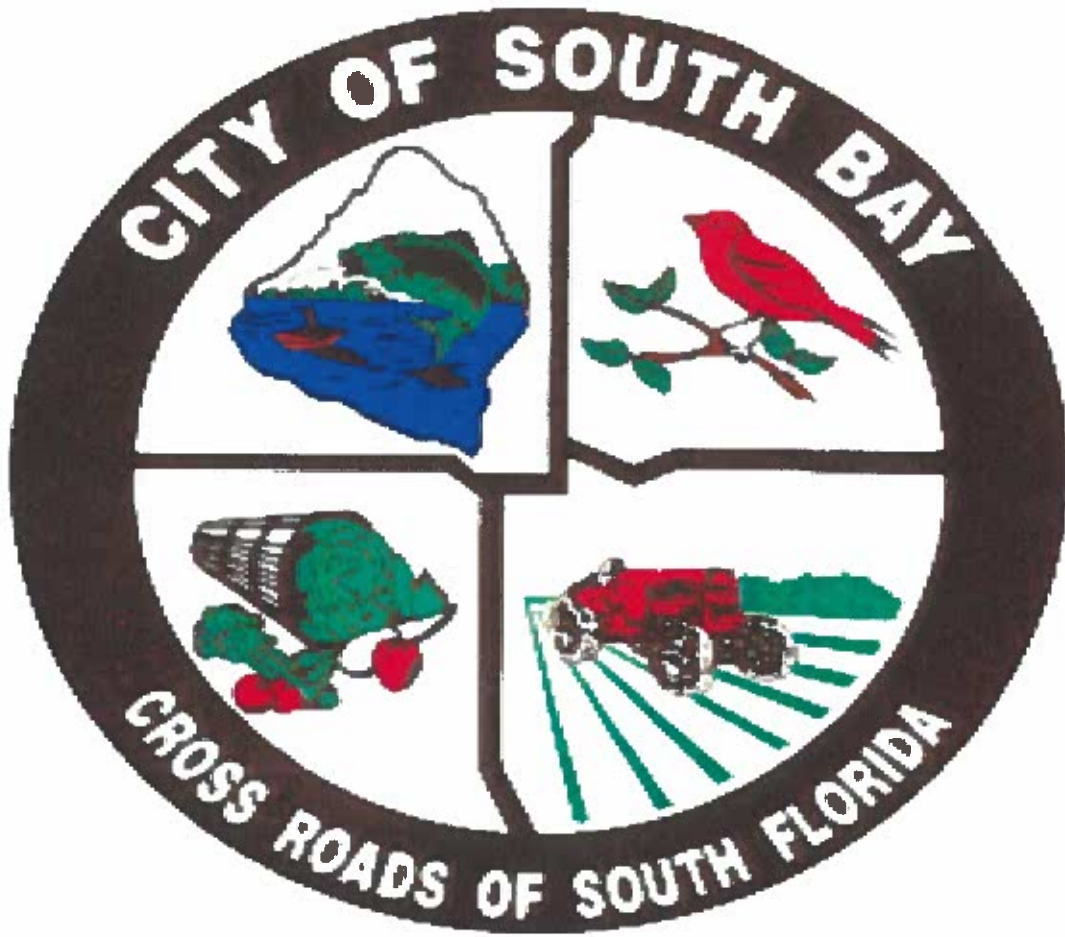


# City of South Bay



## Proposed Budget

### FY 2023-2024

**City of South Bay  
Proposed Budget  
2023 - 2024**

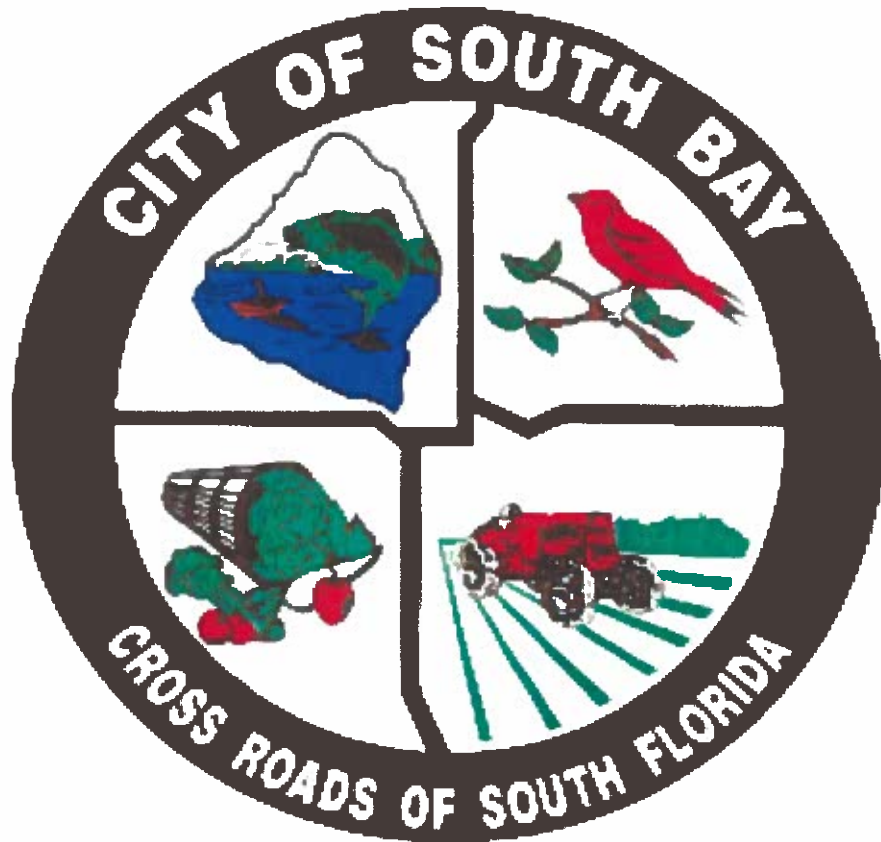
**Index**

**Fund:**

- 001 General Fund
- 318 Capital Project Fund
- 410 Water and Sewer Fund
- 440 Sanitation Fund

**Department:**

- 101 Legislative
- 111 City Manager
- 121 City Clerk
- 131 Finance
- 141 Legal
- 151
- 161 Human Resources
- 191 Non-Departmental
- 311 Community Development and Planning
- 611 Public safety
- 711 Parks and Recreation
- 811 Public Works



