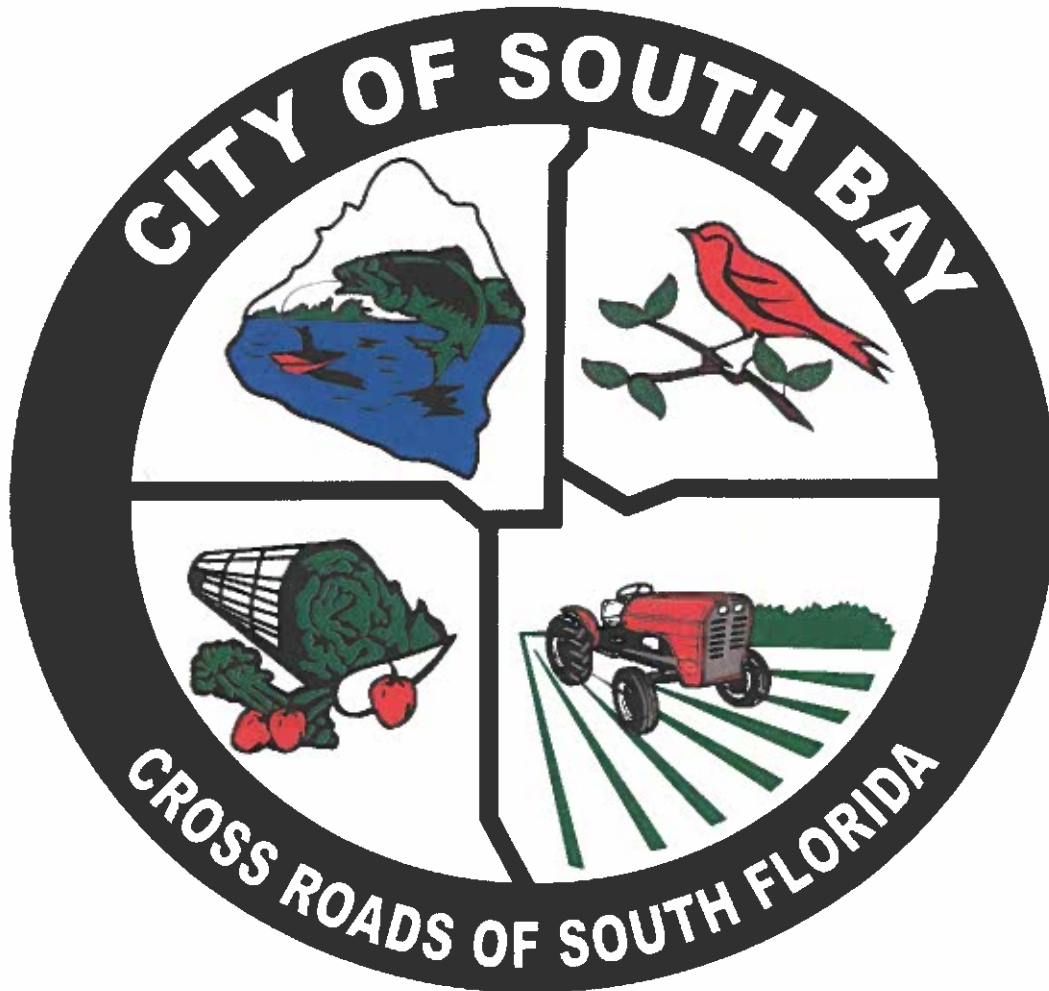


Proposed Annual Budget FY 2019-2020



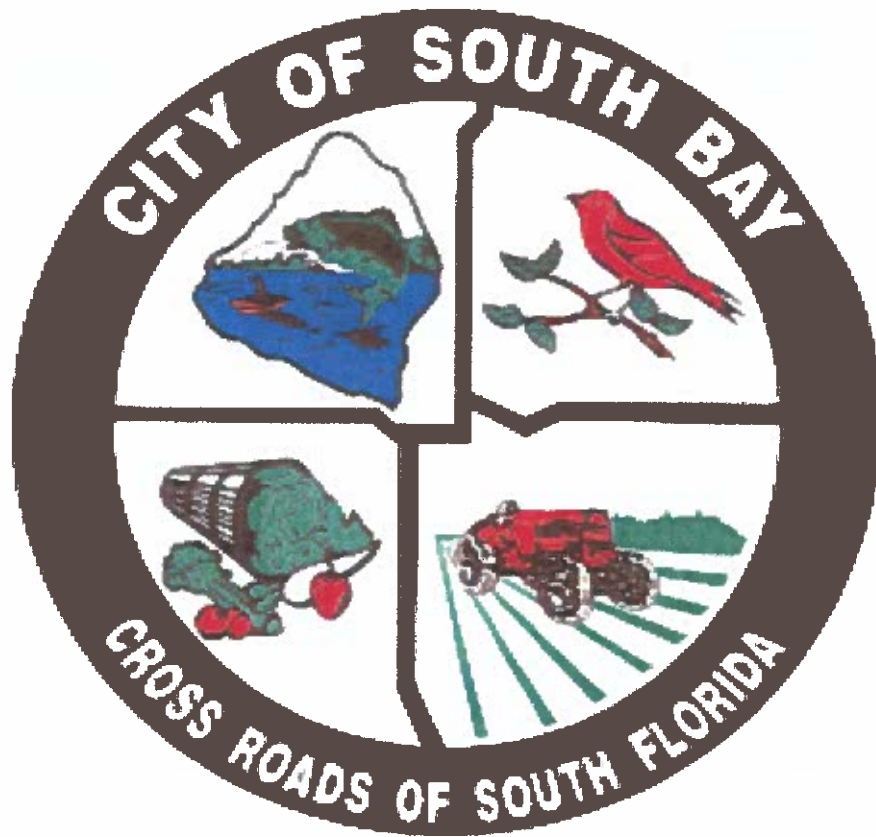
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Cross Roads of South Florida

