUMMARY

Department Name: **City Manager**

POSITIONS	2016-17 Actual	2017-18 Actual	2018-19 Requested	Difference
City Manager	1	1	1	-
Executive Secretary	1	1	1	-
Administrative Assistant/Reception	-	-	-	-
TOTALS	2	2	2	0

City of South Bay

FUND: 001 General Fund
DEPARTMENT: City Manager

		Budget 2015-16		BUDGET 2016-17		BUDGET 2017-18	BUDGET 2018-19
		Adopted BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED
ACCOUNT	CLASSIFICATION						
1	SALARIES	116,500	118,110	144,419	144,320	144,238	144,966
2	Over time ON FORM 4	-	-	-	-	-	-
3	TOTAL LINES 1 AND 2 = SALARIES	116,500	118,110	144,419	144,320	144,238	144,966
4	INCENTIVE PAY	-		-			-
5	TOTAL LINES 3 AND 4	116,500	118,110	144,419	144,320	144,238	144,966
6	LINES 5 @ .0765 FICA	8,910	8,799	11,040	10,850	10,980	11,090
7	HEALTH INSURANCE	4,300	4,153	4,500	3,915	3,575	4,875
8	PENSION	6,630	7,036	12,366	12,561	12,600	12,650
	WORKER'S COMPENSATION	1,325	1,650	1,500	2,471	1,787	3,550
	Medical Exam		-		-		
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	137,665	139,748	173,825	174,117	173,180	\$ 177,131

City of South Bay
2018-19 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT City Manager

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2014-15		BUDGET 2015-16		BUDGET 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
540100	Travel & Per Diem	\$ 5,100	\$ 6,201	\$ 14,250	\$ 13,788	\$ 10,000	\$ 9,910	\$ 9,735	\$ 9,000	\$ 10,500	
541100	Telephone	1,700	1,318	1,700	1,281	1,365	1,153	868	1,365	1,260	
545100	Insurance (auto)	615	600	600	606	610	539	569	595	600	
546500	Rep. & Main. Vehicles	875	590	1,500	1,838	1,500	2,020	1,832	1,500	3,250	
551100	Office Supplies	600	408	600	430	600	173	308	600	600	
552100	Operating Supplies	750	257	750	33	750	506	117	750	750	
552200	Gas & Oil	4,000	2,944	3,000	2,228	3,000	2,425	2,087	2,700	3,250	
554200	Membership, Dues & Sub.	1,000	755	1,000	2,130	1,000	1,275	1,717	1,630	1,650	
554300	Employee Development	1,500	1,425	1,500	475	1,500	1,520	750	1,500	1,500	
556100	Promotional Activities	500	600	500	-	500	500	450	500	500	
580000	Auto Lease	6,060	6,030	6,060	6,030	6,060	6,030	5,025	6,060	3,020	
644000	Equipment	-	-	455	453	-	-	-	-	-	
646000	Equipment/Vehicles	-	-	-	-	-	-	-	-	-	
Totals		\$ 22,700	\$ 21,128	\$ 31,915	\$ 29,292	\$ 26,885	\$ 26,051	\$ 23,458	\$ 26,200	\$ 26,880	\$ -

City of South Bay
2018-19 Budget

City of South Bay

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

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

City of South Bay

Budget Summary

Department: **City Clerk**

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Request
Personnel Services	50,200	49,639	49,580	49,897	65,994	55,974	60,585	65,225
Operating Expenses	16,120	14,108	10,020	8,261	22,500	14,167	17,475	14,775
Non Operating/Capital	0	0	1,050	1,500	1,050	1,500	1,200	1,200
Totals:	66,320	63,747	60,650	59,658	89,544	71,641	79,260	\$ 81,200

Narrative Description of Budget Highlights:

City of South Bay

City of South Bay

FUND: 001 General Fund

DEPARTMENT:

		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		Adopted Budget 2017 18	BUDGET YEAR 2018-19	
		ADOPTED BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	Actual EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	39,780	40,293	54,974	45,791	49,595	53,255	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES	39,780	40,293	54,974	45,791	49,595	53,255	
4	OVERTIME							
5	TOTAL LINES 3 AND 4	39,780	40,293	54,974	45,791	49,595	53,255	
6	LINES 5 @ .0765 FICA	3,000	2,881	4,170	3,289	3,790	4,075	
7	HEALTH INSURANCE	4,800	4,713	4,800	4,846	5,100	5,650	
8	PENSION	2,000	2,010	2,050	2,048	2,100	2,245	
	Worker Comp.	-	-	-	-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	49,580	49,897	65,994	55,974	60,585	65,225	\$ -

City of South Bay
2018-19 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: City Clerk