**FY 2023-2024**  
**Proposed Budget**  
**General Fund**

**CITY OF SOUTH BAY**  
**PROPOSED BUDGET - GENERAL FUND REVENUES**  
**2023-2024**

	2020-2021		2021-22		2022-23		% of Collection	2023-24 Proposed Budget
	BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month		
001-031-311100 AD VALOREM TAXES	\$ 431,064	\$ 441,450	\$ 453,493	\$ 461,908	\$ 519,526	\$ 489,877	94%	\$ 597,000
001-031-311200 DELINQUENT AD VAL. TAX	4,155	9,338	4,250	8,397	7,150	12,228	171%	8,000
001-031-312410 LOCAL OPTION GAS TAX	76,838	82,250	82,304	85,040	87,049	50,608	58%	86,049
001-031-312420 .05 LOCAL OPT GAS TAX	34,571	37,556	38,002	38,817	39,831	22,891	57%	39,331
001-031-313100 ELECTRICAL FRANCHISE FEE	180,000	193,779	215,000	230,043	196,500	134,288	68%	231,000
001-031-313300 WASTE Management Franchise FEE	45,150	41,688	46,250	46,766	46,250	25,384	55%	46,250
001-031-313700 SOLID WASTE FR FEE	300	403	-	1,424	500	-	0%	500
001-031-314100 ELECTRICAL UTILITY TAX	257,500	268,747	282,000	280,284	277,500	196,006	71%	285,000
001-031-314200 TELEPHONE UTILITY TAX	44,936	49,712	47,609	52,438	47,500	32,535	68%	47,500
001-031-314400 PROPONE UTILITY TAX	4,550	8,276	5,500	8,090	8,000	8,472	106%	8,000
001-031-319150 FUEL TAX REFUND	750	681	750	890	750	736	98%	1,150
001-032-321000 OCCUPATIONAL LICENSES	15,000	16,693	15,750	15,301	17,750	24,687	139%	17,750
001-032-321150 PERMIT REIBURSEMENT	-	-	12,918	-	-	-	0%	-
001-032-321200 QUALIFYING FEES	-	100	-	-	200	6	0%	200
001-032-322000 BUILDING PERMIT	65,000	67,340	65,000	62,282	65,000	86,808	134%	72,500
001-032-328200 COUNTY OCCUPATIONAL LIC	10,750	13,564	12,500	14,749	13,500	6,935	51%	13,500
001-033-331187 FEMA	-	4,835	-	-	-	-	-	-
001-033-331398 CDBG Payroll	36,572	29,615	36,290	36,290	32,384	24,079	74%	36,989
001-033-334412 Dept. Of Economic Opportunity	-	-	-	-	-	-	0%	-
001-033-331187 FEMA GRANT	-	-	-	-	-	-	0%	-
001-033-331190 ARPA Grant	-	207,375	745,000	745,010	350,000	783,115	-	575,000
001-033-334411 Dept. of Justice FDLE	49,595	49,545	49,646	49,646	-	-	0%	-
001-033-334413 FL. Dept of EPA	-	-	-	-	-	-	0%	-
001-033-334415 USDA Community Grant	50,000	28,945	20,515	20,515	-	-	-	-
001-033-334420 SOLID WASTE GRANT	-	-	-	-	-	-	0%	-
001-033-335120 STATE REVENUE SHARING	184,000	220,548	264,150	264,174	208,567	151,993	73%	234,380
001-033-335140 MOBILE HOME LICENSE TAX	1,250	1,298	1,250	1,383	1,250	817	65%	1,250
001-033-335150 ALCOHOLIC BEV LICENSE	450	979	1,000	1,028	1,000	342	34%	1,000
001-033-335180 LOCAL GOVT 1/2 SALES TAX	277,500	296,274	335,627	337,252	275,000	190,422	69%	299,501
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	2,000	2,766	2,000	4,187	2,500	2,274	0%	2,500
001-034-341600 DOT STREET LIGHT	14,705	14,705	15,146	15,146	15,600	-	0%	16,068
001-034-342915 PUBLIC SAFETY- CARNIVAL	5,000	-	-	-	-	-	0%	-
001-034-343413 MOSQUITO FEES	36,750	38,101	37,150	38,393	38,000	24,179	64%	38,000
001-035-351100 FINE & FORFEITURES	2,500	3,338	2,000	8,675	5,000	3,156	63%	5,000
001-036-359100 BANK FEES	-	-	-	-	-	88	0%	-
001-036-361100 INTEREST EARNINGS	3,250	868	750	6,949	3,600	40,903	1136%	52,500
001-036-361120 INTEREST - AD Valorem Tax	175	2,790	50	27	50	250	500%	50
001-036-362000 RENTAL - COMMERCE CENTER	7,800	7,800	7,800	9,150	9,600	5,600	58%	9,600
001-036-362100 RENTAL LAND USE	-	-	-	-	-	1,200	0%	1,200
001-036-362101 TOWER 900	15,000	15,038	15,000	15,450	15,914	13,300	84%	16,391

**CITY OF SOUTH BAY**  
**PROPOSED BUDGET - GENERAL FUND REVENUES**  
**2023-2024**

	2020-2021		2021-22		2022-23		% of Collection	2023-24 Proposed Budget
	BUDGET	YTD Actual	BUDGET	YTD Actual	BUDGET	YTD 9 Month		
001-036-362102 MAGISTRATE FEE	-	-	-	8,900	-	-	0%	-
001-036-362111 RENTAL-RECREATION FAC.	3,750	6,689	5,500	16,176	11,500	12,719	111%	11,500
001-036-363290 INSURANCE REFUND	35,500	32,361	-	3,378	3,000	1,231	0%	-
001-036-364001 SALE OF REAL ESTATE	-	1,500	-	-	-	-	0%	-
001-036-364310 SALES OF FIXED ASSETS	-	-	-	-	-	7,150	0%	-
001-036-366200 ORATORICAL CONTEST	-	-	-	-	-	600	0%	1,500
001-036-366250 Tanner Park Summer Program	-	-	-	-	-	-	-	-
001-036-366450 DONATIONS	15,250	33,325	40,315	40,315	10,000	21,800	218%	10,000
001-036-366465 DONATIONS BAYFEST	-	-	-	50	-	350	0%	-
001-036-366551 DONAT. SENIOR CITIZEN - RESTRICTED	5,363	-	5,603	-	5,843	-	0%	6,083
001-036-369100 MISCELLANEOUS REVENUE	6,500	6,936	2,250	2,593	2,500	2,524	101%	2,500
001-038-381410 TRANS. FROM W&S	50,102	50,102	20,000	20,000	20,000	-	0%	-
001-038-381440 TRANS. FROM SANITATION	107,500	107,500	71,101	71,101	68,450	-	0%	-
001-000-279999 PY Fund Balance	44,120	-	-	-	-	-	-	-
	<u>\$ 2,400,756</u>	<u>\$ 2,670,370</u>	<u>\$ 3,235,029</u>	<u>\$ 3,297,777</u>	<u>\$ 2,682,324</u>	<u>\$ 2,655,113</u>	<u>99%</u>	<u>\$ 3,050,302</u>

**City of South Bay  
 Projected Expenditures Summary  
 General Fund  
 2023-2024**

Depart.	Department	Position FTE	Personnel	Operating	Capital/non-Operating	TOTAL 2023-2024	%	2022-2023 Budget
101	Legislative	5	\$ 76,856	\$ 43,665	\$ -	\$ 120,521	3.95	\$ 104,901
111	City Manager Office	2	230,677	22,450		253,127	8.30	259,437
121	City Clerk	1	82,131	27,125	-	109,256	3.58	89,133
131	Finance	2	201,656	2,115	-	203,771	6.68	196,979
141	Legal	-	-	88,000	-	88,000	2.88	88,000
151	Planning & Zoning	0	-	-		-	-	126,486
161	Human Resource	-	-	1,950	-	1,950	0.06	22,103
191	Non Department	0.50	10,765	320,487	6,083	337,335	11.06	321,843
311	Community Development and Planning	4	223,927	630,844	-	854,771	28.02	502,879
611	Public Safety	-	-	240,718	-	240,718	7.89	236,106
711	Parks & Recreational	3	132,420	59,890	-	192,310	6.30	182,281
811	Public Works	8	444,608	155,220	4,000	603,828	19.80	552,176
	Transfer to Capital Project					44,715	1.47	
		25.5	1,403,040	1,592,464	10,083	3,050,302	100.00	2,682,324

City of South Bay  
 2023-2024

Total estimated Revenues

3,050,302

# City of South Bay

DEPARTMENT:

**Legislative**

ORGANIZATIONAL CHART BY  
EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-General	DEPARTMENT: Legislative
<p>Mayor</p> <p>Vice Mayor</p> <p>City Commissioner</p> <p>City Commissioner</p> <p>City Commissioner</p>		

## City of South Bay

### Budget Summary

Department: **Legislative**

Expenditure	2019-20		2020-21		2021-22		2022-23	2023-24
Classification	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Request
Personnel Services	61,105	61,276	57,590	61,577	71,375	70,205	75,346	\$ 76,856
Operating Expenses	37,805	31,831	12,805	7,848	35,923	35,950	29,555	43,665
Non Operating/Capital	-	-	-	-	-	-	-	-
<b>Totals:</b>	<b>98,910</b>	<b>93,107</b>	<b>70,395</b>	<b>69,425</b>	<b>107,298</b>	<b>106,155</b>	<b>104,901</b>	<b>120,521</b>

**Narrative Description of Budget Highlights:**



## City of South Bay POSITION SUMMARY

Department Name: **Legislative**

POSITIONS	2021-22 Actual	2022-23 Actual	2023-24 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
<b>TOTALS</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>

City of South Bay  
2023-24 Budget

**City of South Bay**  
**001 General Fund**  
**Legislative**

FUND:  
DEPARTMENT:

ACCOUNT	CLASSIFICATION	Budget 2020-21		Budget 2021-22		Budget 2022-23	BUDGET YEAR 2023-24	
		BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	3-TOTAL: SALARIES - BROUGHT FORW	\$ 43,500	\$ 47,125	\$ 54,500	\$ 54,500	\$ 55,500	\$ 55,500	\$ 55,500
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	\$ -					\$ -	
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 43,500	\$ 47,125	\$ 54,500	\$ 54,500	\$ 55,500	\$ 55,500	\$ 55,500
4	OVERTIME	\$ -					\$ -	
5	TOTAL LINES 3 AND 4	\$ 43,500	\$ 47,125	\$ 54,500	\$ 54,500	\$ 55,500	\$ 55,500	\$ 55,500
6	LINES 5 @ .0765 FICA	\$ 3,330	\$ 3,519	\$ 4,130	\$ 4,083	\$ 4,246	\$ 4,246	\$ 4,246
7	HEALTH INSURANCE	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
8	PENSION	\$ 9,710	\$ 9,853	\$ 11,645	\$ 11,622	\$ 14,500	\$ 14,860	\$ 14,860
	FRS Contribution							
	Worker Compensation	\$ 1,050	\$ 1,080	1,100	-	1,100	2,250	\$ 2,250
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 57,590	\$ 61,577	\$ 71,375	\$ 70,205	\$ 75,346	\$ 76,856	\$ 76,856

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: GENERAL  
DEPARTMENT Legislative