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FY 2019-2020

Proposed Budget

General Fund

**CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2019-2020**

		2016-2017		2017-2018		2018-2019		% of Collection	2019-2020 Proposed Budget
		BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month		
001-031-311100	AD VALOREM TAXES	\$ 368,324	\$ 367,962	\$ 387,461	\$ 391,472	\$ 409,198	\$ 347,976	85%	\$ 415,249
001-031-311200	DELINQUENT AD VAL. TAX	2,650	8,356	3,950	6,334	3,750	2,121	57%	3,500
001-031-312410	LOCAL OPTION GAS TAX	75,950	88,016	86,950	87,073	89,950	51,733	58%	88,200
001-031-312420	.05 LOCAL OPT GAS TAX	35,070	39,769	39,500	40,309	41,250	24,102	58%	40,200
001-031-313100	ELECTRICAL FRANCHISE FEE	173,400	192,944	180,000	190,317	181,500	105,836	58%	186,000
001-031-313300	WASTE Management Franchise FEE	35,000	43,631	42,000	40,910	43,500	31,425	72%	43,000
001-031-313700	SOLID WASTE FR FEE	1,150	2,394	2,150	644	1,850	175	9%	550
001-031-314100	ELECTRICAL UTILITY TAX	245,000	251,660	245,000	259,063	249,500	169,379	68%	253,800
001-031-314200	TELEPHONE UTILITY TAX	52,620	51,763	54,850	53,138	52,750	28,169	53%	50,500
001-031-314400	PROPONE UTILITY TAX	7,800	5,523	7,800	4,907	5,450	4,076	75%	5,250
001-031-319150	FUEL TAX REFUND	850	1,119	850	827	850	386	45%	750
001-032-321000	OCCUPATIONAL LICENSES	13,000	15,508	13,500	15,775	15,500	15,109	97%	14,500
001-032-321200	QUALIFYING FEES	200	125	150	100	-	-	0%	150
001-032-322000	BUILDING PERMIT	200,000	65,535	217,500	237,759	57,500	110,574	192%	87,500
001-032-328200	COUNTY OCCUPATIONAL LIC	10,000	14,373	11,750	10,841	12,550	11,228	89%	12,550
001-033-331398	CDBG Payroll	30,212	36,421	30,372	36,662	63,644	27,805	44%	32,823
001-033-334412	Dept. Of Economic Opportunity	-	470,900	-	-	-	-	0%	-
001-033-331187	FEMA GRANT	-	-	90,000	90,000	-	-	0%	-
001-033-335120	STATE REVENUE SHARING	171,000	186,601	195,863	197,597	199,000	143,105	72%	199,340
001-033-335140	MOBILE HOME LICENSE TAX	1,375	1,488	1,275	1,505	1,315	1,037	79%	1,250
001-033-335150	ALCOHOLIC BEV LICENSE	750	489	750	1,346	750	392	52%	450
001-033-335180	LOCAL GOVT 1/2 SALES TAX	250,000	253,300	267,000	271,622	265,900	163,579	62%	268,450
001-033-336100	PAYMENT IN LIEU OF TAXES	15,000	11,266	9,750	4,925	4,750	-	0%	11,250
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	266	175	1,646	1,450	1,592	0%	1,750
001-034-341600	DOT STREET LIGHT	13,065	13,065	13,457	13,457	13,861	-	0%	12,849
001-034-342915	PUBLIC SAFETY- CARNIVAL	5,825	5,825	4,750	3,500	4,750	4,888	0%	5,000
001-034-343413	MOSQUITO FEES	33,500	36,033	35,550	35,774	36,000	21,843	61%	36,000
001-035-351100	FINE & FORFEITURES	4,500	4,844	4,500	3,522	4,500	1,508	34%	3,250
001-036-361100	INTEREST EARNINGS	700	774	6,250	7,860	10,000	10,871	0%	15,500
001-036-361120	INTEREST - AD Valorem Tax	125	799	225	59	175	62	35%	175
001-036-362000	RENTAL - COMMERCE CENTER	7,800	5,850	3,400	6,500	7,800	5,850	75%	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	67,000	67,900	-	-	-	175	0%	-
001-036-362111	RENTAL-RECREATION FAC.	10,000	8,500	10,000	8,500	7,500	7,292	97%	8,750
001-036-363290	INSURANCE REFUND	-	4,929	9,500	14,193	-	6,722	0%	-
001-036-364001	SALE OF REAL ESTATE	249,893	249,894	-	-	-	-	0%	-
001-036-366200	ORATORICAL CONTEST	400	462	400	463	400	-	0%	400
001-036-366250	Tanner Park Summer Program	-	430	-	-	-	120	-	-
001-036-366450	DONATIONS	10,000	20,824	10,000	11,788	10,000	9,215	92%	10,000
001-036-366451	IN KIND CONTRIBUTION	-	-	25,500	37,135	-	-	0%	-

**CITY OF SOUTH BAY
PROPOSED BUDGET - GENERAL FUND REVENUES
2019-2020**

	<u>2016-2017</u>		<u>2017-2018</u>		<u>2018-2019</u>		<u>% of Collection</u>	<u>2019-2020 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>		
001-036-366465 DONATIONS BAYFEST	-	-	7,630	7,629	10,000	10,123	0%	-
001-036-366551 DONAT. SENIOR CITIZEN - RESTRICTED	4,403	-	4,640	-	4,883		0%	5,120
001-036-369100 MISCELLANEOUS REVENUE	2,000	2,645	2,000	2,411	2,000	2,005	100%	2,450
001-038-381440 TRANS. FROM SANITATION	59,900	59,900	61,575	61,575	80,000	-	0%	35,000
	-	-		-				
	<u>\$ 2,449,197</u>	<u>\$ 2,882,643</u>	<u>\$ 2,378,533</u>	<u>\$ 2,449,698</u>	<u>\$ 2,184,336</u>	<u>\$ 1,607,283</u>	<u>74%</u>	<u>\$ 2,149,866</u>

**City of South Bay
Projected Expenditures Summary
General Fund
2019-2020**

Depart.	Department	Position FTE	Personnel	Operating	Capital/non operat	TOTAL	%	2018-2019 Budget
101	Legislative	5	\$ 57,405	\$ 33,805	\$ -	\$ 91,210	4.24	\$ 80,360
111	City Manager Office	2	176,293	22,870	8,710	207,873	9.67	204,011
121	City Clerk	1.5	67,435	15,675	1,200	84,310	3.92	81,200
131	Finance	2.5	206,116	2,915	800	209,831	9.76	178,627
141	Legal	-	-	70,000	-	70,000	3.26	70,000
151	Planning & Zoning	2	93,781	51,760	10,800	156,341	7.27	156,955
161	Human Resource	-	15,916	5,045	-	20,961	0.97	20,395
191	Non Department	0.50	10,765	301,515	5,123	317,403	14.76	335,260
311	Community Development	2	123,160	19,500	700	143,360	6.67	136,045
611	Public Safety	-	-	190,650	-	190,650	8.87	189,855
711	Parks & Recreational	2	72,600	46,050	10,800	129,450	6.02	131,679
811	Public Works	7	377,482	138,675	12,320	528,477	24.58	531,949
	Transfer to Capital Project Fund		-	-	-	-	-	68,000
		24.5	1,200,953	898,460	50,453	2,149,866	100.00	2,184,336

City of South Bay
2018-19

Total estimated Revenues 2,149,866

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
2019-20 Budget

City of South Bay

Budget Summary

Department: **Legislative**

Expenditure		2015-16		2016-2017		2017-18		2018-19	2019-20
Classification		Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Request
Personnel Services		65,580	51,364	54,845	55,448	64,200	61,553	59,405	\$ 57,405
Operating Expenses		19,075	11,940	21,725	19,847	20,125	19,320	20,955	33,805
Non Operating/Capital		-	-	-	-	-	-	-	-
Totals:		84,655	63,304	76,570	75,295	84,325	80,873	80,360	91,210

Narrative Description of Budget Highlights:

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
2019-20 Budget**

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

		Budget 2016-17		Budget 2017-18		Budget 2018-19	BUDGET YEAR 2019-20	
ACCOUNT	CLASSIFICATION	BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	3-TOTAL: SALARIES - BROUGHT FORW	\$ 36,000	\$ 36,000	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	\$ -	\$ -				\$ -	
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 36,000	\$ 36,000	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500
4	OVERTIME	\$ -	\$ -				\$ -	
5	TOTAL LINES 3 AND 4	\$ 36,000	\$ 36,000	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500	\$ 43,500
6	LINES 5 @ .0765 FICA	\$ 2,720	\$ 2,570	\$ 3,330	\$ 3,219	\$ 3,330	\$ 3,330	\$ 3,330
7	HEALTH INSURANCE	\$ 7,250	\$ 6,598	\$ 4,320	\$ 2,549	\$ -	\$ -	\$ -
				\$ -		\$ -		
8	PENSION	\$ 8,000	\$ 9,405	\$ 12,050	\$ 10,980	\$ 11,150	\$ 9,650	\$ 9,650
	FRS Contribution							
	Worker Compensation	\$ 875	\$ 875	1,000	1,305	1,425	925	\$ 925
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 54,845	\$ 55,448	\$ 64,200	\$ 61,553	\$ 59,405	\$ 57,405	\$ 57,405