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2014-15		FISCAL YEAR 2015-16		BUDGET 2016-17		BUDGET 2017-18		BUDGET YEAR 2018-19	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
001-121-523100		\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-121-531200	Medical Exams		-				300	300	-	-	-
001-121-534500	Election Expense	5,052	5,051			10,000	4,959	5,487	5,000	1,900	-
001-121-540100	Travel & Per Diem	250	170	250	545	400	1,822	1,984	800	2,000	-
001-121-541100	Telephone	720	704	720	855	900	810	519	800	800	-
001-121-549100	Advertising	5,798	4,808	6,500	4,859	6,500	3,958	2,332	6,500	4,500	-
001-121-549200	Charter Review	1,750	1,656	-	11	1,800	1,538	500	300	500	-
001-121-549400	Codification	-	-	-	-	-	-	213	1,500	2,500	-
001-121-551100	Office Supplies	750	795	750	510	750	249	476	750	750	-
001-121-552100	Operating Supplies	300	394	300	154	300	156	14	300	300	-
001-121-554200	Membership Dues	850	530	850	911	850	345	110	525	525	-
001-121-554300	Employee Development	650	-	650	416	1,000	400	935	1,000	1,000	-
001-121-641000	Office Equipment	-	-			-		-	-	-	-
001-121-644000	Equipment	-	-	1,050	1,500	1,050	1,130	437	1,200	1,200	-
Totals		\$ 16,120	\$ 14,108	\$ 11,070	\$ 9,761	\$ 23,550	\$ 15,667	\$ 13,307	\$ 18,675	\$ 15,975	\$ -

City of South Bay
2018-19 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	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted Budget	Requested
Personnel Services	175,885	171,520	170,953	166,474	172,376	168,762	171,564	174,932
Operating Expenses	4,970	3,135	1,895	1,421	2,345	1,828	2,820	2,895
Non Operating/Capital	1,450	1,289	1,450	1,289	1,000	478	3,000	800
Totals:	182,305	175,944	174,298	169,184	175,721	171,068	177,384	178,627

Narrative Description of Budget Highlights:

City of South Bay POSITION SUMMARY

Department Name:

Finance

POSITIONS	2016-17 Actual	2017-18 Budget	2018-19 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
2018-19 Budget**

City of South Bay

FUND: 001 General Fund
DEPARTMENT: Finance

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	BUDGET YEAR 2018-19	
		ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	\$ 113,322	\$ 116,944	\$ 122,225	\$ 123,907	\$ 123,274	\$ 127,862	
2								
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 113,322	\$ 116,944	\$ 122,225	\$ 123,907	\$ 123,274	\$ 127,862	
4	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -		
5	TOTAL LINES 3 AND 4	\$ 113,322	\$ 116,944	\$ 122,225	\$ 123,907	\$ 123,274	\$ 127,862	
6	LINES 5 @ .0765 FICA	\$ 8,650	\$ 7,878	\$ 9,320	\$ 8,656	\$ 9,430	\$ 9,780	
7	HEALTH INSURANCE	\$ 43,065	\$ 38,789	\$ 34,800	\$ 33,436	\$ 32,700	\$ 30,900	
8	PENSION	\$ 5,666	\$ 2,863	\$ 5,831	\$ 2,763	\$ 6,160	\$ 6,390	
	Worker Com	\$ 250	\$ -	\$ 200	\$ -	\$ -	\$ -	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 170,953	\$ 166,474	\$ 172,376	\$ 168,762	\$ 171,564	\$ 174,932	

City of South Bay
2018-19 Budget

**City of South Bay
Operating Services Worksheet**

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2014-15		FISCAL Year 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		BUDGET	EXPENDITURES	ACTUAL	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531200	Medical examination	-	-						-	-	
532000	Software Training								-	-	
540100	Travel & Per Diem	400	464	400	522	400	56	325	315	315	
541100	Telephone	720	718	720	644	720	750	519	780	780	
546100	R & M Equipment	400	-	150	-	150	-		-	-	
551100	Office Supplies	750	756	550	653	550	722	498	550	550	
552100	Operating Supplies	450	17	350	94	350	220		275	275	
554200	Membership & Dues	1,250	384	175	185	175	80	45	225	225	
554300	Employee Development	1,000	796	1,000	612	1,000	478	525	675	750	
641000	Office Equipment	1,450	1,289	-	-	-	-	2,951	3,000	800	
Totals		\$ 6,420	\$ 4,424	\$ 3,345	\$ 2,710	\$ 3,345	\$ 2,306	\$ 4,863	\$ 5,820	\$ 3,695	-

City of South Bay
2018-19 Budget

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	2014-15		2015-16		2016-17		Adopted	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	2017-18	Requested
Personnel Services								
Operating Expenses	70,000	65,432	70,000	63,668	70,000	62,304	70,000	70,000
Debt Services								
Non Operating/Capital	-							
Totals:	70,000	65,432	70,000	63,668	70,000	62,304	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
2018-19

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	2014-15		2015-16		2016-17		BUDGET 2017-18		2018-19	
			Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Actual 9 Month	BUDGET	BUDGET REQUEST 2018-19	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	\$ 59,734	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 45,000	\$ 60,000	\$ 60,000	
		2 -Estimated cost for legal and magistrate for enforcement to be contracted out	8,750	4,429	8,750	2,290	8,750	990	-	8,750	8,750	
		3- Operating Expenses	1,250	1,269	1,250	1,378	1,250	1,314	1,237	1,250	1,250	
			\$ 70,000	\$ 65,432	\$ 70,000	\$ 63,668	\$ 70,000	\$ 62,304	\$ 46,237	\$ 70,000	\$ 70,000	

City of South Bay
2018-19 Budget

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
2018-19 Budget

City of South Bay

Budget Summary

Department: **Code Enforcement**

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	46,065	45,713	81,434	55,027	83,772	49,949	77,800	88,930
Operating Expenses	46,270	44,306	61,970	55,933	147,330	53,226	98,225	57,225
Non Operating/Capital			-		3,000	904	7,200	10,800
Totals:	92,335	90,019	143,404	110,960	234,102	104,079	183,225	156,955

