

FY 2019 ADOPTED BUDGET





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**North Bay Village
Florida**

For the Fiscal Year Beginning

October 1, 2017

Christopher P. Morrell

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **North Bay Village, FL** for its Annual Budget for the fiscal year beginning **October 1, 2017**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial guide, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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Transmittal Letter

Adopted October 1, 2018

Honorable Mayor and Commissioners,

Transmitted herein please find the Adopted FY 2019 Annual Budget presented as required by the Village Charter. It was adopted after two public hearings in September, and became effective October 1, 2018. This transmittal letter will bring the budget together and focus the All Funds Budget as it relates to the current level of services provided by the Village, and to the services that will be needed in the future.

The major expense of the General Fund is the cost of the police department. This consumes approximately 62.57% of the General Fund budget. This adopted budget eliminates one part-time accreditation position to create a part-time police officer position. The adopted budget also includes an additional Code Enforcement Officer, and three part-time School Crossing Guards. A Records Clerk was reassigned from the Police Department to Village Clerk's Office.

The FY2019 adopted budget eliminates the positions of Deputy Village Manager/Human Resources Director and the Deputy Village Clerk. It includes a new full-time Procurement Administrator to ensure all procurement activities are conducted in accordance with established procurement policies and procedures of the North Bay Village Code of Ordinances, Florida State Statutes and the United States Code. An Administrative Assistant was also created in the FY 2019 budget.

The budget also includes additional funding for a Recreation Specialist and many of the recreation and community involvement programs. These include increased funding for the PAL program, bike rodeo, movie night out, senior programs and new activities such as Yoga. It also includes the annual yard sale and crime watch events. The FY 2019 budget continues the funding for the International Baccalaureate (IB) Program at Treasure Island Elementary School.

The Village is on the north eastern shore of Miami-Dade County in South Florida, and has to deal with issues and situations that occur in the surrounding Miami and Miami Beach jurisdictional areas. We have to plan for the growth in the general area that may affect the Village as well as plan for the growth in the services we provide to our residents and businesses.

The Village is surrounded by the beautiful waters of Biscayne Bay and the Village will continue to use the police marine patrol boat to increase the safety services we provide on the water. The commission approved the police department adding a motorcycle unit in the FY 2018 budget. These two programs will continue to be operated utilizing existing P/T and F/T patrol officers.

Revenue Forecasting: North Bay Village taxable property has grown back to about 82.5% of the value that the Village had in 2009. It has been a slow but steady climb back. South Florida is showing to be an excellent location for real estate investments as well as North Bay Village being an ideal location in South Florida. The property tax base increased 16% in 2017, 8% in 2018 and 5% for FY 2019. Based on the major mixed use developments that the Commission has approved over the past 3 years, this trend should continue for several years as this new development continues through the development process.

Florida is experiencing a similar growth pattern and the State shared revenues are about 12% of the General Fund revenues. The majority of the Village's revenues after property taxes are the franchise fees and utility taxes. These have been on a steady increase over the past 5 years and are projected to continue a moderate growth over next the few years.

Florida Power & Light (FP&L), has recently been approved for three small rate increases over the next 4 years. This will increase the franchise fees and utility taxes.

The FY 2019 adopted budget for general fund is a total of \$8,796,762 plus the required transfer of \$321,203 to other funds. The major source of revenue to fund the General Fund is the revenue from Ad Valorem taxes. Actually, they generate 69% of the total General Funds revenues.

This Budget includes the adopted Ad Valorem Millage Rate of 5.5200. One mill is equal to \$1.00 of taxes per \$1,000 of property taxable value. The millage rate of 5.5200 will provide sufficient revenue to fund the approved budget. The Village Commission set the Tentative Millage Rate prior to August 4 each year and officially notify the Miami Dade Property Appraiser of the Tentative Millage Rate and the date, time and place of the two required public hearings on the Village's FY 2019 budget. The Property Appraiser is required to notify all property owners of this information and how much the tentative millage rates will be.

The Debt Service Ad Valorem Millage rate is adopted at 0.6263 mills. This will provide the revenues necessary to pay the debt service on the voter approved General Obligation bonds. The General Ad Valorem and the Debt Ad Valorem combined Millages for FY 2019 is at 6.1463.

North Bay Village operates the water distribution and sewer collection systems in the Village. We receive services from Miami Dade for fresh water production and sewage disposal. The Village was developed in the 1950's and the water and sewer systems have not been maintained well nor have any major improvements taken place over the past years.

The Village has undertaken a complete renovation of the water and sewer lines as well as a water meter replacement program. The cost of these Capital Improvements will be in the area of \$12.8 million. These projects will be funded through three, 20 year low interest loans from the Florida Department of Environmental Protection, (FDEP). The

sewer project contract was awarded in FY 2017 and the 2 water projects started in early FY 2018. The loans for these 3 projects will be paid back through increased utility system user fees, but could be offset with some actual dollar cost reductions due to reduced inflow and infiltration and more efficient water and sewer systems.

In FY 2015, the Village undertook a major rebuilding of the two (2) stormwater deep injection well systems and started construction in FY 2018 to rebuild the stormwater outfall lines. This project is funded initially with a direct grant of \$600,000 from the State of Florida and we were awarded additional grants of \$225,000 from the State, \$150,000 grant from the South Florida Water Management District and the remaining costs will be paid through the Stormwater Fund reserves.

The Village is also moving toward the construction of a New Public Safety facility on the municipal lot where the previous building was located. The Old Village Hall was torn down in 2013. The voters have approved \$7.9 million dollars in General Obligation debt for a new municipal building. The voters also approved \$9.4 million for parks and open space development. The Village has spent \$5.5 million for the purchase and development of new parks. With these two projects and the over \$14,500,000 in water, sewer, and stormwater projects, the Village has undertaken over \$37 million in capital improvements. Most of these projects will be completed over the next 2 to 3 years. The Parks and Municipal Building Debt are voter approved GO debt and will become additional line item increases on the annual property tax bill when the funds are borrowed.

Last year, the Village Commission approved increases in the water and sewer consumption charges which will go to increase the financial stability of the Utility System of the Village. When the projects being financed by the State backed loans are completed, the Village will have to look at rate increases to meet the new debt services. Since the system is experiencing inflow and infiltration issues, the correction of these problems may lead to some reductions in the operating costs of the utility system. These reduced expenses could help to hold down the necessary rate increases.

The Village had been going through a slow recovery with the General Fund Reserves being used in the past to supplement some of the increased annual costs. The Village Charter requires a Reserved Fund Balance in the amount 20% of the current years General Fund expenditures which equal \$1,759,352 . The General Fund Unassigned Fund Balance for FY 2018 is projected at \$1,504,640 which includes an estimated amount of \$445,903 that was added to Fund Balance in FY 2018. The General Fund's Balance is projected to be \$3,263,992 The Village General Fund will be in good shape for FY 2019.

This FY 2019 adopted budget is respectfully submitted.


Lewis Velken
Interim Village Manager

GUIDE TO READERS

The Fiscal Year 2019 Budget for North Bay Village serves four fundamental purposes:

1. Policy Document - as a policy document, the Budget serves to educate the reader about the Village and its policies. The Budget contains organization-wide financial and programmatic policies and goals that address long-term concerns and issues. It also includes short-term financial and operational policies that guide the development of the annual Budget. This Budget document details the services that the Village will provide during the twelve-month period from October 1, 2018 through September 30, 2019.

2. Financial Plan - as a financial plan, the Budget details the costs associated with providing municipal services and how these services will be funded. The General Fund section includes a summary and detailed description of all revenues and expenditures. Specific Fund sections also describe revenues and expenditures. The Budget document explains the underlying assumptions for the revenue estimates and discusses significant revenue trends. In addition, there is a discussion of the Village's accounting structure and budgetary policies.

3. Operations Guide - as an operations guide, the Budget details how departments and funds are organized. The Budget informs the reader of all activities, services and functions carried out by each department. Each departmental budget section includes a description of the department's function, measurable goals, budget highlights, and budgetary appropriation.

4. Communications Device - as a communications device, the Budget provides summary information to aid the reader in interpreting the document. Charts, graphs, tables and text are included to consolidate the information as much as possible. The budget document also includes a detailed table of contents and a glossary of terms to make it easy to locate and understand its contents. Finally, the Budget includes the Budget Message section, which provides readers with a condensed analysis of the fiscal plans of North Bay Village for the upcoming fiscal year.

ADOPTED BUDGET FY 2019

NORTH BAY VILLAGE

Submitted by the Village Manager
to the Mayor & Commission
Fiscal Year 2019

Village Commission

Mayor – Connie Leon-Kreps (Term expires Nov. 2018)
Vice Mayor – Andreana Jackson (Term expires Nov. 2020)
Commissioner-Jose Alvarez (Term expires Nov. 2020)
Commissioner – Laura Cattabriga (Term expires Nov. 2018)
Commissioner- Eddie Lim (Term expires Nov. 2018)



NORTH BAY VILLAGE

Administrative Officials

Lewis Velken
Interim Village Manager

Yvonne P. Hamilton
Village Clerk

Norman C. Powell, Esq.
Village Attorney

Incorporated on May 16, 1945

Administrative Staff

- Bert Wrains, Finance Director
- Brian Collins, Acting Police Chief
- Raul Rodriguez, Building Official

Village Mission Statement

The Village Commission will work to serve the diverse community and enhance the quality of life for all inhabitants of this “Three Island Paradise” by preserving our natural resources, stimulating economic activity, maintaining a safe environment, and improving the appearance of the Village through effective and transparent leadership.

Village-Wide Goals

- ❖ Provide a Professional Village Government: Financially Responsible with Personal Customer Service.
- ❖ Develop a Strong Sense of Community Identity and Pride.
- ❖ Maintain our Beautiful and Quaint Village on the Bay.
- ❖ Strive to Create an On-going Great Place to live for all Generations.

ADVISORY BOARDS

Planning & Zoning Board

- J.F. Bud Farrey, Chair
- Marvin Wilmoth, Vice Chair
- Doris O'Hare
- Dr. Paul Norris
- Aniley Perez

Business Development Advisory Board

- Kokoa Woodget, Chair
- Miguel Barbagallo
- Timothy Dennis

Animal Control Advisory Board

- Cecilia Veloz, Chair
- Kokoa Woodget, Vice Chair
- Maria De La Cruz Marquez Arrechea
- Sarah Mauer
- Ruth Prado
- Javier D. Andreu-EX OFFICIO

Citizens Budget & Oversight

- Julianna Strout, Chair
- Jack Rattner
- Mary Kramer
- Kokoa Woodget
- Dr. Paul Norris

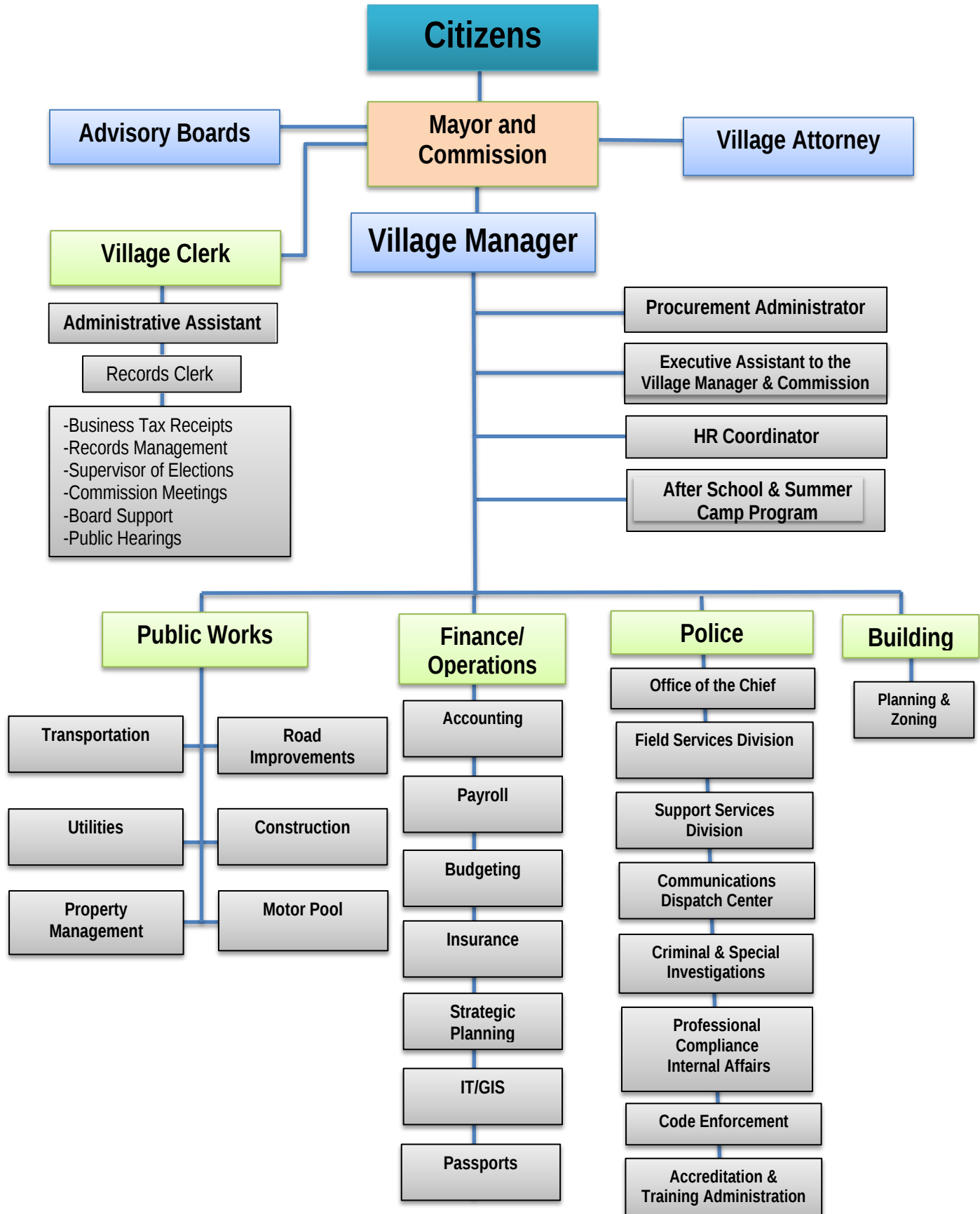
Community Enhancement Board

- Kokoa Woodget, Chair
- Ana Watson, Vice Chair
- Jack Rattner
- John "Johnnie Walker"

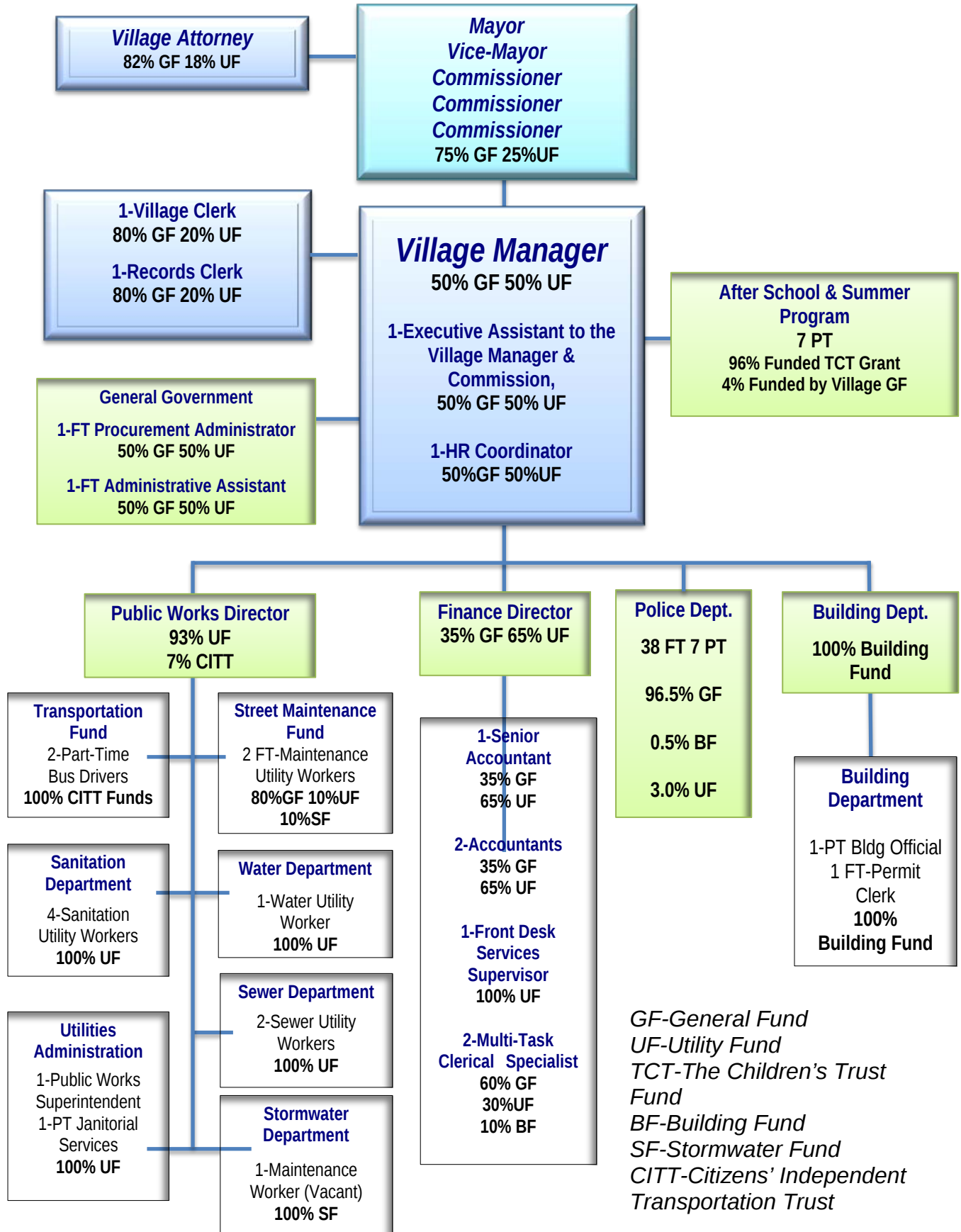
Advisory Charter Review Board

- Julianna Strout
- Marvin Wilmoth, Vice Chair
- Pilar Somoza-Mendehall
- Kip Dugal
- Paul Norris
- Raul Toro
- Humberto H. Ocariz
- Ana Watson
- Myra Perez Damera

ORGANIZATIONAL CHART



POSITION FUNDING SOURCES



AUTHORIZED STAFFING LEVELS

GENERAL FUND	FY 2015	FY 2016	FY2017	FY 2018	FY 2019
Village Commission Department	5 PT	5 PT	5 PT	5 PT	5 PT
Village Manager Department	4 FT	4 FT	4 FT	4 FT	3 FT
Village Clerk Department	2 FT	2 FT	2 FT	2 FT	2 FT
Finance Department	4 FT	4 FT	4 FT	4 FT	4 FT
General Government Department	2 FT 1 PT	1 FT 1 PT	2 FT 1 PT	2 FT 1 PT	4 FT 1 PT
Police Department	33 FT 4 PT	37 FT 7 PT	37 FT 7 PT	38 FT 5 PT	38 FT 7 PT
Recreation & Human Services Department	0	0	0	0	0
TOTAL GENERAL FUND	55	61	62	62	64
SPECIAL REVENUE FUNDS					
Building	2 FT 1PT	2 FT 1PT	1 FT 1PT	1 FT 1PT	1 FT 1PT
Street Maintenance	2 FT	2 FT	2 FT	2 FT	2 FT
After School & Summer	8 PT	8 PT	7 PT	7 PT	7 PT
Transportation	2 PT	2 PT	2 PT	2 PT	2 PT
TOTAL SPECIAL REVENUE FUNDS	15	15	13	13	13
ENTERPRISE FUNDS					
Utility Administration	3 FT	2 FT 1PT	2 FT 1PT	2 FT 1PT	2 FT 1PT
Water Operation	1 FT	1 FT	1 FT	1 FT	1 FT
Sewer Operation	2 FT	2 FT	2 FT	2 FT	2 FT
Sanitation Department	4 FT	4 FT	4 FT	4 FT	4 FT
Storm Water	1 FT	1 FT	1 FT	1 FT	1 FT
TOTAL ENTERPRISE FUNDS	11	11	11	11	11
TOTAL ALL FUNDS	81	87	86	86	88
<u>Budget Staffing Level Changes</u>					
Eliminate Deputy Village Manager/HR Director Position					
Eliminate Deputy Village Clerk position					
Reassign Records Clerk position from Police Department to Village Clerk's Department					
Add (1) Administrative Assistant for General Government					
Revise Position from Post Office Clerk to Multi-Task Clerical Specialist					
Add (3) Part-Time School Crossing Guards					
Add (1) Code Enforcement Officer					
Add (1) FT Procurement Administrator					
Reassign (1) PT Accreditation & Counter-Terrorism position to (1) PT Patrol Officer					

ALL FUNDS-BUDGET ANALYSIS BY DEPARTMENT FY 2019

FUND	NUMBER OF PERSONNEL	PERSONNEL SERVICES	MATERIALS SUPPLIES AND SERVICES	TOTAL OPERATING BUDGET	CAPITAL OUTLAY & OTHER	TOTAL ADOPTED BUDGET
GENERAL FUND						
Village Commission Department	5 PT	35,619	41,550	77,169	-	77,169
Village Manager Department	3 FT	388,193	9,175	397,368	-	397,368
Village Clerk Department	2 FT	211,517	68,550	280,067	-	280,067
Finance Department	4 FT	457,262	10,710	467,972	-	467,972
Legal Services Department	-	-	288,000	288,000	-	288,000
General Government Department	4 FT 1 PT	272,025	1,057,511	1,329,536	17,500	1,347,036
Police Department	38 FT 7 PT	4,764,874	685,276	5,450,150	54,100	5,504,250
Recreation & Human Svces Dep.	-	-	434,900	434,900	-	434,900
Compensated Absences	-	-	-	-	-	-
TOTAL GENERAL FUND	64	6,129,489	2,595,673	8,725,162	71,600	8,796,762
SPECIAL REVENUE FUNDS						
Building	1 FT 1PT	90,964	484,614	575,578	-	575,578
Street Maintenance	2 FT	131,587	397,478	529,065	-	529,065
After School & Summer	7 PT	156,259	25,435	181,694	-	181,694
Transportation	2 PT	85,832	78,950	164,782	1,060,802	1,225,584
TOTAL SPECIAL REVENUE FUNDS	13	464,642	986,477	1,451,119	1,060,802	2,511,921
TOTAL CAPITAL PROJECTS FUND	-	-	-	-	510,000	510,000
ENTERPRISE FUNDS						
Utility Administration	2 FT 1PT	199,059	525,451	724,511	2,120,500	2,845,011
Water Operation	1 FT	75,552	818,297	893,849	-	893,849
Sewer Operation	2 FT	176,095	1,257,403	1,433,498	-	1,433,498
Sanitation Department	4 FT	289,117	801,157	1,090,274	-	1,090,274
Capital	-	-	-	-	-	-
TOTAL UTILITY FUND	10	739,823	3,402,309	4,142,132	2,120,500	6,262,632
Water Improvements Trust	-	-	-	-	-	-
Sewer Improvements Trust	-	-	-	-	881,178	881,178
Sanitation Improvements Trust	-	-	-	-	-	-
TOTAL IMPROVEMENTS TRUST	-	-	-	-	881,178	881,178
Storm Water	1 FT	77,713	49,442	127,155	-	127,155
TOTAL STORMWATER	1	77,713	49,442	127,155	-	127,155
Debt Service	-	-	-	-	777,427	777,427
TOTAL DEBT SERVICE	-	-	-	-	777,427	777,427
TOTAL ALL FUNDS	88	7,411,667	7,033,901	14,445,568	5,421,507	19,867,075

TOTAL PAYROLL COST FY 2019

Occupation	Proposed Earnings	COLA / INCENTIVE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/Comp	Insurance	Employee Total
General Fund-Village Commission										
Mayor	7,800	-	-	-	-	-	597	22	-	8,419
Vice-Mayor	6,300	-	-	-	-	-	482	18	-	6,800
Commissioner	6,300	-	-	-	-	-	482	18	-	6,800
Commissioner	6,300	-	-	-	-	-	482	18	-	6,800
Commissioner	6,300	-	-	-	-	-	482	18	-	6,800
Total Village Commission	33,000	-	-	-	-	-	2,525	94	-	35,619
General Fund-Village Manager										
Village Manager	128,750	1,931	-	-	7,200	32,864	10,548	374	21,102	202,769
Executive Assistant to the Village Manager & Commission	59,191	888	-	-	-	4,946	4,596	172	10,518	80,310
HR Coordinator	68,618	1,029	-	1,000	-	5,777	5,405	199	23,086	105,114
Total Village Manager	256,559	3,848	-	1,000	7,200	43,587	20,548	745	54,706	388,193
General Fund-Village Clerk										
Village Clerk	93,600	1,499	-	-	-	26,781	7,275	272	11,683	141,110
Records Clerk	45,615	684	-	1,000	-	3,894	3,618	132	15,463	70,407
Total Village Clerk	139,215	2,183	-	1,000	-	30,675	10,893	404	27,146	211,517
General Fund-Finance Department										
Finance Director	113,251	1,699	-	300	8,400	29,472	9,459	371	1,513	164,465
Senior Accountant	85,625	1,284	-	1,000	-	7,237	6,725	269	15,647	117,788
Accountant	59,211	888	-	1,000	-	5,030	4,674	186	23,003	93,993
Accountant	47,553	713	-	-	-	3,974	3,692	150	22,934	79,017
Total Finance Department	305,641	4,585	-	2,300	8,400	45,713	24,551	977	63,097	455,262
General Fund-General Government										
FT Procurement-Vacant	58,329	-	-	-	-	4,802	4,462	167	10,925	78,685
Multi-Task Clerical Specialist	44,184	663	-	300	-	3,717	3,454	128	10,277	62,723
Multi-Task Clerical Specialist	44,184	663	-	-	-	3,692	3,431	128	10,329	62,427
FT Administrative Assistant-Vacant	37,490	-	-	-	-	3,086	2,868	107	10,292	53,843
PT-Office Clerk-Vacant	13,095	196	-	-	-	-	1,017	38	-	14,346
Total General Government	197,283	1,522	-	300	-	15,297	15,231	569	41,823	272,025
General Fund-Police Department										
Exec Assist to the Chief of Police	84,378	1,266	-	1,000	-	7,133	6,628	225	24,085	124,716
Dispatch Supervisor	68,218	1,023	-	1,000	-	9,483	5,373	183	10,495	95,775
Dispatcher	39,885	598	1,595	-	-	3,464	3,219	109	10,385	59,256
Dispatcher	53,451	802	2,138	500	-	4,683	4,352	148	18,294	84,367
Dispatcher	39,885	598	1,595	-	4,800	3,859	3,586	122	644	55,090
Dispatcher	39,885	598	-	-	-	3,333	3,097	105	15,110	62,129
PSA	41,880	628	1,675	-	-	3,637	3,380	115	10,402	61,717
Records Clerk-Reassign Dept.	-	-	-	-	-	-	-	-	-	-
Code Enforcement Supervisor	76,672	1,150	-	500	4,800	6,843	6,359	216	743	97,283
Code Enforcement Officer	63,748	956	-	-	-	5,327	4,950	168	18,953	94,102
Code Enforcement Officer	50,000	2,000	-	-	-	12,636	3,978	2,470	10,472	81,556
Dispatcher-Vacant	38,740	581	1,550	300	-	3,389	3,150	107	10,493	58,310
(3) School Crossing Guards	22,680	340	-	-	-	1,895	1,761	1,093	-	27,770
Total Non-Sworn Officers	619,422	10,541	8,554	3,300	9,600	65,683	49,833	5,062	130,076	902,072
Sub-Total	1,551,119	22,679	8,554	7,900	25,200	200,954	123,582	7,851	316,847	2,264,687

TOTAL PAYROLL COST FY 2019

Occupation	Proposed Earnings	INCENTIVE	MERIT/ STEP INCREASE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/COMP	Insurance	Employee Total
General Fund-Police Department											
Chief of Police	118,289	-	-	-	-	6,000	29,911	9,416	5,847	2,363	171,826
Lieutenant	105,868	4,764	4,425	-	1,000	1,280	28,202	8,878	5,513	11,385	171,316
Lieutenant	101,797	4,581	4,255	-	1,000	680	27,127	8,540	5,303	23,593	176,874
Sergeant	91,445	4,115	-	-	1,000	1,760	23,464	7,387	4,587	23,571	157,329
Sergeant	91,445	4,115	-	-	1,000	1,160	23,464	7,387	4,587	23,496	156,653
Sergeant	87,090	3,919	3,640	3,640	1,000	6,080	25,294	7,963	4,944	1,476	145,047
Detective	83,208	3,744	-	-	1,000	800	21,372	6,728	4,178	23,466	144,497
Detective	83,208	3,744	-	-	1,000	800	21,372	6,728	4,178	23,466	144,497
Detective	83,208	3,744	-	-	1,000	1,880	21,372	6,728	4,178	16,043	138,154
Detective	68,390	3,078	2,859	-	-	2,000	18,061	5,686	3,531	23,380	126,985
Corporal	81,623	3,673	-	1,706	1,000	440	21,385	6,732	4,180	16,013	136,752
Corporal	81,623	3,673	-	-	1,000	1,640	20,970	6,602	4,099	15,678	135,285
Corporal	81,623	3,673	-	3,412	1,000	1,400	21,799	6,863	4,261	16,018	140,049
Patrol Officer	79,246	3,566	-	3,312	1,000	5,000	22,338	7,032	4,366	2,074	127,935
Patrol Officer	79,246	3,566	-	1,656	1,000	440	20,769	6,538	4,060	19,232	136,508
Patrol Officer	79,246	3,566	-	-	1,000	680	20,366	6,412	3,981	23,497	138,748
Patrol Officer	79,246	3,566	-	-	1,000	1,760	20,366	6,412	3,981	11,323	127,654
Patrol Officer	79,246	3,566	-	1,656	1,000	6,560	6,989	6,906	4,288	1,502	111,713
Patrol Officer	79,246	3,566	-	3,312	1,000	1,400	21,171	6,665	4,138	23,466	143,965
Patrol Officer	79,246	3,566	-	1,656	1,000	1,400	20,769	6,538	4,060	10,884	129,119
Patrol Officer	79,246	3,566	-	3,312	1,000	440	21,171	6,665	4,138	18,789	138,328
Patrol Officer	65,134	2,931	2,723	2,723	300	1,400	17,936	5,646	3,506	22,944	125,243
Patrol Officer	60,220	2,710	2,517	2,517	-	560	16,515	5,199	3,228	10,791	104,259
Patrol Officer	60,220	2,710	2,517	-	-	560	15,904	5,007	3,109	10,791	100,818
Patrol Officer	54,116	2,435	2,262	-	300	1,160	14,365	4,522	2,808	15,933	97,901
Patrol Officer	57,904	2,606	2,420	2,420	500	200	16,002	5,038	3,128	11,458	101,676
FT Patrol Officer-Vacant	56,551	2,545	2,364	-	-	200	14,935	4,702	2,919	10,791	95,007
PT Patrol Officer-Vacant	36,258	-	1,450	-	-	-	9,163	2,885	1,791	-	51,547
PT Patrol Officer	40,808	-	1,632	-	-	-	10,313	3,247	2,016	-	58,016
PT Patrol Officer	36,258	-	1,450	-	-	-	9,163	2,885	1,791	-	51,547
PT Patrol Officer	36,258	-	1,450	-	-	-	9,163	2,885	1,791	-	51,547
Total Sworn-Officers	2,296,513	91,289	35,966	31,325	20,100	47,680	591,191	190,821	118,484	413,426	3,836,794
Occupation	Proposed Earnings	COLA/INCENTIVE	MERIT/ STEP INCREASE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/COMP	Insurance	Employee Total
Building Fund											
Chief Building Official	7,200	-	-	-	-	-	-	551	315	-	8,066
B&Z Permit Clerk	56,392	846	-	-	500	200	4,770	4,432	164	15,295	82,598
Total Building Department	63,592	846	-	-	500	200	4,770	4,983	479	15,295	90,664
Sub-total	2,360,105	92,135	35,966	31,325	20,600	47,880	595,961	195,804	118,963	428,720	3,927,458

