



The Crossroads of South Florida,  
We envision a sustainable economy, Let Us Grow Together

# **CITY OF SOUTH BAY**

**SPECIAL CITY MEETING AGENDA**  
**TENTATIVE BUDGET HEARING**  
**COMMISSION CHAMBER**  
**TUESDAY SEPTEMBER 10, 2019**

335 SW 2<sup>ND</sup> Avenue

South Bay, FL 33493

[www.southbaycity.com](http://www.southbaycity.com)

Phone: 561-996-6751 Fax: 561-996-7950

Mayor:

Joe Kyles Sr.

Vice Mayor:

Betty Barnard

Commissioner:

Esther Berry

Commissioner:

Taranza McKelvin

Commissioner:

John Wilson

City Manager:

Leondrae D. Camel

City Attorney:

Burnadette Norris-Weeks

City Clerk:

Natalie Malone

# **RULES OF PROCEDURE**

## **WHO MAY SPEAK**

Meetings of the City Commission are open to the public. They are not, however, public forums. Any resident who wishes to address the commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

## **SPEAKING ON AGENDA ITEM**

- I. Consent Agenda Item** – These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- II. Regular Agenda Items** – These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- III. Public Hearing Items** – This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

## **SPEAKING ON SUBJECTS NOT ON THE AGENDA**

Any resident may address the Commission on any items pertaining to City business during the Opportunity for the Public to Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

## **ADDRESSING THE COMMISSION: MANNER AND TIME**

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall then re-direct the question to the appropriate Commissioner or City Staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. The length of time each individual may speak should be limited in the interest or order and conduct of the business at hand. Comments to the Commission by individual citizens shall be limited to three (3) minutes during the citizens request period. The City clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

---

## **APPEALS**

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

---

## **DECORUM**

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the Mayor may recess or adjourn the meeting.

---

**PLEASE SILENCE ALL CELL PHONES AND PAGERS.**

## **CONTACT INFORMATION**

If anyone has questions or comments about anything on the meeting agenda, please contact the City Manager at 561-996-6751.

## **AMERICANS WITH DISABILITY ACT**

In accordance with the Americans with Disability Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in this proceeding should contact the city clerk no later than three (3) days prior to the meeting at 561-996-6751 for assistance.

**SPECIAL CITY MEETING AGENDA**  
**TENTATIVE BUDGET HEARING**  
**CITY OF SOUTH BAY, FL**  
**CITY COMMISSION CHAMBERS**  
**TUESDAY SEPTEMBER 10, 2019**  
**7:00PM**

.....  
NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations in order to participate in this proceeding are entitled to the provision of certain assistance at no cost. Please call the City Clerk's Office at 561-996-6751 no later than 2 days prior to the hearing if this assistance is required. For hearing impaired assistance, please call the Florida Relay Service Numbers: 800-955-8771 (TDD) or 800-955-8770 (VOICE).

Any citizen of the audience wishing to appear before the City Commission to speak with reference to any agenda item must complete their "Request for Appearance and Comment" card and present completed form to the City Clerk.  
.....

**1. CALL TO ORDER, ROLL CALL; PRAYER, PLEDGE OF ALLEGIANCE**

**2. DISCLOSURE OF VOTING CONFLICTS**

**3. PRESENTATIONS/PROCLAMATIONS**

**4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION**

**5. CONSENT AGENDA**

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which the item will be removed from the general order of business and considered in its normal sequence on the Agenda.

**6. RESOLUTIONS – (Non- Consent) and Quasi-Judicial Hearing, if applicable)**

**6a. RESOLUTION NO. 39-2019**

**A RESOLUTION OF THE CITY OF SOUTH BAY, FLORIDA,  
ADOPTING AND FUNDING OF THE TENTATIVE  
MUNICIPAL BUDGET OF THE CITY OF SOUTH BAY,  
FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1,  
2019, AND ENDING SEPTEMBER 30, 2020.**

**7. ADJOURNMENT**

## RESOLUTION 39-2019

### A RESOLUTION OF THE CITY OF SOUTH BAY, FLORIDA, ADOPTING AND FUNDING OF THE TENTATIVE MUNICIPAL BUDGET OF THE CITY OF SOUTH BAY, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020.