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	2019-20		2020-21		2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget	BUDGET REQUEST	MANAGER RECOMMENDED
540100	Travel & Per Diem	24,000	23,778	2,500	3,312	18,320	18,317	24,755	17,500	30,000	
541100	Telephone	-	-	-	-	-	-	-	-	-	
545100	Auto Insurance	-	-	-	-	1,148	1,148	1,739	1,150	1,740	
551100	Office Supplies	425	548	425	256	425	55	55	425	425	
552100	Operating supplies	550	268	550	105	550	405	537	550	550	
552200	Gas & Oil	-	-	-	-	-	307	452	600	600	
554200	Membership & Dues	2,330	1,025	2,330	1,850	4,780	5,043	6,773	2,330	3,350	
554300	Employee Development	5,500	2,490	2,000	1,575	6,700	6,625	1,995	3,000	3,000	
556400	Commissioners Activities	1,000	2,209	1,000	-	1,000	1,000	1,100	1,000	1,000	
556401	Commissioners Projects	4,000	1,513	4,000	750	3,000	3,050	-	3,000	3,000	
	<b>Totals</b>	<b>37,805</b>	<b>31,831</b>	<b>12,805</b>	<b>7,848</b>	<b>35,923</b>	<b>35,950</b>	<b>37,406</b>	<b>29,555</b>	<b>43,665</b>	<b>-</b>

City of South Bay  
2023-24 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

### Budget Summary

Department: **City Manager**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expenses	Adopted Budget	Expenses	Adopted Budget	Requested
Personnel Services	199,603	198,459	235,754	233,578	231,843	226,127	236,862	230,677
Operating Expenses	21,920	19,552	15,935	10,766	25,248	23,965	19,670	22,450
Debt Services	6,060	6,030	8,710	8,708	8,710	8,708	2,905	-
Non Operating/Capital	-	-	-	-	-	-	-	-
<b>Totals:</b>	<b>227,583</b>	<b>224,041</b>	<b>260,399</b>	<b>253,052</b>	<b>265,801</b>	<b>258,800</b>	<b>259,437</b>	<b>253,127</b>

**Narrative Description of Budget Highlights:**

**City of South Bay  
POSITION SUMMARY**

Department Name: **City Manager**

POSITIONS	2021-22 Actual	2022-23 Actual	2023-24 Requested	Difference
City Manager	1	1	1	-
Office Assistant	1	1	1	-
<b>TOTALS</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>

**City of South Bay**

FUND:  
DEPARTMENT:

**001 General Fund  
City Manager**

ACCOUNT	CLASSIFICATION	BUDGET 2020-21		BUDGET 2021-22		BUDGET 2022-23	BUDGET 2023-24
		Adopted BUDGET	ACTUAL EXPENDITURES	Adopted Budget	ACTUAL EXPENDITURES	Adopted Budget	BUDGET REQUESTED
1	SALARIES	187,533	187,419	182,490	182,487	188,817	176,453
2	Over time	-	-	-	-	-	-
3	TOTAL LINES 1 AND 2 = SALARIES	187,533	187,419	182,490	182,487	188,817	176,453
4	INCENTIVE PAY	-	-	-	-	-	-
5	TOTAL LINES 3 AND 4	187,533	187,419	182,490	182,487	188,817	176,453
6	LINES 5 @ .0765 FICA	14,356	13,968	13,478	13,477	14,445	13,500
7	HEALTH INSURANCE	16,365	16,399	18,210	15,593	16,950	18,800
8	PENSION	14,500	12,692	14,500	14,570	16,650	16,050
	WORKER'S COMPENSATION	3,000	3,100	3,165	-	-	5,874
	Medical Exam		-		-		
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	<b>235,754</b>	<b>233,578</b>	<b>231,843</b>	<b>226,127</b>	<b>236,862</b>	<b>\$ 230,677</b>

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT City Manager

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
540100	Travel & Per Diem	\$ 6,900	\$ 6,809	\$ 3,500	\$ 768	\$ 10,952	\$ 11,181	\$ 8,745	\$ 8,000	\$ 10,000	
541100	Telephone	1,260	641	1,260	714	1,260	589	661	1,050	1,200	
545100	Insurance (auto)	610	653	675	701	735	867	1,275	870	1,500	
546500	Rep. & Main. Vehicles	1,000	2,301	1,000	3,108	3,000	2,361	450	1,000	1,000	
551100	Office Supplies	600	256	600	56	300	113	95	300	300	
552100	Operating Supplies	750	681	750	61	300	109	118	300	300	
552200	Gas & Oil	3,000	2,404	3,000	2,747	3,851	3,850	3,312	4,500	4,500	
554200	Membership, Dues & Sub.	1,650	1,749	1,650	1,442	1,650	1,100	1,429	1,650	1,650	
554300	Employee Development	3,000	1,380	3,000	1,169	1,500	2,095	555	1,500	1,500	
556100	Promotional Activities	500	-	500	-	1,700	1,700	-	500	500	
580000	Auto Lease	8,710	8,708	8,710	8,708	8,710	8,708	2,904	2,905	-	
644000	Equipment	-	-	-	-	-	-	-	-	-	
646000	Equipment/Vehicles	-	-	-	-	-	-	-	-	-	
<b>Totals</b>		<b>\$ 27,980</b>	<b>\$ 25,582</b>	<b>\$ 24,645</b>	<b>\$ 19,474</b>	<b>\$ 33,958</b>	<b>\$ 32,673</b>	<b>\$ 19,544</b>	<b>\$ 22,575</b>	<b>\$ 22,450</b>	<b>\$ -</b>

City of South Bay  
2023-24 Budget



# City of South Bay

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

FUND	FUND NAME	DEPARTMENT: DEPT. NAME
	City Manager	
	City Clerk	

## City of South Bay

### Budget Summary

Department: **City Clerk**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Request
Personnel Services	59,935	58,510	61,600	61,556	62,795	65,691	66,018	82,131
Operating Expenses	15,675	7,075	21,125	18,800	11,775	4,789	23,115	27,125
Non Operating/Capital	1200	595	2,100	-	1,000	-	-	-
<b>Totals:</b>	<b>76,810</b>	<b>66,180</b>	<b>84,825</b>	<b>80,356</b>	<b>75,570</b>	<b>70,480</b>	<b>89,133</b>	<b>\$ 109,256</b>

**Narrative Description of Budget Highlights:**

**City of South Bay  
POSITION SUMMARY**

Department Name: **City Clerk**

POSITIONS	2021-22 Actual	2022-23 Adopted	2023-24 Requested	Difference
City Clerk	1	1	1	0
Administrative Assistant	0	0	0	0
TOTALS	1	1	1	0

**City of South Bay**  
**City of South Bay**

FUND: 001 General Fund  
DEPARTMENT: City Clerk

ACCOUNT		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		Adopted Budget 2022-23	BUDGET YEAR 2023-24	
		ADOPTED BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	Actual EXPENDITURES	Adopted Budget	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	48,690	49,826	49,662	53,726	53,188	63,800	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES	48,690	49,826	49,662	53,726	53,188	63,800	
4	OVERTIME							
5	TOTAL LINES 3 AND 4	48,690	49,826	49,662	53,726	53,188	63,800	
6	LINES 5 @ .0765 FICA	3,725	3,685	3,799	3,876	4,070	4,881	
7	HEALTH INSURANCE	6,750	5,760	6,850	5,558	6,100	10,260	
8	PENSION	2,435	2,285	2,484	2,531	2,660	3,190	
	Worker Comp.	-	-	-	-	-	-	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	61,600	61,556	62,795	65,691	66,018	82,131	\$ -

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

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

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET 2019-20		BUDGET 2020-2021		BUDGET 2021-2022		BUDGET 2022-2023		BUDGET YEAR 2023-24	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
001-121-523100		\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
001-121-531200	Medical Exams	-	-	-	-	-	-	-	-	-	-
001-121-534500	Election Expense	1,900	545	10,700	10,688	-	-	11,747	13,500	13,250	-
001-121-540100	Travel & Per Diem	2,000	20	1,250	1,140	2,000	6	2,906	-	1,000	-
001-121-541100	Telephone	800	641	700	659	700	505	318	540	600	-
001-121-545100	Insurance (Auto)	-	-	-	-	-	-	732	-	750	-
001-121-546500	Rep. & Mainten. Auto	-	-	-	-	-	-	989	-	1,500	-
001-121-549100	Advertising	4,500	4,268	4,000	4,703	4,000	2,342	1,136	4,000	3,250	-
001-121-549200	Charter Review	500	-	500	-	500	-	-	500	500	-
001-121-549400	Codification	2,500	750	2,000	750	2,000	750	750	2,000	1,000	-
001-121-551100	Office Supplies	750	526	750	226	750	63	597	750	750	-
001-121-552100	Operating Supplies	300	325	300	319	300	45	-	300	300	-
001-121-552200	GAS & OIL	-	-	-	-	-	793	1,267	-	2,700	-
001-121-554200	Membership Dues	525	430	525	265	525	285	550	525	525	-
001-121-554300	Employee Development	1,000	165	1,000	50	1,000	-	525	1,000	1,000	-
001-121-641000	Office Equipment	-	-	-	-	-	-	1,700	-	-	-
001-121-644000	Equipment	2,100	-	1,500	-	1,000	-	-	-	-	-
<b>Totals</b>		<b>\$ 16,875</b>	<b>\$ 7,670</b>	<b>\$ 23,225</b>	<b>\$ 18,800</b>	<b>\$ 12,775</b>	<b>\$ 4,789</b>	<b>\$ 23,217</b>	<b>\$ 23,115</b>	<b>\$ 27,125</b>	<b>\$ -</b>