TOTAL PAYROLL COST FY 2019

Occupation	Proposed Earnings	COLA/INCENTIVE	MERIT/STEP INCREASE	Shift Diff	LON	Add'l Benefits	RET	FICA	W/Comp	Insurance	Employee Total
Street Maintenance Fund											
Maintenance UT Worker	44,184	663	-	-	-	200	3,708	3,446	5,827	10,420	68,449
Maintenance UT Worker	36,350	545	-	-	-	200	3,054	2,838	4,799	10,352	58,138
Total Street Maintenance	80,535	1,208	-	-	-	400	6,762	6,284	10,626	20,772	126,587
After School & Summer Program											
Program Director	52,276	-	-	-	-	4,800	4,699	4,366	274	-	66,415
Clerical Admin & Activity Coord.	20,423	-	-	-	-	-	1,681	1,562	107	-	23,774
ESE Coordinator	17,869	-	-	-	-	-	1,471	1,367	94	-	20,801
Activity Coordinator 1	15,316	-	-	-	-	-	1,261	1,172	80	-	17,829
Activity Coordinator 2	15,316	-	-	-	-	-	1,261	1,172	80	-	17,829
Summer Science Teacher	5,104	-	-	-	-	-	420	390	27	-	5,941
Summer Activity Coordinator	3,154	-	-	-	-	-	260	241	17	-	3,671
Total After School & Summer Program	129,458	-	-	-	-	4,800	11,312	10,271	678	-	156,260
Transportation Fund											
PT Bus Driver	31,355	-	-	-	-	-	2,581	2,399	2,145	-	38,481
PT Bus Driver	30,435	-	-	-	-	-	2,506	2,328	2,082	-	37,352
Total Transportation Fund	61,791	-	-	-	-	-	5,087	4,727	4,228	-	75,832
Utilities Administration											
Public Works Director	-	-	-	-	-	-	-	-	-	-	-
Public Works Superintendent	66,155	992	-	-	-	5,000	5,940	5,519	192	836	84,634
Front Desk Services Supervisor	68,122	1,022	-	-	1,000	200	9,496	5,381	198	10,437	95,856
Janitorial Services	23,752	-	-	-	-	-	1,955	1,817	1,445	-	28,969
Total Utilities Administration	158,029	2,014	-	-	1,000	5,200	17,391	12,718	1,835	11,272	209,459
Water Department											
Water UT Worker	48,713	731	-	-	1,000	200	4,169	3,874	2,741	10,323	71,752
Total Water Department	48,713	731	-	-	1,000	200	4,169	3,874	2,741	10,323	71,752
Sewer Department											
Sewer UT Worker	59,211	888	-	-	1,000	200	5,046	4,689	3,332	10,823	85,190
Sewer UT Worker	53,706	806	-	-	1,000	200	4,556	4,262	3,022	18,753	86,305
Total Sewer Department	112,917	1,694	-	-	2,000	400	9,602	8,951	6,354	29,576	171,495
Sanitation Department											
Sanitation UT Worker	48,766	731	-	-	1,000	200	6,743	3,878	5,319	10,402	77,040
Sanitation UT Worker	46,393	696	-	-	1,000	200	3,975	3,694	5,061	10,374	71,393
Sanitation Truck Driver	42,080	631	-	-	1,000	200	3,615	3,359	4,590	10,699	66,175
Sanitation Truck Driver	40,076	601	-	-	1,000	200	5,552	3,204	4,372	10,304	65,309
Total Sanitation Department	177,315	2,660	-	-	4,000	800	19,885	14,135	19,342	41,779	279,917
StormWater Department											
New Vacant-Maintenance Worker	41,600	624	-	-	-	200	3,493	3,245	5,488	23,063	77,713
Total StormWater Department	41,600	624	-	-	-	200	3,493	3,245	5,488	23,063	77,713
Sub-Total	810,359	8,930	-	-	8,000	12,000	77,703	64,206	51,292	136,786	1,169,015
Grand Total	4,721,582	123,745	35,966	39,878	36,500	85,080	874,359	383,592	178,105	882,354	7,361,160
*Retirement includes: FRS General FRS Department Head FRS Police/CMA REG 10/1/18-9/30/19 8.15% 23.16% 23.70% 13.50% *Additional Benefits Include: Car Allowance, Health Benefit, Educational Incentive, Clothing Allowance *Unemployment Compensation and Overtime are not included in this chart.											

VILLAGE MANAGER MESSAGE

Adopted October 1, 2018

Honorable Mayor and Village Commissioners:

I am pleased to present North Bay Village's FY 2019 Adopted Budget. This budget is a result of a preliminary review by staff, along with discussions with experts on the various issues that will affect our community during the next fiscal year. The Commission held two Public Hearings for community input on the FY 2019 budget. The Commission adopted a millage rate of 5.5200 mills and the debt service millage rate at 0.6263 mills to fully fund the FY 2019 general fund budget.

As we review the issues relating to the FY 2019 Budget, it is clear the property values continued to improve in the past four years. The property value increase over the prior year's final gross taxable value is \$48 million or about 8%. The increased rate of 5.5200 mills will generate a much needed reserve over the FY 2018 budget. The FY 2018 millage rate was adopted at 5.6500.

Staff and I met with the Village Elected Officials and residents. Many of which expressed the need to enhance the level of services for the Village residents, property owners and businesses, while minimizing the financial impact to the community. The FY 2019 budget achieves these goals with a tax decrease of approximately \$37 annual savings on a property value of \$300,000.

The Village completed several sewer and stormwater repairs and improvements. The following are major areas in which the Village will be involved during the FY 2019 budget year:

1. Continue completion of the major infrastructure repairs and upgrades to the Villages water and sewer system. This is funded primarily through the State Revolving Loan Program (SRL). The stormwater infrastructure improvements are being accomplished through State and local grants, as well as user fees.
2. Completion of the Florida Accreditation for the Village's police department. This will greatly reduce the Village's liability by the implementation of best practices in policing.
3. Demonstrate our commitment to our youth by continued development of the educational and recreational projects in the Village, including the International Baccalaureate Program (IB), increasing our PAL budget by 100%, scholarships, and other recreational programs.
4. Continue with the design and development of the New Village Hall/Police/Fire complex. Miami-Dade County is contributing \$3,000,000 dollars for the construction of the Fire station. Any continued delays in its development may result in the County withdrawing funding and removing the fire station (and funds) from the vicinity of the Village. Our Village Hall and Police Department currently lease space at an annual cost

of \$305,000. Development of this complex will result in a yearly lease reduction for the Village and a long term solution to our need for additional space.

5. Improvements to Village Parks through grants and impact fees, and the development of additional Village owned land for parks. The Village currently pays \$400 per month to dock the police boat in a secure facility. Adding boat docks at our municipal lot will provide a secure location for our police boat at no cost.

6. Continue with the development of the plans and specifications for the Boardwalk and continuation of the Bay Walk Plaza.

7. Prepare a strategic plan to explore the possibilities for the newly purchased Sakura property located at 1335 Kennedy Causeway, after demolition. Presently, parking at the property is alleviating the needs of the Bayshore Yacht and Tennis Club for additional parking. It also provides a revenue stream by leasing the parking spaces until a long term development strategy is identified.

8. Follow up on the FP&L, AT&T, and Atlantic Broadband underground utilities plan based on previous voter approval. Also, consider completing further studies on the execution of this project to identify the potential benefits, hazards and updated costs of burying underground power lines in a flood zone.

Our staff will be working on these projects during the FY 2019 budget year. Also, there are several items that should have an impact on the efficiency of the staff and providing services to our citizens. The following are a few of those items:

Youth Services:

The Children's Trust granted the Village funding for the After School Program and Summer Camp at Treasure Island Elementary School (TIES). This program has been a big success and will continue for FY 2019 as they have approved continuation of the program for the next five years. The police department will combine the resources of the TIES' summer program with elements of the PAL summer program in order to enhance the summer experience for our youth.

Dr. Paul Vogel Park:

The park construction has been completed. The Village has been successful in securing additional grant funds, and with the use of impact fees, we look forward to expanding the park's facilities to include; improved landscaping, repair of the exercise equipment, and improved walking/running trail. Planning also includes the potential of adding boat docks to the park.

Personnel Programs:

The Village implemented a revised personnel system four years ago, and updated it as late as July 2018. The staff has implemented personnel manuals as well as a Compensation Plan for all positions. This has standardized compensation between similar positions and utilized in a performance or merit based compensation plan. The

new personnel system has been incorporated into the new CBA contracts where possible.

The Village approved a CBA for the police officers that will be effective through September 30, 2019. The negotiations for the new contracts will begin in April 2019 with police, blue collar and clerical employees.

The major changes in personnel include eliminating the positions of Deputy Village Manager/Human Resources Director, Deputy Village Clerk, and one part-time accreditation & counter terrorism position in exchange for another uniform patrol part-time position, resulting in more “boots on the ground” and less in administrative positions. This improves our high visibility patrols.

The Adopted budget also includes an additional Code Enforcement Officer, three part-time School Crossing Guards, an Administrative Assistant and a Procurement Administrator. The Records Clerk was reassigned from the Police Department to the Village Clerk’s Department.

In the past four annual budgets, some of the police department expenses have been paid utilizing State and Federal forfeiture funds. Currently, the shared revenue from these sources is not as large as in past years. The remaining forfeiture funds will be utilized as efficiently as possible, however; some of the expenses may have to be absorbed back into the General Fund.

The Village is considering new capital projects requested for FY 2019. There is a continuation of the current projects, including a new Village building which will include police and fire stations, continuation of the Bay Walk Plaza and Boardwalk projects as funds are available. We are underway with major rehabilitation and upgrades to the Village’s water, sewer and storm water infrastructure. These projects will provide the foundation for future development.

The FY 2019 General Fund revenue and transfers are adopted at \$9,117,965 as compared to FY 2018 adopted budget of \$8,954,835. The additional increase in funding will help strengthen our reserves.

Other Funds:

The Utility Fund in FY 2017 and FY 2018 had several capital projects. These have been mostly completed. In FY 2017 and FY 2018, the Village had a large amount of repairs to the existing water and sewer systems. In FY 2015, the Village applied for and received three loan commitments from the Florida Department of Environmental Protection for upgrades and repairs to the Villages water and sewer system. The Utility projects have been designed and are currently in the construction phases. The 3 projects should be completed by the end of 2018 or early 2019. The 2015 Florida legislature provided a 100% grant of \$600,000 for restoring the Village’s 2 deep injection wells for storm water disposal.

Transportation:

The Transportation Fund was established to account for the revenues and expenditures for the CITT surtax monies the Village receives from the Citizens Independent Transportation Trust (CITT). The transit and transportation needs of the Village will be developed within this fund. The Village received a new 2016 bus for our Village residents and used the CITT funds for this purchase. When the water and sewer projects are completed the Village will be able to utilize some of the CITT funds for the repaving portions of the streets that will be torn up in conjunction with underground infrastructure work.

The Local Option Gas Tax that is levied on gasoline and diesel sales is collected and distributed by the State of Florida. These monies must also be used like the CITT funds, for transportation needs of the Village and are accounted for in the Streets Fund.

Debt Service:

The Debt Service Fund was established to account for the General Obligation (GO) Ad Valorem tax revenues and the principle and interest payments on the Village's two (2) General Obligation bonds. The FY 2018 millage rate was 0.6198 mills which allowed the Village to fully fund this Debt Service Trust Fund. The amount required to fund FY 2019 debt service is \$786,427. This will require a millage of 0.6263 to fund the FY 2019 GO Bond debt service, which equates to a 0.0065 mill increase. In April 2018, the Village purchased the property located at 1335 Kennedy Causeway, formerly known as Sakura Restaurant. The Village collects an annual lease of \$144,000 from Bayshore Yacht and Tennis Club for the use of the parking lot which offsets the capital debt payment on the bank loan used to purchase the property.

Adopted Budget:

The Adopted FY 2019 General Fund, Utility Fund, Special Revenue Funds and Capital Funds budgets were respectfully submitted to the Commission. The FY 2019 budget was adopted after two required Public Hearings in September 2018.

The FY 2018 General Fund budget is funded with the Adopted millage rate of 5.6500 mills. The Village's FY 2019 General Fund adopted expenditures are funded in the amount of \$ 8,796,762 and the adopted operating millage rate is established at 5.5200 mills for FY 2019. The voter approved debt service for FY 2018 is 0.6198 mills and the millage rate to fully fund the GO debt service for FY 2019 is 0.6263 mills. The overall Adopted total millage went from 6.2698 to 6.1463 or a decrease of (0.1235) mills.

Respectfully Submitted,



Lewis Velken,
Interim Village Manager

FINANCIAL POLICIES AND PROCEDURES

Debt Service

Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date that exceeds the debt service payment date. Funds shall be managed and invested with the objectives of safety, liquidity and yield (listed in order of priority). The performance of the debt service funds will be measured against the 3-month U.S. Treasury Bill index.

I. Purpose and Objective the purpose of this policy is to establish guidelines governing the amount and type of debt issued by the Village of North Bay Village, the issuance process, and the management of the debt portfolio. The Village, in keeping with its Village-wide goals, must issue debt from time to time in order to make certain improvements and to continue to create a positive atmosphere for its inhabitants.

The adoption of a written debt policy by the Village's Commission and its active use help ensure a consistent approach to debt issuance which will benefit existing and future holders of Village debt. Access to capital markets at reasonable interest rates and credit terms is a fundamental goal that is facilitated through the adoption of appropriate debt policies taking into consideration the amount and types of fixed and variable rate debt given the Village's risk tolerance to market fluctuations, capital market outlook, future capital needs, credit, rating agency considerations, tax implications and industry competition.

II. Scope This policy shall apply to all debt obligations of the Village, whether for the purpose of acquisition or construction of Village assets or the refunding of existing debt.

III. Exceptions Exceptions to this policy will be approved by the Village Commission.

IV. Debt Management Policy

Debt Limits

a. Legal limits- The Village shall incur no debt unless the incurrence of such debt is approved by a majority of the Commission. Any General Obligation debt must be approved by the voters. The legal debt limits are set as follows:

- (i) *Acquisition of real property – The commission may acquire property within or without the corporate limits of the Village for any municipal purpose, in fee simple or any lesser interest or estate, by purchase; gift, devise, or lease provided such amount of expenditure for real property shall not exceed twenty (20) percent of the current annual fiscal budget of the Village.*
- (ii) *Capital improvement projects – The commission may, through proper procedure, propose, undertake and finance capital improvement projects to fulfill the necessary needs of the Village, provided that the amount of total expenditures for all such projects shall not exceed twenty (20) percent of the current annual budget of the Village in any one fiscal year.*
- (iii) *Excess of 20 percent of annual budget. In the event that the Adopted purchase (s) of property and/or total expenditure(s) do exceed twenty (20) percent of the current annual budget of the Village in any fiscal year, then a referendum will be held of the qualified*

electors of the Village and it shall require a majority of those voting in such election to authorize such projects. Any funds specifically designated for the particular project, which are received from the Federal Government, State, County or from any source, other than municipal taxation, will not be included in calculating the project cost for the purposes of section 3.06, or the Village Charter

- (iv) Waiver of referendum. This referendum requirement may be waived, however, if the commission by four affirmative votes, finds and declares that an emergency exists, and that there is a threat to the health, welfare and safety of the citizens so the Village.*
- (v) Sale and lease of real property. The commission shall not undertake to sell, mortgage, assign or otherwise dispose of or alienate the title to any real property owned by the Village, without first having secured the approval of the qualified electors of the Village, through a majority vote of the qualified electors participating in a regular or special election for such purpose. Such referendum shall state, generally and in substance, the terms and conditions of the Adopted sale, mortgage, assignment or other disposition or alienation of title.*

Except where referendum is otherwise required by Miami-Dade County law, the commission may lease any real property owned by the Village to any other individual, group, business, corporation or other entity for a period not to exceed one (1) year and may renew the lease each year thereafter that it so desires. Leases for a period longer than one (1) year require approval in a referendum by the qualified electors of the Village. However, nothing contained herein shall preclude the Village, without referendum, from leasing Village real property to a governmental agency for governmental use for a period not to exceed ten (10) years; and except as prohibited by the Florida Constitution Miami-Dade County Charter or statutes of this state or restricted in this Charter.

Independent audits

At the beginning of each calendar year, or as soon thereafter as practical, the Commission shall designate one or more qualified certified public accountants, who may be the regular auditors of the Village and who, as of the end of the fiscal year, shall make an independent audit of accounts and other evidences of financial transaction of the Village government. They shall submit their report to the Commission no later than at a regularly scheduled April Commission meeting. A copy of the audit shall be made available for inspection in the office of the Village Manager. The accountants shall have no personal interest, direct or indirect, in the fiscal affairs of the Village. Within specifications approved by the Commission the accountants shall post-audit the books and documents kept by or under the direction of the Village Manager and any and all separate or subordinate accounts kept by any other office, department or agency of the Village government. The Commission may also designate one or more qualified certified public accountants to conduct special audits at other times, or monthly or continuing audits as it may consider in the public interest. A copy of such special audits will also be made available for public inspection.

Annual Budget Policies and Procedures

The Village Manager, at least sixty (60) days prior to the beginning of each fiscal year, shall submit to the Commission a budget and an explanatory budget message in the form and with the contents provided by the Village Charter, (Section 7.03). For such purpose, he shall obtain from the head of each office, department or agency of the Village estimates of revenue and expenditure of that office, department or agency detailed by organization units and character and

object of expenditure, and such other supporting data as he may request; together with an estimate of all municipal projects pending, or which such department head believes should be undertaken:

- A. Within the budget year, and
- B. Within the five (5) next succeeding years.

In preparing the budget, the Village Manager shall review and revise the estimates as he may deem advisable.

I. Balanced Budget

Each annual budget adopted by the Village Commission shall be a balanced budget in accordance with the Village of North Bay Village Code (Section 35.22). A budget ordinance is balanced when the sum of estimated net revenues and appropriated fund balances is equal to appropriations.

II. Budget Adoption

The Commission shall, by resolution, adopt the budget on or before the thirtieth day of September of each year. If it fails to adopt the budget by this date, the Commission, by resolution, may direct that the amounts appropriated for current operation for the current fiscal year shall be deemed adopted for the ensuing fiscal year for a period of thirty (30) days and renewed by resolution each thirty (30) days with all items in it prorated accordingly, until such time as the Commission adopts a budget for the ensuing fiscal year. A resolution adopting an annual budget shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated. Village Charter Article VII (Section 7.03.L).

III. Specific Appropriation

Except where formal contracting, bidding, or other procedures are required by law as a condition precedent to the expenditures of funds, the Village Manager is authorized to expend Village funds in accordance with the Village's annual adopted budget as it may exist from time to time, including all mid-year adjustments, without further action of the Village Commission.

IV. Budget Amendments

The Village's annual budget may be amended from time to time in the following manner:

(A) Minor amendments. Transfers between line items within a departmental budget, or decreases in line items, not amounting to more than 5% of the total budget of each department, may be made by the Village Manager by written statement describing the transfers and the reasons therefore. A copy of such statement shall be filed with the Village Clerk and delivered to the Mayor and each of the Village Commissioners. A copy shall also be posted at a conspicuous place in Village Hall. The transfers shall become effective 14 days after posting, unless within that time, the Mayor or any Village Commissioner shall notify the Village Clerk that they wish the transfer placed upon the Village Commission agenda for consideration by the Village Commission. Any transfer considered by the Commission must be approved by majority vote of the Commission.

(B) Other amendments. All other budgetary transfers shall be approved by resolution of the Village Commission.

(C) Nothing in this section shall authorize the Village Manager to expend unanticipated revenues which may accrue to the Village during the course of the fiscal year, unless and until the unanticipated revenues have been budgeted by the Village Commission. (Ord. 84-14, passed 10-23-84)

V. Budget Basis

The budgets of the governmental funds (for example, the General Fund, Street Maintenance, Building Fund, and the Debt Service Fund) are prepared on a modified accrual basis of accounting. This means revenues must be both measurable and available to liquidate liabilities of the current period. Likewise, expenditures generally are recognized when an event or transaction is expected to draw upon current expendable resources. There are no exceptions between the basis of budgeting and the basis of accounting for the governmental funds. Budgets for the proprietary funds and fiduciary funds are Adopted on the accrual basis of accounting, which means transactions and events are recognized as revenues/gains or expenditures/losses when they occur, regardless of the timing of related cash flows. The following are exceptions to the accrual basis of accounting, in the case of proprietary funds:

- Capital outlays are budgeted as expenditures.
- Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities.
- Principal payments are shown as expenditures rather than reductions of liabilities.

The Village applies all applicable Government Accounting Standards Board (GASB) pronouncements as well as the following pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board (FASB) statements and interpretations, Accounting Principles Board (APB) opinions and Accounting Research Bulletins. During June 1999, GASB issued Statement No. 34. This statement established new accounting and financial reporting standards for state and local governments. The Village implemented the new financial reporting requirements of GASB 34. From a budgetary perspective, the statement requires a budget to actual comparison, showing both the original Adopted budget and the final working budget.

Enterprise Funds

The Utility Fund and Stormwater Fund are budgeted on a full accrual basis. Expenditures are recognized when a commitment is made, but revenues are also recognized when they are earned and obligated to the Village.

Investment Policy

It is the policy of the Village of North Bay Village (the “Village”) that all available funds shall be invested in conformance with these legal and administrative guidelines.

Effective cash management is recognized as essential to good fiscal management. An effective cash management and investment policy will be pursued to take advantage of investment interest as viable and material revenue to all operating and capital funds. The Village’s portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and federal law.

Investments shall be made with the primary objectives in order of importance:

- ❖ Safety,
- ❖ Liquidity, and
- ❖ Risk-appropriate Yield.

To ensure these objectives are attained, the Village will pursue:

- ❖ Preservation of capital and protection of principal,
- ❖ Maintenance of sufficient liquidity to meet operating needs,
- ❖ Security of Village funds and investments,
- ❖ Diversification of investments to avoid unreasonable or avoidable risks, and Optimization of interest earnings.

This Policy is to be authorized by the Village Commission in accordance with Chapter 218, Section 415 of the Florida Statutes.

Annual Investment Policy Review

The Policy shall be subject to revisions consistent with changing laws, regulations, and needs of the Village. The Village Commission shall review the Policy on an annual basis and adopt a resolution stating that it has reviewed the Policy and approves any changes or modifications.

Fund Balance/Retained Earnings Reserves

The Village shall maintain 20% of the current fiscal year general fund and Utility Fund as a reserve fund balance/retained earnings balance. The fund balance/retained earnings may be utilized for the following purposes: unscheduled natural disasters/emergencies, unanticipated capital improvements and infrastructure needs, unforeseen contingent liabilities, acts of God or war, for the emergency health, safety, and welfare needs of the Village. For a more detailed discussion of the Fund Balance/Retained Earnings Reserves please refer to section 35.22 in the Village's Code.

Revenue Policies

1. The Village will attempt to maintain a diversified and stable revenue system as a shelter from short-run fluctuations in any single revenue source.
2. The Village will attempt to obtain additional major revenue sources as a way of ensuring a balanced budget.
3. The Village will establish user charges and fees at a level to recover the full cost (direct and indirect) of providing the service in the Utility Fund, which is self-sustaining.
4. The Village will review fees/charges annually and will design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.
5. The Village will consider market rates and charges levied by other public and private organizations for similar services in establishing fees and charges.

Budget Calendar Fiscal Year 2019

May 17	Distribute budget documents to departments
MAY 18-25	Village Manager and Department Heads finalize proposed changes for the Budget
JUNE 1-12	Village Manager and Finance finalize proposed budget changes
JUNE 6	Review final proposed changes with department heads
JUNE 20	Village Commission holds a workshop on the proposed budget FY 2020 changes from the FY 2019 budget.
JULY 1	DR-420 Form received from County Property Appraiser
JULY 25	Proposed budget submitted to Village Commission
JULY 26	School Board First Budget Public Hearing and Tentative Adoption of FY 2020 Millage Levy and Annual Budget
JULY 11	North Bay Village's special budget meeting on preliminary FY 2020 budget and a regular Commission meeting to consider and adopt the Tentative Millage rate and set the Public Hearing dates and time
AUGUST 4	Final submission of DR-420 forms to County Property Appraiser a. Submit tentative millage rate b. Submit the current roll back rate c. Submit time, date and place of public hearings
SEPTEMBER 5	County first budget hearing
SEPTEMBER 6	School Board Final Budget Public Hearing and Adoption of FY 2020 Millage Levy and Annual Budget
SEPTEMBER 12	North Bay Village's first public hearing on the proposed millage tax rate, FY 2020 budget. Adopt tentative Millage Rates and tentative budget
SEPTEMBER 19	County final budget hearing
SEPTEMBER 26	North Bay Village's final public hearing on the final millage tax rate and adoption of the FY 2020 budget
OCTOBER 1, 2019	FY 2020 Annual budget starts

[Reset Form](#)[Print Form](#)**CERTIFICATION OF FINAL TAXABLE VALUE**DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year: 2018	County: MIAMI-DADE	Is VAB still in session? ☒ Yes ☐ No
Principal Authority: NORTH BAY VILLAGE		Check type: ☐ School District ☐ County ☒ Municipality ☐ Independent Special District ☐ Water Management District
Taxing Authority: CITY OF NORTH BAY VILLAGE		Check type: ☒ Principal Authority ☐ MSTU ☐ Dependent Special District ☐ Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	\$	1,079,858,914	(1)
2.	Final current year gross taxable value from Form DR-403 Series	\$	1,079,577,193	(2)
3.	Percentage of change in taxable value (Line 2 divided by Line 1, minus 1, multiplied by 100)		-0.03 %	(3)

The taxing authority must complete this form and return it to the property appraiser by 4:00 PM 10/10/2018
time date

SIGN HERE	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.	
	Signature of Property Appraiser:		Date:
	Electronically Certified by Property Appraiser		10/5/2018 11:11 AM

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is inapplicable, enter N/A or -0-.

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	5.5200	per \$1,000	(4a)
4b.	Dependent special district	0.0000	per \$1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per \$1,000	(4c)
4d.	Independent Special District	0.0000	per \$1,000	(4d)
4e.	School district	Required Local Effort	0.0000	per \$1,000 (4e)
		Capital Outlay	0.0000	per \$1,000
		Discretionary Operating	0.0000	per \$1,000
		Discretionary Capital Improvement	0.0000	per \$1,000
			0.0000	
		Additional Voted Millage	0.0000	per \$1,000
4f.	Water management district	District Levy	0.0000	per \$1,000 (4f)
		Basin	0.0000	per \$1,000

Are you going to adjust adopted millage ?

☐ YES☒ NO

If No, STOP HERE, Sign and Submit.

Continued on page 2

Taxing Authority :		DR-422 R. 5/13 Page 2	
COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S.)			
5.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4a, 4e, or 4f as applicable, divided by 1,000)</i>	\$	0 (5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) <i>(Line 5 divided by Line 2 multiplied by 1,000)</i>	0.0000	per \$1000 (6)
MSTUs, DEPENDENT SPECIAL DISTRICTS, and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)			
7.	Unadjusted gross ad valorem proceeds <i>(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)</i>	\$	0 (7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) <i>(Line 7 divided by Line 2, multiplied by 1,000)</i>	0.0000	per \$1000 (8)
SIGNATURE	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :		Date :
	Title : LEWIS VELKEN, INTERIM VILLAGE MANAGER		Contact Name and Contact Title : BERT WRAINS, FINANCE DIRECTOR
	Mailing Address : 1666 KENNEDY CAUSEWAY		Physical Address : 1666 KENNEDY CAUSEWAY
	City, State, Zip : NORTH BAY VILLAGE, FL 33141		Phone Number : 305/756-7171

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315 - 3000

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All TRIM forms for taxing authorities are available on our website at
<http://dor.myflorida.com/dor/property/trim>



CERTIFICATION OF VOTED DEBT MILLAGE

[Reset Form](#)[Print Form](#)

DR-420DEBT
R. 6/10
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2018		County : MIAMI-DADE	
Principal Authority : NORTH BAY VILLAGE		Taxing Authority : CITY OF NORTH BAY VILLAGE	
Levy Description : VOTED DEBT			
SECTION I: COMPLETED BY PROPERTY APPRAISER			
1.	Current year taxable value of real property for operating purposes	\$ 1,053,117,675	(1)
2.	Current year taxable value of personal property for operating purposes	\$ 26,741,239	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$ 0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$ 1,079,858,914	(4)
SIGN HERE	Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser :		Date :
	Electronically Certified by Property Appraiser		6/28/2018 11:47 AM
SECTION II: COMPLETED BY TAXING AUTHORITY			
5.	Current year proposed voted debt millage rate	0.6263 per \$1,000	(5)
6.	Current year proposed millage voted for 2 years or less under s. 9(b) Article VII, State Constitution	0.0000 per \$1,000	(6)
S I G N H E R E	Taxing Authority Certification		I certify the proposed millages and rates are correct to the best of my knowledge.
	Signature of Chief Administrative Officer :		Date :
	Title : LEWIS VELKEN, INTERIM VILLAGE MANAGER	Contact Name and Contact Title : BERT WRAINS, , FINANCE DIRECTOR	
	Mailing Address : 1666 KENNEDY CAUSEWAY	Physical Address : 1666 KENNEDY CAUSEWAY	
	City, State, Zip : NORTH BAY VILLAGE, FL 33141	Phone Number : 305/756-7171	Fax Number : 305/756-7722

INSTRUCTIONS

Property appraisers must complete and sign Section I of this form with the DR-420, *Certification of Taxable Value*, and DR-420S, *Certification of School Taxable Value*, and provide it to all taxing authorities levying a

- Voted debt service millage levied under Section 12, Article VII of the State Constitution or
- Millage voted for two years or less under s. 9(b), Article VII of the State Constitution

Section I: Property Appraiser

Use a separate DR-420DEBT for each voted debt service millage that's levied by a taxing authority. The property appraiser should check the Yes box on Line 9 of DR-420, *Certification of Taxable Value*, or Line 8 of DR-420S, *Certification of School Taxable Value*. The property appraiser should provide the levy description and complete Section I, Lines 1 through 4 of this form, for each voted debt service millage levied.