City of South Bay
2019-20 Budget

**City of South Bay
Operating Services Worksheet**

FUND: GENERAL
DEPARTMENT Legislative

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	2015-16		2016-17		2017-18		2018-19		BUDGET YEAR 2019-20	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget	BUDGET REQUEST	MANAGER RECOMMENDED
540100	Travel & Per Diem	7,750	5,656	11,000	10,943	10,000	10,183	22,049	10,500	20,000	
541100	Telephone	600	-	-	-	-	-	325	425	425	
551100	Office Supplies	425	118	425	82	425	428	174	550	550	
552100	Operating supplies	550	521	550	317	550	662	950	2,330	2,330	
554200	Membership & Dues	2,000	1,401	2,000	2,120	2,000	1,590	5,653	2,150	5,500	
554300	Employee Development	2,750	1,636	2,750	2,580	2,150	2,476	2,200	1,000	1,000	
556400	Commissioners Activities	1,000	283	1,000	855	1,000	1,800	2,136	4,000	4,000	
556401	Commissioners Projects	4,000	2,325	4,000	2,950	4,000	2,181				
	Totals	19,075	11,940	21,725	19,847	20,125	19,320	33,487	20,955	33,805	-

City of South Bay
2019-20 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
2019-20 Budget

City of South Bay

Budget Summary

Department: City Manager

Expenditure	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Expenses	Adopted Budget	Requested
Personnel Services	137,665	139,748	173,825	174,117	194,680	196,218	177,131	176,293
Operating Expenses	25,855	23,262	20,825	20,021	23,435	23,313	23,860	22,870
Debt Services	6,060	6,030	6,060	6,030	6,040	6,030	3,020	8,710
Non Operating/Capital	-	-	-	-	-	-	-	-
Totals:	169,580	169,040	200,710	200,168	224,155	225,561	204,011	207,873

Narrative Description of Budget Highlights:

City of South Bay POSITION SUMMARY

Department Name: **City Manager**

POSITIONS	2017-18 Actual	2018-19 Actual	2019-20 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 2016-17		BUDGET 2017-18		BUDGET 2018-19	BUDGET 2019-20
		Adopted BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED
ACCOUNT	CLASSIFICATION						
1	SALARIES	144,419	144,320	164,238	164,237	144,966	146,078
2	Over time ON FORM 4	-	-	-	-	-	-
3	TOTAL LINES 1 AND 2 = SALARIES	144,419	144,320	164,238	164,237	144,966	146,078
4	INCENTIVE PAY	-	-	-	-	-	-
5	TOTAL LINES 3 AND 4	144,419	144,320	164,238	164,237	144,966	146,078
6	LINES 5 @ .0765 FICA	11,040	10,850	12,480	12,391	11,090	11,175
7	HEALTH INSURANCE	4,500	3,915	3,575	3,871	4,875	5,050
8	PENSION	12,366	12,561	12,600	12,474	12,650	12,715
	WORKER'S COMPENSATION	1,500	2,471	1,787	3,245	3,550	1,275
	Medical Exam		-		-		
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	173,825	174,117	194,680	196,218	177,131	\$ 176,293

City of South Bay
2019-20 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT City Manager

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET 2015-16		BUDGET 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
540100	Travel & Per Diem	\$ 14,250	\$ 13,788	\$ 10,000	\$ 9,910	\$ 11,500	\$ 13,473	\$ 10,666	\$ 10,500	\$ 10,500	
541100	Telephone	1,700	1,281	1,365	1,153	1,365	1,230	549	1,260	1,260	
545100	Insurance (auto)	600	606	610	539	595	569	610	600	610	
546500	Rep. & Main. Vehicles	1,500	1,838	1,500	2,020	2,275	2,011	1,456	3,250	1,000	
551100	Office Supplies	600	430	600	173	600	308		600	600	
552100	Operating Supplies	750	33	750	506	750	117	218	750	750	
552200	Gas & Oil	3,000	2,228	3,000	2,425	2,700	2,638	1,477	3,250	3,000	
554200	Membership, Dues & Sub.	1,000	2,130	1,000	1,275	1,650	1,717	990	1,650	1,650	
554300	Employee Development	1,500	475	1,500	1,520	1,500	800	3,035	1,500	3,000	
556100	Promotional Activities	500	-	500	500	500	450	250	500	500	
580000	Auto Lease	6,060	6,030	6,060	6,030	6,040	6,030	6,644	3,020	8,710	
644000	Equipment	455	453	-	-	-	-		-	-	
646000	Equipment/Vehicles		-		-		-			-	
Totals		\$ 31,915	\$ 29,292	\$ 26,885	\$ 26,051	\$ 29,475	\$ 29,343	\$ 25,895	\$ 26,880	\$ 31,580	\$ -

City of South Bay
2019-20 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	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Request
Personnel Services	49,580	49,897	65,994	55,974	64,885	64,413	65,225	67,435
Operating Expenses	10,020	8,261	22,500	14,537	20,025	19,237	14,775	15,675
Non Operating/Capital	1050	1500	1,050	1,130	1,200	437	1,200	1,200
Totals:	60,650	59,658	89,544	71,641	86,110	84,087	81,200	\$ 84,310

Narrative Description of Budget Highlights:

City of South Bay

City of South Bay

FUND: 001 General Fund
DEPARTMENT:

		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		Adopted Budget 2018 19	BUDGET YEAR 2019-20	
		ADOPTED BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	Actual EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	54,974	45,791	53,595	53,083	53,255	56,000	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES	54,974	45,791	53,595	53,083	53,255	56,000	
4	OVERTIME							
5	TOTAL LINES 3 AND 4	54,974	45,791	53,595	53,083	53,255	56,000	
6	LINES 5 @ .0765 FICA	4,170	3,289	4,090	3,896	4,075	4,285	
7	HEALTH INSURANCE	4,800	4,846	5,100	5,285	5,650	6,300	
8	PENSION	2,050	2,048	2,100	2,149	2,245	850	
	Worker Comp.	-	-	-	-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	65,994	55,974	64,885	64,413	65,225	67,435	\$ -

City of South Bay
2019-20 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: City Clerk

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2015-16		BUDGET 2016-17		BUDGET 2017-18		BUDGET 2018-19		BUDGET YEAR 2019-20	
		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	300	200	-	-	-
001-121-534500	Election Expense			10,000	4,959	5,500	5,487	-	1,900	1,900	-
001-121-540100	Travel & Per Diem	250	545	400	1,822	2,550	2,424	1,395	2,000	2,000	-
001-121-541100	Telephone	720	855	900	810	800	700	435	800	800	-
001-121-549100	Advertising	6,500	4,859	6,500	3,958	6,500	4,533	1,434	4,500	4,500	-
001-121-549200	Charter Review	-	11	1,800	1,538	300	500	-	500	500	-
001-121-549400	Codification	-	-	-	-	1,500	3,476	750	2,500	2,500	-
001-121-551100	Office Supplies	750	510	750	249	750	535	510	750	750	-
001-121-552100	Operating Supplies	300	154	300	156	300	162	789	300	300	-
001-121-554200	Membership Dues	850	911	850	345	525	185	220	525	525	-
001-121-554300	Employee Development	650	416	1,000	400	1,000	935	950	1,000	1,000	-
001-121-641000	Office Equipment			-	-	-	-	-	-	-	-
001-121-644000	Equipment	1,050	1,500	1,050	1,130	1,200	437	595	1,200	2,100	-
	Totals	\$ 11,070	\$ 9,761	\$ 23,550	\$ 15,667	\$ 21,225	\$ 19,674	\$ 7,278	\$ 15,975	\$ 16,875	\$ -