WHEREAS, the City Manager of the City of South Bay ("City") has recommended an annual budget for the City for Fiscal Year 2019-2020 commencing October 1, 2019, and ending September 30, 2020, which budget relies upon a millage rate of 6.3089 mills; and

WHEREAS, the City of South Bay ("City") scheduled Final Budget Hearing on the proposed budget and millage rate, as required by Section 200.065, Florida Statutes, to be held on September 24, 2019; and

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

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

**Section 2.** Adoption of Tentative Fund Budgets. The City of South Bay, Florida, hereby adopts for the fiscal year, beginning October 1, 2019, and ending September 30, 2020, the following tentative fund budgets.

**Section 3.** Commission Findings and Determination. The City Commission finds and determines that sums set forth in the following tentative fund budgets are necessary to preserve the Public Health, Public Peace and Public Welfare of the City of South Bay, and are necessary for it to properly function as a City.

1. The City of South Bay, Florida, hereby adopts for the fiscal year, beginning October 1, 2019, and ending September 30, 2020, the following tentative fund budgets.
2. The City Commission finds and determines that sums set forth in the following tentative fund budgets are necessary to preserve the Public Health, Public Peace and Public Welfare of the City of South Bay, and are necessary for it to properly function as a City.
  - (a) There is hereby appropriated from General Fund of the City of South Bay for the above-described fiscal year, total sum of Two Million One Hundred Forty-Nine Thousand Eight Hundred Sixty-Six Dollars (\$2,149,866.00) to provide for the budget of General Fund.
  - (b) There is hereby appropriated from Florida Department of Transportation, Palm Beach County and General and Capital Project funds for the above-described fiscal year the total sum of Two Million, Eight Hundred Thirteen Thousand Four Hundred Seventy-Nine Dollars (\$2,813,479.00) to provide for the Budget of the Capital Project Fund.

- (c) There is hereby appropriated from Water and Sewer Fund of the City of South Bay for the above-described fiscal year, total sum of One Hundred Fifty-Six Thousand Dollars (\$156,000.00) to provide for the Budget of the Water and Sewer Fund.
- (d) There is hereby appropriated from Sanitation Fund of the City of South Bay for the above-described fiscal year, total sum of Seven Hundred Eight Thousand Seven Hundred and Fifty Dollars (\$708,750.00) to provide for the Budget of the Sanitation Fund.

**Section 4.** Time Period. This RESOLUTION providing for said year set forth above is adopted to cover said period of time only

**Section 5.** Public Hearing. The City of South Bay of Palm Beach County, Florida, on, September 10, 2019, held a public hearing pursuant to Section 200.065, Florida Statutes.

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

**PASSED and ADOPTED** this 10<sup>th</sup> day of September 2019.

\_\_\_\_\_  
Joe Kyles, Mayor

Attested

By: \_\_\_\_\_

Natalie Malone, City Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Burnadette Norris-Week, Esquire  
City Attorney