Enter only taxable values that apply to the voted debt service millage indicated.

Sign, date, and forward the form to the taxing authority with the DR-420.

Section II: Taxing Authority

Each taxing authority levying a voted debt service millage requiring this form must provide the proposed voted debt millage rate on Line 5.

If a DR-420DEBT wasn't received for any

- Voted debt service millages or
- Millages voted for two years or less

contact the property appraiser as soon as possible and request a DR-420DEBT.

Sign, date, and return the form to your property appraiser with the DR-420 or DR-420S.

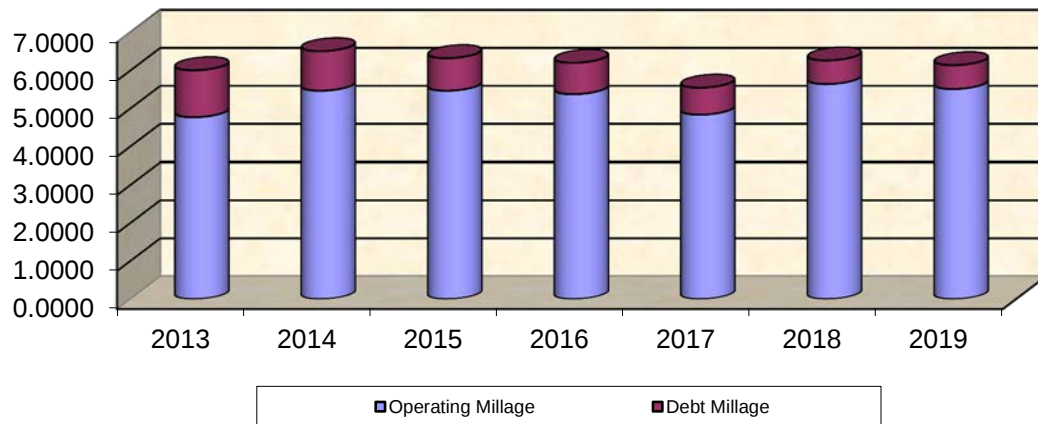
All TRIM forms for taxing authorities are available on our website at <http://dor.myflorida.com/dor/property/trim>

TAX RATE COMPARISON

TAX RATE COMPARISON					TAX ROLL COMPARISON	
Fiscal Year	General Fund	Debt Service	TOTAL		Fiscal Year	Taxable Value
1991	4.4730	0.7810	5.2540		1991	\$ 198,315,763
1992	4.9900	0.7960	5.7860		1992	\$ 201,500,493
1993	5.4000	0.6800	6.0800		1993	\$ 200,341,476
1994	5.6200	0.6700	6.2900		1994	\$ 197,467,210
1995	5.1120	0.6310	5.7430		1995	\$ 205,281,409
1996	5.0730	0.6410	5.7140		1996	\$ 209,085,760
1997	5.1190	0.6540	5.7730		1997	\$ 212,927,190
1998	4.8870	0.6260	5.5130		1998	\$ 221,773,650
1999	4.8870	0.6172	5.5042		1999	\$ 227,572,848
2000	4.8870	0.5680	5.4550		2000	\$ 240,381,315
2001	5.2300	0.5538	5.7838		2001	\$ 248,830,321
2002	5.7642	0.5169	6.2811		2002	\$ 253,254,682
2003	5.7642	0.4481	6.2123		2003	\$ 293,815,457
2004	5.8094	0.4029	6.2123		2004	\$ 324,965,284
2005	5.9250	0.2873	6.2123		2005	\$ 502,503,719
2006	5.9783	0.2340	6.2123		2006	\$ 606,687,342
2007	5.9000	0.1980	6.0980		2007	\$ 726,025,509
2008	4.6697	0.1290	4.7987		2008	\$ 979,310,707
2009	4.6697	0.1290	4.7987		2009	\$ 1,162,487,427
2010	4.2772	0.5215	4.7987		2010	\$ 939,526,353
2011	4.7772	0.5008	5.2780		2011	\$ 691,801,219
2012	4.7772	1.2355	6.0127		2012	\$ 644,791,383
2013	4.7772	1.2355	6.0127		2013	\$ 636,142,982
2014	5.4740	1.0405	6.5145		2014	\$ 669,073,746
2015	5.4740	0.8573	6.3313		2015	\$ 747,944,185
2016	5.3834	0.8254	6.2088		2016	\$ 824,421,583
2017	4.8432	0.7108	5.5540		2017	\$ 959,707,508
2018	5.6500	0.6198	6.2698		2018	\$ 1,032,057,949
2019	5.5200	0.6263	6.1463		2019	\$ 1,079,858,914

AD VALOREM TAX GRAPHS

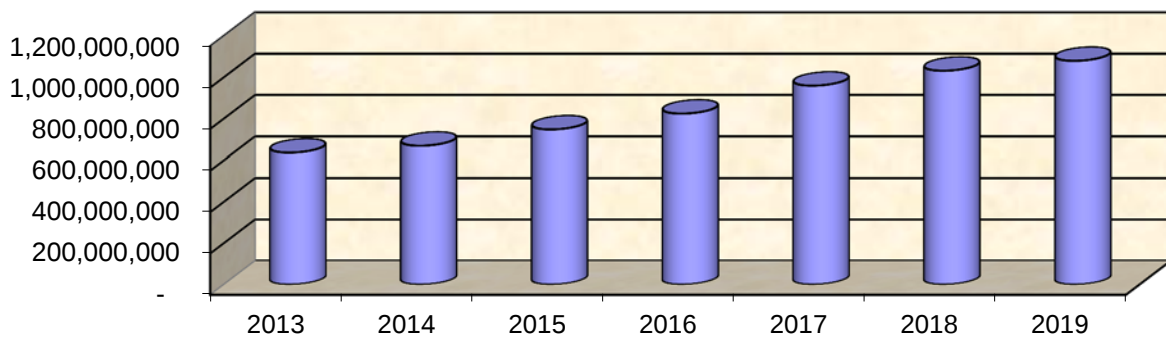
7 Year Tax Rates



	2013	2014	2015	2016	2017	2018	2019
Operating Millage	4.7772	5.4740	5.4740	5.3834	4.8432	5.6500	5.5200
Debt Millage	1.2355	1.0405	0.8573	0.8254	0.7108	0.6198	0.6263
Total Millage	6.0127	6.5145	6.3313	6.2088	5.5540	6.2698	6.1463

7 Year Property Assessments

Assessment



Tax Year	2013	2014	2015	2016	2017	2018	2019
Assessment	636,142,982	669,073,746	747,944,185	824,421,583	959,707,508	1,032,057,949	1,079,858,914

PROPERTY TAX IMPACT/AVERAGE HOME

OPERATING MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$300,000		
	ADOPTED FY 2018 MILLAGE RATE AT 5.6500	ADOPTED FY 2019 MILLAGE RATE AT 5.5200
TAXABLE VALUE OF HOME	\$ 300,000	\$ 300,000
DIVIDED BY \$1,000	\$ 300	\$ 300
MULTIPLIED BY MILLAGE RATE	\$ 1,695	\$ 1,656
(DECREASE) / INCREASE MUNICIPAL TAX		\$ (39)

DEBT MILLAGE RATE (\$) FOR A HOME APPRAISED AT \$300,000		
	ADOPTED FY 2018 DEBT MILLAGE RATE 0.6198	ADOPTED FY 2019 DEBT MILLAGE 0.6263
TAXABLE VALUE OF HOME	\$ 300,000	\$ 300,000
DIVIDED BY \$1,000	\$ 300	\$ 300
MULTIPLIED BY MILLAGE RATE	\$ 186	\$ 188
(DECREASE) / INCREASE DEBT MILLAGE		\$ 2

BUDGET SUMMARY

	GENERAL FUND	BUILDING FEE FUND	STREET MAINTENANCE FUND	AFTER SCHOOL & SUMMER FUND	TRANSPORTATION FUND	CAPITAL FUND	WATER SEWER SANITATION	SEWER TRUST	STORM WATER FUND	DEBT SERVICE FUND	TOTAL
TAXES: MILLAGE PER \$1,000											
Ad Valorem Taxes 5.52	5,662,780										5,662,780
Ad Valorem Taxes 0.6263 (voted debt)										642,427	642,427
Local Option Gas Tax			133,135								133,135
Sur-Tax - Transportation					345,888						345,888
Franchise Fees	398,205										398,205
Utility Tax Revenue	788,936										788,936
License & Permits	99,500	600,376									699,876
Grant/Intergovernmental Revenue	947,853		72,121	169,252							1,189,227
Charges for Services	63,680										63,680
Fine & Forfeitures	122,000				10,000						132,000
Miscellaneous Revenue	138,309				2,000		51,520			135,000	331,559
Debt Proceeds						113,015	2,100,000	-			2,213,015
Water/Sewer/Sanitation Revenue							6,291,380				6,291,380
Water Improvements Trust											-
Sewer Improvement Trust											-
Storm Water Fees									122,000		122,000
TOTAL REVENUES	8,221,263	600,376	209,986	169,252	357,888	113,015	8,442,900	0	122,000	777,427	19,014,107
Transfers In	896,702	0	319,079	12,442	55,248	0	0	881,178	0	0	2,164,649
Fund Balances/Reserves/Net Assets	3,263,992	112,233	0	0	812,448	396,985	(374,680)	0	665,404	0	4,876,383
Total Rev., Transfers & Bal	12,381,957	712,609	529,065	181,694	1,225,584	510,000	8,068,220	881,178	787,404	777,427	26,055,139
EXPENDITURES											
Village Commission Department	77,169										77,169
Village Manager Department	397,368										397,368
Village Clerk Department	280,067										280,067
Finance Department	467,972										467,972
Legal Services Department	288,000										288,000
General Government Department	1,347,036										1,347,036
Police Department	5,504,250										5,504,250
Recreation/Human Services Dept.	434,900										434,900
Building Department		575,578									575,578
Public Works/Maintenance Division			529,065								529,065
After School & Summer				181,694							181,694
Transportation					1,225,584						1,225,584
Capital Projects Fund						510,000					510,000
Utilities Admin/Water/Sewer/Sanitation							6,262,632				6,262,632
Storm Water									127,155		127,155
Debt Service								881,178		777,427	1,658,605
Compensated Absences											-
TOTAL EXPENDITURES	8,796,762	575,578	529,065	181,694	1,225,584	510,000	6,262,632	881,178	127,155	777,427	19,867,075
TOTAL CAPITAL IMPROVEMENTS	0	0	0	0	0	0	0	0	0	0	-
TOTAL EXP & CAP IMPROVEMENTS:	8,796,762	575,578	529,065	181,694	1,225,584	510,000	6,262,632	881,178	127,155	777,427	19,867,075
Transfers Out	321,203	25,198	0	0	0	0	1,805,588	0	12,659	0	2,164,649
Fund Balances/Reserves/Net Assets	3,263,992	111,833	0	0	0	0	0	0	647,590	0	4,023,415
Total Appropriated Expenditures	12,381,957	712,609	529,065	181,694	1,225,584	510,000	8,068,220	881,178	787,404	777,427	26,055,139
THE TENTATIVE, ADOPTED AND / OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD											

FUND STRUCTURE

Governmental Funds Group – General Fund

General Fund

Building Fund

Street Maintenance Fund

Non-Major Governmental Funds Group – Special Revenue Funds

After School & Summer Fund

Transportation Fund

Governmental Funds Group – Debt Service Fund

Debt Service Fund – Series 2010 and 2010 Refunding Note

Governmental Funds Group – Capital Projects Fund

Capital Projects Fund

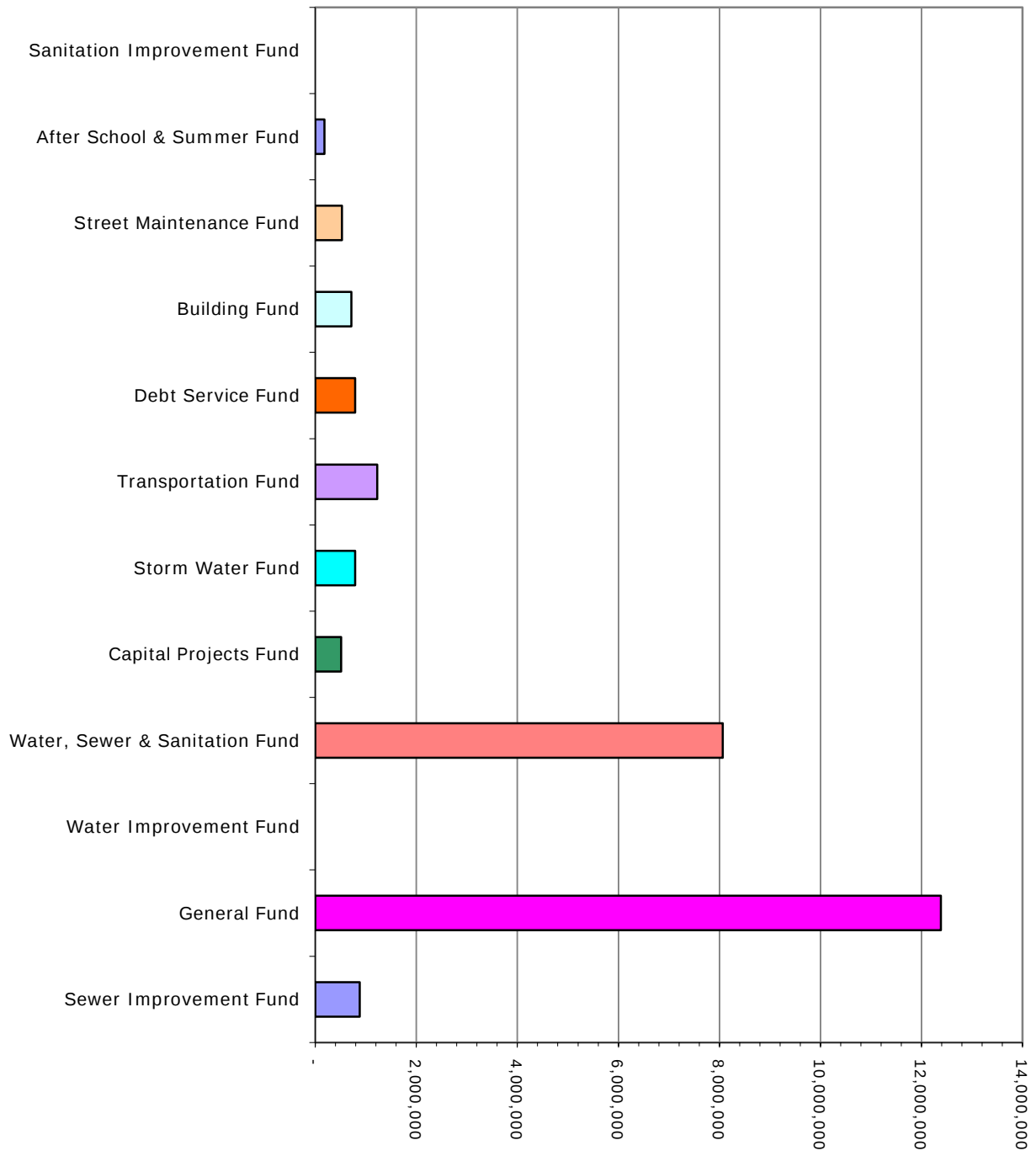
Proprietary Funds Group – Enterprise Funds

Enterprise Fund – Water, Sewer, Sanitation Fund

Water, Sewer & Sanitation Improvements Trust Fund

Enterprise Fund – Storm Water Fund

NORTH BAY VILLAGE
Summary of all Expenditures and Revenues (Balanced Budget)
Fiscal Year 2019



FINANCIAL SUMMARY

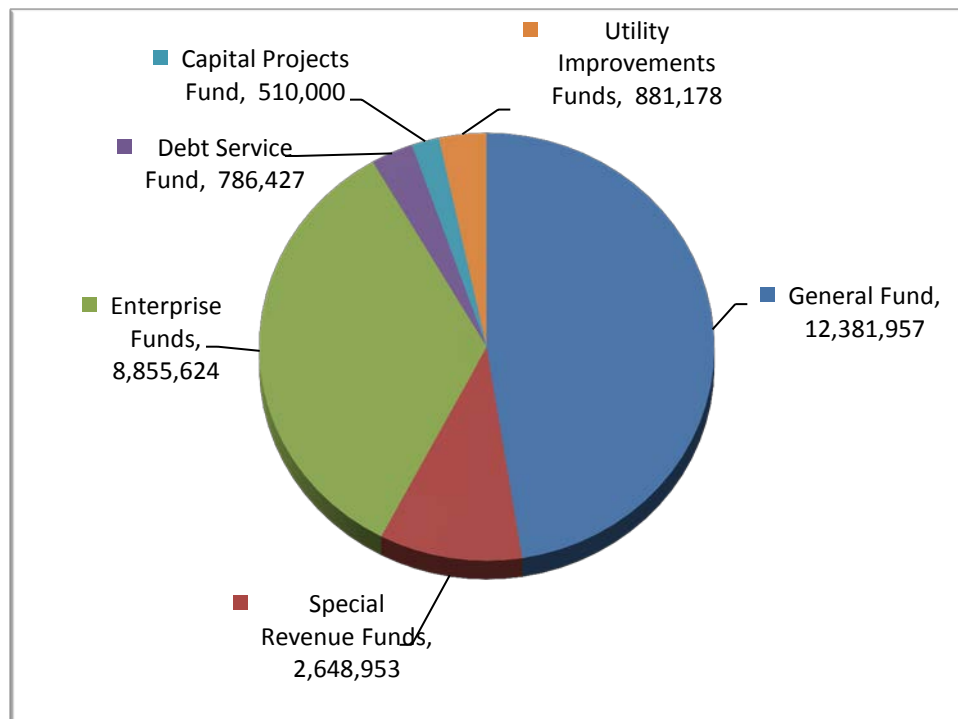
Budget Format

This Budget is prepared to meet the conformity of the Government Finance Officers Association's (GFOA) recommended budget format for municipal governments. This format provides that the budget be a policy document, financial plan, operations guide, and communications device. The budget, as presented, answers all four criteria while at the same time continuing to ensure that the goals established in the budget process are translated into results with resource allocation.

Summary of all funds

The Adopted Fiscal Year 2019 budget for North Bay Village totals \$26,064,139 including revenues, expenditures, inter-fund transfers and fund balances.

- General Fund totals \$ 12,381,957
- Building Fee Fund \$ 712,609
- Street Maintenance Fund \$ 529,065
- After School and Summer Fund \$ 181,694
- Transportation Fund \$ 1,225,584
- Capital Projects Fund Infrastructure \$ 510,000
- Enterprise Fund-Water Sewer & Sanitation Utility \$ 8,068,220
- Storm Water Fund \$ 787,404
- Water Improvements Trust Fund \$0
- Sewer improvements Trust Fund \$ 881,178
- Debt Service Fund \$ 786,427



Fund Balance

<i>General Fund</i>	FY 2018	FY 2019
Beginning Fund Balance	2,556,656	3,263,992
Total Revenues	8,277,894	8,221,263
Transfer from Utility Fund	870,413	896,702
Total Expenditures	(8,190,003)	(8,796,762)
Transfer to Street Maintenance Fund	(185,720)	(253,513)
Transfer to After School & Summer Fund	(10,000)	(12,442)
Transfer to Transportation Fund	(55,248)	(55,248)
Transfer to Capital Fund	0	0
Ending Balance for General Fund	3,263,992	3,263,992
<i>Building Fee Fund</i>		
Beginning Fund Balance	66,591	112,233
Total Revenues	732,570	600,376
Transfer to General Fund	(28,770)	(25,198)
Total Expenditures	(658,159)	(575,578)
Ending Balance for Building Fee Fund	112,233	111,833
<i>Street Maintenance Fund</i>		
Beginning Fund Balance	0	0
Total Revenues	195,695	209,986
Transfer from General Fund	185,720	253,513
Transfer from Utility Fund	42,377	52,907
Transfer from Stormwater Fund	12,170	12,659
Total Expenditures	(435,962)	(529,065)
Ending Balance for Street Maintenance Fund	0	0
<i>After School & Summer Fund</i>		
Beginning Fund Balance	0	0
Total Revenues	169,252	169,252
Transfer from General Fund	10,000	12,442
Total Operating Expenditures	(179,252)	(181,694)
Ending Balance for After School & Summer Fund	0	0
<i>Transportation Fund</i>		
Beginning Fund Balance	1,037,065	812,448
Total Revenues	316,471	357,888
Transfer from General Fund	55,248	55,248
Total Operating Expenditures	(157,669)	(164,782)
Total Non-Operating Expenditures	(438,667)	(1,060,802)
Ending Balance for Transportation Fund	812,448	0
<i>Debt Service Fund</i>		
Beginning Fund Balance	0	0
Total Revenues	642,918	777,427
Total Expenditures	(642,918)	(777,427)
Ending Balance for Debt Service Fund	0	0
Sub-Total Ending Fund Balance	4,188,673	3,375,825

Fund Balance

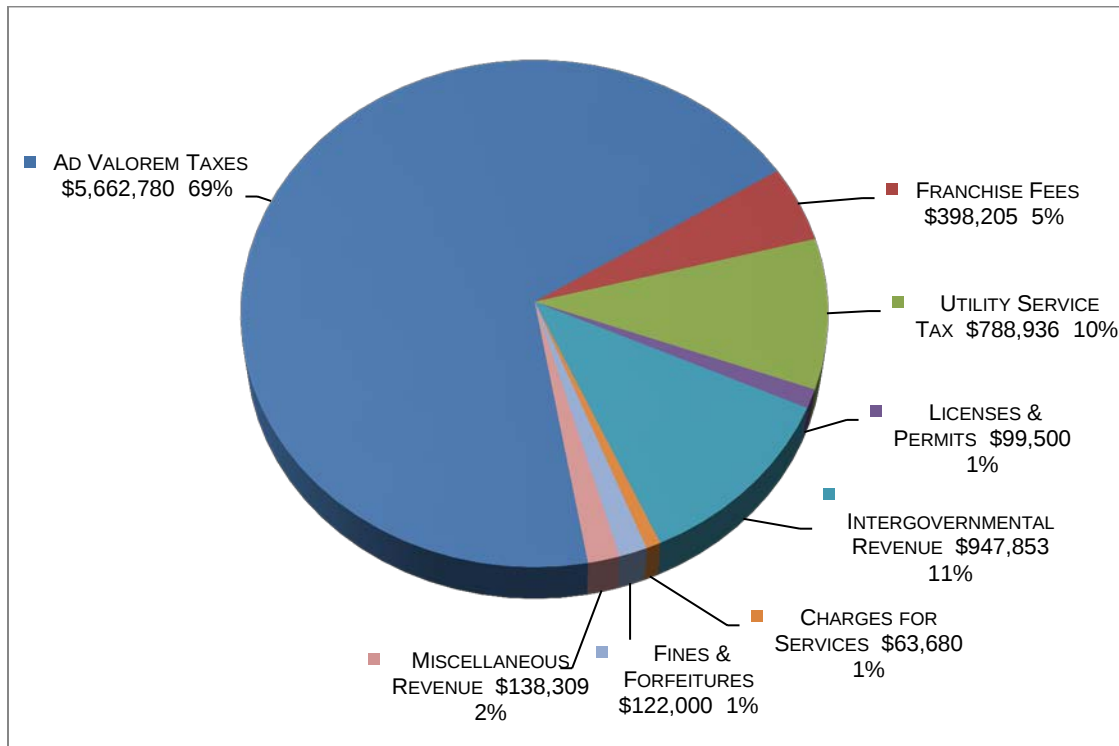
Capital Fund	FY 2018	FY 2019
Beginning Fund Balance	1,157,435	396,985
Total Revenues	48,624	0
Transfer from Park Improvements	0	0
Debt Proceeds	0	113,015
Total Operating Expenditures	(809,074)	(510,000)
Ending Balance for Capital Fund	396,985	0
Water/Sewer/Sanitation Fund		
Beginning Fund Balance	(427,311)	(374,680)
Total Revenues	6,161,977	8,442,900
Total Expenditures	(4,276,554)	(6,262,632)
Transfer to General Fund/Street Maintenance	(884,021)	(924,410)
Transfer to Water Improvement Trust Fund	0	0
Transfer to Sanitation Improvement Trust Fund	0	0
Transfer to Sewer Improvement Trust Fund	(948,771)	(881,178)
Ending Balance for Water/Sewer/Sanitation Fund	(374,680)	0
Water Trust Fund		
Beginning Fund Balance	-	-
Total Revenues	-	-
Transfer from Water Operations	-	-
Total Capital Improvement	-	-
Ending Balance for Water Improvements Trust Fund	-	-
Sewer Trust Fund		
Beginning Fund Balance	-	0
Total Revenues	12,800,000	-
Transfer from Sewer Operations	948,771	881,178
Total Expenditures	(948,771)	(881,178)
Total Capital Improvements	(12,800,000)	-
Ending Balance for Sewer Trust Fund	0	0
Sanitation Trust Fund		
Beginning Fund Balance	-	-
Total Revenues	-	-
Transfer from Sanitation Operations	-	-
Total Expenditures	-	-
Ending Balance for Sanitation Improvement Trust Fund	-	-
Stormwater Fund		
Beginning Fund Balance	639,121	665,404
Total Revenues	116,636	122,000
Total Expenditures	(78,183)	(127,155)
Transfer to Street Maintenance Fund	(12,170)	(12,659)
Ending Balance for Stormwater Fund	665,404	647,590
Sub-Total Ending Fund Balance	687,710	647,591
Total Ending Fund Balance	4,876,383	4,023,415

Summary of General Fund

General Fund Revenues

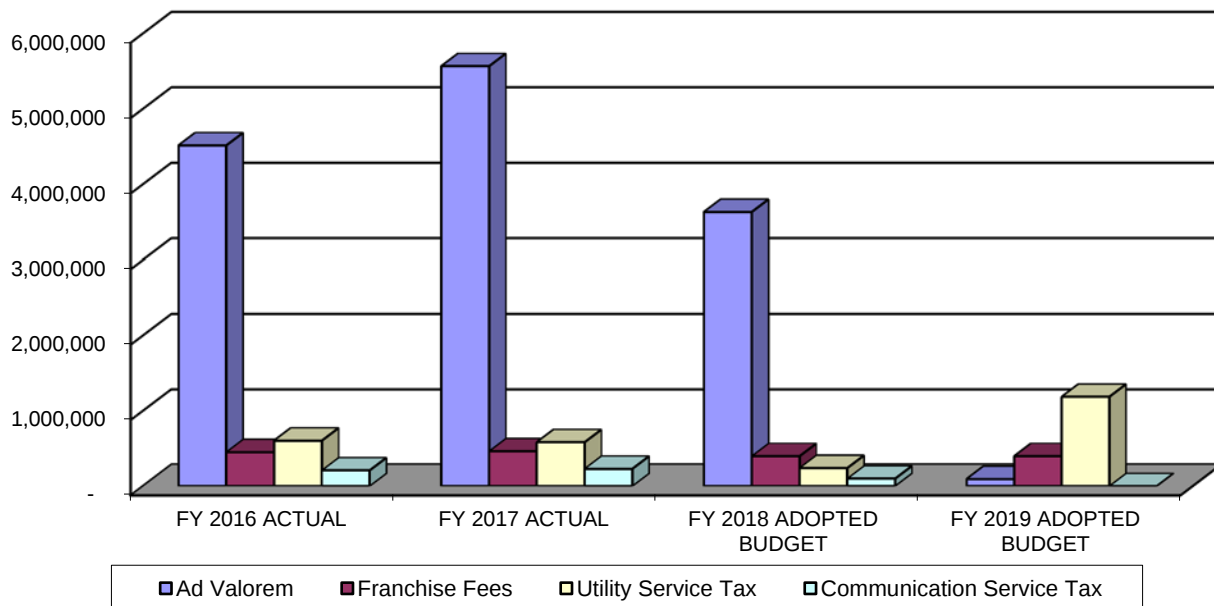
The General Fund is used to account for resources and expenditures that are available for the general operation of the Village government.

The revenues available for allocation in the 2019 Fiscal Year General Fund Budget total \$8,221,263 and represent an increase of \$136,842 from last year's budget.



Locally Levied Taxes

This category includes Ad Valorem Taxes, Franchise Fees, Utility Taxes, and the Communications Service Tax. The total revenue amount anticipated from this category is estimated at \$ 6,849,921. This amount includes \$5,662,780 from Ad Valorem Taxes based on operating millage rate of 5.5200. The adopted debt millage rate is 0.6263. The adopted operating millage rate decreased by (0.1300)mills, and the debt millage increased by 0.0065 mills compared to last fiscal year. Ad Valorem Taxes increased \$ 95,394 from last year, due to an increase in assessed property value.