City of South Bay
2019-20 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
2019-20 Budget

City of South Bay

Budget Summary

Department: **FINANCE**

Expenditure	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted Budget	Requested
Personnel Services	170,953	166,474	172,376	168,762	173,934	171,035	174,932	206,116
Operating Expenses	1,895	1,421	1,895	1,017	2,820	2,688	2,895	2,915
Non Operating/Capital	1,450	1,289	1,450	1,289	3,000	2,981	800	800
Totals:	174,298	169,184	175,721	171,068	179,754	176,704	178,627	209,831

Narrative Description of Budget Highlights:

Department Name: Finance

**City of South Bay
2019-20 Budget**

City of South Bay

FUND: 001 General Fund
DEPARTMENT: Finance

ACCOUNT CLASSIFICATION		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	BUDGET YEAR 2019-20	
		ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD	\$ 122,225	\$ 123,907	\$ 125,474	\$ 127,564	\$ 127,862	\$ 153,056	
2								
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 122,225	\$ 123,907	\$ 125,474	\$ 127,564	\$ 127,862	\$ 153,056	
4	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -		
5	TOTAL LINES 3 AND 4	\$ 122,225	\$ 123,907	\$ 125,474	\$ 127,564	\$ 127,862	\$ 153,056	
6	LINES 5 @ .0765 FICA	\$ 9,320	\$ 8,656	\$ 9,600	\$ 9,078	\$ 9,780	\$ 11,710	
7	HEALTH INSURANCE	\$ 34,800	\$ 33,436	\$ 32,700	\$ 31,526	\$ 30,900	\$ 34,640	
8	PENSION	\$ 5,831	\$ 2,763	\$ 6,160	\$ 2,867	\$ 6,390	\$ 6,711	
	Worker Com	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 172,376	\$ 168,762	\$ 173,934	\$ 171,035	\$ 174,932	\$ 206,116	

City of South Bay
2019-20 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT FINANCE

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL Year 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531200	Medical examination	-	-						-	-	
532000	Software Training								-	-	
540100	Travel & Per Diem	400	522	400	56	315	325	11	315	315	
541100	Telephone	720	644	720	750	780	700	466	780	800	
546100	R & M Equipment	150	-	150	-	-	-		-	-	
551100	Office Supplies	550	653	550	722	550	869	215	550	550	
552100	Operating Supplies	350	94	350	220	275	60	84	275	275	
554200	Membership & Dues	175	185	175	80	225	80	145	225	225	
554300	Employee Development	1,000	612	1,000	478	675	684	585	750	750	
641000	Office Equipment	-	-	-	-	3,000	2,951	569	800	800	
Totals		\$ 3,345	\$ 2,710	\$ 3,345	\$ 2,306	\$ 5,820	\$ 5,669	\$ 2,075	\$ 3,695	\$ 3,715	-

City of South Bay
2019-20 Budget

City of South Bay
LEGAL

DEPARTMENT:
ORGANIZATIONAL CHART

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

City of South Bay

Budget Summary Department: LEGAL

Expenditure	2015-16		2016-17		2017-18		Adopted	2019-2020
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	2018-19	Requested
Personnel Services								
Operating Expenses	70,000	63,668	70,000	62,304	70,000	62,328	70,000	70,000
Debt Services								
Non Operating/Capital	-							
Totals:	70,000	63,668	70,000	62,304	70,000	62,328	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./Functn./Proj.: 001-141-531050

ACCOUNT NUMBER	Terms of Agreement/ Contract	ACTUAL BUDGET	2015-16		2016-17		2017-18		BUDGET 2018-19		2019-2020	
			Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Actual 9 Month	BUDGET	BUDGET REQUEST 2019-20	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	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 40,000	\$ 60,000	\$ 60,000	
		2 -Estimated cost for legal and magistrate for enforcement to be contracted out	8,750	2,290	8,750	990	8,750	495	1,980	8,750	7,000	
		3- Operating Expenses	1,250	1,378	1,250	1,314	1,250	1,833	1,852	1,250	3,000	
			\$ 70,000	\$ 63,668	\$ 70,000	\$ 62,304	\$ 70,000	\$ 62,328	\$ 43,832	\$ 70,000	\$ 70,000	

City of South Bay
2019-20 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/Assistant's Officer		

City of South Bay
2019-20 Budget

City of South Bay

Budget Summary

Department: **Code Enforcement**

Expenditure	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	81,434	55,027	83,772	49,949	77,800	54,329	88,930	93,781
Operating Expenses	61,970	55,933	150,330	54,130	107,525	79,990	60,825	51,760
Non Operating/Capital			-		3,000	-	7,200	10,800
Totals:	143,404	110,960	234,102	104,079	188,325	134,319	156,955	156,341

Narrative Description of Budget Highlights:

City of South Bay POSITION SUMMARY

Department Name: Code Enforcement

POSITIONS	2017-18 Actual	2018-19 Actual	2019-20 Request	Difference
City Manager				
Code Enforcement Officer	1	1	1	
Code Enforcement/Assistant's Officer	1	1	1	
Total	2	2	2	0

City of South Bay
2019-20 Budget

City of South Bay

FUND: 001 General Fund
DEPARTMENT Code Enforcement

		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	BUDGET YEAR 2019-20	
ACCOUNT	CLASSIFICATION	BUDGET	ACTUAL EXPENDITURES	BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	60,887	39,351	60,565	40,674	59,935	61,151	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-		-		-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	60,887	39,351	60,565	40,674	59,935	61,151	
4	OVERTIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	60,887	39,351	60,565	40,674	59,935	61,151	
6	LINES 5 @ .0765 FICA	4,660	2,737	4,635	2,816	4,585	4,680	
7	HEALTH INSURANCE	14,950	6,111	10,000	9,575	20,840	23,600	
8	PENSION	1,750	948	750	1,264	1,720	2,500	
	Worker Compensation	1,525	802	1,850	-	1,850	1,850	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	83,772	49,949	77,800	54,329	88,930	93,781	

City of South Bay
2019-20 Budget

**City of South Bay
Operating Services Worksheet**

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Adopted BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
				-	-		-		-		
531200	Medical Examinations		\$ 322	\$ -	\$ 300	\$ 300	\$ 300	\$ 200	\$ -	\$ -	
531300	Professional service	\$ 50,000	48,739	137,000	48,260	90,000	64,360	16,789	50,000	45,000	
540100	TRAVEL & PER DIEM	425	773	425	827	3,000	2,754	1,053	675	675	
541100	TELEPHONE	720	644	1,440	520	1,500	1,047	456	1,500	750	
545100	INSURANCE (AUTO)	475	862	865	793	950	1,365	1,200	1,100	1,200	
546500	R & M Vehicle	1,250	314	1,500	799	1,500	721	1,244	1,000	1,000	
547100	PRINTING/ADVERTISING	750	514	500	121	500	14		250	250	
551100	OFFICE SUPPLIES	500	341	500	127	500	191	24	300	300	
552000	UNIFORMS	-	280	200	491	450	182	-	225	225	
552100	OPERATING SUPPLIES	3,150	802	3,150	124	375	282	808	375	375	
552200	GAS & OIL	1,150	888	1,150	1,128	2,500	1,961	944	1,200	1,385	
554300	Employee Development	550	550	600	640	1,750	1,415	870	600	600	
580000	Auto Lease	-	-	-	-	7,200	5,398	8,098	10,800	10,800	
644000	Office Equipment	3,000	904	3,000	-	-	-	-	-	-	
646000	Equipment/Vehicles	-	-	-	-	-	-	-	-	-	
	Totals	\$ 61,970	\$ 55,933	\$ 150,330	\$ 54,130	\$ 110,525	\$ 79,990	\$ 31,686	\$ 68,025	\$ 62,560	\$ -