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

---

**VOTE:**

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

---

---

---

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

	2016-2017		2017-2018		2018-2019		2019-2020	
	BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month	% of Collection	Proposed Budget
001-031-311100	\$ 368,324	\$ 367,962	\$ 387,461	\$ 391,472	\$ 409,198	\$ 347,976	85%	\$ 415,249
001-031-311200	2,650	8,356	3,950	6,334	3,750	2,121	57%	3,500
001-031-312410	75,950	88,016	86,950	87,073	89,950	51,733	58%	88,200
001-031-312420	35,070	39,769	39,500	40,309	41,250	24,102	58%	40,200
001-031-313100	173,400	192,944	180,000	190,317	181,500	105,836	58%	186,000
001-031-313300	35,000	43,631	42,000	40,910	43,500	31,425	72%	43,000
001-031-313700	1,150	2,394	2,150	644	1,850	175	9%	550
001-031-314100	245,000	251,660	245,000	259,063	249,500	169,379	68%	253,800
001-031-314200	52,620	51,763	54,850	53,138	52,750	28,169	53%	50,500
001-031-314400	7,800	5,523	7,800	4,907	5,450	4,076	75%	5,250
001-031-319150	850	1,119	850	827	850	386	45%	750
001-032-321000	13,000	15,508	13,500	15,775	15,500	15,109	97%	14,500
001-032-321200	200	125	150	100	-	-	0%	150
001-032-322000	200,000	65,535	217,500	237,759	57,500	110,574	192%	87,500
001-032-328200	10,000	14,373	11,750	10,841	12,550	11,228	89%	12,550
001-033-331398	30,212	36,421	30,372	36,662	63,644	27,805	44%	32,823
001-033-334412	-	470,900	-	-	-	-	0%	-
001-033-331187	-	-	90,000	90,000	-	-	0%	-
001-033-335120	171,000	186,601	195,863	197,597	199,000	143,105	72%	199,340
001-033-335140	1,375	1,488	1,275	1,505	1,315	1,037	79%	1,250
001-033-335150	750	489	750	1,346	750	392	52%	450
001-033-335180	250,000	253,300	267,000	271,622	265,900	163,579	62%	268,450
001-033-336100	15,000	11,266	9,750	4,925	4,750	11,250	0%	11,250
001-033-336100	275,560	275,560	275,560	275,560	275,560	275,560	100%	275,560
001-034-341400	175	266	175	1,646	1,450	1,592	0%	1,750
001-034-341600	13,065	13,065	13,457	13,457	13,861	-	0%	12,849
001-034-342915	5,825	5,825	4,750	3,500	4,750	4,888	0%	5,000
001-034-343413	33,500	36,033	35,550	35,774	36,000	21,843	61%	36,000
001-035-351100	4,500	4,844	4,500	3,522	4,500	1,508	34%	3,250
001-036-361100	700	774	6,250	7,860	10,000	10,871	0%	15,500
001-036-361120	125	799	225	59	175	62	35%	175
001-036-362000	7,800	5,850	3,400	6,500	7,800	5,850	75%	7,800
001-036-362100	-	-	-	-	-	-	0%	-
001-036-362101	15,000	15,000	15,000	15,000	15,000	11,250	75%	15,000
001-036-362102	67,000	67,900	-	-	-	175	0%	-
001-036-362111	10,000	8,500	10,000	8,500	7,500	7,292	97%	8,750
001-036-363290	-	4,929	9,500	14,193	-	6,722	0%	-
001-036-364001	249,893	249,894	-	-	-	-	0%	-
001-036-366200	400	462	400	463	400	-	0%	400
001-036-366250	-	430	-	-	-	120	-	-
001-036-366450	10,000	20,824	10,000	11,788	10,000	9,215	92%	10,000



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

	2016-2017		2017-2018		2018-2019		2019-2020 Proposed Budget
	BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month	
001-036-366451 IN KIND CONTRIBUTION	-	-	25,500	37,135	-	-	-
001-036-366465 DONATIONS BAYFEST	-	-	7,630	7,629	10,000	10,123	-
001-036-366551 DONAT. SENIOR CITIZEN - RESTRICTED	4,403	-	4,640	-	4,883	-	5,120
001-036-369100 MISCELLANEOUS REVENUE	2,000	2,645	2,000	2,411	2,000	2,005	2,450
001-038-381440 TRANS. FROM SANITATION	59,900	59,900	61,575	61,575	80,000	-	35,000
	\$ 2,449,197	\$ 2,882,643	\$ 2,378,533	\$ 2,449,698	\$ 2,184,336	\$ 1,607,283	\$ 2,149,866
							74%