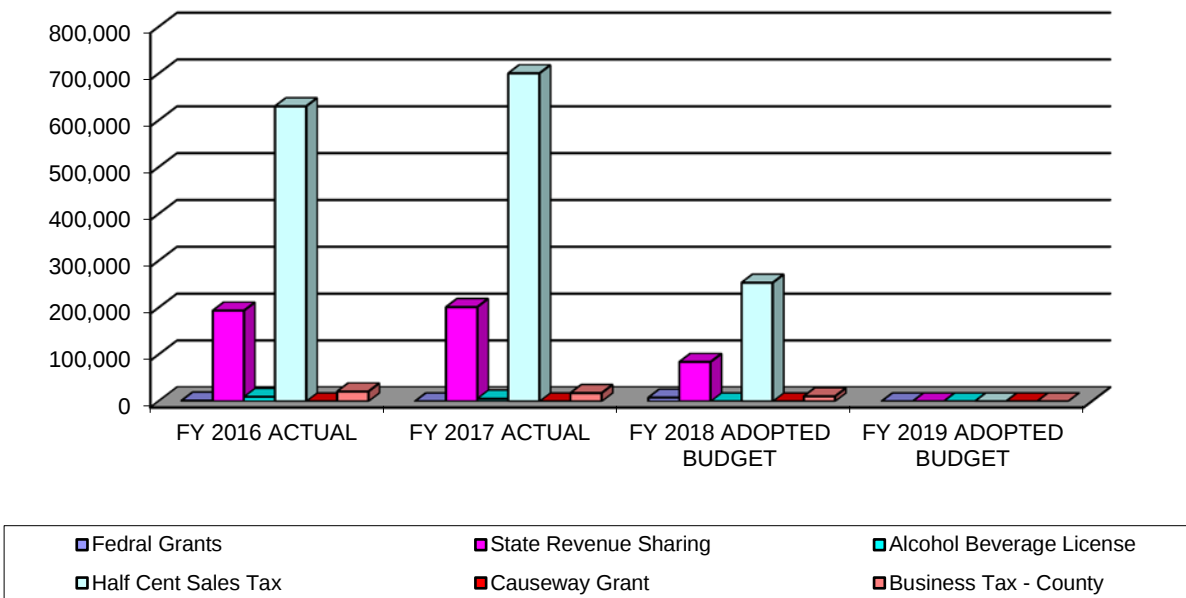


Licenses and Permits

This revenue category represents revenues from Village and County Local Business Tax. Total revenue anticipated to be collected in this category is \$99,500.

Intergovernmental Revenues

Total revenues in this category are projected to reach \$947,853 representing an increase of \$21,501 from last year's budget.



Charges for Services

This category is composed of revenues relating to services provided by the Village, such as Record Research Fee, Passport Fees and Advertising Fees. The total revenue anticipated to be collected in this category is \$63,680 representing a decrease of \$ (25,000) from last year's budget.

Fines and Forfeitures

Revenues projected to be available for allocation from this category total \$122,000. This represents an increase of \$5,000 from last year's budget.

Miscellaneous Revenue

Projected revenues are anticipated to reach \$138,309 and are derived from interest earnings on the Village's general fund balance and other miscellaneous revenues that the Village does not account for in other revenue line items. This category reflects an increase of \$46,809 from last year's budget.

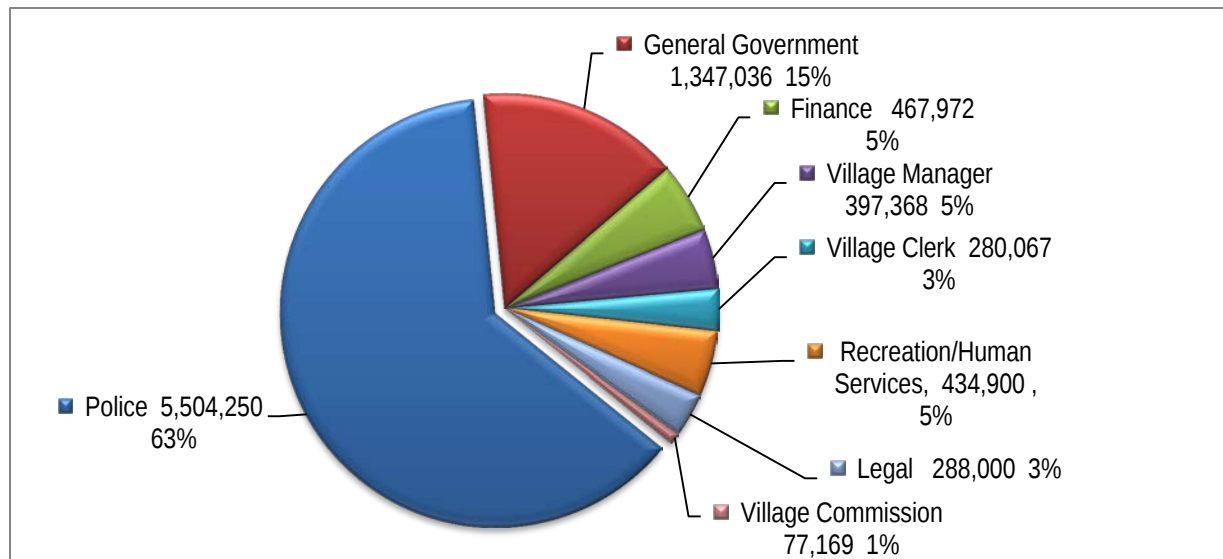
Grants and Other Sources

The Village was awarded a Children's Grant for After School and Summer Camp. These programs will be aimed at serving the elementary school children living within North Bay Village. The goal is to offer the child enriching activities and to alleviate any circumstances that either the child or parents are going through by the child being able to attend the after school and/or summer camp.

The total revenue from the Children's Trust for the grant is \$169,252 and the Village will match the grant with \$12,442

General Fund Expenditures

The Fiscal Year 2019 General Fund operating expenditures total \$8,796,762 and are comprised of the following:



Personnel Services

Personnel Services expenditures reflect the salaries and benefits of full and part time employees of the Village. Personnel Services account for \$6,129,489 or 69.7% of total General Fund Budget. This category reflects an increase of \$251,783 from last year's budget.

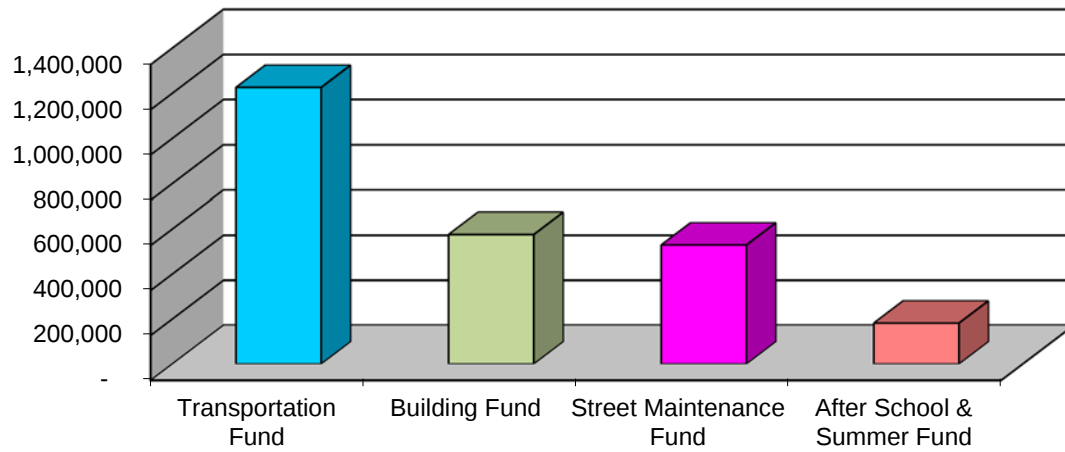
Operating Expenditures

Operating Expenditures represent the general non-personnel services related costs of the Village and at \$2,595,673 represent 29.5% of the General Fund Budget. This category reflects an increase of \$227,931 from last year's budget.

Capital Outlay

With expenses of \$71,600 Capital Outlay represents 0.8% of the Budget. This category reflects a decrease of (58,800) from last year's budget.

SUMMARY OF SPECIAL REVENUE FUNDS



Building Fee Fund

This fund is used to account for restricted revenues and expenses associated with the Building Department. Fiscal Year 2019 expenditures include Contractual Services for the Building Department, Permit Clerk's Salary and other miscellaneous expenditures for office needs. The total revenue anticipated to be collected in this category for FY 2019 is \$712,609 and represents an increase of \$113,688 from last year's budget.

Street Maintenance Fund

This fund is used to account for restricted local option gas tax revenues and expenditures which are designated by State Statutes for road maintenance and other related expenses. Fiscal Year 2019 expenditures include repair and maintenance of roads, road drainage, street sweeping, signage and safety, re-striping Village's streets and miscellaneous improvements. Total fund expenditures are \$529,065

Transportation Fund

This fund is used to account for restricted revenues and expenditures associated with a county levied surtax and designated for public transit & transportation purposes. Fiscal Year 2019 expenditures include a total amount of \$ 1,225,584 This represents a decrease of (\$159,083) from last year's budget.

After School & Summer Program Fund

This fund is used to account for restricted revenues and expenditures associated with the Children's Trust Grant and serving Treasure Island Elementary School. Fiscal Year 2019 revenue & expenditures include a grant in the amount of \$169,252 and an annual match in the amount of \$12,442 which represent an increase of \$ 2,442 from last year's budget.

Capital Projects Fund

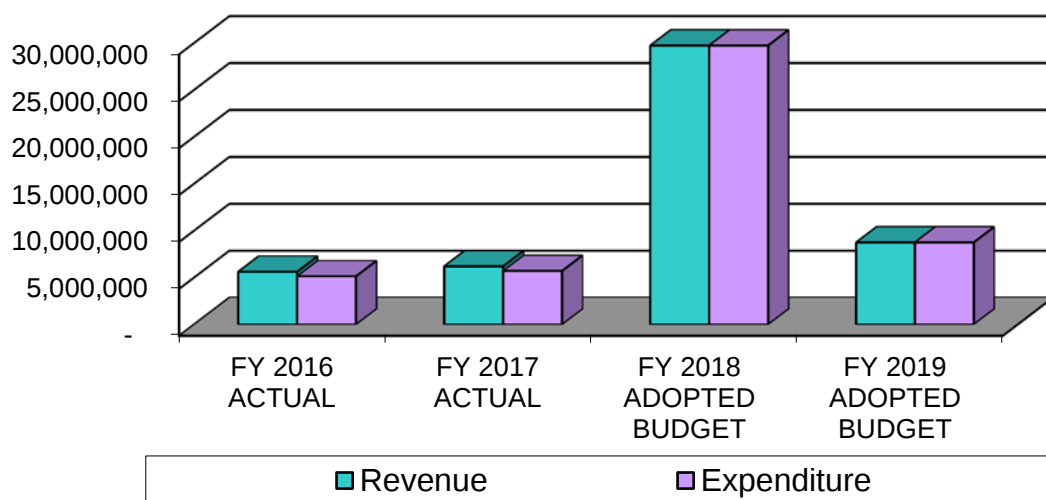
This fund is established to account for restricted funds anticipated from debt proceeds for the following project: The new Village Hall/Police/Fire Complex. The budget for Fiscal Year 2019 totals \$510,000 and is primarily for Village Hall, Boardwalk and Vogel Park Improvements.

Enterprise Funds

Utility Funds - Water, Sewer and Sanitation Fund

This fund is used to account for the revenues and expenditures associated with the provision of water, sewer and sanitation services to the residents of the Village. The revenues available for allocation in the 2019 Fiscal Year Adopted Budget are 6,342,400 and represent an increase of \$320,328 from last year's budget.

WATER, SEWER AND SANITATION FUND
COMPARISON OF CURRENT FINANCIAL
RESOURCES AND CURRENT EXPENDITURES
FISCAL YEARS 2015-2019



Storm Water Fund

This fund is used to account for the revenues and expenditures associated with the provision of Stormwater services to the residents of the Village. The revenues available for allocation in the 2019 Fiscal Year budget are \$ 127,155

BUDGET SUMMARY-UTILITIES FUND & STORM WATER EXPENDITURES

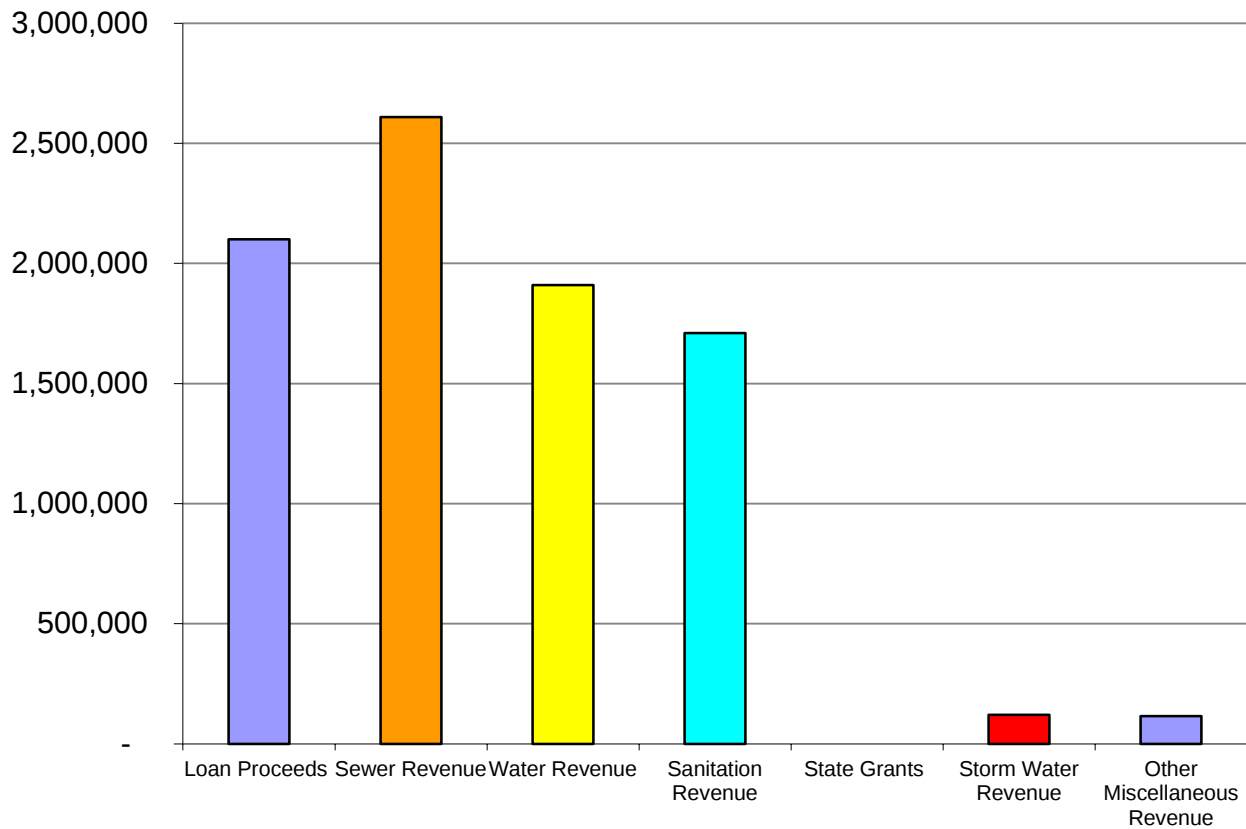
UTILITY FUNDS WATER, SEWER, SANITATION

ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	UTILITY FUNDS	ADOPTED BUDGET FY 2019	% OF TOTAL ADOPTED BUDGET	INCREASE/ (DECREASE)
1,539,343	1,609,192	857,707	Utilities Administration	2,845,011	35%	1,987,304
749,678	890,903	876,932	Water	893,849	11%	16,917
1,618,312	1,612,979	1,381,505	Sewer	1,433,498	18%	51,993
1,039,704	1,293,049	1,073,136	Sanitation	1,090,274	14%	17,138
0	0	0	Transfer to General Fund	871,503	11%	871,503
0	0	0	Transfer to Street Maintenance Fund	52,907	1%	52,907
201,659	403,608	0	Transfer to Sewer Improvement Fund	881,178	11%	881,178
0	0	0	Transfer to Water Improvement Fund	0	0%	0
5,148,696	5,809,731	4,189,280	TOTAL	8,068,220	100%	3,878,940

STORMWATER FUND

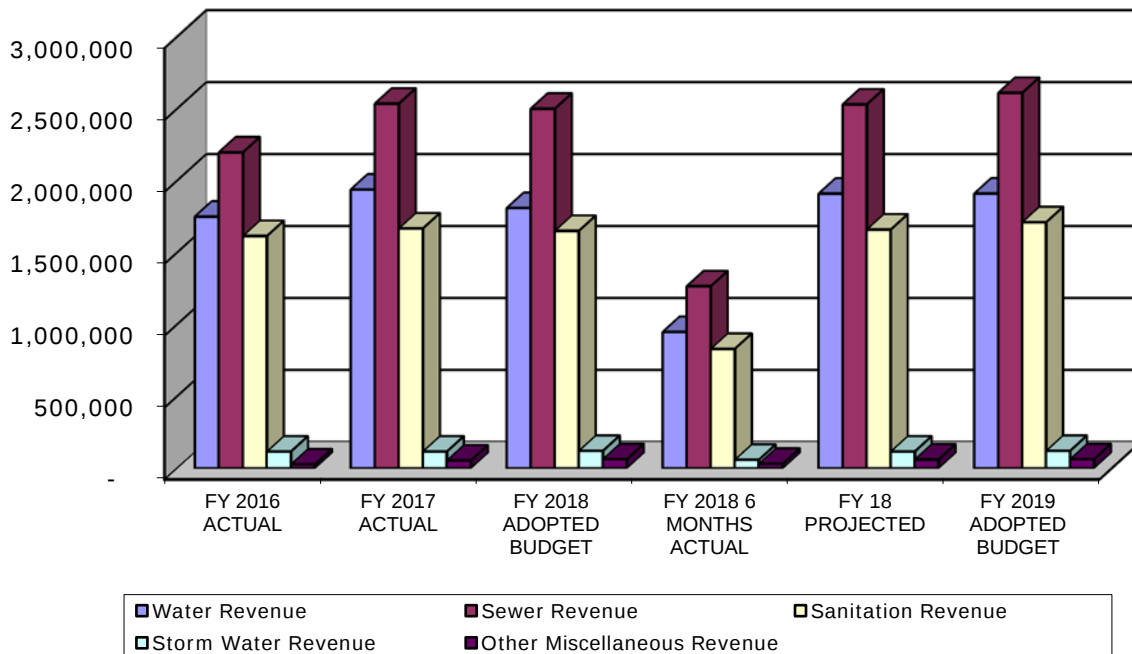
ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	STORMWATER FUND	ADOPTED BUDGET FY 2019	% OF TOTAL ADOPTED BUDGET	INCREASE/ (DECREASE)
112,659	80,282	1,912,576	Storm Water	127,155	91%	(1,785,421)
0	0	0	Transfer to Street Maintenance	12,659	9%	12,659
112,659	80,282	1,912,576	TOTAL	139,813	100%	(1,772,763)

ENTERPRISE FUNDS-REVENUE SUMMARY FY 2019



ENTERPRISE FUNDS REVENUE-SUMMARY 2016-2019

ENTERPRISE FUNDS
Summary 2016 - 2019

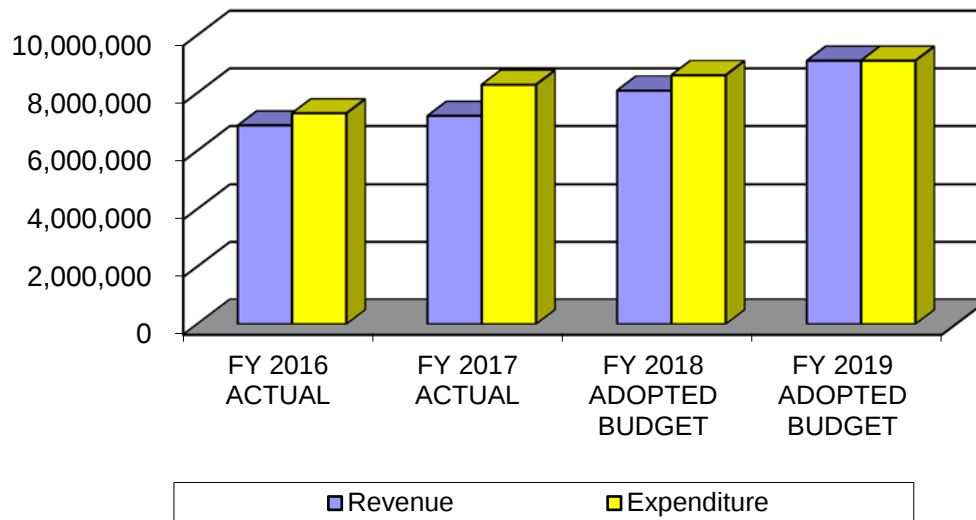


Debt Service Fund

The Village of North Bay Village Debt Service Funds are used to account for the accumulation of resources, payments of general obligation bond principal, Village's Series 2010 debt interest and Series 2010 Refunding Note Project Fund principal. Ad Valorem taxes in the amount of \$642,427 will be levied to fund this year's annual debt service requirement.

In April 2018 the Village purchased the property located at 1335 Kennedy Causeway, formerly known as Sakura Restaurant. The village collects an annual rental fee of \$144,000 for the parking lot, which will offset the debt payment on the bank loan used to purchase the property.

GENERAL FUND - COMPARISON OF CURRENT REVENUES AND EXPENDITURES



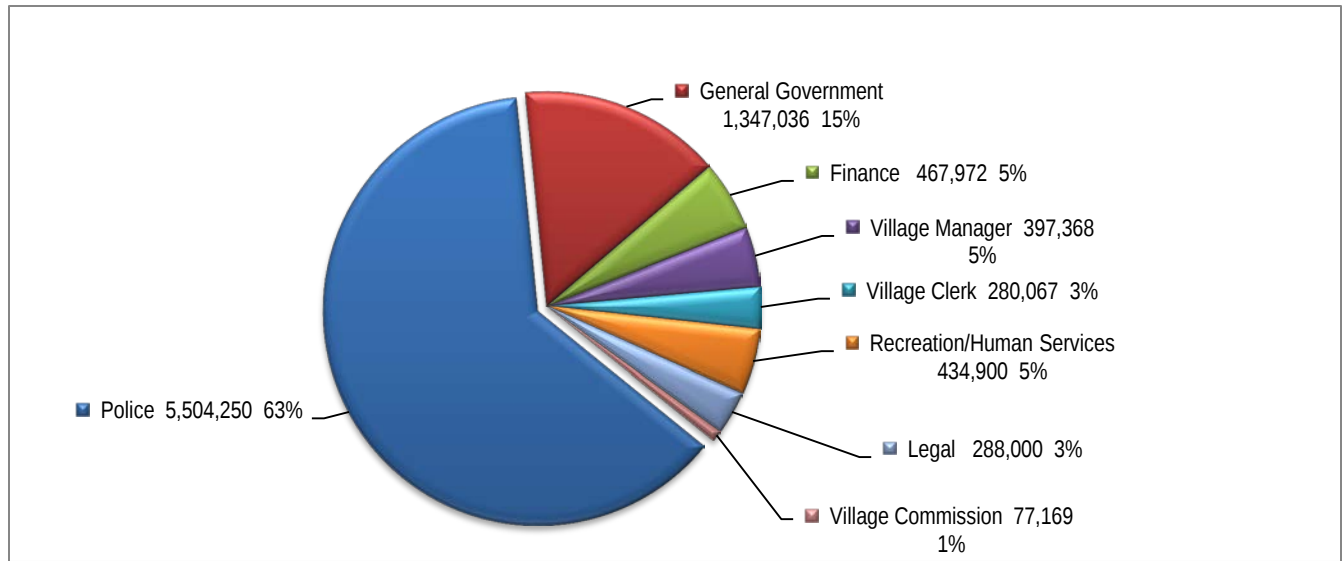
GENERAL FUND REVENUES & EXPENDITURES

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Ad Valorem Taxes	4,320,745	4,516,749	5,567,386	3,633,909	5,752,972	5,662,780
Franchise Fees	452,528	463,044	398,205	151,567	376,574	398,205
Utility Service Tax	814,427	814,156	800,798	340,693	755,309	788,936
Licenses & Permits	79,467	102,998	94,500	58,757	91,400	99,500
Intergovernmental Revenue	832,986	859,801	926,352	356,673	0	947,853
General Service	77,206	68,862	88,680	27,587	0	63,680
Fines & Forfeitures	110,818	229,303	117,000	44,851	0	122,000
Miscellaneous Revenue	186,427	150,636	91,500	72,243	0	138,309
Total Operating Revenues	6,874,604	7,205,549	8,084,421	4,686,280	8,277,894	8,221,263
Other Non-Operating Revenues						
Unassigned Fund Balance	1,182,833	1,058,737	750,750	1,058,737	1,058,737	1,504,640
Fund Balance required 20%	1,282,999	1,797,919	1,675,170	1,497,919	1,638,001	1,759,352
Interfund Transfer	-	-	870,413	435,207	870,413	896,702
Appropriation of Fund Balance	-	790,443	-	-	-	-
Total Non-Operating Revenues	2,465,832	3,647,099	3,296,333	2,991,863	3,567,151	4,160,693
TOTAL GENERAL FUND REVENUE	9,340,436	10,852,648	11,380,754	7,678,143	11,845,046	12,381,957
Village Commission	46,189	61,194	68,158	24,513	67,976	77,169
Village Manager	204,784	422,173	428,653	190,845	338,147	397,368
Village Clerk	194,005	281,937	285,399	127,239	277,865	280,067
Legal Services Department	194,185	197,552	204,000	125,754	321,298	288,000
Finance	151,132	456,725	464,665	238,711	461,100	467,972
General Government	1,808,059	1,576,881	1,288,991	612,806	1,117,178	1,347,036
Police	4,499,266	4,771,517	5,381,382	2,725,315	5,355,733	5,504,250
Recreation & Human Svces Dep.	198,268	277,442	254,600	107,433	250,706	434,900
Total Operating Expenditures	7,295,888	8,045,421	8,375,848	4,152,614	8,190,003	8,796,762
Transfers to After School & Summer Fund	23,334	10,519	10,000	5,000	10,000	12,442
Transfers to Street Maintenance	931,479	175,345	175,207	87,603	185,720	253,513
Transfers to Transportation Fund	55,248	55,248	55,248	27,624	55,248	55,248
Total Operating & Transfers	8,305,949	8,286,533	8,616,303	4,272,841	8,440,972	9,117,965
Fund Balances/Reserves/Net Assets	2,044,547	2,807,226	2,764,451	3,405,301	3,404,074	3,263,992
Total Non- Operating Expense	3,054,608	3,048,338	3,004,906	3,525,528	3,655,042	3,585,195
TOTAL GENERAL FUND EXPENDITURES	10,350,496	11,093,760	11,380,754	7,678,143	11,845,046	12,381,957

GENERAL FUND REVENUES-DETAIL

Locally Levied Taxes	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Locally Levied Taxes						
Ad Valorem Taxes	4,320,745	4,516,749	5,567,386	3,633,909	5,752,972	5,662,780
Franchise - Sanitation	774	1,723	1,000	276	1,400	1,000
Utility Tax -Electric	571,681	591,018	550,000	233,183	534,000	560,000
Utility Tax - Gas	14,965	13,719	20,000	7,749	12,931	20,000
Communication Service Tax	227,782	209,419	230,798	99,762	208,378	208,936
Franchise Fee - Electric	421,858	432,855	360,705	138,066	346,768	360,705
Franchise Fee - Gas	11,397	9,917	18,000	5,517	9,907	18,000
Franchise - US Postal Service	18,499	18,549	18,500	7,708	18,499	18,500
Sub - Total	5,587,701	5,793,949	6,766,389	4,126,170	6,884,856	6,849,921
Licenses & Permits						
Local Business Tax	60,692	85,298	75,000	47,757	75,000	80,000
Registration Fee	2,025	1,800	3,000	1,150	1,800	3,000
Foreclosure Registry	15,900	15,900	15,000	9,000	14,600	15,000
Miscellaneous Permits	850	0	1,000	850	0	1,000
Variance Fees	0	0	500	0	0	500
Sub - Total	79,467	102,998	94,500	58,757	91,400	99,500
Intergovernmental Revenues						
Federal Grants	2,730	1,737	0	8,000	27,730	10,000
Other State Grants	25,000	1,959	0	0	0	0
Causeway Maintenance	0	0	0	0	0	0
Crime Watch / Community Policing	0	1,000	0	0	0	0
State Revenue Sharing	178,125	193,807	201,538	84,325	177,503	201,538
Alcoholic Beverage License	4,699	9,788	6,000	0	9,788	6,000
Local 1/2 Cent Sales Tax	603,513	630,296	700,814	253,499	630,122	710,315
Business Tax - County	18,920	21,214	18,000	10,849	21,025	20,000
Sub - Total	832,986	859,801	926,352	356,673	866,169	947,853
Charges For Services						
Administrative Fee for Off-Duty Detail	0	1,695	0	0	1,695	2,000
Record Research and Review	54,974	34,983	53,000	16,932	35,864	40,000
Passport Fee	15,825	14,226	18,000	7,075	14,150	15,000
Short Term Vacation Rental	1,600	2,100	3,000	1,200	2,400	2,000
Burglar Alarm Revenues	60	30	0	40	50	0
Advertising / Bus Stop	4,747	4,680	4,680	2,340	4,680	4,680
PAL Summer Program	0	11,148	10,000	0	11,148	0
Sub - Total	77,206	68,862	88,680	27,587	69,987	63,680
Fines & Forfeitures						
Court Fines	59,841	79,686	55,000	13,323	66,804	55,000
Police Education	1,680	1,674	2,000	504	1,410	2,000
Traffic Safety System	1,072	342	0	249	98	0
Traffic Fines to ATS/STATE	0	0	0	0	(98)	0
Code Enforcement Fines	48,225	147,600	60,000	30,775	146,050	65,000
Sub - Total	110,818	229,303	117,000	44,851	214,264	122,000
Miscellaneous Revenues						
Sales of Surplus Equipment & Materials	0	17,530	0	0	17,530	0
Interest Earnings	41,522	46,783	40,000	20,207	40,414	40,000
Contributions & Donations P.A.L Program	0	2,703	0	0	2,703	0
Reimbursement-Insurance Claims	56,219	37,846	0	31,665	43,329	0
Reimbursement-School Crossing Guard	624	854	1,000	127	755	1,000
Reimbursement-Mileage (take home veh)	17,160	17,840	18,000	7,844	16,688	18,000
Other Miscellaneous Revenue	68,652	25,554	30,000	11,250	27,500	76,809
Lobbyist Registration Fee	2,250	1,525	2,500	1,150	2,300	2,500
Sub - Total	186,427	150,636	91,500	72,243	151,219	138,309
Other Non-Operating Revenue						
Transfer in from Utility Fund	0	768,701	841,644	420,822	841,644	871,503
Transfer in from Building Fund	0	21,742	28,770	14,385	28,770	25,198
Sub - Total	0	790,443	870,413	435,207	870,413	896,702
TOTAL REVENUE	6,874,604	7,995,992	8,954,835	5,121,487	9,148,308	9,117,965

GENERAL FUND EXPENDITURES BY DEPARTMENT



GENERAL FUND EXPENDITURES BY DEPARTMENT

ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	GENERAL FUND EXPENDITURES	ADOPTED BUDGET FY 2019	TOTAL ADOPTED BUDGET	INCREASE/ (DECREASE)
46,189	61,194	68,158	Village Commission Department	77,169	1%	9,011
204,784	422,173	428,653	Village Manager Department	397,368	4%	(31,285)
194,005	281,937	285,399	Village Clerk Department	280,067	3%	(5,333)
151,132	456,725	464,665	Finance Department	467,972	5%	3,307
194,185	197,552	204,000	Legal Services Department	288,000	3%	84,000
1,808,059	1,576,881	1,288,991	General Government Department	1,347,036	15%	58,045
4,499,266	4,771,517	5,381,382	Police Department	5,504,250	60%	122,868
198,268	277,442	254,600	Recreation & Human Services Dept.	434,900	5%	180,300
23,334	10,519	10,000	Transfers to After School & Summer Fund	12,442	0.1%	2,442
931,479	175,345	175,207	Transfers to Street Maintenance	253,513	3%	78,307
55,248	55,248	55,248	Transfers to Transportation Fund	55,248	1%	0
8,305,949	8,286,533	8,616,303	TOTAL	9,117,965	100%	501,662

GENERAL FUND-VILLAGE COMMISSION

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Village Commission is the legislative body, which acts as the policy-making entity that establishes legislation through ordinances and resolutions to meet the needs of the residents.