Narrative Description of Budget Highlights:

City of South Bay POSITION SUMMARY

Department Name:

Code Enforcement

[illegible]

**City of South Bay
2018-19 Budget**

City of South Bay

FUND: 001 General Fund
DEPARTMENT Code Enforcement

		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	BUDGET YEAR 2018-19	
ACCOUNT	CLASSIFICATION	BUDGET	ACTUAL EXPENDITURES	BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	60,529	43,039	60,887	39,351	60,565	59,935	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-		-		-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	60,529	43,039	60,887	39,351	60,565	59,935	
4	OVERTIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	60,529	43,039	60,887	39,351	60,565	59,935	
6	LINES 5 @ .0765 FICA	4,910	2,884	4,660	2,737	4,635	4,585	
7	HEALTH INSURANCE	13,760	8,874	14,950	6,111	10,000	20,840	
8	PENSION	1,710	230	1,750	948	750	1,720	
	Worker Compensation	525	-	1,525	802	1,850	1,850	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	81,434	55,027	83,772	49,949	77,800	88,930	

City of South Bay
2018-19 Budget

**City of South Bay
Operating Services Worksheet**

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2014-15		FISCAL YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Adopted BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
				-	-		-		-		
531200	Medical Examinations				322	-	300	300	-	\$ -	
531300	Professional service	\$ 40,000	\$ 39,879	\$ 50,000	\$ 48,739	\$ 137,000	\$ 48,260	\$ 46,472	\$ 90,000	50,000	
540100	TRAVEL & PER DIEM	650	633	425	773	425	827	2,754	750	675	
541100	TELEPHONE	720	718	720	644	1,440	520	927	1,500	1,500	
545100	INSURANCE (AUTO)	450	425	475	862	865	793	1,365	950	1,100	
546500	R & M Vehicle	1,050	751	1,250	314	1,500	799	721	1,500	1,000	
547100	PRINTING/ADVERTISING	750	-	750	514	500	121	14	500	250	
551100	OFFICE SUPPLIES	500	74	500	341	500	127	129	500	300	
552000	UNIFORMS	-	154	-	280	200	491	183	450	225	
552100	OPERATING SUPPLIES	250	268	3,150	802	3,150	124	-	375	375	
552200	GAS & OIL	1,350	964	1,150	888	1,150	1,128	1,599	1,100	1,200	
554300	Employee Development	550	440	550	550	600	640	1,415	600	600	
580000	Auto Lease	-	-	-	-	-	-	2,699	7,200	10,800	
644000	Office Equipment	-	-	3,000	904	3,000	-	-	-	-	
646000	Equipment/Vehicles	-	-	-	-	-	-	-	-	-	
	Totals	\$ 46,270	\$ 44,306	\$ 61,970	\$ 55,933	\$ 150,330	\$ 54,130	\$ 58,578	\$ 105,425	\$ 68,025	\$ -

City of South Bay
2018-19 Budget

City of South Bay
Human Resources
DEPARTMENT:
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

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

City of South Bay

Budget Summary

Department: HUMAN RESOURCE

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	12,975	12,219	13,003	13,954	14,655	14,403	14,768	15,350
Operating Expenses	2,705	2,430	4,490	4,113	4,600	2,479	4,245	5,045
Non Operating/Capital							-	-
Totals:	15,680	14,649	17,493	18,067	19,255	16,882	19,013	20,395

Narrative Description of Budget Highlights:

No significant change exists from 2018 to 2019.

**City of South Bay
POSITION SUMMARY**

Department Name: **Human Resources**

POSITIONS	2016-17 Actual	2017-18 Adopted	2018-19 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 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	BUDGET YEAR 2018-19	
ACCOUNT	CLASSIFICATION	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED	BUDGET REQUESTED	MANAGER RECOMMENDED
						BUDGET		
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	10,333	9,761	11,893	11,874	12,113	12,355	-
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-		-
3	TOTAL LINES 1 AND 2 = SALARIES	10,333	9,761	11,893	11,874	12,113	12,355	-
4	OVERTIME					-		-
5	TOTAL LINES 3 AND 4	10,333	9,761	11,893	11,874	12,113	12,355	-
6	LINES 5 @ .0765 FICA	800	752	910	848	925	950	-
7	HEALTH INSURANCE	1,350	1,350	1,320	1,087	1,125	1,425	-
8	PENSION	520	488	532	594	605	620	
	Worker Comp	-	1,603		-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	13,003	13,954	14,655	14,403	14,768	15,350	

City of South Bay
2018-19 Budget

City of South Bay
Operating Services Worksheet

FUND: GENERAL
DEPARTMENT HUMAN RESOURCE

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2014-15		FISCAL YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST
540100	Travel & Per Diem	675	1,035	900	883	675	837	-	900	1,500
541100	Telephone	180	178	180	104	225	355	170	195	195
551100	Office Supplies	300	160	300	100	250	364	303	250	250
552100	Operating Supplies	200	20	200	204	200	12	-	200	200
554200	Membership & Dues	550	652	550	466	500	356	475	700	900
554300	Employee Development	800	385	1,800	1,797	2,500	555	555	2,000	2,000
644000	Equipment			560	559	250	-	-	-	-
Totals		\$ 2,705	\$ 2,430	\$ 4,490	\$ 4,113	\$ 4,600	\$ 2,479	\$ 1,503	\$ 4,245	5,045