City of South Bay
2019-20 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	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	13,003	13,954	14,655	14,403	14,768	14,661	15,350	15,916
Operating Expenses	4,490	4,113	4,600	2,479	4,245	3,218	5,045	5,045
Non Operating/Capital							-	-
Totals:	17,493	18,067	19,255	16,882	19,013	17,879	20,395	20,961

Narrative Description of Budget Highlights:

No significant change exists from 2019 to 2020

**City of South Bay
POSITION SUMMARY**

Department Name: **Human Resources**

POSITIONS	2017-18 Actual	2018-19 Adopted	2019-20 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

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	BUDGET YEAR 2019-20	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED	BUDGET REQUESTED	MANAGER RECOMMENDED
						BUDGET		
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	11,893	11,874	12,113	12,112	12,355	12,726	-
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-		-
3	TOTAL LINES 1 AND 2 = SALARIES	11,893	11,874	12,113	12,112	12,355	12,726	-
4	OVERTIME					-		-
5	TOTAL LINES 3 AND 4	11,893	11,874	12,113	12,112	12,355	12,726	-
6	LINES 5 @ .0765 FICA	910	848	925	873	950	975	-
7	HEALTH INSURANCE	1,320	1,087	1,125	1,117	1,425	1,575	-
8	PENSION	532	594	605	559	620	640	
	Worker Comp	-	-		-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	14,655	14,403	14,768	14,661	15,350	15,916	

City of South Bay
2019-20 Budget

City of South Bay
Operating Services Worksheet

FUND: GENERAL
DEPARTMENT HUMAN RESOURCE

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	FISCAL YEAR 2015-16		FISCAL YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST
540100	Travel & Per Diem	900	883	675	837	900	1,061	945	1,500	1,500
541100	Telephone	180	104	225	355	195	231	466	195	195
551100	Office Supplies	300	100	250	364	250	322	274	250	250
552100	Operating Supplies	200	204	200	12	200	133		200	200
554200	Membership & Dues	550	466	500	356	700	774	55	900	900
554300	Employee Development	1,800	1,797	2,500	555	2,000	697	580	2,000	2,000
644000	Equipment	560	559	250	-	-	-		-	-
Totals		\$ 4,490	\$ 4,113	\$ 4,600	\$ 2,479	\$ 4,245	\$ 3,218	\$ 2,320	\$ 5,045	5,045

City of South Bay

2019-20 Budget

City of South Bay
NON-DEPARTMENT
DEPARTMENT:
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND	FUND NAME	DEPARTMENT:
	City Manager	
	PT Custodian Services	

City of South Bay

Budget Summary Department: Non-Department

Expenditure	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	8,400	323	8,400	-	8,615	3,002	10,765	10,765
Operating Expenses	264,465	239,022	265,216	241,356	392,160	376,697	319,612	301,515
Non Operating/Capital	-				30,143	37,135	4,883	5,123
Totals:	272,865	239,345	273,616	241,356	430,918	416,834	335,260	317,403

Narrative Description of Budget Highlights:

POSITION SUMMARY

FUND: 001

Department Name: Non-Department

POSITIONS	2016-17	2018-19	2019-20	Difference
	Expended	Adopted	Requested	
PT Custodian Services	0.5	0.5	0.5	
TOTALS		0.5	0.5	

City of South Bay

2019-20 budget

**City of South Bay
Personnel Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Non-Department

ACCOUNT	CLASSIFICATION	DETAIL-REMARKS	BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
			MODIFIED 2018 BUDGET	ANTICIPATED EXPENDITURES	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD		10,000	-	10,000	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					
3	TOTAL LINES 1 AND 2 = SALARIES		10,000	-	10,000	
4	OVERTIME					
5	TOTAL LINES 3 AND 4		10,000	-	10,000	
6	LINES 5 @ .0765 FICA		765	-	765	
7	HEALTH INSURANCE					
8	PENSION					
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		10,765	-	\$ 10,765	\$ -

City of South Bay
2019-20 budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT Non-Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	Budget 2015-16		BUDGET 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual	Adopted BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
524100	Workers Compensation	1,000	2,370	1,000	839	1,650	3,158	1,850	1,350	1,550	
525100	Unemployment Compensation	750	-	-	623	3,150	1,552	-	1,150	1,150	
531200	Medical Exam	-	-	-	-	-	900	400	-	-	
531300	Professional Services	14,645	11,317	27,945	24,676	34,245	35,314	35,112	77,745	62,545	
532100	Accounting & Audit	30,325	30,313	24,250	24,245	28,800	28,760	23,760	25,500	34,500	
534050	Trash Removal	6,450	5,979	5,800	5,728	5,950	5,895	5,686	5,900	5,900	
541100	Telephone	11,725	11,925	12,820	13,021	13,760	14,572	9,916	14,160	10,350	
542100	Postage	3,600	3,400	3,600	2,477	3,600	3,748	2,079	3,600	3,600	
543100	Electric	17,400	15,612	17,400	14,352	16,800	13,260	8,248	15,600	15,600	
543500	Water & Sewer Service	17,160	13,002	17,160	16,120	17,340	16,678	9,382	17,340	17,340	
544400	Collection Fees	340	346	340	229	340	-	-	-	-	
545100	Liability Insurance	51,400	52,939	58,000	55,736	61,350	53,345	37,712	61,350	47,850	
546100	Repair & Manut.-Equipment	10,200	7,027	10,150	6,792	10,150	7,185	4,170	9,750	9,000	
546200	Repair & Manut.-Building	14,450	18,021	14,050	13,790	14,550	14,515	7,729	10,050	10,400	
548100	Tri-City Meeting	2,250	1,706	1,750	849	1,500	1,089	2,224	1,500	2,250	
549400	Cash Short	-	-	-	-	-	-	8	-	-	
549900	Taxes -(Assessment)	6,150	5,853	6,150	5,853	6,000	5,821	6,093	6,000	6,150	
551100	Office Supplies	2,500	1,418	2,500	987	1,980	1,617	1,150	1,980	1,980	
552100	Operating Supplies	10,000	11,274	10,000	9,524	10,000	10,223	9,153	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	6,713	9,850	8,193	7,350	6,038	6,396	7,350	7,350	
556110	LORE	5,000	5,000	5,000	-	5,000	5,000	-	5,000	5,000	
556210	Special Projects	15,900	14,932	8,500	14,676	10,000	15,140	16,771	10,000	10,000	
570000	FEMA - Debris Removal	-	-	-	-	90,000	89,854	-	-	-	
581700	Oratorical Contest	1,000	980	1,000	850	1,000	925	1,262	1,500	1,500	
582100	Holiday Decorations	1,000	95	1,000	247	1,000	43	236	1,000	1,000	
599000	Contingency	20,000	13,600	13,998	13,558	42,145	38,065	33,643	27,287	32,000	
644000	Equipment	2,950	1,200	4,050	3,991	-	-	792	-	-	
660000	Property	-	-	-	-	25,500	37,135	-	-	-	
680000	Restricted Sr. Citizen	3,920	-	4,403	-	4,643	-	-	4,883	5,123	
Totals		264,465	239,022	265,216	241,356	422,303	413,832	225,771	324,495	306,638	-