PERFORMANCE INDICATORS

Regular Village Commission meetings are held the second Tuesday of every month at a site determined by the Commission.

Village Commission meetings are noted on the Village's website and the public is always welcome.

Village Commission meetings are also broadcast on North Bay Village TV & streamed live on NBV Website.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Village Commission consists of five elected officials; Mayor at large, Vice Mayor and three commissioners; one at large and one representative for each island district, North Bay Island, Treasure Island, Harbor Island.
- ❖ The Village Commission represents the residents and businesses of North Bay Village by formulating Village legislation & policies.
- ❖ Commission activities include regular Commission Meetings the second Tuesday of each month and other meetings necessary to govern the Village of North Bay Village.

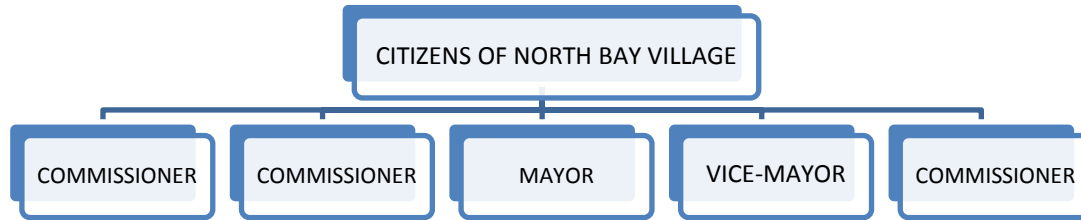
DEPARTMENT GOALS

- ✴ *Develop a legislative action plan in the best interest of the residents, businesses and visitors of the Village.*
- ✴ *To act as a responsible governing body serving in the best interests of the Village*

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	35,904	35,917	35,608	14,622	35,203	35,619
MATERIALS, SUPPLIES, SERVICES	10,286	25,277	32,550	9,890	32,773	41,550
TOTAL OPERATING BUDGET	46,189	61,194	68,158	24,513	67,976	77,169
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	46,189	61,194	68,158	24,513	67,976	77,169

GENERAL FUND-VILLAGE COMMISSION



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Salaries Commission	33,275	33,287	33,000	13,525	32,550	33,000
Fica	2,546	2,547	2,525	1,035	2,569	2,525
Workers' Compensation	83	83	83	63	83	94
TOTAL PERSONNEL SERVICES	35,904	35,917	35,608	14,622	35,203	35,619
Cost Allocation	(15,600)	0	0	0	0	0
Travel, Conferences & Meetings	12,086	13,056	17,300	4,925	16,925	26,300
Telephone	7,163	5,335	6,000	2,007	6,264	6,000
Special Promotions	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	0
Special Department Supplies	0	0	0	0	0	0
Dues, Subscriptions & Memberships	6,637	6,886	9,250	2,959	9,584	9,250
TOTAL MATERIALS, SUPPLIES, SERVICES	10,286	25,277	32,550	9,890	32,773	41,550
TOTAL OPERATING BUDGET	46,189	61,194	68,158	24,513	67,976	77,169
TOTAL DEPARTMENT BUDGET	46,189	61,194	68,158	24,513	67,976	77,169

GENERAL FUND-OFFICE OF THE VILLAGE MANAGER

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Village Manager is the Chief Executive Officer of the Village, whose primary responsibility is to carry out policies and directives of the Village Commission through the Village Administration and to ensure the proper conduct of the Village's day to day operations.

DEPARTMENT GOALS

- ☀ *Ensure programs, policies and projects are implemented as approved by the Commission.*
- ☀ *Ensure Capital Projects are established and implemented.*
- ☀ *Ensure the FY 2019 Budget and long term plans are Adopted and implemented in accordance with the direction of the Village Commission.*
- ☀ *Continue to improve communications with the residents.*
- ☀ *Coordinate the application of funding for Capital Projects.*

DESCRIPTION OF SERVICES AND ACTIVITIES

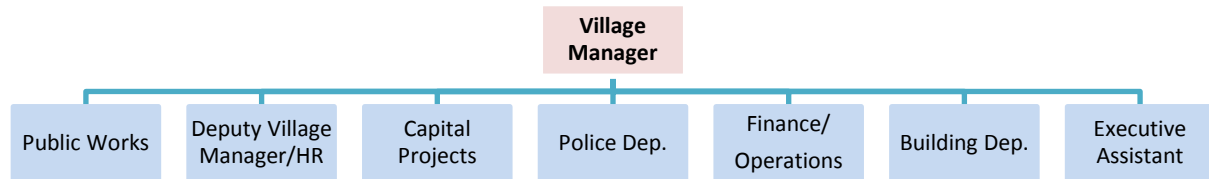
- ❖ The Village Manager directs and coordinates the operation of all Village departments. The Village Manager implements policy guidelines established by the Commission. The Village Manager is responsible for making appropriate studies, recommendations, and reports to the Village Commission on all matters of interest or concern to the Village.
- ❖ The Village Manager has the Charter assigned authority to see that all laws and ordinances are enforced, to appoint Village Department Directors with approval of the Commission, and to recommend an annual budget
- ❖ The Village Manager's Office also maintains positive and open relations with the media, Federal, State and County agencies and the general public; and prepares and presents reports to the commission on the daily operation of the Village.
- ❖ The Village Manager is responsible for the preparation of the annual budget and for overseeing the approved annual budget expenditures.

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED	FY 18 6 MONTHS	FY 18 PROJECTED	FY 19 ADOPTED
PERSONNEL SERVICES	198,993	418,271	422,293	188,473	330,866	388,193
MATERIALS, SUPPLIES, SERVICES	5,791	3,901	6,360	2,371	7,280	9,175
TOTAL OPERATING BUDGET	204,784	422,173	428,653	190,845	338,147	397,368
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	204,784	422,173	428,653	190,845	338,147	397,368

GENERAL FUND-OFFICE OF THE VILLAGE MANAGER

Performance Measures/Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Maintain Expenditures within the approved FY 2019 Budget	X	X	X	X
New Harbor Island Parking Plan		X		
Complete FOP Labor Contract Negotiations for Civilians	X			
Complete POLICE FOP Labor Contract	X		X	
Fill approved vacant budgeted personnel positions	X			
Prepare & Present FY 2020 Budget by July, 2019				X



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	300,208	314,649	313,245	134,536	234,627	261,407
Overtime	1,613	1,024	3,500	691	1,383	0
Car Allowance	3,628	3,600	3,600	1,094	3,725	7,200
Fica	22,656	23,687	24,239	9,995	18,340	20,548
Retirement Contributions	28,152	31,592	32,197	15,572	31,018	43,587
Health, Life, Dental	40,009	42,960	44,722	25,992	40,983	54,706
Worker's Compensation	727	760	790	593	791	745
Cost Allocation	(198,000)	0	0	0	0	0
TOTAL PERSONNEL SERVICES	198,993	418,271	422,293	188,473	330,866	388,193
Travel, Conferences & Meetings	1,431	1,193	1,500	413	1,427	3,000
Telephone	4,063	2,119	3,360	772	4,168	3,675
Office Supplies	0	0	0	0	0	0
Dues, Subscriptions & Memberships	297	590	1,500	1,186	1,686	2,500
TOTAL MATERIALS, SUPPLIES, SERVICES	5,791	3,901	6,360	2,371	7,280	9,175
TOTAL OPERATING BUDGET	204,784	422,173	218,520	190,845	338,147	397,368
TOTAL DEPARTMENT BUDGET	204,784	422,173	428,653	190,845	338,147	397,368

GENERAL FUND-OFFICE OF THE VILLAGE CLERK

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Village Clerk ensures the integrity of municipal governance through the preparation, management, and distribution related to the Village Commission and Advisory Board agendas. This includes: preparation of agenda packages; preparation of Minutes for approval, all necessary arrangements to ensure legal, open, and effective meetings. Any person has access to all the above-mentioned documents of Village Government as it relates to Commission/Advisory Board Meetings. The Village Clerk department oversees the management and maintenance of the Commission Adopted Resolutions and Ordinances and causes the ordinances to be printed in the Municipal Code and in an up-to-date online code found on municode.com. The online code provides information to elected officials, Village staff, and all other members of the public. The Village Clerk's Office compiles application packets for Commission appointed Boards/Committees; acts as Records Liaison Manager, Supervisor of Village Elections, and Clerk to the Code Enforcement Special Master. In addition, the Village Clerk is the keeper of lobbyist registration, bid openings, municipal records, supervises the issuance of passports, and performs other assignments as directed by the Village Charter and the Village Commission. Pursuant to the Village Charter, the Village Clerk shall work with the Village Manager to ensure the effective management of the Village.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Village Clerk prepares and distributes the agendas for the Village Commission, Planning & Zoning Board and various Advisory Boards established by the Commission.
- ❖ Attends meetings and prepares Minutes.
- ❖ Provides for public notice of all meetings subject to the Sunshine Law and provides legal advertising-publication and posting of notices, as necessary.
- ❖ Serves as the local Supervisor of Elections, in conjunction and coordination with the county Supervisor of Elections.
- ❖ Maintains custody of municipal records, including Ordinances, Resolutions, contracts and agreements; and promulgates procedures for the orderly management, retention and destruction of said records in accordance with state law. Serves as the State records management liaison officer.
- ❖ Respond to zoning inquiries.
- ❖ Administers the publication, maintenance and distribution of the Village Code of Ordinances and supplements thereto.
- ❖ Writes Ordinances and Resolutions and prepares Proclamations as necessary.
- ❖ Scan long-term records, research records upon request, coordinate records disposition, destruction in accordance with State law.
- ❖ Serves as Clerk to the Code Enforcement Special Master. Distribute "Notices to Appear before the Special Master", attendance at meetings, and prepare "Orders of Enforcement".
- ❖ Issue Business Tax Receipts.
- ❖ Serves as Financial Coordinator Liaison.

DEPARTMENT GOALS

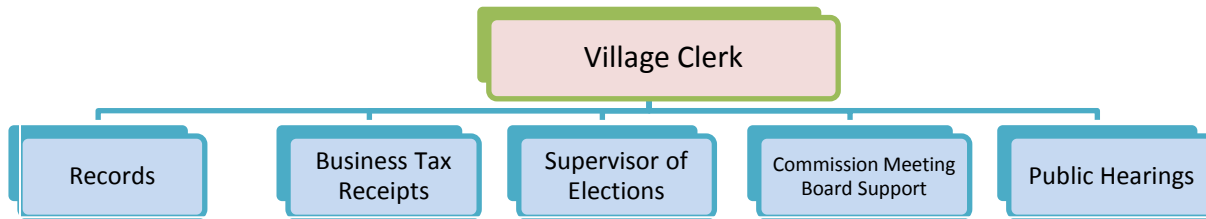
- ☀ *Coordinate the 2018-2019 Revisions to the Village Charter*
- ☀ *Develop a “Voter’s Guide” for the 2018-2019 General/Special Election*
- ☀ *Update the Village Code*

Performance Measures / Indicators	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Assist with creating a Charter Review Board and submitting Charter Revisions to the electors for the 2019 Village Election	X			
Continue to implement and maintain an electronic records management system through scanning and disposing of documents that have reached their retention period in accordance with State law	X	X	X	X
Continue to update the Village Code	X	X	X	X
Develop a “Voter’s Guide” for the 2019 General/Special Election		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	162,082	224,175	226,769	95,026	205,562	211,517
MATERIALS, SUPPLIES, SERVICES	31,923	57,763	58,630	32,213	72,303	68,550
TOTAL OPERATING BUDGET	194,005	281,937	285,399	127,239	277,865	280,067
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	194,005	281,937	285,399	127,239	277,865	280,067

GENERAL FUND-OFFICE OF THE VILLAGE CLERK



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	171,702	161,998	159,562	66,224	147,099	142,398
Car Allowance	0	0	0	0	0	0
Fica Tax	13,283	12,546	12,206	5,101	11,256	10,893
Retirement Contributions	28,986	28,056	33,044	13,833	28,054	30,675
Health, Life, Dental	19,708	21,164	21,556	9,567	18,752	27,146
Workers' Compensation	403	411	401	301	401	404
Cost Allocation	(72,000)	0	0	0	0	0
TOTAL PERSONNEL SERVICES	162,082	224,175	226,769	95,026	205,562	211,517
Professional Services	0	3,239	10,000	17,757	27,757	10,000
Travel, Conferences & Meeting	2,027	2,355	3,600	0	3,000	3,600
Telephone	1,499	971	1,200	458	1,099	1,200
R&M Office Equipment	0	0	0	0	0	0
Advertising	24,261	37,236	28,000	10,889	27,779	28,000
Ordinance Codification	3,441	9,465	14,000	2,470	11,000	9,000
Election Expense	0	3,855	0	0	0	15,000
Office Supplies	0	0	0	0	0	0
Gas & Oil	0	0	0	0	0	0
Special Department Supplies	0	0	0	0	0	0
Dues, Subscriptions & Memberships	695	642	830	560	710	750
Education & Training	0	0	1,000	79	958	1,000
TOTAL MATERIALS, SUPPLIES, SVCS	31,923	57,763	58,630	32,213	72,303	68,550
TOTAL OPERATING BUDGET	194,005	281,937	285,399	127,239	277,865	280,067
OFFICE EQUIPMENT	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	194,005	281,937	285,399	127,239	277,865	280,067

GENERAL FUND-FINANCE DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Finance Department is to account for all financial transactions of the Village using Generally Accepted Accounting Principles to maintain fiscal responsibility, and to provide quality information in a timely manner, while maintaining the highest level of ethical professional standards.

DEPARTMENT GOALS

- ☀ *Monitor and secure funding for voter approved capital projects.*
- ☀ *Ensure grant compliance.*
- ☀ *Review and improve procurement process.*
- ☀ *Reduce accounts receivable and implement performance measures to reflect the difference per year.*
- ☀ *Ensure that Departments and the public have timely and accurate reports.*
- ☀ *Prepare Budget on time and administer carefully during the year.*

DESCRIPTION OF SERVICES AND ACTIVITIES

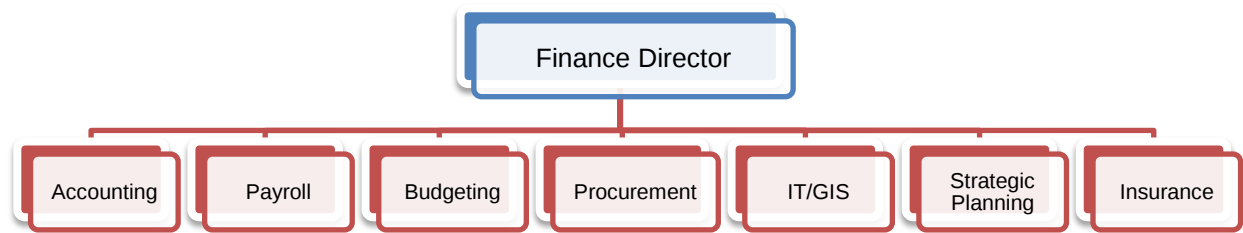
- ❖ The Finance Department processes and records all fiscal activity of the Village, as well as, manages Village computer hardware and network system. All cash receipts are recorded and deposited intact in the bank. Direct deposits of payroll are prepared biweekly in addition to other related functions as required. All Village expenditures are verified, recorded and disbursed weekly.
- ❖ Utility bills are prepared and mailed on a monthly basis. All the above fiscal information and activity is maintained on the Village's current computer system.
- ❖ All checks, bills and financial statements are generated by the Finance Department.

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Complete Annual Financial Report		X		
CAFR Preparation		X		
Review and Evaluate our computer system enhancement every six months		X		X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	140,618	448,652	453,955	235,101	451,159	457,262
MATERIALS, SUPPLIES, SERVICES	10,514	8,072	10,710	3,610	9,942	10,710
TOTAL OPERATING BUDGET	151,132	456,725	464,665	238,711	461,100	467,972
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	151,132	456,725	464,665	238,711	461,100	467,972

GENERAL FUND-FINANCE DEPARTMENT



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	299,369	311,959	311,581	158,533	313,173	317,325
Overtime	2,720	2,143	2,000	2,978	5,956	2,000
Car Allowance	3,628	3,600	3,600	1,648	3,600	3,600
Fica Tax	21,391	22,149	24,111	11,298	23,958	24,551
Retirement Contributions	37,741	40,400	42,999	22,158	42,625	45,713
Life, Health, Dental Insurance	62,966	67,591	68,811	37,846	60,993	63,097
Workers' Compensation	803	811	853	640	853	977
Cost Allocation	(288,000)	0	0	0	0	0
TOTAL PERSONNEL SERVICES	140,618	448,652	453,955	235,101	451,159	457,262
Accounting & Audit	0	0	0	0	0	0
Professional Svc.	0	0	0	0	0	0
Travel, Conferences & Meeting	6,470	4,946	6,960	2,805	6,782	6,960
Telephone	1,597	1,596	1,200	600	1,200	1,200
R&M Office Equipment	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	0
Gas & Oil	0	0	0	0	0	0
Special Department Supplies	0	0	250	0	250	250
Dues, Subscriptions & Memberships	1,055	605	1,300	170	1,140	1,300
Education & Training	1,393	925	1,000	35	570	1,000
TOTAL MATERIALS, SUPPLIES, SERVICES	10,514	8,072	10,710	3,610	9,942	10,710
TOTAL OPERATING BUDGET	151,132	456,725	464,665	238,711	461,100	467,972
Office Equipment	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	151,132	456,725	464,665	238,711	461,100	467,972

GENERAL FUND LEGAL DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Legal Department is to provide guidance and assistance on legislative and administrative actions for effective and ethical deliverance of the public trust.

PERFORMANCE INDICATORS

Evaluate lawsuits to reduce litigations cost.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ Advise Village Commission, Village Manager, and Staff on legal issues.
- ❖ Prepare and recommend ordinances, resolutions and contracts.
- ❖ Prosecute Violations of Village ordinances, act as trial and appellate counsel in litigation matters, and represent the Village in all legal proceedings.
- ❖ Provide the Village with superior contracted legal services that are flexible, multi-specialized, and economically competitive. Deliver legal services that are integrated and supportive of other Village departments.

DEPARTMENT GOALS

- ☀ *Practice preventative law with Village Commission and Village Administration to anticipate and avoid legal issues, challenges and litigation before they arise.*
- ☀ *Assist Village with contractual issues pertaining to completion of pending capital projects and implementation of new capital projects to ensure the Village is adequately legally protected in design, construction, grant and financing transactions from procurement through project completion.*
- ☀ *Assist Village on all legal issues pertaining to its Comprehensive Plan and Land Development regulations in all Quasi judicial proceedings.*
- ☀ *Timely and cost effectively defend all litigation, including administrative labor proceedings, on behalf of the Village, implementing the policy direction of the Village Commission on all litigation matters.*
- ☀ *Provide guidance to Village Commission, Village Administration and staff on ethics laws, including sunshine law, public records, voting conflicts and gifts.*
- ☀ *Assist Village Administration with implementation of updated human resources policies and union contracts to ensure Management's ability to effectively manage Village departments.*

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
TOTAL MATERIALS, SUPPLIES, SERVICES	194,185	197,552	204,000	125,754	321,298	288,000
TOTAL OPERATING BUDGET	194,185	197,552	204,000	125,754	321,298	288,000
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	194,185	197,552	204,000	125,754	321,298	288,000

GENERAL FUND-LEGAL DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Village Attorney-General	120,781	120,583	120,000	65,000	171,290	204,000
Village Attorney-Litigation	43,700	59,511	37,750	51,602	103,205	37,750
Labor Attorney-Negotiations	17,500	17,458	8,500	0	8,500	8,500
Labor Attorney-Other legal issues	50,605	0	37,750	9,152	38,303	37,750
Cost Allocation	(38,400)	0	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SERVICES	194,185	197,552	204,000	125,754	321,298	288,000
TOTAL OPERATING BUDGET	194,185	197,552	204,000	125,754	321,298	288,000
TOTAL DEPARTMENT BUDGET	194,185	197,552	204,000	125,754	321,298	288,000

GENERAL FUND-GENERAL GOVERNMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This Department is responsible for managing the Village Post Office and all Services that are non-departmental related.

DEPARTMENT GOALS

- ☀ *Improve the availability and operation of public services and facilities.*
- ☀ *Launch a use friendly Village website.*

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The budget reflects services not assigned to a particular department such as the post office, consulting services, utilities, Village-wide general liability insurance, public relations, citizen boards, general fund contingencies and Hurricane Disaster Emergency.

Performance Measures/ Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Begin employee years of service recognition program	X			
Finalize new Village website		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	64,970	85,650	127,616	59,550	118,994	272,025
MATERIALS, SUPPLIES, SERVICES	729,875	1,247,592	1,154,875	553,256	991,685	1,057,511
TOTAL OPERATING BUDGET	794,845	1,333,242	1,282,491	612,806	1,110,678	1,329,536
CAPITAL	3,154	2,527	6,500	0	6,500	17,500
OTHER NON-OPERATING EXPENSES	1,010,061	241,112	0	0	0	0
TOTAL NON-OPERATING BUDGET	1,013,214	243,639	6,500	0	6,500	17,500
TOTAL DEPARTMENT BUDGET	1,808,059	1,576,881	1,288,991	612,806	1,117,178	1,347,036

GENERAL FUND-GENERAL GOVERNMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	47,194	65,546	93,539	42,135	85,763	199,105
Overtime	779	207	0	125	249	0
FICA	3,709	5,069	7,156	3,250	6,561	15,231
Retirement Contributions	3,516	4,982	6,356	3,316	7,105	15,297
Life, Health & Dental Insurance	9,099	9,724	20,329	10,546	19,079	41,823
Workers' Compensation	122	122	237	177	237	569
Unemployment Compensation	550	0	0	0	0	0
TOTAL PERSONNEL SERVICES	64,970	85,650	127,616	59,550	118,994	272,025
Cost Allocation	(96,000)	0	0	0	0	0
Bank fees	1,031	2,263	1,200	1,188	2,376	1,200
Accounting & Auditing	18,750	22,500	20,500	13,500	20,500	20,500
Professional Services	216,035	187,886	266,000	72,055	190,956	242,800
Traffic Fines due to ATS	0	0	0	0	0	0
Contract Services/Data Processing	49,815	48,631	81,132	46,627	93,253	103,632
Contractual Service Medical	1,928	1,117	500	319	638	500
Travel, Conferences & Meetings	4,676	3,931	7,662	2,028	7,028	9,500
Telephone	9,541	8,032	9,000	5,015	10,031	9,000
Postage	7,110	5,536	6,000	3,505	7,009	6,000
Equipment Rental	13,759	7,802	5,912	2,580	5,912	5,912
Building Lease	195,814	198,863	211,280	101,835	203,669	211,280
General Insurance	205,032	213,690	382,437	229,811	306,415	329,937
R & R Equipment/Bldg	12,350	10,845	19,620	14,382	28,763	24,620
Promotions - Public Relations	7,533	3,961	51,800	2,438	4,875	1,800
Promotions - Newsletter	6,915	9,779	10,400	1,110	2,220	1,600
Special Promotions	1,810	0	0	0	0	0
Animal Control	4,930	4,982	5,000	1,190	4,690	5,000
Village Hall Relocation Expenses	0	0	0	0	0	0
Office Supplies	30,649	34,494	25,000	16,377	32,754	30,000
Uniforms	3,242	2,061	2,500	1,680	3,360	2,500
Copier Lease	125	9,146	9,372	5,966	11,933	12,000
Special Departmental Supplies	23,361	24,761	28,900	19,548	39,096	33,900
Dues, Subscriptions & Memberships	11,471	7,486	10,660	11,805	15,610	5,830
Education & Training	0	1,980	0	299	598	0
TOTAL MATERIALS, SUPPLIES, SERVICES	729,875	1,247,592	1,154,875	553,256	991,685	1,057,511
TOTAL OPERATING BUDGET	794,845	1,333,242	1,282,491	612,806	1,110,678	1,329,536
Office Equipment	3,154	2,527	6,500	0	6,500	17,500
TOTAL CAPITAL	3,154	2,527	6,500	0	6,500	17,500
Transfer to After School & Summer Program	23,334	10,519	0	0	0	0
Transfer to Building Fund	0	0	0	0	0	0
Transfer to Street Maintenance	931,479	175,345	0	0	0	0
Transfer to Transportation	55,248	55,248	0	0	0	0
TOTAL NON-OPERATING EXPENSES	1,013,214	243,639	6,500	0	6,500	17,500
TOTAL DEPARTMENT BUDGET	1,808,059	1,576,881	1,288,991	612,806	1,117,178	1,347,036

GENERAL FUND-POLICE DEPARTMENT

DEPARTMENT BUDGET MESSAGE

The North Bay Village Police Department is committed to providing public safety excellence through efficient and effective services, designed to deter crime and disorder. Through fiscally responsible proactive and comprehensive strategies to include community policing, intelligence led policing and specialized operations, we will maximize our community's quality of life as well as perception of safety.

VISION STATEMENT

North Bay Village will deliver the highest level of efficient and effective community based public safety services through our unwavering commitment to organizational excellence.

DEPARTMENT MISSION STATEMENT

A Team of Law Enforcement Professionals delivering superior, community based, police services with an emphasis on service, accountability and transparency. As proud members of this public safety organization, adhered to a specific code of ethical conduct in order to uphold the highest industry standards, commit to continuous self-improvement and always strive to secure the public's trust.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Police Department is entrusted with the responsibility of providing the highest level of public safety services to its community, while ensuring to maintain and grow the public's trust in our ability to keep them safe. This will be done by maximizing both our internal and external resources to develop strong and effective community partnerships.
- ❖ Through the Department's Patrol, Criminal Investigation, Communications and Code Enforcement areas, strategic plans will be used to optimize the efficiency and effectiveness of all operational areas. Through a coordinated approach to comprehensive enforcement, community policing and a fresh new vision for the organization, the Police Department will not only meet, but exceed, public safety expectations with the community.