City of South Bay

2018-19 Budget

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
2018-19 budget

City of South Bay

Budget Summary Department: Non-Department

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	9,150	9,102	8,400	323	8,400	-	8,615	10,765
Operating Expenses	271,886	221,116	264,465	239,022	261,166	237,365	269,154	324,495
Non Operating/Capital	-				4,050	3,991		
Totals:	281,036	230,218	272,865	239,345	273,616	241,356	277,769	335,260

Narrative Description of Budget Highlights:

POSITION SUMMARY

FUND: 001

Department Name: Non-Department

POSITIONS	2015-16	2016-17	2018-19	Difference
	Expended	Adopted	Requested	
PT Custodian Services	0.5	0.5	0.5	
TOTALS		0.5	0.5	

City of South Bay

2018-19 budget

**City of South Bay
Personnel Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Non-Department

ACCOUNT	CLASSIFICATION	DETAIL-REMARKS	BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
			MODIFIED 2018 BUDGET	ANTICIPATED EXPENDITURES	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD		8,000	-	10,000	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					
3	TOTAL LINES 1 AND 2 = SALARIES		8,000	-	10,000	
4	OVERTIME					
5	TOTAL LINES 3 AND 4		8,000	-	10,000	
6	LINES 5 @ .0765 FICA		615	-	765	
7	HEALTH INSURANCE					
8	PENSION					
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		8,615	-	\$ 10,765	\$ -

City of South Bay
2018-19 budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT Non-Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2014-15		Budget 2015-16		BUDGET 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	Adopted BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
524100	Workers Compensation	1,000	466	1,000	2,370	1,000	839	3,158	1,650	1,350	
525100	Unemployment Compensation	1,250	-	750	-	-	623	1,552	-	1,150	
531200	Medical Exam	-	-	-	-	-	-	900	-	-	
531300	Professional Services	21,400	22,307	14,645	11,317	27,945	24,676	27,246	31,795	77,745	
532100	Accounting & Audit	25,000	25,000	30,325	30,313	24,250	24,245	28,760	31,250	25,500	
534050	Trash Removal	6,450	6,397	6,450	5,979	5,800	5,728	5,895	5,950	5,900	
541100	Telephone	9,400	9,699	11,725	11,925	12,820	13,021	11,065	13,760	14,160	
542100	Postage	4,000	3,136	3,600	3,400	3,600	2,477	2,829	3,600	3,600	
543100	Electric	17,400	13,394	17,400	15,612	17,400	14,352	8,054	16,800	15,600	
543500	Water & Sewer Service	17,160	18,284	17,160	13,002	17,160	16,120	11,453	17,340	17,340	
544400	Mosquito fee Collection	340	356	340	346	340	229	-	340	-	
545100	Liability Insurance	65,000	50,496	51,400	52,939	58,000	55,736	53,345	61,350	61,350	
546100	Repair & Manut.-Equipment	12,000	12,379	10,200	7,027	10,150	6,792	4,935	10,150	9,750	
546200	Repair & Manut.-Building	9,700	9,215	14,450	18,021	14,050	13,790	11,900	10,050	10,050	
548100	Tri-City Meeting	2,250	745	2,250	1,706	1,750	849	1,938	1,500	1,500	
549900	Taxes -(Assessment)	6,500	5,853	6,150	5,853	6,150	5,853	5,821	6,000	6,000	
551100	Office Supplies	2,500	1,695	2,500	1,418	2,500	987	1,144	1,980	1,980	
552100	Operating Supplies	10,000	8,562	10,000	11,274	10,000	9,524	6,787	10,000	10,000	
552400	Pension Administration	4,500	4,000	4,500	4,000	4,500	4,000	2,000	4,500	4,500	
554200	Membership, Dues & Subs	9,850	8,411	9,850	6,713	9,850	8,193	6,727	7,350	7,350	
556110	LORE	5,000	5,000	5,000	5,000	5,000	-	5,000	5,000	5,000	
556210	Special Projects	9,500	11,617	15,900	14,932	8,500	14,676	7,841	10,000	10,000	
570000	FEMA - Debris Removal	-	-	-	-	-	-	89,854	-	-	
581700	Oratorical Contest	1,000	900	1,000	980	1,000	850	925	1,000	1,500	
582100	Holiday Decorations	1,000	1,009	1,000	95	1,000	247	43	1,000	1,000	
599000	Contingency	25,766	2,195	20,000	13,600	13,998	13,558	36,254	12,146	27,287	
644000	Equipment	-	-	2,950	1,200	4,050	3,991	-	-	-	
660000	Property	-	-	-	-	-	-	25,500	-	-	
680000	Restricted Sr. Citizen	3,920	-	3,920	-	4,403	-	-	4,643	4,883	
Totals		271,886	221,116	264,465	239,022	265,216	241,356	360,926	269,154	324,495	-

City of South Bay
2018-19 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
2018-19 Budget