City of South Bay  
2023-24 Budget

# City of South Bay

DEPARTMENT:

**FINANCE**

ORGANIZATIONAL CHART BY  
EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-General	DEPARTMENT: FINANCE
<p>City Manager</p> <p>Finance Director</p> <p>Assistant to Finance Director</p>		

## City of South Bay

### Budget Summary

Department: **FINANCE**

Expenditure Classification	2019-20		2019-20		2021-22		2022-23	2023-24
	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted Budget	Requested
Personnel Services	189,616	184,609	185,516	185,352	187,945	187,135	194,864	201,656
Operating Expenses	2,915	2,081	2,815	1,105	2,815	1,023	2,115	2,115
Non Operating/Capital	800	-	-	-	-	-	-	-
<b>Totals:</b>	<b>193,331</b>	<b>186,690</b>	<b>188,331</b>	<b>186,457</b>	<b>190,760</b>	<b>188,158</b>	<b>196,979</b>	<b>203,771</b>

**Narrative Description of Budget Highlights:**

## City of South Bay POSITION SUMMARY

Department Name: **Finance**

POSITIONS	2021-22 Actual	2022-23 Budget	2023-24 Request	Difference
Finance Director	1	1	1	-
Assistant to Finance Director	1	1	1	-
		-	-	-
<b>TOTAL Budget</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>



## City of South Bay

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

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23	BUDGET YEAR 2023-24	
		ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	\$ 137,410	\$ 140,626	\$ 140,161	\$ 143,392	\$ 146,839	\$ 155,221	
2								
3	TOTAL LINES 1 AND 2 = SALARIES	\$ 137,410	\$ 140,626	\$ 140,161	\$ 143,392	\$ 146,839	\$ 155,221	
4	OVERTIME	\$ -	\$ -	\$ -	\$ -	\$ -		
5	TOTAL LINES 3 AND 4	\$ 137,410	\$ 140,626	\$ 140,161	\$ 143,392	\$ 146,839	\$ 155,221	
6	LINES 5 @ .0765 FICA	\$ 10,515	\$ 9,931	\$ 10,725	\$ 10,152	\$ 11,233	\$ 11,874	
7	HEALTH INSURANCE	\$ 30,720	\$ 27,889	\$ 30,050	\$ 26,560	\$ 29,450	\$ 26,800	
8	PENSION	\$ 6,871	\$ 6,906	\$ 7,009	\$ 7,031	\$ 7,342	\$ 7,761	
	Worker Com	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 185,516	\$ 185,352	\$ 187,945	\$ 187,135	\$ 194,864	\$ 201,656	

City of South Bay  
 2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT FINANCE

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 20122-23		BUDGET YEAR 2023-24	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531200	Medical examination		-		-		-		-		-
540100	Travel & Per Diem	315	22	315	-	315	-	335	250	250	
541100	Telephone	800	642	700	659	700	464	329	540	540	
546100	R & M Equipment	-	-	-	-	-	-		-	-	
551100	Office Supplies	550	545	550	246	550	7	483	400	400	
552100	Operating Supplies	275	218	275	-	275	152	225	250	250	
554200	Membership & Dues	225	50	225	50	225	100	70	225	225	
554300	Employee Development	750	604	750	150	750	300	350	450	450	
641000	Office Equipment	800	-	-	-	-	-		-	-	
<b>Totals</b>		<b>\$ 3,715</b>	<b>\$ 2,081</b>	<b>\$ 2,815</b>	<b>\$ 1,105</b>	<b>\$ 2,815</b>	<b>\$ 1,023</b>	<b>\$ 1,792</b>	<b>\$ 2,115</b>	<b>\$ 2,115</b>	<b>-</b>

City of South Bay  
2023-24 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  
Operating Services Worksheet  
2020-21**

FUND: 001 Fund Name: General Fund  
 DEPARTMENT: General Fund Dept./Division:  
 Fund/Dept./Div./Fnctn./Proj.: 001-141-531050

ACCOUNT NUMBER	Terms of Agreement/ Contract	ACTUAL BUDGET	2019-20		2020-21		BUDGET 2021-22		BUDGET 2022-23		2023-24	
			Budget	EXPENDITURES	Adopted Budget	EXPENDITURES	Adopted Budget	EXPENDITURE	Actual 9 Month	BUDGET	BUDGET REQUEST	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.	\$ 78,335	\$ 71,667	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 40,000	\$ 80,000	\$ 80,000	
531055		2 -Estimated cost for legal and magistrate for enforcement to be contracted out	7,000	990	5,000	-	5,000	990		3,250	3,000	
552100		3- Operating Expenses	3,000	3,377	3,000	4,173	3,000	4,733	2,588	4,750	5,000	
			<b>\$ 88,335</b>	<b>\$ 76,034</b>	<b>\$ 88,000</b>	<b>\$ 84,173</b>	<b>\$ 88,000</b>	<b>\$ 85,723</b>	<b>\$ 42,588</b>	<b>\$ 88,000</b>	<b>\$ 88,000</b>	

City of South Bay  
2023-24 Budget

**City of South Bay  
Human Resources**

DEPARTMENT:  
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

FUND-001	FUND NAME-GENERAL FUND	DEPARTMENT-HUMAN RESOURCE		
<table border="1"><tr><td data-bbox="591 543 1066 577">CITY MANAGER</td></tr><tr><td data-bbox="591 604 1066 638">DIRECTOR OF HUMAN RESOURCES</td></tr></table>			CITY MANAGER	DIRECTOR OF HUMAN RESOURCES
CITY MANAGER				
DIRECTOR OF HUMAN RESOURCES				

## City of South Bay

### Budget Summary

Department: **HUMAN RESOURCE**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	15,916	16,275	16,375	16,332	16,698	15,912	18,003	-
Operating Expenses	5,045	1,790	5,015	731	6,260	4,615	4,100	1,950
Non Operating/Capital					1,000	-	-	-
<b>Totals:</b>	<b>20,961</b>	<b>18,065</b>	<b>21,390</b>	<b>17,063</b>	<b>23,958</b>	<b>20,527</b>	<b>22,103</b>	<b>1,950</b>

**Narrative Description of Budget Highlights:**

**City of South Bay  
Operating Services Worksheet**

FUND: GENERAL  
DEPARTMENT HUMAN RESOURCE

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST
540100	Travel & Per Diem	1,500	-	1,500	-	2,745	2,745		2,000	-
541100	Telephone	195	587	165	604	165	496	92	150	-
551100	Office Supplies	250	336	250	127	250	203	211	250	250
552100	Operating Supplies	200	13	200		200	228	55	200	200
552200	OIL & GAS	-	-	-	-	-	313	232		
554200	Membership & Dues	900	104	900		900	55	-	900	900
554300	Employee Development	2,000	750	2,000		2,000	575	100	600	600
644000	Equipment	-	-	-		1,000	-		-	-
<b>Totals</b>		<b>\$ 5,045</b>	<b>\$ 1,790</b>	<b>\$ 5,015</b>	<b>\$ 731</b>	<b>\$ 7,260</b>	<b>\$ 4,615</b>	<b>\$ 690</b>	<b>\$ 4,100</b>	<b>1,950</b>

City of South Bay

2023-24 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

### Budget Summary      Department: **Non-Department**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	10,765	11,468	21,800	20,450	22,510	17,436	22,960	10,765
Operating Expenses	301,515	275,209	352,025	323,635	403,111	407,354	293,040	322,487
Non Operating/Capital	5,123	-	55,513	50,113	5,603	-	5,843	6,083
<b>Totals:</b>	<b>317,403</b>	<b>286,677</b>	<b>429,338</b>	<b>394,198</b>	<b>431,224</b>	<b>424,790</b>	<b>321,843</b>	<b>339,335</b>

**Narrative Description of Budget Highlights:**

### POSITION SUMMARY

FUND: 001

Department Name: Non-Department

POSITIONS	2021-22	2022-23	2023-24	Difference
	Expended	Adopted	Requested	
PT Custodian Services	0.5	0.5	0.5	
<b>TOTALS</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	