City of South Bay
2019-20 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
2019-20 Budget

City of South Bay

Budget Summary

Department: Community Development

Expenditure	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expended	Adopted	Expended	Adopted	Requested
Personnel Services	123,937	83,724	91,105	54,342	114,490	100,415	117,045	123,160
Operating Expenses	29,705	25,852	27,100	20,114	43,900	31,701	18,300	19,500
Non Operating/Capital	-		1,000		-	-	700	700
Totals:	153,642	109,576	119,205	74,456	158,390	132,116	136,045	143,360

Narrative Description of Budget Highlights:

City of South Bay
POSITION SUMMARY

Department Name: **Community Development**

POSITIONS		2017-18 Actual	2018-19 Actual	2019-20 Request	Difference
Economic and Business Development Manager		1	1	1	0
Community Development/Fiscal Specialist		1	1	1	0
TOTAL		2	2	2	0

City of South Bay
2019-20 Budget

**City of South Bay
Personnel Services Worksheet**

City of South Bay

FUND: 001 General Fund
DEPARTMENT Community Development

ACCOUNT		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	BUDGET YEAR 2019-20	
		ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD	66,350	36,900	84,910	74,303	83,630	93,435	\$ -
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	66,350	36,900	84,910	74,303	83,630	93,435	\$ -
4	OVERTIME	-	-	-	-	-	-	\$ -
5	TOTAL LINES 3 AND 4	66,350	36,900	84,910	74,303	83,630	93,435	\$ -
6	LINES 5 @ .0765 FICA	5,795	2,412	6,500	5,017	6,400	7,150	\$ -
7	HEALTH INSURANCE	16,360	13,210	20,180	19,174	21,150	17,650	\$ -
8	PENSION	2,250	1,820	2,250	1,921	4,180	4,675	\$ -
9	Worker comp	350	-	650	-	1,685	250	
10	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	91,105	54,342	114,490	100,415	117,045	123,160	\$ -

City of South Bay
2019-20 Budget

**City of South Bay
Operating Services Worksheet**

FUND: 001 GENERAL
DEPARTMENT: Community Development

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 month	Budget	BUDGET REQUEST	MANAGER RECOMMENDED
		\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	
531200	Medical examination					300	300	-	-	-	
531300	Professional services	22,500	21,402	7,500	18,600	11,500	11,575	25,190	10,000	10,000	
540100	Travel & Per Diem	1,610	1,643	2,000	-	1,750	1,493	677	1,500	1,500	
541100	Telephone	720	475	720	41	750	285	465	750	800	
545100	Insurance (Auto)	475	480	480	431	450	455	2,850	1,000	2,850	
546500	R & M Vehicle	1,000	50	1,000	229	1,000	127	4,337	1,000	1,000	
551100	Office Supplies	1,000	408	500	39	500	404	104	500	500	
552000	Uniform	-	-	-	-	-	84	-	-	-	
552100	Operating Supplies	500	132	275	-	275	694	126	275	275	
552200	Gas & oil	900	658	900	654	900	1,168	487	1,200	1,200	
554200	Membership & Dues	500	199	225	-	225	-	-	225	225	
554300	Employee Development	500	405	3,000	120	1,250	693	860	1,250	1,250	
555230	Community Projects	-	-	1,500	-	-	-	-	600	600	
565230	Street Imp. Resurfacing Pro	-	-	-	-	-	-	-	-	-	
558000	Senior Citizen Housing Rehab	-	-	-	-	25,000	-	-	-	-	
559000	Demolition	-	-	9,000	-	-	14,423	-	-	-	
644000	Office Equipment	-	-	1,000	-	-	-	1,358	700	-	
	Totals	\$ 29,705	\$ 25,852	\$ 28,100	\$ 20,114	\$ 43,900	\$ 31,701	\$ 36,454	\$ 19,000	\$ 20,200	\$ -

City of South Bay
2019-20 Budget

City of South Bay

DEPARTMENT:

Public Safety

ORGANIZATIONAL CHART

FUND-001	FUND NAME-General	DEPARTMENT: PUBLIC SAFETY
Reflects contract entered into with Palm Beach County Sheriff during fiscal year 2019-20		

City of South Bay

Budget Summary

Department: **Public Safety**

Expenditure	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			-					
Operating Expenses	176,807	177,950	182,388	181,272	189,261	193,761	189,855	190,650
			-				-	
Non Operating/Capital			-					
Totals:	176,807	177,950	182,388	181,272	189,261	193,761	189,855	190,650

Narrative Description of Budget Highlights:

Reflects contract entered into with Palm Beach County Sheriff, with 1% change is anticipated for fiscal year 2019-20

**City of South Bay
Operating Services Worksheet**

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET 2015-16		BUDGET 2016-17		BUDGET 2017-18		BUDGET 2018-19		BUDGET YEAR 2019-20	
		ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531300	Professional service	\$ -	\$ -			\$ -			\$ -	\$ -	
541100	Telephone PBCO	2,040	2,480	3,000	2,934	3,100	2,934	1,816	3,300	2,250	
543500	W & S Services	500	-	500	25	225	-		-	-	
544500	Contract Services	173,910	173,910	177,388	177,836	180,936	180,936	153,796	184,555	186,400	
546200	Rep & Maint. Building	1,500	417	1,500	477	5,000	9,891	275	2,000	2,000	
552100	Operating Supplies	-	-	-	-	-	-		-	-	
645000	Equipment - Grant	-	-	-	-	-	-	-	-	-	
Totals		\$ 177,950	\$ 176,807	\$ 182,388	\$ 181,272	\$ 189,261	\$ 193,761	\$ 155,887	\$ 189,855	\$ 190,650	\$ -

City of South Bay
2019-20 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	2015-16		2016-17		2017-18		2018-19	2019-20
Classification	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted	Request
Personnel Services	38,985	38,785	40,830	40,462	54,881	55,099	71,269	72,600
Operating Expenses	44,545	30,156	46,660	36,291	46,110	40,672	49,610	46,050
Non Operating/Capital	2,500	0	7,500	3,147	15,000	15,000	10,800	10,800
Totals:	86,030	68,941	94,990	79,900	115,991	110,771	131,679	129,450

Narrative Description of Budget Highlights:

Department Name: **Parks & Recreation**

**City of South Bay
2019-20 Budget**

**City of South Bay
Personnel Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Parks & Recreation

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19	BUDGET YEAR 2019-20	
		MODIFIED	Actual	MODIFIED	Actual	ADOPTED	BUDGET	MANAGER
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	REQUESTED	RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	32,800	33,302	35,656	35,486	56,320	58,010	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	2,500	2,880 -	12,250	11,320 -	-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	35,300	36,182	47,906	46,806	56,320	58,010	
4	OVERTIME/PAT TIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	35,300	36,182	47,906	46,806	56,320	58,010	
6	LINES 5 @ .0765 FICA	2,700	2,697	3,695	3,384	4,309	4,440	
7	HEALTH INSURANCE	100	105	100	2,923	5,740	6,490	
8	PENSION	1,600	-	1,675	-	2,000	2,060	
	Worker comp.	1,130	1,478	1,505	1,986	2,900	1,600	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 40,830	40,462	54,881	55,099	71,269	72,600	\$ -