City of South Bay

Budget Summary

Department: Community Development

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expended	Adopted	Expended	Adopted	Requested
Personnel Services	52,975	53,811	123,937	83,724	91,105	54,342	114,490	117,045
Operating Expenses	45,895	41,077	29,705	25,852	27,100	20,114	31,600	18,300
Non Operating/Capital	-	-	-	-	1,000	-	-	700
Totals:	98,870	94,888	153,642	109,576	119,205	74,456	146,090	136,045

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Community Development**

POSITIONS		2016-17 Actual	2017-18 Actual	2018-19 Request	Difference
Economic and Business Development Manager (vacant)		0	1	1	0
Community Development/Fiscal Specialist		1	1	1	0
TOTAL		1	2	2	0

**City of South Bay
2018-19 Budget**

**City of South Bay
Personnel Services Worksheet**

City of South Bay

FUND: 001 General Fund
DEPARTMENT Community Development

		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	BUDGET YEAR 2018-19	
		ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	93,227	63,129	66,350	36,900	84,910	83,630	\$ -
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	93,227	63,129	66,350	36,900	84,910	83,630	\$ -
4	OVERTIME	-	-	-	-	-	-	\$ -
5	TOTAL LINES 3 AND 4	93,227	63,129	66,350	36,900	84,910	83,630	\$ -
6	LINES 5 @ .0765 FICA	7,130	4,375	5,795	2,412	6,500	6,400	\$ -
7	HEALTH INSURANCE	21,570	14,435	16,360	13,210	20,180	21,150	\$ -
8	PENSION	1,660	1,785	2,250	1,820	2,250	4,180	\$ -
9	Worker comp	350	-	350	-	650	1,685	
10	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	123,937	83,724	91,105	54,342	114,490	117,045	\$ -

City of South Bay

2018-19 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 GENERAL
DEPARTMENT: Community Development

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 month	Budget	BUDGET REQUEST	MANAGER RECOMMENDED
		\$ -	\$ -	\$ -	\$ -				\$ -	\$ -	
531200	Medical examination							300	-	-	
531300	Professional services	25,000	25,000	22,500	21,402	7,500	18,600	6,450	-	10,000	
540100	Travel & Per Diem	225	60	1,610	1,643	2,000	-	1,493	1,250	1,500	
541100	Telephone	720	161	720	475	720	41	224	750	750	
545100	Insurance (Auto)	500	460	475	480	480	431	455	450	1,000	
546500	R & M Vehicle	1,000	446	1,000	50	1,000	229	127	1,000	1,000	
551100	Office Supplies	1,000	184	1,000	408	500	39	362	500	500	
552000	Uniform	-	-	-	-	-	-	84	-	-	
552100	Operating Supplies	500	-	500	132	275	-	574	275	275	
552200	Gas & oil	1,200	568	900	658	900	654	849	900	1,200	
554200	Membership & Dues	750	-	500	199	225	-	-	225	225	
554300	Employee Development	500	-	500	405	3,000	120	485	1,250	1,250	
555230	Community Projects	-	-	-	-	1,500	-	-	-	600	
565230	Street Imp. Resurfacing Pro	14,500	14,198	-	-	-	-	-	-	-	
558000	Senior Citizen Housing Rehab	-	-	-	-	-	-	-	25,000	-	
559000	Demolition	-	-	-	-	9,000	-	14,423	-	-	
644000	Office Equipment	-	-	-	-	1,000	-	-	-	700	
	Totals	\$ 45,895	\$ 41,077	\$ 29,705	\$ 25,852	\$ 28,100	\$ 20,114	\$ 25,826	\$ 31,600	\$ 19,000	\$ -

City of South Bay
2018-19 Budget

City of South Bay

DEPARTMENT:

Public Safety

**ORGANIZATIONAL CHART BY
EMPLOYEE CLASSIFICATION**

FUND-001	FUND NAME-General	DEPARTMENT: PUBLIC SAFETY
Reflects contract entered into with Palm Beach County Sheriff during fiscal year 2018-19		

City of South Bay

Budget Summary

Department: **Public Safety**

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			-					
Operating Expenses	175,988	174,329	177,950	176,807	182,388	181,272	185,761	189,855
			-				-	
Non Operating/Capital			-					
Totals:	175,988	174,329	177,950	176,807	182,388	181,272	185,761	189,855

Narrative Description of Budget Highlights:

Reflects contract entered into with Palm Beach County Sheriff, with 2% change is anticipated for fiscal year 2018-2019

**City of South Bay
Operating Services Worksheet**

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET 2014-15		BUDGET 2015-16		BUDGET 2016-17		BUDGET 2017-18		BUDGET YEAR 2018-19	
		ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531300	Professional service		\$ -	\$ -	\$ -				\$ -	\$ -	
541100	Telephone PBCO	1,800	1,592	2,040	2,480	3,000	2,934	2,200	3,100	3,300	
543500	W & S Services	500	-	500	-	500	25	-	225	-	
544500	Contract Services	172,188	172,188	173,910	173,910	177,388	177,836	150,780	180,936	184,555	
546200	Rep & Maint. Building	1,500	549	1,500	417	1,500	477	4,575	1,500	2,000	
552100	Operating Supplies	-	-	-	-	-	-	-	-	-	
645000	Equipment - Grant	-	-	-	-	-	-	-	-	-	
Totals		\$ 175,988	\$ 174,329	\$ 177,950	\$ 176,807	\$ 182,388	\$ 181,272	\$ 157,555	\$ 185,761	\$ 189,855	\$ -