City of South Bay

2023-24 Budget

**City of South Bay  
Personnel Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT Non-Department

ACCOUNT	CLASSIFICATION	DETAIL-REMARKS	BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
			MODIFIED BUDGET	ANTICIPATED EXPENDITURES	BUDGET REQUESTED	EXPENDITURES	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL SALARIES - BROUGHT FORWARD		20,910	16,040	21,328	3,411	10,000	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4							
3	TOTAL LINES 1 AND 2 = SALARIES		20,910	16,040	21,328	3,411	10,000	
4	OVERTIME							
5	TOTAL LINES 3 AND 4		20,910	16,040	21,328	3,411	10,000	
6	LINES 5 @ .0765 FICA		1,600	1,227	1,632	261.00	765	
7	HEALTH INSURANCE			169				
8	PENSION							
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8		22,510	17,436	\$ 22,960	\$ 3,672.00	\$ 10,765	\$ -

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT Non-Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		Adopted BUDGET	EXPENDITURES	Adopted BUDGET	EXPENDITURES	Adopted BUDGET	EXPENDITURES	Actual 9 Month	Adopted BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
524100	Workers Compensation	1,550	907	1,000	3,550	5,090	5,090	1,306	1,000	1,100	
525100	Unemployment Compensation	1,150	-	1,150	-	8,800	8,796	44	1,150	1,100	
531200	Medical Exam	-	-	-	-	-	-	300	-	-	
531300	Professional Services	80,045	79,923	129,595	113,474	94,095	110,588	75,879	78,230	81,447	
532100	Accounting & Audit	34,500	33,500	29,000	24,000	26,000	24,000	-	28,000	30,000	
534050	Trash Removal	5,900	5,770	5,900	5,728	5,900	5,728	5,937	5,940	6,250	
541100	Telephone	10,350	8,286	8,250	8,571	9,800	9,601	8,118	10,700	13,500	
542100	Postage	3,600	4,097	4,200	2,130	4,200	2,202	1,814	4,200	3,600	
543100	Electric	15,600	12,168	14,700	13,432	15,000	15,341	8,692	15,000	16,200	
543500	Water & Sewer Service	17,340	12,364	14,250	20,129	25,000	24,812	17,794	25,000	26,880	
544400	Collection Fees	-	-	-	-	-	-	-	-	-	
545100	Liability Insurance	47,850	39,662	51,500	44,000	50,550	49,064	53,297	50,550	54,800	
546100	Repair & Manut.-Equipment	9,000	5,156	9,800	7,615	9,800	5,436	3,125	9,500	9,500	
546200	Repair & Manut.-Building	10,400	13,396	10,550	11,356	13,140	13,135	13,630	10,550	11,550	
548100	Tri-City Meeting	2,250	2,973	2,250	-	2,250	2,328	1,124	2,250	2,250	
549900	Taxes -(Assessment)	6,150	6,157	6,300	6,129	6,300	6,096	6,132	6,300	6,300	
551100	Office Supplies	1,980	2,001	1,980	1,824	1,980	1,591	1,585	1,980	1,980	
552100	Operating Supplies	10,000	13,099	10,000	13,667	12,140	12,443	12,037	10,000	10,000	
552400	Pension Administration	4,500	4,000	4,000	4,000	4,000	4,000	2,000	4,000	4,000	
554200	Membership, Dues & Subs	7,350	6,308	7,350	6,458	7,450	7,859	7,396	7,690	8,580	
556110	LORE	5,000	5,000	5,000	-	5,000	-	-	-	-	
556210	Special Projects	10,000	3,935	12,750	16,438	26,445	26,444	23,840	8,500	10,000	
570000	FEMA - Debris Removal	-	-	-	-	-	-	-	-	-	
581700	Oratorical Contest	1,500	1,601	1,500	1,500	1,500	1,600	2,100	1,500	2,250	
582100	Holiday Decorations	1,000	842	1,000	-	1,000	-	227	1,000	11,200	
599000	Contingency	14,500	14,064	20,000	19,634	18,025	18,025	18,998	10,000	8,000	
599500	Care Act	-	-	-	-	49,646	53,175	-	-	-	
644000	Equipment	-	-	50,150	50,113	-	-	-	-	-	
660000	Property	-	-	-	-	-	-	-	-	-	
680000	Restricted Sr. Citizen	5,123	-	5,363	-	5,603	-	-	5,843	6,083	
	<b>Totals</b>	<b>306,638</b>	<b>275,209</b>	<b>407,538</b>	<b>373,748</b>	<b>408,714</b>	<b>407,354</b>	<b>265,375</b>	<b>298,883</b>	<b>326,570</b>	<b>-</b>

## City of South Bay

DEPARTMENT:

**Community Development and Planning**  
ORGANIZATIONAL CHART BY  
EMPLOYEE CLASSIFICATION

FUND-311	FUND NAME-General	DEPARTMENT: CD
<p>City Manager</p> <p>Economic and Business Development Manager</p> <p>Community Development/Fiscal Specialist</p> <p>Code Enforcement Officer</p> <p>Community Navigator</p>		

City of South Bay  
2023-24 Budget

## City of South Bay

### Budget Summary

Department: **Community Development and Planning**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expended	Adopted	Expended	Adopted	Requested
Personnel Services	126,160	122,752	126,445	126,114	128,335	127,492	161,497	223,927
Operating Expenses	269,755	252,465	16,750	12,606	775,725	770,644	341,382	630,844
Non Operating/Capital			-	-	-	-	-	-
<b>Totals:</b>	<b>395,915</b>	<b>375,217</b>	<b>143,195</b>	<b>138,720</b>	<b>904,060</b>	<b>898,136</b>	<b>502,879</b>	<b>854,771</b>

**Narrative Description of Budget Highlights:**

**City of South Bay**  
**POSITION SUMMARY**

Department Name: **Community Development and Planning**

POSITIONS	2021-22 Actual	2022-23 Actual	2023-24 Request	Difference
Economic and Business Development Manager	1	1	1	0
Community Development/Fiscal Specialist	1	1	1	0
Code Enforcement Officer	0	0	1	1
Community Navigator	1	1	1	0
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>



**City of South Bay  
Personnel Services Worksheet**

**City of South Bay**

FUND: 001 General Fund  
DEPARTMENT Community Development and Planning

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23	BUDGET YEAR 2023-24	
		ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	ANTICIPATED EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	95,571	98,010	97,686	99,835	128,092	171,884	\$ -
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4					-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	95,571	98,010	97,686	99,835	128,092	171,884	\$ -
4	OVERTIME	-	-	-	-	-	-	\$ -
5	TOTAL LINES 3 AND 4	95,571	98,010	97,686	99,835	128,092	171,884	\$ -
6	LINES 5 @ .0765 FICA	7,314	6,998	7,474	7,001	9,800	13,149	\$ -
7	HEALTH INSURANCE	18,780	16,290	18,290	15,663	17,200	27,900	\$ -
8	PENSION	4,780	4,816	4,885	4,993	6,405	8,594	\$ -
9	Worker comp	-	-	-	-	-	2,400	
10	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	126,445	126,114	128,335	127,492	161,497	223,927	\$ -

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: 001 GENERAL

DEPARTMENT: Community Development and Planning

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 month	Budget	BUDGET REQUEST	MANAGER RECOMMENDED
531200	Medical examination	\$ -	\$ -	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	-
531300	Professional services	5,000	2,850	7,000	4,965	17,675	17,675	10,005	5,000	40,000	-
540100	Travel & Per Diem	1,500	195	1,000	-	1,000	-	915	425	1,050	-
541100	Telephone	800	641	700	659	700	546	329	540	1,540	-
545100	Insurance (Auto)	2,850	3,010	3,100	3,317	3,400	3,042	4,140	3,100	2,379	-
546500	R & M Vehicle	1,000	784	1,000	1,225	1,000	655	179	1,000	2,000	-
551100	Office Supplies	500	220	500	243	500	173	231	500	750	-
552100	Operating Supplies	275	96	275	92	275	308	102	275	500	-
552200	Gas & oil	1,200	528	1,200	328	1,200	1,121	203	1,200	1,800	-
554200	Membership & Dues	225	-	225	-	225	-	-	225	825	-
554300	Employee Development	1,250	-	1,250	371	1,250	181	-	500	500	-
555230	Community Projects	600	-	-	-	500	-	2,937	3,000	1,500	-
559000	Demolition	246,040	235,500	-	-	-	-	-	-	-	-
565229	Community Activities	8,515	8,641	500	1,406	3,000	1,933	-	1,500	3,000	-
565231	ARP Act	-	-	-	-	745,000	745,010	827,860	324,117	575,000	-
644000	Office Equipment	-	-	-	-	-	-	-	-	-	-
<b>Totals</b>		<b>\$ 269,755</b>	<b>\$ 252,465</b>	<b>\$ 16,750</b>	<b>\$ 12,606</b>	<b>\$ 775,725</b>	<b>\$ 770,644</b>	<b>\$ 846,901</b>	<b>\$ 341,382</b>	<b>\$ 630,844</b>	<b>\$ -</b>