CORE VALUES:

- *Fairness**
- *Integrity**
- *Respect**
- *Service**

DEPARTMENT GOALS

- ✱ *Pursue CFA (Commission for Florida Law Enforcement Accreditation) accreditation timeline requirements for the Department.*
- ✱ *Continue to implement specialized police operational assignments and positions for various areas of the Department.*
- ✱ *Continue to create a structured training programs for the Department as well as the community, to address current needs at all levels.*
- ✱ *Advance youth and school related programs, as well as community base initiatives to maximize police/citizen engagement and interaction.*

GENERAL FUND-POLICE DEPARTMENT

Performance Measure #1: CFA Accreditation					
Projected Budget Impact \$75,000					
The Police Department will initiate the three year process to pursue and achieve State Accreditation.					
CFA Accreditation	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Achieve Y/N
Apply to start the process with the Commission for Florida Law Enforcement Accreditation	X				
Begin the process of meeting with the CFA Program Manager and local accredited agencies		X			
Start updating our NBVPD Policies and Procedures (beginning with the high liability areas)	X				

Performance Measure #2: Departmental Training					
The Police Department will be putting together a Training Team to address the needs for all preparation and developmental areas of the Organization.					
Departmental Training	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Achieve Y/N
Comprehensively identify all Organization Training needs	X				
Develop a Training Calendar		X			
Transform the first floor of 1841 Galleon Street building into a Training classroom		X			

Performance Measure #3: Code Enforcement					
The Village has adopted a new Short Term Vacation Rental (STVR) Ordinance and the Code Enforcement Team will be responsible for all administrative/enforcement related activities.					
Code Enforcement	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Achieve Y/N
Track all STVRs in the Village and ensure they are in compliance with the ordinance application requirements	X				
Track all the STVR violations and ensure that they follow the steps outlined with any infractions and fines		X			
Attend any administrative hearing and assist with the prosecution of any STVR violations					

GENERAL FUND-POLICE DEPARTMENT

Performance Measure #4: New Public Safety Enforcement Initiatives

The Police Department will be adding new Specialized Units as well as Certifications to enhance the resources available to further deter and enforce criminal/traffic/parking activity and ordinance violations

New Public Safety Enforcement Initiatives	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Achieve Y/N
Pursue and implement a K-9 Unit			X		
Obtain a motorcycle and initiate a Motor Officer Unit/Detail		X			
Pursue and obtain an Animal Control enforcement certification from the Florida Animal Control Association (FACA)	X				

Performance Measure #5: Expand Community Policing Initiatives

The Police Department will implement additional community policing initiatives, which will focus on youth programs

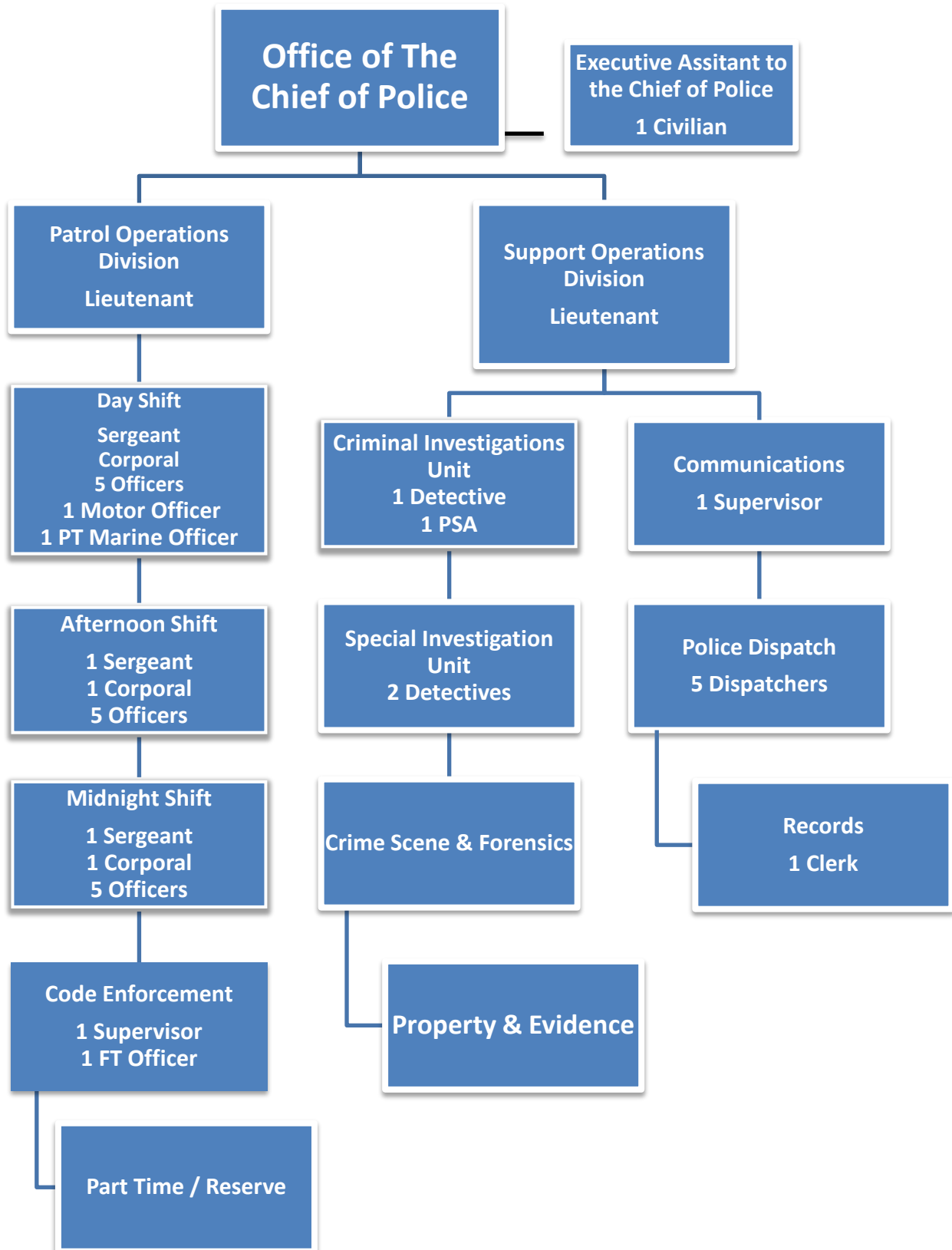
Expand Community Policing Initiatives	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Achieve Y/N
Launch the new North Bay Village Branch of the Miami Beach PAL		X			
Implement the Police Department's Kids Summer Program		X			
Expand the Police Department's Youth Services Events			X		

GENERAL FUND-POLICE DEPARTMENT

Expenditure Category Summary

<u>ACCOUNT DESCRIPTION</u>	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	3,964,418	4,300,900	4,611,466	2,338,212	4,568,674	4,764,874
MATERIALS, SUPPLIES, SERVICES	352,011	441,150	646,016	318,668	683,623	685,276
TOTAL OPERATING BUDGET	4,316,429	4,742,050	5,257,482	2,656,880	5,252,298	5,450,150
CAPITAL	182,837	29,467	123,900	68,435	103,435	54,100
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	182,837	29,467	123,900	68,435	103,435	54,100
TOTAL DEPARTMENT BUDGET	4,499,266	4,771,517	5,381,382	2,725,315	5,355,733	5,504,250

Police Department Organizational Chart



GENERAL FUND-POLICE DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	2,625,350	2,768,548	3,068,513	1,492,252	3,023,998	3,145,810
Overtime	68,881	42,734	25,000	21,681	43,362	15,000
Education Incentive	20,787	21,766	21,480	10,037	21,074	20,280
Car Allowance	3,628	3,600	3,600	1,509	3,600	0
Clothing Allowance	3,000	7,975	8,200	8,675	10,175	8,200
Fica Tax	206,399	215,874	236,929	112,691	237,319	241,802
Retirement Contributions	525,078	569,011	619,974	293,045	587,119	658,113
Health, Life, Dental, Ins.	424,825	466,359	510,887	302,277	518,189	543,502
Workers Compensation	182,469	205,033	116,883	96,044	123,839	132,167
Cost Allocation	(96,000)	0	0	0	0	0
TOTAL PERSONNEL SERVICES	3,964,418	4,300,900	4,611,466	2,338,212	4,568,674	4,764,874
Contract Services -Data Processing	1,728	4,200	24,000	12,927	25,854	24,000
Contract Services	660	5,476	5,600	5,237	10,475	6,000
Contract Services - Medical	6,327	6,056	2,500	1,517	3,534	2,500
Contract Services - Crossing Guards	34,982	27,827	36,000	10,722	36,000	0
Travel, Conferences & Meetings	4,983	13,084	7,000	5,961	11,923	7,000
Court Standby	552	611	1,000	0	0	1,000
Telephone	12,073	17,189	17,700	8,939	17,878	17,700
Electricity & Gas	127	0	0	0	0	0
Confidential Informant	0	0	0	0	0	0
Vehicle Lease	787	8,493	208,495	112,374	194,000	187,255
Repair & Maintain -Vehicle/Boat	73,596	88,490	46,000	35,791	71,582	55,000
Repair, Replace & Maintain - Equipment	21,681	30,421	5,500	14,795	29,589	5,500
R & M - Radios & Radar	3,501	0	0	0	0	0
R & M Building	15,926	80	41,500	125	250	41,500
Accreditation	0	0	0	0	0	75,000
Vehicle Rental	0	794	10,104	2,189	8,760	10,104
Compensation Personnel	0	0	33,700	0	33,700	33,700
Youth Services	5,985	7,212	12,000	4,124	12,648	8,000
P.A.L. Program	9,444	0	0	0	0	4,000
Investigations	581	276	0	0	0	0
Office Supplies	7,905	6,595	4,500	1,663	3,326	4,500
Uniforms & Accessories	28,277	61,077	10,840	11,880	23,759	10,840
Uniform Cleaning & Maintenance	2,989	5,177	6,000	1,809	3,618	6,000
Copy Machine Supplies	2,115	2,891	4,000	1,151	3,302	4,000
Gas & Oil	85,700	104,610	100,000	45,339	108,814	110,000
Tires	7,391	2,989	5,000	0	0	5,000
Ammunition	0	0	8,000	7,909	15,818	8,000
MDC Radio System-Promissory Note	0	0	12,107	0	12,107	12,107
Special Departmental Supplies	11,935	7,555	9,420	14,466	17,188	9,420
Dues, Subscriptions & Memberships	1,234	12,383	8,050	7,767	15,534	8,050
Education & Training	11,533	19,475	11,000	10,162	20,324	11,000
TOTAL MATERIALS, SUPPLIES, SERVICES	352,011	432,960	630,016	316,848	679,983	667,176
TOTAL OPERATING BUDGET	4,316,429	4,742,050	5,257,482	2,656,880	5,252,298	5,450,150
Counter Terrorism Initiative	0	0	33,900	7,845	22,845	6,100
K-9 Support Unit	0	0	0	0	0	0
Machinery & Equipment	92,201	29,467	90,000	60,590	80,590	48,000
Vehicles	90,636	0	0	0	0	0
TOTAL CAPITAL	182,837	29,467	123,900	68,435	103,435	54,100
TOTAL NON-OPERATING BUDGET	182,837	29,467	123,900	68,435	103,435	54,100
TOTAL DEPARTMENT BUDGET	4,499,266	4,771,517	5,381,382	2,725,315	5,355,733	5,504,250

GENERAL FUND- RECREATION AND HUMAN SERVICES

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of Recreation & Human Services Department is to enhance the quality of life for residents and visitors of North Bay Village by providing safe public parks and special event activities that are accessible and available to all members of the community.

DEPARTMENT GOALS

- ☀ *Continue to improve Village Events in order to promote community Cohesiveness and involvement.*
- ☀ *Promote additional services for all Village residents.*

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ This department through the management of the Special Events Coordinator plans and implements community-wide special events and programs for various holidays and observances.
- ❖ Provide funding for the Treasure Island Elementary School (TIES) International Baccalaureate Program (IB).

PERFORMANCE INDICATORS

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Halloween and Winter Wonderland Events	X			
Scholarship program		X		
Spring egg hunt			X	
July the 4 th event				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	0	5,142	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	7,295	4,663	7,500	0	7,500	60,000
TOTAL OPERATING BUDGET	198,268	252,549	249,100	107,433	250,706	434,900
CAPITAL	0	24,893	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	5,500	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	24,893	5,500	0	0	0
TOTAL DEPARTMENT BUDGET	198,268	277,442	254,600	107,433	250,706	434,900

GENERAL FUND- RECREATION AND HUMAN SERVICES

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	0	4,777	0	0	0	0
Fica	0	365	0	0	0	0
Workers' Compensation	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	0	5,142	0	0	0	0
Paddle Board Event	0	0	0	0	0	10,000
Contract Services-Lighting	0	49,276	46,000	45,449	45,449	46,000
Professional Services	126,255	140,278	137,800	37,019	137,800	218,600
Lease-Storage	2,449	6,494	4,300	2,270	4,540	4,300
Special Events-Banners/Signage	5,143	2,991	17,500	0	17,500	17,500
Halloween Event	4,213	4,649	6,500	7,625	7,625	7,500
Winter Holiday Event	44,813	7,623	7,000	8,740	8,740	7,500
Spring Event	6,100	6,306	7,000	6,051	6,051	7,500
4th of July Event / Fireworks	7,295	4,663	7,500	0	7,500	60,000
Scholarship Program	2,000	3,000	5,500	0	5,500	5,500
PAL Summer Program	0	22,126	10,000	278	10,000	20,000
Community Special Events	0	0	0	0	0	30,500
TOTAL MATERIALS, SUPPLIES, SVCS	198,268	247,407	249,100	107,433	250,706	434,900
TOTAL OPERATING BUDGET	198,268	252,549	249,100	107,433	250,706	434,900
Other Machinery & Equipment	0	24,893	0	0	0	0
TOTAL CAPITAL	0	24,893	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	24,893	5,500	0	0	0
TOTAL DEPARTMENT BUDGET	198,268	277,442	254,600	107,433	250,706	434,900

BUILDING FUND

Detail of Revenues & Expenditure

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
BUILDING FEE FUND						
<i>Operating Revenues</i>						
Building Permit Fees	489,260	354,971	420,000	283,141	520,861	420,000
Electrical Permits	35,243	30,231	60,000	25,644	36,629	50,000
Plumbing Permits	26,682	52,091	55,000	22,312	31,951	55,000
Sign Permits	0	0	0	0	0	0
Mechanical Permits	19,629	27,280	45,000	27,956	66,603	55,000
Structural Permits	0	0	0	0	0	0
Misc Permits	0	0	0	0	15,318	2,000
Building Inspection Fees	0	0	0	0	0	0
Plans Review	0	0	0	0	0	0
Other Miscellaneous Revenue	25,603	28,106	18,921	14,245	34,194	18,376
Total Operating Revenues	596,418	492,678	598,921	373,297	705,555	600,376
<i>Non-Operating Revenue</i>						
Fund Balance	0	0	0	0	66,591	112,233
Transfer from Education Fees	0	33,947	0	0	5,031	0
Transfer from Technology Surcharge	0	20,564	0	0	21,984	0
Total Non-Operating Revenue	0	54,511	0	0	93,606	112,233
TOTAL REVENUE	596,418	547,189	598,921	373,297	799,161	712,609
<i>Expenditures</i>						
Personnel Services	196,907	100,873	86,305	41,194	86,707	90,964
Operating Expenses	494,120	357,983	483,846	220,040	571,452	484,614
Total Operating Expense	691,028	458,856	570,151	261,234	658,159	575,578
<i>Non-Operating Expenses</i>						
Transfer to General Fund	0	21,742	28,770	14,385	28,770	25,198
Capital	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0
Total Non-Operating Expenses	0	21,742	28,770	14,385	28,770	25,198
Fund Balance/Reserves/Net Assets	(94,610)	66,591	0	97,678	112,233	111,833
TOTAL EXPENDITURES	596,418	547,189	598,921	373,297	799,161	712,609

BUILDING FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Building Department serves to protect the health, safety and welfare of the public; and to enhance the general quality of life through interpretation and enforcement of the Florida Building Code, as well as other applicable regulations governing construction and land use.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Division enforces the Florida Building Code, the Dade County Codes, the National Fire Protection agency code, and is responsible for implementing the Village's Zoning and Land Use Regulations.

DEPARTMENT GOALS

- ☀ *Coordinate and oversee code amendments to ensure consistency throughout the code; with the Village's Master Plan and with the Village's Comprehensive Plan.*
- ☀ *Continue to improve the turnaround time for permit processing.*
- ☀ *Implement new permit software.*
- ☀ *Improve forms for ease of use by customers.*

Performance Measures/ Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Implement new permit software	X			
Organize & File Boxes of files		X		
Destroy old records per records retention rules			X	

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	196,907	100,873	86,305	41,194	86,707	90,964
MATERIALS, SUPPLIES, SERVICES	494,120	357,983	483,846	220,040	571,452	484,614
TOTAL OPERATING BUDGET	691,028	458,856	570,151	261,234	658,159	575,578
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	21,742	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	43,484	0	0	0	0
TOTAL DEPARTMENT BUDGET	691,028	502,340	570,151	261,234	658,159	575,578

BUILDING FUND



Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	94,499	69,192	61,406	28,063	61,369	64,937
Overtime	203	267	500	19	29	500
Fica	6,621	4,868	4,698	1,984	4,697	4,983
Retirement Contributions	6,410	4,702	4,293	1,987	5,072	4,770
Health,Life,Dental, Disability	28,672	21,434	14,956	8,802	15,089	15,295
Workers Compensation	503	410	451	338	451	479
Cost Allocation	60,000	0	0	0	0	0
TOTAL PERSONNEL SERVICES	196,907	100,873	86,305	41,194	86,707	90,964
Professional Services	421,680	279,249	414,000	159,894	469,953	414,400
Bank Fees	1,031	2,374	947	1,188	3,376	915
Contract Services-Data Processing	8,447	19,346	8,600	28,469	38,997	9,000
Telephone	1,427	1,115	1,500	794	1,587	1,500
Equipment Rental	1,289	1,653	1,680	834	1,668	1,680
Building Rental/Lease	52,597	52,637	53,119	26,810	53,620	53,119
Office Supplies	4,957	1,609	4,000	2,052	2,252	4,000
Relocation of Village Hall	0	0	0	0	0	0
Special Departmental Supplies	359	0	0	0	0	0
Dues, Subscriptions & Memberships	0	0	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SVCS	494,120	357,983	483,846	220,040	571,452	484,614
TOTAL OPERATING BUDGET	691,028	458,856	570,151	261,234	658,159	575,578
Office Equipment	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	21,742	0	0	0	0
TOTAL DEPARTMENT BUDGET	691,028	480,598	570,151	261,234	658,159	575,578

STREET MAINTENANCE FUND

Detail of Revenues & Expenditures

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
STREET MAINTENANCE FUND						
<i>Operating Revenues</i>						
Local Option Gas Tax	84,364	87,448	87,862	35,929	86,230	98,135
Capital Imp Local Opt Gas Tax	32,680	34,047	34,050	14,080	33,792	35,000
Total Operating Revenues	117,044	121,495	121,912	50,009	120,022	133,135
<i>Intergovernmental Revenues</i>						
Motor Fuel Tax	55,359	60,233	67,270	27,032	54,064	69,289
Total Intergovernmental Revenues	55,359	60,233	67,270	27,032	54,064	69,289
<i>Non-Operating Revenues</i>						
Transfer from General Fund	931,479	222,947	175,207	87,603	185,720	253,513
Transfer from Utility Fund	0	0	42,377	21,188	42,377	52,907
Transfer from Stormwater Fund	0	0	12,170	6,085	12,170	12,659
Bulk Trask Pick-up	943	3,355	2,000	9,288	18,576	3,730
Grants-Cswy Maintenance	2,832	2,835	2,833	1,417	2,833	2,833
Other Miscellaneous Revenue	0	426	2,000	200	200	1,000
Total Non-Operating Revenues	935,254	229,563	236,586	125,782	261,876	326,642
TOTAL REVENUE	1,107,657	411,291	425,769	202,823	435,962	529,065
<i>Expenditures</i>						
Personnel Services	70,835	125,192	126,699	66,881	128,329	131,587
Operating Expenses	218,850	278,054	297,070	124,037	305,633	397,478
<i>Non-Operating Expenses</i>						
Capital	55,660	13,045	0	2,000	2,000	0
Debt Service	0	0	0	0	0	0
Total Non-Operating Expenses	55,660	13,045	0	2,000	2,000	0
TOTAL EXPENDITURES	345,344	416,291	423,769	192,918	435,962	529,065

STREET MAINTENANCE FUND- PUBLIC WORKS DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This fund is used to account for Restricted Revenues and expenditures associated with state distributed fuel taxes.

DESCRIPTION OF SERVICES AND ACTIVITIES

❖ The Public Works Department maintains all Village streets including resurfacing, potholes repair, re-striping, and signage and landscaping.

DEPARTMENT GOALS

- ✱ Ensure Streets are designed to be ADA (American Disability Act) safe.
- ✱ Establish and adopt public property landscape plan.
- ✱ Enhance and expand roadside maintenance and mowing.
- ✱ Implement stripping and signage programs for all roadways within Village.
- ✱ Implement a community outreach, anti-littering program.
- ✱ Continue implementing and enhancing Village's beautification program.
- ✱ Implement a community outreach, anti-littering program.
- ✱ To review existing infrastructure evaluate needs for future Capital Improvements projects.

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Ensure Streets are designed to be ADA (American Disability Act) safe		X		
Establish and adopt public property landscape plan.		X		
Enhance and expand roadside maintenance and mowing		X		
Continue implementing and enhancing Village's beautification program			X	
To review existing infrastructure evaluate needs for future Capital Improvements projects			X	
Implement stripping and signage programs for all roadways within Village				X
Implement a community outreach, anti-littering program				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	70,835	125,192	126,699	66,881	86,707	90,964
MATERIALS, SUPPLIES, SERVICES	218,850	278,054	297,070	124,037	571,452	484,614
TOTAL OPERATING BUDGET	289,684	403,246	423,769	190,918	658,159	575,578
CAPITAL	55,660	13,045	0	2,000	2,000	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	55,660	13,045	0	2,000	2,000	0
TOTAL DEPARTMENT BUDGET	345,344	416,291	423,769	192,918	435,962	529,065

STREET MAINTENANCE FUND- PUBLIC WORKS DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	75,124	79,442	80,245	35,755	73,697	81,743
Overtime	5,783	5,851	5,000	4,843	9,686	5,000
Fica Tax	6,261	6,602	6,139	3,113	6,379	6,284
Retirement Contributions	5,929	6,452	6,355	3,215	6,887	6,762
Health, Life, Dental Insurance	18,265	19,728	20,113	13,319	22,832	20,772
Workers' Compensation	7,473	7,117	8,848	6,636	8,848	10,626
Cost Allocation	(48,000)	0	0	0	0	0
TOTAL PERSONNEL SERVICES	70,835	125,192	126,699	66,881	128,329	131,587
Contract Services - Grounds Maint	91,039	95,347	104,000	34,915	104,746	106,631
Temporary Personnel	38,394	48,108	42,000	21,933	53,417	67,000
Electric, Gas and Water	33,362	46,654	30,000	9,794	32,882	30,000
Vehicle Lease	7,494	6,873	6,870	3,947	7,664	9,246
R & M Vehicles	3,204	0	4,000	0	0	4,000
R & M Equipment	3,812	4,171	37,000	1,206	2,413	5,000
R & M Building	219	2,260	11,000	8,804	17,609	11,000
R & M Grounds	34,331	59,664	50,000	39,908	79,817	152,800
Uniforms	1,461	1,169	1,800	714	1,428	1,400
Gasoline, CNG & Oil	2,686	2,674	5,000	1,379	2,757	5,000
Tires	335	1,090	2,500	0	0	2,500
Minor tools and equipment	133	0	100	0	100	100
Special Department Supplies	2,104	75	2,800	1,436	2,800	2,800
TOTAL MATERIALS, SUPPLIES, SERVICES	218,850	278,054	297,070	124,037	305,633	397,478
TOTAL OPERATING BUDGET	289,684	403,246	423,769	190,918	433,962	529,065
Vehicles	0	0	0	0	0	0
Other Machinery & Equipment	55,660	13,045	0	2,000	2,000	0
TOTAL CAPITAL	55,660	13,045	0	2,000	2,000	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	55,660	13,045	0	2,000	2,000	0
TOTAL DEPARTMENT BUDGET	345,344	416,291	423,769	192,918	435,962	529,065

AFTER SCHOOL & SUMMER PROGRAM FUND

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
AFTER SCHOOL & SUMMER PROGRAM						
<i>Non-Operating Revenue</i>						
Grant from the Children's Trust	134,892	148,401	169,252	48,810	169,252	169,252
Transfer from General Fund	23,334	10,520	10,000	5,000	10,000	12,442
Fund Balance	13,859	0	0	0	0	0
Total Non-Operating Revenues	172,086	158,921	179,252	53,810	179,252	181,694
TOTAL REVENUES	172,086	158,921	179,252	53,810	179,252	181,694
<i>Expenditures</i>						
Personnel Services	145,303	139,038	151,514	54,018	151,514	156,259
Operating Expenses	26,783	19,883	27,738	5,920	27,738	25,435
Total Operating Expense	172,086	158,921	179,252	59,938	179,252	181,694
Fund Balance/Reserves/Net Assets	0	0	0	(6,128)	0	0
TOTAL AFTER SCHOOL & SUMMER PROGRAM	172,086	158,921	179,252	53,810	179,252	181,694

AFTER SCHOOL & SUMMER PROGRAM FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

These programs will be aimed at serving the elementary school children living within the Village of North Bay Village with 1st priority for enrollment provided to children who currently live within the Village of North Bay Village, 2nd priority provided to children who already attend Treasure Island Elementary School and 3rd priority offered to families who have the following special circumstances: Military families, migrant families, children of incarcerated parents, abused, neglected and foster children, children affected by natural disasters, children of single or sick parents and low income families. The Village of North Bay Village has a diverse population consisting of Hispanic, Anglo, low income to middle income families.

DESCRIPTION OF SERVICES AND ACTIVITIES

(Include overall intention of program, outline of program activities, target population to be served, etc.)

- ❖ After School/Summer Camp
- ❖ For the After School and Summer Camp Program we intend to serve 50 elementary school children approximate ages 5-11 for each program. Out of those 50, 9 child slots will be for special needs children.
- ❖ Serving elementary school children who live within the Village of North Bay Village and/or those who do not live within the Village but attend Treasure Island Elementary School or those who have "special circumstances".
- ❖ Programs will provide daily nutritious food and a daily schedule of literacy, physical fitness, social skills and family involvement.

DEPARTMENT GOAL

- ☀ Offer the child enriching activities and to alleviate any circumstances that either the child or parents are going through by the child being able to attend the after school and/or summer camp.

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONAL SERVICES:	145,303	139,038	151,514	54,018	151,514	156,259
MATERIALS, SUPPLIES, SERVICES	26,783	19,883	27,738	5,920	27,738	25,435
TOTAL OPERATING BUDGET	172,086	158,921	179,252	59,938	179,252	181,694
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	172,086	158,921	179,252	59,938	179,252	181,694

AFTER SCHOOL & SUMMER FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	131,587	127,193	140,127	49,962	140,127	134,258
Fica Tax	12,249	9,730	10,720	3,822	10,720	10,271
Retirement	0	0	0	0	0	11,053
Workers' Compensation	337	334	310	233	310	336
Unemployment	1,130	1,781	357	0	357	342
TOTAL PERSONNEL SERVICES	145,303	139,038	151,514	54,018	151,514	156,259
Professional Services	3,175	1,558	1,225	69	1,225	1,225
Accounting & Audit	2,500	2,000	2,000	2,000	2,000	1,674
Admission to Field Trips	6,831	7,273	5,460	0	5,460	5,460
Meals (participants)	0	0	3,360	0	3,360	3,360
Telephone	613	574	1,094	209	1,094	1,080
Background Screening	0	0	303	0	303	0
Indirect Costs	4,381	485	4,352	2,176	4,352	7,336
Travel (Participants)	2,040	2,500	2,100	0	2,100	700
Office Supplies	477	2,145	2,394	1,467	2,394	2,000
Minor Tools & Equipment	0	0	0	0	0	0
Program Supplies	4,973	3,024	4,200	0	4,200	2,100
Advertising	1,111	0	0	0	0	0
Education & Training	682	324	1,250	0	1,250	500
TOTAL MATERIALS, SUPPLIES, SERVIC	26,783	19,883	27,738	5,920	27,738	25,435
TOTAL OPERATING BUDGET	172,086	158,921	179,252	59,938	179,252	181,694
TOTAL DEPARTMENT BUDGET	172,086	158,921	179,252	59,938	179,252	181,694

TRANSPORTATION FUND

Detail of Revenues & Expenditures

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
TRANSPORTATION FUND						
<i>Operating Revenues</i>						
SurTax Revenue	313,027	328,070	335,000	85,579	316,471	345,888
Total Operating Revenues	313,027	328,070	335,000	85,579	316,471	345,888
Handicap Parking Fines	591	9,925	0	5,444	10,888	10,000
Miscellaneous Revenue	0	0	2,000	0	0	2,000
Transfer from General Fund	55,248	55,248	55,248	27,624	55,248	55,248
Fund Balance	830,056	830,056	992,419	1,037,065	1,037,065	812,448
Total Non-Operating Revenues	885,895	895,229	1,049,667	1,070,133	1,103,201	879,696
TOTAL REVENUE	1,198,922	1,223,299	1,384,667	1,155,712	1,419,672	1,225,584
<i>Expenditures</i>						
Personnel Services	75,281	73,965	84,372	39,173	79,921	85,832
Operating Expenses	88,066	79,897	77,950	38,367	77,748	78,950
Total Operating Expense	163,347	153,862	162,322	77,539	157,669	164,782
<i>Non-Operating Expenses</i>						
Vehicles	0	0	0	0	0	0
Capital Projects	97,175	32,372	1,222,345	0	438,667	1,060,802
Debt Service	0	0	0	0	0	0
Transfer to Capital Project Fund	0	0	0	0	0	0
Fund Balance/Reserves/Net Assets	938,401	1,037,065	0	1,078,173	823,336	0
Total Non-Operating Expenses	97,175	32,372	1,222,345	0	438,667	1,060,802
TOTAL TRANSPORTATION FUND	1,198,922	1,223,299	1,384,667	1,155,712	1,419,672	1,225,584

TRANSPORTATION FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This fund is used to account for revenues and expenditures for the administration and maintenance of the Village's Transportation program.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ Miami-Dade County passed a one-half cent Sales & Use Tax, Rentals, Admission and Other Transactions Chapter 212, Florida Statutes, providing for the use and expenditure of Surtax Proceeds to support, maintain and operate the county transit system.