City of South Bay
2018-19 Budget

City of South Bay

DEPARTMENT:

PARKS & RECREATION

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT:
	CITY MANAGER	
	DIRECTOR OF PARKS & RECREATION	
	RECREATIONAL COORDINATOR	

City of South Bay

Budget Summary

Department: **Parks and Recreation**

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted	Request
Personnel Services	34,260	27,672	38,985	38,785	40,830	40,462	46,741	71,269
Operating Expenses	46,030	35,576	44,545	30,156	46,660	36,291	45,460	49,610
Non Operating/Capital	1,000	730	2,500	-	7,500	3,147	15,000	10,800
Totals:	81,290	63,978	86,030	68,941	94,990	79,900	107,201	131,679

Narrative Description of Budget Highlights:

City of South Bay

2018-19 Budget

City of South Bay POSITION SUMMARY

Department Name: Parks & Recreation

POSITIONS	2016-17	2017-18	2018-19	Difference
	Actual	Actual	Request	
Director	1	1	1	0
RECREATIONAL COORDINATOR	-	-	1	1
Camp Counselor (PT)	1	1	-	-1
TOTALS	2	2	2	0

**City of South Bay
Personnel Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Parks & Recreation

ACCOUNT CLASSIFICATION			BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	BUDGET YEAR 2018-19	
			MODIFIED BUDGET	Actual EXPENDITURES	MODIFIED BUDGET	Actual EXPENDITURES	ADOPTED	BUDGET REQUESTED	MANAGER RECOMMENDED
							BUDGET		
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD		32,000	32,236	32,800	33,302	35,516	56,320	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4		2,500	2,700 -	2,500	2,880 -	5,000	-	
3	TOTAL LINES 1 AND 2 = SALARIES		34,500	34,936	35,300	36,182	40,516	56,320	
4	OVERTIME/PAT TIME		-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4		34,500	34,936	35,300	36,182	40,516	56,320	
6	LINES 5 @ .0765 FICA		1,960	2,638	2,700	2,697	2,945	4,309	
7	HEALTH INSURANCE		100	81	100	105	100	5,740	
8	PENSION		1,600	-	1,600	-	1,675	2,000	
	Worker comp.		825	1,130	1,130	1,478	1,505	2,900	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		\$ 38,985	38,785	40,830	40,462	46,741	71,269	\$ -

City of South Bay
2018-19 Budget

City of South Bay
Operating Services Worksheet

FUND: 001 General Fund
DEPARTMENT: Parks & Recreation

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED Budget	BUDGET Request	MANAGER RECOMMENDED
531200	Medical Examination	-	-	-	300	-	300	50	400	-	
531300	Professional Services	-	30	-	-	-	-	-	-	-	
540100	Travel & Per Diem	-	-	5,000	2,818	5,000	812	585	2,500	2,500	
541100	Telephone	3,600	3,043	3,660	3,347	3,660	3,721	2,643	3,660	3,900	
543100	Electric	9,900	9,266	9,900	7,195	8,400	8,799	6,724	8,400	9,060	
543500	W&S , Trash Services	10,950	9,501	11,200	7,819	8,700	7,515	6,884	8,300	8,140	
545100	Insurance (Auto)	1,200	1,123	1,150	1,119	1,150	1,083	1,067	1,150	1,150	
546100	Rep. & Maint. - Equipment	1,100	1,285	100	-	100	-	-	100	100	
546200	Rep. & Maint. - Building	7,080	6,332	1,610	1,831	7,150	5,341	1,568	2,250	2,250	
546500	Rep. & Maint. - Vehicles	2,150	1,858	2,000	-	2,000	1,457	1,265	1,300	1,300	
551100	Office Supplies	550	-	550	68	550	-	249	550	550	
552100	Uniform	-	-	-	85	-	-	-	100	100	
552100	Operating Supplies	2,500	811	2,500	797	2,500	1,185	672	2,500	2,500	
552200	Gas & Oil	500	583	375	326	450	395	732	450	1,500	
554300	Employee Development	300	-	300	-	300	-	-	300	300	
556100	Promotional Activities -Bay Fest	-	-	-	-	-	200	4,585	5,000	5,000	
556150	Athletic Activities	1,500	-	1,500	-	2,000	1,920	1,854	2,300	5,060	
556250	Senior Citizen Program	1,500	1,050	1,500	3,335	1,500	1,517	1,217	3,000	3,000	
556300	Summer Program	3,000	694	3,000	1,116	3,000	2,046	-	3,000	3,000	
556800	Rec. Software	200	-	200	-	200	-	-	200	200	
580000	Lease Payment	-	-	-	-	-	-	-	-	10,800	
641000	Equipment	1,000	730	2,500	-	7,500	3,147	-	-	-	
646000	Vehicle	-	-	-	-	-	-	-	15,000	-	
Totals		47,030	36,306	47,045	30,156	54,160	39,438	30,095	60,460	60,410	

City of South Bay
2018-19 Budget

City of South Bay

DEPARTMENT:

Public Works

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

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

City of South Bay

Budget Summary Department: Public Works

Expenditure	2014-15		2015-16		2016-17		2017-18	2018-19
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	361,659	356,510	356,775	336,046	351,713	342,617	\$ 368,571	\$ 372,055
Operating Expenses	135,945	125,312	139,575	113,394	141,415	129,983	136,220	139,230
Non Operating/Capital	6,000	0	13,000	458	10,000	5,762	14,964	20,664
Totals:	503,604	481,822	509,350	449,898	503,128	478,362	519,755	531,949