City of South Bay  
2023-24 Budget

**City of South Bay**

DEPARTMENT:

**Public Safety**  
ORGANIZATIONAL CHART

FUND-001	FUND NAME-General	DEPARTMENT: PUBLIC SAFETY
<p>Reflects contract entered into with Palm Beach County Sheriff during fiscal year 2023-24</p>		

**City of South Bay**

**Budget Summary**

Department: **Public Safety**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services			-					
Operating Expenses	223,900	223,317	231,040	231,016	230,890	227,028	236,106	240,718
Non Operating/Capital			-				-	
<b>Totals:</b>	<b>223,900</b>	<b>223,317</b>	<b>231,040</b>	<b>231,016</b>	<b>230,890</b>	<b>227,028</b>	<b>236,106</b>	<b>240,718</b>

**Narrative Description of Budget Highlights:**

Reflects contract entered into with Palm Beach County Sheriff, with increase of 2% or \$4,612 is anticipated for fiscal year 2023-2024

**City of South Bay  
Operating Services Worksheet**

FUND: General Fund  
DEPARTMENT: Public Safety

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET 2019-20		BUDGET 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	ADOPTED BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531300	Professional service	\$ -	\$ -			\$ -			\$ -	\$ -	
541100	Telephone PBCO	2,250		3,000	2,748	3,000	2,754	2,067	3,000	3,000	
543500	W & S Services	-	2,737	-	25	-	-	-	-	-	
544500	Contract Services	219,650	-	223,890	223,889	223,890	223,889	192,172	230,606	235,218	
546200	Rep & Maint. Building	2,000	219,620	4,150	4,354	4,000	385	228	2,500	2,500	
552100	Operating Supplies	-	960	-	-	-	-	-	-	-	
645000	Equipment - Grant	-	-	-	-	-	-	-	-	-	
<b>Totals</b>		<b>\$ 223,900</b>	<b>\$ 223,317</b>	<b>\$ 231,040</b>	<b>\$ 231,016</b>	<b>\$ 230,890</b>	<b>\$ 227,028</b>	<b>\$ 194,467</b>	<b>\$ 236,106</b>	<b>\$ 240,718</b>	<b>\$ -</b>

City of South Bay  
2023-24 Budget

**City of South Bay**

DEPARTMENT:

**PARKS & RECREATION**

ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

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

**City of South Bay**

**Budget Summary**

Department: **Parks and Recreation**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expended	Adopted	Expended	Adopted	Expended	Adopted	Request
Personnel Services	89,410	85,656	110,722	98,808	115,487	101,681	126,141	132,420
Operating Expenses	50,760	30,881	38,800	34,736	68,480	53,198	56,140	59,890
Non Operating/Capital	6,090	6,084	82,090	67,784	24,077	20,070	-	-
<b>Totals:</b>	<b>146,260</b>	<b>122,621</b>	<b>231,612</b>	<b>201,328</b>	<b>208,044</b>	<b>174,949</b>	<b>182,281</b>	<b>192,310</b>

**Narrative Description of Budget Highlights:**

**City of South Bay  
POSITION SUMMARY**

Department Name: **Parks & Recreation**

POSITIONS	2021-22	2022-23	2023-24	Difference
	Actual	Actual	Request	
Director	1	1	1	0
Recreational Coordinator	1	1	1	0
Maintenance (PT)	1	1	1	0
<b>TOTALS</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>



**City of South Bay  
Personnel Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT: Parks & Recreation

ACCOUNT	CLASSIFICATION	BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23	BUDGET YEAR 2023-24	
		MODIFIED BUDGET	Actual EXPENDITURES	MODIFIED BUDGET	Actual EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	89,180	83,507	94,275	83,164	104,224	108,393	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4	-	-	-	-	-	-	
3	TOTAL LINES 1 AND 2 = SALARIES	89,180	83,507	94,275	83,164	104,224	108,393	
4	OVERTIME/PAT TIME	-	-	-	-	-	-	
5	TOTAL LINES 3 AND 4	89,180	83,507	94,275	83,164	104,224	108,393	
6	LINES 5 @ .0765 FICA	6,822	6,003	7,212	5,917	7,973	8,292	
7	HEALTH INSURANCE	7,020	5,741	6,900	5,717	6,400	6,100	
8	PENSION	4,100	57	3,500	3,656	4,194	4,255	
	Worker comp.	3,600	3,500	3,600	3,227	3,350	5,380	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	<b>\$ 110,722</b>	<b>98,808</b>	<b>115,487</b>	<b>101,681</b>	<b>126,141</b>	<b>132,420</b>	<b>\$ -</b>

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT: Parks & Recreation

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		Adopted	EXPENDITURES	Adopted	EXPENDITURES	Adopted	EXPENDITURES	Adopted	ADOPTED	BUDGET	MANAGER
		BUDGET		BUDGET		BUDGET		9 Month	Budget	Request	RECOMMENDED
531200	Medical Examination		49				350		-		
531300	Professional Services	-	-	-	-	-	-	-	-	-	
540100	Travel & Per Diem	4,300	-	-	-	3,000	814	-	3,000	3,000	
541100	Telephone	3,350	3,326	3,350	4,620	6,345	6,547	5,306	6,300	8,340	
543100	Electric	10,500	6,008	6,000	6,126	6,600	7,378	4,246	6,500	6,900	
543500	W&S , Trash Services	8,400	8,203	8,400	11,644	13,660	8,397	7,306	9,000	9,740	
545100	Insurance (Auto)	1,650	1,707	1,800	1,857	1,955	2,450	2,984	2,500	2,650	
546100	Rep. & Maint. - Equipment	100	216	100	-	500	-	-	500	500	
546200	Rep. & Maint. - Building	3,000	3,904	3,000	4,628	8,600	8,597	6,875	5,560	5,560	
546500	Rep. & Maint. - Vehicles	1,750	1,637	2,000	440	2,000	524	775	1,250	1,250	
551100	Office Supplies	550	301	600	-	600	208	398	600	600	
552000	Uniform	100	145	100	252	100		130	300	300	
552100	Operating Supplies	2,500	1,168	2,500	2,842	2,500	3,029	4,573	2,500	2,500	
552200	Gas & Oil	3,000	3,166	3,000	2,327	3,860	3,856	2,827	3,780	4,200	
554300	Employee Development	300	-	300	-	300			500	500	
556100	Promotional Activities -Bay Fest	-	-	-	-	5,000		5,023	5,000	5,000	
556150	Athletic Activities	5,060	-	2,300	-	8,110	8,254	2,026	3,500	3,500	
556250	Senior Citizen Program	3,000	1,051	3,000	-	3,000	2,079	2,333	3,000	3,000	
556300	Summer Program	3,000	-	2,150	-	2,150	715	53	2,150	2,150	
556800	Rec. Software	200	-	200	-	200			200	200	
580000	Lease Payment	6,090	6,084	6,090	6,084	5,577	5,070	-	-	-	
641000	Equipment	-	-	76,000	61,700	18,500	15,000	-	-	-	
646000	Vehicle	-	-	-	-	-	-	-	-	-	
	<b>Totals</b>	<b>56,850</b>	<b>36,965</b>	<b>120,890</b>	<b>102,520</b>	<b>92,557</b>	<b>73,268</b>	<b>44,855</b>	<b>56,140</b>	<b>59,890</b>	

City of South Bay  
2023-24 Budget

**City of South Bay**

DEPARTMENT: **Public Works**  
ORGANIZATIONAL CHART BY EMPLOYEE CLASSIFICATION

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

**City of South Bay**

**Budget Summary**    Department:    **Public Works**

Expenditure Classification	2019-20		2020-21		2021-22		2022-23	2023-24
	Adopted	Expenses	Adopted	Expenses	Adopted	Expenses	Adopted	Requested
Personnel Services	365,872	365,266	360,710	341,268	367,434	340,065	\$ 409,751	\$ 444,608
Operating Expenses	147,675	137,425	134,000	126,084	143,425	123,241	138,425	153,220
Non Operating/Capital	12,320	12,960	6,851	4,835	5,982	5,478	4,000	4,000
<b>Totals:</b>	<b>525,867</b>	<b>515,651</b>	<b>501,561</b>	<b>472,187</b>	<b>516,841</b>	<b>468,784</b>	<b>552,176</b>	<b>601,828</b>

**Narrative Description of Budget Highlights:**

**City of South Bay  
POSITION SUMMARY**

Department Name: **Public Works**

POSITIONS	2021-22 Adopted	2022-23 Requested	2023-24 Requested	Difference
Director of Public Work/Engineer	1	1	1	
Foreman	0	0	0	
Maintenance	5	6	6	
Mechanic/Facilities Manager	1	1	1	
<b>TOTALS</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>0</b>