City of South Bay
2019-20 Budget

City of South Bay
Operating Services Worksheet

FUND: 001 General Fund
DEPARTMENT: Parks & Recreation

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2015-16		BUDGET YEAR 2016-17		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	ACTUAL BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED Budget	BUDGET Request	MANAGER RECOMMENDED
531200	Medical Examination	-	300	-	300	400	50	40	-	-	
531300	Professional Services	-	-	-	-	-	-	-	-	-	
540100	Travel & Per Diem	5,000	2,818	5,000	812	2,500	585	4,680	2,500	4,300	
541100	Telephone	3,660	3,347	3,660	3,721	3,660	3,376	2,789	3,900	3,350	
543100	Electric	9,900	7,195	8,400	8,799	8,400	10,167	6,579	9,060	10,500	
543500	W&S , Trash Services	11,200	7,819	8,700	7,515	8,300	7,975	9,216	8,140	8,400	
545100	Insurance (Auto)	1,150	1,119	1,150	1,083	1,150	1,067	1,650	1,150	1,650	
546100	Rep. & Maint. - Equipment	100	-	100	-	100	-	100	100	100	
546200	Rep. & Maint. - Building	1,610	1,831	7,150	5,341	2,250	1,973	3,421	2,250	3,000	
546500	Rep. & Maint. - Vehicles	2,000	-	2,000	1,457	1,300	1,552	2,376	1,300	1,750	
551100	Office Supplies	550	68	550	-	550	249	34	550	550	
552100	Uniform	-	85	-	-	100	-	279	100	100	
552100	Operating Supplies	2,500	797	2,500	1,185	2,500	1,070	583	2,500	2,500	
552200	Gas & Oil	375	326	450	395	1,100	1,682	1,919	1,500	3,000	
554300	Employee Development	300	-	300	-	300	-	-	300	300	
556100	Promotional Activities -Bay Fest	-	-	-	200	5,000	4,585	9,392	5,000	-	
556150	Athletic Activities	1,500	-	2,000	1,920	2,300	3,911	455	5,060	5,060	
556250	Senior Citizen Program	1,500	3,335	1,500	1,517	3,000	1,586	1,725	3,000	3,000	
556300	Summer Program	3,000	1,116	3,000	2,046	3,000	844	-	3,000	3,000	
556800	Rec. Software	200	-	200	-	200	-	-	200	200	
580000	Lease Payment	-	-	-	-	-	-	5,577	10,800	6,090	
641000	Equipment	2,500	-	7,500	3,147	-	-	-	-	-	
646000	Vehicle	-	-	-	-	15,000	15,000	-	-	-	
	Totals	47,045	30,156	54,160	39,438	61,110	55,672	50,715	60,410	56,850	

City of South Bay
2019-20 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
Operating Services Worksheet**

FUND: 001 General Fund
DEPARTMENT: Public Works Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2015-16		BUDGET YEAR 2015-16		BUDGET YEAR 2017-18		BUDGET YEAR 2018-19		BUDGET YEAR 2019-20	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531200	MEDICAL EXAMINATIONS	750	55	750	325	600	-	80	600	600	
534050	TRASH REMOVAL	3,250	2,989	2,915	2,863	2,970	2,947	2,842	2,950	2,950	
540100	TRAVEL & PER DIEM	1,800	1,440	1,800	1,190	1,800	1,281	730	1,500	1,500	
541100	TELEPHONE	5,400	5,718	6,180	5,921	6,480	5,454	3,555	6,480	6,900	
543100	ELECTRIC	52,980	52,292	53,700	53,878	55,800	53,524	35,551	56,700	56,700	
543500	W & S Services	2,250	1,696	2,000	1,783	2,000	1,928	1,447	2,000	2,100	
545100	INSURANCE (AUTO)	8,650	8,622	8,650	8,533	8,650	7,909	8,125	8,700	8,125	
546100	REP. & MAINT-EQUIPMENT	10,000	8,875	8,000	6,212	8,000	6,689	4,229	8,000	7,000	
546200	REP. & MAINT-BUILDING	2,720	812	720	933	1,720	2,109	2,104	2,000	3,000	
546500	REP. & MAINT-VEHICLES	8,000	6,472	6,000	4,107	5,000	4,495	6,734	4,000	4,000	
551100	OFFICE SUPPLIES	500	437	500	91	200	827	391	500	500	
552000	UNIFORMS	775	-	700	1,907	500	321	-	300	300	
552100	OPERATING SUPPLIES	4,000	4,765	4,000	5,549	5,000	6,276	1,902	5,000	4,000	
552200	GAS & OIL	20,000	12,040	15,000	12,929	13,500	14,092	8,768	13,500	13,500	
553100	MOSQUITO CONTROL	5,000	2,495	20,000	17,894	17,000	11,024	1,321	17,000	17,000	
553200	ROAD MATERIAL & SUPPLIES	10,000	1,406	5,000	1,744	2,000	1,710	2,315	5,000	5,000	
554200	MEMBERSHIP, DUES & SUBS	500	397	500	299	500	299	878	500	1,000	
554300	EMPLOYEE DEVELOPMENT	2,000	696	2,000	2,743	2,500	778	400	2,500	2,500	
581001	CAPITAL LEASE	-	-	-	5,463	5,964	5,960	8,085	11,664	10,320	
633000	SIGNS	1,000	2,187	3,000	1,082	2,000	789	930	2,000	2,000	
644000	EQUIPMENT	6,000	458	3,000	299	2,000	-	308	2,000	2,000	
646000	EQUIPMENT/VEHICLES	7,000	-	7,000	-	7,000	7,000	-	7,000	-	
	Totals	152,575	113,852	151,415	135,745	151,184	135,412	90,695	159,894	150,995	