Narrative Description of Budget Highlights:

City of South Bay POSITION SUMMARY

Department Name: **Public Works**

POSITIONS	2016-17 Adopted	2017-18 Requested	2018-19 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

ACCOUNT CLASSIFICATION		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18	BUDGET YEAR 2018-19	
		MODIFIED BUDGET	ACTUAL EXPENDITURES	MODIFIED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	236,680	240,379	244,303	244,072	260,374	258,606	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4						-	
3	TOTAL LINES 1 AND 2 = SALARIES	236,680	240,379	244,303	244,072	260,374	258,606	
4	OVERTIME	2,000	1,812	2,000	607	2,000	2,000	
5	TOTAL LINES 3 AND 4	238,680	242,191	246,303	244,679	262,374	260,606	
6	LINES 5 @ .0765 FICA	18,200	16,428	18,800	16,550	19,127	19,939	
7	HEALTH INSURANCE	67,145	49,146	59,110	47,994	52,320	49,510	
8	PENSION	8,750	5,334	6,500	9,617	11,000	11,000	
	Worker Comp.	24,000	22,947	21,000	23,777	23,750	31,000	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 356,775	\$ 336,046	\$ 351,713	\$ 342,617	\$ 368,571	\$ 372,055	\$ -

City of South Bay
2018-19 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Public Works Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2014-15		BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531200	MEDICAL EXAMINATIONS	750	760	750	55	750	325		600	600	
534050	TRASH REMOVAL	3,250	3,198	3,250	2,989	2,915	2,863	2,947	2,970	2,950	
540100	TRAVEL & PER DIEM	1,800	1,565	1,800	1,440	1,800	1,190	834	1,800	1,500	
541100	TELEPHONE	5,700	5,305	5,400	5,718	6,180	5,921	4,115	6,480	6,480	
543100	ELECTRIC	52,000	51,848	52,980	52,292	53,700	53,878	40,461	55,800	56,700	
543500	W & S Services	2,250	1,524	2,250	1,696	2,000	1,783	1,396	2,000	2,000	
545100	INSURANCE (AUTO)	8,452	8,452	8,650	8,622	8,650	8,533	7,909	8,650	8,700	
546100	REP. & MAINT-EQUIPMENT	12,000	12,196	10,000	8,875	8,000	6,212	5,491	8,000	8,000	
546200	REP. & MAINT-BUILDING	3,220	2,059	2,720	812	720	933	1,793	1,720	2,000	
546500	REP. & MAINT-VEHICLES	6,000	5,396	8,000	6,472	6,000	4,107	3,273	5,000	4,000	
551100	OFFICE SUPPLIES	500	343	500	437	500	91	785	200	500	
552000	UNIFORMS	775	648	775	-	700	1,907	180	500	300	
552100	OPERATING SUPPLIES	4,000	4,787	4,000	4,765	4,000	5,549	4,495	5,000	5,000	
552200	GAS & OIL	16,750	14,966	20,000	12,040	15,000	12,929	9,631	13,500	13,500	
553100	MOSQUITO CONTROL	7,998	7,990	5,000	2,495	20,000	17,894	2,976	17,000	17,000	
553200	ROAD MATERIAL & SUPPLIES	5,000	983	10,000	1,406	5,000	1,744	795	2,000	5,000	
554200	MEMBERSHIP, DUES & SUBS	1,000	696	500	397	500	299	299	500	500	
554300	EMPLOYEE DEVELOPMENT	1,500	1,232	2,000	696	2,000	2,743	778	2,500	2,500	
581001	CAPITAL LEASE	-	-	-	-	-	5,463	4,470	5,964	11,664	
633000	SIGNS	3,000	410	1,000	2,187	3,000	1,082	789	2,000	2,000	
644000	EQUIPMENT	6,000	954	6,000	458	3,000	299	-	2,000	2,000	
646000	EQUIPMENT/VEHICLES	-	-	7,000	-	7,000	-	-	7,000	7,000	
	Totals	141,945	125,312	152,575	113,852	151,415	135,745	93,417	151,184	159,894	