**City of South Bay  
Personnel Services Worksheet**

FUND:  
DEPARTMENT

**001 General Fund  
Public Works**

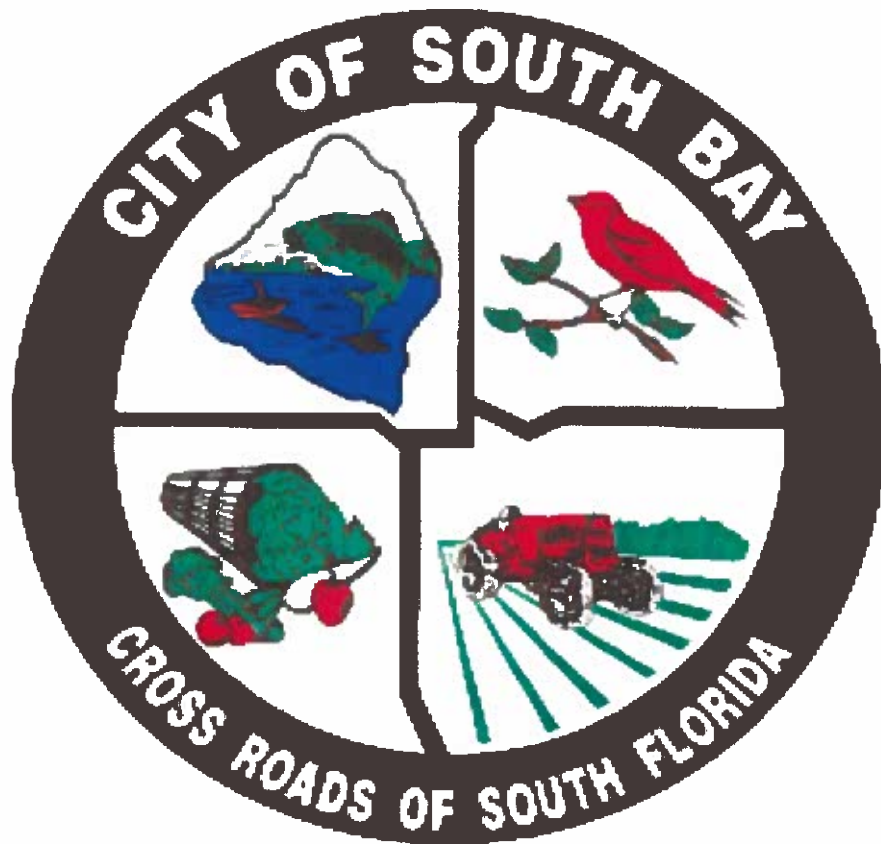
ACCOUNT	CLASSIFICATION	BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23	BUDGET YEAR 2023-24	
		MODIFIED BUDGET	ACTUAL EXPENDITURES	MODIFIED BUDGET	ACTUAL EXPENDITURES	ADOPTED BUDGET	BUDGET REQUESTED	MANAGER RECOMMENDED
1	SUB-TOTAL: SALARIES - BROUGHT FORWARD	243,295	246,871	254,260	250,942	288,182	323,600	
2	OTHER EMPLOYEES NOT SHOWN ON FORM 4						-	
3	TOTAL LINES 1 AND 2 = SALARIES	243,295	246,871	254,260	250,942	288,182	323,600	
4	OVERTIME	2,000	-	2,000	-	2,000	2,000	
5	TOTAL LINES 3 AND 4	245,295	246,871	256,260	250,942	290,182	325,600	
6	LINES 5 @ .0765 FICA	18,765	17,258	19,604	17,667	22,199	24,908	
7	HEALTH INSURANCE	62,400	47,589	59,320	42,193	65,370	45,600	
8	PENSION	11,000	9,693	11,000	10,403	12,000	12,000	
	Worker Comp.	23,250	19,857	21,250	18,860	20,000	36,500	
9	TOTAL PERSONNEL Costs ADD LINES 5 THROUGH 8	\$ 360,710	\$ 341,268	\$ 367,434	\$ 340,065	\$ 409,751	\$ 444,608	\$ -

City of South Bay  
2023-24 Budget

**City of South Bay  
Operating Services Worksheet**

FUND: 001 General Fund  
DEPARTMENT: Public Works Department

ACCOUNT NUMBER	EXPENDITURE CLASSIFICATION	BUDGET YEAR 2019-20		BUDGET YEAR 2020-21		BUDGET YEAR 2021-22		BUDGET YEAR 2022-23		BUDGET YEAR 2023-24	
		BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	BUDGET	EXPENDITURES	Actual 9 Month	ADOPTED BUDGET	BUDGET REQUEST	MANAGER RECOMMENDED
531200	MEDICAL EXAMINATIONS	600	50	600	300	300	1,125	930	300	600	
534050	TRASH REMOVAL	2,950	2,884	2,950	1,910	2,000	1,910	1,979	2,000	2,080	
540100	TRAVEL & PER DIEM	1,500	727	1,500	-	1,500	986	865	1,500	1,500	
541100	TELEPHONE	6,900	5,610	6,600	5,045	5,500	4,846	4,818	5,200	7,800	
543100	ELECTRIC	56,700	53,746	55,000	55,074	56,100	55,282	39,453	56,100	61,800	
543500	W & S Services	2,100	2,587	2,100	3,283	3,100	982	679	1,025	1,140	
545100	INSURANCE (AUTO & Equip)	8,125	7,273	7,450	8,644	8,825	6,040	8,885	9,500	10,500	
546100	REP. & MAINT-EQUIPMENT	7,000	12,267	7,000	7,025	7,000	6,818	4,342	7,000	7,000	
546200	REP. & MAINT-BUILDING	3,000	2,617	2,000	1,804	2,000	1,467	1,253	2,000	2,000	
546500	REP. & MAINT-VEHICLES	4,000	2,972	4,000	4,078	4,000	4,642	1,083	2,000	2,000	
551100	OFFICE SUPPLIES	500	27	500	279	500	409	344	500	500	
552000	UNIFORMS	300	470	300	317	300	275	1,748	300	300	
552100	OPERATING SUPPLIES	4,000	6,634	5,500	3,379	5,500	5,238	5,769	5,500	5,500	
552200	GAS & OIL	13,500	9,783	13,500	12,775	18,800	18,974	11,371	17,500	17,500	
553100	MOSQUITO CONTROL	26,000	25,837	17,000	15,332	20,000	11,143	13,859	20,000	25,000	
553200	ROAD MATERIAL & SUPPLIES	5,000	1,491	3,000	1,508	3,000	-	3,967	3,000	5,000	
554200	MEMBERSHIP, DUES & SUBS	1,000	878	1,000	500	1,000	500	500	1,000	1,000	
554300	EMPLOYEE DEVELOPMENT	2,500	-	2,000	-	2,000	975	1,064	2,000	2,000	
581001	CAPITAL LEASE	10,320	10,298	4,851	4,835	3,982	3,615	-	-	-	
633000	SIGNS	2,000	1,389	2,000	4,831	2,000	1,629	3,015	2,000	2,000	
644000	EQUIPMENT	2,000	449	2,000	-	2,000	1,863	-	2,000	2,000	
646000	EQUIPMENT/VEHICLES	-	2,396	-	-	-	-	-	2,000	2,000	
	<b>Totals</b>	<b>159,995</b>	<b>150,385</b>	<b>140,851</b>	<b>130,919</b>	<b>149,407</b>	<b>128,719</b>	<b>105,924</b>	<b>142,425</b>	<b>159,220</b>	