DEPARTMENT GOALS

- ☀ *Update commuter bus route to meet public needs outside NBV by the end of the 1st quarter.*
- ☀ *Initiate street and sidewalks compliance by the end of the 4th Quarter.*

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Perform assessment of the Village right-of-ways to determine the necessity of roadway improvements and sidewalk replacement throughout the Village		X		
Establish and adopt capital projects which includes: Street Resurfacing, Re-striping, Curb ramps, Landscaping, Crosswalks, Traffic calming devices and Street Lights via Kimley-Horn & Associates		X		
Expansion of Mini Bus to locations outside Village		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	75,281	73,965	84,372	39,173	79,921	85,832
MATERIALS, SUPPLIES, SERVICES	88,066	79,897	77,950	38,367	77,748	78,950
TOTAL OPERATING BUDGET	163,347	153,862	162,322	77,539	157,669	164,782
CAPITAL	97,175	32,372	1,222,345	0	438,667	1,060,802
TOTAL NON-OPERATING BUDGET	97,175	32,372	1,222,345	0	438,667	1,060,802
TOTAL DEPARTMENT BUDGET	260,522	186,234	1,384,667	77,539	596,336	1,225,584

TRANSPORTATION FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	54,505	61,241	61,195	27,201	57,402	61,791
Fica	4,170	4,685	4,681	2,081	4,362	4,727
Retirement	4,003	4,625	4,847	2,154	4,509	5,087
Workers Compensation	2,604	3,414	3,648	2,736	3,648	4,228
Cost Allocation	10,000	0	10,000	5,000	10,000	10,000
TOTAL PERSONNEL SERVICES	75,281	73,965	84,372	39,173	79,921	85,832
Street Lights	44,546	46,563	52,000	23,769	47,537	52,000
Vehicle Rental	2,172	0	0	0	0	0
Repair & Maintenance Vehicle	20,843	10,191	4,000	10,933	21,867	4,000
Repair & Maintenance of Grounds	12,126	15,929	10,000	0	0	10,000
Uniforms	1,021	1,079	1,350	504	1,007	1,350
Gas & Oil	5,598	5,700	10,000	2,537	6,088	10,000
Tires	1,385	410	500	625	1,249	1,500
Special Department Supplies	375	25	100	0	0	100
TOTAL MATERIALS, SUPPLIES, SVCS	88,066	79,897	77,950	38,367	77,748	78,950
TOTAL OPERATING BUDGET	163,347	153,862	162,322	77,539	157,669	164,782
Storm Drains	0	0	0	0	0	0
Roads & Streets	6,000	32,372	1,222,345	0	438,667	1,060,802
Vehicles	91,175	0	0	0	0	0
Streetscape Improvements	0	0	0	0	0	0
TOTAL CAPITAL	97,175	32,372	1,222,345	0	438,667	1,060,802
Transfer to Capital Fund	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	97,175	32,372	1,222,345	0	438,667	1,060,802
TOTAL DEPARTMENT BUDGET	260,522	186,234	1,384,667	77,539	596,336	1,225,584

ENTERPRISE FUND

Detail of Revenues & Expenditures

	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Water Revenue	1,749,357	1,938,109	1,809,000	947,109	1,909,219	1,910,000
Sewer Revenue	2,196,256	2,534,863	2,500,000	1,264,823	2,529,646	2,609,880
Sanitation Revenue	1,614,211	1,666,802	1,650,000	829,578	1,659,155	1,710,000
Storm Water Revenue	115,334	115,501	120,000	57,734	115,468	120,000
Service & Late Charges	26,212	53,518	62,000	29,965	59,930	62,000
Total Operating Revenue	5,701,369	6,308,793	6,141,000	3,129,209	6,273,418	6,411,880
Licenses, Permits & Fees						
324.2130 Impact Fees-Water	0	0	0	0	0	0
324.2135 Impact Fees-Sewer	0	0	0	0	0	0
324.2136 Impact Fees-Sewer Lines	0	0	0	0	0	0
Charges for Licenses,Fees & Permits	0	0	0	0	0	0
Water Meter Fee	113	0	1,000	653	1,306	1,500
Interest Earnings	50	0	20	0	0	20
Other Revenue/ State Grants / Stormwater	0	0	774,368	0	0	0
Other Miscellaneous Revenue	21,988	2,439	1,053	1,155	2,889	50,000
Water Disconnect Fee	900	0	1,000	880	1,260	1,500
Sewer Improvements	0	0	0	0	0	0
Utilities Loan Proceeds	0	0	21,900,000	2,671,513	21,900,000	2,100,000
Appropriation of Fund Balance-Utilities	0	0	0	0	(427,311)	(374,680)
Appropriation of Fund Balance-Stormwater	0	0	1,028,378	0	639,121	665,404
Total Non-Operating Revenue:	23,052	2,439	23,705,819	2,674,202	22,117,265	2,443,744
TOTAL ENTERPRISE REVENUE	5,724,421	6,311,232	29,846,819	5,803,411	28,390,683	8,855,624
Expenditures						
Utilities Administration	1,539,342	803,966	854,707	381,651	780,398	724,511
Water Operations	749,678	884,227	876,932	376,220	885,248	893,849
Sewer	1,618,312	1,612,979	1,381,505	725,206	1,501,701	1,433,498
Sanitation	974,704	1,228,049	986,449	530,091	1,109,206	1,090,274
Storm Water	112,659	69,205	112,576	8,452	68,473	127,155
0	0	0	0	0	0	0
Total Operating Expenses	4,994,696	4,598,426	4,212,170	2,021,620	4,345,027	4,269,287
Transfer from SW to Street Maintenance F	0	0	0	0	0	12,659
Transfer from UT to General Fund	0	0	841,644	420,822	841,644	871,503
Transfer from UT to Street Maintenance F	0	0	42,377	21,188	42,377	52,907
Debt Principal	0	0	999,497	65,700	999,497	848,442
Debt Interest	28,782	28,159	35,961	12,028	35,961	32,736
UT Capital Outlay & other non-oper	0	869,346	1,803,000	0	12,710	2,120,500
Capital Improvements- Water	0	5,287	9,100,000	1,143,338	9,100,000	0
Capital Improvements- Sewer	222,961	314,165	12,800,000	852,148	12,046,771	0
Capital Improvement -Sanitation	0	0	0	0	0	0
Fund Balances/Reserves/Net Assets	477,982	495,849	0	1,260,481	1,381,837	647,590
Total Non- Operating Expense	729,725	1,712,806	25,634,649	3,781,791	24,472,967	4,586,337
TOTAL ENTERPRISE EXPENSES	5,724,421	6,311,232	29,846,819	5,803,411	28,817,994	8,855,624

ENTERPRISE FUND-UTILITIES ADMINISTRATION

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Utilities Administration Department is to provide management and technical support and administer policy throughout its divisions.

DESCRIPTION OF SERVICES & ACTIVITIES

- ❖ Provide administrative and decision making duties for above mentioned divisions, so that the Public Works Department can operate efficiently.

DEPARTMENT GOALS

- ☀ *Renovation of Galleon Street Facility by the end of the 4th quarter.*

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Research into methods to improve efficiency	X	X	X	X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	962,598	169,319	193,482	86,037	242,115	199,059
MATERIALS, SUPPLIES, SERVICES	576,745	634,647	661,225	295,614	538,283	525,451
TOTAL OPERATING BUDGET	1,539,342	803,966	854,707	381,651	780,398	724,511
CAPITAL	0	0	3,000	0	3,000	2,120,500
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	36,525	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	805,226	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	841,751	3,000	0	3,000	2,120,500
TOTAL DEPARTMENT BUDGET	1,539,343	1,645,717	857,707	381,651	783,398	2,845,011

ENTERPRISE FUND-UTILITIES ADMINISTRATION

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	148,452	115,341	161,645	71,313	198,282	165,843
Overtime	95	180	0	0	0	0
Clothing Allowance	0	0	0	400	400	0
FICA Tax	10,214	11,163	12,366	5,405	15,169	12,718
Retirement Contribution	22,400	27,355	16,632	7,238	24,365	17,391
Life, Dental & Health Insurance	10,021	14,005	11,278	5,511	12,339	11,272
Workers Compensation	1,416	1,275	1,561	1,171	1,561	1,835
Cost Allocation	770,000	0	(10,000)	(5,000)	(10,000)	(10,000)
TOTAL PERSONNEL SERVICES	962,598	169,319	193,482	86,037	242,115	199,059
Bank Fees	8,251	18,991	8,000	9,503	21,005	16,000
Professional Services	176,048	94,931	210,000	53,896	107,793	53,000
Accounting and Auditing	21,250	20,750	20,500	13,500	20,500	20,500
Engineering & Planning	0	0	0	0	0	75,000
Contract Services-Data processing	50,029	40,724	77,000	43,655	87,309	78,800
Contract Services-Medical	230	200	1,000	1,067	2,134	1,000
Telephone	20,097	16,086	18,600	8,205	16,409	18,600
Postage	6,843	6,611	5,000	4,000	8,000	5,000
Vehicle Lease	14,735	19,579	20,500	12,105	21,883	20,500
Building Lease	52,841	52,637	53,119	26,810	53,620	53,119
General Insurance	65,926	70,681	127,479	71,450	95,267	109,979
Depreciation - Equipment	3,485	3,484	0	0	0	0
Depreciation - Improvements O/T Bldg.	131,938	52,870	0	0	0	0
Repairs & Maintenance of Building	10,895	73,524	68,000	41,764	83,528	18,000
Repairs & Maintenance of Office Equipment	1,212	8,828	250	0	0	250
Repairs & Maintenance of Vehicles	2,054	1,837	1,000	1,006	2,012	1,000
Uniforms	1,530	291	960	190	880	886
Gasoline, CNG & Oil	2,786	2,257	2,000	2,039	4,894	4,000
Special Department Supplies	4,747	10,002	6,000	3,250	6,500	6,000
Dues, Subscriptions & Memberships	0	495	3,500	425	850	3,500
Education & Training	1,847	3,032	4,500	1,853	3,706	4,500
Contingency	0	0	33,817	0	0	33,817
TOTAL MATERIALS, SUPPLIES, SVCS	576,745	634,647	661,225	295,614	538,283	525,451
TOTAL OPERATING BUDGET	1,539,342	803,966	854,707	381,651	780,398	724,511
Office Equipment	0	0	3,000	0	3,000	20,500
Buildings	0	0	0	0	0	2,100,000
TOTAL CAPITAL OUTLAYS	0	0	3,000	0	3,000	2,120,500
Transfer to General Fund	0	768,701	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	805,226	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	805,226	3,000	0	3,000	2,120,500
TOTAL DEPARTMENT BUDGET	1,539,343	1,609,192	857,707	381,651	783,398	2,845,011

ENTERPRISE FUND-WATER DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Water Service Division is to operate the water facility and to maintain Village owned water lines and water meters in a reliable, efficient, and cost effective manner while keeping the water system free from known health and environmental risks.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Water Division monitors water purchased from Miami-Dade Water & Sewer Authority, measures water consumption through residential and commercial water meters and changes and repairs water meters/pipes. Federally mandated water tests are conducted and meter readings are provided to the Finance Department for monthly billing.

DEPARTMENT GOALS

- ✱ Create an inventory and replacement schedule for water meters.
- ✱ Create an inventory and replacement schedule for water meter box.
- ✱ Establish an equipment replacement schedule.
- ✱ Maintain a quality water distribution system.
- ✱ Increase the efficiency of water sales.

Performance Measures/ Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
To provide the purest water to the residents by performing annual tests	X			
Create an inventory and replacement schedule for water meters via Kimley Horn & Associates		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	74,988	82,365	78,898	33,227	72,805	75,552
MATERIALS, SUPPLIES, SERVICES	674,690	801,862	798,034	342,993	812,443	818,297
TOTAL OPERATING BUDGET	749,678	884,227	876,932	376,220	885,248	893,849
CAPITAL	0	6,676	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	6,676	0	0	0	0
TOTAL DEPARTMENT BUDGET	749,678	890,903	876,932	376,220	885,248	893,849

ENTERPRISE FUND-WATER DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	48,142	55,299	49,984	18,916	45,894	50,444
Overtime	3,066	4,720	4,000	3,706	7,412	4,000
Car Allowance	0	0	0	0	0	0
Fica Tax	3,711	4,454	3,824	1,745	4,078	3,874
Retirement Contribution	6,286	5,438	3,959	1,792	4,403	4,169
Health, Life, Dental & Disability Ins.	11,802	10,473	14,766	4,184	7,173	10,323
Workers Compensation	1,981	1,981	2,365	2,885	3,846	2,741
TOTAL PERSONNEL SERVICES	74,988	82,365	78,898	33,227	72,805	75,552
Professional Services	320	0	0	0	0	0
Water Purchases	553,943	656,797	721,000	273,783	681,268	721,000
R & M Vehicles	0	0	500	0	500	500
R & M Equipment	1,130	211	500	1,130	2,260	500
R & M Water Lines	104,495	121,270	60,000	63,488	118,982	80,000
Uniforms	920	1,114	810	231	462	778
Gasoline, CNG & Oil	1,782	1,359	3,500	298	596	3,500
Vehicle Lease	5,368	5,768	5,474	2,885	5,769	5,769
Minor Tools and Equipment	144	0	250	0	250	250
Special Department Supplies	6,588	15,343	6,000	1,178	2,357	6,000
TOTAL MATERIALS, SUPPLIES, SERVICES	674,690	801,862	798,034	342,993	812,443	818,297
TOTAL OPERATING BUDGET	749,678	884,227	876,932	376,220	885,248	893,849
Water Meters	0	6,676	0	0	0	0
TOTAL CAPITAL OUTLAYS	0	6,676	0	0	0	0
Transfer to Water Improvements Trust Fund	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	6,676	0	0	0	0
TOTAL DEPARTMENT BUDGET	749,678	890,903	876,932	376,220	885,248	893,849

ENTERPRISE FUND-SEWER DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Mission of the Sewer Service Division is to operate and maintain the wastewater collection system which includes the main station, lift stations, and their related infrastructures in a safe, reliable, efficient, and environmentally safe manner.

DEPARTMENT GOALS

- ☀ *Ensure reserves funding for future needs of sewer utility systems.*
- ☀ *Establish a Sewer Cleaning and replacement schedule.*
- ☀ *Reduce infiltration and inflow of storm water into the sewer system.*
- ☀ *Ensure sewer capacity and transmission for current demand and future growth.*
- ☀ *Maintain a quality sewer transmission system.*
- ☀ *Increase the efficiency of sewer sales.*

DESCRIPTION OF SERVICES & ACTIVITIES

- ❖ Maintain the Village-wide sanitary sewer system. Sewage is pumped from three branch lift stations to the main pumping facility where it is re-pumped to Miami-Dade regional treatment plant (WASA). The Sewer Division provides funding to support necessary Village equipment and personnel, as well as to cover the cost to the City of Miami for the transmission of the sewage.

Performance Measures/ Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Establish a Sewer Preventive Maintenance schedule				X
Evaluate the infiltration and inflow of storm water into the sewer system				X
Reduce infiltration and inflow of storm water into the sewer system				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	153,816	171,762	169,039	100,009	208,416	176,095
MATERIALS, SUPPLIES, SERVICES	1,464,496	1,441,217	1,212,466	625,197	1,293,285	1,257,403
TOTAL OPERATING BUDGET	1,618,312	1,612,979	1,381,505	725,206	1,501,701	1,433,498
CAPITAL	0	0	0	54,922	54,922	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	201,659	403,608	0	0	0	0
TOTAL NON-OPERATING BUDGET	201,659	403,608	0	54,922	54,922	0
TOTAL DEPARTMENT BUDGET	1,819,971	2,016,587	1,381,505	780,128	1,556,623	1,433,498

ENTERPRISE FUND-SEWER DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	103,975	108,121	112,360	53,746	115,933	116,611
Overtime	529	8,210	5,000	14,551	34,101	5,000
Fica	7,733	8,622	8,596	5,086	11,478	8,951
Retirement Contribution	12,833	16,270	8,899	5,441	12,393	9,602
Health, Life, Dental, Disability Ins.	24,431	26,224	28,855	16,789	28,782	29,576
Workers' Compensation	4,315	4,315	5,329	3,997	5,329	6,354
TOTAL PERSONNEL SERVICES	153,816	171,762	169,039	100,009	208,416	176,095
Engineering & Planning	0	17,370	40,000	28,100	31,200	40,000
Temporary Personnel	0	0	1,000	0	1,000	1,000
Electric, Gas & WT	46,664	46,276	48,000	24,070	44,141	48,000
Sewerage Disposal	1,350,436	1,314,802	900,000	414,873	1,000,787	900,000
R & M Vehicles	0	0	500	200	400	500
R & M Equipment	2,795	11,058	10,000	4,037	8,075	10,000
R & M Building	943	25	2,000	348	697	2,000
R & M Lift Stations	4,956	32,499	80,000	38,143	66,285	90,000
R & M Sewer Lines	48,411	14,109	65,000	109,988	128,526	100,000
Uniforms	1,545	1,468	1,240	556	1,113	1,177
Gasoline, CNG & Oil	2,937	3,253	8,200	1,445	2,889	8,200
Tires	0	0	0	0	0	0
Chemicals	0	0	600	0	600	600
Minor Tools & Equipment	904	37	700	0	700	700
Special Department Supplies	276	320	1,000	0	0	1,000
Vehicle Lease	4,630	0	6,876	3,436	6,873	6,876
Contingency	0	0	47,350	0	0	47,350
TOTAL MATERIALS, SUPPLIES, SVCS	1,464,496	1,441,217	1,212,466	625,197	1,293,285	1,257,403
TOTAL OPERATING BUDGET	1,618,312	1,612,979	1,381,505	725,206	1,501,701	1,433,498
Transfers to Sewer Trust	201,659	403,608	0	0	0	0
TOTAL OTHER NON-OPERATING EXPEN	201,659	403,608	0	0	0	0
TOTAL NON OPERATING BUDGET	201,659	403,608	0	54,922	54,922	0
TOTAL DEPARTMENT BUDGET	1,819,971	2,016,587	1,381,505	780,128	1,556,623	1,433,498

ENTERPRISE FUND-SANITATION DEPARTMENT

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Sanitation Division is to collect solid waste from Village customers for transfer to the county land fill in a timely, safe and cost effective manner, while protecting the environment.

DESCRIPTION OF SERVICES & ACTIVITIES

❖ The Sanitation Division is responsible for pick up and disposal of solid wastes, which includes garbage (food and household waste), trash (tree and limbs) and white goods (discarded appliances). Recycling products are collected by a private hauler hired by the Village.

DEPARTMENT GOALS

- ✱ Create an inventory and replacement schedule for vehicles.
- ✱ To provide waste hauling services to the Village as economically and efficient as possible.
- ✱ To optimize the routes as needed throughout the year.
- ✱ Create an inventory and replacement schedule for dumpsters.

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Implement Multi-Residential Recycling Program		X		
Create an inventory and replacement schedule for vehicles			X	

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	299,241	311,558	295,650	151,915	305,170	289,117
MATERIALS, SUPPLIES, SERVICES	675,463	916,491	777,485	378,176	804,037	801,157
TOTAL OPERATING BUDGET	974,704	1,228,049	1,073,136	530,091	1,109,206	1,090,274
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	65,000	65,000	0	0	0	0
TOTAL NON-OPERATING BUDGET	65,000	65,000	0	0	0	0
TOTAL DEPARTMENT BUDGET	1,039,704	1,293,049	1,073,136	530,091	1,109,206	1,090,274

ENTERPRISE FUND-SANITATION DEPARTMENT

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	188,206	190,411	191,734	88,611	195,063	183,975
Overtime	7,441	10,324	10,000	8,656	17,311	10,000
Clothing Allowance	0	0	0	800	800	0
Fica	14,704	15,128	14,668	7,427	16,308	14,135
Retirement Contribution	35,349	39,755	20,880	9,610	17,608	19,885
Life, Health, Dental, Disability Ins.	36,998	39,396	40,775	23,616	40,485	41,779
Workers' Compensation	16,544	16,544	17,594	13,196	17,594	19,342
TOTAL PERSONNEL SERVICES	299,241	311,558	295,650	151,915	305,170	289,117
Temporary Personnel	115,181	144,325	110,000	65,800	131,599	110,000
Solid Waste Disposal	336,779	497,129	399,282	191,633	393,414	410,103
Recycling Service Contract	101,404	104,630	92,400	41,594	99,826	110,400
R & M Vehicles	61,361	65,792	25,000	10,682	26,364	20,000
R & M Equipment	19,924	24,854	20,000	10,837	21,674	20,000
Uniforms	3,642	3,764	2,116	1,376	2,753	1,968
Gasoline, CNG & Oil	21,950	21,624	22,000	10,896	22,792	22,000
Tires	10,475	13,549	15,000	0	15,000	15,000
Chemicals	4,391	900	3,000	1,300	2,600	3,000
Special Department Supplies	306	0	1,000	0	1,000	1,000
Education & Training	50	0	1,000	50	1,000	1,000
TOTAL MATERIALS, SUPPLIES, SERVICES	675,463	916,491	777,485	378,176	804,037	801,157
TOTAL OPERATING BUDGET	974,704	1,228,049	1,073,136	530,091	1,109,206	1,090,274
Lease Purchase Principal	0	0	0	0	0	0
Lease Purchase Interest	0	0	0	0	0	0
TOTAL DEBT SERVICE	0	0	0	0	0	0
Transfers to Sanitation Improvements	65,000	65,000	0	0	0	0
OTHER NON-OPERATING EXPENSES	65,000	65,000	0	0	0	0
TOTAL NON OPERATING BUDGET	65,000	65,000	0	0	0	0
TOTAL DEPARTMENT BUDGET	1,039,704	1,293,049	1,073,136	530,091	1,109,206	1,090,274

ENTERPRISE FUND-STORMWATER FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Storm Water Division was established in response to the Federal EPA Mandate to reduce storm water pollution from entering into Biscayne Bay.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ All municipalities within Miami-Dade County have to obtain a National Pollutant Discharge Elimination System (NPDES) permit. These are federal regulations requiring local governments to institute management programs that will reduce and eliminate the harmful pollutants associated with storm water runoff into a natural body of water.

DEPARTMENT GOALS

- ☀ *Ensure reserves funding for future needs of storm water utility systems.*
- ☀ *Upgrade Storm water inlets, lines and outfalls as needed.*
- ☀ *Rehabilitate the North Bay Island and Treasure Island Deep Injection Wells.*
- ☀ *Create an inventory and replacement schedule for Deep Injection Pumps.*
- ☀ *Maintain a quality storm water transmission system*

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Obtain funding for future needs of storm water utility systems Legislative/Bonds				X
Start to upgrade Storm water inlets, lines and outfalls as needed				X
Maintain a quality storm water transmission system			X	
Rehabilitate the North Bay Island and Treasure Island Deep Injection Well			X	

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	15,096	3,006	62,876	2,712	13,492	77,713
MATERIALS, SUPPLIES, SERVICES	97,563	66,199	49,700	5,740	54,981	49,442
TOTAL OPERATING BUDGET	112,659	69,205	112,576	8,452	68,473	127,155
CAPITAL	0	0	1,800,000	4,855	9,710	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	11,077	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	11,077	1,800,000	4,855	9,710	0
TOTAL DEPARTMENT BUDGET	112,660	80,282	1,912,576	13,307	78,183	127,155

ENTERPRISE FUND-STORMWATER FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Regular Salaries	0	0	31,973	0	5,329	42,424
Overtime	0	0	0	0	0	0
FICA Tax	0	0	2,446	0	408	3,245
Retirement Contribution	0	0	2,532	0	422	3,493
Life, Health, Dental, Disability Ins.	0	0	22,310	0	3,718	23,063
Workers' Compensation	3,096	3,006	3,615	2,712	3,615	5,488
Cost Allocation	12,000	0	0	0	0	0
TOTAL PERSONNEL SERVICES	15,096	3,006	62,876	2,712	13,492	77,713
Storm Water Compliance	3,857	4,202	6,000	4,024	8,048	6,000
Electric, Gas & Water	2,265	3,087	200	1,456	2,913	200
Depreciation of Equipment	43,936	37,785	0	0	0	0
R & M Equipment	1,635	0	2,500	0	2,500	2,242
R & M Lines	7,726	0	8,000	0	8,000	8,000
R & M of Streets	0	0	24,000	0	24,000	24,000
Contingency	0	0	9,000	0	9,000	9,000
TOTAL MATERIALS, SUPPLIES, SERVI	97,563	66,199	49,700	5,740	54,981	49,442
TOTAL OPERATING BUDGET	112,659	69,205	112,576	8,452	68,473	127,155
Storm Drains	0	0	1,800,000	4,855	9,710	0
TOTAL CAPITAL	0	0	1,800,000	4,855	9,710	0
TOTAL NON OPERATING BUDGET	0	11,077	1,800,000	4,855	9,710	0
TOTAL DEPARTMENT BUDGET	112,659	80,282	1,912,576	13,307	78,183	127,155

ENTERPRISE FUND-WATER IMPROVEMENTS TRUST FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Water Improvement Division has been established to maintain the Village's water mains and laterals. The Division is primarily financed by a transfer from the water division of the Village's Utility Fund. By setting aside a relatively small amount of funds each fiscal year, the Village will be in a better position to address its future water system needs. In 1997, the Village estimated the cost for future improvements for the water laterals would be approximately \$150,000. This established a reserve to fund the cost of repairs over a 5 year period.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ Replacement of existing water mains, which deteriorate throughout the years and eventually cause low water pressure.
- ❖ Funds are used to increase the water pressure and replace damaged water mains and laterals.
- ❖ Upgrade water meters.

DEPARTMENT GOALS

- ✱ Establish a meter replacement program.
- ✱ Maintain a quality water distribution system.

Performance Measures/ Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Establish a meter replacement program via Kimley-Horn & Associates		X		
Establish Lateral Replacement Program via Kimley-Horn & Associates		X		

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	0	5,287	0	0	0	0
TOTAL OPERATING BUDGET	0	5,287	0	0	0	0
CAPITAL	0	53,043	9,100,000	1,143,338	9,100,000	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	53,043	9,100,000	1,143,338	9,100,000	0
TOTAL DEPARTMENT BUDGET	0	58,330	9,100,000	1,143,338	9,100,000	0

ENTERPRISE FUND-WATER IMPROVEMENTS TRUST FUND**Expenditure Category Detail**

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Depreciation -Water Lines	0	5,287	0	0	0	0
Water Meters	0	0	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SERVICES	0	5,287	0	0	0	0
 TOTAL OPERATING BUDGET	 0	 5,287	 0	 0	 0	 0
 Meters & Service Line Replacement	 0	 30,428	 4,700,000	 510,894	 4,700,000	 0
Water Transmission & Distribution Project	0	22,615	4,400,000	632,444	4,400,000	0
TOTAL CAPITAL	0	53,043	9,100,000	1,143,338	9,100,000	0
 DEBT SERVICE	 0	 0	 0	 0	 0	 0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	0	53,043	9,100,000	1,143,338	9,100,000	0
 TOTAL DEPARTMENT BUDGET	 0	 58,330	 9,100,000	 1,143,338	 9,100,000	 0

ENTERPRISE FUND-SEWER IMPROVEMENTS TRUST FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The Sewer Improvements Division funds provide for sewer upgrades, primarily financed by the State of Florida low interest (under 3%) loan program.

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ The Division's funds are used for engineering services, loan repayments, and contingency items. Funding is also provided to eliminate infiltration from ground water and exfiltration that contaminates ground water.

DEPARTMENT GOALS

- ✱ *Maintain a quality sewer transmission system.*
- ✱ *Reduce infiltration and inflow.*
- ✱ *Ensure sewer capacity and transmission for current demand and future growth.*
- ✱ *Complete Sewer Main Project.*

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Prepare Remediation Action Plan for Sewer I&I project via Kimley-Horn & Associates			X	
Start repairs of sewer lines				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	222,961	314,165	0	0	0	0
TOTAL OPERATING BUDGET	222,961	314,165	0	0	0	0
CAPITAL	0	168,150	12,800,000	852,148	12,046,771	0
DEBT SERVICE	28,782	28,159	948,771	77,729	948,771	881,178
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	28,782	196,309	13,748,771	929,877	12,995,542	881,178
TOTAL DEPARTMENT BUDGET	251,743	510,474	13,748,771	929,877	12,995,542	881,178

ENTERPRISE FUND-SEWER IMPROVEMENTS TRUST FUND**Expenditure Category Detail**

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Depreciation Equipment	222,961	314,165	0	0	0	0
TOTAL MATERIALS, SUPPLIES, SERVICES	222,961	314,165	0	0	0	0
TOTAL OPERATING BUDGET	222,961	314,165	0	0	0	0
Sewer Mains Cng, Videoing & Rehab	0	0	3,900,000	852,148	3,852,148	0
Sewer Improvement Project	0	168,150	900,000	0	900,000	0
West Bound Sewer Transmission	0	0	8,000,000	0	7,294,623	0
TOTAL CAPITAL	0	168,150	12,800,000	852,148	12,046,771	0
Loan Principal	0	0	912,810	65,700	912,810	848,442
Loan Interest	28,782	28,159	35,961	12,028	35,961	32,736
TOTAL DEBT SERVICE	28,782	28,159	948,771	77,729	948,771	881,178
TOTAL NON OPERATING BUDGET	28,782	196,309	13,748,771	929,877	12,995,542	881,178
TOTAL DEPARTMENT BUDGET	251,743	510,474	13,748,771	929,877	12,995,542	881,178

ENTERPRISE FUND-SANITATION IMPROVEMENTS TRUST FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

Sanitation provides funds for repair and replacement of equipment as needed.

DEPARTMENT GOALS

- ☀ *Continue allocating funds for future replacements of our sanitation trucks.*

DESCRIPTION OF SERVICES AND ACTIVITIES

- ❖ This account Funds the cost of repairing and replacing equipment to keep Sanitation trucks in good working order.

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	0	0	0	0	0	0
TOTAL OPERATING BUDGET	0	0	0	0	0	0
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	0	0	0	0	0	0

ENTERPRISE FUND-SANITATION IMPROVEMENTS TRUST FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
Other Machinery & Equipment	0	0	0	0	0	0
TOTAL CAPITAL	0	0	0	0	0	0
TOTAL DEBT	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	0	0	0	0	0	0
TOTAL DEPARTMENT BUDGET	0	0	0	0	0	0

DEBT SERVICE FUND

Detail of Revenues & Expenditures

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
DEBT SERVICE FUND						
G/O Bond Ad Valorem Debt Service Tax	597,931	652,848	642,918	560,279	642,918	642,427
Rent Proceeds-Sakura Lot	0	0	0	0	36,000	135,000
Appropriation of Fund Balance	59,356	0	0	0	0	0
TOTAL FUND REVENUE	657,287	652,848	642,918	560,279	678,918	777,427
<i>Expenditures</i>						
OPERATING BUDGET	0	0	0	0	0	0
DEBT SERVICE	652,848	648,048	642,918	217,219	642,918	777,427
Fund Balance/Reserves/Net Assets	(54,917)	4,800	0	343,060	0	0
TOTAL DEPARTMENT BUDGET	597,931	652,848	642,918	560,279	642,918	777,427

DEBT SERVICE FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

This Fund accounts for revenues and debt service expenditures associated with the the Village's two 2010 General Obligation Debt Refunding Notes.

DESCRIPTION OF SERVICES & ACTIVITIES

- ❖ This fund will continue to account for payments of debt service expenditure on Village General Government and Capital Improvements.

DEPARTMENT GOALS

- ☀ *Ensure timely payment of Debt Service.*
- ☀ *To ensure the Debt and Investment Policies are updated and remain current.*

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
CAPITAL	0	0	0	0	0	0
DEBT SERVICE	652,848	648,048	642,918	217,219	642,918	777,427
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	0	0	0	0	0	0
TOTAL NON-OPERATING BUDGET	652,848	648,048	642,918	217,219	642,918	777,427
TOTAL DEPARTMENT BUDGET	652,848	648,048	642,918	217,219	642,918	777,427

DEBT SERVICE FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
G/O Bonds Principal	412,857	422,857	432,857	102,857	432,857	499,878
G/O Bonds Interest	239,991	225,191	210,061	114,362	210,061	277,549
G/O Bonds Miscellaneous Fees	0	0	0	0	0	0
TOTAL DEBT SERVICE	652,848	648,048	642,918	217,219	642,918	777,427
TOTAL NON OPERATING BUDGET	652,848	648,048	642,918	217,219	642,918	777,427
TOTAL DEPARTMENT BUDGET	652,848	648,048	642,918	217,219	642,918	777,427

CAPITAL PROJECTS FUND

DEPARTMENT MISSION STATEMENT AND BUDGET MESSAGE

The mission of the Capital Projects fund is to account for the revenue and expenditures associated with large capital projects that will enhance Village infrastructure and beautify the Village.

DESCRIPTION OF SERVICES & ACTIVITIES

- ❖ Provide specified enhancements that will improve the quality and standard of life in North Bay Village.

DEPARTMENT GOALS

- ★ Develop a Capital Improvements Program (CIP).
- ★ Coordinate implementation of 12 Capital Projects totaling \$31 million in public investment over the next five years.
- ★ Administer competitive consultant's selection processes related to capital projects.
- ★ Coordinate grant processes for capital projects.
- ★ Assist in creating marketing materials for Village initiatives and projects.