City of South Bay
2018-19 Budget



FY 2018-2019

Proposed Budget

Capital Project

**CITY OF SOUTH BAY
CAPITAL PROJECT - FUND 318
2018 - 2019**

	2016-2017		2017-2018		2018-2019 Proposed
	BUDGET	YTD ACTUAL	BUDGET	YTD 9 Month	Budget
<u>Revenues:</u>					
318-033-334410 PBC Grant	\$ 400,000		\$ 395,100	\$ 38,999	\$ 755,000
318-033-334411 DOT - Street Resurfacing	-	22,104	-	-	1,477,000
318-033-334412 DOT - Street Improvement (MLK)	1,416,687	1,222,336	-	24,527	-
318-033-334413 DOT - Street Resurfacing 2nd Proj.	170,000	-	147,896		
318-033-335180 Local Gov 1 Cent Sales Tax	125,000	161,622	225,000	146,998	251,500
Transfer In From GF 2015-16	-	-	-		-
318-036-361100 Interest Income	-	70		706	3,250
318-038-381001 Transfer In From GF	409,968	409,968	125,000		68,000
318-038-381440 Transfer In From Sanitation Fund	-	-	-	-	50,000
Fund Balance	81,921		471,889	-	-
Total Revenues	\$ 2,603,576	\$ 1,816,100	\$ 1,364,885	\$ 211,230	\$ 2,604,750
<u>Expenditures:</u>					
318-311-546100 Building Maintenance	\$ 125,000	\$ 43,826	\$ 86,451	\$ 6,842	\$ -
318-311-546150 Park Improvement	400,000	600	395,100	38,999	910,000
318-311-546200 Street Improvement MLK	1,416,687	1,222,336	-	24,527	-
318-311-546210 Street Imp. Resurfacing Project	448,121	-	147,896	-	1,477,000
318-311-546211 Street Improvement	-	22,104	-	135,750	-
318-311-546215 Local Street Improvement Project	213,768	-	735,438	-	217,750
Fund Balance		-	-	-	
Total Expenditures	\$ 2,603,576	\$ 1,288,866	\$ 1,364,885	\$ 206,118	\$ 2,604,750



FY 2018-2019

Proposed Budget

Water and Sewer

**CITY OF SOUTH BAY
PROPOSED BUDGET - W&S (410)
2018-2019**

		<u>2015-2016</u>		<u>2016-17</u>		<u>2017-2018</u>		<u>% of Collection</u>	<u>2018-2019 Proposed Budget</u>
		<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>YTD 9 Month</u>		
<u>Revenues:</u>									
410-034-343910	Municipal Entity Revenue	\$ 135,000	\$ 149,725	\$ 150,000	\$ 144,417	\$ 150,000	\$ 94,581	63%	\$ 150,000
410-036-361100	Interest	500	734	950	806	875	1,033	118%	2,150
410-036-363200	Grant EPA	-	-	-	-	-	-	-	-
Total Revenues		<u>\$ 135,500</u>	<u>\$ 150,459</u>	<u>\$ 150,950</u>	<u>\$ 145,223</u>	<u>\$ 150,875</u>	<u>\$ 95,614</u>	63%	<u>\$ 152,150</u>
<u>Expenditures:</u>									
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	60,000	60,000	45,000	75%	60,000
410-431 -546400	W & S Maintenance	-	-	-	-	-	-	0%	-
410-431-546600	Refund	14,000	14,000	-	-	-	-	-	-
410-431-571550	Loan P & I	47,310	47,310	47,310	47,310	47,310	35,482	75%	47,310
410-431-599000	Depreciation	-	-	-	-	-	-	-	-
410-441-581001	Transfer out to GF/Administ	-	-	-	-	-	-	0%	-
410-441-590000	Reserve	13,190	28,149	42,640	36,913	42,565	-	-	43,840
Total Expenditures		<u>\$ 135,500</u>	<u>\$ 150,459</u>	<u>\$ 150,950</u>	<u>\$ 145,223</u>	<u>\$ 150,875</u>	<u>\$ 81,482</u>	54%	<u>\$ 152,150</u>



FY 2018-2019

Proposed Budget

Sanitation

**CITY OF SOUTH BAY
PROPOSED BUDGET - SANITATION (440)
2018-2019**

	<u>2015-2016</u>		<u>2016-2017</u>		<u>2017-2018</u>		<u>% Of Collection</u>	<u>2018-2019 Proposed</u>
	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>YTD 9 Month</u>		
<u>Revenues:</u>								<u>Budget</u>
440-034-343411 GARBAGE REMOVAL FEE	\$ 495,000	\$ 531,578	\$ 495,000	\$ 541,261	\$ 505,500	\$ 317,131	63%	\$ 512,500
440-034-343414 TRASH REMOVAL	77,500	86,563	77,500	88,360	81,000	52,487	65%	82,750
440-034-343415 RECYCLING FEE	21,500	27,111	21,500	26,540	22,500	15,343	68%	24,500
440-036-361100 INTEREST	3,650	5,743	5,000	8,294	6,750	11,918	177%	32,550
Total Revenues	<u>\$ 597,650</u>	<u>\$ 650,995</u>	<u>\$ 599,000</u>	<u>\$ 664,455</u>	<u>\$ 615,750</u>	<u>\$ 396,879</u>	<u>64%</u>	<u>\$ 652,300</u>
<u>Expenditures:</u>								
440-811-544200 Bank Service Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
440-811-544400 Collection Fee	5,977	6,458	6,000	7,174	6,000	4,599	77%	6,000
440-811-544500 Contract Services	343,000	331,727	355,000	433,209	443,935	344,563	78%	443,970
440-811-54xxxx Refund	-	-	-	-	-	-	0%	-
440-900-581001 Transfer out to GF (Admin. Fee)	59,765	59,765	59,900	59,900	61,575	-	0%	80,000
440-900-581318 Transfer out to Capital Project	-	-	-	-	-	-	0%	50,000
440-900-599000 Reserve	188,908	253,045	178,100	164,172	104,240	-	-	72,330
Total Expenditures	<u>\$ 597,650</u>	<u>\$ 650,995</u>	<u>\$ 599,000</u>	<u>\$ 664,455</u>	<u>\$ 615,750</u>	<u>\$ 349,162</u>	<u>57%</u>	<u>\$ 652,300</u>