City of South Bay
2019-20 Budget



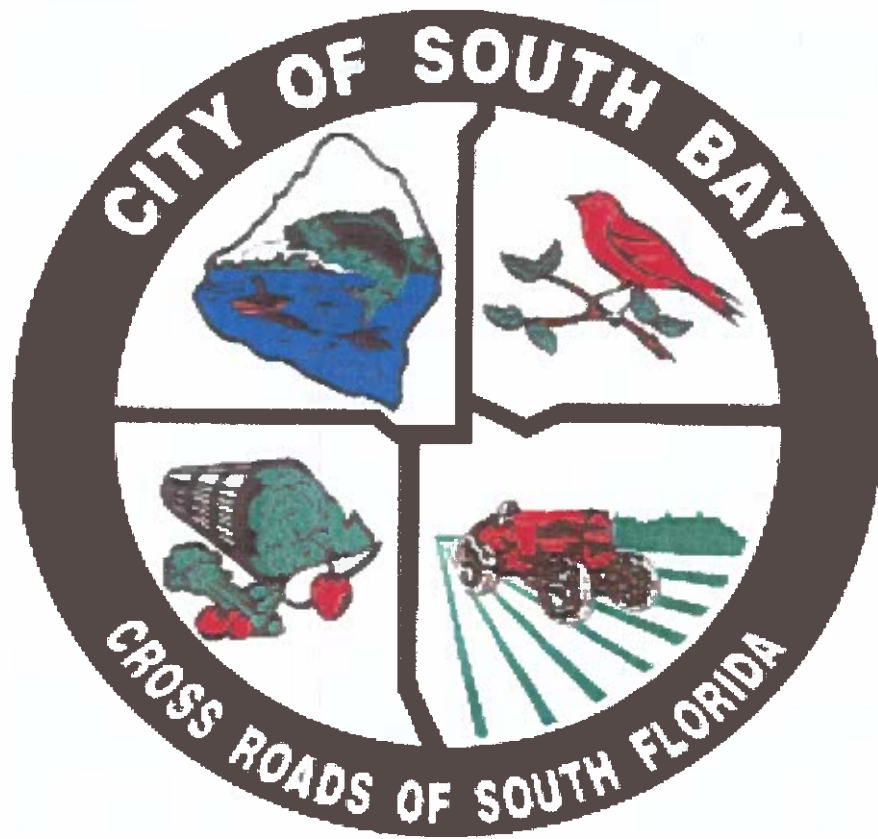
FY 2019-2020

Proposed Budget

Capital Project

**CITY OF SOUTH BAY
CAPITAL PROJECT - FUND 318
2019-2020**

	2016-2017		2017-2018		2018-2019		2019-2020 Proposed
	BUDGET	YTD ACTUAL	BUDGET	YTD ACTUAL	BUDGET	YTD Month	Budget
Revenues:							
318-033-334410 PBC Grant	\$ 400,000		\$ 395,100	\$ 44,580	\$ 755,000	\$ 569,916	\$ -
318-033-334411 DOT - Street Resurfacing	-	22,104	-	-	1,477,000	16,666	-
318-033-334412 DOT - Street Improvement (MLK)	1,416,687	1,222,336	24,527	24,527	-		1,307,813
318-033-334413 DOT - Street Resurfacing 2nd Proj.	170,000	-	147,896	147,896			-
318-033-334414 Street Improvement - DOT			-	116,781			280,000
FL Division of Emergency Manage							124,416
FL Division of Emergency Manage <i>Park</i>							307,500
FL EPA Flood Control							530,000
318-033-335180 Local Gov 1 Cent Sales Tax	125,000	161,622	225,000	241,091	251,500	145,970	255,000
318-036-361100 Interest Income	-	70		1,610	3,250	8,556	8,750
318-038-381001 Transfer In From GF	409,968	409,968	125,000	125,000	68,000		-
318-038-381440 Transfer In From Sanitation Fund	-	-	-	-	50,000	50,000	100,000
Fund Balance	81,921		471,889	-	-	-	-
Total Revenues	\$ 2,603,576	\$ 1,816,100	\$ 1,389,412	\$ 701,485	\$ 2,604,750	\$ 791,108	\$ 2,913,479
Expenditures:							
318-311-546100 Building Maintenance	\$ 125,000	\$ 43,826	\$ 86,451	\$ 6,398			\$ 174,416
318-311-546150 Park Improvement	400,000	600	395,100	44,580	910,000	808,674	307,500
318-311-546200 Street Improvement MLK	1,416,687	1,222,336	24,527	28,621	-		1,307,813
318-311-546210 Street Imp. Resurfacing Project	448,121	-	147,896	228,764	217,750	18,300	280,000
318-311-546211 Street Improvement	-	22,104	-	-	-		-
318-311-546215 Local Street Improvement Project	213,768	-	735,438	118,302	1,477,000	477,266	-
Flood Control							530,000
Local Street Improvement	-	-	-	-	-	-	100,000
Fund Balance		527,234	-	274,820			213,750
Total Expenditures	\$ 2,603,576	\$ 1,816,100	\$ 1,389,412	\$ 701,485	\$ 2,604,750	\$ 1,304,240	\$ 2,913,479



FY 2019-2020

Proposed Budget

Sanitation

**CITY OF SOUTH BAY
PROPOSED BUDGET - SANITATION (440)
2019-2020**

	<u>2016-2017</u>		<u>2017-2018</u>		<u>2018-2019</u>		<u>% Of Collection</u>	<u>2019-2020 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	\$ 541,261	\$ 505,500	\$ 541,356	\$ 512,500	\$ 348,724	68%	\$ 555,000
440-034-343414 TRASH REMOVAL	77,500	88,360	81,000	87,737	82,750	57,079	69%	85,750
440-034-343415 RECYCLING FEE	21,500	26,540	22,500	26,172	24,500	17,913	73%	26,500
440-036-361100 INTEREST	5,000	8,294	6,750	21,486	32,550	29,362	90%	41,500
Total Revenues	<u>\$ 599,000</u>	<u>\$ 664,455</u>	<u>\$ 615,750</u>	<u>\$ 676,751</u>	<u>\$ 652,300</u>	<u>\$ 453,078</u>	<u>69%</u>	<u>\$ 708,750</u>
<u>Expenditures:</u>								
440-811-544200 Bank Service Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
440-811-544400 Collection Fee	6,000	7,174	6,000	7,143	6,000	4,297	72%	7,250
440-811-544500 Contract Services	355,000	433,209	443,935	455,403	443,970	380,819	86%	475,000
440-811-54xxxx Refund	-	-	-	-	-	-	0%	-
440-900-581001 Transfer out to GF (Admin. Fee)	59,900	59,900	61,575	61,575	80,000	-	0%	35,000
440-900-581318 Transfer out to Capital Project	-	-	-	-	50,000	50,000	0%	100,000
440-900-599000 Reserve	178,100	164,172	104,240	152,630	72,330	-	-	91,500
Total Expenditures	<u>\$ 599,000</u>	<u>\$ 664,455</u>	<u>\$ 615,750</u>	<u>\$ 676,751</u>	<u>\$ 652,300</u>	<u>\$ 435,116</u>	<u>67%</u>	<u>\$ 708,750</u>



FY 2019-2020

Proposed Budget

Water and Sewer

**CITY OF SOUTH BAY
PROPOSED BUDGET - W&S (410)
2019-2020**

		<u>2016-17</u>		<u>2017-2018</u>		<u>2018-2019</u>		<u>% of Collection</u>	<u>2019-2020 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	\$ 150,000	\$ 144,417	\$ 150,000	\$ 155,979	\$ 150,000	\$ 104,455	70%	\$ 152,750
410-036-361100	Interest	950	806	875	1,786	2,150	2,329	108%	3,250
410-036-363200	Grant EPA	-	-	-	-	-	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		
	Total Revenues	<u>\$ 150,950</u>	<u>\$ 145,223</u>	<u>\$ 150,875</u>	<u>\$ 157,765</u>	<u>\$ 152,150</u>	<u>\$ 106,784</u>	70%	<u>\$ 156,000</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	50,000	83%	60,000
410-431 -546400	W & S Maintenance	-	-	-	-	-	-	0%	-
410-431-546600	Refund	-	-	-	-	-	-	-	-
410-431-571550	Loan P & I	47,310	47,310	47,310	47,310	47,310	39,424	83%	31,540
410-431-599000	Depreciation	-	-	-	-	-	-	-	-
410-441-581001	Transfer out to GF/Administ	-	-	-	-	-	-	0%	-
410-441-590000	Reserve	42,640	36,913	42,565	49,455	43,840	-	-	63,460
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		
	Total Expenditures	<u>\$ 150,950</u>	<u>\$ 145,223</u>	<u>\$ 150,875</u>	<u>\$ 157,765</u>	<u>\$ 152,150</u>	<u>\$ 90,424</u>	59%	<u>\$ 156,000</u>