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

	2016-2017		2017-2018		2018-2019		2019-2020	
	BUDGET	YTD ACTUAL	BUDGET	YTD ACTUAL	BUDGET	YTD	Month	Proposed Budget
<b>Revenues:</b>								
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							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	-	
Fund Balance	81,921		471,889					
<b>Total Revenues</b>	<b>\$ 2,603,576</b>	<b>\$ 1,816,100</b>	<b>\$ 1,389,412</b>	<b>\$ 701,485</b>	<b>\$ 2,604,750</b>	<b>\$ 791,108</b>	<b>\$ 2,813,479</b>	
<b>Expenditures:</b>								
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	
Fund Balance		527,234	-	274,820			213,750	
<b>Total Expenditures</b>	<b>\$ 2,603,576</b>	<b>\$ 1,816,100</b>	<b>\$ 1,389,412</b>	<b>\$ 701,485</b>	<b>\$ 2,604,750</b>	<b>\$ 1,304,240</b>	<b>\$ 2,813,479</b>	

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

	2016-17		2017-2018		2018-2019		2019-2020 Proposed Budget	% of Collection
	BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD		
<b>Revenues:</b>								
410-034-343910 Municipal Entity Revenue	\$ 150,000	\$ 144,417	\$ 150,000	\$ 155,979	\$ 150,000	\$ 104,455	\$ 152,750	70%
410-036-361100 Interest	950	806	875	1,786	2,150	2,329	3,250	108%
410-036-363200 Grant EPA	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 150,950</b>	<b>\$ 145,223</b>	<b>\$ 150,875</b>	<b>\$ 157,765</b>	<b>\$ 152,150</b>	<b>\$ 106,784</b>	<b>\$ 156,000</b>	<b>70%</b>
<b>Expenditures:</b>								
410-411-542200 Bank Charge	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	100%
410-421 -599100 City of Belle Glade	60,000	60,000	60,000	60,000	60,000	50,000	60,000	83%
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	31,540	83%
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	-
<b>Total Expenditures</b>	<b>\$ 150,950</b>	<b>\$ 145,223</b>	<b>\$ 150,875</b>	<b>\$ 157,765</b>	<b>\$ 152,150</b>	<b>\$ 90,424</b>	<b>\$ 156,000</b>	<b>59%</b>

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

	2016-2017		2017-2018		2018-2019		2019-2020 Proposed Budget
	BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD	
<b>Revenues:</b>							
440-034-343411 GARBAGE REMOVAL FEE	\$ 495,000	\$ 541,261	\$ 505,500	\$ 541,356	\$ 512,500	\$ 348,724	\$ 555,000
440-034-343414 TRASH REMOVAL	77,500	88,360	81,000	87,737	82,750	57,079	85,750
440-034-343415 RECYCLING FEE	21,500	26,540	22,500	26,172	24,500	17,913	26,500
440-036-361100 INTEREST	5,000	8,294	6,750	21,486	32,550	29,362	41,500
<b>Total Revenues</b>	<b>\$ 599,000</b>	<b>\$ 664,455</b>	<b>\$ 615,750</b>	<b>\$ 676,751</b>	<b>\$ 652,300</b>	<b>\$ 453,078</b>	<b>\$ 708,750</b>
<b>Expenditures:</b>							
440-811-544200 Bank Service Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
440-811-544400 Collection Fee	6,000	7,174	6,000	7,143	6,000	4,297	7,250
440-811-544500 Contract Services	355,000	433,209	443,935	455,403	443,970	380,819	475,000
440-811-54xxxx Refund	-	-	-	-	-	-	-
440-900-581001 Transfer out to GF (Admin. Fee)	59,900	59,900	61,575	61,575	80,000	-	35,000
440-900-581318 Transfer out to Capital Project	-	-	-	-	50,000	50,000	-
440-900-599000 Reserve	178,100	164,172	104,240	152,630	72,330	-	191,500
<b>Total Expenditures</b>	<b>\$ 599,000</b>	<b>\$ 664,455</b>	<b>\$ 615,750</b>	<b>\$ 676,751</b>	<b>\$ 652,300</b>	<b>\$ 435,116</b>	<b>\$ 708,750</b>