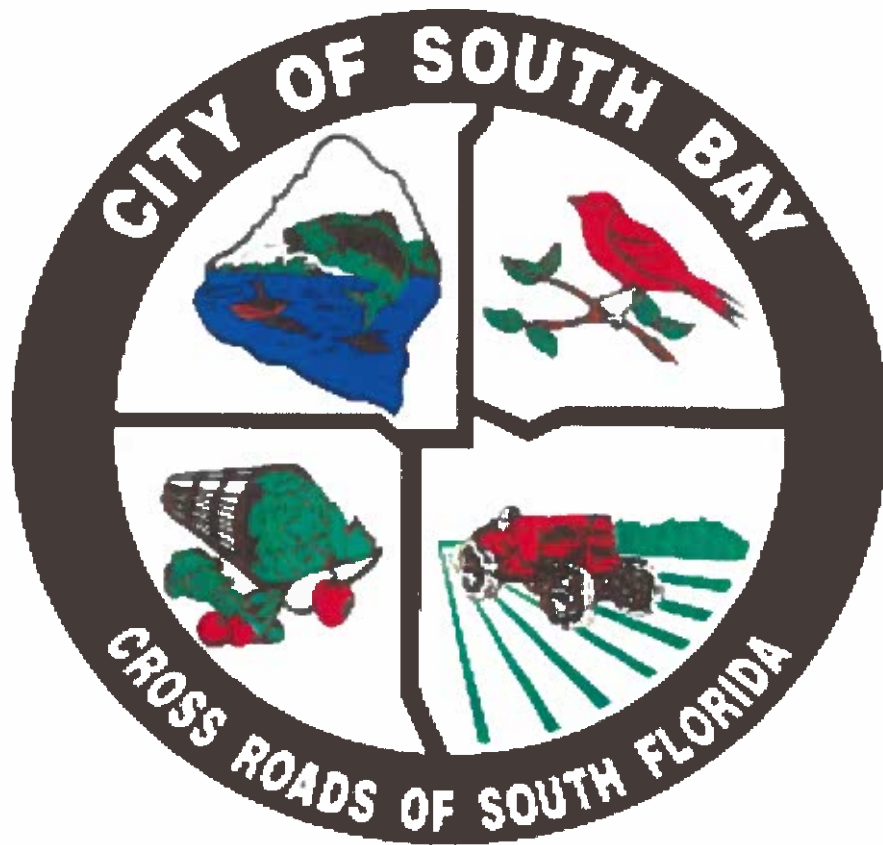


**FY 2023-2024**  
**Proposed Budget**  
**Capital Project**



**CITY OF SOUTH BAY  
CAPITAL PROJECT - FUND 318  
2023-2024**

	2020-2021		2021-2022		2022-2023		2023-2024
	BUDGET	YTD ACTUAL	BUDGET	YTD ACTUAL	BUDGET	YTD 9 Month	Proposed Budget
<b>Revenues:</b>							
318-033-331190 ARPA Grant	\$ -	\$ 32,037	\$ -	\$ -	\$ -	\$ -	\$ -
318-033-334410 PBC Grant					368,680	35,381	-
318-033-334411 DOT - Street Resurfacing					-	-	
318-033-334412 DOT- Street Improve SW 10, MLK	1,190,813	5,850	2,065,747	521,427	1,196,663	529,981	300,000
318-033-334413 DOE Tanner Park Shelter			2,080,000		2,080,000		2,080,000
318-033-334414 Street Improvement - NW 12 Ave							-
318-033-334415 DOT- Street Improve NW 10, MLK				47,650	880,747		800,000
318-033-334418 FL Division of Emergency Manage		19,000					
318-033-334420 FL Division of Emergency Manage							
318-033-334422 FL EPA Flood Control	504,435	2,113	502,322				700,000
318-033-335180 Local Gov 1 Cent Sales Tax	212,500	270,766	266,673	316,535	245,500	175,978	305,000
318-036-361100 Interest Income	3,150	806	1,000	3,961	1,500	17,778	20,000
318-038-381001 Transfer In From GF							44,715
318-038-381401 Transfer In From W&S							35,000 ✓
318-038-381440 Transfer In From Sanitation Fund							125,000
Fund Balance	-	-	-	-	-	-	95,285
<b>Total Revenues</b>	<b>\$ 1,910,898</b>	<b>\$ 330,572</b>	<b>\$ 4,915,742</b>	<b>\$ 889,573</b>	<b>\$ 4,773,090</b>	<b>\$ 759,118</b>	<b>\$ 4,505,000</b>
<b>Expenditures:</b>							
318-311-546100 Building Maintenance	\$ -	\$ 19,000	\$ -	\$ 3,900	\$ -	\$ 20,063	\$ -
318-311-546125 Maintenance							
318-311-546150 Park Improvement		200					
318-311-546152 Cox Park Improvement				7,900	368,680	29,670	
318-311-546155 Park - Play Ground Equipment							25,000 ✓
318-311-546195 Street Improv. NW 12 Ave							600,000 ✓
318-311-546200 Street Improvement SW 10th	1,190,813	8,585	2,065,747	538,252	1,196,663	918,383	300,000
318-311-546201 Street Improvement NW 10th				72,435	880,747	11,913	800,000
318-311-546205 FL Division Mange. Flood	504,435	4,225	502,322	318			700,000
318-311-546210 Street Imp. Resurfacing Project		25,104		250,061			
318-311-546211 DOE Tanner Park Shelter Project			2,080,000		2,080,000		2,080,000
318-311-546215 Local Street Improvement Project		640					
318-311-546218 Local Street Improve City project	100,000	19,912	100,000	59,841	200,000	89,365	
Fund Balance/ Reserve	115,650		167,673		47,000		
<b>Total Expenditures</b>	<b>\$ 1,910,898</b>	<b>\$ 77,666</b>	<b>\$ 4,915,742</b>	<b>\$ 932,707</b>	<b>\$ 4,773,090</b>	<b>\$ 1,069,394</b>	<b>\$ 4,505,000</b>



**FY 2023-2024**

**Proposed Budget**

**Water and Sewer**

**CITY OF SOUTH BAY  
PROPOSED BUDGET - W&S (410)  
2023 - 2024**

		<u>2020-2021</u>		<u>2021-2022</u>		<u>2022-2023</u>		<u>% of Collection</u>	<u>2023-2024 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>		
<b>Revenues:</b>									
410-034-343910	Municipal Entity Revenue	\$ 152,750	\$ 158,310	\$ 153,000	\$ 168,241	\$ 161,500	\$ 109,112	68%	\$ 165,000
410-036-361100	Interest	1,500	218	300	1,088	650	12,083	1859%	13,500
<b>Total Revenues</b>		<b>\$ 154,250</b>	<b>\$ 158,528</b>	<b>\$ 153,300</b>	<b>\$ 169,329</b>	<b>\$ 162,150</b>	<b>\$ 121,195</b>	<b>75%</b>	<b>\$ 178,500</b>
<b>Expenditures:</b>									
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	5,000	-	-	-	-	-		
410-431 -546400	W & S Maintenance	-	-	-	-	-	-	0%	
410-431-546600	Refund	-	-	-	-	-	-		
410-431-571550	Loan P & i	-	-	-	-	-	-	0%	
410-431-599000	Depreciation	-	-	-	2,570	-	-		
410-441-581001	Transfer out to GF/Administ	50,102	50,102	20,000	20,000	20,000	-	0%	
410-441-581318	Transfer to Capital Project	-	-	-	-	-	-	0%	35,000 ✓
410-441-590000	Fund Balance/ Reserve	98,148	107,426	132,300	145,759	141,150	-	-	142,500
<b>Total Expenditures</b>		<b>\$ 154,250</b>	<b>\$ 158,528</b>	<b>\$ 153,300</b>	<b>\$ 169,329</b>	<b>\$ 162,150</b>	<b>\$ 1,000</b>	<b>1%</b>	<b>\$ 178,500</b>



**FY 2023-2024**  
**Proposed Budget**  
**Sanitation**

**CITY OF SOUTH BAY  
PROPOSED BUDGET - SANITATION (440)  
2023 - 2024**

	<u>2020-2021</u>		<u>2021-2022</u>		<u>2022-2023</u>			<u>2023-2024</u>
	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>YTD Actual</u>	<u>BUDGET</u>	<u>YTD</u> <u>9 Month</u>	<u>% Of Collection</u>	<u>Proposed</u> <u>Budget</u>
<b><u>Revenues:</u></b>								
440-034-343411 GARBAGE REMOVAL FEE	\$ 555,000	\$ 567,014	\$ 555,500	\$ 579,752	\$ 561,500	356,545	63%	\$ 565,000
440-034-343414 TRASH REMOVAL	85,750	89,611	86,000	90,257	88,000	56,720	64%	88,000
440-034-343415 RECYCLING FEE	26,500	29,385	27,250	30,365	28,500	18,057	63%	29,250
440-036-361100 INTEREST	12,350	2,773	3,950	13,890	5,750	56,110	976%	75,000
Total Revenues	\$ 679,600	\$ 688,783	\$ 672,700	\$ 714,264	\$ 683,750	\$ 487,432	71%	\$ 757,250
<b><u>Expenditures:</u></b>								
440-811-544200 Bank Service Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
440-811-544400 Collection Fee	7,250	7,403	7,250	7,205	7,350	5,130	70%	7,400
440-811-544500 Contract Services	490,000	504,248	500,000	521,382	515,000	429,099	83%	531,500
440-811-54xxxx Refund	-	-	-	-	-	-	0%	-
440-900-581001 Transfer out to GF (Admin. Fee)	107,500	107,500	71,101	71,101	68,450	-	0%	-
440-900-581318 Transfer out to Capital Project	-	-	-	-	-	-	0%	125,000
440-900-599000 Fund Balance/ Reserve	74,850	69,632	94,349	114,576	92,950	-	-	93,350
Total Expenditures	\$ 679,600	\$ 688,783	\$ 672,700	\$ 714,264	\$ 683,750	\$ 434,229	64%	\$ 757,250