Performance Measures / Indicators	1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Coordinate implementation of Capital Projects totaling \$31 million in public investment over the next ten years				X
Prepare Invitation for Architectural & Engineering Services for Village Public Safety/Municipal Complex		X		
Complete Design & Permit plans of Baywalk Project Plaza via Kimley-Horn & Associates				X

Expenditure Category Summary

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS, SUPPLIES, SERVICES	0	1,550	35,000	15,315	15,315	0
TOTAL OPERATING BUDGET	0	1,550	35,000	15,315	15,315	0
CAPITAL	57,379	383,679	3,590,000	104,315	793,759	510,000
DEBT SERVICE	0	0	0	0	0	0
GRANTS & AIDS	0	0	0	0	0	0
OTHER NON-OPERATING EXPENSES	57,379	383,679	3,590,000	104,315	793,759	510,000
TOTAL IMPROVEMENT EXPENDITURES	57,379	383,679	3,590,000	104,315	793,759	510,000

CAPITAL PROJECTS FUND

Expenditure Category Detail

ACCOUNT DESCRIPTION	FY 16 ACTUAL	FY 17 ACTUAL	FY 18 ADOPTED BUDGET	FY 18 6 MONTHS ACTUAL	FY 18 PROJECTED ACTUAL	FY 19 ADOPTED BUDGET
City Hall and Public Safety Facility	52,150	17,403	2,360,000	2,500	5,000	50,000
Park Improvements	0	0	1,070,000	0	1,530	300,000
Street Scape Improvements	(16,743)	0	0	0	0	0
Baywalk Plaza Phase I	6,447	314,629	0	99,726	784,408	0
Boardwalk Project	15,525	51,647	160,000	2,089	2,821	160,000
TOTAL CAPITAL	57,379	383,679	3,590,000	104,315	793,759	510,000
OTHER NON-OPERATING EXPENSES						
Transfer to General Fund	0	0	0	0	0	0
TOTAL NON OPERATING BUDGET	57,379	383,679	3,590,000	104,315	793,759	510,000
TOTAL DEPARTMENT BUDGET	57,379	383,679	3,590,000	104,315	793,759	510,000

CAPITAL SUMMARY

FUNDING SOURCE	FY 2019						
FUND	DESCRIPTION	Prior Years	2019	2020	2021	2022	2023
115-TRANSPORTATION FUND							
	Name: Resurfacing of North Bay Village Streets	51,818	1,060,802	50,000	50,000	50,000	50,000
	TOTAL TRANSPORTATION FUND CAPITAL IMPROVEMENTS	51,818	1,060,802	50,000	50,000	50,000	50,000
325-CAPITAL IMPROVEMENTS FUND							
	Name: Public Safety / Municipal Complex	32,967	50,000	9,000,000	27,000,000	0	0
	Name: Parks Facility	5,423,956	300,000	400,000	4,200,000	0	0
	Name: Baywalk Plaza Project	0	0	200,000	200,000	400,000	0
	Name: Boardwalk Linear Park	0	40,000	3,960,000	0	0	0
	Name: Underground Utility Lines Project	0	0	5,700,000	9,100,000	0	0
	TOTAL CAPITAL IMPROVEMENTS FUND	5,456,923	390,000	19,260,000	40,500,000	400,000	0
430-UTILITY FUND							
	Name: 1841 Galleon St. Renovations to Public Works Building	15,000	0	0	0	0	0
	TOTAL CAPITAL IMPROVEMENTS FUND	15,000	0	0	0	0	0
440-STORM WATER FUND							
	Name: Deep Well Injection System & Outfall Lines Projects	633,737	0	50,000	50,000	50,000	50,000
	TOTAL STORM WATER IMPROVEMENTS FUND	633,737	0	50,000	50,000	50,000	50,000
360-WATER IMPROVEMENTS FUND							
	Name: Water Meter and Service Line Replacement	4,225,675	0	0	0	0	0
	Name: Water Transmission & Distribution Project	4,400,000	0	0	0	0	0
	TOTAL WATER IMPROVEMENTS FUND CAPITAL IMPROVEMENTS	8,625,675	0	0	0	0	0
365-SEWER IMPROVEMENTS FUND							
	Name: Lift Station	0	0	500,000	0	0	0
	Name: Sanitary Sewer Project	3,900,000	0	0	0	0	0
	Name: Eastbound Forcemain: Out of Service/Repair/Replace	0	0	0	0	0	0
	TOTAL SEWER IMPROVEMENTS FUND CAPITAL IMPROVEMENTS	3,900,000	0	500,000	0	0	0
TOTAL ALL FUND CAPITAL IMPROVEMENTS		18,698,153	1,570,802	19,860,000	40,600,000	500,000	100,000

CAPITAL IMPROVEMENTS

Name: Resurfacing of North Bay Village Streets				AMOUNT	1,312,620	
DESCRIPTION:						
FY 2019 Milling Resurfacing of all streets and replacement of speed humps						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from the Citizen Independent Transportation Trust (CITT) Funded by Department of Transportation and LOGT Local Capital Improvements Gas Tax. No property tax increase was required to fund this project.						
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
CIP LOGT (Local Opt Gas Tax)	29,600	636,481	30,000	30,000	30,000	30,000
CITT Fund - Surtax	22,218	424,321	20,000	20,000	20,000	20,000
						0
TOTAL	51,818	1,060,802	50,000	50,000	50,000	50,000
Planning and Design	0	0	0	0	0	0
Construction	51,818	1,060,802	50,000	50,000	50,000	50,000
Speed Humps	0	0	0	0	0	0
TOTAL	51,818	1,060,802	50,000	50,000	50,000	50,000
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Public Safety / Municipal Complex				AMOUNT		36,082,967
DESCRIPTION:						
Construction of a facility to house Village administrative offices, Commission Chambers, the Police Department, a Fire Rescue Station and a community room, consolidated on Village-owned property located at the former municipal facilities site on the Kennedy Causeway. The proposed complex will be constructed to LEED certification standards to deliver a green, energy efficient “landmark” building to serve Village and County administrative and public safety functions.						
DESCRIPTION:						
The revenues for this project derived from the 2008 General Obligation Bond. The annual Debt Service mileage rate has increased to be able to fund the first phase of this project.The Village will save money on Office Rent.						
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	50,000	0	0	0	0
Debt Proceeds	82,967	0	9,000,000	27,000,000	0	0
	0	0	0	0	0	0
TOTAL	82,967	50,000	9,000,000	27,000,000	0	0
APPROPRIATION / COST CENTER						
Planning & Design	32,967	50,000	550,000	550,000	0	0
Land Acquisition	0	0	0	0	0	0
Construction	0	0	8,000,000	26,000,000	0	0
Construction Administration	0	0	450,000	450,000	0	0
TOTAL	32,967	50,000	9,000,000	27,000,000	0	0
PROJECT BALANCE	50,000	0	0	0	0	0
*Plus \$4,600,000 from County Fire Rescue Bonds, 2009 Sale.						

CAPITAL IMPROVEMENTS

Name: Parks Facility		AMOUNT					11,093,956
DESCRIPTION:							
Continued park development of a .51 acre waterfront parcel, acquired by the Village for park purposes in September 2008. Improvements were made to open the park to the public in April 2009. Proposed improvements during the next phase of the park's development include seawall repairs. Purchase of open space land on North Bay Island.							
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:							
There is no effect on the General Fund Operating Budget because the funding source for this project derives from Miami-Dade General Obligation Bond.							
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023	
Balance Forward	0	396,985	396,985	0	0	0	
Debt Proceeds	6,193,956	0	0	4,200,000	0	0	
Village Parks Trust Fund	0	0	200,000	0	0	0	
FIND Grant	0	0	200,000	0	0	0	
STATE DEP Grant	0	0	0	0	0	0	
TOTAL	6,193,956	396,985	796,985	4,200,000	0	0	
APPROPRIATION / COST CENTER							
Land Acquisition	4,508,494	0	0	2,500,000	0	0	
Soft Cost	358,759	0	0	0	0	0	
Construction	904,088	300,000	0	1,700,000	0	0	
Construction Administration	25,630	0	0	0	0	0	
Dock Design	0	0	400,000	0	0	0	
TOTAL	5,796,971	300,000	400,000	4,200,000	0	0	
PROJECT BALANCE	396,985	396,985	0	0	0	0	

CAPITAL IMPROVEMENTS

Name: Underground Utility Lines Project			AMOUNT		14,800,000	
DESCRIPTION:						
Underground construction of electric, phone and cable lines throughout the Village is under consideration, in accordance with the general obligation bond program authorized in 2006 by a voters’ referendum for this purpose.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There will be an effect on the Debt Fund Budget because the Debt Service Millage rate will increase to be able to fund this project.						
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
G.O. Bonds Authorized ‘06	0	0	5,700,000	9,100,000	0	0
TOTAL	0	0	5,700,000	9,100,000	0	0
APPROPRIATION / COST CENTER						
Preliminary Engineering	0	0	100,000	9,100,000	0	0
Design & Engineering	0	0	600,000	0	0	0
Construction	0	0	5,000,000	0	0	0
TOTAL	0	0	5,700,000	9,100,000	0	0
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Deep Well Injection System & Outfall Lines Projects					AMOUNT	830,552
DESCRIPTION:						
This project involves the repairs to the stormwater deep well injection system located in West Treasure Dr. and in Bay Terrace.Rehabilitation of the pumps, electrical panel and controls. The Bay Terrace well will be rehabilitated as well. Outfall Lines Replacement and Flapper Valve Installation. Stormdrain Outfall Linings and Tide-Flex Valves.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from revenues generated by the Stormwater Fund and Department of Environmental Protection Grant LP13043. No property tax increase is required to fund this project.						
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
Debt Proceeds	0	0	0	0	0	0
LP 13043	563,747	0	0	0	0	0
Operations	66,805	0	50,000	50,000	50,000	50,000
TOTAL	630,552	0	50,000	50,000	50,000	50,000
APPROPRIATION / COST CENTER						
Deepwell Injection wells	630,552	0	0	0	0	0
Outfall Lines Tide-Flex Valves	0	0	0	0	0	0
Rehab of NBI Stormwater Pump	0	0	50,000	50,000	50,000	50,000
TOTAL	630,552	0	50,000	50,000	50,000	50,000
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Water Transmission & Distribution Project			AMOUNT		4,400,000	
DESCRIPTION:						
Project DW13040: Repair and replacement of deficient water distribution piping and system components based on water losses identified as part of a water leak analysis. Will improve system performance, minimize water system losses, reduce loss of Village revenue, address public health risk components, establish design parameters for the facilities improvement.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from State of Florida Revolving Loan Program.						
FUNDING SOURCES:						
	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
State Revolving Loan Fund	4,400,000	0	0	0	0	0
TOTAL	4,400,000	0	0	0	0	0
APPROPRIATION / COST CENTER						
Design	240,000	0	0	0	0	0
Construction	4,160,000	0	0	0	0	0
TOTAL	4,400,000	0	0	0	0	0
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Water Meter and Service Line Replacement			AMOUNT		4,225,675	
DESCRIPTION:						
Project DW13042: Replace the Village's water meter and water service connections. The project includes replacing all 603 water meters and associated water service connections. All new meters are proposed to be AMR devices.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the funding source for this project derives from State of Florida Revolving Loan Program.						
FUNDING SOURCES:						
	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
State Revolving Loan Fund	4,225,675	0	0	0	0	0
TOTAL	4,225,675	0	0	0	0	0
APPROPRIATION / COST CENTER						
Design	65,675	0	0	0	0	0
Construction	4,160,000	0	0	0	0	0
TOTAL	4,225,675	0	0	0	0	0
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Baywalk Plaza Project			AMOUNT 1,152,009			
DESCRIPTION:						
Design and development of a linear park along the Biscayne Bay waterfront. The project will include public access point for resident and visitors as ROW is acquired.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no financial impact on the General Fund Operating Budget because the funding source for this project derives from revenues generated by the Park Improvement Fund and FIND Grants. No property tax increase is required to fund this project.						
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
Impact Fees	295,000	0	0	0	0	0
FIND Grant Phase I	200,000	0	0	0	0	0
Find Grant Phase II	180,000	0	0	0	0	0
Capital Improvements Bond Proceeds	477,099	0	0	0	0	0
TOTAL	1,152,099	0	0	0	0	0
APPROPRIATION / COST CENTER						
Design/Permitting	323,604	0	0	0	0	0
Construction	828,405	0	0	0	0	0
TOTAL	1,152,009	0	0	0	0	0
PROJECT BALANCE	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Lift Station		AMOUNT					500,000
DESCRIPTION:							
The Village's wastewater collection system consists of approximately 30,000 feet of sanitary sewers, 170 manholes, three local pump stations, one master pump station, and approximately 14,000 feet of force mains. Based on the Village's sanitary sewer collection system, the age and condition of the pumps and control panels, we are replacing several of the Village's wastewater pumps, control panels, and generator systems.							
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:							
There is no effect on the General Fund Operating Budget because the funding source for this project derives from State of Florida Revolving Loan Program.							
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023	
Balance Forward	0	0	0	0	0	0	
State Revolving Loan Fund	0	0	500,000	0	0	0	
	0	0	0	0	0	0	
TOTAL	0	0	500,000	0	0	0	
TOTAL							
Equipment	0	0	500,000	0	0	0	
TOTAL	0	0	500,000	0	0	0	
PROJECT BALANCE	0	0	0	0	0	0	

CAPITAL IMPROVEMENTS

Name: Sanitary Sewer Project		AMOUNT					3,900,000
DESCRIPTION:							
Project DW13041: Evaluation of approximately 116,400 linear feet of the existing sewer system by televising the sewer mains and cleaning of 34,100 linear feet consists of repairing and replacing segments of sanitary sewer piping through sanitary sewer lining, point repairs, lateral replacement, and grouting based on evaluation of field investigations as well as replacing wastewater pumps and control systems. Completion of this rehabilitation plan will address inflow and infiltration issues to improve system performance and greatly reduce the public health risks, environmental impacts, and groundwater contamination associated with a deficient sanitary sewer system.							
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:							
There is no effect on the General Fund Operating Budget because the funding source for this project derives from State of Florida Revolving Loan Program.							
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023	
Balance Forward	0	0	0	0	0	0	0
State Revolving Loan Fund	3,900,000	0	0	0	0	0	0
TOTAL	3,900,000	0	0	0	0	0	0
APPROPRIATION / COST CENTER							
Phase 1: Facilities Plan	105,180	0	0	0	0	0	0
Phase 2: Development of Specifications and Biddable Docs	744,368	0	0	0	0	0	0
Construction	3,050,452	0			0		
TOTAL	3,900,000	0	0	0	0	0	0
PROJECT BALANCE	0	0	0	0	0	0	0

CAPITAL IMPROVEMENTS

Name: Boardwalk Linear Park		AMOUNT		4,120,000		
DESCRIPTION:						
The Village is proposing to construct a public overwater boardwalk and transient dock project along with several transient day-use only slips on the northern edge of Treasure Island and east towards the bridge leading to Miami Beach.						
IMPACT OF CAPITAL IMPROVEMENTS ON GENERAL FUND OPERATING BUDGET:						
There is no effect on the General Fund Operating Budget because the the funding source for this project derives from Impact fees and FIND Grant.						
FUNDING SOURCES:	Prior Years	2019	2020	2021	2022	2023
Balance Forward	0	0	0	0	0	0
Miami-Dade Transit	0	0	0	0	0	0
Grant	0	80,000	1,980,000	0	0	0
Impact Fees	0	80,000	1,980,000	0	0	0
	0		0	0	0	0
TOTAL	0	160,000	3,960,000	0	0	0
APPROPRIATION / COST CENTER						
Underwater Survey	0	160,000	0	0	0	0
Construction Administration	0	0	0	0	0	0
Construction	0	0	3,960,000	0	0	0
TOTAL	0	160,000	3,960,000	0	0	0
PROJECT BALANCE	0	0	0	0	0	0

CENSUS

Miscellaneous Statistics

General Information

Date of incorporation	1945
Form of Government	Commission - Manager
Area in square miles	2.2

Culture & Recreation

Tot Lot & Community Park (West Drive)	2
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Fire Protection

Number of Stations	1
Number of fire personnel	7
Number of calls answered (Approximate)	1,440
Number of inspections conducted (Approximate)	360

Police Protection

Number of Stations	1
Chief	1
Detectives	4
Lieutenants	2
Sergeants	3
Corporals	3
Patrol Officers	14FT & 4PT

Number of Violations:

Arrest	338
Traffic violations	2,389
Parking violations	2,710

Sewage System

Miles of sanitary sewers	5.6
Daily average treatment in gallons	1.2 MGD

Water System

Miles of water mains	5.6
Number of service connections	725
Number of fire hydrants	57

Post Office

Station	1
Postal Workers	1 FT

Education

Number of Elementary Schools	1
Number of Students	701
Number of Teachers	57

North Bay Village demographics profile

Population in April 1, 2018 (estimated) 8,949

Population change since 2010: +25.4% (*ranked top 9 in FL by percent change in population from 2010-2016*)

Population in 2014: 7,871 (100% urban, 0% rural).

Population change since 2000: +16.9%

Males: 4,175 (53.0%)

Females: 3,696 (47.0%)

Median resident age: 39.6 years

Florida median age: 41.8 years

Zip codes: 33141

Estimated median household income in 2015: \$49,805 (it was \$34,354 in 2000)

North Bay Village: \$49,805

FL: \$49,426

Estimated per capita income in 2015: \$31,765 (it was \$21,017 in 2000)

North Bay Village city income, earnings, and wages data

Estimated median house or condo value in 2015: \$297,993 (it was \$94,300 in 2000)

North Bay Village: \$297,993

FL: \$179,800

Mean prices in 2015: All housing units: \$371,926;

Detached houses: \$399,331;

Townhouses or other attached units: \$279,319;

In 2-unit structures: \$278,822;

In 3-to-4-unit structures: \$190,261;

In 5-or-more-unit structures: \$370,267;

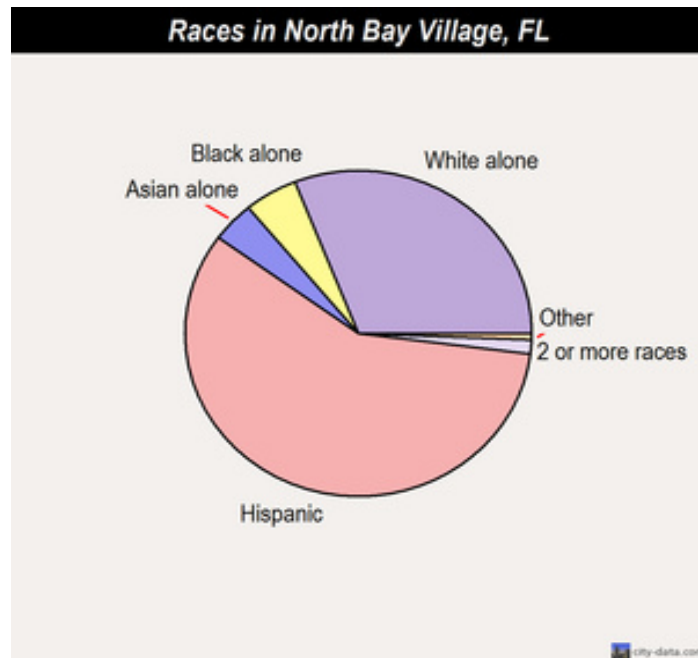
Mobile homes: \$57,659;

Occupied boats, RVs, vans, etc.: \$154,031

Median gross rent in 2015: \$1,633.

Read more: <http://www.city-data.com/city/North-Bay-Village-Florida.html#ixzz4vt6m976S>

Races in North Bay Village, FL (2018)



Hispanic	58.0%	4,139
White alone	31.0%	2,211
Black alone	5.0%	355
Asian alone	4.0%	288
Two or more races	1.4%	100
Other race alone	0.5%	37
American Indian alone	0.08%	6
Native Hawaiian and Other Pacific Islander alone	0.01%	1

For population 25 years and over in North Bay Village:

- **High school or higher:** 91.6%
- **Bachelor's degree or higher:** 41.0%
- **Graduate or professional degree:** 15.5%
- **Unemployed:** 7.1%
- **Mean travel time to work (commute):** 29.4 minutes

For population 15 years and over in North Bay Village city:

- **Never married:** 35.6%
- **Now married:** 38.2%
- **Separated:** 3.4%
- **Widowed:** 3.3%
- **Divorced:** 19.4%

4,105 residents are foreign born (44.9% Latin America).

This city: 52.3%

Florida: 19.7%

Median real estate property taxes paid for housing units with mortgages in 2015: \$2,592 (0.8%)

Median real estate property taxes paid for housing units with no mortgage in 2015: \$3,110 (1.1%)

NORTH BAY VILLAGE-ADDITIONAL DATA

Village History

Prior to 1940, most of what is now North Bay Village lay beneath the waters of Biscayne Bay. The only dry land was Broadcast Key, a five-acre island from which pioneer radio station WIOD began broadcasting in 1926. Today, television station WSVN-TV maintains its headquarters at this same site, now joined with Treasure Island.

In 1940, dredging and bulk-heading created North Bay Island. By 1941, palm-lined streets had been laid out, and 12 homes had been built and occupied. Today, the island has grown into a lush neighborhood of attractive single-family residences.

During the mid 1940's, dredging and filling created Harbor Island and Treasure Island. Harbor Island is composed primarily of multi-family buildings. Treasure Island, whose street names were drawn from Robert Louis Stevenson's novel Treasure Island, is a mixture of single family dwellings on the westerly end and multi-family dwellings on the eastern end.

North Bay Village was incorporated in 1945. Harbor and Treasure Islands were annexed several years later. Broadcast Key, also known as Cameo Island, was annexed in 1963. During its early years, North Bay Village was primarily a haven for winter residents. The Village became widely known for its popular restaurants and nightclubs, which attracted celebrities like Frank Sinatra and Judy Garland.

Most of today's residents live here year-round. North Bay Village continues to be home to several of South Florida's most popular restaurants, as well as a variety of business enterprises, apartment buildings, condominiums and 390 single-family homes.

GLOSSARY

- A -

Account. A term used to identify an individual asset, liability, expenditure control, revenue control, encumbrance control, or fund balance.

Accounting System. The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.

Accrual Basis of Accounting. The method which records revenues when earned (whether or not cash is then received) and records expenditures when goods or services are received (whether or not cash is disbursed at that time)

Ad Valorem Tax. Property taxes calculated as a percentage of the value of real or personal property. The percentage is expressed in mills (thousandths of dollars).

Appropriation. The authorization by the governing body to make payments or incur obligations for specific purposes.

Appropriated Fund Balance. The amount of surplus funds available to finance operations of that fund in a subsequent year or years.

Assessed Value. A valuation set upon real estate by County Property Appraiser as a basis for levying real property taxes (Ad Valorem Tax).

Asset. Resources owned or held by a government, which have monetary value.

- B -

Balanced Budget - State of Florida definition. Occurs when planned expenditures equal anticipated revenues. In Florida, it is a requirement that all budgets be balanced.

Balanced Budget - Village of North Bay Village definition. Occurs when current operating expenditures equal current revenues and appropriated fund balance.

Balance Sheet. The basic financial statement, which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with Generally Accepted Accounting Principals (GAAP).

Bond. A written promise to pay a designated sum of money (the principal) at a specific date in the future, along with periodic interest at a specific rate. The payment on bonds are identified as Debt Service. Bonds are generally used to obtain long-term financing for capital improvements.

Bond Funds. Resources derived from issuance of bonds for specific purposes and related Federal project grants used to finance capital expenditures.

Bond Rating. A rating (made by an established bond rating company) from a schedule of grades indicating the probability of timely repayment of principal and interest on bonds issued.

Budget (capital). A fiscal year budget for capital expenditures, i.e. items or projects of significant value with a probable life of one or more years, and the means of financing them.

GLOSSARY

Budget (operating). A plan of financial operation embodying an estimate of Adopted expenditures for a given fiscal year and the Adopted means of financing them (revenue estimates). The term is also used for the officially authorized maximum expenditure under which a government and its departments operate.

Budget Basis. The specific method used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Document (Program and Financial Plan). The official written statement prepared by the Village staff reflecting the decisions made by the Commission in their budget deliberations.

Budget Message. A general discussion of the Adopted budget written by the Village Manager to the Village Commission.

Budget Schedule. The schedule of key dates which a government follows in the preparation and adoption of the budget.

- C -

Capital Improvement Program. A projection of capital (long-lived and significant) expenditures over the coming five years. The method of financing is also indicated.

Capital Improvement Fund. An account used to segregate a portion of the government's equity to be used for future capital program expenditures.

Capital Outlay. Expenditures on fixed assets, which have a value of \$750 or more and have a useful economic lifetime of more than one year; or assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project. Major construction, acquisition, or renovation activities, which add value to a government's physical assets

or significantly increase their useful life. Also called capital improvement.

Consumer Price Index (CPI). A statistical description of price levels provided by the U.S. Department of labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency Account. An appropriation of money set aside for unexpected expenses.

Contractual Services. Services rendered to a government by private firms, individuals, or other governmental agencies. In North Bay Village, a number of services are provided on a contractual basis.

- D -

Debt Service Fund. Fund used to account for the accumulation of resources for and payment of general long term debt principal, interest, and related costs. The payment of principal and interest on borrowed funds.

Department. A major administrative segment of the Village, which indicates overall management responsibility for an operation or a group of related operations within a functional area. A department usually has more than one program and may have more than one fund.

Disbursement. The expenditure of monies from an account.

Distinguished Budget Presentation Awards Program. A voluntary award program administered by the Government Finance Officers Association (GFOA) to encourage governments to prepare effective budget documents.

- E -

Employee (or Fringe), Benefits. Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the deferred compensation, medical, and life insurance plans.

GLOSSARY

Encumbrance. Commitments of funds for contracts and services to be performed. When encumbrances are recorded, available appropriations are correspondingly reduced.

Enterprise Fund. Funds established to account for operations, which are financed and operated in a manner similar to private enterprises. The intent is that the expense of providing services to the public on a continuing basis (including depreciation) be financed or recovered primarily through user fees.

Estimated Revenues. Projections of funds to be received during the fiscal year.

Expenditure. The cost of goods delivered or services provided, including operating expenses, capital outlays, and debt service. Includes such things as paying salaries of police, fire and others, purchasing materials, electricity, water and gas and making long-term debt payments.

- F -

Financial Policy. A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investments. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year. The 12-month period to which the annual budget applies. The Village's fiscal year begins October 1st and ends on September 30th.

Fixed Assets. Assets of long-term character that are intended to continue to be held or used, such as land, building, machinery, furniture, and other equipment.

Franchise. A special privilege granted by a government permitting the continuing use of public property, such as Village streets, and usually involving the elements of monopoly and regulation.

Franchise Fees. Fees levied by the Village in return for granting a privilege, which permits the continual use of public property such as Village streets, and usually involves the elements of monopoly and regulation.

Fund. An independent fiscal and accounting entity with a self-balancing set of accounts. Funds are established to attain certain objectives or to simply segregate activities. Examples are the General Fund and the Enterprise Fund - Water & Sewer Utility.

Fund Balance. The excess of entity's assets over liabilities for a fund. A negative fund balance is sometimes called a deficit.

- G -

Generally Accepted Accounting Principles (GAAP). Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund. The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund.

General Ledger. A book, file, or other device, which contains the accounts needed to reflect the financial position and the results of operations of an entity. In double entry bookkeeping, the debits and credits in the general ledger are equals.

General Obligation Bonds. Bonds for the payment of which the full faith and credit of the issuing government are pledged. The Village currently has one series of General Obligations Bonds outstanding.

Goal. An attainable target for an organization. An organization's vision of the future.

Grant. A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example recreation), but it is sometimes also for general purposes.

GLOSSARY

- O -

- I -

Infrastructure. The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Inter-fund Transfer. Funds transferred from one fund to another.

Intergovernmental Revenue. Funds received from federal, state, and other local governmental sources in the form of shared revenues.

- L -

Liabilities. Debts or other legal obligation arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line Item. A specific item defined by detail in a separate account in the financial records. Revenue and expenditure Justifications are reviewed, anticipated and appropriated at this level.

- M -

Mil of Tax. A rate of tax equal to \$1 for each \$1,000 of assessed property value. For instance, if a property has a taxable value of \$250,000 and the millage rate is 1, then the tax amount would be \$250.

Millage Rate. One mil equals \$1 of tax for each \$1,000 of property value. The millage rate is the total number of mills of tax assessed against this value.

Modified Accrual Accounting. A basis of accounting in which revenues are recorded when collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period, and expenditures are recognized when the related liability is incurred.

Objective. A specific, measurable and observable activity which advances the organization toward its goal.

Objects of Expenditure. Expenditure classifications based upon the types or categories of goods and services purchased.

Obligations. Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Revenue. Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earning, and grant revenues. Operating revenues are used to pay for day to day services.

Ordinance. A formal legislative enactment by a government. A law.

- P -

Personnel Services. Expenditures for salaries, wages, and related employee benefits.

Policy. A plan, course of action or guiding principle, designed to set parameters for decisions and actions.

Productivity. A measure of the service output of Village programs compared to the per unit of resource input invested.

Programs and Objectives. The descriptions of the structure, purposes, activities, tasks and volumes or frequencies of each organizational unit shown in the budget. The period spans the fiscal year.

Property Tax Rate. A tax based on the value of the property. It is also called an Ad Valorem tax. The tax is determined by multiplying the taxable value of the property by the millage rate.

- R -

Reserve. An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Revenue. Money that the Village receives from a variety of sources such as taxes, fees and charges, grants, etc. that it uses to pay for service delivery and other items.

Risk Management. The identification and control of risk and liabilities incurred by a local government to conserve resources from accidental loss.

Rollback Millage Rate. The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes from new construction. It represents the millage rate level for no tax increase.

- S -

Special Assessment. A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. Some tax-exempt property in the affected area will also have to pay the special assessment. In Weston there are currently special assessments for the Indian Trace and Bonaventure

Surplus. The use of the term "surplus" in governmental accounting is generally discouraged because it creates a potential for misleading inference. Undesignated fund balance is used instead. The concept of "net worth" in commercial accounting is comparable to "fund balance" in government accounting. That portion of the fund balance, which is not reserved for specific purposes or obligations is called the undesignated fund balance: it is the true "surplus".

Tax Base. Total assessed valuation of real property within the Village.

Tax Levy. The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

Tax Rate. The amount of tax levied for each \$1,000 of assessed valuation.

Taxing Limit. The maximum rate at which the Village may levy a tax, which for Florida municipalities is 10 mills, or \$10 per thousand dollars of assessed value.

Truth-in-Millage (TRIM). A statement sent to all taxpayers in Florida advising them of the changes in the specific amounts of taxes they may be required to pay in the upcoming year and providing them with information on public hearing dates during which these tax levies will be decided (section 200.065

- U -

Undesignated Fund Balance. That portion of the fund balance available for use in subsequent budgets

User Fees. Charges for specific services provided only to those paying such charges

Utility Taxes. Municipal charges levied by the Village on every purchase of a public service within its corporate limits. Public service levied by the Village of North Bay Village include electric and gas service utility taxes.

